

City of North Myrtle Beach

South Carolina



BUDGET

Fiscal Year 2020

July 1, 2019 – June 30, 2020

CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA
FISCAL YEAR 2020 BUDGET
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BUDGET INTRODUCTION

City of North Myrtle Beach, South Carolina

Fiscal Year 2019-2020 Budget

F O R E W O R D

THE CITY

The City of North Myrtle Beach is located on the Atlantic Ocean and encompasses the northeastern section of the South Carolina coastal beach area known as the Grand Strand. North Myrtle Beach operates in and is governed by the laws of the State of South Carolina and also by its own charter which was first adopted by the electorate on May 7, 1968. The charter provides for a Council-Manager form of government. Legislative authority is vested in the Mayor and six Councilmembers elected at-large; provided, one councilmember shall be a resident of each of the following wards: Crescent Beach, Cherry Grove, Ocean Drive, Windy Hill, and two at-large. The terms of office are for four years each. The present term of councilmembers from Cherry Grove and Crescent Beach wards will expire during November 2019, along with one at-large member. The present term of the Mayor and the councilmembers from Ocean Drive, Windy Hill, and the other at-large councilmember will expire during November 2021. The Mayor and Council enact ordinances and resolutions relating to City services, levy of taxes, appropriation and borrowing, licensing and regulating of businesses and trades, and other municipal purposes.

ACCOUNTING SYSTEM

The City's accounting system is organized and operated on a fund basis. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. The types of funds to be used are determined by generally accepted accounting principles, and the number of individual funds established is determined by sound financial administration. The general principle for funds is to keep the overall number of funds to a minimum.

The City's records are maintained on a modified accrual basis for all governmental and fiduciary fund types. Accordingly, revenues are recognized when susceptible to accrual, i.e., both measurable and available. Expenditures, other than interest on long-term debt, are recorded as liabilities when incurred. The accrual basis of accounting is utilized by all proprietary funds.

The City of North Myrtle Beach has been awarded the Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report (CAFR) by the Government Finance Officers Association of the United States and Canada (GFOA). The Certificate of Achievement is the highest form of recognition in the area of governmental financial reporting, and its attainment represents a significant accomplishment by a government and its management. The City has obtained this award for every year since 1986.

BUDGETARY SYSTEM

The fiscal period of the City of North Myrtle Beach begins July 1 and ends June 30. Detailed provisions for the City's budget are set forth in South Carolina Code and City Code.

The budget process begins in December - seven months before the budget will take effect. The FY 2020 budget calendar, which follows, outlines the budget process for the City of North Myrtle Beach.

FY 2020 BUDGET CALENDAR

Oct. 1 – Nov. 30	-	Budget discussions with Department Heads
Dec. 3 – Dec. 31	-	Prepare budget spreadsheet per various department discussions
January 2 - 12	-	Review and compilation of preliminary budgets for all funds
Jan. 15 – Feb. 13	-	City Manager reviews all requests in light of revenue projections
Feb. 5 – Feb. 20	-	Compilation of Budget Retreat Manual
February 25 - 26	-	Budget Retreat
March 1 – 22	-	Finance Director and Asst. Finance Director reviews Budget Retreat priorities in light of updated revenue projections and prepare Budget Document
March 26 - 30	-	City Manager prepares Budget Message; assembling and typing of FY 2020 Proposed Budget
April 2 – 6	-	FY 2020 Proposed Budget reviewed and printed
April 15	-	FY 2020 Proposed Budget submitted to Council
	-	Public Hearing/First Reading of Proposed FY 2020 Budget Ordinance by City Council
May 6	-	Second Reading of Proposed FY 2020 Budget Ordinance by City Council
May 8 – 31	-	FY 2020 Approved Budget Written
June 15	-	Distribution of FY 2020 Budget Document

Preliminary discussions between the City Manager, Finance Director, Finance Staff and department heads took place in October and November to determine departmental needs and direction. The results of these discussions are assembled along with financial forecasts and presented to City Council at the annual Budget Retreat. During the Budget Retreat, City Council establishes goals, priorities, policies, and budget parameters for the upcoming fiscal year. Based on guidance given by Council at the retreat, a proposed budget is developed and submitted for consideration by City Council and the public at least two months prior to the beginning of the new fiscal year. The proposed budget receives a public hearing, and requires a discussion and ordinance adoption by City Council before taking effect.

After the budget takes effect, the City Manager is empowered to transfer funds from line item to line item, division to division, department to department and fund to fund. He may not exceed the appropriated limit for expenditures during the fiscal year without first seeking a budget adjustment ordinance from City Council.

The City maintains budgetary control on a GAAP basis at the object level (Salary, Regular; Salary, Part-Time; Overtime; Social Security; etc.) within each division. Detail control is accomplished by maintaining appropriations, expenditures and expended balances by line item within each operating division, department, and fund. Purchase requisitions or payments which would exceed their available object level appropriation are not processed without the approval of the Accounting Supervisor, who discusses the overrun with the appropriate staff member. As an additional control over expenditures, the City Manager approves all purchase requisitions in excess of \$10,000.

The budget for the City of North Myrtle Beach is organized as follows:

The City Manager's Budget Message: This message gives an overview of the City's fiscal status, discusses future financial trends, highlights key budget items and provides any necessary additional information on the budget document itself.

Forward: Summary of Accounting System and Budget Process, as well as significant budget policies that are adopted within the Budget Process.

Financial Summaries: Summarizes all fund revenue and expenditure activity for the 2019-2020 fiscal year. This section includes detailed discussion on capital purchases and future capital needs.

General Fund: This section contains charts and schedules for the fund. It also contains information on current year capital and debt service expenditures. Goals, priorities and benchmarks for each department are also discussed in this section.

Revenue Funds: Summary and detailed information on the City's budgeted revenue funds: the Accommodations Tax Fund is presented in this section.

Capital Project Funds: Summary and detailed information on the various budgeted capital project funds are provided for in this section.

Enterprise Funds: This section contains charts and schedules (both summary and detail) for the Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, Aquatic & Fitness Center Fund, NMB Enterprise Fund, and the Insurance Reserve Fund. It also contains information concerning current and future capital needs as well as debt service needs.

Personnel Report: This section contains the City organizational chart, pay plan, position class array, personnel summary, historical staffing, and a narrative concerning personnel/benefit changes implemented in the annual budget document.

Revenue Manual: Outlines a description of the revenue source, the legal authorization to collect revenues, fee schedule on how the revenue is calculated, a history of the revenue, and pertinent comments. The manual is grouped by fund.

Appendices: This section includes statistical data; glossary of terms, and enabling ordinances.

TOURISM

Direct Marketing Organization: Mayor and City Council has designated the North Myrtle Beach Chamber of Commerce as the Direct Marketing Organization (DMO) for this Budget Year. A local area DMO will be selected prior to the collection of the first quarters 30% Accommodations Tax Collections for FY 2020 which is budgeted at \$1,237,500.

Accommodations Tax 65% Funds: The 65% money can be used to assist the City in offsetting the cost of tourist related expenses such as Public Safety, beach, recreation, roads, drainage, intersection improvements, etc., as well as amounts to outside agencies that are tourist related.

North Myrtle Beach Tourism Expenditures: The City of North Myrtle Beach continues to make tourism a top priority. The City will promote and market the \$23,000,000 NMB Sports Park throughout the nation for events such as Ultimate Frisbee, high school athletics, college softball and numerous other tournaments and activities during FY 2020. The Recreation Department will also spend an additional \$1,500,000 in promoting and holding many other tourist related events that include the Great Christmas Light Show, May-fest, St. Patrick's Day Parade, Irish Italian Festival, Monday After the Masters, Diva Run, and numerous other tourism related events.

BUDGET POLICIES

In the development of the FY 2020 Budget, certain policies are followed in order to calculate revenue and expenditure estimates. These policies, which define the budget parameters, were followed in developing the budget for the annual budget retreat with the Mayor and City Council. The budget policies followed in developing the budget that was reviewed at the budget retreat are as follows:

1. The General Fund millage rate will be 37.1 mils. This is a reduction of 6.2 mils that was added in 2012 to pay of the North Myrtle Beach Park Bonds. The 37.1 mils will be in compliance with the reduction as a result of the reassessment being done by Horry County.
2. Business License Fees will remain the same for FY 2020 as the previous fiscal year.
3. Water Fees will increase by 6 cents and Sewer Fees will increase 5 cents for FY 2019 due to an increase by GSWSA. The annual 5% increase for Impact Fees will be suspended for FY 2020. Tap fees for both water and sewer will increase by 20% for the next five years to reflect the actual cost of the tap.
4. The 2% Hospitality Tax on restaurants, transient accommodations and amusements will continue to fund Public Safety activities, road and drainage projects, beach related projects and services, recreational activities, and capital construction for recreational facilities.
5. Police Officers retirement contributions will increase by 1% per year through 2022. These annual increases will result in an annual rate of 22.24%.

6. Other employee benefits will remain consistent with those of the current fiscal year except for hospitalization which will be bumped up by \$40 per month.
7. Employee pay ranges will be adjusted up 1.0% for the minimum, 2% for the middle and 3% for the upper end of the pay range. The pay matrix will be from 0.0% to 4.5% for FY 2020.
8. The General Fund will present a balanced budget between revenues and expenditures.
9. General Fund Transfers will include a transfer to the Street Improvement Fund for \$1,100,000 to continue street resurfacing, street construction, sidewalks, intersection improvements and beach accesses, and the Capital Improvement Fund will receive \$3,420,000 for various capital improvements throughout the City. A \$365,000 transfer will be made to the North Myrtle Beach Enterprise Fund and a \$50,000 to the Pension Trust Fund.
10. Revenue estimates will remain at the lower to middle portion of projected ranges.
11. Full salaries and benefits will be budgeted for all positions. However, some position vacancies may be unfilled for short periods of time depending on ongoing economic conditions.
12. The recipient of the Accommodations Tax 30% Direct Marketing Funds will be the North Myrtle Beach Chamber of Commerce.
13. The 35% General Fund's Fund Balance policy will remain in effect for FY 2020. These funds are vital in maintaining the financial sustainability of the city as well as providing cash flow for low revenue months and possible contingencies such as hurricanes. Any excess over the 35% may be used for capital purchases or one-time major expenditures.
14. General Obligation Debt Service has been paid off as of the previous fiscal year. All excess funds will be transferred back to the General Fund.
15. Equipment replacement will continue on a pay-as-you-go basis.
16. The City will continue to explore new technologies and purchase new computer systems/software in order to assist departments in the delivery of quality service to its citizens.
17. Continue to expand the City through strategic annexations that encourages smart growth.
18. Provide increased recreational opportunities through bike paths, parks, and protection of natural areas.
19. Use the ½% Local Accommodations collections to guarantee the 2004 Aquatics and Fitness Center Revenue Bonds with any excess going to the Beach Services Fund for the funding of lifeguards or to the North Myrtle Beach Enterprise Fund for tourist related costs.

20. Engage a lobbyist in order to obtain State funds for ocean outfalls and other major infrastructure projects.
21. The Cherry Grove Dredging Project will continue through FY 2020 in order to finalize the first dredging project. The second dredging project will be investigated in this fiscal year.
22. Explore opportunities to enhance tourist related activities during the shoulder seasons such as various sports tournaments and training opportunities especially at the new Sports Park.
23. Excess funds may be transferred between funds for operating and capital purposes at the express approval of the City Manager, Finance Director and /or the Assistant Finance Director.
24. Mayor and Council members will be eligible for retiree health insurance with 10 years of continuous service to the City of North Myrtle Beach and reaching normal retirement age as defined by Social Security.
25. The City Manager is eligible for retiree health insurance with 5 years of continuous service with North Myrtle Beach and at least 25 years of service as a City Manager upon reaching normal retirement age as defined by Social Security.
26. Due to the significant capital projects, it is authorized to borrow funds against existing CD's at local banks not to exceed a period of 30 months. The rate should not exceed 1 1/2% above the City's current CD rate at the respective banks.
27. Staff will continue to explore alternatives in order to provide additional ocean front parking. Paid parking will be explored during the fiscal year and may even begin prior to the year starting.
28. Inter-fund borrowings will be allowed for the purpose of capital projects for up to 5 years with the lending fund receiving ½% interest above the current CD rate for City CD's.
29. The Water and Sewer Fund may issue a revenue bond for capital expansion not to exceed \$5 million.
30. Stormwater Fees will remain at \$8 per ERU/month and multi-family units will remain the same at \$5.50 per month.
31. Solid Waste Fees will not change during this fiscal year.
32. A small increase in umbrella and chair rentals will take place for the upcoming season.
33. A pay increase has been budgeted for the Mayor and City Council after the upcoming election.

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City of North Myrtle Beach, South Carolina

PRINCIPAL OFFICIALS

July 1, 2019

Elected

Mayor Marilyn B. Hatley
Councilmember, Cherry Grove Ward Fred Coyne
Councilmember, Crescent Beach Ward Jay Baldwin
Councilmember, Ocean Drive Ward Terry White
Councilmember, Windy Hill Ward Nicole Fontana
Councilmember, At-Large Bob Cavanaugh
Councilmember, At-Large Hank Thomas

Appointed

City Manager Michael G. Mahaney
Assistant to the City Manager Micki C. Fellner
Finance Director Randy J. Wright
Information Services Director Patrick Wall Jr.
Parks and Recreation Director John W. Bullard
Planning and Development Director James W. Wood
City Engineer/Public Works Director Kevin D. Blayton
Public Safety Director..... Jay A. Fernandez
Assistant Finance Director..... Jamie L. Baker

Working Together to Make a Difference

OUR MISSION AS CITY EMPLOYEES

is to interact with our customers to provide cost effective, high quality public services which will support and enhance a safe, attractive community for families and visitors to enjoy and for business to prosper both today and tomorrow under the policies established and resources provided by City Council.



April 2, 2019

Honorable Mayor and City Council:

Submitted herein is the recommended budget for the City of North Myrtle Beach for the fiscal year ending June 30, 2020.

The budget is the most important document prepared by the City annually. This document contains a brief description of the services, the programs and service levels that we provide as a full service city. The budget also is a reflection of what Council sees as the vision for this community and reflects those issues and solutions as discussed at the annual Budget Retreat.

The millage rate for FY 2020 is 37.1 mils. This represents a reduction in millage of six point two (6.2) mils. The overall budget for FY 2020 will be \$92,132,313 compared to \$96,295,248 for the previous fiscal year. This decline is a result of less spending on large capital projects.

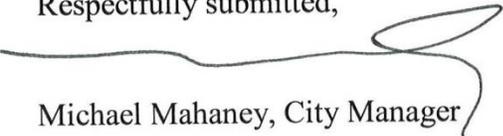
This budget also contains adjustments to Water & Sewer Fees as well as Tap Fee in the Water and Sewer Fund. A discussion of each of these fee adjustments is in the Policy Section of the Budget Document pages v – vii.

Total full-time employment will go from 398 to 403 with the addition of a Code Enforcement Officer, a Horticulturist, a Special Events Worker, a Communications/Tech and an Irrigation Specialist. Much of the funding for these positions will be derived from the Enterprise Funds.

This year's budget provides for a balanced budget in the General Fund. Enterprise funds are all cash flow positive, and other governmental funds will remain with positive fund balances.

I would like to thank the Mayor and City Council for their input and support of the budget process as well as all Department Heads and staff for their work throughout this process. Special thanks to Finance Director Randy Wright and Assistant Finance Director Jamie Baker for preparing this document.

Respectfully submitted,


Michael Mahaney, City Manager

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**CAPITAL/OTHER INFRASTRUCTURE SUMMARY
ALL FUNDS**

The City will continue to adhere to its pay-as-you-go financing methodology established in 1988. Capital expenditures have been chosen based on the availability of funding. This policy has enabled the City to provide needed improvements without affecting future budgets. The City's equipment is first-rate and the majority of its infrastructure is in good to excellent condition. The financing of needed equipment on a pay-as-you-go basis is only possible when a community experiences steady growth similar to that of North Myrtle Beach.

A summary of capital/other infrastructure by fund and department is provided in the following table for the 2020 Fiscal Year. Capital expenditures make up a substantial portion of the total budgetary expenditures of \$92,132,313 including capital purchases in the enterprise funds. The City has functioned primarily under the pay-as-you-go financing methodology over the last 32 years.

<u>Department</u>	<u>Total Capital</u>
General Government	\$ -
Finance	1,085,000
Information Services	414,500
Public Safety	515,200
Planning & Development	35,000
Public Works	14,615,500
Recreation & Parks	2,879,870
Support Services	-
Total Capital	<u><u>\$ 19,545,070</u></u>

<u>Fund</u>	<u>Total Capital</u>
General	\$ 1,171,070
Water & Sewer	6,155,000
Storm Water Drainage	700,000
Capital Improvement	1,657,500
Street Improvement	6,080,000
Beach Renourishment	300,000
Cherry Grove Dredging	767,000
Solid Waste	1,516,000
Beach Services	63,500
Aquatics & Fitness Center	50,000
NMB Enterprise	1,085,000
Total Capital	<u><u>\$ 19,545,070</u></u>

GENERAL FUND CAPITAL

Capital purchases within the General Fund for FY 2020 have decrease from the previous fiscal year. Budgeted capital purchases at this time still make up only a small percentage of the overall expenditures of the General Fund because many of the ongoing capital purchases of the government are funded in other capital projects funds.

Timely replacement of motorized equipment is necessary in order to ensure the most efficient delivery of services. This policy is evident in the replacement of vehicles with high mileage or use. Vehicles, such as fire trucks, construction equipment and pickup trucks are replaced based upon a set replacement schedule that has been followed in this budget cycle. This replacement policy ensures that equipment being utilized by employees for the public is in good working order, which protects the interests of those who work, live, and vacation in North Myrtle Beach.

The following table lists the various General Fund capital purchases for FY 2020:

Division	Description	PROPOSED
Information Services	Computers/Technology/Software	\$ 164,500
Revenue	Vehicle	35,000
Pub. Safety - Patrol	Patrol Vehicles (8)	360,000
	Various Non-Mobile Equipment	21,200
Community Services	Beach Patrol Vehicles	69,000
Detectives	Unmarked Vehicle	35,000
Fire Suppression	Non-Mobil Equipment	30,000
Code Enforcement	Truck	35,000
Streets	Dump Truck	80,000
	Non-Mobile Equipment	42,000
Parks - ROW Maint.	ROW Median Landscaping	50,000
	Side Cutter Attachment	56,000
Parks - Parks/Sports Com.	Top Dresser	40,170
	Toro Workmen & Gator	32,000
Parks - Landscaping	Blower/Vacum	37,000
Parks & Beach	Toro Sandpro & Ride on Spreader	38,000
Parks & Grounds	Cushman	13,200
	Fuel Pump	33,000
GRAND TOTALS		\$ 1,171,070

During the annual budget retreat, the Mayor and City Council review revenues, expenditures and capital needs for the upcoming fiscal year as well as the four following fiscal years for long-term budget purposes. The budget decisions on capital must be reviewed in light of the ongoing capital improvement plans for the various departments that are part of the General Fund. The following table illustrates the projected capital needs by category for the General Fund for FY 2021 through FY 2024:

<u>Category</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
Building, Land & Improvements	\$ -	\$ 0	\$ 0	\$ 0
Heavy Equipment	70,000	70,000	70,000	70,000
Office Equipment	164,500	164,500	164,500	164,500
Motor Vehicles	604,000	539,000	579,000	544,000
Other Equipment	100,000	50,000	50,000	50,000
TOTAL General Fund Capital	\$ 938,500	\$ 823,500	\$ 863,500	\$ 828,500

Capital expenditure projections for future years are within the annual spending parameters the City has allocated to capital purchases over the previous five years. The General Fund should have no problem continuing its pay-as-you-go financing for the various capital expenditures projected through FY 2024.

WATER AND SEWER FUND

Several major infrastructure improvements are budgeted for the Water and Sewer Fund for FY 2020. Due to the cost of several major infrastructure projects scheduled for this fiscal year, a possible transfer from operations may be necessary in order to provide the cash flow to take on all these significant projects. The Water and Sewer Fund still maintains adequate cash reserves and has no revenue debt or contractual debt after March 1st.

The Water and Sewer Fund is projected to spend \$6,155,000 on capital projects/equipment for FY 2020. The majority of these funds will come from Impact Fees for increased capacity. The largest capital expenditure will be \$1,750,000 for the north end water crossing should an agreement be worked out with Grand Strand Water and Sewer Authority. Other capital expenditures for the Water and Sewer Fund include normal replacements and various upgrades throughout the system.

The following table lists the various capital expenditures for the operational part of the Water and Sewer Fund:

WATER & SEWER OPERATING CAPITAL

<u>Division</u>	<u>Capital Item</u>	<u>FY 2020 PROPOSED</u>
Finance/Utility Billing	Radio Telephone Read/Computer Updates	\$ 300,000
PW/Administration	GIS Mapping, Modeling, Asset Mgt	350,000
PW/Wastewater Tr.	Trucks (Pickup) & Tractor	90,000
	Electrical Panel Upgrades	75,000
	WWTP Impr. (Sand Beds, Aerators & Actuators)	875,000
	PW/Wells & Lifts	Pump Station Telemetry
PW/Construction	Electrical Upgrades HSPS	50,000
	Boom Truck/Pickup Trucks	190,000
	Portable Generator	70,000
	Sewer Pump Replacements	500,000
	Crew Trucks/Pickup Trucks	50,000
	Valve Operator (Truck/Trailer Mount)	100,000
	Maintenance Equipment	80,000
	In-House CIP	325,000
GRAND TOTALS		<u>\$ 3,155,000</u>

The following table lists the various capital expenditures that are provided for through Impact Fees:

WATER & SEWER IMPACT FEES CAPITAL

<u>Division</u>	<u>Capital Item</u>	<u>FY 2020 PROPOSED</u>
Administration	Barefoot Capacity GSWSA	750,000
Construction/Maintenance	North End Water Crossing	1,750,000
	Water Tower LRNR Area	500,000
Total Impact Fees Capital		<u>\$ 3,000,000</u>

STREET IMPROVEMENT FUND

This fund accounts for the financial resources appropriated for street paving, resurfacing, intersection improvements, and sidewalk installation. The projects to be undertaken for FY 2020 are as follows:

STREET IMPROVEMENT FUND

<u>Capital Item</u>	<u>FY 2020 PROPOSED</u>
Beach Access Impr. OCRM Grant	\$ 150,000
Sidewalk/Bicycle Lane	150,000
Road Intersection Improvements	250,000
Road Resurfacing	1,500,000
Main St Sign	350,000
Underground Util.-Santee Cooper	250,000
Crescent Beach Underground Utilities	1,450,000
SOB Crescent Beach Road Widening	1,500,000
Barefoot Bridge Annual Maintenance	80,000
Contingency	1,400,000
In-House Paving/Resurfacing	<u>400,000</u>
Total Street Improvement Fund	<u>\$ 7,480,000</u>

The funding for this year's projects will come from transfers from the General Fund, road fees, and grants as well as private contributions to various projects.

The largest projects for FY 2020 are associated with the road widening and improvement project for South Ocean Blvd. from 16th South to 28th South as well as the road resurfacing projects throughout the City. Underground utilities are not capitalized since they belong to the various utilities.

Projects for FY 2021 through FY 2024 will continue with intersection improvements, underground utilities, sidewalks, and resurfacing. Over this four-year period, the City is projected to incur \$15,620,000 for these projects. The estimated projects for FY 2021 through FY 2024 are listed below for the Street Improvement Fund.

<u>Project</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
Sidewalks/Beach Access	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Intersection Improvements	250,000	250,000	250,000	250,000
Road Construction & Resurfacing	2,100,000	1,000,000	1,000,000	1,000,000
Underground Utilities	1,500,000	1,000,000	1,600,000	1,000,000
In-House Improvements/Bridge Maint.	<u>480,000</u>	<u>480,000</u>	<u>480,000</u>	<u>480,000</u>
TOTAL Street Improvement Fund	<u>\$ 4,580,000</u>	<u>\$ 3,480,000</u>	<u>\$ 4,080,000</u>	<u>\$ 3,480,000</u>

CAPITAL IMPROVEMENT FUND

The Capital Improvement Fund accounts for financial resources used for capital asset replacement, acquisition, and construction. The projects for FY 2020 are outlined in the chart below. Not all expenditures in the Capital Improvement Fund are classified as a capital expenditure such as the cost of lobbyist in order to obtain additional funds for large projects and repairs. Total expenditures for the budgeted fiscal year are \$3,667,500, but only \$3,377,500 can be used for capital.

CAPITAL EXPENDITURES

<u>Capital Item</u>	<u>FY 2020 PROPOSED</u>
Equipment (Streets)	\$ 342,500
Tennis Courts/McLean Park	195,000
Dog Park Restrooms	120,000
IT In-House CIP	250,000
NMB Warehouse/Clinic	750,000
Contingency	<u>1,720,000</u>
Total Capital Improvement Fund	<u>\$ 3,377,500</u>

CHERRY GROVE DREDGING FUND

This fund will record all activity of the Cherry Grove Dredging Project for FY 2020. The total capital expenditures for this year are \$767,000 for the actual dredging project and mitigation. Future years will have expenditures for mitigation and debt interest. A 2nd dredge project may be undertaken in FY 2023.

SOLID WASTE FUND

The Solid Waste Fund became an Enterprise Fund during FY 2001. Solid Waste previously was part of the General Fund. This budget provides for \$1,516,000 of equipment/improvements to be bought in FY 2020 of which the largest purchase is a transfer station improvements of \$500,000.

Equipment outlays for fiscal years FY 2021 through FY 2024 are projected as follows:

<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>
\$726,000	\$582,000	\$692,000	\$705,000

STORM WATER DRAINAGE FUND

The Storm Water Drainage Fund was established by adoption of the Storm Water Management Ordinance during FY 2002. This Fund records all storm water fees collected from utility bills, as well as related capital expenditures for various drainage projects including ocean outfalls.

Capital outlay is projected to be \$700,000 for FY 2020 that are Priority 2 and 3 projects as identified by the Public Works Department due to the extensive rain since October of 2015. FY 2021 through FY 2024 will see the construction of an ocean outfall at 18th Avenue North. The funding for the 18th Avenue North Ocean Outfall will come from Stormwater Fees and is projected to be in excess of \$12,000,000.

AQUATIC & FITNESS CENTER FUND

Capital expenditures for the Aquatics & Fitness Center will be very small over the next five years. Capital replacements are all that is budgeted through FY 2024.

BEACH SERVICES FUND

Capital expenditures for Beach Services and Lifeguards will total \$63,500 for FY 2020. The major part of this capital is for vehicles to assist in the performance of various duties on the beach. The following four

fiscal years will see the expenditure of between \$40,000 and \$140,000 for additional capital each year. Due to the significant wear and tear on equipment used on the beach, replacement time is very much accelerated.

NORTH MYRTLE BEACH ENTERPRISE FUND

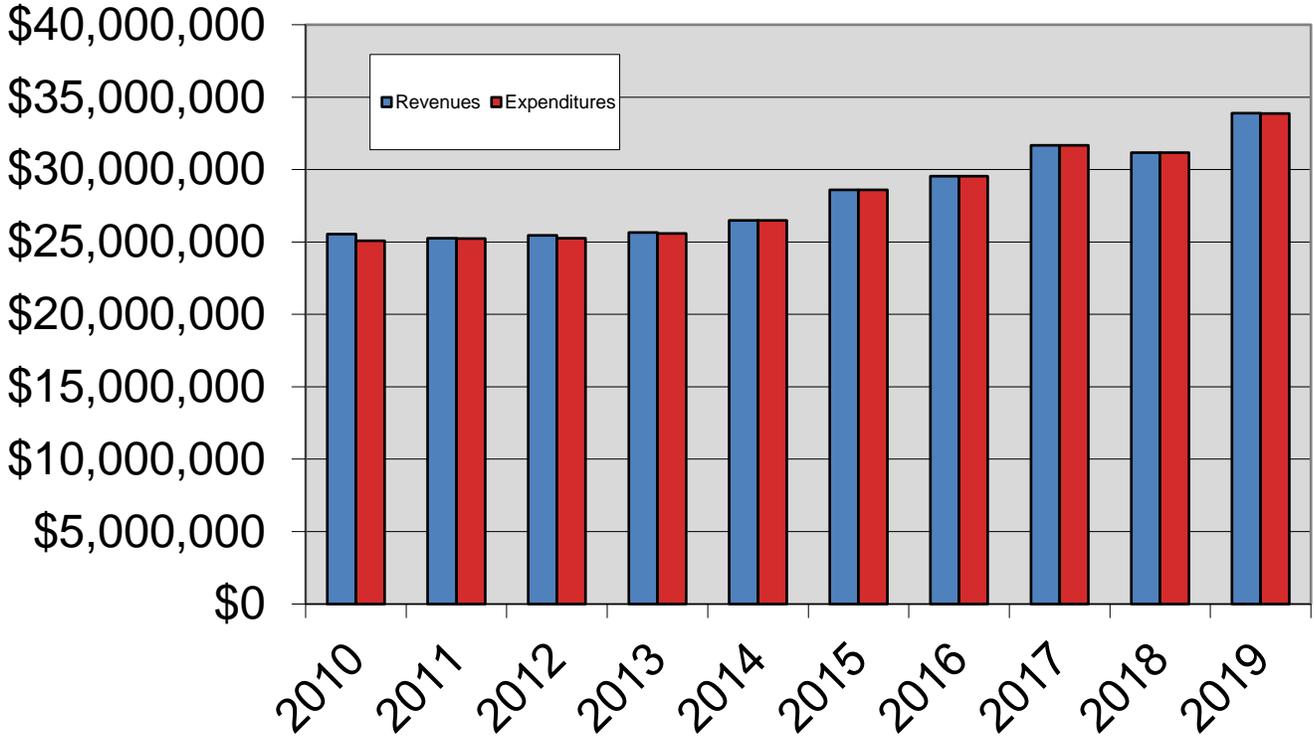
The NMB Enterprise Fund will begin its' third year of operations as a stand alone enterprise. The main function of this fund is to provide for the commercial and tourist related activities of the Sports & Tourism Park. The major capital additional for this fiscal year will be a carousel and small train ride. FY 2020 will see the expenditure of \$70,000 for improvements to the light show. Also the completion of lighting all the soccer fields will take place in this budget year. Additional capital outlay has been estimated between \$50,000 to \$500,000 over the next five years.

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GENERAL FUND SUMMARY

GENERAL FUND

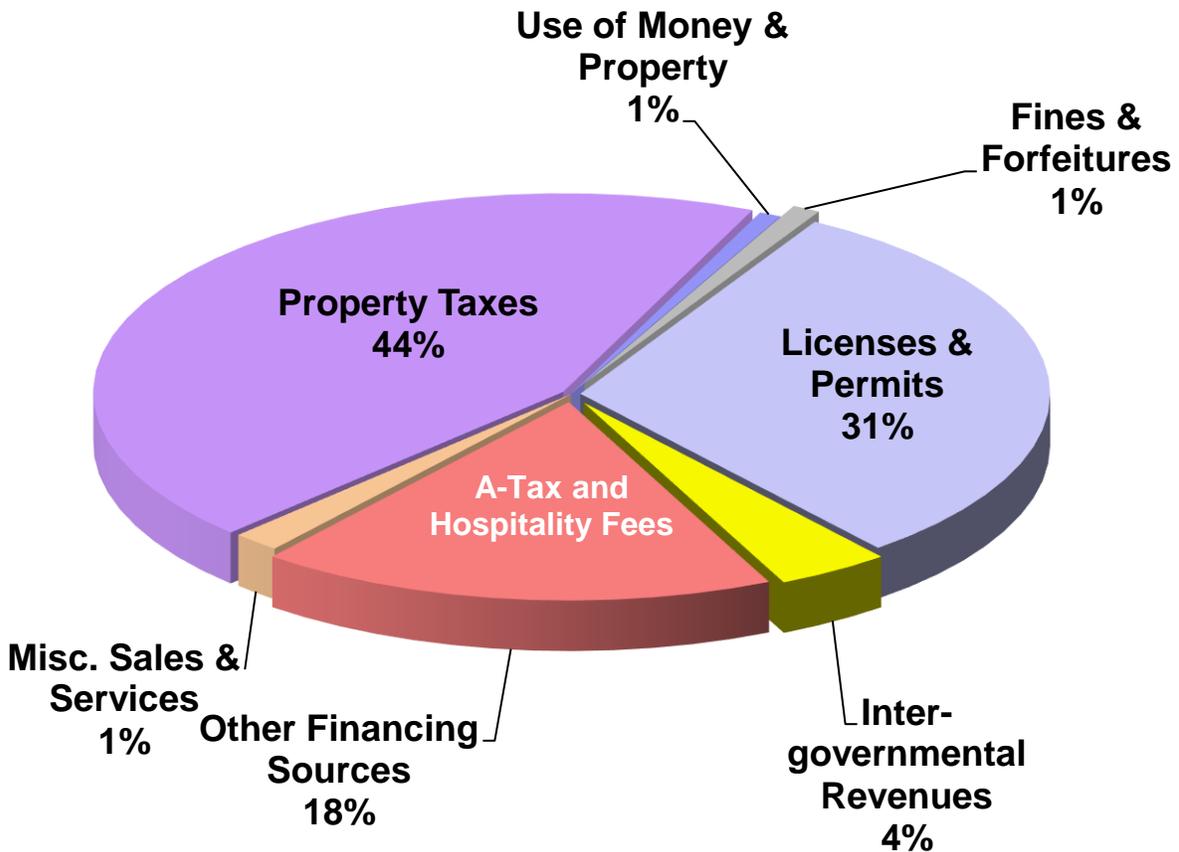
**REVENUES AND EXPENDITURES COMPARISON
BUDGETS FOR PAST 10 FISCAL YEARS**



The above chart reflects the fact that over the last ten years the City of North Myrtle Beach has maintained either a balanced budget for the General Fund or in some years a surplus. The increase in the budget is basically expected growth in personnel expenditures for pay raises which also result in benefit costs. There is also a significant increase in capital transfers for infrastructure improvements throughout the City. The infrastructure improvements are expected to continue over the next five years, as long as the General Fund continues to show steady growth in revenues.

GENERAL FUND REVENUES BY TYPE

The chart shown below illustrates the various General Fund revenue sources by type. Property Tax continues to be the highest source of revenues at 44%. Licenses and Permits are the second significant revenue source making up 31% of the FY 2020 budget. The third largest source of revenues is 18% for Local A-Tax & Hospitality Fees. Other revenue categories have changed very little from the last fiscal year. Revenue diversification continues to be a goal of the Mayor and City Council.



GENERAL FUND REVENUES

The tables below and on the next two pages provide four-year data for General Fund Revenues by source, as well as detail.

SUMMARY OF REVENUE GENERAL FUND

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Current Property Taxes	\$ 12,854,769	\$ 13,369,780	\$ 14,300,000	\$ 14,500,000	\$ 15,400,004
Delinquent Property Taxes	304,946	340,950	375,000	410,000	410,000
Licenses & Permits	8,903,459	9,969,892	10,321,500	10,684,157	11,031,500
Fines & Forfeitures	401,856	366,246	351,000	352,657	346,000
Use of Money & Property	210,051	229,996	222,000	247,000	272,000
Intergovernmental Revenues	1,850,861	1,495,512	1,555,810	1,788,023	1,398,560
Sales & Services	1,157,588	526,708	460,000	562,252	512,252
Miscellaneous	85,178	152,203	65,000	80,000	80,000
Other Financing Sources	6,601,716	5,835,360	6,256,678	6,225,245	6,397,919
TOTAL	<u>\$ 32,370,424</u>	<u>\$ 32,286,647</u>	<u>\$ 33,906,988</u>	<u>\$ 34,849,334</u>	<u>\$ 35,848,235</u>

MILLAGE RATE AND ESTIMATED TAX COLLECTIONS FISCAL YEAR ENDING JUNE 30, 2020

	FY 2017 ACTUAL 41.3 MILS	FY 2018 ACTUAL 41.3MILS	FY 2019 BUDGETED 43.3MILS	FY 2019 ESTIMATED 43.3MILS	FY 2020 BUDGETED 37.1MILS
Real & Personal Property	\$ 13,194,766	\$ 13,704,432	\$ 14,600,000	\$ 14,800,000	\$ 15,200,000
Estimated Non-Collectible	(339,997)	(334,652)	(300,000)	(300,000)	(300,000)
TOTAL CURRENT	<u>\$ 12,854,769</u>	<u>\$ 13,369,780</u>	<u>\$ 14,300,000</u>	<u>\$ 14,500,000</u>	<u>\$ 14,900,000</u>
Delinquent Property Taxes	206,425	235,808	250,000	300,000	300,000
Tax Penalties	98,521	105,142	125,000	110,000	110,000
TOTAL DELINQUENT	<u>\$ 304,946</u>	<u>\$ 340,950</u>	<u>\$ 375,000</u>	<u>\$ 410,000</u>	<u>\$ 410,000</u>
TOTAL TAX REVENUE	<u>\$ 13,159,715</u>	<u>\$ 13,710,730</u>	<u>\$ 14,675,000</u>	<u>\$ 14,910,000</u>	<u>\$ 15,310,000</u>

FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF REVENUE
GENERAL FUND

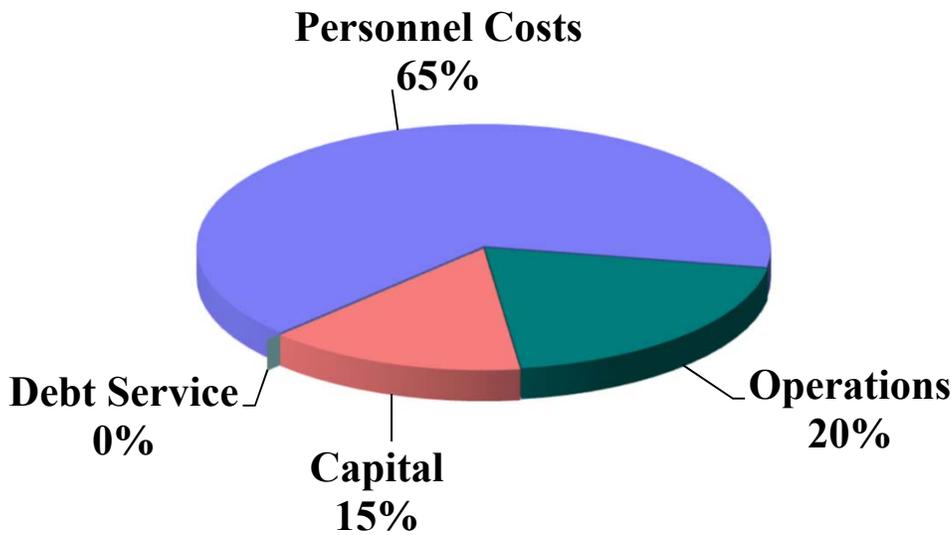
	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Beginning Fund Balance	\$ 11,180,648	\$ 11,190,571	\$ 12,435,020	\$ 11,190,569	\$ 12,500,000
TAXES:					
Current Taxes	12,854,769	13,369,780	14,300,000	14,500,000	15,400,004
TOTAL CURRENT TAXES:	\$ 12,854,769	\$ 13,369,780	\$ 14,300,000	\$ 14,500,000	\$ 15,400,004
Delinquent Property Taxes	\$ 206,425	\$ 235,808	\$ 250,000	\$ 300,000	\$ 300,000
Tax Penalties	98,521	105,142	125,000	110,000	110,000
TOTAL DELINQUENT TAXES:	\$ 304,946	\$ 340,950	\$ 375,000	\$ 410,000	\$ 410,000
LICENSES & PERMITS:					
Business License Fees	\$ 5,905,979	\$ 6,716,491	\$ 7,050,000	\$ 7,325,000	\$ 7,600,000
Business License Penalties	32,450	75,517	40,000	50,000	50,000
Building Permits	596,314	710,309	625,000	750,000	750,000
Inspection Fees	5,480	7,300	4,000	4,000	6,500
Other Permits	14,770	22,075	15,000	15,157	15,000
Santee Cooper Franchise Fees	1,430,505	1,468,964	1,630,000	1,550,000	1,600,000
Horry Electric Franchise Fees	183,152	182,831	190,000	190,000	200,000
TWC Cable Franchise Fees	564,711	582,124	590,000	590,000	600,000
HTC Cable Franchise Fees	87,047	107,607	87,500	110,000	110,000
Gas Franchise Fees	83,051	96,674	90,000	100,000	100,000
TOTAL LICENSES & PERMITS	\$ 8,903,459	\$ 9,969,892	\$ 10,321,500	\$ 10,684,157	\$ 11,031,500
FINES & FORFEITURES:					
Fines / Bail Bonds	\$ 688,306	\$ 677,754	\$ 700,000	\$ 700,000	\$ 700,000
Victims Assistance	48,033	43,929	60,000	48,000	48,000
Improper Parking Fines	17,254	11,544	5,000	12,000	12,000
Seizures	43,989	12,657	5,000	12,657	5,000
Bail Bondsman Fee	-	12,792	1,000	-	1,000
Less transfer to State	(395,726)	(392,430)	(420,000)	(420,000)	(420,000)
TOTAL FINES & FORFEITURES	\$ 401,856	\$ 366,246	\$ 351,000	\$ 352,657	\$ 346,000
USE OF MONEY & PROPERTY:					
Interest	\$ -	\$ 10,603	\$ 10,000	\$ 25,000	\$ 50,000
Property Rental	199,010	207,514	200,000	210,000	210,000
Purchasing Card Reimbursement	11,041	11,879	12,000	12,000	12,000
USE OF MONEY & PROPERTY:	\$ 210,051	\$ 229,996	\$ 222,000	\$ 247,000	\$ 272,000

FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF REVENUE
GENERAL FUND

	FY 2017	FY 2018	FY 2019	FY 2019	FY 2020
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
INTERGOVERNMENTAL:					
Local Government Tax	\$ 314,943	\$ 310,617	\$ 315,000	\$ 310,617	\$ 315,000
Homestead Exemption Tax	201,112	214,872	205,000	225,846	230,000
Heavy Equipment Tax	-	3,591	-	-	-
Business Inventory Tax	36,650	36,653	36,600	36,600	36,600
Accommodations Tax	236,069	227,335	229,250	235,000	245,000
Admissions Tax	89,173	91,900	50,000	50,000	-
Motor Carrier Tax	70,662	83,081	72,000	84,000	90,000
TNC Local Asses. Fees	9,431	19,971	13,000	20,000	20,000
Alcoholic Beverage Permit Fees	231,650	172,560	235,000	200,000	235,000
Government Grants	619,211	282,972	358,000	574,000	175,000
Horry County Recreation Grant	41,960	51,960	41,960	51,960	51,960
TOTAL INTERGOVERNMENTAL	\$ 1,850,861	\$ 1,495,512	\$ 1,555,810	\$ 1,788,023	\$ 1,398,560
SALES & SERVICES:					
Miscellaneous	\$ 6,210	\$ 55,314	\$ 40,000	\$ 40,000	\$ 42,500
Parking Lot Collections	25,951	22,279	30,000	25,000	25,000
Merchandise Sales	-	8,322	-	-	-
Credit Card Service Charge	8,097	8,188	7,000	7,000	7,000
GIS Data	-	-	1,500	-	500
Fire Protection	148,124	118,752	110,000	118,752	118,752
City Codes and Ordinances	9,426	8,600	10,000	10,000	10,000
Street Work	450	8,671	6,000	6,000	6,000
Beach Service Franchise Fees	105,250	119,888	95,000	123,000	125,000
Recreation League Fees	58,188	68,672	90,000	75,000	75,000
Recreation Instructor Fees	16,911	19,411	10,500	17,500	17,500
Recreation Misc. Fees	109,536	88,611	60,000	85,000	85,000
Non-Performance Reimbursement	-	-	-	55,000	-
NMB Park Revenues	669,445	-	-	-	-
TOTAL SALES & SERVICES	\$ 1,157,588	\$ 526,708	\$ 460,000	\$ 562,252	\$ 512,252
MISCELLANEOUS:					
Insurance Reimbursements	\$ 38,384	\$ 69,650	\$ 40,000	\$ 40,000	\$ 40,000
Forfeitures-401	28,571	38,344	10,000	25,000	25,000
Miscellaneous - Other	18,223	44,209	15,000	15,000	15,000
TOTAL MISCELLANEOUS	\$ 85,178	\$ 152,203	\$ 65,000	\$ 80,000	\$ 80,000
OTHER FINANCING SOURCES:					
Accommodations Tax Transfer	\$ 1,528,826	\$ 869,676	\$ 835,245	\$ 835,245	\$ 782,039
Local Accommodations Tax Transfer	2,239,371	2,305,144	2,374,133	2,300,000	2,374,133
Local Hospitality Fees Transfer	2,589,019	2,660,540	2,807,300	2,775,000	2,864,020
Other Fund Transfer In	244,500	-	240,000	315,000	377,727
TOTAL OTHER FIN. SOURCES:	\$ 6,601,716	\$ 5,835,360	\$ 6,256,678	\$ 6,225,245	\$ 6,397,919
TOTAL REVENUES:	\$ 32,370,424	\$ 32,286,647	\$ 33,906,988	\$ 34,849,334	\$ 35,848,235
TOTAL AVAILABLE RESOURCES:	\$ 43,551,072	\$ 43,477,218	\$ 46,342,008	\$ 46,039,903	\$ 48,348,235

GENERAL FUND EXPENDITURES BY TYPE -- FY 2020

The following chart illustrates Expenditures by Type. Debt Service continues to consume a small portion of General Fund expenditures. A detailed discussion of Debt Service and its effect on the City's financial position can be found in the Debt Service Section of the General Fund. The City continues to provide quality equipment for employees in order to deliver services efficiently and effectively to the citizens of North Myrtle Beach and its many visitors. The largest expenditure continues to be personnel costs. The following chart illustrates the percentage each type makes up of the Budgeted Expenditures:



The table below shows a four-year comparison of General Fund Expenditures by Type.

GENERAL FUND EXPENDITURES BY TYPE

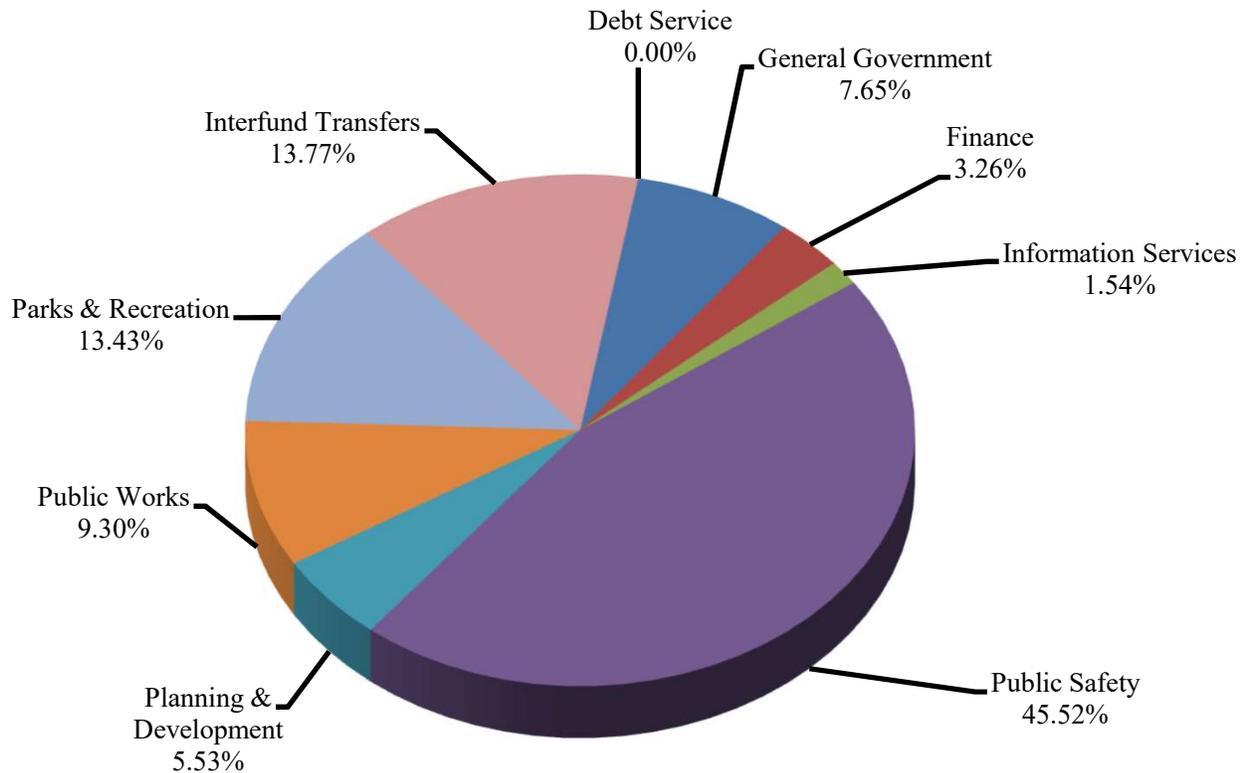
	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Personnel and Training	\$ 23,492,007	\$ 24,297,304	\$ 26,085,990	\$ 25,667,767	\$ 27,397,681
Maintenance and Operations	8,115,418	8,279,819	7,972,617	8,106,301	8,481,574
Capital Expenditures	4,501,888	3,931,164	4,892,057	5,463,813	6,106,070
Debt Service Expenditures	935,003	605,836	777,565	605,836	-
TOTAL GENERAL FUND	\$ 37,044,316	\$ 37,114,123	\$ 39,728,229	\$ 39,843,717	\$ 41,985,325

* Figures are before the overhead allocations and in house capital to other funds.

GENERAL FUND EXPENDITURES BY DEPARTMENT -- FY 2020

Expenditures by Department is another useful way to review expenditures. The largest department within the General Fund is the Public Safety Department. This department also employs 55.7% of all General Fund employees. Most fluctuations between departments over the last three years are a result of capital items.

The following chart illustrates the percentage each Department makes up of the Budgeted Expenditures:



The table below provides the data which is illustrated in the chart above:

GENERAL FUND EXPENDITURES	FY 2017 ACTUAL*	FY 2018 ACTUAL*	FY 2019 BUDGETED*	FY 2019 ESTIMATED*	FY 2020 BUDGETED*
General Government	\$ 2,610,773	\$ 2,617,462	\$ 2,625,560	\$ 2,539,125	\$ 2,742,124
Information Services	966,257	1,059,285	1,096,974	1,086,948	1,168,246
Finance	487,860	303,464	526,091	511,684	552,726
Public Safety	14,652,406	14,980,874	15,838,283	15,921,661	16,318,871
Planning and Development	1,707,321	1,706,788	1,882,564	1,812,939	1,982,839
Public Works	3,131,314	3,496,950	3,096,464	3,089,390	3,335,526
Parks and Recreation	4,545,161	3,854,788	4,491,119	4,489,830	4,812,901
Debt Service	935,003	605,836	777,565	605,836	-
Interfund Transfers	3,224,406	2,949,406	3,525,000	4,025,000	4,935,000
TOTAL GENERAL FUND	\$ 32,260,501	\$ 31,574,853	\$ 33,859,620	\$ 34,082,413	\$ 35,848,233

* Figures are net of the overhead allocation to the Water and Sewer Fund, Storm Water Fund, Solid Waste Fund, Beach Services Fund, Aquatic and Fitness Center Fund, NMB Enterprise Fund, and Insurance Reserve Fund and also net of in house capital transferred to the Capital Improvement and Street Improvement Fund.

The following table summarizes the Expenditures by Division within each Department. This table also is net of any overhead allocation costs being funded by the Water and Sewer Fund, the Solid Waste Fund, the Storm Water Fund, Beach Services Fund, the Aquatic Center Fund, the NMB Enterprise Fund, and the Insurance Reserve Fund, and also net of any in house capital being transferred to the Capital Improvement and Street Improvement Fund.

FISCAL YEAR ENDING JUNE 30, 2020
SUMMARY OF EXPENDITURES
GENERAL FUND

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
210	GENERAL GOVERNMENT SERVICES	\$ 947,486	\$ 1,012,911	\$ 954,387	\$ 1,009,042	\$ 1,047,337
211	LEGISLATIVE	197,761	198,072	205,906	201,442	211,863
221	ADMINISTRATIVE	172,140	195,023	302,226	292,541	399,056
232	CITY COURT	498,938	506,298	530,353	523,428	556,968
242	LEGAL	286,744	213,327	237,057	238,187	239,321
252	HUMAN RESOURCES	507,704	491,831	395,631	274,485	287,580
TOTAL GENERAL GOVERNMENT SERV.		\$ 2,610,773	\$ 2,617,462	\$ 2,625,560	\$ 2,539,125	\$ 2,742,124
262	INFORMATION SERVICES	487,860	303,464	526,091	511,684	552,726
TOTAL INFORMATION SERVICES		487,860	303,464	526,091	511,684	552,726
342	ACCOUNTING	282,385	284,149	361,167	349,555	366,379
352	REVENUE	535,610	596,135	595,654	616,249	655,410
822	PURCHASING	148,262	179,001	140,153	121,144	146,457
TOTAL FINANCE		966,257	1,059,285	1,096,974	1,086,948	1,168,246
411	PUBLIC SAFETY ADMIN.	734,561	696,517	1,186,310	1,163,316	1,215,505
422	UNIFORM PATROL	5,485,414	5,771,506	5,655,338	5,965,393	5,971,155
424	COMMUNITY SERVICES	1,005,046	944,326	1,061,552	1,082,514	1,126,014
431	DETECTIVES	1,039,271	1,088,888	1,054,076	989,786	1,066,900
442	COMMUNICATIONS/DETENTION	1,144,337	1,179,331	1,244,371	1,160,809	1,301,011
444	RECORDS	317,460	386,086	369,037	372,630	386,585
445	VICTIM RIGHTS ADVOCATE	77,004	80,965	88,775	86,740	95,031
452	PUBLIC SAFETY TRAINING	369,750	379,285	358,527	321,535	389,366
453	FIRE / RESCUE	4,123,790	4,119,242	4,431,511	4,352,613	4,415,511
454	FIRE PREVENTION/INSPECTION	355,773	334,728	388,786	426,325	351,793
TOTAL PUBLIC SAFETY		14,652,406	14,980,874	15,838,283	15,921,661	16,318,871
521	PLANNING	959,131	962,054	1,035,026	1,017,605	1,072,150
522	BUILDING	748,190	744,734	847,538	795,334	910,689
TOTAL PLANNING & DEVELOPMENT		1,707,321	1,706,788	1,882,564	1,812,939	1,982,839
652	STREETS / DRAINAGE	2,059,380	2,452,753	2,347,094	2,329,085	2,595,138
832	FLEET MAINTENANCE	277,961	290,757	301,569	295,566	316,788
842	FACILITY MAINT.	793,973	753,440	447,801	464,739	423,600
TOTAL PUBLIC WORKS		3,131,314	3,496,950	3,096,464	3,089,390	3,335,526
741	RECREATION (ADMINISTRATION)	319,373	329,606	352,999	351,020	365,016
742	RECREATION (ATHLETICS)	857,302	713,170	797,695	784,166	768,914
743	RECREATION (PROGRAMS/EVENTS)	1,025,776	956,524	1,040,647	1,018,199	1,075,245
744	RECREATION (SPORTS COMPLEX)	276,392	-	-	-	-
750	PARKS-ROW MAINTENANCE	-	392,494	410,448	435,452	611,671
751	PARKS-PARK / SPORTS COMPLEX	-	411,014	304,506	289,412	370,595
752	PARKS-LANDSCAPING	-	268,024	383,403	370,460	355,735
753	PARKS-PARKS & BEACH	-	457,008	547,524	577,968	614,851
754	PARKS / GROUNDS	2,066,318	326,948	425,625	431,387	439,087
755	PARKS - CUSTODIANS	-	-	228,272	231,766	211,787
TOTAL PARKS AND RECREATION		4,545,161	3,854,788	4,491,119	4,489,830	4,812,901
911	DEBT SERVICE	935,003	605,836	777,565	605,836	-
915	OTHER FINANCING USES	3,224,406	2,949,406	3,525,000	4,025,000	4,935,000
TOTAL GENERAL FUND EXPENDITURES		32,260,501	31,574,853	33,859,620	34,082,413	35,848,233

General Fund benchmarks, goals and priorities are located in the narrative discussion of each department. The detail for each division is included within the departmental sections of the presentations.

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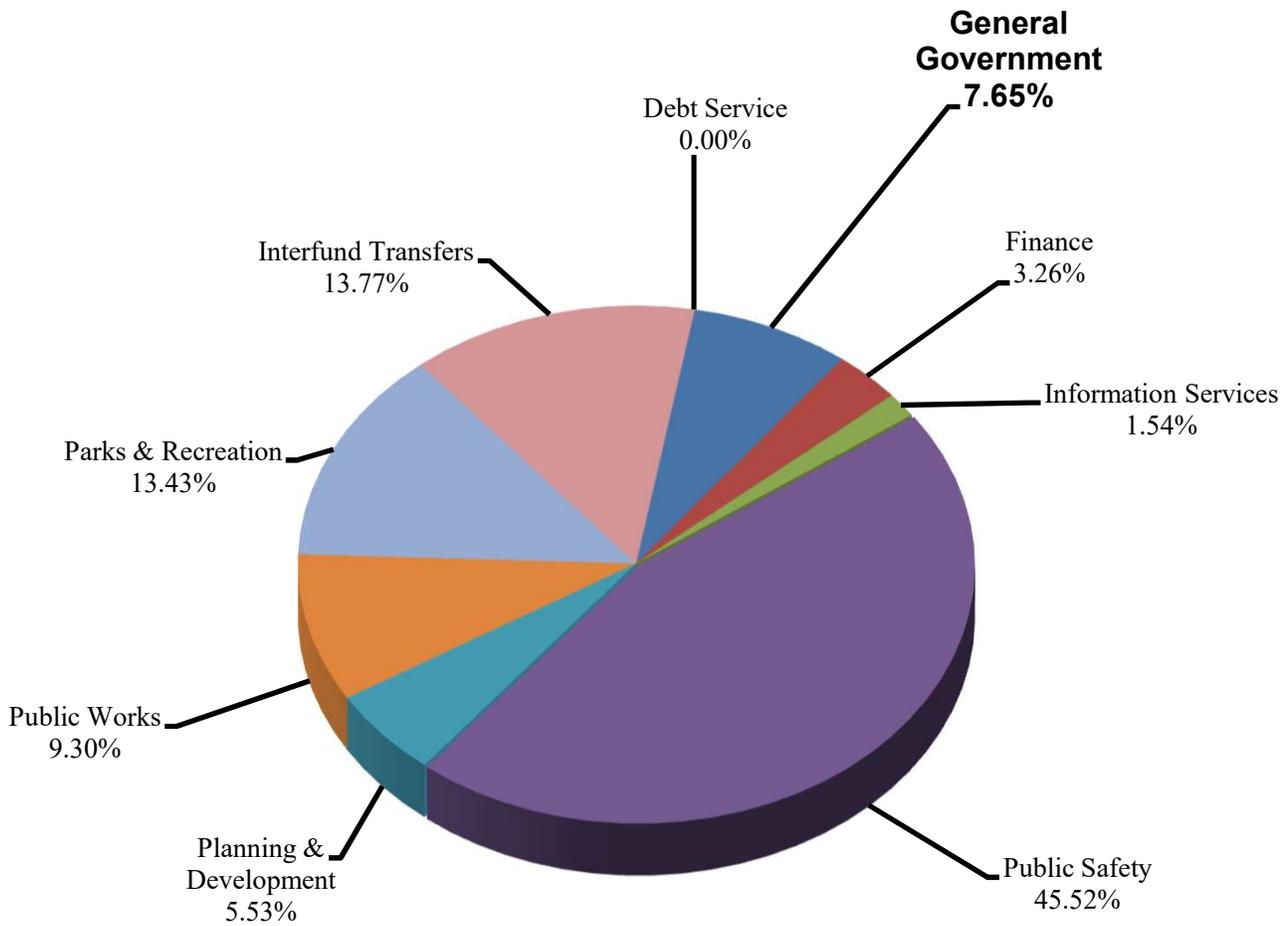
GENERAL FUND EXPENDITURES

GENERAL GOVERNMENT

GENERAL FUND
GENERAL GOVERNMENT SERVICES DEPARTMENT

The General Government Services Department includes 6 divisions: General Government, Administrative, Legislative, City Court, Legal, and Human Resources. These divisions provide the framework of City policy and management philosophy. Descriptions of the individual divisions are provided in their individual division narratives which follow.

The chart below shows the portion of General Fund Expenditures allocated to the General Government Department, which reflects 7.65% of the overall resources appropriated in the General Fund for FY 2020.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 5.7% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2020
Regular Employees
GENERAL GOVERNMENT DEPARTMENT

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
GENERAL GOVERNMENT	-	-	-	-	-
LEGISLATIVE	8	8	8	8	8
ADMINISTRATIVE	1	1	1	2	3
CITY COURT	5	5	5	5	5
LEGAL	2	2	2	2	2
HUMAN RESOURCES	<u>7</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>5</u>
TOTAL	<u>23</u>	<u>24</u>	<u>24</u>	<u>25</u>	<u>23</u>

A summary of expenditures for the past 3 years of this department is provided below. The total expenditures for the divisions include all amounts required from the General Fund, the Water and Sewer Fund, the Solid Waste Fund, the Aquatic Center Fund and the NMB Enterprise Fund to accomplish the level of services and goals of this department. The General Fund will provide \$2,742,125, the Water and Sewer Fund \$1,457,285, the Solid Waste Fund \$260,526, the Beach Services Fund \$155,049, the Aquatic Center Fund \$94,215, and the NMB Enterprise Fund \$5,530. The Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, Aquatic Center Fund, and the NMB Enterprise Fund record their share of these various administrative divisions as an Overhead Allocation and not as direct charges to individual object codes like they do for divisions directly assigned to them. The overhead rates are assigned based upon estimates of time the various divisions spend working in the funds.

SUMMARY OF EXPENDITURES
GENERAL GOVERNMENT DEPARTMENT

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
210	GENERAL GOVT. SERVICES	\$ 1,720,798	\$ 1,841,659	\$ 1,735,250	\$ 1,834,625	\$ 1,904,250
211	LEGISLATIVE	395,522	396,143	411,811	402,885	423,723
221	ADMINISTRATIVE	344,280	390,046	604,453	585,082	798,112
232	CITY COURT	498,938	506,298	530,353	523,428	556,968
242	LEGAL	573,488	426,654	474,114	476,372	478,641
252	HUMAN RESOURCES	<u>976,354</u>	<u>945,728</u>	<u>760,827</u>	<u>527,855</u>	<u>553,036</u>
TOTAL EXPENDITURES		<u>\$ 4,509,380</u>	<u>\$ 4,506,528</u>	<u>\$ 4,516,808</u>	<u>\$ 4,350,247</u>	<u>\$ 4,714,730</u>
GENERAL GOVT. OVERHEAD		<u>(1,898,607)</u>	<u>(1,889,066)</u>	<u>(1,891,248)</u>	<u>(1,811,122)</u>	<u>(1,972,605)</u>
NET GENERAL GOVERNMENT		<u>\$ 2,610,773</u>	<u>\$ 2,617,462</u>	<u>\$ 2,625,560</u>	<u>\$ 2,539,125</u>	<u>\$ 2,742,125</u>

**GENERAL FUND
GENERAL GOVERNMENT DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The General Government Department continues to work toward the accomplishment of all FY 2019 departmental goals and priorities. Several of these goals are ongoing and will continue into future years.

- Continue to expand the city through various annexations.
- Review the process of how the City of North Myrtle Beach promotes its' tourist based economy.

- Continue to provide open communication to North Myrtle Beach residents regarding city initiatives through all mediums, including social media.
- Continue to seek new partnerships with the private sector.

- Continue the partnership with the Army Corps of Engineers to renourish the beach.

The following goals have been added for FY 2020:

- Continue to expand the city through various annexations.
- Review the process of how the City of North Myrtle Beach promotes its' tourist based economy.
- Continue to provide open communication to North Myrtle Beach residents regarding city initiatives through all mediums, including social media.
- Continue to seek new partnerships with the private sector.

- Continue the partnership with the Army Corps of Engineers to renourish the beach.

- Provide for paid parking along Ocean Boulevard.
- Take every affordable opportunity to expand parking along Ocean Boulevard.

01-5-210 GENERAL GOVERNMENT SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
023	INSURANCE - RETIRED EMPL.	\$ 340,750	\$ 404,468	\$ 380,000	\$ 454,125	\$ 460,000
024	UNEMPLOYMENT INSURANCE	2,852	1,224	17,500	3,000	17,500
030	TRAINING	1,711	4,886	5,000	5,000	5,000
050	AWARDS	9,438	9,676	11,000	10,000	11,000
	* SUBTOTAL PERSONNEL *	<u>354,751</u>	<u>420,254</u>	<u>413,500</u>	<u>472,125</u>	<u>493,500</u>
111	MATERIALS/SUPPLIES	11,885	3,786	10,000	8,000	10,000
113	PRINTING/BINDING	14,073	18,923	30,000	20,000	30,000
120	COMMUNICATIONS	95,630	153,081	90,000	90,000	90,000
121	UTILITIES	560,213	584,541	520,000	575,000	585,000
130	CONTRACTUAL SERVICES	33,235	46,126	40,000	40,000	40,000
131	REPAIRS/MAINTENANCE	72,766	34,371	52,000	50,000	52,000
132	PROFESSIONAL SERVICES	11,960	7,332	12,250	12,000	12,250
140	SUBSCRIPTIONS/DUES	66,136	69,375	67,500	67,500	67,500
143	ELECTIONS	-	13,870	-	-	14,000
160	SCMIRF LIAB. INSURANCE	500,149	490,000	500,000	500,000	510,000
	* SUBTOTAL OPERATING *	<u>1,366,047</u>	<u>1,421,405</u>	<u>1,321,750</u>	<u>1,362,500</u>	<u>1,410,750</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,720,798</u>	<u>\$ 1,841,659</u>	<u>\$ 1,735,250</u>	<u>\$ 1,834,625</u>	<u>\$ 1,904,250</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 35%	601,232	644,582	607,338	642,119	666,488
	SOLID WASTE FUND 6%	103,248	110,500	104,115	110,078	114,255
	BEACH SERVICES FUND 2%	34,416	36,833	34,705	36,693	38,085
	AQUATIC CENTER FUND 2%	34,416	36,833	34,705	36,693	38,085
	**LESS OVERHEAD TOTAL **	<u>773,312</u>	<u>828,748</u>	<u>780,863</u>	<u>825,583</u>	<u>856,913</u>
TOTAL NET GENERAL FUND		<u>\$ 947,486</u>	<u>\$ 1,012,911</u>	<u>\$ 954,387</u>	<u>\$ 1,009,042</u>	<u>\$ 1,047,337</u>

DIVISION 210 GENERAL GOVERNMENT SERVICES

DIVISION NARRATIVE

The General Services division provides for the charges that are difficult to distribute to other City departments, such as telephone, radio communications, utility bills, internet service, and general liability insurance expenses. This division provides for payment of services not available through City departments. This division helps the accounting function greatly by avoiding the time-consuming process of splitting or allocating individual charges to various divisions and funds. Additionally, this division budgets monies for studies, projects, or consultants that affect the entire City.

Expenditures for both retiree health care and liability insurance will be transferred as an expense to the Internal Service Fund and any reserves will be maintain there.

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. On a budgetary basis, this division had an increase of 9.7% over last year. The majority of the increase is due to retiree health care costs, elections, and utilities.

01-5-211 LEGISLATIVE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 224,066	\$ 225,700	\$ 230,433	\$ 231,998	\$ 241,048
014	OVERTIME	1,606	2,032	1,500	1,500	1,500
021	FICA	15,843	15,998	16,048	16,111	16,781
022	EMPLOYEE RETIREMENT	4,043	4,221	4,140	4,140	4,586
023	EMPLOYEE INSURANCE	70,560	73,920	73,920	73,920	73,920
030	TRAINING	28,524	15,960	23,000	23,000	23,000
040	WORKERS COMPENSATION	1,353	1,388	1,392	1,388	1,455
050	AWARDS	690	744	778	778	833
	* SUBTOTAL PERSONNEL *	<u>346,685</u>	<u>339,963</u>	<u>351,211</u>	<u>352,835</u>	<u>363,123</u>
111	MATERIALS/SUPPLIES	9,592	13,375	6,000	6,000	6,000
112	OFFICE SUPPLIES	560	427	2,000	2,000	2,000
113	PRINTING/BINDING	-	43	300	250	300
120	COMMUNICATIONS	888	2,239	2,000	2,000	2,000
131	REPAIRS/MAINTENANCE	-	-	300	-	300
132	PROFESSIONAL SERVICES	16,291	23,687	20,000	20,000	20,000
140	SUBSCRIPTIONS/DUES	3,439	3,439	3,300	3,300	3,300
141	TRAVEL / BUSINESS	17,817	11,442	25,000	15,000	25,000
142	ADVERTISING	250	1,528	1,700	1,500	1,700
	* SUBTOTAL OPERATING *	<u>48,837</u>	<u>56,180</u>	<u>60,600</u>	<u>50,050</u>	<u>60,600</u>
	** TOTAL EXPENDITURES **	<u>\$ 395,522</u>	<u>\$ 396,143</u>	<u>\$ 411,811</u>	<u>\$ 402,885</u>	<u>\$ 423,723</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	138,433	138,649	164,724	161,154	169,489
	SOLID WASTE FUND 6%	23,731	23,769	24,709	24,173	25,423
	BEACH SERVICES FUND 2%	19,776	19,807	8,236	8,058	8,474
	AQUATIC CENTER FUND 2%	15,821	15,846	8,236	8,058	8,474
	**LESS OVERHEAD TOTAL **	<u>197,761</u>	<u>198,071</u>	<u>205,905</u>	<u>201,443</u>	<u>211,860</u>
TOTAL NET GENERAL FUND		<u>\$ 197,761</u>	<u>\$ 198,072</u>	<u>\$ 205,906</u>	<u>\$ 201,442</u>	<u>\$ 211,863</u>

DIVISION 211 LEGISLATIVE

DIVISION NARRATIVE

This division provides for salaries and other expenses related to the City's seven elected officials, a Mayor and six Council members. Although only four Council members have district residency requirements, all are elected at-large to serve four-year terms. All legislative powers and determinations of policy matters are vested in City Council. Council employs a City Manager to serve at its pleasure. Council also establishes other administrative departments and creates, changes, or abolishes any other office, department, or agency upon recommendations of the City Manager. City Council, with the advice of the City Manager, has the authority to appoint all committees, boards, and commissions related to municipal affairs.

The City Clerk attends all Council meetings and records the minutes of the meetings. Additionally, the City Clerk handles citizen complaints received by the City, acting as the go-between to coordinate City efforts to resolve complaints. The City Clerk is responsible for maintaining archives of Council meetings, all contracts, and for the codification of all City ordinances.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
City Clerk	1	14
Mayor	1	elected
Council Members	<u>6</u>	elected
	TOTALS	<u>8</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.9% increase is due an increase in personnel costs.

01-5-221 ADMINISTRATIVE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 208,731	\$ 248,555	\$ 329,248	\$ 350,000	\$ 481,802
015	SPECIAL ALLOWANCE	8,540	10,095	13,740	13,740	14,940
021	FICA	10,700	13,684	17,617	20,369	27,818
022	EMPLOYEE RETIREMENT	31,174	36,208	49,387	49,387	64,585
023	EMPLOYEE INSURANCE	10,080	13,200	22,080	27,000	34,560
030	TRAINING	-	1,201	3,000	3,000	3,000
040	WORKERS COMPENSATION	1,240	1,282	1,975	1,975	2,891
050	AWARDS	629	679	1,556	1,556	1,666
	* SUBTOTAL PERSONNEL *	<u>271,094</u>	<u>324,904</u>	<u>438,603</u>	<u>467,027</u>	<u>631,262</u>
111	MATERIALS/SUPPLIES	1,213	7,925	2,000	5,000	2,000
112	OFFICE SUPPLIES	369	-	500	-	500
113	PRINTING/BINDING	-	-	-	55	-
120	COMMUNICATIONS	1,205	2,794	1,500	2,500	2,500
130	CONTRACTUAL SERVICES	7,361	8,070	7,000	7,000	7,000
131	REPAIRS/MAINTENANCE	-	-	600	-	600
132	PROFESSIONAL SERVICES	-	-	250	-	250
140	SUBSCRIPTIONS/DUES	1,769	2,227	2,000	2,000	2,000
141	TRAVEL / BUSINESS	231	593	2,000	1,500	2,000
142	ADVERTISING	-	1,045	-	-	-
190	CONTINGENT	61,038	42,488	150,000	100,000	150,000
	* SUBTOTAL OPERATING *	<u>73,186</u>	<u>65,142</u>	<u>165,850</u>	<u>118,055</u>	<u>166,850</u>
	** TOTAL EXPENDITURES **	<u>\$ 344,280</u>	<u>\$ 390,046</u>	<u>\$ 604,453</u>	<u>\$ 585,082</u>	<u>\$ 798,112</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	120,498	136,516	241,782	234,032	319,245
	SOLID WASTE FUND 6%	20,657	23,403	36,267	35,105	47,887
	BEACH SERVICES FUND 2%	17,214	19,502	12,089	11,702	15,962
	AQUATIC CENTER FUND 2%	13,771	15,602	12,089	11,702	15,962
	**LESS OVERHEAD TOTAL **	<u>172,140</u>	<u>195,023</u>	<u>302,227</u>	<u>292,541</u>	<u>399,056</u>
	TOTAL NET GENERAL FUND	<u>\$ 172,140</u>	<u>\$ 195,023</u>	<u>\$ 302,226</u>	<u>\$ 292,541</u>	<u>\$ 399,056</u>

DIVISION 221 ADMINISTRATIVE

DIVISION NARRATIVE

This division provides for the City Manager, the Assistant to the City Manager, and the Public Information Officer. The City Manager serves as Chief Executive Officer of the City. He is responsible for keeping City Council advised of the financial condition and future needs of the City. He administers all policies, ordinances, and programs adopted by City Council. The Assistant to the City manager is an extension of the City Manager's office, and assists the City Manager with special projects as determined by the City Manager. Assists the City Manager with administrative functions such as promoting public relations, administering programs, and monitoring/ensuring legal compliance. The Public Information Officer coordinates all information released to the public.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
City Manager	1	contract
Public Information Officer	1	25
Assistant to the City Manager	<u>1</u>	22
TOTAL	<u>3</u>	

BUDGET ANALYSIS

This division provides for an increased level of service above the previous year's budget. The increase of 32% is due to the addition of the Assistant to the City Manager position to this department.

01-5-232 CITY COURT

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 312,371	\$ 321,956	\$ 334,140	\$ 334,140	\$ 352,535
014	OVERTIME	12,277	12,241	12,000	12,000	12,000
021	FICA	22,914	24,296	23,884	23,884	25,153
022	EMPLOYEE RETIREMENT	41,408	40,581	46,218	46,218	48,356
023	EMPLOYEE INSURANCE	50,400	52,843	55,200	55,200	57,600
030	TRAINING	4,643	6,797	5,000	5,000	5,000
040	WORKERS COMPENSATION	2,411	2,513	2,596	2,596	2,734
050	AWARDS	3,349	3,619	3,890	3,890	4,165
	* SUBTOTAL PERSONNEL *	<u>449,773</u>	<u>464,846</u>	<u>482,928</u>	<u>482,928</u>	<u>507,543</u>
110	CLOTHING/UNIFORMS	-	-	425	-	425
111	MATERIALS/SUPPLIES	653	5,568	3,200	3,200	3,200
112	OFFICE SUPPLIES	2,419	3,478	6,000	5,000	6,000
113	PRINTING/BINDING	577	552	1,000	1,000	1,000
120	COMMUNICATIONS	6,751	4,478	7,000	6,500	7,000
130	CONTRACTUAL SERVICES	3,645	6,413	5,000	5,000	5,000
131	REPAIRS/MAINTENANCE	840	-	2,000	-	2,000
132	PROFESSIONAL SERVICES	5,552	12,735	10,000	10,000	12,000
140	SUBSCRIPTIONS/DUES	3,120	1,750	2,300	2,300	2,300
141	TRAVEL / BUSINESS	7,373	6,478	10,000	7,500	10,000
142	ADVERTISING	-	-	500	-	500
152	DAMAGE CLAIMS	18,235	-	-	-	-
	* SUBTOTAL OPERATING *	<u>49,165</u>	<u>41,452</u>	<u>47,425</u>	<u>40,500</u>	<u>49,425</u>
	** TOTAL EXPENDITURES **	<u>\$ 498,938</u>	<u>\$ 506,298</u>	<u>\$ 530,353</u>	<u>\$ 523,428</u>	<u>\$ 556,968</u>

DIVISION 232 CITY COURT

DIVISION NARRATIVE

This division provides for a City Judge, a Clerk of Court & Ministerial Judge, two Assistant Clerks of Court/Associate Judges, one Assistant Clerk of Court.

The City Judge holds bench trials each Wednesday throughout the year, in addition to a week of jury trials every other month. The Judge disposes of less than 7,200 cases per year, either through bond forfeiture or trial.

The Clerk of Court & Ministerial Judge assists the City Judge, maintains court records and documents, acts as the Ministerial Judge, prepares the jury roster and other court information. The Assistant Clerks of Court/Associate Judges assist in maintaining court records and documents as well as performing various clerical functions for the division. The Clerk of Court process daily paperwork and enters traffic tickets. A part-time Bailiff who is budgeted within the Detective Division ensures the safety of courtroom occupants during bench and jury trials.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
City Judge	1	contract
Clerk of Court & Municipal Judge	1	21
Assistant Clerk of Court	<u>3</u>	15
TOTAL	<u>5</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 5.0% increase is due to an increase in personnel costs and professional services.

01-5-242 LEGAL

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 175,220	\$ 172,015	\$ 180,532	\$ 184,000	\$ 183,301
012	SALARY, PART-TIME	10,424	13,841	20,000	14,000	20,000
014	OVERTIME	1,901	1,369	1,000	1,500	1,000
015	SPECIAL ALLOWANCE	6,300	5,775	6,300	6,300	6,300
021	FICA	13,589	13,568	13,704	13,994	13,892
022	EMPLOYEE RETIREMENT	17,358	18,331	19,641	19,641	19,640
023	EMPLOYEE INSURANCE	30,240	31,680	33,120	33,120	34,560
030	TRAINING	6,380	6,046	4,500	4,500	4,500
040	WORKERS COMPENSATION	1,306	1,445	1,511	1,511	1,532
050	AWARDS	<u>1,339</u>	<u>1,468</u>	<u>1,556</u>	<u>1,556</u>	<u>1,666</u>
	* SUBTOTAL PERSONNEL *	<u>264,057</u>	<u>265,538</u>	<u>281,864</u>	<u>280,122</u>	<u>286,391</u>
111	MATERIALS/SUPPLIES	169	4,502	1,500	1,500	1,500
112	OFFICE SUPPLIES	1,406	407	1,500	1,500	1,500
120	COMMUNICATIONS	1,272	1,057	2,500	2,000	2,500
130	CONTRACTUAL SERVICES	112,500	68,311	90,000	90,000	90,000
131	REPAIRS/MAINTENANCE	-	-	500	-	500
132	PROFESSIONAL SERVICES	36,911	34,548	75,000	75,000	75,000
140	SUBSCRIPTIONS/DUES	23,308	21,783	19,250	19,250	19,250
141	TRAVEL / BUSINESS	1,644	372	2,000	2,000	2,000
152	DAMAGE CLAIMS	<u>121,773</u>	<u>9,146</u>	<u>-</u>	<u>5,000</u>	<u>-</u>
	* SUBTOTAL OPERATING *	<u>298,983</u>	<u>140,126</u>	<u>192,250</u>	<u>196,250</u>	<u>192,250</u>
380	FURN. / OFFICE EQUIPMENT	<u>10,448</u>	<u>20,990</u>	<u>-</u>	<u>-</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>10,448</u>	<u>20,990</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 573,488</u>	<u>\$ 426,654</u>	<u>\$ 474,114</u>	<u>\$ 476,372</u>	<u>\$ 478,641</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	200,721	149,329	189,646	190,549	191,456
	SOLID WASTE FUND 6%	34,409	25,599	28,447	28,582	28,718
	BEACH SERVICES FUND 2%	28,674	21,333	9,482	9,527	9,573
	AQUATIC CENTER FUND 2%	<u>22,940</u>	<u>17,066</u>	<u>9,482</u>	<u>9,527</u>	<u>9,573</u>
	**LESS OVERHEAD TOTAL **	<u>286,744</u>	<u>213,327</u>	<u>237,057</u>	<u>238,185</u>	<u>239,320</u>
	TOTAL NET GENERAL FUND	<u>\$ 286,744</u>	<u>\$ 213,327</u>	<u>\$ 237,057</u>	<u>\$ 238,187</u>	<u>\$ 239,321</u>

DIVISION 242 LEGAL

DIVISION NARRATIVE

This division provides for a City Attorney and a Legal Assistant. The City Attorney performs a variety of important functions in the City. He acts as City Prosecutor in City Court, provides legal advice to the Mayor, City Council, and City Staff, and represents the City in all legal matters.

As prosecutor, the City Attorney tries cases arising under ordinances of the City, and all offenses which occur within the City that are subject to a fine not exceeding \$500 or imprisonment not exceeding 30 days. He also represents the City in all civil actions brought by or against the City. The City Attorney attends all City Council meetings and provides legal advice to the Mayor and City Council resulting from a citizen complaint or items of concern on the Council agenda. He reviews and negotiates contracts, leases, agreements, and other documents.

The Legal Assistant and the part-time Legal Assistant assist the City Attorney by performing research, monitoring the progress of all legal actions, and ensuring that all deadlines are met. The Legal Assistant interviews witnesses for trial, reviews DUI tapes and court reports in the preparation of City Court trials, and prepares and reviews pleadings, briefs, orders, agreements, and other legal documents as assigned by the City Attorney.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
City Attorney	1	contract
Legal Assistant	<u>1</u>	18
TOTAL	<u>2</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The increase of 1.0% is due to a increase in personnel costs.

01-5-252 HUMAN RESOURCES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 637,107	\$ 611,585	\$ 493,167	\$ 336,020	\$ 344,975
012	SALARY, PART-TIME	338	2,702	4,000	3,000	3,000
014	OVERTIME	128	293	-	200	-
015	SPECIAL ALLOWANCE	5,400	4,050	-	-	-
021	FICA	44,975	44,336	35,096	23,746	24,358
022	EMPLOYEE RETIREMENT	81,567	77,684	62,690	44,643	45,806
023	EMPLOYEE INSURANCE	80,640	66,108	66,240	57,040	57,600
030	TRAINING	25,983	31,132	7,000	7,000	10,000
040	WORKERS COMPENSATION	5,455	5,933	4,474	4,474	3,132
050	AWARDS	5,378	5,831	4,660	3,890	4,165
	* SUBTOTAL PERSONNEL *	<u>886,971</u>	<u>849,654</u>	<u>677,327</u>	<u>480,013</u>	<u>493,036</u>
111	MATERIALS/SUPPLIES	32,625	40,742	18,000	20,000	25,000
112	OFFICE SUPPLIES	3,316	1,128	5,000	2,000	5,000
113	PRINTING/BINDING	357	885	3,000	1,000	3,000
120	COMMUNICATIONS	1,436	1,459	5,000	2,000	5,000
130	CONTRACTUAL SERVICES	11,135	13,737	10,000	8,103	10,000
131	REPAIRS/MAINTENANCE	-	-	-	-	-
132	PROFESSIONAL SERVICES	32,749	32,087	35,000	9,219	3,000
140	SUBSCRIPTIONS/DUES	7,194	5,543	4,500	5,000	5,000
141	TRAVEL / BUSINESS	571	373	2,000	400	3,000
142	ADVERTISING	-	120	1,000	120	1,000
	* SUBTOTAL OPERATING *	<u>89,383</u>	<u>96,074</u>	<u>83,500</u>	<u>47,842</u>	<u>60,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 976,354</u>	<u>\$ 945,728</u>	<u>\$ 760,827</u>	<u>\$ 527,855</u>	<u>\$ 553,036</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 20%	253,853	245,837	152,165	131,963	110,607
	SOLID WASTE FUND 8%	78,108	75,658	60,866	42,228	44,243
	BEACH SERVICES FUND 15%	97,635	94,573	114,124	52,786	82,955
	AQUATIC CENTER FUND 4%	39,054	37,829	30,433	21,114	22,121
	NMB ENTERPRISE FUND 1%	-	-	7,608	5,279	5,530
	**LESS OVERHEAD TOTAL **	<u>468,650</u>	<u>453,897</u>	<u>365,196</u>	<u>253,370</u>	<u>265,456</u>
TOTAL NET GENERAL FUND		<u>\$ 507,704</u>	<u>\$ 491,831</u>	<u>\$ 395,631</u>	<u>\$ 274,485</u>	<u>\$ 287,580</u>

DIVISION 252 HUMAN RESOURCES

DIVISION NARRATIVE

This division consists of five employees as listed below.

The HR Officer is responsible for the day-to-day administration of the City's Human Resource Division which should include responsibility for recruiting, employee training and development, employee orientation, employee wage and salary administration, pay-for-performance administration, management of fringe benefit program and personnel records; oversees the three HR Technicians who are responsible for personnel record keeping, transmittal of forms for health insurance, along with conducting employee orientation and other personnel matters relating to Human Resources.

The Administrative Assistant is responsible for all typing, filing, message coordination, and other technical office duties for this division.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Human Resources Officer	1	25
Human Resources Technician I & II	3	16/17
Administrative Assistant II- Human Resources	<u>1</u>	15
TOTAL	<u>5</u>	

BUDGET ANALYSIS

This division provides for a decreased level of service from the previous year's budget. The 27.3% decrease is due to the elimination of the Assistant City Manager position.

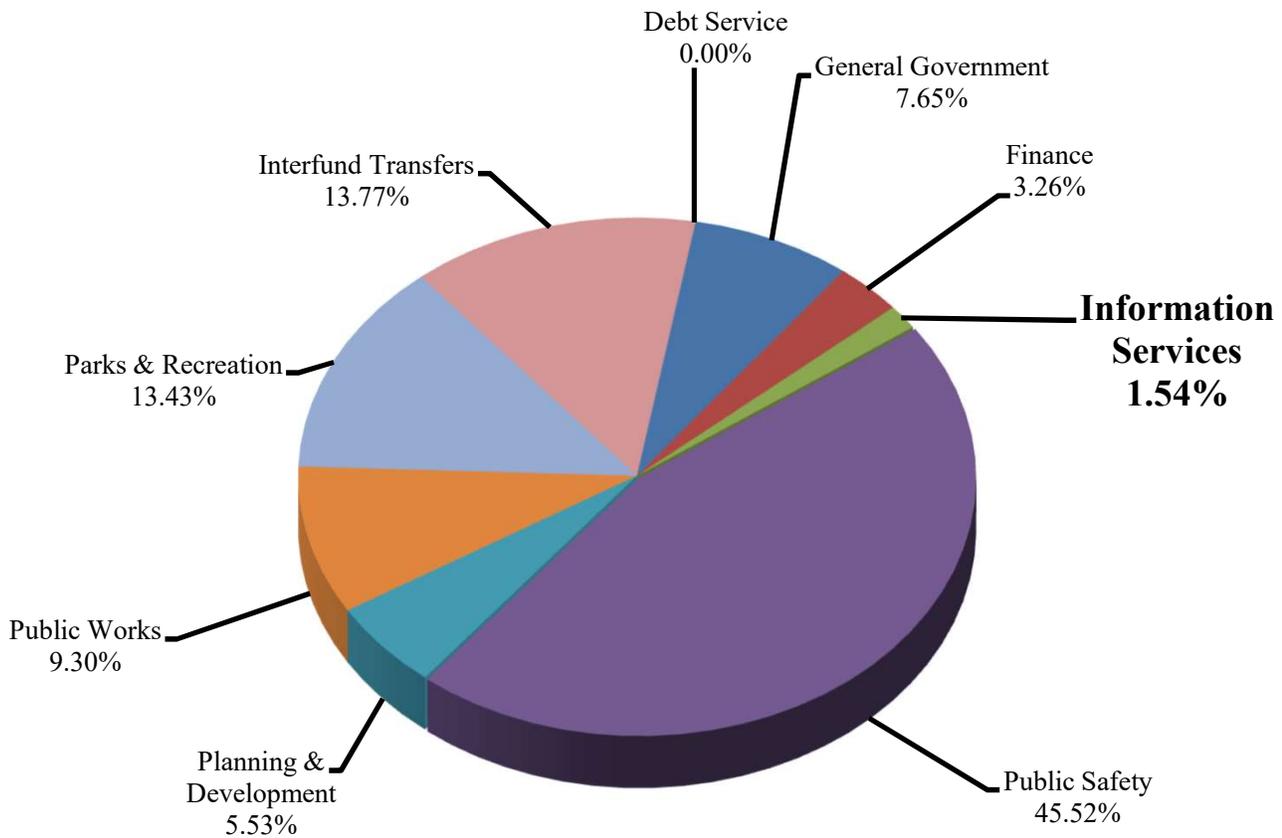
GENERAL FUND EXPENDITURES

INFORMATION SERVICES

**GENERAL FUND
INFORMATION SERVICES DEPARTMENT**

The Information Services Department includes one division and is part of the General Fund. The primary function of this department is to assist other departments in planning technology acquisition in addition to supervising, coordinating, and maintaining computer and telecommunication systems throughout the City. Information Services is responsible for the City's websites and administering the GIS.

The chart below shows the portion of General Fund Expenditures allocated to the Information Services Department, which reflects 1.54% of the overall resources appropriated in the General Fund for FY 2020.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 2.0% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2020
Regular Employees
INFORMATION SERVICES DEPARTMENT

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
INFORMATION SERVICES	<u>7</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>
TOTAL	<u><u>7</u></u>	<u><u>8</u></u>	<u><u>8</u></u>	<u><u>8</u></u>	<u><u>8</u></u>

A summary of expenditures for the past 3 years of this department is provided below. The Information Services Department supervises and maintains computer systems throughout the City. The General Fund will provide \$552,736; the Water and Sewer Fund \$415,203; the Solid Waste Fund \$83,041, the Beach Services Fund \$41,520, the Aquatic Center Fund \$27,680, and the NMB Enterprise Fund \$13,840. The Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, Aquatic Center Fund, and NMB Enterprise Fund each records its share of the Information Services Department as an overhead allocation and not as direct charges to individual object codes like it does for divisions directly assigned to it. The overhead rate for the Information Services Department is 30% for the Water and Sewer Fund, 6% for the Solid Waste Fund, 3% for the Beach Services Fund, 2% for the Aquatic Center Fund, and 1% for the NMB Enterprise Fund which correlates to the overall amount of time the division will spend on those activities. The Capital Improvement Fund will provide \$250,000 for In House Capital.

SUMMARY OF EXPENDITURES
INFORMATION SERVICES DEPARTMENT

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
262	INFORMATION SERVICES	\$ 1,100,639	\$ 1,176,996	\$ 1,338,089	\$ 1,313,250	\$ 1,384,010
TOTAL EXPENDITURES		<u>\$ 1,100,639</u>	<u>\$ 1,176,996</u>	<u>\$ 1,338,089</u>	<u>\$ 1,313,250</u>	<u>\$ 1,384,010</u>
INFORMATION SERVICES OVERHEAD		(462,268)	(494,338)	(561,998)	(551,566)	(581,284)
IN HOUSE CAPITAL		<u>(150,511)</u>	<u>(379,194)</u>	<u>(250,000)</u>	<u>(250,000)</u>	<u>(250,000)</u>
NET INFORMATION SERVICES		<u>\$ 487,860</u>	<u>\$ 303,464</u>	<u>\$ 526,091</u>	<u>\$ 511,684</u>	<u>\$ 552,726</u>

**GENERAL FUND
INFORMATION SERVICES DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Information Services Department is constantly looking for ways in which to improve service levels and productivity within our user community, and the outside community as well. The following goals were provided for FY 2019:

- Continue working on Federal CJIS compliance issues.
- Continue the upgrade of our campus switching environment.
- Begin replacing older technology, building wiring, and fiber infrastructure.
- Replace core switches that are reaching end of life.
- Continue a network redesign and implementation.
- Expand out virtual server and workstation environment.
- Continue the upgrade and expansion of the security camera system.

The Information Services Department will undertake the following goals, benchmarks, and priorities for FY 2020:

- Work with Microsoft to ensure license compliance.
- Continue the upgrade of our campus switching environment.
- Continue replacing older technology, building wiring, and fiber infrastructure.
- Replace edge switches that are reaching end of life.
- Continue a network redesign and implementation.
- Expand out virtual server and workstation environment.
- Continue the expansion of the security camera system.
- Set up a business continuity location in the new support services building.

01-5-262 INFORMATION SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 478,118	\$ 515,142	\$ 551,036	\$ 551,036	\$ 565,122
012	SALARY, PART-TIME	-	-	-	-	12,000
014	OVERTIME	6,944	7,583	6,000	6,000	10,000
015	SPECIAL ALLOWANCE	5,400	5,400	5,400	5,400	5,400
021	FICA	35,249	38,256	39,933	39,933	42,069
022	EMPLOYEE RETIREMENT	52,142	57,554	68,166	68,627	70,872
023	EMPLOYEE INSURANCE	75,014	98,560	88,320	88,320	92,160
030	TRAINING	-	125	10,000	5,000	12,000
040	WORKERS COMPENSATION	3,102	3,126	3,342	3,342	3,523
050	AWARDS	4,743	5,851	6,525	6,525	6,664
	* SUBTOTAL PERSONNEL *	<u>660,712</u>	<u>731,597</u>	<u>778,722</u>	<u>774,183</u>	<u>819,810</u>
111	MATERIALS/SUPPLIES	43,271	26,086	35,000	35,000	35,000
112	OFFICE SUPPLIES	9,940	867	8,000	7,000	8,000
113	PRINTING/BINDING	150	-	-	-	-
120	COMMUNICATIONS	6,157	5,268	6,000	6,000	6,000
130	CONTRACTUAL SERVICES	211,539	296,214	329,167	329,167	334,000
131	REPAIRS/MAINTENANCE	3,468	2,239	-	-	-
132	PROFESSIONAL SERVICES	7,375	8,854	10,000	9,000	10,000
140	SUBSCRIPTIONS/DUES	2,212	200	6,000	2,200	6,000
141	TRAVEL / BUSINESS	125	127	-	-	-
150	VEHICLE OPERATIONS	-	-	200	200	200
151	FUEL	150	53	500	500	500
151	DAMAGE CLAIMS	-	1,210	-	-	-
	* SUBTOTAL OPERATING *	<u>284,387</u>	<u>341,118</u>	<u>394,867</u>	<u>389,067</u>	<u>399,700</u>
380	BUILDING IMPROVEMENTS	18,762	18,762	-	-	-
380	FURN. / OFFICE EQUIPMENT	136,778	136,778	164,500	150,000	164,500
	* SUBTOTAL CAPITAL *	<u>155,540</u>	<u>104,281</u>	<u>164,500</u>	<u>150,000</u>	<u>164,500</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,100,639</u>	<u>\$ 1,176,996</u>	<u>\$ 1,338,089</u>	<u>\$ 1,313,250</u>	<u>\$ 1,384,010</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 30%	341,198	364,868	401,427	407,108	415,203
	SOLID WASTE FUND 6%	66,038	70,620	80,285	78,795	83,041
	BEACH SERVICES FUND 3%	33,019	35,310	40,143	39,398	41,520
	AQUATIC CENTER FUND 2%	22,013	23,540	26,762	26,265	27,680
	NMB ENTERPRISE FUND 1%	-	-	13,381	-	13,840
	**LESS OVERHEAD TOTAL **	<u>462,268</u>	<u>494,338</u>	<u>561,998</u>	<u>551,566</u>	<u>581,284</u>
LESS ALLOCATION FOR:						
	IN HOUSE CAPITAL	<u>150,511</u>	<u>379,194</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
	TOTAL NET GENERAL FUND	<u>\$ 487,860</u>	<u>\$ 303,464</u>	<u>\$ 526,091</u>	<u>\$ 511,684</u>	<u>\$ 552,726</u>

DIVISION 262 INFORMATION SERVICES

DIVISION NARRATIVE

This division provides for eight employees: a Director of Information Services, a Network Administrator, a System Administrator/Virtual Environment Analyst, a GIS Analyst, a Database Administrator, an E-Government Business Analyst, and two Computer Technicians. This division provides support services for computers and related functions throughout the City. Technology planning, acquisition, and support are provided by this division.

The Director of Information Services is responsible for the vision, coordination and management of the department, Network Administrator, and the Computer Technician are responsible for data security, network maintenance, programming, software and hardware maintenance. The GIS Analyst manages the City's existing and expanding GIS programs and supports users.

The Database Administrator manages the City's databases, creates applications, supports current users, and aids in the implementation of new software.

The E-Government Business Analyst maintains the City's intranet and internet web sites and creates applications. Additionally, this position is responsible for the enhancement and expansion of e-government services.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Director of Information Services	1	31
Network Administrator	1	21
System Administrator/Virtual Environment Analyst	1	21
GIS Analyst	1	21
E-Government Business Architect	1	21
Database Administrator	1	21
Computer Technician	<u>2</u>	18
TOTAL	<u>8</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	Code
Computers/Technology/Software	<u>164,500</u>	380
TOTAL	<u>\$ 164,500</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 5.1% increase is due to personnel costs.

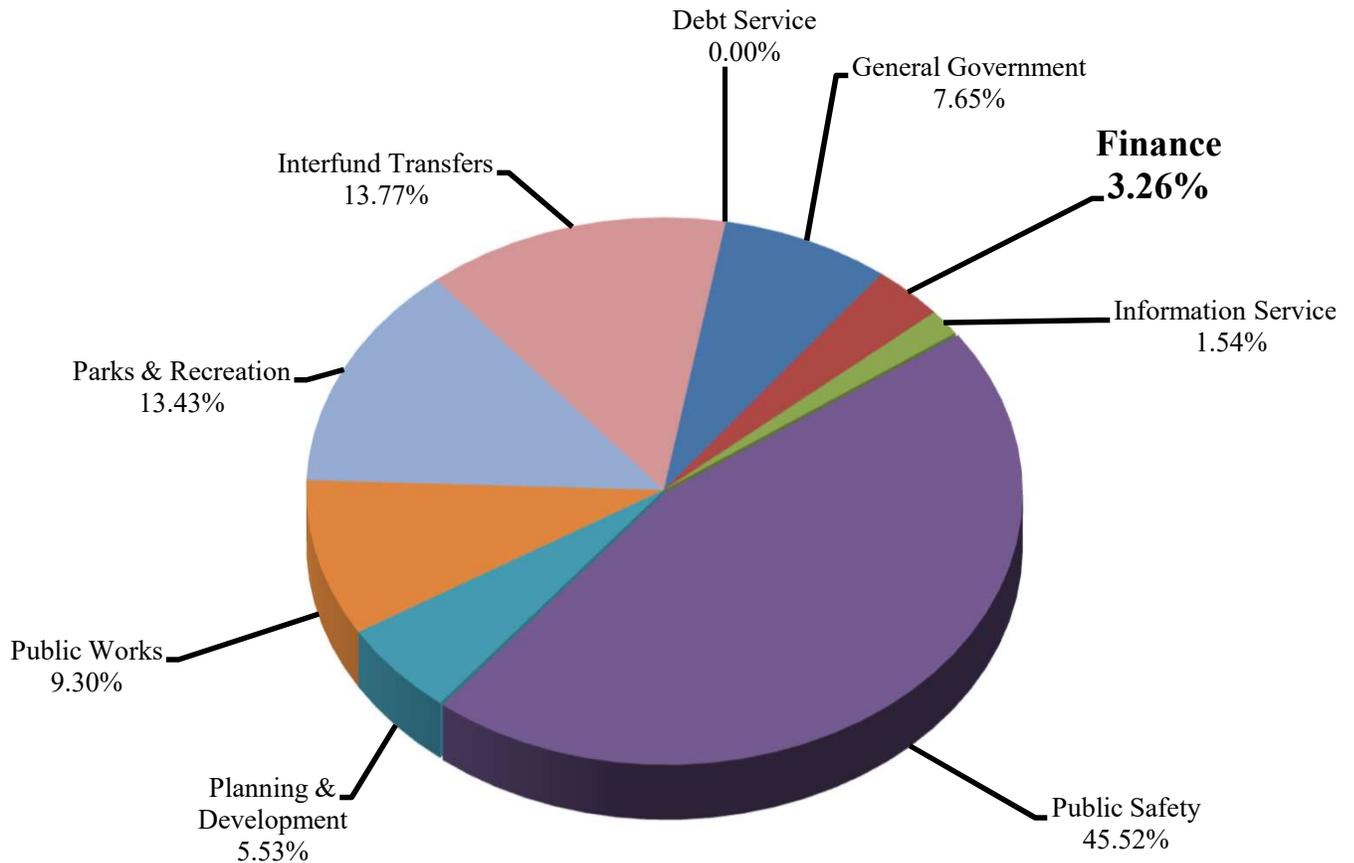
GENERAL FUND EXPENDITURES

FINANCE

**GENERAL FUND
FINANCE DEPARTMENT**

The Finance Department includes 2 divisions: Accounting and Revenue. The Finance Director also supervises both the Utility Billing Division, which is maintained in the Water and Sewer Fund, and the City Court division, which is a General Government function. The primary function of the Finance Department is to oversee the receipting, disbursement and safekeeping of resources. The department performs these numerous tasks through the use of an integrated computer network.

The chart below shows the portion of General Fund Expenditures allocated to the Finance Department, which reflects 3.26% of the overall resources appropriated in the General Fund for FY 2020.



Following is the five-year history of employees assigned to this department by division within the Finance Department of the General Fund. The total number of regular employees under the supervision of the Finance Department is 30. This is made up of Accounting, Revenue, Utility Billing, Purchasing, and City Court. The employees in this department make up 7.4% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2020
Regular Employees
FINANCE DEPARTMENT

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
ACCOUNTING	6	6	6	6	7
REVENUE	6	6	6	6	6
PURCHASING	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
T O T A L	<u>16</u>	<u>16</u>	<u>16</u>	<u>16</u>	<u>17</u>

A summary of expenditures for the past 3 years of this department is provided below. The total expenditures for the two General Fund divisions include all amounts required from the General Fund, the Water and Sewer Fund, the Solid Waste Fund, the Beach Services Fund, the Aquatics Center Fund, the Storm Water Fund, NMB Enterprise Fund, and the Insurance Reserve Fund to accomplish the level of services and goals for this department. The General Fund will provide \$1,168,246, the Water and Sewer Fund \$474,903, the Solid Waste Fund \$73,360, the Beach Services Fund \$152,018, the Storm Water Fund \$19,804, the Aquatics Center Fund \$46,582, the NMB Enterprise Fund \$19,804, and the Insurance Reserve Fund \$39,608. The Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, Storm Water Fund, Aquatics Center Fund, NMB Enterprise Fund, and the Insurance Reserve Fund each record its share of the Accounting Division as an overhead allocation and not as direct charges to individual object codes like it does for divisions directly assigned to it. The overhead rate for the Accounting Division is 30% for Water and Sewer, 6% for Solid Waste, 15% for Beach Services Fund, 2% for Storm Water Fund, 4% for the Aquatics Center, 2% for the NMB Enterprise Fund, and 4% for the Insurance Reserve Fund which correlates to the overall amount of time the divisions will spend on those activities. The overhead rate for the Purchasing Division is 51% for Water and Sewer, 4% for Solid Waste, 1% for Beach Services Fund, and 2% for the Aquatics Center.

SUMMARY OF EXPENDITURES
FINANCE DEPARTMENT

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
342	ACCOUNTING	\$ 763,689	\$ 767,970	\$ 976,130	\$ 944,746	\$ 990,208
352	REVENUE	535,610	596,135	595,654	616,249	655,410
822	PURCHASING	<u>353,005</u>	<u>426,193</u>	<u>333,697</u>	<u>288,438</u>	<u>348,707</u>
TOTAL EXPENDITURES		<u>\$ 1,652,304</u>	<u>\$ 1,790,298</u>	<u>\$ 1,905,481</u>	<u>\$ 1,849,433</u>	<u>\$ 1,994,325</u>
FINANCE OVERHEAD		<u>(686,047)</u>	<u>(731,013)</u>	<u>(808,507)</u>	<u>(762,485)</u>	<u>(826,079)</u>
NET FINANCE		<u>\$ 966,257</u>	<u>\$ 1,059,285</u>	<u>\$ 1,096,974</u>	<u>\$ 1,086,948</u>	<u>\$ 1,168,246</u>

**GENERAL FUND
FINANCE DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Finance Department continues to work toward the accomplishment of its FY 2019 goals. Several of these important goals have already been realized, while some are still being worked on as follows:

- Prepare an award winning Comprehensive Annual Financial Report for FY 2019.
- Continue looking for new opportunities to enhance revenues through enforcement and monitoring.
- Review costs and continue to look for savings through internal audit function.
- Continue monitoring and evaluating self-insurance for health, workers compensation and liability costs, and provide recommendations to enhance financial aspects of the program.

The Finance Department continues to explore new ways of increasing service levels and productivity. The following goals, benchmarks, and priorities are provided for FY 2020:

- Prepare an award winning Comprehensive Annual Financial Report for FY 2020.
- Strengthen internal audit function and look for additional savings in expenses and expenditures.
- Look for new opportunities to enhance revenues through enforcement and monitoring.
- Continue monitoring and evaluating self-insurance for health, workers compensation and liability costs, and provide recommendations to enhance financial aspects of the program.
- Provide for a Parking Enterprise Fund.
- Assist the City manager in identifying new opportunities for paid parking lots on Ocean Boulevard, as well as unpaid lots back from Ocean Boulevard.

01-5-342 ACCOUNTING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 401,559	\$ 444,567	\$ 558,311	\$ 515,000	\$ 556,253
012	SALARY, PART-TIME	15,767	16,505	20,000	10,000	20,000
014	OVERTIME	14	34	-	-	-
015	SPECIAL ALLOWANCE	5,400	5,400	5,400	5,400	5,400
021	FICA	28,755	32,324	41,466	37,800	41,490
022	EMPLOYEE RETIREMENT	41,532	45,096	61,172	67,465	71,181
023	EMPLOYEE INSURANCE	53,803	63,360	77,280	66,240	80,640
030	TRAINING	7,882	6,712	18,000	12,000	18,000
040	WORKERS COMPENSATION	4,651	4,664	5,697	4,923	5,763
050	AWARDS	3,593	4,353	5,654	4,668	5,831
	* SUBTOTAL PERSONNEL *	<u>562,956</u>	<u>623,015</u>	<u>792,980</u>	<u>723,496</u>	<u>804,558</u>
111	MATERIALS/SUPPLIES	11,703	4,114	12,250	12,250	12,250
112	OFFICE SUPPLIES	3,198	3,666	2,000	2,000	2,000
113	PRINTING/BINDING	123	-	700	-	700
120	COMMUNICATIONS	7,079	6,818	7,000	7,000	7,000
130	CONTRACTUAL SERVICES	62,908	39,827	65,000	65,000	65,000
131	REPAIRS/MAINTENANCE	-	-	500	-	500
132	PROFESSIONAL SERVICES	90,022	87,632	90,000	90,000	93,000
140	SUBSCRIPTIONS/DUES	1,693	1,790	2,200	2,500	1,700
141	TRAVEL / BUSINESS	1,394	874	2,500	1,500	2,500
142	ADVERTISING	462	234	1,000	1,000	1,000
	* SUBTOTAL OPERATING *	<u>178,582</u>	<u>144,955</u>	<u>183,150</u>	<u>181,250</u>	<u>185,650</u>
380	FURN. / OFFICE EQUIPMENT	<u>22,151</u>	<u>-</u>	<u>-</u>	<u>40,000</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>22,151</u>	<u>-</u>	<u>-</u>	<u>40,000</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 763,689</u>	<u>\$ 767,970</u>	<u>\$ 976,130</u>	<u>\$ 944,746</u>	<u>\$ 990,208</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 30%	313,292	314,868	292,839	283,424	297,062
	SOLID WASTE FUND 6%	45,821	46,078	58,568	56,685	59,412
	BEACH SERVICES FUND 15%	76,369	76,797	146,420	141,712	148,531
	STORM WATER FUND 2%	15,274	15,359	19,523	18,895	19,804
	INSURANCE RESERVE FUND 4%	-	-	39,045	37,790	39,608
	NMB ENTERPRISE FUND 2%	-	-	19,523	18,895	19,804
	AQUATIC CENTER FUND 4%	30,548	30,719	39,045	37,790	39,608
	**LESS OVERHEAD TOTAL **	<u>481,304</u>	<u>483,821</u>	<u>614,963</u>	<u>595,191</u>	<u>623,829</u>
TOTAL NET GENERAL FUND		<u>\$ 282,385</u>	<u>\$ 284,149</u>	<u>\$ 361,167</u>	<u>\$ 349,555</u>	<u>\$ 366,379</u>

DIVISION 342 ACCOUNTING

DIVISION NARRATIVE

This division provides for seven employees: Finance Director, Assistant Finance Director, Accounting Supervisor, Accountant - Enterprise Funds, Grants/Special Projects Coordinator, and two Accounting Clerks. Two summer interns assist with Beach Services. The primary function of this account is to provide for the timely and accurate accounting of all City funds and to prepare and publish the Comprehensive Annual Financial Report (CAFR) and Budget documents.

The Finance Director oversees the activities of the Finance Department which includes the Accounting Division, Revenue Division, and Utility Billing Division. The Finance Director, within the Accounting Division, oversees all disbursements and investments, reviews monthly financial statements, coordinates preparation and publication of the Comprehensive Annual Financial Report and Budget document, and ensures that proper accounting/financial records are maintained. The Finance Director also oversees the City Court Division.

The Assistant Finance Director is mainly responsible for internal auditing, financial reporting, tracking and requesting grant reimbursements, asset valuation, internal controls, administration and oversight for the Insurance Reserve Fund, A-Tax committee coordination and administration of the Financial Management Software System and Kronos Timekeeping Software. The Assistant acts as Finance Director in his absence.

The Accounting Supervisor is responsible for the accurate tabulation of the monthly financial reports and all financial data summarized within the monthly financial reports. The Accounting Supervisor is also responsible for the annual budget worksheets and calculations, bank reconciliations, and directly oversees the activities of the Accounts Payable Clerk and the Payroll Clerk.

The Accountant - Enterprise Funds will be responsible for the 5 enterprise Funds of the City: Water & Sewer Utility, Solid Waste, Beach Services, Aquatic & Fitness Center, NMB Enterprise Funds which includes daily & monthly reconciliations to subsidiary financial systems, budgeting and other statistical analysis.

The Grants/Special Projects Coordinator works with all departments to obtain grant financing and works on special projects as assigned. Prepares grant applications, administers each grant throughout the process, and coordinates with the Finance Director and Assistant Finance Director for reimbursements.

The Accounts Payable Accounting Clerk processes all checks for payment of all invoices for all of the City's Funds, maintains the fixed asset records and is responsible for all accounts payables, including compiling and verifying invoices, posting all vendor checks, and ensuring that invoices get charged to the proper fund, department, and object code. The Payroll Accounting Clerk is responsible for all payroll checks in the City as well as ensuring proper deductions are made and proper information is sent to other agencies.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Finance Director	1	32
Assistant Finance Director	1	28
Accounting Supervisor	1	24
Accountant - Enterprise Funds	1	19
Grants/Special Projects Coordinator	1	22
Accounting Clerk- Payroll	1	13
Accounting Clerk- A/P	<u>1</u>	13
TOTAL	<u>7</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 1.4% increase is due to an increase in personnel costs.

01-5-352 REVENUE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 324,452	\$ 340,322	\$ 361,873	\$ 361,873	\$ 380,006
012	SALARY, PART-TIME	20,866	22,418	21,000	-	10,000
014	OVERTIME	86	384	-	-	-
021	FICA	23,833	25,168	26,801	25,331	27,300
022	EMPLOYEE RETIREMENT	40,059	42,713	48,634	48,634	50,491
023	EMPLOYEE INSURANCE	60,480	63,409	66,240	66,240	69,120
030	TRAINING	508	3,356	4,000	4,000	4,000
040	WORKERS COMPENSATION	2,677	2,839	3,063	3,063	3,120
050	AWARDS	4,038	4,480	4,668	4,668	4,998
	* SUBTOTAL PERSONNEL *	<u>476,999</u>	<u>505,089</u>	<u>536,279</u>	<u>513,809</u>	<u>549,035</u>
110	CLOTHING	872	979	750	750	750
111	MATERIALS/SUPPLIES	10,380	11,546	10,000	10,000	10,000
112	OFFICE SUPPLIES	2,369	884	1,500	1,000	1,500
113	PRINTING/BINDING	2,783	1,037	3,000	1,640	3,000
120	COMMUNICATIONS	14,774	14,488	14,500	14,500	14,500
130	CONTRACTUAL SERVICES	5,900	944	6,000	5,000	18,000
131	REPAIRS/MAINTENANCE	-	-	500	-	500
132	PROFESSIONAL SERVICES	-	3,772	-	-	-
134	CREDIT CARD FEES	18,624	11,646	16,000	16,000	16,000
140	SUBSCRIPTIONS/DUES	155	140	525	250	525
141	TRAVEL / BUSINESS	283	-	600	300	600
142	ADVERTISING	-	-	1,000	-	1,000
150	VEHICLE OPERATIONS	852	306	1,500	1,000	1,500
151	FUEL	1,559	1,770	3,500	2,000	3,500
152	DAMAGE CLAIMS	60	1,100	-	-	-
	* SUBTOTAL OPERATING *	<u>58,611</u>	<u>48,612</u>	<u>59,375</u>	<u>52,440</u>	<u>71,375</u>
360	MOTOR VEHICLES	-	42,434	-	-	35,000
380	FURN. / OFFICE EQUIPMENT	-	-	-	50,000	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>42,434</u>	<u>-</u>	<u>50,000</u>	<u>35,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 535,610</u>	<u>\$ 596,135</u>	<u>\$ 595,654</u>	<u>\$ 616,249</u>	<u>\$ 655,410</u>

DIVISION 352 REVENUE

DIVISION NARRATIVE

This division provides for six employees: the Revenue Supervisor/Risk Manager, a Safety Specialist/Business License Inspector, three Business License Inspectors, and a Municipal Fees Clerk. The primary function of this division is to provide for the timely and accurate collection of all General Fund revenues, as well as assisting with the collection of most Water and Sewer Enterprise Fund revenues other than Utility Billing.

The Revenue Supervisor is responsible for the supervision of Revenue Division personnel, processing of more than 9,100 business licenses, reconciliation of nearly 45,400 real and personal property taxes, the business license audit and inspection programs, administration of the Business License Software System, and risk management.

The Business License Inspectors are responsible for maintenance of the business license data file, the inspection of businesses, and enforcement of the business license ordinance. One of the Inspectors is devoted to field inspections. The Municipal Fees Clerk is responsible for the timely and accurate reporting of the Hospitality Fees and to assist the business license inspectors and support of the risk management program. The Safety Specialist/Business License Inspector is responsible for the ongoing safety program that includes educational opportunities and site visits.

The License Inspectors and Municipal Fees Clerk also assume the clerical functions of business license, property taxes and other fees, which include receipting, balancing, filing, and posting of accounts, as well as assisting with enforcement.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Revenue Supervisor/Risk Manager	1	25
Safety Specialist/Business License Inspector	1	15
Business License Inspector	3	14
Municipal Fees Clerk	<u>1</u>	14
TOTAL	<u>6</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 10% increase is due to an increase in personnel costs and capital expenditures.

01-5-822 PURCHASING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 207,225	\$ 219,485	\$ 210,051	\$ 175,000	\$ 210,687
012	SALARY, PART-TIME	18,412	13,569	-	13,500	16,000
014	OVERTIME	562	3,239	1,500	1,500	1,500
021	FICA	16,435	17,126	15,232	13,300	16,429
022	EMPLOYEE RETIREMENT	25,980	26,119	25,342	18,533	22,163
023	EMPLOYEE INSURANCE	40,320	44,880	44,160	39,000	46,080
030	TRAINING	-	-	3,000	-	2,000
040	WORKERS COMPENSATION	2,908	3,112	2,750	2,750	2,966
050	AWARDS	2,699	2,916	3,112	2,340	3,332
	* SUBTOTAL PERSONNEL *	<u>314,541</u>	<u>330,446</u>	<u>305,147</u>	<u>265,923</u>	<u>321,157</u>
110	CLOTHING/UNIFORMS	1,652	843	2,500	2,500	2,500
111	MATERIALS/SUPPLIES	8,975	45,737	8,000	8,000	8,000
112	OFFICE SUPPLIES	4,694	946	3,800	3,000	3,800
113	PRINTING/BINDING	-	86	250	200	250
120	COMMUNICATIONS	3,665	1,144	5,000	2,000	4,000
130	CONTRACTUAL SERVICES	8,885	10,892	4,000	4,000	4,000
131	REPAIRS/MAINTENANCE	8,464	-	-	-	-
132	PROFESSIONAL SERVICES	112	144	-	-	-
140	SUBSCRIPTIONS/DUES	350	356	1,500	1,000	1,500
141	TRAVEL / BUSINESS	-	-	1,000	-	1,000
142	ADVERTISING	-	-	500	-	500
150	VEHICLE OPERATIONS	845	814	1,000	815	1,000
151	FUEL	822	20,069	1,000	1,000	1,000
152	DAMAGE CLAIMS	-	14,716	-	-	-
	* SUBTOTAL OPERATING *	<u>38,464</u>	<u>95,747</u>	<u>28,550</u>	<u>22,515</u>	<u>27,550</u>
	** TOTAL EXPENDITURES **	<u>\$ 353,005</u>	<u>\$ 426,193</u>	<u>\$ 333,697</u>	<u>\$ 288,438</u>	<u>\$ 348,707</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 51%	172,973	208,834	170,185	141,334	177,841
	SOLID WASTE FUND 4%	14,120	17,048	13,348	11,538	13,948
	BEACH SERVICES FUND 1%	3,530	4,262	3,337	2,884	3,487
	AQUATIC CENTER FUND 2%	14,120	17,048	6,674	11,538	6,974
	**LESS OVERHEAD TOTAL **	<u>204,743</u>	<u>247,192</u>	<u>193,544</u>	<u>167,294</u>	<u>202,250</u>
	TOTAL NET GENERAL FUND	<u>\$ 148,262</u>	<u>\$ 179,001</u>	<u>\$ 140,153</u>	<u>\$ 121,144</u>	<u>\$ 146,457</u>

DIVISION 822 PURCHASING

DIVISION NARRATIVE

This division provides for four employees: a Purchasing Agent, an Assistant Purchasing Agent, a Buyer and a Materials and Inventory Technician. This division is responsible for most purchases for the City and receives, issues, and stores inventory at its central warehouse facility.

The Purchasing Agent supervises the employees in this division and oversees all bids and requests for City services and equipment.

The Materials and Inventory Technician maintains the inventory in the warehouse.

The Assistant Purchasing Agent is responsible for small dollar purchases less than \$10,000 in value and prepares purchase orders.

The Buyer assists the purchasing staff in all duties.

This division also handles the disposal of all impounded vehicles and acts as a central clearinghouse for surplus material.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Purchasing Agent	1	21
Assistant Purchasing Agent	1	17
Buyer	1	14
Materials and Inventory Technician	<u>1</u>	13
TOTAL	<u>4</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 4.5% increase is due to personnel costs.

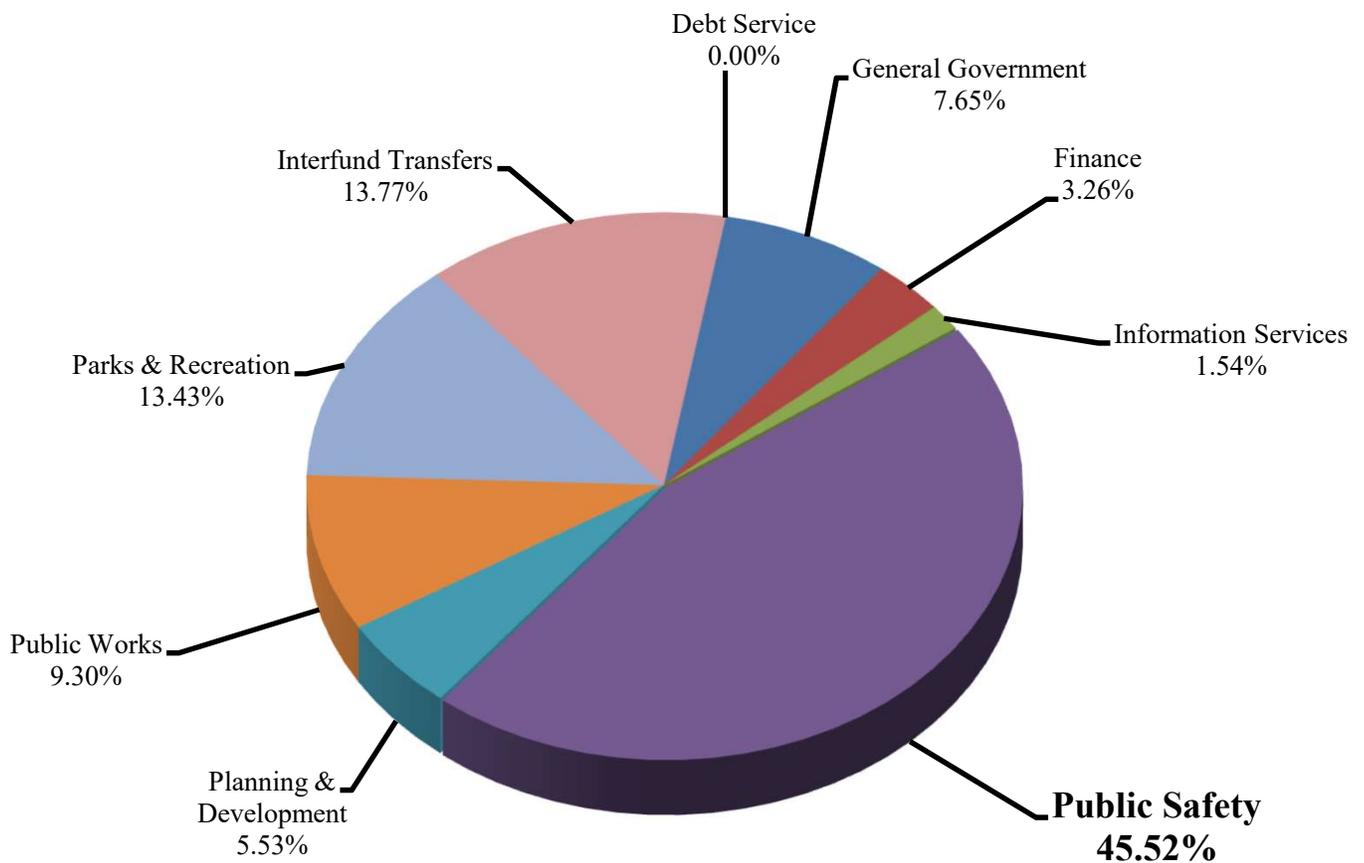
GENERAL FUND EXPENDITURES

PUBLIC SAFETY

**GENERAL FUND
PUBLIC SAFETY DEPARTMENT**

The Public Safety Department is by far the largest department in the City. It is comprised of 10 divisions, including the two largest divisions, which are Uniform Patrol and Fire/Rescue. The primary functions of the Public Safety Department is to provide police, fire, and enforcement services for the City.

The chart below shows the portion of General Fund Expenditures allocated to the Public Safety Department, which reflects 45.52% of the overall resources appropriated in the General Fund for FY 2020.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 42.7% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2020

Regular Employees

PUBLIC SAFETY DEPARTMENT

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
PUBLIC SAFETY ADMINISTRATION	4	6	6	7	7
UNIFORM PATROL	56	58	61	61	61
COMMUNITY SERVICES	9	9	10	10	11
DETECTIVES	11	11	11	10	10
COMMUNICATION/DETENTION	19	19	19	19	20
RECORDS	4	5	5	5	5
VICTIM RIGHTS ADVOCATE	1	1	1	1	1
TRAINING	3	4	4	4	4
FIRE / RESCUE	50	49	49	49	49
FIRE PREVENTION/SUPPRESSION	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
TOTAL	<u>161</u>	<u>166</u>	<u>170</u>	<u>170</u>	<u>172</u>

A summary of expenditures for the past 3 years of this department is provided below. The total expenditures for the various divisions include all amounts required from both the General Fund and the Water and Sewer Fund to accomplish the level of services and goals of this department. The General Fund provides \$16,328,871, the Water and Sewer Fund \$70,707, and Beach Services \$42,424. The only division that has an overhead allocation is the Communications/Detention Division. Their overhead rate is 5% for Water & Sewer and 3% for Beach Services.

SUMMARY OF EXPENDITURES

PUBLIC SAFETY

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
411	PUBLIC SAFETY ADMINISTRATION	\$ 734,561	\$ 696,517	\$ 1,186,310	\$ 1,163,316	\$ 1,215,505
422	UNIFORM PATROL	5,496,338	5,781,878	5,685,338	5,995,393	6,001,155
424	COMMUNITY SERVICES	1,005,046	946,362	1,061,552	1,082,514	1,126,014
431	DETECTIVES	1,039,271	1,097,139	1,054,076	989,786	1,076,900
442	COMMUNICATIONS/DETENTION	1,352,540	1,281,881	1,352,577	1,261,750	1,414,142
444	RECORDS	317,460	386,086	369,037	372,630	386,585
445	VICTIM RIGHTS ADVOCATE	77,004	80,965	88,775	86,740	95,031
452	TRAINING	369,750	379,285	358,527	321,535	389,366
453	FIRE / RESCUE	4,127,446	4,120,060	4,461,511	4,382,613	4,445,511
454	FIRE PREVENTION/INSPECTION	<u>355,773</u>	<u>334,728</u>	<u>388,786</u>	<u>426,325</u>	<u>351,793</u>
	TOTAL EXPENDITURES	<u>\$ 14,875,189</u>	<u>\$ 15,104,901</u>	<u>\$ 16,006,489</u>	<u>\$ 16,082,602</u>	<u>\$ 16,502,002</u>
	PUBLIC SAFETY OVERHEAD	(208,203)	(102,550)	(108,206)	(100,941)	(113,131)
	DIRECT COSTS TO NMB ENT. FUND	<u>(14,580)</u>	<u>(21,477)</u>	<u>(60,000)</u>	<u>(60,000)</u>	<u>(60,000)</u>
	NET PUBLIC SAFETY	<u>\$ 14,652,406</u>	<u>\$ 14,980,874</u>	<u>\$ 15,838,283</u>	<u>\$ 15,921,661</u>	<u>\$ 16,328,871</u>

**GENERAL FUND
PUBLIC SAFETY DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Public Safety Department continues to work toward the accomplishment of its goals and priorities. Many of these issues deal with ongoing training and reporting as required for professional safety standards.

Other goals include:

- Implement our 10 year fire apparatus plan where one new apparatus is purchased every two years. The goal is for ATAX funds to offset approximately 40-50% of the cost.
- Replace our end of life Body Worn Cameras.
- Complete our Public Safety Building renovations to include a new roof, new air conditioners, new ac zoning within the building and renovate Fire Station #1 bunk rooms.
- Install a complete new security camera system City-wide at all City-owned properties that will enhance our police and fire response to any incident that might occur within any of these buildings.
- Implement a Code Officer position that will work in coordination with our Planning Department.
- Install a 500KW backup generator for Headquarters. The generator has been acquired via the 1033 Program resulting in a cost savings of over \$200,000. The only cost will be installation and electrical hook-up.
- Continue Command Staff development by enrolling staff in advanced command level training such as the National Fire Academy and/or the University of Louisville Administrative Officers Course.
- Continue to enhance and promote our Geo-Policing model. Geo-policing is the next logical step in community based policing where policing is decentralized to a defined geographical location and the officer assigned to the area works directly with all community stakeholders to address and resolve the issues that arise in the community.

01-5-411 PUBLIC SAFETY ADMINISTRATION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 464,050	\$ 398,787	\$ 529,203	\$ 475,000	\$ 553,119
014	OVERTIME	9,454	13,667	10,000	14,000	10,000
021	FICA	33,583	29,437	38,823	35,208	40,545
022	EMPLOYEE RETIREMENT	57,130	49,159	73,315	69,927	80,573
023	EMPLOYEE INSURANCE	59,640	54,560	66,240	55,200	80,640
030	TRAINING	5,878	8,058	11,400	11,000	11,400
040	WORKERS COMPENSATION	6,878	7,114	8,088	8,088	8,447
050	AWARDS	<u>3,935</u>	<u>4,290</u>	<u>5,446</u>	<u>4,668</u>	<u>5,831</u>
	* SUBTOTAL PERSONNEL *	<u>640,548</u>	<u>565,072</u>	<u>742,515</u>	<u>673,091</u>	<u>790,555</u>
110	CLOTHING/UNIFORMS	447	1,954	1,300	1,300	1,300
111	MATERIALS/SUPPLIES	6,127	9,075	10,650	18,000	10,650
112	OFFICE SUPPLIES	781	891	600	600	600
113	PRINTING/BINDING	1,500	43	300	100	300
120	COMMUNICATIONS	8,740	7,972	8,800	8,000	8,800
130	CONTRACTUAL SERVICES	32,721	40,776	383,345	380,000	390,000
131	REPAIRS/MAINTENANCE	4,091	945	800	800	800
132	PROFESSIONAL SERVICES	60	-	-	3,375	-
140	SUBSCRIPTIONS/DUES	5,983	4,384	1,900	2,253	1,900
141	TRAVEL / BUSINESS	2,455	2,606	250	250	250
142	ADVERTISING	30	-	-	2,400	-
150	VEHICLE OPERATIONS	-	279	-	-	-
151	FUEL	2,612	1,838	3,000	2,500	3,000
152	DAMAGE CLAIMS	-	425	-	432	-
190	PS SCHOLARSHIP AWARDS	<u>7,350</u>	<u>12,500</u>	<u>7,350</u>	<u>7,350</u>	<u>7,350</u>
	* SUBTOTAL OPERATING *	<u>72,897</u>	<u>83,688</u>	<u>418,295</u>	<u>427,360</u>	<u>424,950</u>
321	BUILDING IMPROVEMENTS	21,116	-	-	-	-
360	MOTOR VEHICLES	-	30,153	25,500	55,000	-
380	FURN. / OFFICE EQUIPMENT	-	<u>17,604</u>	-	<u>7,865</u>	-
	* SUBTOTAL CAPITAL *	<u>21,116</u>	<u>47,757</u>	<u>25,500</u>	<u>62,865</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 734,561</u>	<u>\$ 696,517</u>	<u>\$ 1,186,310</u>	<u>\$ 1,163,316</u>	<u>\$ 1,215,505</u>

DIVISION 411 PUBLIC SAFETY ADMINISTRATION

DIVISION NARRATIVE

This division provides for seven employees: a Director of Public Safety, a Chief of Police, a Captain-Professional Standards, a Quartermaster Coordinator, one Administrative Assistant II, one Computer Technician and one Computer Technician II. This division is responsible for the overall planning, development, and administration of the Public Safety Department of the City.

The Director reports directly to the City Manager and is responsible for establishing a viable program that maximizes the use of total man-hours toward the overall goal of public safety. The Director reviews, approves, and implements all plans, procedures, and departmental policies.

The Police Chief reports directly to the Director of Public Safety, and is responsible for the effective delivery of police services to the community.

The Captain is responsible for maintaining and developing the professional standards and Public Safety training for the Department.

The Administrative Assistant produces all typed material for the department and is responsible for other secretarial, clerical duties, public assistance, office coordination, and payroll administration for the Department.

The Computer Technician and Computer Technician II are responsible for the maintenance and updates of the department's computer equipment.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Director of Public Safety	1	33
Chief of Police	1	29
Captain-Professional Standards	1	22
Quartermaster Coordinator	1	15
Administrative Assistant II- Public Safety	1	14
Computer Technician	1	18
Computer Technician II	<u>1</u>	19
TOTAL	<u>7</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.5% increase is due to an increase in personal cost.

01-5-422 UNIFORM PATROL

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 2,590,501	\$ 2,798,664	\$ 3,212,860	\$ 3,200,000	\$ 3,328,233
014	OVERTIME	350,334	277,849	150,000	300,000	150,000
021	FICA	215,522	232,696	235,400	245,000	243,476
022	EMPLOYEE RETIREMENT	411,975	476,357	573,990	603,400	592,718
023	EMPLOYEE INSURANCE	515,212	593,817	640,320	620,000	702,720
030	TRAINING	130,875	95,623	74,656	85,000	74,656
040	WORKERS COMPENSATION	75,262	78,154	84,071	84,071	86,956
050	AWARDS	39,053	40,314	47,458	47,025	50,813
	* SUBTOTAL PERSONNEL *	<u>4,328,734</u>	<u>4,593,474</u>	<u>5,018,755</u>	<u>5,184,496</u>	<u>5,229,572</u>
110	CLOTHING/UNIFORMS	65,434	58,879	26,315	26,315	26,315
111	MATERIALS/SUPPLIES	76,965	68,682	68,206	110,000	68,206
112	OFFICE SUPPLIES	808	3,432	3,500	3,500	3,500
113	PRINTING/BINDING	300	1,712	3,500	2,000	3,500
120	COMMUNICATIONS	66,314	74,092	55,000	70,000	70,000
130	CONTRACTUAL SERVICES	209,695	234,648	-	2,000	-
131	REPAIRS/MAINTENANCE	11,751	5,804	13,000	6,000	13,000
132	PROFESSIONAL SERVICES	29,900	20,955	21,862	21,044	21,862
137	CANINE PROGRAM	5,903	9,017	5,000	9,000	5,000
140	SUBSCRIPTIONS/DUES	4,178	3,146	2,500	2,500	2,500
141	TRAVEL / BUSINESS	8,794	5,082	6,500	6,000	6,500
142	ADVERTISING	462	-	-	-	-
150	VEHICLE OPERATIONS	111,845	115,367	50,000	75,000	60,000
151	FUEL	109,615	141,856	100,000	120,000	110,000
152	DAMAGE CLAIMS	3,063	121,620	-	21,338	-
	* SUBTOTAL OPERATING *	<u>705,027</u>	<u>864,292</u>	<u>355,383</u>	<u>474,697</u>	<u>390,383</u>
360	MOTOR VEHICLES	334,519	319,603	290,000	315,000	360,000
370	NON-MOBIL EQUIPMENT	128,058	4,509	21,200	21,200	21,200
	* SUBTOTAL CAPITAL *	<u>462,577</u>	<u>324,112</u>	<u>311,200</u>	<u>336,200</u>	<u>381,200</u>
	** TOTAL EXPENDITURES **	<u>\$ 5,496,338</u>	<u>\$ 5,781,878</u>	<u>\$ 5,685,338</u>	<u>\$ 5,995,393</u>	<u>\$ 6,001,155</u>
LESS ALLOCATION FOR:						
	DIRECT COSTS TO NMB ENT. FUND	<u>10,924</u>	<u>10,372</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
TOTAL NET GENERAL FUND		<u>\$ 5,485,414</u>	<u>\$ 5,771,506</u>	<u>\$ 5,655,338</u>	<u>\$ 5,965,393</u>	<u>\$ 5,971,155</u>

DIVISION 422 UNIFORM PATROL

DIVISION NARRATIVE

This division provides for 61 employees: four Lieutenants, eight Sergeants, and forty nine Public Safety Officers. This division utilizes four shifts year-round. On an average shift, eight vehicles patrol the City with at least one beat in each major area of the City and one beat for overall City use.

This division is responsible for enforcing all laws and ordinances of the City and State.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Lieutenant	4	21
Public Safety Sergeant	8	19
Public Safety Officer	<u>49</u>	16
TOTAL	<u>61</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	Code
Patrol Vehicles (8)	\$ 360,000	360
Non-Mobile Equipment	<u>\$ 21,200</u>	370
TOTAL	<u>\$ 381,200</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 5.6% increase is due to an increase in personal costs and capital expenditures.

01-5-424 COMMUNITY SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 468,800	\$ 458,211	\$ 524,669	\$ 500,000	\$ 567,494
014	OVERTIME	40,022	45,060	15,000	50,000	15,000
021	FICA	36,840	36,835	38,856	39,600	41,940
022	EMPLOYEE RETIREMENT	70,023	77,420	91,604	94,820	106,247
023	EMPLOYEE INSURANCE	99,177	99,447	110,400	105,000	126,720
030	TRAINING	17,653	6,141	650	4,000	1,000
040	WORKERS COMPENSATION	9,071	9,880	10,793	10,793	11,650
050	AWARDS	6,640	6,484	7,780	7,000	9,163
	* SUBTOTAL PERSONNEL *	<u>748,226</u>	<u>739,478</u>	<u>799,752</u>	<u>811,213</u>	<u>879,214</u>
110	CLOTHING/UNIFORMS	4,331	7,201	3,900	3,900	3,900
111	MATERIALS/SUPPLIES	9,006	16,248	4,010	10,000	4,010
112	OFFICE SUPPLIES	181	-	250	-	250
113	PRINTING/BINDING	594	1,188	2,600	1,500	2,600
120	COMMUNICATIONS	14,051	7,875	2,500	5,000	2,500
130	CONTRACTUAL SERVICES	131,133	132,181	140,000	135,000	140,000
131	REPAIRS/MAINTENANCE	216	-	1,500	-	1,500
132	PROFESSIONAL SERVICES	1,680	1,015	1,000	1,000	1,000
140	SUBSCRIPTIONS/DUES	270	535	340	340	340
141	TRAVEL / BUSINESS	3,919	445	1,200	1,200	1,200
142	ADVERTISING	-	-	-	-	-
150	VEHICLE OPERATIONS	8,063	21,165	5,500	10,000	5,500
151	FUEL	16,365	18,487	15,000	15,000	15,000
152	DAMAGE CLAIMS	-	544	-	-	-
	* SUBTOTAL OPERATING *	<u>189,809</u>	<u>206,884</u>	<u>177,800</u>	<u>182,940</u>	<u>177,800</u>
360	MOTOR VEHICLES	57,223	-	55,500	62,727	69,000
370	NON-MOBIL EQUIPMENT	-	-	28,500	25,634	-
380	FURN. / OFFICE EQUIPMENT	9,788	-	-	-	-
	* SUBTOTAL CAPITAL *	<u>67,011</u>	<u>-</u>	<u>84,000</u>	<u>88,361</u>	<u>69,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,005,046</u>	<u>\$ 946,362</u>	<u>\$ 1,061,552</u>	<u>\$ 1,082,514</u>	<u>\$ 1,126,014</u>
LESS ALLOCATION FOR:						
	DIRECT COSTS TO NMB ENT. FUND	-	2,036	-	-	-
	TOTAL NET GENERAL FUND	<u>\$ 1,005,046</u>	<u>\$ 944,326</u>	<u>\$ 1,061,552</u>	<u>\$ 1,082,514</u>	<u>\$ 1,126,014</u>

DIVISION 424 COMMUNITY SERVICES

DIVISION NARRATIVE

This division provides for eleven employees: a Community Services Sergeant, two PSO-Community Service Officers, three PSO-Lifeguard Coordinators, two PSO-Beach Patrol Officers, one Code Enforcement Officer, and two Animal Control Officers utilizing a seven-day patrol program. This division provides for a concentrated effort in animal control and special code enforcement activities.

The primary responsibility of the Beach Patrol Officers is to monitor the safety of the beach.

The primary responsibility of the Animal Control Officers is the pickup of stray animals and the delivery of those animals to the City's Animal Shelter, which is operated by the Grand Strand Humane Society.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Community Services Sergeant	1	19
PSO - Community Service	2	16
PSO - Lifeguard Coordinator	3	16
PSO - Beach Patrol	2	16
Animal Control Officer	<u>3</u>	12
TOTAL	<u>11</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Beach Patrol Vehicles	\$ 69,000	360
TOTAL	<u>\$ 69,000</u>	

BUDGET ANALYSIS

This division provides for an increased level of service from the previous year's budget. The 6.1% increase is due to the addition of the Animal Control Officer position.

01-5-431 DETECTIVES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 587,454	\$ 578,055	\$ 609,413	\$ 525,000	\$ 611,666
012	SALARY, PART-TIME	17,869	14,719	18,000	-	18,000
014	OVERTIME	56,614	86,394	36,000	70,000	36,000
021	FICA	48,202	49,419	47,102	42,840	47,262
022	EMPLOYEE RETIREMENT	93,032	101,110	110,228	102,578	115,761
023	EMPLOYEE INSURANCE	100,800	101,200	110,400	100,200	115,200
030	TRAINING	7,074	5,761	9,000	8,000	9,000
040	WORKERS COMPENSATION	8,240	8,409	8,293	8,293	8,321
050	AWARDS	7,290	7,890	7,780	7,780	8,330
	* SUBTOTAL PERSONNEL *	<u>926,575</u>	<u>952,957</u>	<u>956,216</u>	<u>864,691</u>	<u>969,540</u>
110	CLOTHING/UNIFORMS	11,530	8,557	6,700	6,700	6,700
111	MATERIALS/SUPPLIES	1,310	20,021	15,320	15,320	15,320
112	OFFICE SUPPLIES	754	1,251	2,000	1,500	2,000
113	PRINTING/BINDING	171	-	250	38	250
120	COMMUNICATIONS	7,524	7,555	7,000	7,500	7,500
130	CONTRACTUAL SERVICES	31,357	8,485	5,000	8,000	8,000
131	REPAIRS/MAINTENANCE	-	520	-	-	-
132	PROFESSIONAL SERVICES	3,945	3,587	2,000	3,500	2,000
140	SUBSCRIPTIONS/DUES	1,170	790	1,140	1,140	1,140
141	TRAVEL / BUSINESS	657	25	1,000	100	1,000
142	ADVERTISING	-	96	250	-	250
150	VEHICLE OPERATIONS	8,500	7,254	6,000	7,000	7,000
151	FUEL	12,354	16,917	13,200	13,200	13,200
152	DAMAGE CLAIMS	-	1,904	-	-	-
190	CONTINGENT	3,199	4,334	8,000	6,000	8,000
	* SUBTOTAL OPERATING *	<u>82,471</u>	<u>81,296</u>	<u>67,860</u>	<u>69,998</u>	<u>72,360</u>
321	BUILDING IMPROVEMENTS	5,625	33,333	-	-	-
360	MOTOR VEHICLES	24,600	29,553	30,000	55,097	35,000
	* SUBTOTAL CAPITAL *	<u>30,225</u>	<u>62,886</u>	<u>30,000</u>	<u>55,097</u>	<u>35,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,039,271</u>	<u>\$ 1,097,139</u>	<u>\$ 1,054,076</u>	<u>\$ 989,786</u>	<u>\$ 1,076,900</u>
LESS ALLOCATION FOR:						
	DIRECT COSTS TO NMB ENT. FUND	-	8,251	-	-	10,000
	TOTAL NET GENERAL FUND	<u>\$ 1,039,271</u>	<u>\$ 1,088,888</u>	<u>\$ 1,054,076</u>	<u>\$ 989,786</u>	<u>\$ 1,066,900</u>

DIVISION 431 DETECTIVES

DIVISION NARRATIVE

This division provides for ten employees: a Detective Sergeant, seven Detectives, and two PSO rotating Detectives. This division handles all felony case investigations, and all larceny and drug-related cases. It also aids Public Safety Officers in investigation procedures and conducts internal investigations at the request of the Director of Public Safety. A part-time bailiff for the City court is charged here since July 1, 2002.

This division maintains necessary documentation on all investigations and distributes this information to other law enforcement agencies, and provides evidence to prosecuting attorneys for trials.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Detective Sergeant	1	19
Detective	7	18
PSO - Rotating Detective	<u>2</u>	16
TOTAL	<u>10</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	Code
Unmarked Vehicle	\$ <u>35,000</u>	360
TOTAL	\$ <u>35,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.2% increase is due to an increase in contractual services and capital expenditures.

01-5-442 COMMUNICATIONS/DETENTION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 737,568	\$ 727,161	\$ 797,095	\$ 715,000	\$ 822,077
014	OVERTIME	65,156	43,396	30,000	55,000	30,000
021	FICA	59,234	57,807	57,897	55,440	59,645
022	EMPLOYEE RETIREMENT	113,397	114,541	141,891	132,748	153,708
023	EMPLOYEE INSURANCE	192,358	195,320	209,760	190,000	230,400
030	TRAINING	19,279	14,234	6,100	6,100	6,100
040	WORKERS COMPENSATION	15,308	15,328	16,542	16,542	17,042
050	AWARDS	13,351	13,373	14,782	14,782	16,660
	* SUBTOTAL PERSONNEL *	<u>1,215,651</u>	<u>1,181,160</u>	<u>1,274,067</u>	<u>1,185,612</u>	<u>1,335,632</u>
110	CLOTHING/UNIFORMS	5,112	7,040	2,000	6,500	2,000
111	MATERIALS/SUPPLIES	26,606	10,962	15,680	14,000	15,680
112	OFFICE SUPPLIES	1,099	1,328	1,500	1,400	1,500
113	PRINTING/BINDING	-	-	-	38	-
120	COMMUNICATIONS	2,420	3,222	575	575	575
130	CONTRACTUAL SERVICES	42,615	48,601	27,700	27,700	27,700
131	REPAIRS/MAINTENANCE	21,232	14,908	19,500	15,000	19,500
132	PROFESSIONAL SERVICES	7,278	10,252	6,300	6,300	6,300
134	CREDIT CARD FEES	4,362	2,814	4,000	3,500	4,000
140	SUBSCRIPTIONS/DUES	846	779	930	800	930
141	TRAVEL / BUSINESS	18	73	-	-	-
150	VEHICLE OPERATIONS	134	-	-	-	-
151	FUEL	88	742	325	325	325
	* SUBTOTAL OPERATING *	<u>111,810</u>	<u>100,721</u>	<u>78,510</u>	<u>76,138</u>	<u>78,510</u>
380	FURN. / OFFICE EQUIPMENT	25,079	-	-	-	-
	* SUBTOTAL CAPITAL *	<u>25,079</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,352,540</u>	<u>\$ 1,281,881</u>	<u>\$ 1,352,577</u>	<u>\$ 1,261,750</u>	<u>\$ 1,414,142</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 5%	167,627	64,094	67,629	63,088	70,707
	BEACH SERVICES FUND 3%	40,576	38,456	40,577	37,853	42,424
	**LESS OVERHEAD TOTAL **	<u>208,203</u>	<u>102,550</u>	<u>108,206</u>	<u>100,941</u>	<u>113,131</u>
	TOTAL NET GENERAL FUND	<u>\$ 1,144,337</u>	<u>\$ 1,179,331</u>	<u>\$ 1,244,371</u>	<u>\$ 1,160,809</u>	<u>\$ 1,301,011</u>

DIVISION 442 COMMUNICATIONS/DETENTION

DIVISION NARRATIVE

This division provides for 20 employees: four Lead Communication Technicians/Jailers, and fourteen Communication Technicians/Jailers. This division handles all radio, telephone, and teletype communications for both Police and Fire divisions.

The Technicians attend to all detained persons in the jail and answer all radio frequencies. They dispatch units from Uniform Patrol and Fire / Rescue divisions as needed, monitor all bank and business alarms, take all written complaints, monitor teletypes and send messages when needed, accept fines and bail bond payments 24 hours a day, and transfer or relay all communications to proper departments for quick response or necessary action.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Communications Technician/Lead Jailer	4	14
Communications Technician/Jailer	<u>16</u>	12
TOTAL	<u>20</u>	

BUDGET ANALYSIS

This division provides for an increased level of service from the previous year's budget. The 4.6% increase is due to the addition of a Communications Technician/Jailer position.

01-5-444 RECORDS

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 196,298	\$ 222,762	\$ 237,700	\$ 237,700	\$ 250,650
014	OVERTIME	4,543	6,221	2,000	6,000	2,000
021	FICA	13,807	16,091	15,820	16,084	16,675
022	EMPLOYEE RETIREMENT	17,092	20,601	21,998	21,998	22,969
023	EMPLOYEE INSURANCE	42,840	53,745	55,200	55,200	57,600
030	TRAINING	560	5,323	-	-	-
040	WORKERS COMPENSATION	1,356	1,680	1,798	1,798	1,895
050	AWARDS	2,664	3,575	3,890	3,890	4,165
	* SUBTOTAL PERSONNEL *	<u>279,160</u>	<u>329,998</u>	<u>338,406</u>	<u>342,670</u>	<u>355,954</u>
110	CLOTHING/UNIFORMS	105	450	-	-	-
111	MATERIALS/SUPPLIES	11,997	20,954	24,071	24,000	24,071
112	OFFICE SUPPLIES	658	1,501	750	750	750
113	PRINTING/BINDING	1,330	742	3,500	3,000	3,500
120	COMMUNICATIONS	1,398	1,312	960	960	960
130	CONTRACTUAL SERVICES	10,945	17,471	1,000	1,000	1,000
131	REPAIRS/MAINTENANCE	-	7,714	-	-	-
132	PROFESSIONAL SERVICES	403	55	200	100	200
140	SUBSCRIPTIONS/DUES	195	225	150	150	150
141	TRAVEL / BUSINESS	291	291	-	-	-
	* SUBTOTAL OPERATING *	<u>27,322</u>	<u>50,715</u>	<u>30,631</u>	<u>29,960</u>	<u>30,631</u>
380	FURN. / OFFICE EQUIPMENT	10,978	5,373	-	-	-
	* SUBTOTAL CAPITAL *	<u>10,978</u>	<u>5,373</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 317,460</u>	<u>\$ 386,086</u>	<u>\$ 369,037</u>	<u>\$ 372,630</u>	<u>\$ 386,585</u>

DIVISION 444 RECORDS

DIVISION NARRATIVE

This division provides for five employees: a Records Supervisor, an Evidence Custodian, and three Records Clerks. The division is responsible for the comprehensive storage, retrieval and dissemination of all records generated by the Public Safety Department.

The Supervisor is responsible for the operation of this division including records security and providing copies to the public and is under the direction of the Major Deputy Chief of Uniform Patrol. The Records Supervisor also determines whether to store, temporarily retain, or destroy a record.

The Evidence Custodian handles responsibility for securing and holding evidence collected by the department.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Records Supervisor	1	17
Evidence Custodian	1	15
Records Clerk	<u>3</u>	11
TOTAL	<u>5</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 4.8% increase is due to personnel costs.

01-5-445 VICTIM RIGHTS ADVOCATE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 53,831	\$ 54,842	\$ 59,163	\$ 59,163	\$ 64,310
014	OVERTIME	863	1,434	400	400	400
021	FICA	3,940	4,078	4,408	4,408	4,789
022	EMPLOYEE RETIREMENT	4,358	4,899	4,765	4,765	4,907
023	EMPLOYEE INSURANCE	10,080	10,560	11,040	11,040	11,520
030	TRAINING	-	840	1,500	1,000	1,500
040	WORKERS COMPENSATION	546	557	596	596	647
050	AWARDS	663	715	778	778	833
	* SUBTOTAL PERSONNEL *	<u>74,281</u>	<u>77,925</u>	<u>82,650</u>	<u>82,150</u>	<u>88,906</u>
111	MATERIALS/SUPPLIES	248	972	1,850	1,500	1,850
112	OFFICE SUPPLIES	320	349	1,100	800	1,100
113	PRINTING/BINDING	749	837	1,300	1,000	1,300
120	COMMUNICATIONS	643	656	640	640	640
130	CONTRACTUAL SERVICES	-	-	35	-	35
132	PROFESSIONAL SERVICES	43	-	-	-	-
140	SUBSCRIPTIONS/DUES	30	30	150	150	150
141	TRAVEL / BUSINESS	-	-	50	-	50
190	CONTINGENT	690	196	1,000	500	1,000
	* SUBTOTAL OPERATING *	<u>2,723</u>	<u>3,040</u>	<u>6,125</u>	<u>4,590</u>	<u>6,125</u>
	** TOTAL EXPENDITURES **	<u>\$ 77,004</u>	<u>\$ 80,965</u>	<u>\$ 88,775</u>	<u>\$ 86,740</u>	<u>\$ 95,031</u>

DIVISION 445 VICTIM RIGHTS ADVOCATE

DIVISION NARRATIVE

This division provides for one employee: the Victim Witness Advocate. This division is responsible for providing assistance to victims of crimes. This division assists all victims of crimes that occur in North Myrtle Beach pursuant to the requirements of state statute. This division will continue to assist domestic violence, assault and battery, harassment, stalking, rape, robbery, and property crime victims by offering necessary services and providing information from the time of the crime through final disposition in court. Victim advocate also on a case by case basis assists other residents of our North Myrtle Beach community with needs and services which they may require to continue their quality of life.

All expenditures for this division are completely offset by a portion of the fine set by the State to provide for this service.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Victim Witness Advocate	<u>1</u>	16
TOTAL	<u>1</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 7.0% increase is due to personnel costs.

01-5-452 PUBLIC SAFETY TRAINING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 207,235	\$ 211,460	\$ 224,573	\$ 180,000	\$ 232,775
014	OVERTIME	17,405	15,904	1,000	10,000	10,000
021	FICA	16,224	16,479	16,692	14,060	17,965
022	EMPLOYEE RETIREMENT	31,846	34,140	38,441	32,756	43,208
023	EMPLOYEE INSURANCE	42,835	42,204	44,160	34,000	46,080
030	TRAINING	9,201	10,665	4,000	4,028	4,000
040	WORKERS COMPENSATION	3,895	4,133	4,511	4,511	4,856
050	AWARDS	<u>2,651</u>	<u>2,960</u>	<u>2,900</u>	<u>2,900</u>	<u>3,332</u>
	* SUBTOTAL PERSONNEL *	<u>331,292</u>	<u>337,945</u>	<u>336,277</u>	<u>282,255</u>	<u>362,216</u>
110	CLOTHING/UNIFORMS	4,915	4,313	1,500	1,500	1,500
111	MATERIALS/SUPPLIES	15,337	18,524	7,800	18,500	7,800
112	OFFICE SUPPLIES	784	437	1,000	500	1,000
113	PRINTING/BINDING	139	-	500	-	500
120	COMMUNICATIONS	2,689	2,740	2,600	2,600	2,600
130	CONTRACTUAL SERVICES	8,088	5,790	2,500	2,500	7,000
131	REPAIRS/MAINTENANCE	303	-	1,000	1,000	1,000
132	PROFESSIONAL SERVICES	1,020	1,320	-	1,030	-
140	SUBSCRIPTIONS/DUES	205	210	250	200	250
141	TRAVEL / BUSINESS	191	148	300	250	300
150	VEHICLE OPERATIONS	1,626	1,461	800	7,200	1,200
151	FUEL	<u>3,161</u>	<u>6,397</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
	* SUBTOTAL OPERATING *	<u>38,458</u>	<u>41,340</u>	<u>22,250</u>	<u>39,280</u>	<u>27,150</u>
	** TOTAL EXPENDITURES **	<u>\$ 369,750</u>	<u>\$ 379,285</u>	<u>\$ 358,527</u>	<u>\$ 321,535</u>	<u>\$ 389,366</u>

DIVISION 452 PUBLIC SAFETY TRAINING

DIVISION NARRATIVE

This division provides for four employees: a Public Safety Sergeant Training, a Fire Training Captain, one Health and Safety Officer and one PSO-Training Officer.

This division is responsible for the in-house police and fire training of all Public Safety employees. The division is aimed at providing the Public Safety Department with the necessary skills and knowledge to give a professional response to emergency situations.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Public Safety Sergeant Training	1	19
Fire Training Captain	1	19
Health & Safety Officer	1	16
PSO-Training Officer	<u>1</u>	16
TOTAL	<u>4</u>	

BUDGET ANALYSIS

This division provides the same level of service as the previous year's budget. The 8.6% increase is due to personnel costs and contractual services.

01-5-453 FIRE / RESCUE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 2,211,745	\$ 2,221,718	\$ 2,421,544	\$ 2,320,000	\$ 2,528,727
014	OVERTIME	231,746	222,354	90,000	230,000	90,000
021	FICA	177,606	177,567	180,831	183,600	188,548
022	EMPLOYEE RETIREMENT	335,899	362,214	420,736	439,620	466,564
023	EMPLOYEE INSURANCE	467,465	501,596	529,920	502,000	564,480
030	TRAINING	87,962	77,670	43,000	43,000	43,000
040	WORKERS COMPENSATION	46,623	47,558	50,231	50,231	52,375
050	AWARDS	32,502	35,162	38,122	38,122	40,817
	* SUBTOTAL PERSONNEL *	<u>3,591,548</u>	<u>3,645,839</u>	<u>3,774,384</u>	<u>3,806,573</u>	<u>3,974,511</u>
110	CLOTHING/UNIFORMS	98,429	75,067	80,550	80,550	80,550
111	MATERIALS/SUPPLIES	122,877	98,180	186,570	186,570	186,570
112	OFFICE SUPPLIES	3,171	826	1,000	1,000	1,000
113	PRINTING/BINDING	-	86	-	-	-
120	COMMUNICATIONS	3,558	5,166	10,350	7,500	10,350
130	CONTRACTUAL SERVICES	28,995	17,957	28,400	28,400	28,400
131	REPAIRS/MAINTENANCE	53,394	32,862	26,500	26,500	26,500
132	PROFESSIONAL SERVICES	23,893	16,708	16,250	16,250	16,250
140	SUBSCRIPTIONS/DUES	5,177	3,687	880	880	880
141	TRAVEL / BUSINESS	1,430	57	500	500	500
142	ADVERTISING	256	-	-	-	-
150	VEHICLE OPERATIONS	114,044	110,159	40,000	50,000	60,000
151	FUEL	31,916	35,860	25,000	30,000	30,000
152	DAMAGE CLAIMS	3,318	1,878	-	4,690	-
	* SUBTOTAL OPERATING *	<u>490,458</u>	<u>398,493</u>	<u>416,000</u>	<u>432,840</u>	<u>441,000</u>
321	BUILDING IMPROVEMENTS	45,440	-	-	-	-
360	MOTOR VEHICLES	-	47,410	30,000	111,261	-
370	NON-MOBIL EQUIPMENT	-	28,318	241,127	31,939	30,000
	* SUBTOTAL CAPITAL *	<u>45,440</u>	<u>75,728</u>	<u>271,127</u>	<u>143,200</u>	<u>30,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 4,127,446</u>	<u>\$ 4,120,060</u>	<u>\$ 4,461,511</u>	<u>\$ 4,382,613</u>	<u>\$ 4,445,511</u>
LESS ALLOCATION FOR:						
	DIRECT COSTS TO NMB ENT. FUND	<u>3,656</u>	<u>818</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
TOTAL NET GENERAL FUND		<u>\$ 4,123,790</u>	<u>\$ 4,119,242</u>	<u>\$ 4,431,511</u>	<u>\$ 4,352,613</u>	<u>\$ 4,415,511</u>

DIVISION 453 FIRE / RESCUE

DIVISION NARRATIVE

This division provides for 49 employees: one Chief of Fire Rescue/Emergency Preparedness Director, three Battalion Chiefs and forty-five firefighters making up three shifts. Each shift works 24 hours on duty and 48 hours off for a 56-hour average workweek. The main fire station is staffed by four personnel per shift. The sub-stations are staffed by three firefighters each per shift. These personnel are supplemented by the Public Safety Officers.

The Fire / Rescue division provides emergency response to incidents involving fire suppression, hazardous materials, water rescue, high-level and confined space rescue and first-responder backup to the Horry County EMS. In addition, the division has fire service contracts with the town of Briarcliffe Acres as well as Horry County to provide service to the areas adjacent to the City east of the Intracoastal Waterway.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Chief of Fire Rescue/Emergency Preparedness Director	1	28
Fire Battalion Chief	3	21
PSO - Firefighter	1	16
PSO - Fire Lieutenant	3	16
Fire Lieutenant	12	15
Firefighter-EMT / Firefighter	<u>29</u>	14/13
TOTAL	<u>49</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Non-Mobile Equipment	<u>30,000</u>	370
TOTAL	<u>\$ 30,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 0.4% decrease is a result of a reduction in capital expenditures.

01-5-454 FIRE PREVENTION/INSPECTION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 205,673	\$ 211,574	\$ 231,335	\$ 231,335	\$ 212,442
014	OVERTIME	6,622	3,531	4,000	10,000	4,000
021	FICA	14,467	14,730	16,473	17,000	15,151
022	EMPLOYEE RETIREMENT	27,121	28,585	33,484	34,000	31,826
023	EMPLOYEE INSURANCE	41,160	42,240	44,160	44,160	46,080
030	TRAINING	2,444	3,331	2,175	2,175	2,175
040	WORKERS COMPENSATION	2,298	3,773	4,118	4,118	3,788
050	AWARDS	2,649	2,860	3,112	3,112	3,332
	* SUBTOTAL PERSONNEL *	<u>302,434</u>	<u>310,624</u>	<u>338,857</u>	<u>345,900</u>	<u>318,794</u>
110	CLOTHING/UNIFORMS	2,850	572	1,500	1,000	1,500
111	MATERIALS/SUPPLIES	5,556	6,164	9,000	7,500	9,000
112	OFFICE SUPPLIES	598	262	500	300	500
113	PRINTING/BINDING	6,677	43	6,000	6,000	6,000
120	COMMUNICATIONS	3,805	5,286	4,544	4,544	4,544
130	CONTRACTUAL SERVICES	4,610	3,791	1,000	1,000	1,000
131	REPAIRS/MAINTENANCE	135	-	400	-	400
132	PROFESSIONAL SERVICES	871	1,409	500	500	500
140	SUBSCRIPTION/DUES	1,581	390	2,855	2,855	2,855
141	TRAVEL / BUSINESS	-	35	400	-	400
150	VEHICLE OPERATIONS	3,128	1,567	2,000	5,000	3,000
151	FUEL	3,680	4,585	3,300	3,300	3,300
	* SUBTOTAL OPERATING *	<u>33,491</u>	<u>24,104</u>	<u>31,999</u>	<u>31,999</u>	<u>32,999</u>
360	MOTOR VEHICLES	-	-	-	30,496	-
370	NON-MOBIL EQUIPMENT	19,848	-	17,930	17,930	-
	* SUBTOTAL CAPITAL *	<u>19,848</u>	<u>-</u>	<u>17,930</u>	<u>48,426</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 355,773</u>	<u>\$ 334,728</u>	<u>\$ 388,786</u>	<u>\$ 426,325</u>	<u>\$ 351,793</u>

DIVISION 454 FIRE PREVENTION/INSPECTION

DIVISION NARRATIVE

This division provides for four employees: a Division Chief/Fire Marshall, two Fire Inspectors, and a Fire Prevention/Administrative Assistant. This division is responsible for all fire prevention, fire education, and inspection activities of the City.

The employees educate the public regarding proper fire safety and prevention techniques, make fire inspections and review building plans to ensure compliance with City fire codes. The Administrative Assistant assists with paperwork for fire inspections and billing of false alarm fees.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Division Chief/Fire Marshall	1	20
Fire Inspector	2	17
Fire Prevention/Administrative Assistant	<u>1</u>	14
TOTAL	<u>4</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 9.5% decrease is due to a reduction in personnel costs.

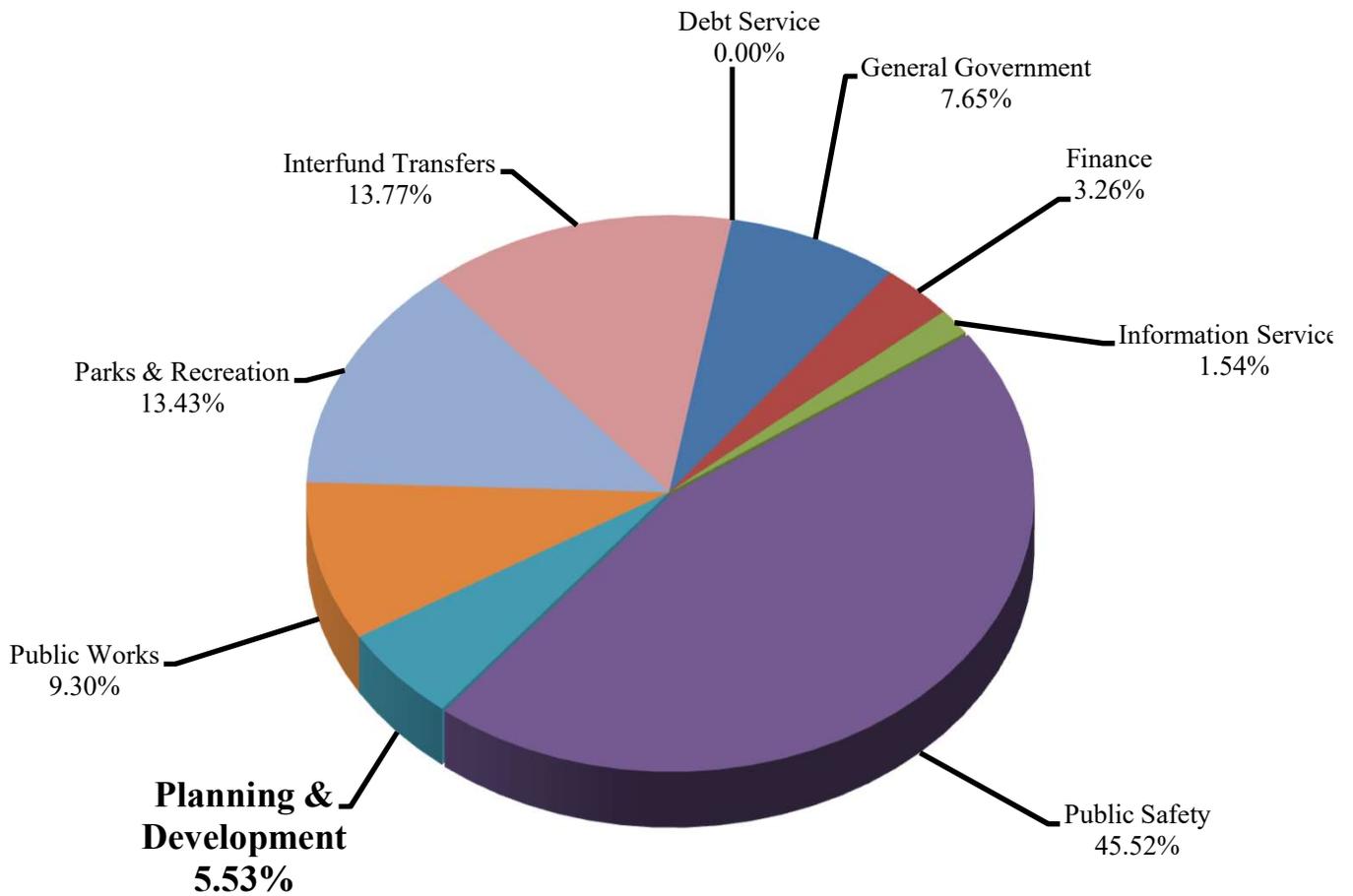
GENERAL FUND EXPENDITURES

PLANNING & DEVELOPMENT

**GENERAL FUND
PLANNING AND DEVELOPMENT DEPARTMENT**

The Planning & Development Department includes 2 divisions: Planning & Building. The department oversees zoning issues, planning activities, building regulations and development activities. Descriptions of the individual divisions are provided in their individual division narratives which follow.

The chart below shows the portion of General Fund Expenditures allocated to the Planning & Development Department, which reflects 5.53% of the overall resources appropriated in the General Fund for FY 2020.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 4.5% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2020
Regular Employees
PLANNING AND DEVELOPMENT DEPARTMENT

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
PLANNING	9	9	9	9	9
BUILDING	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
TOTAL	<u>18</u>	<u>18</u>	<u>18</u>	<u>18</u>	<u>18</u>

A summary of expenditures for the past 3 years of this department is provided below. The total expenditures for the divisions include all amounts required from both the General Fund and the Water and Sewer Fund to accomplish the level of services and goals of the department. The General Fund will provide \$1,982,839 and the Water and Sewer Fund will provide \$47,931. The Water and Sewer portion of the Building Division is recorded as an Overhead Allocation and not as direct charges to individual object codes. The overhead rate for the Building Division is 5%.

SUMMARY OF EXPENDITURES
PLANNING AND DEVELOPMENT DEPARTMENT

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
521	PLANNING	\$ 959,131	\$ 962,054	\$ 1,035,026	\$ 1,017,605	\$ 1,072,150
522	BUILDING	<u>787,568</u>	<u>783,930</u>	<u>892,145</u>	<u>837,194</u>	<u>958,620</u>
TOTAL EXPENDITURES		<u>\$ 1,746,699</u>	<u>\$ 1,745,984</u>	<u>\$ 1,927,171</u>	<u>\$ 1,854,799</u>	<u>\$ 2,030,770</u>
PLANNING/DEVELOPMENT OVERHEAD		<u>(39,378)</u>	<u>(39,196)</u>	<u>(44,607)</u>	<u>(41,860)</u>	<u>(47,931)</u>
NET PLANNING & DEVELOPMENT		<u>\$ 1,707,321</u>	<u>\$ 1,706,788</u>	<u>\$ 1,882,564</u>	<u>\$ 1,812,939</u>	<u>\$ 1,982,839</u>

**GENERAL FUND
PLANNING AND DEVELOPMENT DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Planning and Development Department continues to work toward the completion of its FY 2019 goals and priorities. The following benchmarks, goals and priorities for FY 2020 include:

- Begin and complete the 5 year update of the Flood Hazard Mitigation Study.
- Complete addressing work on behalf of the U.S. Census Bureau's 2020 decennial Census.
- Continue pursuing construction of segments of the East Coast Greenway.
- Complete the transition from our old, antiquated permitting software to the new system
- Assist in annexations to add high value land to the city and to fill gaps.
- Provide design assistance to Council-initiated downtown revitalization efforts, such as entryway signage and landscaping improvements along Main Street.
- Provide public assistance in understanding pending FEMA flood map changes.

01-5-521 PLANNING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 629,797	\$ 667,521	\$ 712,682	\$ 712,600	\$ 744,362
014	OVERTIME	1,300	128	-	-	-
015	SPECIAL ALLOWANCE	5,400	5,400	5,400	5,400	5,400
021	FICA	46,545	49,217	51,313	51,696	53,594
022	EMPLOYEE RETIREMENT	68,829	73,808	86,493	87,151	90,151
023	EMPLOYEE INSURANCE	77,294	84,480	99,360	99,360	103,680
030	TRAINING	6,236	5,353	9,000	6,000	9,000
040	WORKERS COMPENSATION	3,847	3,988	4,276	4,276	4,466
050	AWARDS	6,147	7,025	7,502	7,502	7,497
	* SUBTOTAL PERSONNEL *	<u>845,395</u>	<u>896,920</u>	<u>976,026</u>	<u>973,985</u>	<u>1,018,150</u>
111	CLOTHING/UNIFORMS	300	340	300	300	300
111	MATERIALS/SUPPLIES	12,587	11,215	20,000	15,000	20,000
112	OFFICE SUPPLIES	6,034	3,652	6,000	4,000	6,000
113	PRINTING/BINDING	252	43	1,000	-	1,000
120	COMMUNICATIONS	4,413	3,639	4,800	4,000	4,800
130	CONTRACTUAL SERVICES	19,361	8,091	15,000	10,000	10,000
131	REPAIRS/MAINTENANCE	-	-	500	-	500
132	PROFESSIONAL SERVICES	58,073	6,143	-	-	-
140	SUBSCRIPTIONS/DUES	4,098	2,522	4,000	3,000	4,000
141	TRAVEL / BUSINESS	137	20	300	20	300
142	ADVERTISING	5,518	4,656	3,800	3,800	3,800
150	VEHICLE OPERATIONS	436	863	800	1,500	800
151	FUEL	1,641	1,861	2,500	2,000	2,500
152	DAMAGE CLAIMS	886	-	-	-	-
	* SUBTOTAL OPERATING *	<u>113,736</u>	<u>43,045</u>	<u>59,000</u>	<u>43,620</u>	<u>54,000</u>
360	MOTOR VEHICLES	-	22,089	-	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>22,089</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 959,131</u>	<u>\$ 962,054</u>	<u>\$ 1,035,026</u>	<u>\$ 1,017,605</u>	<u>\$ 1,072,150</u>

DIVISION 521 PLANNING

DIVISION NARRATIVE

This division consists of nine employees as listed below. The Director supervises and manages all activities for the entire department, prepares the annual budget for the department and acts as the City's representative for the Department.

The Assistant Director, Planning & Development serves as the Zoning Administrator for the City. As such he is charged with the review of all plans for compliance with the City's zoning code and acts on behalf of the Director in his absence. This individual assembles pertinent zoning information to be presented to the Planning Commission twice each month, and is the liaison to the Zoning Board of Appeals. Zoning is the first step in the overall permitting process of the City. He also answers questions, initiates plan reviews and disseminates zoning information to the public. The Assistant Zoning Administrator assists the Assistant Director in the above-mentioned duties. The Zoning Enforcement Officer is on the road to ensure uniform code compliance throughout the city.

The Principal Planner is responsible for formulating plans and policies to meet the social, economic and physical needs of the City and developing strategies to implement these plans and policies. This individual applies appropriate administrative techniques to evaluate and resolve conflicting demands, and offers alternative uses of resources. This position also serves as liaison to the Planning Commission. The Planner coordinates site plan review functions for the following City departments: Public Works, Public Safety and Planning/Development. The Planning Technician assists with fieldwork, produces and delivers agendas, assigns house numbers and street names to new homes and developments, produces maps for presentations and assists in complaint inspections. These positions also aid the Principal Planner in all other planning activities.

The Administrative Assistants receive the public, schedule inspections and assist the public with applications for construction permits and appeals. They also input permits, verify licensing requirements and issue permits. Monthly reports, departmental payroll and other activities are also responsibilities of the administrative staff.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Director, Planning & Development	1	31
Assistant Director, Planning & Development	1	28
Assistant Zoning Administrator	1	24
Zoning Enforcement Officer	1	14
Principal Planner	1	27
Senior Planner/Urban Designer	1	25
Planner	1	22
Administrative Assistant I- Planning & Dev	1	13
Administrative Assistant II- Planning & Dev	<u>1</u>	15
TOTAL	<u>9</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 3.6% increase is due to personnel costs.

01-5-522 BUILDING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 537,405	\$ 518,757	\$ 582,065	\$ 560,000	\$ 585,556
014	OVERTIME	3,192	334	-	-	-
021	FICA	38,947	38,344	40,162	40,320	40,403
022	EMPLOYEE RETIREMENT	54,739	52,919	56,849	55,440	57,550
023	EMPLOYEE INSURANCE	90,715	92,511	99,360	87,240	103,680
030	TRAINING	2,201	2,338	8,000	5,000	8,000
040	WORKERS COMPENSATION	4,319	4,395	4,657	4,395	4,684
050	AWARDS	6,262	6,775	7,302	6,224	7,497
	* SUBTOTAL PERSONNEL *	<u>737,780</u>	<u>716,373</u>	<u>798,395</u>	<u>758,619</u>	<u>807,370</u>
110	CLOTHING/UNIFORMS	4,200	3,900	4,200	3,900	4,200
111	MATERIALS/SUPPLIES	13,890	6,922	14,000	8,000	14,000
112	OFFICE SUPPLIES	4,195	3,717	3,000	3,000	3,000
113	PRINTING/BINDING	1,588	-	1,000	-	1,000
120	COMMUNICATIONS	5,087	9,495	11,000	10,000	11,000
130	CONTRACTUAL SERVICES	8,834	8,068	15,000	10,000	70,000
131	REPAIRS/MAINTENANCE	-	-	250	-	250
132	PROFESSIONAL SERVICES	11	94	-	-	-
140	SUBSCRIPTIONS/DUES	655	675	1,000	675	1,000
141	TRAVEL / BUSINESS	-	-	300	-	300
142	ADVERTISING	-	-	500	-	500
150	VEHICLE OPERATIONS	4,183	2,029	3,000	2,500	3,000
151	FUEL	7,145	7,639	8,000	8,000	8,000
	* SUBTOTAL OPERATING *	<u>49,788</u>	<u>42,539</u>	<u>61,250</u>	<u>46,075</u>	<u>116,250</u>
360	MOTOR VEHICLES	-	25,018	32,500	32,500	35,000
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>25,018</u>	<u>32,500</u>	<u>32,500</u>	<u>35,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 787,568</u>	<u>\$ 783,930</u>	<u>\$ 892,145</u>	<u>\$ 837,194</u>	<u>\$ 958,620</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 5%	<u>39,378</u>	<u>39,196</u>	<u>44,607</u>	<u>41,860</u>	<u>47,931</u>
TOTAL NET GENERAL FUND		<u>\$ 748,190</u>	<u>\$ 744,734</u>	<u>\$ 847,538</u>	<u>\$ 795,334</u>	<u>\$ 910,689</u>

DIVISION 522 BUILDING

DIVISION NARRATIVE

This division provides for nine employees: one Building Official, one Assistant Building Official, four Master Building Inspectors, one Master Electrical Inspector, one Administrative Assistant II and one Permit Clerk.

This division is responsible for enforcing all building and development codes of the City, including those ordinances outlined in the General Statutes and other ordinances related to building and growth in the City. The division is responsible for the inspection of all construction within the City and issues permits relating to the physical improvement of property. The Building Official and staff perform building inspections and review plans submitted at the Municipal Complex.

The Administrative Assistant performs all typing, bookkeeping, and general clerical functions for the department. The Permit Clerk assists the Administrative Assistant and issues building permits.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Building Official	1	27
Assistant Building Official	1	23
Master Building Inspector	4	18
Master Electrical Inspector	1	18
Administrative Assistant II- Permit	1	15
Permit Clerk	<u>1</u>	12
TOTAL	<u>9</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	Code
Truck	<u>\$ 35,000</u>	360
TOTAL	<u>\$ 35,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 7.5% increase is due to contractual services and personnel costs.

GENERAL FUND EXPENDITURES

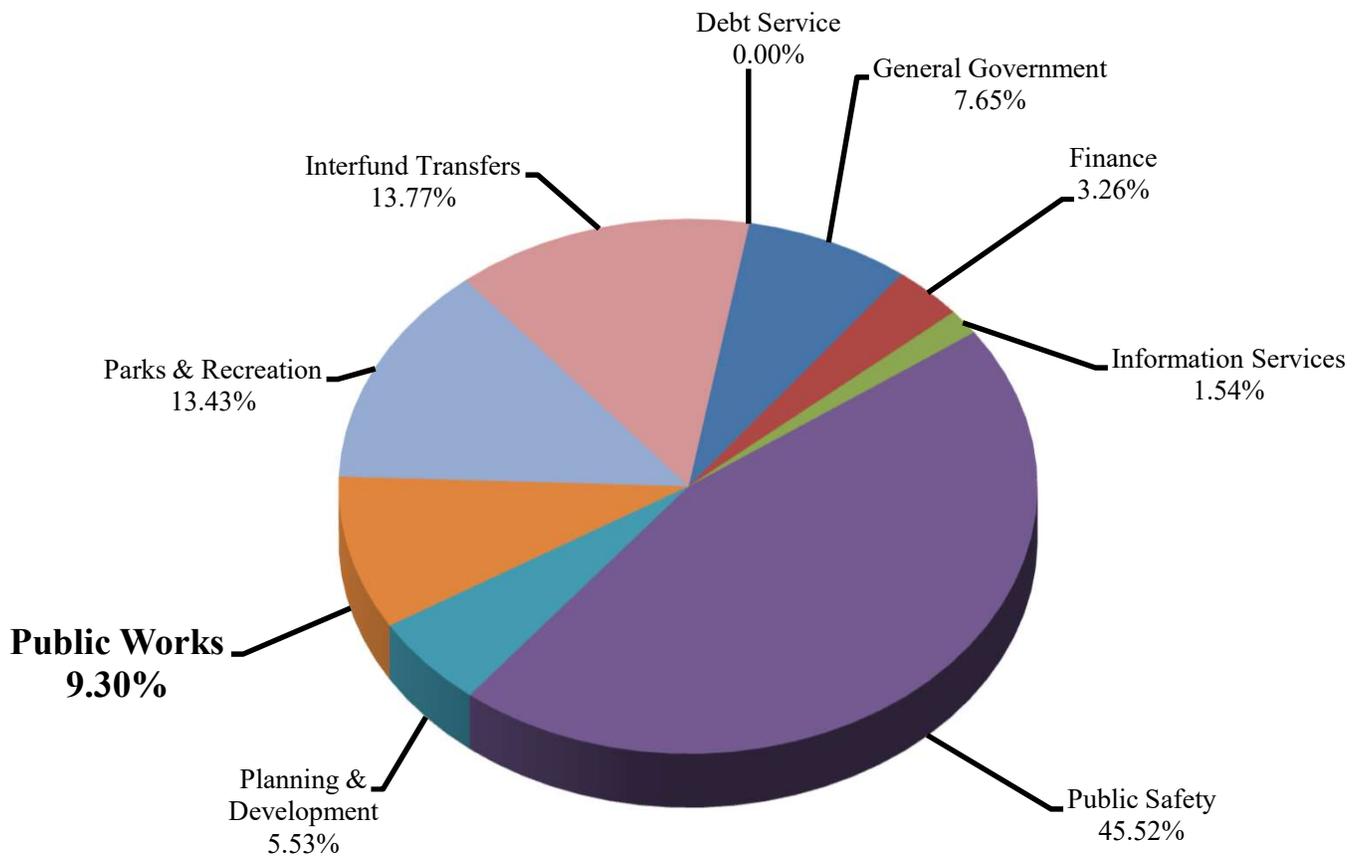
PUBLIC WORKS

**GENERAL FUND
PUBLIC WORKS DEPARTMENT**

The Public Works Department includes 3 divisions: Street and Drainage, Fleet Maintenance, and Facilities Maintenance. The primary function of the Street and Drainage Division is to construct and maintain roads, bridges, sidewalks, and the storm water drainage system throughout the City. The primary function of the Fleet Maintenance Division and the Facilities Maintenance Division is to oversee maintenance of the City's fleet and facilities.

Large capital projects for roads, bridges and sidewalks are funded with a transfer out of the General Fund to the Street Improvement Fund (Fund 09) annually. Large capital projects for storm water drainage projects are funded by Storm Water Drainage Fees and expended in the Storm Water Drainage Fund (Fund 03).

The chart below shows the portion of General Fund Expenditures allocated to the Public Works Department, which reflects 9.30% of the overall resources appropriated in the General Fund for FY 2020.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 7.7% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2020
Regular Employees
PUBLIC WORKS DEPARTMENT

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
STREETS / DRAINAGE	19	19	23	23	23
FLEET MAINTENANCE	5	5	5	5	5
FACILITIES MAINTENANCE	<u>8</u>	<u>8</u>	<u>8</u>	<u>3</u>	<u>3</u>
T O T A L	<u>19</u>	<u>19</u>	<u>23</u>	<u>23</u>	<u>23</u>

A summary of expenditures for the past 3 years of this department is provided below. The total expenditures for the various divisions include all amounts required from both the General Fund, the Water and Sewer Fund, the Storm Water Fund, the Solid Waste Fund, the Beach Services Fund, and the Aquatics Center Fund to accomplish the level of services and goals of this department. The General Fund will provide \$3,335,526, Water and Sewer Fund will provide \$413,797, the Storm Water Fund will provide \$166,937, the Solid Waste Fund will provide \$131,664, the Beach Services Fund will provide \$34,153, and the Aquatic Center Fund will provide \$26,068. The overhead rate for the Streets and Drainage Division is 5% for Water and Sewer, and 5% for Storm Water. The overhead rate for the Fleet Maintenance Division is 16% for Water and Sewer, 20% for Solid Waste, and 4% for Beach Services. The overhead rate for the Facilities Maintenance Division is 25% for Water and Sewer, 4% for Solid Waste, 2% for Beach Services, and 4% for Aquatic Center. The Street Improvement Fund will provide \$400,000 for In House Capital.

SUMMARY OF EXPENDITURES
PUBLIC WORKS DEPARTMENT

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
652	STREETS / DRAINAGE	\$ 2,484,006	\$ 3,039,090	\$ 3,052,326	\$ 3,087,873	\$ 3,327,932
832	FLEET MAINTENANCE	463,269	484,595	502,616	492,609	527,980
842	FACILITIES MAINTENANCE	<u>1,221,497</u>	<u>1,159,139</u>	<u>688,924</u>	<u>714,983</u>	<u>651,693</u>
TOTAL EXPENDITURES		<u>\$ 4,168,772</u>	<u>\$ 4,682,824</u>	<u>\$ 4,243,866</u>	<u>\$ 4,295,465</u>	<u>\$ 4,507,605</u>
PUBLIC WORKS OVERHEAD		(789,057)	(903,446)	(747,402)	(756,075)	(772,079)
IN HOUSE CAPITAL		<u>(248,401)</u>	<u>(282,428)</u>	<u>(400,000)</u>	<u>(450,000)</u>	<u>(400,000)</u>
NET PUBLIC WORKS		<u>\$ 3,131,314</u>	<u>\$ 3,496,950</u>	<u>\$ 3,096,464</u>	<u>\$ 3,089,390</u>	<u>\$ 3,335,526</u>

**GENERAL FUND
PUBLIC WORKS DEPARTMENT
STREET & DRAINAGE DIVISION**

Performance Benchmarks, Goals and Priorities

Departmental goals and priorities for FY 2020 Capital Improvement Projects:

- Continue to install sidewalks, pathways and beach access boardwalks at multiple locations throughout the city.
- Conduct pavement condition rating and resurface streets based on priority ranking.
- Complete Priority 3 storm drainage system improvements in the Stormwater Drainage Fund.
- Continue in-house street resurfacing program
- Complete beach parking lot expansion for the OD oceanfront lots.
- Complete 2nd Avenue North intersection widening project.

Departmental benchmarks, goals and priorities for FY 2020 Operations and Maintenance.

- Maintain public drainage system and inspect private drainage systems to prevent flooding, improve water quality and ensure compliance with MS4 permit.
- Sweep streets as scheduled to maintain road drainage and improve water quality.
- Operate expanded mosquito control program as directed by the state health officials, in cooperation with adjoining jurisdictions.
- Inspect/repair sidewalks as necessary to maintain pedestrian safety.
- Ensure beach drain pipes are inspected and adjusted as necessary to match beach renourishment project.
- Maintain parking surface and striping for beachfront dirt lots.

01-5-652 STREETS/DRAINAGE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 884,877	\$ 974,169	\$ 1,112,753	\$ 1,090,000	\$ 1,159,402
014	OVERTIME	60,358	65,414	45,000	60,000	45,000
021	FICA	67,975	75,699	83,358	82,800	86,717
022	EMPLOYEE RETIREMENT	101,033	107,152	125,957	126,615	131,084
023	EMPLOYEE INSURANCE	191,517	222,836	253,920	242,808	264,960
030	TRAINING	2,978	5,641	12,000	6,000	12,000
040	WORKERS COMPENSATION	24,262	26,476	28,944	28,944	30,110
050	AWARDS	12,453	15,411	17,894	17,119	19,159
	* SUBTOTAL PERSONNEL *	<u>1,345,453</u>	<u>1,492,798</u>	<u>1,679,826</u>	<u>1,654,286</u>	<u>1,748,432</u>
110	CLOTHING/UNIFORMS	10,538	17,515	11,000	11,000	11,000
111	MATERIALS/SUPPLIES	377,814	579,827	580,000	580,000	600,000
112	OFFICE SUPPLIES	2,716	764	3,000	3,000	3,000
113	PRINTING AND BINDING	43	-	2,000	-	2,000
120	COMMUNICATIONS	8,151	6,041	31,000	6,000	31,000
121	UTILITIES	568,311	639,427	550,000	640,000	660,000
130	CONTRACTUAL SERVICES	10,572	41,254	7,500	30,000	7,500
131	REPAIRS/MAINTENANCE	551	6,185	25,000	20,000	25,000
132	PROFESSIONAL SERVICES	119	914	2,500	1,000	2,500
140	SUBSCRIPTIONS/DUES	202	175	2,500	175	2,500
141	TRAVEL / BUSINESS	437	157	2,000	250	2,000
142	ADVERTISING	-	-	1,000	-	1,000
150	VEHICLE OPERATIONS	55,591	87,643	60,000	60,000	60,000
151	FUEL	35,733	55,752	45,000	45,000	50,000
152	DAMAGE CLAIMS	-	11,665	-	1,939	-
	* SUBTOTAL OPERATING *	<u>1,070,778</u>	<u>1,447,319</u>	<u>1,322,500</u>	<u>1,398,364</u>	<u>1,457,500</u>
360	MOTOR VEHICLES	67,775	83,227	50,000	35,223	80,000
370	NON-MOBIL EQUIPMENT	-	15,746	-	-	42,000
	* SUBTOTAL CAPITAL *	<u>67,775</u>	<u>98,973</u>	<u>50,000</u>	<u>35,223</u>	<u>122,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 2,484,006</u>	<u>\$ 3,039,090</u>	<u>\$ 3,052,326</u>	<u>\$ 3,087,873</u>	<u>\$ 3,327,932</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 5%	118,081	118,081	152,615	154,394	166,396
	STORM WATER FUND 5%	118,081	118,081	152,616	154,394	166,397
	**LESS OVERHEAD TOTAL **	<u>176,225</u>	<u>303,909</u>	<u>305,232</u>	<u>308,788</u>	<u>332,794</u>
LESS ALLOCATION FOR:						
	IN HOUSE CAPITAL	248,401	282,428	400,000	450,000	400,000
	TOTAL NET GENERAL FUND	<u>\$ 2,059,380</u>	<u>\$ 2,452,753</u>	<u>\$ 2,347,094</u>	<u>\$ 2,329,085</u>	<u>\$ 2,595,138</u>

DIVISION 652 STREETS/DRAINAGE

DIVISION NARRATIVE

This division provides for 23 employees: a Superintendent, a Supervisor, a Stormwater Compliance Manager, one Bridge Crew Leader, four Crew Leaders, four Heavy Equipment Operators, four Maintenance Specialist / MEOs, three Tradesworkers, and four Bridge Operators. The employees in this division report to the Director of Public Works (the Director is charged directly to the Water & Sewer Utility Fund).

This division maintains and improves City streets, sidewalks, storm drainage system and street signs. Another major task is the tending of the Barefoot Resort turn bridge over the Intracoastal Waterway.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Operations Manager/Streets and Drainage	1	27
Supervisor, Streets and Drainage	1	21
Bridge Crew Leader	1	17
Stormwater Program Compliance Manager	1	17
Crew Leader I / Crew Leader II	4	14/17
Heavy Equipment Operator (HEO)	4	13
Maintenance Specialist / Motor Equipment Operator	4	11/12
Tradesworker	3	9
Bridge Operator	<u>4</u>	9
TOTAL	<u>23</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Dump Truck	\$ 80,000	360
Non Mobile Equipment	<u>42,000</u>	361
TOTAL	<u>\$ 122,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 10.6% increase is mainly due to an increase in capital expenditures.

01-5-832 FLEET MAINTENANCE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 274,596	\$ 283,944	\$ 305,708	\$ 305,708	\$ 315,606
014	OVERTIME	309	190	1,000	1,588	1,000
021	FICA	19,837	20,629	21,776	21,818	22,479
022	EMPLOYEE RETIREMENT	29,745	30,372	31,908	33,271	34,278
023	EMPLOYEE INSURANCE	50,400	52,800	55,200	55,200	69,120
030	TRAINING	-	924	4,000	3,000	4,000
040	WORKERS COMPENSATION	5,490	5,701	6,134	6,134	6,332
050	AWARDS	3,349	3,619	3,890	3,890	4,165
	* SUBTOTAL PERSONNEL *	<u>383,726</u>	<u>398,179</u>	<u>429,616</u>	<u>430,609</u>	<u>456,980</u>
110	CLOTHING/UNIFORMS	4,669	5,135	5,000	5,000	5,000
111	MATERIALS/SUPPLIES	38,483	29,993	30,000	29,500	30,000
112	OFFICE SUPPLIES	974	231	1,000	500	1,000
113	PRINTING/BINDING	138	-	500	-	500
120	COMMUNICATIONS	2,467	803	2,000	1,000	2,000
130	CONTRACTUAL SERVICES	4,327	5,285	5,500	5,500	5,500
131	REPAIRS/MAINTENANCE	7,546	2,344	5,000	3,000	5,000
132	PROFESSIONAL SERVICES	77	60	-	-	-
140	SUBSCRIPTIONS/DUES	4,603	5,688	2,000	2,000	2,000
141	TRAVEL / BUSINESS	177	-	-	-	-
150	VEHICLE OPERATIONS	4,698	13,783	10,000	6,000	10,000
151	FUEL	3,899	11,010	12,000	9,000	10,000
152	DAMAGE CLAIMS	-	2,090	-	500	-
	* SUBTOTAL OPERATING *	<u>72,058</u>	<u>76,422</u>	<u>73,000</u>	<u>62,000</u>	<u>71,000</u>
361	HEAVY EQUIPMENT	-	9,994			
380	OFFICE EQUIPMENT	7,485	-	-	-	-
	* SUBTOTAL CAPITAL *	<u>7,485</u>	<u>9,994</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 463,269</u>	<u>\$ 484,595</u>	<u>\$ 502,616</u>	<u>\$ 492,609</u>	<u>\$ 527,980</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 16%	74,123	77,535	80,419	78,817	84,477
	SOLID WASTE FUND 20%	92,654	96,919	100,523	98,522	105,596
	BEACH SERVICES FUND 4%	18,531	19,384	20,105	19,704	21,119
	**LESS OVERHEAD TOTAL **	<u>185,308</u>	<u>193,838</u>	<u>201,047</u>	<u>197,043</u>	<u>211,192</u>
TOTAL NET GENERAL FUND		<u>\$ 277,961</u>	<u>\$ 290,757</u>	<u>\$ 301,569</u>	<u>\$ 295,566</u>	<u>\$ 316,788</u>

DIVISION 832 FLEET MAINTENANCE

DIVISION NARRATIVE

This division provides for five employees: a Fleet Management Superintendent, and four Mechanics.

This division maintains over 400 pieces of rolling stock and all other equipment such as lawnmowers, generators, etc., in proper working condition. Additionally, it conducts a Preventive Maintenance Program on vehicles and decides when it is necessary to farm out work or make repairs in the shop. This division makes an average of 15 repairs daily and has personnel on standby for emergency repairs on weekends and holidays. The division also performs minor fabrication work, and performs emergency repairs and towing, as well as service calls.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Fleet Management Superintendent	1	25
Mechanic	<u>4</u>	14
TOTAL	<u>5</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 5.0% increase is due to personnel costs.

01-5-842 FACILITIES MAINTENANCE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 311,778	\$ 314,028	\$ 151,467	\$ 151,467	\$ 153,721
012	SALARY, PART-TIME	5,310	11,526	-	-	-
014	OVERTIME	11,364	12,595	4,000	4,000	3,000
021	FICA	24,161	24,904	10,906	10,906	11,284
022	EMPLOYEE RETIREMENT	32,727	33,542	13,664	13,664	14,495
023	EMPLOYEE INSURANCE	80,640	84,480	33,120	33,120	34,560
030	TRAINING	-	-	4,000	1,000	1,000
040	WORKERS COMPENSATION	9,773	6,809	3,109	3,109	3,134
050	AWARDS	5,358	5,811	2,358	2,358	2,499
	* SUBTOTAL PERSONNEL *	<u>481,111</u>	<u>493,695</u>	<u>222,624</u>	<u>219,624</u>	<u>223,693</u>
110	CLOTHING/UNIFORMS	4,446	5,491	1,500	1,500	1,500
111	MATERIALS/SUPPLIES	56,300	79,026	25,000	40,000	25,000
120	COMMUNICATIONS	1,710	4,055	2,300	2,300	3,500
130	CONTRACTUAL SERVICES	218,186	209,583	130,000	130,000	140,000
131	REPAIRS/MAINTENANCE	322,621	299,941	250,000	275,000	250,000
132	PROFESSIONAL SERVICES	707	390	-	-	-
142	ADVERTISING	-	-	-	-	500
150	VEHICLE OPERATIONS	4,838	10,225	3,000	4,000	3,000
151	FUEL	6,146	31,789	4,500	8,000	4,500
152	DAMAGE CLAIMS	-	420	-	-	-
	* SUBTOTAL OPERATING *	<u>614,954</u>	<u>640,920</u>	<u>416,300</u>	<u>460,800</u>	<u>428,000</u>
360	MOTOR VEHICLES	76,418	24,524	50,000	34,559	-
370	NON-MOBILE EQUIPMENT	49,014	-	-	-	-
	* SUBTOTAL CAPITAL *	<u>125,432</u>	<u>24,524</u>	<u>50,000</u>	<u>34,559</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,221,497</u>	<u>\$ 1,159,139</u>	<u>\$ 688,924</u>	<u>\$ 714,983</u>	<u>\$ 651,693</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 25%	268,729	255,010	172,231	178,746	162,923
	SOLID WASTE FUND 4%	48,860	46,366	27,557	28,599	26,068
	BEACH SERVICES FUND 2%	61,075	57,957	13,778	14,300	13,034
	AQUATIC CENTER FUND 4%	48,860	46,366	27,557	28,599	26,068
	**LESS OVERHEAD TOTAL **	<u>427,524</u>	<u>405,699</u>	<u>241,123</u>	<u>250,244</u>	<u>228,093</u>
TOTAL NET GENERAL FUND		<u>\$ 793,973</u>	<u>\$ 753,440</u>	<u>\$ 447,801</u>	<u>\$ 464,739</u>	<u>\$ 423,600</u>

DIVISION 842 CUSTODIAL / FACILITIES MAINTENANCE

DIVISION NARRATIVE

This division provides for three employees: a Facilities Supervisor, a Facility Maintenance Technician, and a Maintenance Worker. The main function of this division is to maintain existing City buildings and to assist departments in making improvements to these facilities.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Facilities Supervisor	1	21
Facility Maintenance Technician	1	15
Maintenance Worker	<u>1</u>	9
TOTAL	<u>3</u>	

This division provides for the same level of service as the previous year's budget. The 5.4% decrease is due to a reduction in capital expenditures.

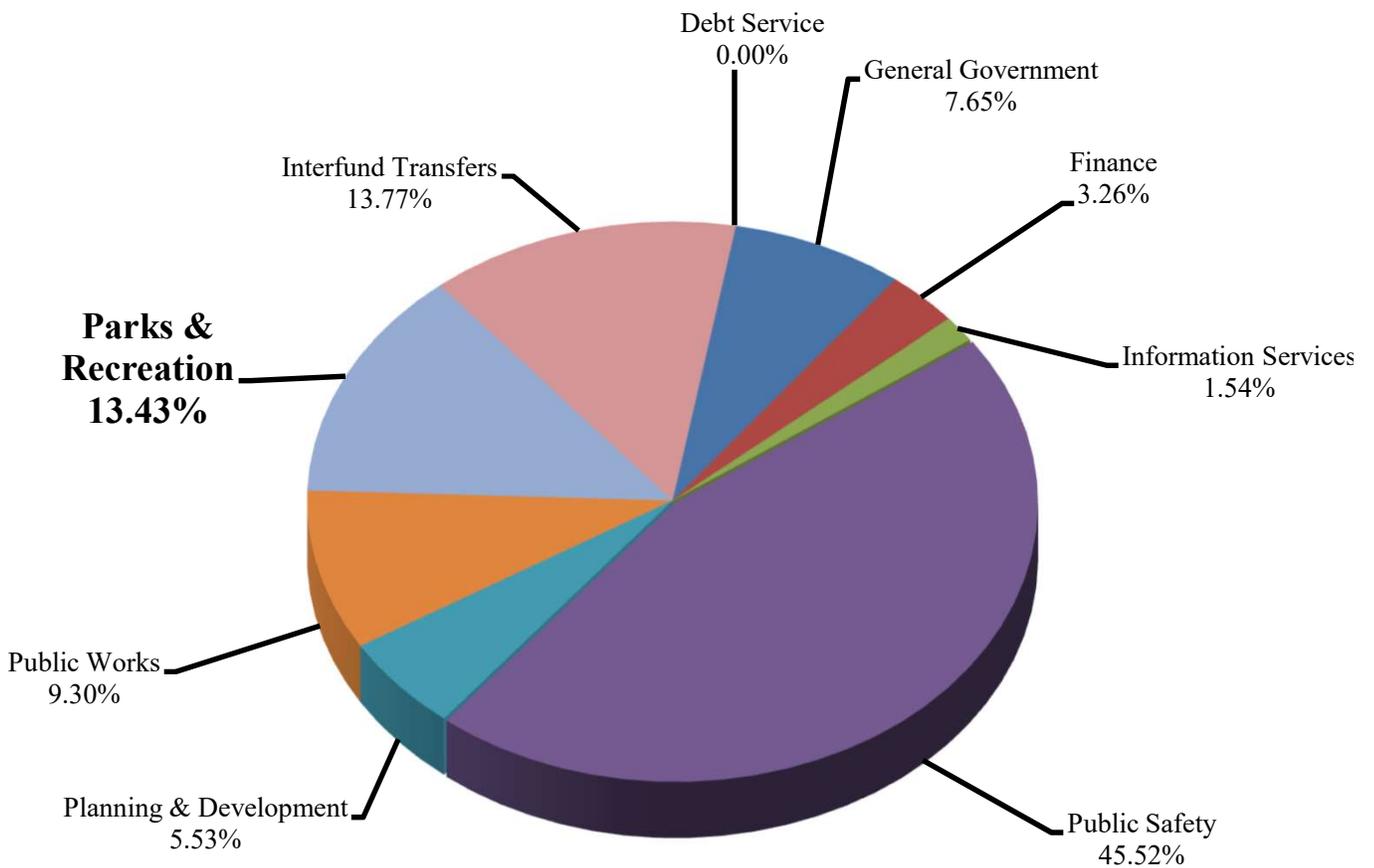
GENERAL FUND EXPENDITURES

PARKS & RECREATION

**GENERAL FUND
PARKS AND RECREATION DEPARTMENT**

The Parks and Recreation Department includes 8 divisions: Recreation Administration, Athletics, Programs/Events, Parks - ROW Maintenance, Parks - Parks & Sports Complex, Parks - Landscaping, Parks - Parks & Beach and Parks - Administration. The Parks and Recreation Director also supervises the Beach Services Concessions, the NMB Enterprise Fund as well as the Aquatic & Fitness Center Fund. The department provides a wide range of recreational activities for all ages as well as the maintenance and care of City grounds, park facilities, beach accesses, and the North Myrtle Beach Aquatic & Fitness Center.

The chart below shows the portion of General Fund Expenditures allocated to the Parks and Recreation Department, which reflects 13.43% of the overall resources appropriated in the General Fund for FY 2020.



Following is the five-year history of employees assigned to this department by division within the Parks & Recreation Department of the General Fund. The total number of regular employees under the supervision of the Parks & Recreation Department is 47. This is made up of Parks & Recreation, Beach Services, Aquatic & Fitness Center, and NMB Enterprise Fund. The employees in this department make up 12.9% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2020
Regular Employees
PARKS AND RECREATION DEPARTMENT

The chart below shows the portion of General Fund Exp

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
RECREATION - ADMINISTRATION	4	4	5	5	5
RECREATION - ATHLETICS	6	6	6	6	5
RECREATION - PROGRAMS/EVENTS	3	3	4	4	4
RECREATION - SPORTS PARK	0	0	1	0	0
PARKS - ROW MAINTENANCE	0	0	0	0	5
PARKS - PARKS & SPORTS COMPLEX	0	0	0	0	7
PARKS - LANDSCAPING	0	0	0	0	3
PARKS - PARKS & BEACH	0	0	0	0	4
PARKS - ADMINISTRATION	<u>15</u>	<u>15</u>	<u>17</u>	<u>17</u>	<u>2</u>
TOTAL	<u>28</u>	<u>28</u>	<u>33</u>	<u>32</u>	<u>35</u>

A summary of expenditures for the past 3 years of this department is provided below. The total expenditures for the various divisions include all amounts required from the General Fund, Beach Services, the Aquatic Center, and the NMB Enterprise Fund to accomplish the level of services and goals of this department. The General Fund will provide \$4,812,901, Beach Services will provide \$182,508, the Aquatic Center Fund will provide \$30,418, and the NMB Enterprise Fund will provide \$727,016. The overhead rate for the Recreation Administration Division is 30% for Beach Services, 5% for the Aquatic Center and 5% for the NMB Enterprise Fund. The overhead for the Park-Row Maintenance is 2%, Park-Parks/Sports Complex is 60%, Park-Landscaping is 10%, Park-Parks and Beach is 10% and the Parks and Grounds Division is 4% for

SUMMARY OF EXPENDITURES
PARKS AND RECREATION DEPARTMENT

DIV. NO.	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
741	RECREATION - ADMINISTRATION	\$ 532,289	\$ 549,343	\$ 588,333	\$ 585,035	\$ 608,360
742	RECREATION - ATHLETICS	857,302	713,170	797,695	784,166	768,914
743	RECREATION - PROGRAMS/EVENTS	1,025,776	956,524	1,040,647	1,018,199	1,075,245
744	RECREATION - SPORTS PARK	276,392	-	-	-	-
750	PARKS-ROW MAINTENANCE	-	439,964	418,825	444,339	624,154
751	PARKS - PARKS & SPORTS COMPLEX	-	653,885	761,265	723,530	926,488
752	PARKS - LANDSCAPING	-	311,655	426,003	411,622	395,261
753	PARKS - PARKS & BEACH	-	502,207	608,360	642,187	683,168
754	PARKS - ADMINISTRATION	2,140,165	424,602	495,443	501,445	509,466
755	PARKS - CUSTODIANS	-	-	351,189	356,562	325,827
TOTAL EXPENDITURES		<u>\$ 4,831,924</u>	<u>\$ 4,551,350</u>	<u>\$ 5,487,760</u>	<u>\$ 5,467,085</u>	<u>\$ 5,916,883</u>
RECREATION OVERHEAD		<u>(212,916)</u>	<u>(696,562)</u>	<u>(946,641)</u>	<u>(927,255)</u>	<u>(1,053,982)</u>
IN HOUSE CAPITAL		<u>(73,847)</u>	<u>-</u>	<u>(50,000)</u>	<u>(50,000)</u>	<u>(50,000)</u>
NET PARKS AND RECREATION		<u>\$ 4,545,161</u>	<u>\$ 3,854,788</u>	<u>\$ 4,491,119</u>	<u>\$ 4,489,830</u>	<u>\$ 4,812,901</u>

**GENERAL FUND
PARKS AND RECREATION DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The goals and priorities set forth in the FY 2019 budget are underway and being accomplished as follows:

- Create awareness of departmental offerings and sponsorship opportunities through marketing and branding.
- Continue to train staff on technical and customer service elements of job.
- Continue recruiting sports tourism events and sponsors for NMBPSC.
- Oversee private sector enterprises at new park, i.e., Go Ape, Shark Wake Park, Segway
- Continue to explore private sector partnerships for facility and program development.
- Generate revenue through sponsorships, facility rentals, private/public ventures, and concessions to offset increase in general fund expenditures for park operations.
- Target and secure private sector partners to provide programs and activities in Amphitheater and Meadow.

As the City of North Myrtle Beach continues to grow, the demands on the Parks and Recreation Department also increase. The department offers a wide variety of recreational activities with a relatively small staff. The following benchmarks, goals and priorities are provided for in FY 2020:

- Increase enrollment of all youth sports with emphasis on increasing girls' sports of volleyball and softball by 15%.
- Increase awareness of summer sports camps offered with North Myrtle Beach High School.
- Explore options for introducing a new sports leagues such as lacrosse and/or tennis.
- Recruit two new organizations to host sports tourism events in the City.
- Continue to increase awareness of departmental offerings and sponsorship opportunities through marketing and branding.
- Enhance training of staff on customer service elements of job.
- Continue to develop new and expand on existing programs and events that highlight the City's parks & facilities.
- Generate \$40,000 in sponsorships for special events.
- Increase attendance/participation at recreational programs and events by 15% to include Pedal in the Park, Touch-A-Truck, Movies at McLean, Dashing Through the Glow, Sounds of Summer concerts and
- Generate \$185,000 in sponsorships at the Park & Sports Complex.
- Complete the beautification of Hwy 17 North by adding irrigation and landscaping (Phase II) in medians at Town Center main traffic light interchange.
- Increase and/or distribute play by making Soccer fields available at night Soccer via the addition of field lighting at those facilities.
- Continue to grow and improve efficiency, marketability, and presentation of the Great Christmas Light Show.

01-5-741 RECREATION (ADMINISTRATION)

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 309,763	\$ 325,636	\$ 356,999	\$ 356,999	\$ 366,268
012	SALARY, PART-TIME	17,018	17,513	17,721	17,721	17,941
014	OVERTIME	61	135	-	-	-
015	SPECIAL ALLOWANCE	5,400	5,400	5,400	5,400	5,400
021	FICA	24,224	25,645	27,369	27,369	28,052
022	EMPLOYEE RETIREMENT	37,695	39,231	45,642	45,642	47,774
023	EMPLOYEE INSURANCE	48,689	52,800	55,200	55,200	57,600
030	TRAINING	7,415	10,793	500	500	500
040	WORKERS COMPENSATION	2,427	2,574	2,810	2,810	2,882
050	AWARDS	3,978	3,619	3,890	3,890	4,165
	* SUBTOTAL PERSONNEL *	<u>456,670</u>	<u>483,346</u>	<u>515,531</u>	<u>515,531</u>	<u>530,582</u>
110	CLOTHING/UNIFORMS	-	-	400	-	400
111	MATERIALS/SUPPLIES	8,288	6,476	9,845	9,845	9,845
112	OFFICE SUPPLIES	5,272	2,259	3,500	2,500	3,500
113	PRINTING/BINDING	23,354	16,875	16,725	16,725	17,325
120	COMMUNICATIONS	17,426	16,226	17,000	17,000	17,000
130	CONTRACTUAL SERVICES	12,748	14,761	14,848	14,848	17,208
131	REPAIRS/MAINTENANCE	2,348	258	4,500	2,000	4,500
132	PROFESSIONAL SERVICES	2,500	-	-	-	-
133	CREDIT CARD FEES	3,168	6,000	4,484	5,000	6,000
140	SUBSCRIPTIONS/DUES	376	478	500	500	500
141	TRAVEL / BUSINESS	139	2,664	1,000	1,000	1,000
142	ADVERTISING	-	-	-	-	500
150	VEHICLE OPERATIONS	-	-	-	86	-
	* SUBTOTAL OPERATING *	<u>75,619</u>	<u>65,997</u>	<u>72,802</u>	<u>69,504</u>	<u>77,778</u>
	** TOTAL EXPENDITURES **	<u>\$ 532,289</u>	<u>\$ 549,343</u>	<u>\$ 588,333</u>	<u>\$ 585,035</u>	<u>\$ 608,360</u>
LESS OVERHEAD ALLOCATION TO:						
	BEACH SERVICES FUND 30%	106,458	109,869	176,500	117,007	182,508
	AQUATIC CENTER FUND 5%	26,614	27,467	29,417	29,252	30,418
	NMB ENTERPRISE FUND 5%	-	-	29,417	29,252	30,418
	**LESS OVERHEAD TOTAL **	<u>212,916</u>	<u>219,737</u>	<u>235,334</u>	<u>234,015</u>	<u>243,344</u>
	TOTAL NET GENERAL FUND	<u>\$ 319,373</u>	<u>\$ 329,606</u>	<u>\$ 352,999</u>	<u>\$ 351,020</u>	<u>\$ 365,016</u>

DIVISION 741 RECREATION (ADMINISTRATION)

DIVISION NARRATIVE

This division provides for five full-time employees: a Parks and Recreation Director, a Beach Services Manager, a General Concession Manager BS, an Administrative Assistant II, and a Secretary/Receptionist.

The Parks and Recreation Director and his associates coordinate citizen participation in recreation programs in the City to keep residents active and involved and to help promote the idea that recreation is important for community growth and development. The Director also publicizes all department activities through the news media and maintains and promotes the multi-purpose Community Center as a recreation facility, meeting place for citizen groups, and mini-convention possibilities.

The Beach Services Manager is responsible for the operations and personnel functions associated with the 100+ part-time employees hired during the summer as concession workers. The Beach Services Assistant provides assistance to the Beach Services Manager in the operations of Beach Services and other concessions.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Parks and Recreation Director	1	31
Beach Services Manager	1	25
General Concession Manager BS	1	15
Administrative Assistant II- Park & Rec	1	15
Secretary/Receptionist-Recreation	<u>1</u>	10
TOTAL	<u>5</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 3.4% increase is due to an increase in personnel costs and the credit card fee expenditures.

01-5-742 RECREATION (ATHLETICS)

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 248,316	\$ 246,263	\$ 273,482	\$ 265,000	\$ 280,657
012	SALARY, PART-TIME	71,957	66,517	61,100	66,000	61,100
014	OVERTIME	2,859	66	1,500	1,000	1,500
021	FICA	23,688	23,056	23,862	23,800	24,371
022	EMPLOYEE RETIREMENT	26,045	26,527	29,762	29,700	26,797
023	EMPLOYEE INSURANCE	52,939	50,160	55,200	55,200	57,600
030	TRAINING	1,290	1,197	5,000	4,000	5,000
040	WORKERS COMPENSATION	2,888	2,610	2,521	2,521	2,574
050	AWARDS	<u>3,573</u>	<u>3,854</u>	<u>4,668</u>	<u>4,668</u>	<u>4,165</u>
	* SUBTOTAL PERSONNEL *	<u>433,555</u>	<u>420,250</u>	<u>457,095</u>	<u>451,889</u>	<u>463,764</u>
110	CLOTHING/UNIFORMS	3,462	937	2,000	2,000	2,000
111	MATERIALS/SUPPLIES	120,474	121,057	115,700	115,700	104,250
112	OFFICE SUPPLIES	517	1,268	5,400	2,500	4,900
113	PRINTING/BINDING	-	859	2,500	1,000	4,500
120	COMMUNICATIONS	1,825	3,158	5,050	4,500	5,050
130	CONTRACTUAL SERVICES	62,279	60,643	65,000	62,000	61,500
131	REPAIRS/MAINTENANCE	1,633	105	-	-	13,000
132	PROFESSIONAL SERVICES	868	1,419	-	-	-
134	CREDIT CARD FEES	919	-	1,000	-	1,000
140	SUBSCRIPTIONS/DUES	6,466	9,170	6,200	6,200	6,200
141	TRAVEL / BUSINESS	143,560	79,236	97,500	85,000	97,500
142	ADVERTISING	4,700	381	3,000	3,000	3,000
150	VEHICLE OPERATIONS	488	3,287	750	750	750
151	FUEL	<u>817</u>	<u>1,304</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	* SUBTOTAL OPERATING *	<u>348,008</u>	<u>282,824</u>	<u>305,600</u>	<u>284,150</u>	<u>305,150</u>
360	MOTOR VEHICLES	-	-	35,000	35,599	-
370	NON-MOBIL EQUIPMENT	75,739	-	-	12,528	-
380	FURN. / OFFICE EQUIPMENT	<u>-</u>	<u>10,096</u>	<u>-</u>	<u>-</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>75,739</u>	<u>10,096</u>	<u>35,000</u>	<u>48,127</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 857,302</u>	<u>\$ 713,170</u>	<u>\$ 797,695</u>	<u>\$ 784,166</u>	<u>\$ 768,914</u>

DIVISION 742 RECREATION (ATHLETICS)

DIVISION NARRATIVE

This division provides for five full-time employees: a Superintendent of Recreation and Sports Tourism, an Athletic & Sports Tour Director, an Assistant Athletic Directors, a Sports Tourism Coordinator and a Secretary/Receptionist.

The Superintendent of Sports Tourism and Athletics is responsible for overseeing sports tourism events held within the City. This individual travels nationally promoting and recruiting sports tourism events to be held at the North Myrtle Beach Parks and Sports Complex and other City facilities. In addition, this individual oversees City sponsored youth and adult athletic programs.

The Athletic & Sports Tourism Director is responsible for the department's youth and adult athletic programs. This individual oversees the youth baseball, softball, soccer, tennis, football & basketball programs and a variety of adult athletic programs including adult/senior softball, co-ed softball, and kickball. This individual assists in the operations of sports tourism events.

The Assistant Athletic Directors assists in the day-to-day operation of the department's youth and adult athletic programs. This individual also assists in the the supervision of sports tourism events.

The Sports Tourism Coordinator is responsible for the day-to-day operations of sports tourism events. Under general supervision, they assist in the recruiting, planning, organizing and supervising of sports tourism events and athletic programs to take place in the City of North Myrtle Beach. This individual also assists the Chamber of Commerce with the Sports Ambassadors program.

The Secretary/Receptionist - Recreation handles front desk operations at the North Myrtle Beach Park and Sports Complex. This individual answers phones, registers participants, administers the sponsorship program, and also has a variety of additional front desk responsibilities.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Superintendent of Recreation/Sports Tourism	1	25
Athletic & Sports Tourism Director	1	18
Assistant Athletic Director	1	15
Sports Tourism Coordinator	1	15
Secretary/Receptionist - Recreation	<u>1</u>	10
TOTAL	<u>5</u>	

BUDGET ANALYSIS

This division provides for the same level of service from the previous year's budget. The 3.6% decrease is due to a reduction in capital expenditures.

01-5-743 RECREATION (PROGRAMS/EVENTS)

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 227,155	\$ 223,491	\$ 241,205	\$ 250,000	\$ 255,609
012	SALARY, PART-TIME	44,781	38,380	46,098	46,098	48,594
014	OVERTIME	2,519	2,045	-	-	-
021	FICA	20,000	18,906	20,686	21,319	21,903
022	EMPLOYEE RETIREMENT	25,357	24,246	27,680	27,680	28,010
023	EMPLOYEE INSURANCE	39,479	42,240	44,160	44,160	46,080
030	TRAINING	3,403	10,864	15,955	11,000	3,900
040	WORKERS COMPENSATION	1,903	2,059	2,155	2,155	2,282
050	AWARDS	3,388	3,684	3,930	3,112	3,332
	* SUBTOTAL PERSONNEL *	<u>367,985</u>	<u>365,915</u>	<u>401,869</u>	<u>405,524</u>	<u>409,710</u>
110	CLOTHING/UNIFORMS	2,406	618	900	750	900
111	MATERIALS/SUPPLIES	76,437	74,217	88,197	85,000	95,372
112	OFFICE SUPPLIES	16	-	-	-	-
113	PRINTING/BINDING	642	43	880	800	880
118	CLEANING SUPPLIES	10,990	11,614	10,000	10,000	10,000
120	COMMUNICATIONS	3,444	2,546	5,712	3,000	5,712
130	CONTRACTUAL SERVICES	330,681	348,167	380,000	380,000	400,146
131	REPAIRS/MAINTENANCE	1,307	7,291	10,000	7,500	10,000
132	PROFESSIONAL SERVICES	300	203	-	-	-
133	CLEAN CITY COMMITTEE	22,292	20,244	23,000	22,000	23,000
136	MUSEUM	123,568	38,043	42,964	40,000	40,000
140	SUBSCRIPTIONS/DUES	1,097	2,466	2,125	2,125	2,125
141	TRAVEL / BUSINESS	16	212	2,000	1,500	2,000
142	ADVERTISING	79,098	55,154	60,000	57,500	72,400
150	VEHICLE OPERATIONS	3,760	320	1,000	500	1,000
151	FUEL	1,737	1,627	2,000	2,000	2,000
152	DAMAGE CLAIMS	-	827	-	-	-
	* SUBTOTAL OPERATING *	<u>657,791</u>	<u>563,592</u>	<u>628,778</u>	<u>612,675</u>	<u>665,535</u>
360	MOTOR VEHICLES	-	27,017	-	-	-
370	NON-MOBILE EQUIPMENT	-	-	10,000	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>27,017</u>	<u>10,000</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,025,776</u>	<u>\$ 956,524</u>	<u>\$ 1,040,647</u>	<u>\$ 1,018,199</u>	<u>\$ 1,075,245</u>

DIVISION 743 RECREATION (PROGRAMS/EVENTS)

DIVISION NARRATIVE

This division provides for four full-time employees: a Operations Director, a Special Events and Program Director, an Event and Program Coordinator and a Marketing and Sales Coordinator.

The Special Events & Program Director is supervised by the Superintendent of Recreation/Sports Tourism and oversees comprehensive recreational programs and events for a city wide parks and recreation program. This position supervises one full-time employee, two part-time employees, event staff, and volunteers.

The Special Events and Program Director is responsible for the coordination of community special events such as the Easter Egg Hunt and the many races that the Department sponsors throughout the year. This individual also serves as the City coordinator for the Keep North Myrtle Beach Beautiful Commission. Provides logistical support for all festivals, programs, and special events. Assists in the operations of the J. Bryan Floyd Community Center; logistics and maintenance.

The Event and Program Coordinator is responsible for the development, implementation, and supervision of events for citywide parks and recreation activities/programs.

The Marketing and Sales Coodinator will be in charge of obtaining private contributions for various programs such as Christmas Lights, sporting events and festivals.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Operations Director	1	19
Special Events & Program Director	1	18
Event and Program Coordinator	1	15
Marketing and Sales Coordinator	<u>1</u>	15
TOTAL	<u>4</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 3.3% increase is due to growth in personnel costs, advertising, and contractual services expenditures.

01-5-750 PARKS-ROW MAINTENANCE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ -	\$ 135,183	\$ 151,626	\$ 151,626	\$ 195,663
012	SALARY, PART-TIME	-	12,981	14,742	20,000	36,000
014	OVERTIME	-	7,496	1,700	5,000	1,700
021	FICA	-	11,083	12,269	12,200	17,036
022	EMPLOYEE RETIREMENT	-	15,047	-	14,275	17,295
023	EMPLOYEE INSURANCE	-	37,800	44,160	44,160	57,600
030	TRAINING	-	365	1,300	1,300	1,300
040	WORKERS COMPENSATION	-	3,160	3,361	3,361	4,667
050	AWARDS	-	2,192	3,112	3,112	4,165
	* SUBTOTAL PERSONNEL *	<u>-</u>	<u>225,307</u>	<u>232,270</u>	<u>255,034</u>	<u>335,426</u>
110	CLOTHING/UNIFORMS	-	2,992	3,380	3,350	3,528
111	MATERIALS/SUPPLIES	-	22,442	23,225	22,500	31,200
120	COMMUNICATIONS	-	567	600	600	600
130	CONTRACTUAL SERVICES	-	69,110	63,000	63,000	111,700
131	REPAIRS/MAINTENANCE	-	2,152	6,500	6,500	3,000
132	PROFESSIONAL SERVICES	-	190	200	120	-
133	TREE CITY COMMITTEE	-	1,384	3,000	2,500	3,000
140	SUBSCRIPTIONS/DUES	-	-	650	-	700
150	VEHICLE OPERATIONS	-	31,334	40,000	35,000	20,000
151	FUEL	-	9,828	8,000	10,000	9,000
	* SUBTOTAL OPERATING *	<u>-</u>	<u>139,999</u>	<u>148,555</u>	<u>143,570</u>	<u>182,728</u>
302	PARK IMPROVEMENTS	-	-	-	-	50,000
361	HEAVY EQUIPMENT	-	74,658	38,000	45,735	56,000
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>74,658</u>	<u>38,000</u>	<u>45,735</u>	<u>106,000</u>
	** TOTAL EXPENDITURES **	<u>\$ -</u>	<u>\$ 439,964</u>	<u>\$ 418,825</u>	<u>\$ 444,339</u>	<u>\$ 624,154</u>
LESS OVERHEAD ALLOCATION TO:						
	NMB ENTERPRISE FUND 2%	-	47,470	8,377	8,887	12,483
	**LESS OVERHEAD TOTAL **	<u>-</u>	<u>47,470</u>	<u>8,377</u>	<u>8,887</u>	<u>12,483</u>
	TOTAL NET GENERAL FUND	<u>\$ -</u>	<u>\$ 392,494</u>	<u>\$ 410,448</u>	<u>\$ 435,452</u>	<u>\$ 611,671</u>

DIVISION 750 PARKS- ROW MAINTENANCE

DIVISION NARRATIVE

This division provides for five full-time employees, one Crew Leader I, one Heavy Equipment Operator, one Horticulturist and two Public Grounds Maintenance Workers, and one PT public Grounds Maintenance Worker. These individual are responsible for managing and maintaining all trees, right-of-ways, well and lift surrounds, and non-beachfront parking areas within the City. They also carry out off-season improvements and assist with Special Event logistics.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Crew Leader I	1	14
Heavy Equipment Operator PR	1	13
Horticulturist	1	?
Public Grounds Maintenance Worker	<u>2</u>	9
TOTAL	<u>5</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	Code
ROW Median Landscaping	\$ 50,000	302
Side Cutter Attachment	<u>56,000</u>	361
TOTAL	<u>\$ 106,000</u>	

BUDGET ANALYSIS

This division provides for an increased level of service from the previous year's budget. The 49.0% increase is due to the addition of the Horticulturist position, as well as growth in part-time wages, contractual services, and capital expenditures.

01-5-751 PARKS- PARKS / SPORTS COMPLEX

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ -	\$ 206,854	\$ 226,003	\$ 210,000	\$ 315,137
012	SALARY, PART-TIME	-	77,821	93,977	85,000	113,154
014	OVERTIME	-	7,577	4,247	6,000	4,975
021	FICA	-	21,379	23,669	21,973	31,628
022	EMPLOYEE RETIREMENT	-	22,393	25,492	23,112	31,507
023	EMPLOYEE INSURANCE	-	51,040	55,200	52,080	80,640
030	TRAINING	-	918	2,750	2,500	2,750
040	WORKERS COMPENSATION	-	5,835	6,485	6,485	8,665
050	AWARDS	-	3,619	3,890	3,890	5,832
	* SUBTOTAL PERSONNEL *	<u>-</u>	<u>397,436</u>	<u>441,713</u>	<u>411,040</u>	<u>594,288</u>
110	CLOTHING/UNIFORMS	-	5,590	5,844	5,844	5,920
111	MATERIALS/SUPPLIES	-	178,527	158,900	158,900	184,340
112	OFFICE SUPPLIES	-	-	80	-	80
118	CUSTODIAL SUPPLIES	-	65	10,500	10,000	10,500
120	COMMUNICATIONS	-	883	1,728	1,500	1,800
130	CONTRACTUAL SERVICES	-	18,847	45,495	40,000	10,975
131	REPAIRS/MAINTENANCE	-	14,629	15,400	15,000	12,200
132	PROFESSIONAL SERVICES	-	53	200	346	-
140	SUBSCRIPTIONS/DUES	-	462	1,130	1,000	1,240
150	VEHICLE OPERATIONS	-	16,088	14,600	14,600	14,600
151	FUEL	-	15,477	18,375	18,000	18,375
	* SUBTOTAL OPERATING *	<u>-</u>	<u>250,621</u>	<u>272,252</u>	<u>265,190</u>	<u>260,030</u>
361	HEAVY EQUIPMENT	-	5,828	47,300	47,300	72,170
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>5,828</u>	<u>47,300</u>	<u>47,300</u>	<u>72,170</u>
	** TOTAL EXPENDITURES **	<u>\$ -</u>	<u>\$ 653,885</u>	<u>\$ 761,265</u>	<u>\$ 723,530</u>	<u>\$ 926,488</u>
LESS OVERHEAD ALLOCATION TO:						
	NMB ENTERPRISE FUND 60%	-	242,871	456,759	434,118	555,893
	**LESS OVERHEAD TOTAL **	<u>-</u>	<u>242,871</u>	<u>456,759</u>	<u>434,118</u>	<u>555,893</u>
	TOTAL NET GENERAL FUND	<u>\$ -</u>	<u>\$ 411,014</u>	<u>\$ 304,506</u>	<u>\$ 289,412</u>	<u>\$ 370,595</u>

DIVISION 751 PARKS- PARKS / SPORTS COMPLEX

DIVISION NARRATIVE

This division provides for seven full-time employees, one Crew Leader I, one Facilities and Amenities Maintenance Specialist, one Heavy Equipment Operator, one Landscape Technician, one Irrigation Technician, one Events Specialist, and one Public Grounds Maintenance Worker. The Complex also requires five PT Parks Custodians and three PT Public Grounds Maintenance Workers. These individual are responsible for managing and maintaining the NMB Park and Sports Complex and Champion’s Boulevard.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Crew Leader I	1	14
Facilities and Amenities Maintenance Specialist	1	13
Heavy Equipment Operator PR	1	13
Landscape Technician	1	12
Irrigation Technician	1	?
Events Specialist	1	10
Public Grounds Maintenance Worker	<u>1</u>	9
TOTAL	<u>7</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Top Dresser	\$ 40,170	361
Toro Workmen & Gator	<u>32,000</u>	361
TOTAL	<u>\$ 72,170</u>	

BUDGET ANALYSIS

This division provides for an increased level of service from the previous year's budget. The 21.7% increase is due to the addition of the Irrigation Technician and Events Specialist positions.

01-5-752 PARKS- LANDSCAPING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ -	\$ 101,329	\$ 117,471	\$ 105,000	\$ 123,440
012	SALARY, PART-TIME	-	32,872	35,977	35,977	39,487
014	OVERTIME	-	2,461	2,114	2,114	2,220
021	FICA	-	9,602	10,889	10,016	11,560
022	EMPLOYEE RETIREMENT	-	11,794	13,530	12,104	14,265
023	EMPLOYEE INSURANCE	-	31,680	33,120	30,000	34,560
030	TRAINING	-	107	2,225	280	2,150
040	WORKERS COMPENSATION	-	3,127	3,111	3,111	3,303
050	AWARDS	-	2,171	2,334	2,334	2,499
	* SUBTOTAL PERSONNEL *	<u>-</u>	<u>195,143</u>	<u>220,771</u>	<u>200,936</u>	<u>233,484</u>
110	CLOTHING/UNIFORMS	-	3,424	2,747	2,747	2,777
111	MATERIALS/SUPPLIES	-	62,248	56,210	60,000	62,300
120	COMMUNICATIONS	-	391	1,500	1,500	1,425
130	CONTRACTUAL SERVICES	-	29,591	25,000	25,000	25,000
131	REPAIRS/MAINTENANCE	-	396	8,700	8,000	9,200
132	PROFESSIONAL SERVICES	-	167	200	150	200
140	SUBSCRIPTIONS/DUES	-	165	575	165	575
150	VEHICLE OPERATIONS	-	10,609	14,000	10,000	14,000
151	FUEL	-	9,271	9,300	9,000	9,300
152	DAMAGE CLAIMS	-	250	-	-	-
	* SUBTOTAL OPERATING *	<u>-</u>	<u>116,512</u>	<u>118,232</u>	<u>116,562</u>	<u>124,777</u>
360	MOTOR VEHICLES	-	-	75,000	82,124	-
370	NON-MOBILE EQUIPMENT	-	-	12,000	12,000	37,000
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>-</u>	<u>87,000</u>	<u>94,124</u>	<u>37,000</u>
	** TOTAL EXPENDITURES **	<u>\$ -</u>	<u>\$ 311,655</u>	<u>\$ 426,003</u>	<u>\$ 411,622</u>	<u>\$ 395,261</u>
LESS OVERHEAD ALLOCATION TO:						
	NMB ENTERPRISE FUND 10%	-	43,631	42,600	41,162	39,526
	**LESS OVERHEAD TOTAL **	<u>-</u>	<u>43,631</u>	<u>42,600</u>	<u>41,162</u>	<u>39,526</u>
	TOTAL NET GENERAL FUND	<u>\$ -</u>	<u>\$ 268,024</u>	<u>\$ 383,403</u>	<u>\$ 370,460</u>	<u>\$ 355,735</u>

DIVISION 752 PARKS-LANDSCAPING

DIVISION NARRATIVE

This division provides for three full-time employees, one Crew Leader I and two Public Grounds Maintenance Workers, as well as three PT Public Grounds Maintenance Workers. These individuals are responsible for managing and maintaining the landscapes at all public buildings as well as highway medians and gateway entrances.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Crew Leader I	1	14
Public Grounds Maintenance Worker	<u>2</u>	9
TOTAL	<u>3</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Blower/Vacuum	<u>\$ 37,000</u>	361
TOTAL	<u>\$ 37,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 7.2% decrease is due to a reduction in capital expenditures.

01-5-753 PARKS-PARKS & BEACH

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ -	\$ 166,627	\$ 175,492	\$ 175,562	\$ 183,367
012	SALARY, PART-TIME	-	46,083	42,200	42,200	43,375
014	OVERTIME	-	4,107	3,400	3,400	3,150
021	FICA	-	15,583	15,698	15,698	16,322
022	EMPLOYEE RETIREMENT	-	19,440	20,698	20,690	21,776
023	EMPLOYEE INSURANCE	-	45,760	44,160	44,160	46,080
030	TRAINING	-	4,273	4,300	4,200	2,850
040	WORKERS COMPENSATION	-	4,431	4,422	4,422	4,598
050	AWARDS	-	2,895	3,112	3,112	3,332
	* SUBTOTAL PERSONNEL *	-	309,199	313,482	313,444	324,850
110	CLOTHING/UNIFORMS	-	3,335	4,478	4,400	4,778
111	MATERIALS/SUPPLIES	-	59,068	83,815	75,000	92,250
118	CUSTODIAL SUPPLIES	-	-	2,650	-	-
120	COMMUNICATIONS	-	890	1,200	1,200	1,200
130	CONTRACTUAL SERVICES	-	52,923	122,160	120,000	158,115
131	REPAIRS/MAINTENANCE	-	52,541	38,000	38,000	38,000
132	PROFESSIONAL SERVICES	-	61	200	300	200
140	SUBSCRIPTIONS/DUES	-	-	775	-	775
150	VEHICLE OPERATIONS	-	11,829	13,500	12,500	13,500
151	FUEL	-	11,401	11,100	11,100	11,500
151	DAMAGE CLAIMS	-	960	-	-	-
	* SUBTOTAL OPERATING *	-	193,008	277,878	262,500	320,318
360	MOTOR VEHICLES	-	-	17,000	66,243	-
361	HEAVY EQUIPMENT	-	-	-	-	38,000
	* SUBTOTAL CAPITAL *	-	-	17,000	66,243	38,000
	** TOTAL EXPENDITURES **	\$ -	\$ 502,207	\$ 608,360	\$ 642,187	\$ 683,168
LESS OVERHEAD ALLOCATION TO:						
	NMB ENTERPRISE FUND 10%	-	45,199	60,836	64,219	68,317
	**LESS OVERHEAD TOTAL **	-	45,199	60,836	64,219	68,317
	TOTAL NET GENERAL FUND	\$ -	\$ 457,008	\$ 547,524	\$ 577,968	\$ 614,851

DIVISION 753 PARKS & BEACH

DIVISION NARRATIVE

This division provides for four full-time employees, one Crew Leader I, one Facilities and Amenities Maintenance Specialist, one Landscape Technician and one Public Grounds Maintenance Worker. These individual are responsible for managing and maintaining all beach accesses and beach front parking, all parks other than the Sports Complex, and for interacting with the recreation department and assisting in carrying out recreation programs. They are assisted by one PT Public Grounds Maintenance Worker and four PT Parks Custodians.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Crew Leader I	1	14
Facilities and Amenities Maintenance Specialist	1	13
Landscape Technician	1	12
Public Grounds Maintenance Worker	<u>1</u>	9
TOTAL	<u>4</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	Code
Toro Sandpro & Ride On Spreader	<u>\$ 38,000</u>	361
TOTAL	<u>\$ 38,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 12.3% increase is due to growth contractual services and capital expenditures.

01-5-754 PARKS AND GROUNDS

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 702,215	\$ 123,672	\$ 156,018	\$ 156,018	\$ 154,221
012	SALARY, PART-TIME	215,746	116,590	153,400	153,400	148,756
014	OVERTIME	31,103	9,209	2,420	3,500	2,800
021	FICA	68,084	18,959	22,764	22,843	22,322
022	EMPLOYEE RETIREMENT	82,684	17,261	18,368	19,142	18,795
023	EMPLOYEE INSURANCE	164,637	20,240	22,080	22,080	23,040
030	TRAINING	8,962	1,331	4,500	4,500	8,400
040	WORKERS COMPENSATION	17,995	4,095	6,237	6,237	6,116
050	AWARDS	11,785	1,608	1,556	1,556	1,666
	* SUBTOTAL PERSONNEL *	<u>1,303,211</u>	<u>312,965</u>	<u>387,343</u>	<u>389,276</u>	<u>386,116</u>
110	CLOTHING/UNIFORMS	16,971	6,095	6,800	6,800	6,800
111	MATERIALS/SUPPLIES	276,843	16,089	6,550	6,550	28,800
112	OFFICE SUPPLIES	4,909	143	700	700	700
113	PRINTING/BINDING	-	-	1,250	-	1,250
118	CUSTODIAL SUPPLIES	14,843	2,178	-	-	-
120	COMMUNICATIONS	4,966	1,471	1,800	1,500	2,900
130	CONTRACTUAL SERVICES	221,693	55,071	-	-	-
131	REPAIRS/MAINTENANCE	36,866	6,819	4,800	4,800	2,500
132	PROFESSIONAL SERVICES	16,554	6,017	-	-	10,000
133	TREE CITY COMMITTEE	2,057	-	-	-	-
140	SUBSCRIPTIONS/DUES	1,860	697	5,200	5,000	5,200
141	TRAVEL / BUSINESS	-	-	-	-	-
142	ADVERTISING	156	337	3,000	1,000	3,000
150	VEHICLE OPERATIONS	63,141	7,212	4,000	4,000	7,000
151	FUEL	41,353	5,029	6,000	6,000	9,000
152	DAMAGE CLAIMS	4,104	4,479	-	42,966	-
	* SUBTOTAL OPERATING *	<u>706,316</u>	<u>111,637</u>	<u>40,100</u>	<u>79,316</u>	<u>77,150</u>
360	MOTOR VEHICLES	41,873	-	38,000	32,853	-
361	HEAVY EQUIPMENT	88,765	-	-	-	13,200
370	NON-MOBIL EQUIPMENT	-	-	30,000	-	33,000
	* SUBTOTAL CAPITAL *	<u>130,638</u>	<u>-</u>	<u>68,000</u>	<u>32,853</u>	<u>46,200</u>
	** TOTAL EXPENDITURES **	<u>\$ 2,140,165</u>	<u>\$ 424,602</u>	<u>\$ 495,443</u>	<u>\$ 501,445</u>	<u>\$ 509,466</u>
LESS OVERHEAD ALLOCATION TO:						
	NMB ENTERPRISE FUND 4%	-	97,654	19,818	20,058	20,379
	**LESS OVERHEAD TOTAL **	<u>-</u>	<u>97,654</u>	<u>19,818</u>	<u>20,058</u>	<u>20,379</u>
LESS ALLOCATION FOR:						
	DIRECT COSTS TO NMB ENT. FUND	73,847	-	50,000	50,000	50,000
	TOTAL NET GENERAL FUND	<u>\$ 2,066,318</u>	<u>\$ 326,948</u>	<u>\$ 425,625</u>	<u>\$ 431,387</u>	<u>\$ 439,087</u>

DIVISION 754 PARKS AND GROUNDS

DIVISION NARRATIVE

This division provides for two full-time employees: a Public Grounds Superintendent, one Crew Leaders and as many as 22 part-time special event workers. The Superintendent oversees the activity of all five Public Grounds Divisions. The Special Event Crew provides logistical support for all PSC Tournaments, concerts, Road races, Great Christmas Light Show, festivals and other special events.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Public Grounds Superintendent	1	25
Crew Leader I	<u>1</u>	14
TOTAL	<u>2</u>	

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	Code
Cushman	\$ 13,200	361
Fuel Pump	<u>33,000</u>	370
TOTAL	<u>\$ 46,200</u>	

BUDGET ANALYSIS

This division provides for the same level of service from the previous year's budget. The 3.2% increase is due to growth in materials and supplies expenditures.

01-5-755 CUSTODIAL SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ -	\$ -	\$ 188,316	\$ 185,000	\$ 181,811
012	SALARY, PART-TIME	-	-	-	5,358	3,000
014	OVERTIME	-	-	1,000	6,000	5,000
021	FICA	-	-	13,918	14,727	13,666
022	EMPLOYEE RETIREMENT	-	-	22,902	22,920	21,488
023	EMPLOYEE INSURANCE	-	-	55,200	55,200	57,600
030	TRAINING	-	-	-	-	-
040	WORKERS COMPENSATION	-	-	3,787	3,787	3,796
050	AWARDS	-	-	3,866	3,866	4,166
	* SUBTOTAL PERSONNEL *	<u>-</u>	<u>-</u>	<u>288,989</u>	<u>296,858</u>	<u>290,527</u>
110	CLOTHING/UNIFORMS	-	-	3,500	3,500	3,500
111	MATERIALS/SUPPLIES	-	-	25,000	22,500	25,000
120	COMMUNICATIONS	-	-	1,200	1,200	2,100
132	PROFESSIONAL SERVICES	-	-	-	204	-
142	ADVERTISING	-	-	500	300	200
150	VEHICLE OPERATIONS	-	-	1,500	1,500	2,000
151	FUEL	-	-	2,500	2,500	2,500
	* SUBTOTAL OPERATING *	<u>-</u>	<u>-</u>	<u>34,200</u>	<u>31,704</u>	<u>35,300</u>
360	MOTOR VEHICLES	-	-	28,000	28,000	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>-</u>	<u>28,000</u>	<u>28,000</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 351,189</u>	<u>\$ 356,562</u>	<u>\$ 325,827</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 25%	-	-	87,797	89,141	81,457
	SOLID WASTE FUND 4%	-	-	14,048	14,262	13,033
	BEACH SERVICES FUND 2%	-	-	7,024	7,131	6,517
	AQUATIC CENTER FUND 4%	-	-	14,048	14,262	13,033
	**LESS OVERHEAD TOTAL **	<u>-</u>	<u>-</u>	<u>122,917</u>	<u>124,796</u>	<u>114,040</u>
	TOTAL NET GENERAL FUND	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 228,272</u>	<u>\$ 231,766</u>	<u>\$ 211,787</u>

DIVISION 755 CUSTODIAL SERVICES

DIVISION NARRATIVE

This division provides for five employees: a Lead Custodian and four Custodians. This service is provided in-house since it was more cost-effective than hiring an outside custodial service.

The custodians are assigned cleaning duties and miscellaneous building maintenance duties such as changing light bulbs, general repairs, etc. They are responsible for all facilities including ocean front and park restrooms.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Lead Custodian	1	9
Custodian	<u>4</u>	8
TOTAL	<u>5</u>	

This division provides for the same level of service as the previous year's budget. The 7.2% decrease is due to a reduction in capital purchases.

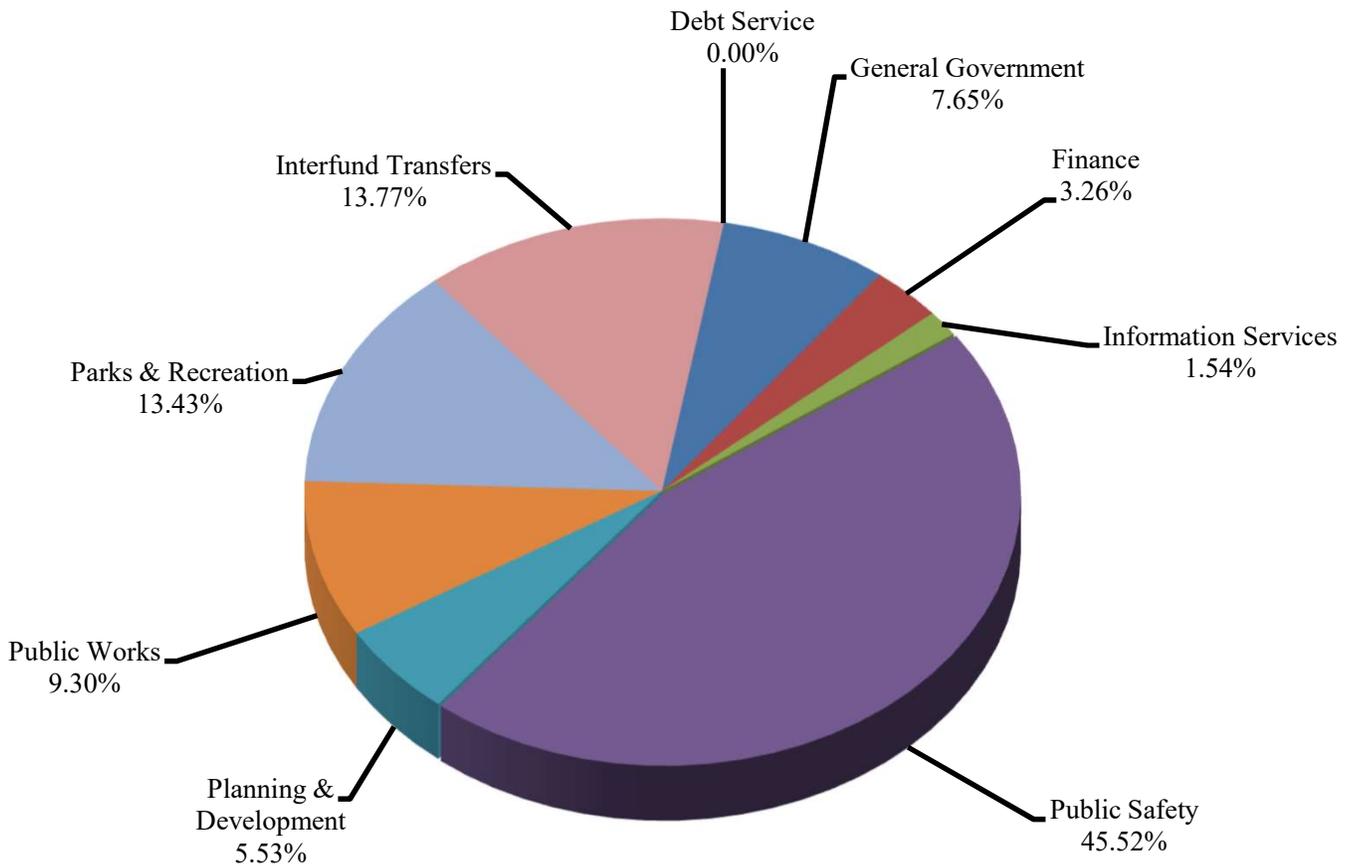
GENERAL FUND EXPENDITURES

DEBT SERVICE and OTHER FINANCING USES

**GENERAL FUND
DEBT SERVICE DEPARTMENT**

The Debt Service Department includes principal and interest payments, as well as agent fees for General Obligation Debt. General Obligation Debt is usually paid out of the General Fund. An overview and discussion of the General Obligation Debt of the City and its impact on the City's overall financial position is provided in the division narrative for Debt Service which follows.

The chart below shows the portion of General Fund Expenditures allocated to the Debt Service Department, which reflects 0.00% of the overall resources appropriated in the General Fund for FY 2020. The City has no General Obligation Debt.



GENERAL FUND
DEBT SERVICE DEPARTMENT

No employees are assigned to this department. Only debt payments and related expenditures are recorded here.

A summary of expenditures for the past 3 years of this department is provided below. This department has no overhead allocation. Any General Obligation Debt for the Water and Sewer Fund, Solid Waste Fund, Park Development Fund, Storm Water Drainage Fund or Aquatic Center Fund would be recorded directly into the effected fund. For the current budget year, no General Obligation Debt is being funded or used by the other funds.

FISCAL YEAR ENDING JUNE 30, 2020
01-5-911 DEBT SERVICE
DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
410	DEBT/PRINCIPAL	\$ 869,915	\$ 568,186	\$ 586,709	\$ 586,709	\$ -
415	DEBT/INTEREST	65,032	37,650	19,127	19,127	-
420	AGENTS FEES	<u>56</u>	<u>-</u>	<u>171,729</u>	<u>-</u>	<u>-</u>
TOTAL NET DEBT SERVICE		<u>\$ 935,003</u>	<u>\$ 605,836</u>	<u>\$ 777,565</u>	<u>\$ 605,836</u>	<u>\$ -</u>

Performance Benchmarks, Goals & Priorities

There are no debt payments that are budgeted in this division for the current budget year, and the City has no outstanding debt for the General Fund.

DIVISION 911 DEBT SERVICE

DIVISION NARRATIVE

Overview of Debt Policies

Debt service payments for the General Fund are 0.00% of the total General Fund expenditures.

The last general obligation bond issue was sold in FY 2012 in order to provide funding for the North Myrtle Beach Park and Sports Tourism Complex. The bond issue totaled \$15 million with a 8-year repayment schedule, and was paid in full during FY 2019.

The debt limit imposed by the State of South Carolina on local governments prevents them from incurring high levels of debt without voter approval. Article 10, Section 14.7(a) of the South Carolina Constitution limits General Obligation debt to 8% of assessed value of all taxable property. The debt limit for North Myrtle Beach for FY 2020 is estimated at \$34,091,653 which is more than sufficient should the City need to borrow funds. The table below provides for the City's FY 2020 Legal Debt Margin.

COMPUTATION OF LEGAL DEBT MARGIN

JULY 1, 2019

ASSESSED VALUATION	<u>\$426,145,660</u>
Maximum General Obligation Debt Limit to 8% of Total Assessed Valuation	<u>\$34,091,653</u>
Outstanding Bonds Chargeable to Debt Limit	<u>\$0</u>
LEGAL DEBT LIMIT MARGIN - JULY 1, 2019	<u>\$34,091,653</u>

Short-Term Debt

This budget provides management the opportunity to borrow short-term funds up to 24 months at 1.0% over the city's current CD rate. This allows for flexibility in cash flows and the low cost funding of some capital purchases/projects.

Existing Debt

There are no outstanding General Obligation Bonds as of July 1, 2019.

Conclusion

It has been the policy of the City to issue debt only when other financing alternatives are not available. This policy has enabled the City to keep debt service payments low as a percentage of overall expenditures.

The City's overall financial position remains strong. Most revenues have begun to experience some growth and FY 2020 provides for a balanced budget. The City of North Myrtle Beach will continue to apply sound financial policies to its debt service needs in order to maximize this valuable financing mechanism.

Future Debt Planning

No current plan exists to borrow at this time.

GENERAL FUND
OTHER FINANCING USES

No employees are assigned to this division. Only transfers to other funds are recorded here. A summary of expenditures for the past three years of this division is provided below. This division has no overhead allocation. The purpose of this division is to account for funds transferred from the General Fund to other funds in order to purchase equipment, construct City infrastructure or assist in meeting other obligations.

The transfer to the Capital Improvement Fund for FY 2020 is primarily for the accumulation of cash for significant infrastructure projects not yet identified.

The transfer to the Street Improvement Fund is for resurfacing, sidewalks, intersection improvements, and beach access improvements. It has been the policy of the City to transfer funds annually to the Street Improvement Fund to continue its ongoing street improvement program.

The transfer to the NMB Enterprise Fund is to assist in the promotion of the Sports Tourism Park.

The transfer to the Pension Trust Fund is used to cover the obligations from the old pension fund that was incurred prior to 1994 when the Fund was closed as the pension fund for general employees. Since this time all general employees participate in a 401(A) defined contribution plan.

FISCAL YEAR ENDING JUNE 30, 2020
01-5-915 OTHER FINANCING USES
DETAIL OF EXPENDITURES

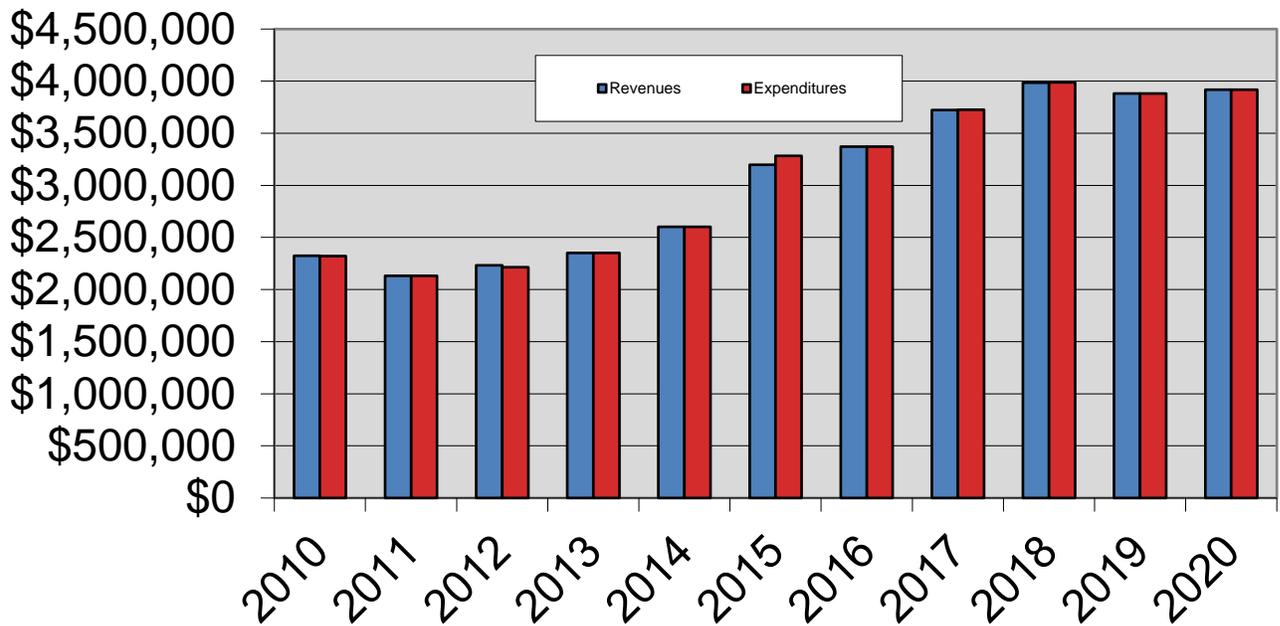
CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
708	Transfer to Capital Impr. Fund	\$ 2,225,000	\$ 1,850,000	\$ 2,225,000	\$ 2,225,000	\$ 3,420,000
709	Transfer to Street Impr. Fund	800,000	1,000,000	1,100,000	1,100,000	1,100,000
711	Transfer to Pension Trust Fund	49,406	49,406	50,000	50,000	50,000
718	Transfer to NMB Enter. Fund	<u>150,000</u>	<u>50,000</u>	<u>150,000</u>	<u>650,000</u>	<u>365,000</u>
TOTAL OTHER FINANCING USES		<u>\$ 3,224,406</u>	<u>\$ 2,949,406</u>	<u>\$ 3,525,000</u>	<u>\$ 4,025,000</u>	<u>\$ 4,935,000</u>

ACCOMMODATIONS TAX FUND

ACCOMMODATIONS TAX FUND

The Accommodations Tax Fund accounts for the City's share of the 2% additional sales tax levied on the rental of transient accommodations. Use of the revenues is restricted to the promotion of tourism (at least 30%) and other tourist-related activities.

REVENUES AND EXPENDITURES COMPARISON BUDGETS FOR PAST 10 FISCAL YEARS



For FY 2020 the City of North Myrtle Beach has budgeted an increase in Accommodations Tax receipts.

The budget for FY 2020 is balanced with \$3,918,750 for revenue and \$3,918,750 for expenditures. The above table summarizes the budgeted revenue and expenditure history for the previous 10 fiscal years.

ACCOMMODATIONS TAX FUND

Performance Benchmarks, Goals and Priorities

Due to the heavy impact of tourism on the City's General Fund, a large portion of the Accommodations Tax Fund is used to supplement the General Fund and Beach Renourishment Fund. The following outlines the benchmarks, goals and priorities accomplished during FY 2019:

- The North Myrtle Beach Area Chamber of Commerce received the City's advertising funds.

Many of the programs for this fund are ongoing. The following outlines the benchmarks, goals and priorities for FY 2020:

- The North Myrtle Beach Area Chamber of Commerce will receive the City's advertising funds.
- Accommodations Funds will supplement tourist related activities within the General Fund, Solid Waste Fund, Beach Renourishment Fund, Beach Services Fund, NMB Enterprise Fund, Street Improvement Fund, and Storm Water Drainage Fund for the City of North Myrtle Beach.

FISCAL YEAR ENDING JUNE 30, 2020
REVENUES AND EXPENDITURES
ACCOMMODATIONS TAX FUND

DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
REVENUES:					
Interest	-	163	-	-	-
Accommodations Tax Receipts	\$ 4,010,315	\$ 3,844,368	\$ 3,880,750	\$ 4,150,000	\$ 3,918,750
TOTAL REVENUES	<u>\$ 4,010,315</u>	<u>\$ 3,844,531</u>	<u>\$ 3,880,750</u>	<u>\$ 4,150,000</u>	<u>\$ 3,918,750</u>
EXPENDITURES:					
Public Safety	\$ 807,881	\$ 345,190	\$ 419,680	\$ 419,680	\$ 441,664
Public Works	507,739	1,133,424	1,279,134	1,279,134	1,069,743
Parks & Recreation	<u>2,694,753</u>	<u>2,367,496</u>	<u>2,181,560</u>	<u>2,181,560</u>	<u>2,407,343</u>
TOTAL EXPENDITURES	<u>\$ 4,010,373</u>	<u>\$ 3,846,110</u>	<u>\$ 3,880,374</u>	<u>\$ 3,880,374</u>	<u>\$ 3,918,750</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(58)</u>	<u>(1,579)</u>	<u>376</u>	<u>269,626</u>	<u>-</u>
FUND BALANCE - BEGINNING	<u>351</u>	<u>293</u>	<u>111,073</u>	<u>294</u>	<u>500</u>
FUND BALANCE - ENDING	<u>\$ 293</u>	<u>\$ (1,286)</u>	<u>\$ 111,449</u>	<u>\$ 269,920</u>	<u>\$ 500</u>

The list on the following three pages specifies the programs to be funded by the Accommodations Tax Fund for FY2020. Some of the funds will be provided to outside agencies in the amount of \$1,734,110.

Many of the programs are supplements to the City of North Myrtle Beach services. These are transferred in as a revenue to the applicable fund to partially offset the expenditures budgeted for those items. The total transfer to the General Fund for FY 2020 is \$784,539. In addition, \$193,833 is being transferred to the Solid Waste Fund, \$484,084 to the Beach Renourishment Fund, \$107,567 to the Beach Services Fund, \$84,500 to the NMB Enterprise Fund, \$72,792 to the Storm Water Drainage Fund, \$190,875 to the Capital Improvement Fund, and \$268,950 to the Street Improvement Fund.

**ACCOMMODATIONS TAX FUND PROJECTS
FISCAL YEAR 2020**

	BUDGET	REQUEST	BUDGET	GL
	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>ACCT.#</u>
30% ADVERTISING ALLOCATION	\$ 1,225,500	\$ 1,237,500	\$ 1,237,500	4-5-756-180
<u>Services Grand Strand</u>				
1 NMB Chamber of Commerce	264,000	704,090	459,018	4-5-756-181
2 The Long Bay Symphony	5,000	32,000	7,917	4-5-756-183
3 NMB Area Historical Museum	8,000	25,000	15,175	4-5-756-183
4 NMB Community Band	7,000	9,640	9,500	4-5-756-183
5 Carolina Master Chorale	5,000	10,000	5,000	4-5-756-183
<u>Public Safety Department</u>				
6 Public Safety Salary Supplement	126,667	500,000	112,633	1-5-4xx-011
7 Public Safety Overtime	45,417	250,000	81,000	1-5-4xx-014
8 Public Safety Special Events Overtime	30,833	100,000	31,000	1-5-4xx-014
9 Memorial Day Weekend/Harley Davidson Week	66,958	167,000	54,333	1-5-422-130
10 Beach Patrol Salary/Benefit Supplement	28,333	100,000	31,333	1-5-424-012
11 Patrol Vehicles	64,875	320,000	76,500	1-5-422-360
12 Detective Vehicle	7,367	35,000	9,750	1-5-431-360
13 Community Service Educational Brochures	900	2,500	933	1-5-424-113
14 Small Unmanned Aircraft System	3,243	-	-	1-5-422-370
15 Stalker Pole Mounted Speed Display Units	1,679	-	-	1-5-422-311
16 Beach Safety Education	879	2,000	1,025	1-5-424-111
17 Beach Patrol Side by Side Replacement	4,400	14,000	7,657	1-5-424-370
18 Beach Patrol Medical Supplies	2,600	6,000	3,633	1-5-424-111
19 Polaris XP 1000, Medical Skid, and Emergency Equip.	9,000	-	-	1-5-453-360
20 Haz Mat Monitors	4,234	24,994	8,575	1-5-453-111
21 Bailout Systems	-	29,724	10,333	1-5-453-370
22 Knox Box Key Access System	-	7,600	1,800	1-5-453-370
23 Fire Apparatus Replacement Plan	-	707,369	190,875	08-5-456-360
24 Battery Powered Extraction Equipment	13,458	-	-	1-5-453-370
25 Tech Rescue Team	3,472	-	-	1-5-454-111
26 Fire & Life Safety Community Service Materials	1,167	-	3,367	1-5-454-113
27 Repairs to Fire Safety House	4,198	-	-	1-5-454-131

**ACCOMMODATIONS TAX FUND PROJECTS
FISCAL YEAR 2020**

	BUDGET	REQUEST	BUDGET	GL
	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>ACCT.#</u>
<u>Public Works Department</u>				
28 Beach Renourishment Monitoring	25,500	75,000	21,792	10-5-742-132
29 Beach Water Quality Monitoring	103,833	275,000	72,792	3-5-930-132
30 Underground Utility Conversion	59,167	500,000	128,833	9-5-940-901
31 Handicap Beach Access Ramps & Parking Improvements	93,333	500,000	140,117	9-5-940-303
32 Intersection & Sidewalk Improvements	29,167	125,000	41,667	1 to 9-5-940
33 Street Dept. Overtime (Main St. Services)	7,000	25,000	7,417	1-5-652-014
34 Sanitation Overtime (trash collection)	27,292	100,000	36,333	15-5-671-014
35 Litter Collection	52,167	272,500	69,167	15-5-673-011
36 Beach Cleaning	99,500	295,000	88,333	15-5-674-all
<u>Parks & Grounds</u>				
37 Public Grounds Salary Supplement	59,605	325,164	49,500	1-5-754-011
38 Public Toilet Rentals/Maintenance	10,884	33,180	12,417	1-5-754-130
39 Parking Lot Resurfacing	15,100	125,091	23,333	1-5-754-130
40 Right-of-Way & Beach Access Maintenance	37,061	115,629	37,158	1-5-754-130
41 Sand Fence & Dune Maintenance	143,967	316,900	97,667	10-5-742-xxx
42 Landscaping	22,649	42,309	22,042	1-5-754-111
43 Christmas Decorating	4,822	15,048	6,667	1-5-754-111
44 Christmas Decorating - Christmas Show	64,067	283,750	84,500	18-5-781-370
45 Park Improvements	-	220,000	75,833	1-5-751-370
<u>Recreation Department</u>				
46 Summer Concert Series	6,367	17,738	7,417	1-5-743-xxx
47 Mayfest on Main	35,583	86,000	23,667	1-5-743-xxx
48 St. Patrick's Day Festival and Parade	16,271	40,500	14,083	1-5-743-xxx
49 Irish Italian Festival	7,646	16,300	6,233	1-5-743-xxx
50 Music on Main	19,243	43,925	18,850	1-5-743-xxx
51 DIVA Run	55,949	98,766	21,750	1-5-743-xxx
52 Movies at McLean Park	2,500	5,966	2,900	1-5-743-xxx
53 Wheelchair Sports	4,500	8,000	4,583	1-5-743-xxx
54 Family Fun Run	2,004	4,300	1,867	1-5-743-xxx
55 Masters Swim Meet	2,104	4,500	2,500	1-5-743-xxx
56 Monday after the Masters	5,094	12,052	4,533	1-5-743-xxx
57 New Events	7,333	-	-	1-5-743-xxx

**ACCOMMODATIONS TAX FUND PROJECTS
FISCAL YEAR 2020**

	BUDGET	REQUEST	BUDGET	GL
	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2020</u>	<u>ACCT.#</u>
<u>Athletics</u>				
58 Bid/Support Fees for Sports Tourism Events	16,533	50,000	34,333	1-5-742-141
59 Sports Tourism Conference Travel	4,442	16,000	5,750	1-5-742-141
60 Sports Event Support	14,458	29,000	9,083	1-5-742-141
<u>Beach Services</u>				
61 Lifeguard Salaries	153,125	575,000	101,667	16-5-761-012
62 Junior Lifeguard Camp	1,425	3,000	1,667	16-5-761-xxx
63 USLA Lifeguard Competition	921	2,000	750	16-5-761-111
64 Lifeguard Tower Replacement	2,334	6,300	3,483	16-5-761-111
<u>Support Services Division</u>				
65 Custodial Services Restrooms	9,043	-	-	1-5-842-xxx
66 Repair & Maintenance of Beach Front Restrooms	11,355	-	-	1-5-842-xxx
67 Replace Roof in 1st Ave South Restroom	8,850	-	-	1-5-842-xxx
<u>Finance</u>				
68 Beach Renourishment	<u>638,208</u>	<u>1,250,000</u>	<u>462,292</u>	10-5-742-xxx
TOTAL	<u>\$ 3,814,582</u>	<u>\$ 10,198,335</u>	<u>\$ 4,101,833</u>	

**ACCOMMODATIONS TAX FUND
04-5-756 CITY IMPROVEMENTS**

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
180	30% Advertising Allocation	\$ 1,266,415	\$ 1,214,011	\$ 1,225,500	\$ 1,225,500	\$ 1,237,500
181	NMB Chamber of Commerce	521,255	337,651	264,000	\$ 264,000	459,018
183	Services to Other Agencies	<u>11,445</u>	<u>8,843</u>	<u>25,000</u>	<u>25,000</u>	<u>37,592</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,799,115</u>	<u>\$ 1,560,505</u>	<u>\$ 1,514,500</u>	<u>\$ 1,514,500</u>	<u>\$ 1,734,110</u>

DIVISION NARRATIVE

This division provides for the 30% Accommodations Tax advertising money as well as stipends to other agencies that are not part of the City Government.

BUDGET ANALYSIS

The increase in this division is due to a increase in the 65% funds to outside agencies.

CAPITAL IMPROVEMENT FUNDS

The City of North Myrtle Beach will budget five Capital Project Funds for FY 2020. These funds are: The Storm Water Drainage Fund, the Capital Improvement Fund, the Street Improvement Fund, the Beach Renourishment Fund, and the Cherry Grove Dredge Fund.

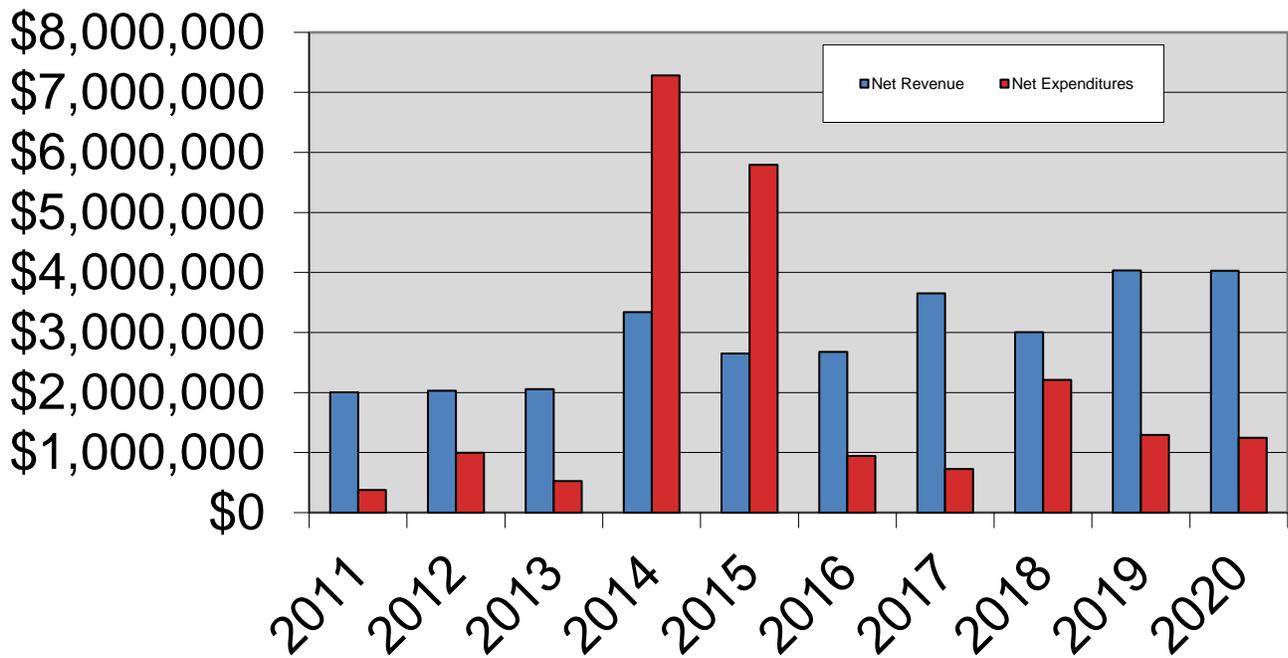
**STORM WATER DRAINAGE FUND
FUND 03**

DEPARTMENT of PUBLIC WORKS

FEE REVENUES and CAPITAL EXPENDITURES COMPARISON

ACTUALS FOR PAST 10 FISCAL YEARS*

*(last 2 Fiscal Years are Estimated and Budgeted)



The chart above reflects the net revenues and expenditures in this fund for the ten most recent fiscal years. In an effort to illustrate actual fee collections and capital expenditures, amounts for loan proceeds and principal payments have been removed from revenues and expenditures for each corresponding year.

Since the inception of the Stormwater Drainage Fund total revenues are \$46,500,950 while total expenditures are \$37,505,360. These amounts reflect the construction of five ocean outfalls and numerous smaller drainage projects.

This fund will only be dealing with small projects for FY 2020 due to the lack of funds after completing the Main Street Ocean Outfall and the Hillside Drainage Projects. The next major project will be started in FY 2021 which is the 18th Avenue North Ocean Outfall. It is estimated that this project will take approximately 2 fiscal years to finish.

**STORM WATER DRAINAGE FUND
FUND 03
DEPARTMENT OF PUBLIC WORKS**

The Storm Water Drainage Fund was created during FY 2002 by adoption of the Storm Water Management Ordinance. This Capital Improvements Fund is used to record all revenues and expenditures related to the City's storm water drainage capital improvement plan including ocean outfalls. The monthly fee was adjusted at the beginning of FY 2017 to \$8/ERU and \$5.50/multi-family unit. These additional fees will be used to address drainage issues that have arisen due to the flooding and heavy rains that hit in October, 2015 as well as Hurricane Matthew in October, 2016.

The following table illustrates the budget data for the Storm Water Drainage Fund for revenues and expenditures:

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF REVENUES**

SOURCE	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Storm Water Drainage Fees	\$ 2,851,875	\$ 2,893,778	\$ 2,920,000	\$ 2,920,000	\$ 2,945,000
Penalties	9,377	11,291	11,000	11,000	11,000
Interest/Misc.	-	499	-	-	-
Grants - State	700,000	-	700,000	1,000,000	1,000,000
Transfers In - Accommodations Tax	89,870	102,023	103,833	103,833	72,792
TOTAL REVENUES	<u>\$ 3,651,122</u>	<u>\$ 3,007,591</u>	<u>\$ 3,734,833</u>	<u>\$ 4,034,833</u>	<u>\$ 4,028,792</u>

SUMMARY OF EXPENDITURES

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
GL# 03-5-930-xxx					
Lobbying (130)	\$ 70,000	\$ 50,000	\$ 90,000	\$ 90,000	\$ 90,000
Beach Water Monitoring (132)	254,442	85,744	165,000	165,000	165,000
Vactor Truck (361)	-	-	375,000	375,000	-
Miscellaneous Drainage Proj. (307)	36,818	1,820,586	700,000	300,000	700,000
Drainage In-house (998)	123,139	-	100,000	100,000	-
Overhead Allocation	224,267	252,698	268,521	265,518	289,297
Principal and Interest (03-5-930-4xx)	2,511,590	-	-	-	-
TOTAL EXPENDITURES	<u>\$ 3,220,256</u>	<u>\$ 2,209,028</u>	<u>\$ 1,698,521</u>	<u>\$ 1,295,518</u>	<u>\$ 1,244,297</u>
EXCESS (DEFICIT)	<u>\$ 430,866</u>	<u>\$ 798,563</u>	<u>\$ 2,036,312</u>	<u>\$ 2,739,315</u>	<u>\$ 2,784,495</u>
Beginning Fund Balance	<u>\$ (991,120)</u>	<u>\$ (560,254)</u>	<u>\$ 2,249,131</u>	<u>\$ 238,309</u>	<u>\$ 2,977,624</u>
Ending Fund Balance	<u>\$ (560,254)</u>	<u>\$ 238,309</u>	<u>\$ 4,285,443</u>	<u>\$ 2,977,624</u>	<u>\$ 5,762,119</u>

STORM WATER DRAINAGE FUND

This fund provides for no fee increase for FY 2020. Small drainage projects are budgeted for this fiscal year, but FY 2021 through FY 2022 will provide for the construction of the 18th Avenue North Ocean Outfall at an estimated cost of \$12,000,000. The rates for all customers are as follows:

Single Family Residential Customer	\$8.00 per month
Condo Rate	\$5.50 per month
Commercial Rate	\$8.00 per ERU per month

NOTE: An Equivalent Runoff Unit has been established as an 8,700 square foot lot with 40% of impervious area. This ERU will be equivalent to the \$8.00 residential rate.

Performance Benchmarks, Goals and Priorities

- Finish Priority 1 through 3 drainage projects as defined by the Public Works report.
- Begin planning for the construction of the 18th Avenue North Ocean Outfall.

CAPITAL IMPROVEMENT FUND

FUND 08

The Capital Improvement Fund is used to account for financial resources designated for capital asset replacement, acquisition and improvement. All receipts from surplus sales of non-enterprise fund capital are accounted for in this fund. Surplus items are listed for bid on the internet on GovDeals.com as soon as it is declared to be no longer useful.

For FY 2020 several important purchase will be made including the new warehouse/clinic as well as a new street sweeper. This fund will continue to maintain significant funds for contingencies as well as in-house projects for Information services.

The following table illustrates the budget data for the Capital Improvement Fund for revenues and expenditures:

Fiscal Year Ending June 30, 2020					
REVENUES AND EXPENDITURES					
	FY 2017	FY 2018	FY 2019	FY 2019	FY 2020
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
REVENUES					
Surplus Sales	\$ 17,642	\$ 57,599	\$ 25,000	\$ 40,000	\$ 50,000
Interest	178	1,515	-	621	-
Barefoot Fire Station Permit Fees	17,520	42,800	5,000	5,000	5,000
Grants: Public/Private	-	44,233	-	-	-
Accom. Tax Transfer In	-	-	-	-	190,875
Ins. Reserve Transfer In	-	-	-	-	500,000
General Fund Transfer In	<u>2,225,000</u>	<u>1,850,000</u>	<u>2,225,000</u>	<u>2,225,000</u>	<u>3,420,000</u>
TOTAL REVENUES	<u>\$ 2,260,340</u>	<u>\$ 1,996,147</u>	<u>\$ 2,255,000</u>	<u>\$ 2,270,621</u>	<u>\$ 4,165,875</u>
EXPENDITURES GL# 08-5-xxx-xxx					
Lobbying (290-130)	\$ 70,000	\$ 50,000	\$ 90,000	\$ 70,000	\$ 90,000
Tennis Rehab McLean Park	-	-	-	-	195,000
Planning Software	-	-	95,000	60,000	-
Equipment (290-311)	57,211	152,654	-	34,677	342,500
Public Safety Vehicles (290-312)	679,369	181,821	-	93,105	-
Main St. Improvements (290-322)	8,544	-	-	-	-
IT In-House (290-382)	150,511	366,002	250,000	250,000	250,000
Sports Park Buildings/Impr. (290-324)	2,425	49,911	-	380,000	-
Sports Park Fencing/Bleachers	-	-	75,000	75,000	-
Jail Improvements (290-325)	-	316,687	-	47,177	-
53rd Ave. N. Kayak Ramp (290-384)	33,971	-	-	-	-
Wetland Bridge - Park	-	228,720	40,000	61,303	-
Municipal Roofs	-	-	-	300,000	200,000
NMB Access Control	-	-	-	231,000	-
NMB Warehouse/Clinic	-	-	-	-	750,000
Transfer to NMB Ent. Fund (907-707)	-	100,000	-	-	-
Capital Projects Contingency (907-999)	-	527,672	1,375,000	94,000	1,840,000
TOTAL EXPENDITURES	<u>\$ 1,002,031</u>	<u>\$ 1,973,467</u>	<u>\$ 1,925,000</u>	<u>\$ 1,696,262</u>	<u>\$ 3,667,500</u>
EXCESS (DEFICIT)	<u>\$ 1,258,309</u>	<u>\$ 22,680</u>	<u>\$ 330,000</u>	<u>\$ 574,359</u>	<u>\$ 498,375</u>
Beginning Fund Balance	<u>\$ 159,111</u>	<u>\$ 1,417,420</u>	<u>\$ 1,630,367</u>	<u>\$ 1,440,100</u>	<u>\$ 2,014,459</u>
Ending Fund Balance	<u>\$ 1,417,420</u>	<u>\$ 1,440,100</u>	<u>\$ 1,960,367</u>	<u>\$ 2,014,459</u>	<u>\$ 2,512,834</u>

**STREET IMPROVEMENT FUND
FUND 09**

The Street Improvement Fund was established during FY 1989 with the initial infusion of \$500,000 through a residual equity transfer from the General Fund. The revenue received from Horry County for Road Fees is received in this fund. For FY 2020, the City will transfer in \$1,100,000 from the General Fund and \$268,950 from the Accommodations Tax Fund for various projects. Total revenues are projected to be \$6,483,950, and expenditures will be \$7,480,000, leaving \$311,191 in Fund Balance.

Projects budgeted for FY 2020 include beach access improvements, sidewalks/bicycle lanes, intersection improvements, road resurfacing, underground utilities as well as the rebuilding and widening of South Ocean Blvd.

The following table shows the budget data for the Street Improvement Fund for revenues and expenditures:

Fiscal Year Ending June 30, 2020					
REVENUES AND EXPENDITURES					
	FY 2017	FY 2018	FY 2019	FY 2019	FY 2020
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
REVENUES					
General Fund Transfer In	\$ 800,000	\$ 1,000,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
Accommodations Tax Transfer In	88,000	103,534	152,500	152,500	268,950
Grants	868,504	3,604,234	2,575,000	2,575,000	2,575,000
Other Contributions/Misc.	850,000	6,737	20,000	31,250	20,000
Underground Utilities Reimb.	4,982,610	4,410,001	1,400,000	1,400,000	1,640,000
Underground Util.-N.Beach Dev.	-	-	30,000	20,000	30,000
Horry County Road Fee	769,217	829,026	800,000	840,000	850,000
TOTAL REVENUES	\$ 8,358,331	\$ 9,953,532	\$ 6,077,500	\$ 6,118,750	\$ 6,483,950
EXPENDITURES GL# 09-5-940-xxx					
Beach Access/Parking Improv. (304)	\$ -	\$ 123,627	\$ 150,000	\$ 150,000	\$ 150,000
Sidewalks/Bicycle Lane (305)	104,672	182,667	150,000	150,000	150,000
Intersection Improvements (311)	2,000	177,173	250,000	250,000	250,000
Road Resurfacing (312)	851,122	2,520,129	1,500,000	1,500,000	1,500,000
Coastal N. Town Intersection (323)	215,000	215,000	215,000	215,000	-
Barefoot Bridge Paint/Maint (320)	77,500	77,500	80,000	80,000	80,000
Water Tower Road	-	597,652	-	-	-
Little River Neck Bike Path	-	-	1,000,000	-	-
In-House Paving/Resurfacing (998)	88,485	282,428	400,000	400,000	400,000
Underground Utilities - 48th S. (901)	169,331	-	-	-	-
E.Coast Greenway-WaterTowerRd (903)	261,923	2,126	-	-	-
11th Avenue Road Widening (313)	14,456	2,164,331	-	-	-
Crescent Beach Undgrd.Util. (905)	2,838,411	4,214,214	1,450,000	1,450,000	1,450,000
Crescent Beach Road Widening (906)	115,982	1,590,659	1,500,000	1,500,000	1,500,000
Ocean Blvd. (29th N. to Sea Mt.) (907)	1,775,192	138,223	-	-	-
North Ocean Blvd. Underground (908)	-	-	-	-	250,000
Main St. Sign	-	-	-	-	350,000
Land/Easements (325)	101,219	-	-	225,000	-
Street Projects Contingency (999)	-	114,136	-	-	1,400,000
TOTAL EXPENDITURES	\$ 6,615,293	\$ 12,399,865	\$ 6,695,000	\$ 5,920,000	\$ 7,480,000
EXCESS (DEFICIT)	\$ 1,743,038	\$ (2,446,333)	\$ (617,500)	\$ 198,750	\$ (996,050)
Beginning Fund Balance	\$ 1,913,006	\$ 3,656,044	\$ 848,348	\$ 1,209,711	\$ 1,408,461
Ending Fund Balance	\$ 3,656,044	\$ 1,209,711	\$ 230,848	\$ 1,408,461	\$ 412,411

**BEACH RENOURISHMENT FUND
FUND 10**

The Beach Renourishment Fund was created during FY 1995 with a \$150,000 operating transfer from the Accommodations Tax Fund. The initial funds were used for the beach surveying and easement acquisition parts of the \$22.36 million Army Corps of Engineers Beach Renourishment Project. The funding of this project was 65% federal, 17.5% state, and 17.5% local or City of North Myrtle Beach share. The City's share was provided by a General Obligation Bond Issue during FY 1996. This bond issue was paid off in FY 2006.

The City provided the Army Corps of Engineers with \$3,752,000 to cover the City's and the State's share of the 2nd renourishment project. The State reimbursed the City the \$1,876,000 to cover their 17.5% share of the project that was done during FY 2009. The City received the final \$460,766 reimbursement from the Army Corp of Engineers in October 2011. A third and fourth renourishment projects were completed by the Army Corp of Engineers in 2017 and 2018 at their costs. A fifth renourishment project is currently underway and will be completed in 2019 at the Army Corp of Engineers cost as well.

The financial summary below outlines the fund's history and projections from FY 2017 through the FY 2020 budget. The FY 2020 Budget continues the reconstruction of beach front walkovers and accesses. This project will continue through FY 2022 at a cost of \$300,000 per year.

**Fiscal Year Ending June 30, 2020
REVENUES AND EXPENDITURES**

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
REVENUES					
General Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
SC Reimbursement	-	227,500	-	633,320	75,000
Accommodations Tax Transfer	27,900	648,978	807,675	807,675	484,084
FEMA Reimbursements	-	109,016	-	-	-
Debt Proceeds	-	-	-	-	-
Interest	-	-	-	-	-
TOTAL REVENUES	\$ 27,900	\$ 985,494	\$ 807,675	\$ 1,440,995	\$ 559,084
EXPENDITURES GL# 10-5-742-xxx					
Walkovers/Ramps (111)	\$ 235,583	\$ 89,423	\$ 35,000	\$ 300,000	\$ 300,000
Beach Renourishment Monitoring (132)	190,179	491,722	125,000	125,000	125,000
Fencing/Dune Grass Restroation	-	504,581	300,000	150,000	-
Army Corp of Engineers	-	-	-	-	-
Debt Principal Payment	-	-	-	-	-
Interest	-	-	-	-	-
TOTAL EXPENDITURES	\$ 425,762	\$ 1,085,726	\$ 460,000	\$ 575,000	\$ 425,000
EXCESS (DEFICIT)	\$ (397,862)	\$ (100,232)	\$ 347,675	\$ 865,995	\$ 134,084
Beginning Fund Balance	\$ 258,109	\$ (139,753)	\$ (239,985)	\$ (239,985)	\$ 626,010
Ending Fund Balance	\$ (139,753)	\$ (239,985)	\$ 107,690	\$ 626,010	\$ 760,094

**CHERRY GROVE DREDGE FUND
FUND 11**

The Cherry Grove Dredge Fund was established to account for the costs of dredging the canals in east Cherry Grove and provide for all the associated costs with the completion of this project. A Special Assessment Bond in the amount of \$6,342,000 was issued and \$1,282,000 was prepayed by property owners during FY 2017 in order to provide the funding necessary to dredge the selected channels throughout the designated area.

The district has been established to last ten years and the first dredge will be financed over a period of five years with the possibility of another dredge to follow should one be warranted. Individual assessments will be made by Horry County for beneficial properties not to exceed \$2,400 per year. This should be the last year of improvement costs associated with the first dredge.

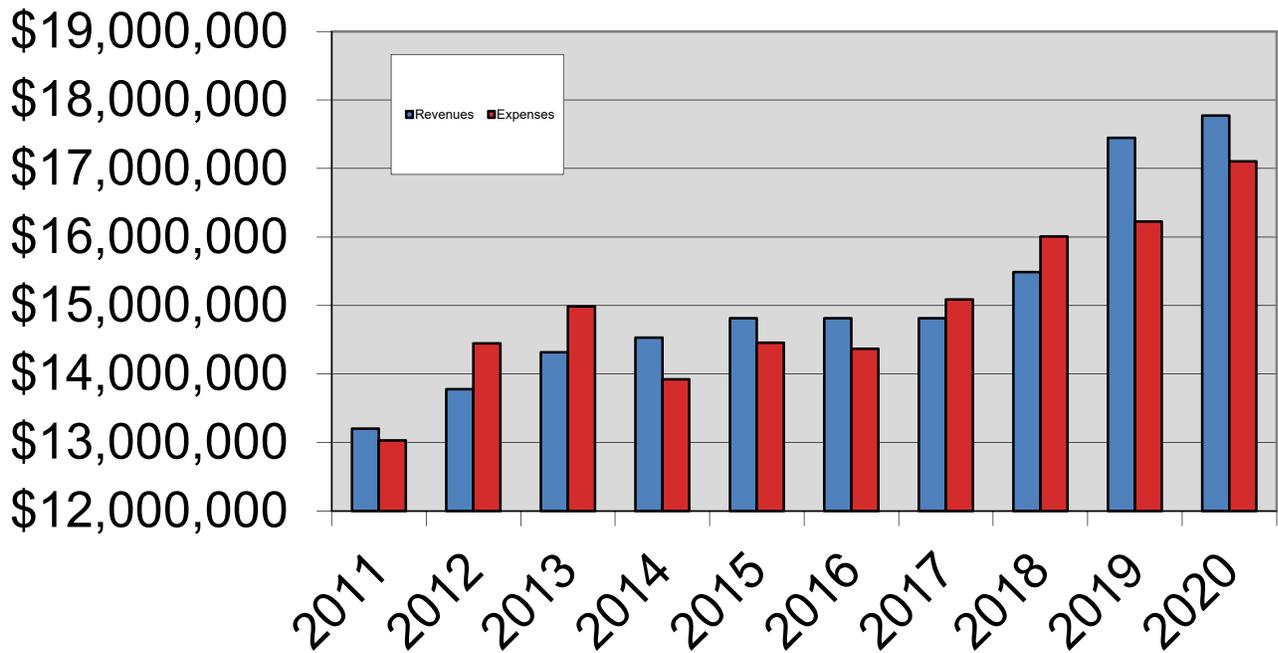
**FISCAL YEAR ENDING JUNE 30, 2020
REVENUES AND EXPENDITURES**

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
REVENUES					
Special Assessments	\$ 1,325,856	\$ 1,326,960	\$ 1,550,000	\$ 1,350,000	\$ 1,350,000
Interest	23,706	36,158	-	16,000	1,601
CG Assessments	1,175,749	6,612	-	-	-
CG Assessment Bonds	6,342,000	-	-	-	-
TOTAL REVENUES	\$ 8,867,311	\$ 1,369,730	\$ 1,550,000	\$ 1,366,000	\$ 1,351,601
EXPENDITURES GL# 11-5-xxx-xxx					
<u>Cherry Grove Dredging Project</u>					
Dredging	\$ 3,590,484	\$ 1,806,517	\$ 1,200,000	\$ 1,200,000	\$ 767,000
Contingency	-	-	100,000	-	-
Principal	1,583,000	1,180,000	1,263,000	1,263,000	1,280,000
Interest	59,259	66,150	53,390	53,390	35,834
Agent Fees	76,004	26,927	500	5,190	5,500
TOTAL EXPENDITURES	\$ 5,308,747	\$ 3,079,594	\$ 2,616,890	\$ 2,521,580	\$ 2,088,334
EXCESS (DEFICIT)	\$ 3,558,564	\$ (1,709,864)	\$ (1,066,890)	\$ (1,155,580)	\$ (736,733)
Beginning Fund Balance	\$ -	\$ 3,558,564	\$ 1,848,700	\$ 1,848,700	\$ 693,120
Ending Fund Balance	\$ 3,558,564	\$ 1,848,700	\$ 781,810	\$ 693,120	\$ (43,613)

WATER & SEWER
UTILITY FUND

**WATER & SEWER UTILITY FUND
DEPARTMENT OF PUBLIC WORKS**

**REVENUES AND EXPENSES COMPARISON
BUDGETS FOR PAST 10 FISCAL YEARS**



The chart above reflects a surplus of \$668,013 for FY 2020. The rate structure will remain the same as the previous fiscal year except for the pass through charges of Grand Strand Water and Sewer Authority of 3 cents for water and 5 cents for sewer per thousand gallons.

WATER & SEWER UTILITY FUND

The Water and Sewer Fund continues to meet its 120% Debt Service coverage with a coverage amount of 265.8% for FY 2020. Debt coverage will not be an issue after this budget year since the fund will pay off the Myrtle Beach Contract debt in March of 2020.

The following table illustrates the comparative data for revenues in the Water and Sewer Fund. An estimated 300 new customers should be added during the year.

FISCAL YEAR ENDING JUNE 30, 2020 DETAIL OF REVENUES

SOURCE	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Operating Revenues:					
Water Usage	\$ 7,756,877	\$ 7,854,804	\$ 8,110,000	\$ 8,110,000	\$ 8,300,000
Sewer Usage	5,131,214	5,317,451	6,150,000	6,150,000	6,250,000
Water Taps	88,335	94,650	50,000	80,000	75,000
Sewer Taps	32,126	31,132	20,000	30,000	30,000
Service Charges	65,676	65,332	75,000	65,000	75,000
Penalties	50,371	57,404	80,000	58,000	80,000
Miscellaneous	23,044	23,315	2,500	2,500	2,500
Total Operating Revenues	\$ 13,147,643	\$ 13,444,088	\$ 14,487,500	\$ 14,495,500	\$ 14,812,500
Non-Operating Revenues:					
Interest	\$ 36,493	\$ 69,200	\$ 125,000	\$ 100,000	\$ 125,000
Tower Rental	351,780	178,652	185,000	185,000	185,000
Other Non-Operating	73,118	132,712	50,000	52,500	50,000
Total Non-Operating Revenues	\$ 461,391	\$ 380,564	\$ 360,000	\$ 337,500	\$ 360,000
Contributed Capital:					
Water Impact Fees	\$ 1,049,523	\$ 1,383,024	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
Sewer Impact Fees	861,347	1,277,572	1,200,000	1,200,000	1,200,000
Other Contributed Capital	582,054	536,571	-	-	-
Total Contributed Capital	\$ 2,492,924	\$ 3,197,167	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000
TOTAL REVENUES & CONTRIBUTED CAPITAL	\$ 16,101,958	\$ 17,021,819	\$ 17,447,500	\$ 17,433,000	\$ 17,772,500

FISCAL YEAR ENDING JUNE 30, 2020 SUMMARY OF EXPENSES

Div. #	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
312	Utility Billing	\$ 631,884	\$ 642,440	\$ 676,479	\$ 680,759	\$ 702,741
611	Public Works Administration	602,000	756,061	821,329	711,417	864,611
622	Waste Water Treatment	2,813,711	2,599,640	2,281,486	2,101,251	2,290,799
632	Wells/Lifts Maintenance	1,762,801	1,649,525	1,975,562	1,769,118	2,180,094
642	Construction/Maintenance	4,332,903	4,595,773	4,313,947	4,318,557	4,856,184
901	Depreciation / Amortization	3,219,429	3,362,664	3,236,537	3,362,537	3,202,500
911	Bond Interest/Agent Fees	227,969	174,956	108,888	108,888	46,275
906	Overhead Allocation from Gen Fund	2,672,085	2,742,256	2,825,404	2,763,974	2,961,283
TOTAL OPERATING EXPENSES		\$ 16,262,782	\$ 16,523,315	\$ 16,239,632	\$ 15,816,501	\$ 17,104,487
EXCESS (DEFICIT)		\$ (160,824)	\$ 498,504	\$ 1,207,868	\$ 1,616,499	\$ 668,013
Transfer In/(Out)		\$ -				
Change In Net Position		\$ (160,824)	\$ 498,504	\$ 1,207,868	\$ 1,616,499	\$ 668,013
BEGINNING NET POSITION		\$ 91,332,379	\$ 91,171,555	\$ 91,670,059	\$ 91,670,059	\$ 93,286,558
ENDING NET POSITION		\$ 91,171,555	\$ 91,670,059	\$ 92,877,927	\$ 93,286,558	\$ 93,954,571

WATER & SEWER UTILITY FUND

Performance Benchmarks, Goals, and Priorities

Capital Improvements continue to be a major focus of the Water and Sewer Utility Fund. Approximately \$6.75 million of improvements are scheduled for this budget year. The following benchmarks, goals, and priorities are established for FY 2020:

- Install water and sewer connections for new customers. Actual and estimated connections are shown below:

FY2015	438
FY2016	344
FY2017	212
FY2018	525
FY2019	300, Estimate
FY2020	300, Estimate

- Comply 100% with all State and Federal permit requirements.
- Maintain adequate treatment capacity for growth.
- Maintain adequate water system pressure as needed for service to customers and fire protection.
- Provide uninterrupted water and sewer service to all customers.
- Target is to have no sanitary sewer overflows reaching surface water.
- Complete water and sewer tap and impact fee evaluation. Recommend rate adjustment where necessary.

WATER & SEWER UTILITY FUND

Capital replacement is an important aspect of any operation. The Water and Sewer Fund, which has assets of over \$100,000,000, replaces between \$1,500,000 and \$2,500,000 of operating equipment annually. However, due to some significant capital needs for FY 2020, the operational capital will be over \$3.155 million. The following list covers the scheduled replacements and improvements for the FY 2020 budget year which will be funded by operational cash.

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF CAPITAL OUTLAY
OPERATING BUDGET**

<u>Division</u>	<u>Capital Item</u>	<u>FY 2020 PROPOSED</u>	<u>GL ACCT.#</u>
	Radio Telephone Read/Computer Updates	\$ 300,000	2-5-920-232
Finance/Utility Billing	GIS Mapping, Modeling, Asset Mgt	350,000	2-5-920-230
PW/Administration	Trucks (Pickup) & Tractor	90,000	2-5-920-270
PW/Wastewater Tr.	Electrical Panel Upgrades	75,000	2-5-920-270
	WWTP Impr. (Sand Beds, Aerators & Actuators)	875,000	2-5-920-250
	Pump Station Telemetry	100,000	2-5-920-255
PW/Wells & Lifts	Electrical Upgrades HSPS	50,000	2-5-920-255
	Boom Truck/Pickup Trucks	190,000	2-5-920-270
	Portable Generator	70,000	2-5-920-255
	Sewer Pump Replacements	500,000	2-5-920-243
	Crew Trucks/Pickup Trucks	50,000	2-5-920-260
PW/Construction	Valve Operator (Truck/Trailer Mount)	100,000	2-5-920-270
	Maintenance Equipment	80,000	2-5-920-270
	In-House CIP	325,000	2-5-920-xxx
	GRAND TOTALS	<u>\$ 3,155,000</u>	

WATER & SEWER UTILITY FUND

Impact fees are imposed on new customers who join the water and sewer system. The City has limited capacity which must be expanded as growth continues. The impact fees are used solely for the capital expansion of the system. For FY 2020 the expenditures listed below outline the capital projects that will be paid by Impact Fees.

Impact Fee rates which by ordinance are adjusted annually by 5% will be suspended for FY 2020 due to low inflation. The City will continue to pump excess sewage during the peak summer season to Grand Strand's Vereen Plant. If the following list of projects actually comes to fruition during FY 2020, then a transfer from operations will have to be made in order to provide the necessary funding.

The following table summarizes the financial projections for Impact Fees for the current budget:

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF CAPITAL OUTLAY
IMPACT FEES SUMMARY**

	<u>GL ACCT.#</u>	<u>WATER AND SEWER</u> <u>IMPACT</u>
BEGINNING BALANCE (ESTIMATED)		\$ -
CONTRIBUTED CAPITAL:		
Water		1,400,000
Sewer		1,200,000
Operating Transfer		1,000,000
TOTAL REVENUES / CONTRIBUTED CAPITAL		<u>\$ 3,600,000</u>
EXPENDITURES:	GL Acct.#	
<u>Water and Sewer Impact Fees:</u>		
Myrtle Beach Contract	n/a	\$ 600,000
Barefoot Capacity - GSWSA	n/a	750,000
Water Tower LRNR Area	02-5-922-243	500,000
North End Water Crossing	02-5-922-230	1,750,000
Sewer Pump Station Rehabilitation	02-5-922-255	-
TOTAL EXPENDITURES		<u>\$ 3,600,000</u>
ENDING BALANCE (ESTIMATED)		<u>\$ -</u>

02-5-312 UTILITY BILLING

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 367,387	372,335	\$ 394,923	394,923	394,923
012	SALARY, PART-TIME	12,200	11,306	20,000	29,917	29,917
014	OVERTIME	1,915	2,196	3,250	3,250	3,250
021	FICA	27,244	28,318	29,272	29,966	29,966
022	EMPLOYEE RETIREMENT	42,968	43,960	48,382	48,382	0
023	EMPLOYEE INSURANCE	80,640	84,480	88,320	88,320	88,320
030	TRAINING	-	2,515	3,000	3,000	3,000
040	WORKERS COMPENSATION	5,795	5,887	6,273	6,273	6,421
050	AWARDS	5,445	5,843	6,224	6,224	6,224
	* SUBTOTAL PERSONNEL *	<u>\$ 543,594</u>	<u>\$ 556,840</u>	<u>\$ 599,644</u>	<u>\$ 610,255</u>	<u>\$ 562,021</u>
110	CLOTHING/UNIFORMS	\$ 2,025	1,762	\$ 2,400	2,400	2,400
111	MATERIALS/SUPPLIES	8,920	8,798	9,500	9,000	9,000
112	OFFICE SUPPLIES	1,972	429	1,500	1,500	1,500
113	PRINTING/BINDING	-	-	200	-	-
120	COMMUNICATIONS	2,213	4,050	2,400	2,400	2,400
130	CONTRACTUAL SERVICES	107,758	113,289	118,000	118,000	118,000
131	REPAIRS/MAINTENANCE	2,790	2,261	3,750	3,750	3,750
132	PROFESSIONAL SERVICES	163	-	-	-	-
134	CREDIT CARD FEES	66,102	62,681	70,000	67,500	67,500
140	SUBSCRIPTIONS/DUES	-	-	175	-	-
141	TRAVEL / BUSINESS	44	-	500	500	500
142	ADVERTISING	-	-	200	-	-
150	VEHICLE OPERATIONS	6,504	4,436	5,000	5,000	5,000
151	FUEL	7,660	8,060	12,000	10,000	10,000
	* SUBTOTAL OPERATING *	<u>\$ 206,151</u>	<u>\$ 205,766</u>	<u>\$ 225,625</u>	<u>\$ 220,050</u>	<u>\$ 220,050</u>
	** TOTAL EXPENSES **	<u>\$ 749,745</u>	<u>\$ 762,606</u>	<u>\$ 825,269</u>	<u>\$ 830,305</u>	<u>\$ 782,071</u>
LESS OVERHEAD ALLOCATION TO:						
	STORM WATER FUND 5%	\$ 37,476	\$ 38,130	\$ 41,263	\$ 41,515	\$ 42,808
	SOLID WASTE FUND 10%	74,951	76,261	82,527	83,031	85,617
	** LESS OVERHEAD TOTAL **	<u>\$ 112,427</u>	<u>\$ 114,391</u>	<u>\$ 123,790</u>	<u>\$ 124,546</u>	<u>\$ 128,425</u>
LESS ALLOCATION FOR:						
	IN - HOUSE CAPITAL	5,434	5,434	25,000	25,000	25,000
	TOTAL NET WATER & SEWER FUND	<u>\$ 631,884</u>	<u>\$ 642,781</u>	<u>\$ 676,479</u>	<u>\$ 680,759</u>	<u>\$ 628,646</u>

DIVISION 312 UTILITY BILLING

DIVISION NARRATIVE

This division provides for eight full-time employees: a Utility Billing Supervisor, a Data Maintenance Technician, a Meter Reader Coordinator, two Meter Readers, and three Cashier/Accounting Clerks. The primary function of this division is to provide for the timely and accurate billing and collection of all utility accounts.

The Utility Billing Supervisor is responsible for the supervision of the utility billing function, preparing all adjustments, and the monitoring of all collections.

The Data Maintenance Technician is responsible for the supervision of the Meter Readers and Coordinator, the monthly reading of all meters, supervision of the meter mapping program, and the meter replacement program.

The Meter Reader Coordinator is responsible for installing new radio read connections as well as maintaining the already existing infrastructure. 16,842 meters are radio-read equipped at this time.

The Meter Readers are responsible for the timely and accurate reading of all meters. They install residential meters and radio-devices throughout the City. They also assist in the meter mapping program and the meter maintenance program.

The Cashier/Accounting Clerks assume the clerical functions of the Water Billing division, which include receipting, balancing, filing, and posting all utility payments. They also assist in establishing all new utility accounts. Due to the consolidation of the cashier function to one area, an additional Cashier was added in FY 2003 to handle all collections, including Building Permits, Impact Fees, Business Licenses, Hospitality Fees, and all other revenues of the City.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Utility Billing Supervisor	1	23
Data Maintenance Technician	1	17
Utility Billing Office Manager	1	15
Meter Reader Coordinator	1	14
Meter Reader	2	11
Cashier/Accounting Clerk	<u>2</u>	11
TOTAL	<u>8</u>	

DETAIL OF CAPITAL OUTLAY

** SEE WATER AND SEWER CAPITAL OUTLAY SCHEDULE **

BUDGET ANALYSIS

This division provides for the same level of service as the previous year. The 3.9% increase in expenses is due to increases in personnel costs.

02-5-611 PUBLIC WORKS ADMINISTRATION

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 612,767	625,165	\$ 733,965	\$ 660,000	\$ 761,255
012	SALARY, PART-TIME	4,987	0	-	-	-
014	OVERTIME	7,066	3,479	4,000	4,000	4,000
015	SPECIAL ALLOWANCE	6,600	6,600	7,800	6,600	7,800
021	FICA	43,054	43,857	50,920	45,152	52,803
022	EMPLOYEE RETIREMENT	76,097	79,089	92,079	83,983	96,789
023	EMPLOYEE INSURANCE	76,538	84,551	99,360	90,000	103,680
025	HEALTH INS-RETIRED	22,664	11,898	25,000	15,000	25,000
030	TRAINING	8,932	6,538	20,000	7,000	20,000
040	WORKERS COMPENSATION	4,734	4,753	5,535	5,535	5,739
050	AWARDS	5,316	5,746	7,002	7,002	7,497
	* SUBTOTAL PERSONNEL *	<u>\$ 868,755</u>	<u>\$ 871,676</u>	<u>\$ 1,045,661</u>	<u>\$ 924,272</u>	<u>\$ 1,084,563</u>
110	CLOTHING/UNIFORMS	\$ 2,372	2,177	\$ 4,000	\$ 3,000	\$ 4,700
111	MATERIALS/SUPPLIES	24,282	17,525	30,000	30,000	38,000
112	OFFICE SUPPLIES	4,159	2,701	4,500	3,000	4,500
113	PRINTING/BINDING	86	86	3,500	2,000	3,500
120	COMMUNICATIONS	10,689	7,066	12,000	9,000	16,000
130	CONTRACTUAL SERVICES	9,578	12,314	10,000	10,000	10,000
131	REPAIRS/MAINTENANCE	628	0	5,000	1,000	5,000
132	PROFESSIONAL SERVICES	216	15,396	6,000	6,000	6,000
140	SUBSCRIPTIONS/DUES	11,402	6,576	14,000	12,000	15,000
141	TRAVEL / BUSINESS	5,194	0	8,000	5,000	8,000
142	ADVERTISING	96	632	500	500	500
150	VEHICLE OPERATIONS	2,129	4,172	3,500	3,500	4,000
151	FUEL	4,828	4,755	5,000	5,000	6,000
	* SUBTOTAL OPERATING *	<u>\$ 75,659</u>	<u>\$ 73,400</u>	<u>\$ 106,000</u>	<u>\$ 90,000</u>	<u>\$ 121,200</u>
	** TOTAL EXPENSES **	<u>\$ 944,414</u>	<u>\$ 945,076</u>	<u>\$ 1,151,661</u>	<u>\$ 1,014,272</u>	<u>\$ 1,205,763</u>
LESS OVERHEAD ALLOCATION TO:						
	STORM WATER FUND 5%	\$ 63,090	\$ 47,254	\$ 57,583	\$ 50,714	\$ 60,288
	SOLID WASTE FUND 15%	126,179	141,761	172,749	152,141	180,864
	** LESS OVERHEAD TOTAL **	<u>\$ 189,269</u>	<u>\$ 189,015</u>	<u>\$ 230,332</u>	<u>\$ 202,855</u>	<u>\$ 241,152</u>
LESS ALLOCATION FOR:						
	IN - HOUSE CAPITAL	153,144	-	100,000	100,000	100,000
	TOTAL NET WATER & SEWER FUND	<u>\$ 602,001</u>	<u>\$ 756,061</u>	<u>\$ 821,329</u>	<u>\$ 711,417</u>	<u>\$ 864,611</u>

DIVISION 611 PUBLIC WORKS ADMINISTRATION

DIVISION NARRATIVE

The Administration Division is comprised of nine employees as shown below. These employees report to the Public Works Director/City Engineer and are responsible for the overall management and administration of the Public Works Department. In addition, the Engineering positions funded in this division are responsible for infrastructure design, plan review, project management, and construction inspection on capital projects throughout the city, including private development.

This division also provides engineering support and consulting for all operating divisions within the public works department as well as other departments throughout the city.

The Utility Superintendent position is funded in this division and is responsible for the management of three utility operating divisions: Wastewater Treatment, Wells/Lifts Maintenance, and Construction Maintenance.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
City Engineer, Director of Public Works	1	33
Operations Manager / Utilities	1	29
Engineering Manager	1	27
Engineering Technician	1	21
Engineering Intern	1	21
GIS Technician	1	17
Engineering Assistant	1	17
Administrative Assistant II	<u>2</u>	15
TOTAL	<u>9</u>	

DETAIL OF CAPITAL OUTLAY

** SEE WATER AND SEWER CAPITAL OUTLAY SCHEDULE **

BUDGET ANALYSIS

This division provides for the same level of service as the previous year. The 5.3% increase in expenses is due to increase in operating costs as well as normal increase in personnel expenses.

02-5-622 WASTEWATER TREATMENT

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 358,257	\$ 350,409	\$ 433,725	\$ 380,000	\$ 428,480
014	OVERTIME	10,740	9,110	8,000	8,100	8,000
021	FICA	26,825	26,202	31,583	26,585	31,208
022	EMPLOYEE RETIREMENT	43,500	43,931	54,030	48,206	53,784
023	EMPLOYEE INSURANCE	65,537	64,251	77,280	70,560	80,640
030	TRAINING	1,719	351	2,400	2,400	2,400
040	WORKERS COMPENSATION	5,005	5,087	5,522	5,087	5,456
050	AWARDS	4,688	4,363	5,446	4,363	5,831
	* SUBTOTAL PERSONNEL *	<u>\$ 516,271</u>	<u>\$ 503,704</u>	<u>\$ 617,986</u>	<u>\$ 545,301</u>	<u>\$ 615,799</u>
110	CLOTHING/UNIFORMS	\$ 6,113	\$ 6,312	\$ 6,000	\$ 5,200	\$ 7,000
111	MATERIALS/SUPPLIES	166,244	168,922	163,500	140,000	163,500
112	OFFICE SUPPLIES	1,541	1,077	2,500	2,000	2,500
120	COMMUNICATIONS	735	4,227	14,000	5,000	14,000
121	UTILITIES	420,427	420,283	450,000	430,000	450,000
130	CONTRACTUAL SERVICES	880,737	835,463	828,000	828,000	828,000
131	REPAIRS/MAINTENANCE	687,776	583,608	126,000	76,000	126,000
132	PROFESSIONAL SERVICES	103,147	38,811	28,000	28,000	28,000
140	SUBSCRIPTIONS/DUES	4,599	4,650	7,000	5,500	9,500
141	TRAVEL / BUSINESS	652	-	1,000	250	1,000
142	ADVERTISING	-	1,224	500	-	500
150	VEHICLE OPERATIONS	11,415	18,209	22,000	22,000	25,000
151	FUEL	14,054	13,150	15,000	14,000	20,000
	* SUBTOTAL OPERATING *	<u>\$ 2,297,440</u>	<u>\$ 2,095,936</u>	<u>\$ 1,663,500</u>	<u>\$ 1,555,950</u>	<u>\$ 1,675,000</u>
	** TOTAL EXPENSES **	<u><u>\$ 2,813,711</u></u>	<u><u>\$ 2,599,640</u></u>	<u><u>\$ 2,281,486</u></u>	<u><u>\$ 2,101,251</u></u>	<u><u>\$ 2,290,799</u></u>

DIVISION 622 WASTEWATER TREATMENT

DIVISION NARRATIVE

The Wastewater Treatment Division is comprised of seven employees as shown below. These employees report to the Utility Superintendent who in turn reports to the Public Works Director/City Engineer.

This division is responsible for the operation of two wastewater treatment facilities having a combined capacity of 7.4 million gallons per day. This vital operation ensures that treatment limits are met without permit violation or pollution to the environment. Personnel in this division also perform electrical and mechanical maintenance and repairs and are subject to emergency call out 24-hours per day.

The wastewater lab is responsible for testing to ensure that the treatment facilities operate efficiently and provide treatment at the maximum extent practicable. The lab also processes water distribution samples to ensure the quality and compliance of our drinking water system.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Supervisor, Wastewater Treatment	1	21
Electrician / Instrumentation Technician	1	18
Laboratory Manager	1	17
Wastewater Operators (class A, B, C or D)	<u>4</u>	13,18
TOTAL	<u>7</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE WATER AND SEWER CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service over the previous year. The slight increase of .4% due to a minor increase in operating costs.

02-5-632 WELLS/LIFTS MAINTENANCE

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 432,742	\$ 378,350	\$ 493,555	\$ 460,000	\$ 498,087
014	OVERTIME	29,205	27,853	25,000	30,000	25,000
021	FICA	32,868	29,537	35,780	33,810	36,093
022	EMPLOYEE RETIREMENT	49,433	45,697	57,044	55,125	58,825
023	EMPLOYEE INSURANCE	90,720	95,040	99,360	99,360	103,680
030	TRAINING	1,800	2,100	6,000	3,000	6,500
040	WORKERS COMPENSATION	9,433	9,619	10,371	10,371	10,462
050	AWARDS	6,027	6,514	7,002	7,002	7,497
	* SUBTOTAL PERSONNEL *	<u>\$ 652,228</u>	<u>\$ 594,710</u>	<u>\$ 734,112</u>	<u>\$ 698,668</u>	<u>\$ 746,144</u>
110	CLOTHING/UNIFORMS	\$ 7,721	\$ 7,805	\$ 9,700	\$ 8,500	\$ 9,700
111	MATERIALS/SUPPLIES	389,608	364,643	365,000	365,000	377,500
112	OFFICE SUPPLIES	4,053	1,061	7,500	5,000	10,000
120	COMMUNICATIONS	7,560	10,010	12,000	9,000	16,000
121	UTILITIES	340,387	350,262	360,000	350,000	390,000
130	CONTRACTUAL SERVICES	1,669	2,046	5,000	5,000	5,000
131	REPAIRS/MAINTENANCE	267,762	221,085	375,000	225,000	508,000
132	PROFESSIONAL SERVICES	51,522	44,007	50,500	46,500	50,500
140	SUBSCRIPTIONS/DUES	355	235	1,250	1,250	1,750
141	TRAVEL / BUSINESS	32	-	5,000	5,000	5,000
142	ADVERTISING	-	-	500	200	500
150	VEHICLE OPERATIONS	15,179	19,756	25,000	25,000	30,000
151	FUEL	24,725	27,480	25,000	25,000	30,000
152	DAMAGE CLAIMS	-	6,425	-	-	-
	* SUBTOTAL OPERATING *	<u>\$ 1,110,573</u>	<u>\$ 1,054,815</u>	<u>\$ 1,241,450</u>	<u>\$ 1,070,450</u>	<u>\$ 1,433,950</u>
	** TOTAL EXPENSES **	<u>\$ 1,762,801</u>	<u>\$ 1,649,525</u>	<u>\$ 1,975,562</u>	<u>\$ 1,769,118</u>	<u>\$ 2,180,094</u>

DIVISION 632 WELLS/LIFTS MAINTENANCE

DIVISION NARRATIVE

The Wells/Lifts Maintenance Division is comprised of nine employees as shown below.

This division is responsible for the operation and maintenance of the following assets:

- Eight water storage tanks having a total capacity of 7,250,000 gallons
- Two water booster pump stations
- 97 sanitary sewer pump stations
- Six deep water wells (primary emergency standby)

Average water usage last year was 5.3 MGD (million gallons per day) with a peak month average of 8.9 MGD.

Average sewer usage was 3.0 MGD with a peak month average of 8.4 MGD.

Personnel in this division perform electrical and mechanical maintenance and repairs throughout the city and are subject to emergency call out 24-hours a day.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Supervisor, Wells & Lifts	1	21
Electrician	1	17
Electrician's Helper	1	13
Pump Mechanic I and II	<u>6</u>	13,15
TOTAL	<u>9</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE WATER AND SEWER CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous year. However, a 10.4% increase in expenses are due to a significant increase in repairs and maintenance costs.

02-5-642 CONSTRUCTION/MAINTENANCE

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 837,128	\$ 957,122	\$ 1,066,059	\$ 990,000	\$ 1,065,105
014	OVERTIME	24,732	21,030	25,000	25,000	25,000
021	FICA	61,565	70,260	78,556	68,005	78,488
022	EMPLOYEE RETIREMENT	90,793	98,836	114,929	104,149	110,939
023	EMPLOYEE INSURANCE	181,586	226,340	242,880	232,000	253,440
030	TRAINING	11,559	4,049	12,000	5,000	12,000
040	WORKERS COMPENSATION	19,686	134,010	24,003	24,003	23,982
050	AWARDS	11,480	16,196	17,116	16,400	18,326
	* SUBTOTAL PERSONNEL *	<u>\$ 1,238,529</u>	<u>\$ 1,527,843</u>	<u>\$ 1,580,543</u>	<u>\$ 1,464,557</u>	<u>\$ 1,587,280</u>
110	CLOTHING/UNIFORMS	\$ 16,002	\$ 19,273	\$ 24,904	\$ 24,000	\$ 24,904
111	MATERIALS/SUPPLIES	389,528	500,582	420,000	400,000	425,000
112	OFFICE SUPPLIES	2,426	394	3,000	2,500	3,000
113	PRINTING/BINDING	-	-	-	-	-
120	COMMUNICATIONS	5,302	10,803	31,000	8,000	31,000
130	CONTRACTUAL SERVICES	2,649,009	2,342,921	2,500,000	2,450,000	2,800,000
131	REPAIRS/MAINTENANCE	11,511	107,946	40,000	40,000	55,000
132	PROFESSIONAL SERVICES	7,339	6,055	12,000	10,000	15,000
140	SUBSCRIPTIONS/DUES	3,781	3,583	4,000	3,800	6,500
141	TRAVEL / BUSINESS	409	120	3,000	500	3,000
142	ADVERTISING	-	-	500	-	500
150	VEHICLE OPERATIONS	41,261	50,815	50,000	50,000	55,000
151	FUEL	33,134	43,730	45,000	45,000	50,000
152	DAMAGE CLAIMS	23,181	5,001	-	20,200	-
	* SUBTOTAL OPERATING *	<u>\$ 3,182,883</u>	<u>\$ 3,091,223</u>	<u>\$ 3,133,404</u>	<u>\$ 3,054,000</u>	<u>\$ 3,468,904</u>
LESS ALLOCATION FOR:						
	IN - HOUSE CAPITAL	<u>\$ 88,509</u>	<u>\$ 23,293</u>	<u>\$ 400,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>
	** TOTAL EXPENSES **	<u><u>\$ 4,332,903</u></u>	<u><u>\$ 4,595,773</u></u>	<u><u>\$ 4,313,947</u></u>	<u><u>\$ 4,318,557</u></u>	<u><u>\$ 4,856,184</u></u>

DIVISION 642 CONSTRUCTION/MAINTENANCE

DIVISION NARRATIVE

The Construction Maintenance Division is comprised of 22 employees as shown below. These employees report to the Utility Superintendent who in turn reports to the Public Works Director/City Engineer.

This division is responsible for the construction, operation, and maintenance of 251 miles of water pipeline, 221 miles of sewer pipeline and 1,572 fire hydrants, and 14,300 customer service connections.

Operation of the wastewater collection system and water distribution system (including fire protection) requires compliance with stringent regulations imposed by EPA and SCDHEC, which requires licensed operators. Distribution and collection operators are required to obtain mandatory continuing education credit hours.

Operations include sewer line cleaning and inspection, sewer line root control, water valve testing, and fire hydrant flow testing. Additional functions include installation of water services and meters, installation of sewer taps, fire hydrant installation, investigating low water pressure complaints, responding to sewer back-ups, construction of new water/sewer extensions, and water/sewer line replacement and repair. These employees are subject to emergency call out 24-hours a day.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Construction/Maintenance Supervisor	1	21
Crew Leader II	2	17
Crew Leader I	6	14
Heavy Equipment Operator	7	13
Maintenance Specialist / Motor Equipment Operator	<u>6</u>	11
TOTAL	<u>22</u>	

DETAIL OF CAPITAL OUTLAY

** SEE WATER AND SEWER CAPITAL OUTLAY SCHEDULE **

BUDGET ANALYSIS

This division provides for the same level of service as the previous year. The overall 12.6% increase in expenses is due to growth in personnel, contractual services and less in-house capital construction.

WATER & SEWER UTILITY FUND

DEPRECIATION AND AMORTIZATION

This account contains the depreciation and amortization expense for all of the capital assets in the Water and Sewer Utility Fund.

The depreciation expense is based upon the useful life of each asset. The valuation of capital assets as audited for the year ending June 30, 2018 was \$127,180,321. The accumulated depreciation as of June 30, 2017 was \$50,252,497.

The amortization expense is also based upon a useful life of the asset. Intangible assets are amortized over their useful lives. Intangible assets include the cost of purchasing water capacity from Grand Strand Water & Sewer which will end this fiscal year.

DETAIL OF EXPENSES		02-5-901-xxx				
CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
<u>DEPRECIATION AND AMORTIZATION</u>						
510	DEPRECIATION	\$ 2,382,892	\$ 2,526,127	\$ 2,400,000	\$ 2,526,000	\$ 2,575,000
515	AMORTIZATION	<u>836,537</u>	<u>836,537</u>	<u>836,537</u>	<u>836,537</u>	<u>627,500</u>
* TOTAL DEPREC/AMORTIZATION*		<u>\$ 3,219,429</u>	<u>\$ 3,362,664</u>	<u>\$ 3,236,537</u>	<u>\$ 3,362,537</u>	<u>\$ 3,202,500</u>

BOND INTEREST AND FEES

Interest payments and associated banking agent fees for the long-term debt of the Water and Sewer Utility Fund are recorded here.

The City is also obligated under an Agreement with the City of Myrtle Beach that has been assigned to Grand Strand Water & Sewer Authority to make principal and interest payments whereby the City purchases capacity in GSWSA's water treatment plant. The scheduled payments end on March 1, 2020 upon final maturity of the related bonds.

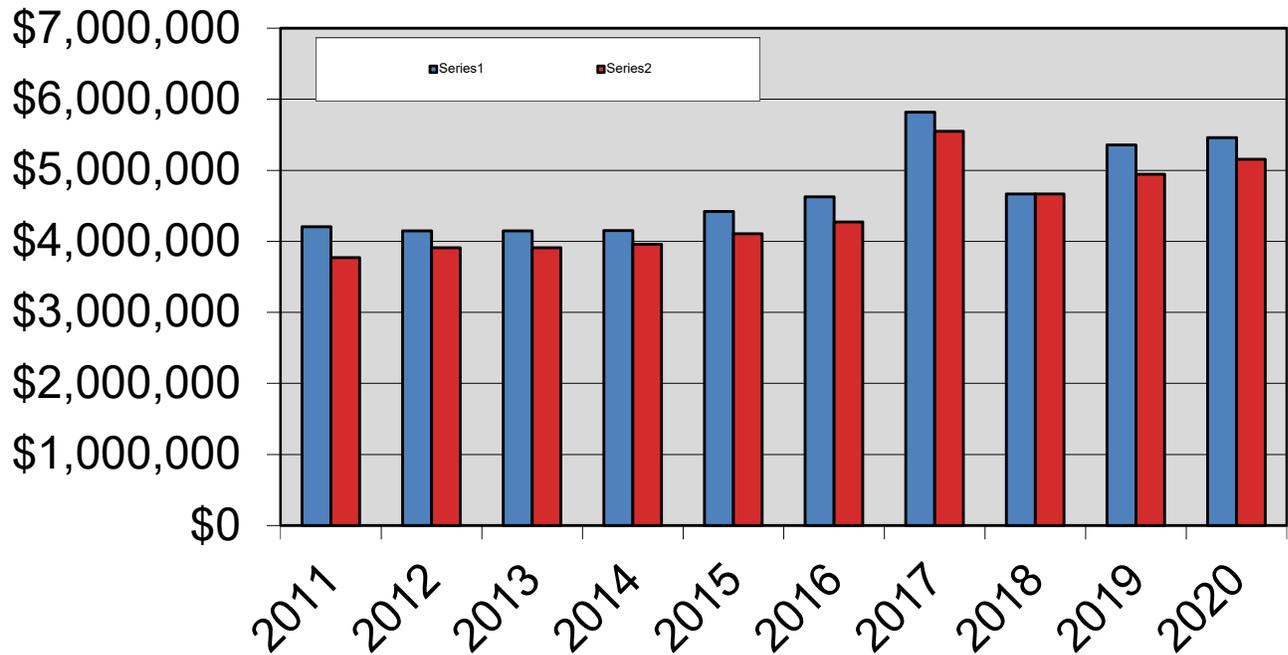
DETAIL OF EXPENSES		02-5-911-xxx				
CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
<u>BOND INTEREST AND FEES</u>						
415	BOND INTEREST	\$ 227,969	\$ 174,956	\$ 108,588	\$ 108,588	\$ 44,275
420	BOND AGENT FEES	<u>-</u>	<u>-</u>	<u>300</u>	<u>300</u>	<u>2,000</u>
* TOTAL BOND INTEREST & FEES *		<u>\$ 227,969</u>	<u>\$ 174,956</u>	<u>\$ 108,888</u>	<u>\$ 108,888</u>	<u>\$ 46,275</u>

SOLID WASTE FUND

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**SOLID WASTE FUND
DEPARTMENT OF PUBLIC WORKS**

**REVENUES AND EXPENSES COMPARISON
BUDGETS FOR PAST 10 FISCAL YEARS**



The chart above reflects a surplus of \$305,344 for FY 2020. The residential rate will remain the same at \$22 per month starting July 1st and the commercial rates will change accordingly. This rate will allow the fund to remain profitable even though it is the same as the previous year.

The Solid Waste Fund was created in FY 2001. This fund accounts for all revenues and expenses related to the City's solid waste activities. Much like the existing Water and Sewer Utility Fund, the Solid Waste Fund is a proprietary fund that operates like private enterprise, using a full accrual basis of accounting. This approach enables the City to more accurately assess fees and charges for solid waste services, and ensures that citizens receive the most cost efficient services possible.

The current rates within the Solid Waste Fund are substantially below those in surrounding jurisdictions.

SOLID WASTE FUND

The following table illustrates the comparative data for revenues in the Solid Waste Fund. Revenues show a slight increase of 2.0%.

FISCAL YEAR ENDING JUNE 30, 2020 DETAIL OF REVENUES

SOURCE	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Solid Waste Services Fees	\$ 4,355,146	\$ 4,417,560	\$ 5,150,000	\$ 5,150,000	\$ 5,200,000
Trash Bags	7,338	1,536	-	-	-
Late Payment Penalties	20,696	23,643	27,500	27,500	27,500
Miscellaneous	19,263	124	-	-	-
Adjustments	(5,289)	(2,398)	-	-	-
Grants	1,182,817	275,881	-	40,000	40,000
Insurance Reimbursement	5,576	-	-	-	-
Interest	-	2,320	-	-	-
Accommodations Tax Transfer	231,819	237,251	178,959	178,959	193,833
TOTAL REVENUES	<u>\$ 5,817,366</u>	<u>\$ 4,955,917</u>	<u>\$ 5,356,459</u>	<u>\$ 5,396,459</u>	<u>\$ 5,461,333</u>

FISCAL YEAR ENDING JUNE 30, 2020 SUMMARY OF EXPENSES

DIV.#	DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
661	Commercial Collection	\$ 455,565	\$ 480,847	\$ 484,816	\$ 481,316	\$ 497,226
663	Transfer Station	889,931	929,425	1,054,648	1,036,748	1,071,175
671	Residential Collection	2,028,575	1,035,257	1,083,746	1,061,746	1,109,473
673	Trash/Litter Collection	334,155	348,857	338,529	325,859	359,848
674	Beach Cleaning	193,467	210,978	254,657	241,070	257,323
675	Recycling	351,222	368,724	374,714	381,961	417,839
901	Depreciation Expense	550,330	550,330	550,000	550,000	550,000
906	Overhead Allocation	744,410	744,410	806,556	806,556	806,556
TOTAL OPERATING EXPENSES		<u>\$ 5,547,655</u>	<u>\$ 4,668,828</u>	<u>\$ 4,947,666</u>	<u>\$ 4,885,256</u>	<u>\$ 4,947,667</u>
EXCESS (DEFICIT)		<u>\$ 269,711</u>	<u>\$ 287,089</u>	<u>\$ 408,793</u>	<u>\$ 511,203</u>	<u>\$ 513,666</u>
BEGINNING NET POSITION		<u>\$ 2,972,920</u>	<u>\$ 3,242,631</u>	<u>\$ 3,529,720</u>	<u>\$ 3,529,720</u>	<u>\$ 4,040,923</u>
ENDING NET POSITION		<u>\$ 3,242,631</u>	<u>\$ 3,529,720</u>	<u>\$ 3,938,513</u>	<u>\$ 4,040,923</u>	<u>\$ 4,554,589</u>

SOLID WASTE FUND

The following table lists the various capital expenditures for the Solid Waste Fund:

FISCAL YEAR ENDING JUNE 30, 2020 DETAIL OF CAPITAL OUTLAY

DIV.#	ITEM DESCRIPTION	COST	GL ACCT. #
661	Commercial Garbage Truck	\$ 360,000	15-5-950-361
663	Station Building/Yard Improvements	500,000	15-5-950-320
663	Transfer Trailer	90,000	15-5-950-361
673	Knuckle Boom Loader Truck	175,000	15-5-950-361
674	Surf Rake	75,000	15-5-950-361
674	4x4 F250 Pickup Truck	36,000	15-5-950-360
675	Recycling Truck	280,000	15-5-950-361
	TOTAL CAPITAL OUTLAY	\$ 1,516,000	

Performance Benchmarks, Goals, and Priorities

The following benchmarks, goals, and priorities are provided for FY 2020, along with programs already in place:

- Provide on-time collection for all bulk containers.
- Ensure clean container sites throughout the city.
- Improve recycle collection rate over previous year.
- Reduce bulk containers in single family neighborhood areas.
- Staff yard for customer service during operating hours.
- Reduce vehicle accidents over previous year.
- Track missed pick-ups and maintain rate less than 1%.
- Increase recycling on the beachfront and collect beach trash before cans overflow.
- Clean sand each day on the beach sections as needed based on usage.

15-5-661 COMMERCIAL COLLECTION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 194,128	\$ 201,214	\$ 215,036	\$ 215,036	\$ 221,903
014	OVERTIME	29,469	16,634	21,600	21,600	21,600
021	FICA	16,252	15,552	17,156	17,156	17,654
022	EMPLOYEE RETIREMENT	24,356	22,072	25,546	25,546	26,300
023	EMPLOYEE INSURANCE	40,330	41,364	44,160	44,160	46,080
040	WORKERS COMPENSATION	4,877	4,985	5,206	5,206	5,357
050	AWARDS	<u>2,679</u>	<u>2,895</u>	<u>3,112</u>	<u>3,112</u>	<u>3,332</u>
	* SUBTOTAL PERSONNEL *	<u>\$ 312,091</u>	<u>\$ 304,716</u>	<u>\$ 331,816</u>	<u>\$ 331,816</u>	<u>\$ 342,226</u>
110	CLOTHING/UNIFORMS	\$ 4,412	\$ 5,431	\$ 5,000	\$ 5,000	\$ 6,000
111	MATERIALS/SUPPLIES	9,762	38,493	35,000	35,000	40,000
112	OFFICE SUPPLIES	674	60	1,000	500	1,000
113	PRINTING	-	-	-	-	1,000
120	COMMUNICATIONS	385	459	1,000	500	1,000
130	CONTRACTUAL SERVICES	478	235	-	-	-
131	REPAIRS/MAINTENANCE	449	27,664	-	-	-
132	PROFESSIONAL SERVICES	699	141	1,000	500	1,000
140	SUBSCRIPTIONS/DUES	-	-	-	-	-
150	VEHICLE OPERATIONS	92,934	76,397	80,000	80,000	75,000
151	FUEL	26,557	27,251	30,000	28,000	30,000
152	DAMAGE CLAIMS	<u>7,124</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	* SUBTOTAL OPERATING *	<u>\$ 143,474</u>	<u>\$ 176,131</u>	<u>\$ 153,000</u>	<u>\$ 149,500</u>	<u>\$ 155,000</u>
	** TOTAL EXPENSES **	<u><u>\$ 455,565</u></u>	<u><u>\$ 480,847</u></u>	<u><u>\$ 484,816</u></u>	<u><u>\$ 481,316</u></u>	<u><u>\$ 497,226</u></u>

DIVISION 661 COMMERCIAL COLLECTION

DIVISION NARRATIVE

The Commercial Collection Division is comprised of four employees as shown below. These employees report to the Sanitation Superintendent who in turn reports to the Public Works Director/City Engineer.

This Division is responsible for the collection of solid waste from commercial customers, which is accomplished through the use of side load bulk containers. In addition, this division serves many multi-family residential properties.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Crew Leader I	1	14
Heavy Equipment Operator	2	13
Heavy Equipment Operator/Welder	<u>1</u>	13
TOTAL	<u>4</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of commercial collection service as the previous year. The overall 2.6% increase in expenses is due to growth in personnel and operating costs.

15-5-663 TRANSFER STATION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 120,685	\$ 137,069	\$ 133,046	\$ 133,046	\$ 141,382
014	OVERTIME	20,853	16,248	16,500	16,500	16,500
021	FICA	11,018	10,535	10,767	10,767	11,368
022	EMPLOYEE RETIREMENT	16,205	14,017	17,151	17,151	17,761
023	EMPLOYEE INSURANCE	31,124	31,680	33,120	33,120	34,560
040	WORKERS COMPENSATION	6,569	6,842	6,730	6,730	7,105
050	AWARDS	<u>2,009</u>	<u>2,172</u>	<u>2,334</u>	<u>2,334</u>	<u>2,499</u>
	* SUBTOTAL PERSONNEL *	<u>\$ 208,463</u>	<u>\$ 218,563</u>	<u>\$ 219,648</u>	<u>\$ 219,648</u>	<u>\$ 231,175</u>
110	CLOTHING/UNIFORMS	\$ 2,827	\$ 3,550	\$ 3,000	\$ 3,000	\$ 4,000
111	MATERIALS/SUPPLIES	15,789	12,591	16,000	15,000	15,000
121	UTILITIES	3,691	3,623	5,000	4,000	5,000
130	CONTRACTUAL SERVICES	578,859	613,799	700,000	690,000	700,000
131	REPAIRS/MAINTENANCE	571	2,413	25,000	20,000	25,000
132	PROFESSIONAL SERVICES	66	81	1,000	100	1,000
150	VEHICLE OPERATIONS	47,060	37,489	55,000	55,000	55,000
151	FUEL	<u>32,605</u>	<u>37,316</u>	<u>30,000</u>	<u>30,000</u>	<u>35,000</u>
	* SUBTOTAL OPERATING *	<u>\$ 681,468</u>	<u>\$ 710,862</u>	<u>\$ 835,000</u>	<u>\$ 817,100</u>	<u>\$ 840,000</u>
	** TOTAL EXPENSES **	<u>\$ 889,931</u>	<u>\$ 929,425</u>	<u>\$ 1,054,648</u>	<u>\$ 1,036,748</u>	<u>\$ 1,071,175</u>

DIVISION 663 TRANSFER STATION

DIVISION NARRATIVE

The Transfer Station Division is comprised of three Heavy Equipment Operators. These employees report to the Sanitation Superintendent who in turn reports to the Public Works Director/City Engineer.

This division is responsible for operating and maintaining our transfer station and hauling trash and garbage to the landfill. This is accomplished through the use of five tractor-trailer transfer trucks that are loaded by a compactor. Each driver makes at least six trips each day during the peak season.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Heavy Equipment Operator	<u>3</u>	13
TOTAL	<u>3</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 1.6% increase in expenses is due to expected changes in personnel costs.

15-5-671 RESIDENTIAL COLLECTION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 481,496	\$ 535,086	\$ 586,661	\$ 586,661	\$ 607,555
014	OVERTIME	49,623	46,681	45,000	45,000	45,000
021	FICA	37,879	42,103	44,216	44,216	45,679
022	EMPLOYEE RETIREMENT	54,599	63,535	68,079	68,079	67,542
023	EMPLOYEE INSURANCE	100,800	114,400	121,440	121,440	126,720
030	TRAINING	-	-	2,500	-	2,500
040	WORKERS COMPENSATION	20,014	14,624	15,792	15,792	16,314
050	AWARDS	6,697	7,962	8,558	8,558	9,163
	* SUBTOTAL PERSONNEL *	<u>\$ 751,108</u>	<u>\$ 824,391</u>	<u>\$ 892,246</u>	<u>\$ 889,746</u>	<u>\$ 920,473</u>
110	CLOTHING/UNIFORMS	\$ 10,362	\$ 12,607	\$ 8,500	\$ 8,500	\$ 10,000
111	MATERIALS/SUPPLIES	58,385	26,805	55,000	45,000	55,000
120	COMMUNICATIONS	645	2,284	10,000	5,000	5,000
130	CONTRACTUAL SERVICES	1,077,560	33	-	-	-
132	PROFESSIONAL SERVICES	151	375	2,000	1,000	3,000
140	SUB / DUES	212	212	-	-	-
141	TRAVEL	43	-	2,000	-	2,000
142	ADVERTISING	120	132	2,000	500	2,000
150	VEHICLE OPERATIONS	99,062	110,323	80,000	80,000	80,000
151	FUEL	30,211	43,180	32,000	32,000	32,000
152	DAMAGE CLAIMS	716	14,915	-	-	-
	* SUBTOTAL OPERATING *	<u>\$ 1,277,467</u>	<u>\$ 210,866</u>	<u>\$ 191,500</u>	<u>\$ 172,000</u>	<u>\$ 189,000</u>
	** TOTAL EXPENSES **	<u>\$ 2,028,575</u>	<u>\$ 1,035,257</u>	<u>\$ 1,083,746</u>	<u>\$ 1,061,746</u>	<u>\$ 1,109,473</u>

DIVISION 671 RESIDENTIAL COLLECTION

DIVISION NARRATIVE

The Residential Collection Division is comprised of 11 employees as shown below. These employees report to the Sanitation Superintendent who in turn reports to the Public Works Director/City Engineer. Supervisory personnel for the entire Solid Waste Fund is budgeted in this division.

The Sanitation Division is responsible for the curbside collection of all municipal solid waste, including yard waste, recycling and white goods. In addition, personnel provide beach cleaning services and roadside litter collection. Approximately 10,500 residential customers are served each week. Approximately 22,000 tons of solid waste are collected and disposed each year.

Temporary employees are used to supplement the permanent full time staff during the peak season to accommodate the increased workload.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Operations Manager / Solid Waste	1	27
Supervisor, Sanitation	1	21
Crew Leader I	1	14
Heavy Equipment Operator	3	13
Motor Equipment Operator	4	11
Tradesworker	<u>1</u>	9
TOTAL	<u>11</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The overall 2.4% increase in expenses is due to growth in personnel costs.

15-5-673 TRASH/LITTER COLLECTION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 132,329	\$ 142,220	\$ 144,990	\$ 144,990	\$ 154,555
012	SALARY, PART-TIME	-	-	10,920	-	10,920
014	OVERTIME	20,725	17,382	16,500	16,500	16,500
021	FICA	11,591	11,188	12,241	12,241	12,920
022	EMPLOYEE RETIREMENT	18,517	18,528	18,914	18,914	19,645
023	EMPLOYEE INSURANCE	28,533	28,160	33,120	33,120	34,560
040	WORKERS COMPENSATION	5,777	4,350	4,310	4,310	4,549
050	AWARDS	2,084	2,172	2,334	2,334	2,499
	* SUBTOTAL PERSONNEL *	<u>\$ 219,556</u>	<u>\$ 224,000</u>	<u>\$ 243,329</u>	<u>\$ 232,409</u>	<u>\$ 256,148</u>
110	CLOTHING/UNIFORMS	\$ 4,523	\$ 4,032	\$ 3,000	\$ 3,000	\$ 4,000
111	MATERIALS/SUPPLIES	39,723	44,072	26,200	26,200	26,200
132	PROFESSIONAL SERVICES	163	212	1,000	250	1,000
150	VEHICLE OPERATIONS	39,321	36,374	40,000	39,000	40,000
151	FUEL	29,206	39,302	25,000	25,000	32,500
152	DAMAGE CLAIMS	1,663	865	-	-	-
	* SUBTOTAL OPERATING *	<u>\$ 114,599</u>	<u>\$ 124,857</u>	<u>\$ 95,200</u>	<u>\$ 93,450</u>	<u>\$ 103,700</u>
	** TOTAL EXPENSES **	<u><u>\$ 334,155</u></u>	<u><u>\$ 348,857</u></u>	<u><u>\$ 338,529</u></u>	<u><u>\$ 325,859</u></u>	<u><u>\$ 359,848</u></u>

DIVISION 673 TRASH/LITTER COLLECTION

DIVISION NARRATIVE

The Trash/Litter Collection Division is comprised of two Heavy Equipment Operators and one Motor Equipment Operator. These employees report to the Sanitation Superintendent who in turn reports to the Public Works Director/City Engineer.

This division is responsible for the curbside collection of discarded furniture, appliances, and other bulky items. Also, these employees assist residential and commercial crews with the collection of yard waste and other debris. Litter collection and the clean-up of illegal dumping sites is also provided by this division.

Temporary employees are used to supplement the permanent full time staff during the peak season to accommodate the increased workload.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Heavy Equipment Operator	2	13
Motor Equipment Operator	<u>1</u>	11
TOTAL	<u>3</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of trash and litter collection service as the previous year's budget. The 6.3% increase is due to normal growth in both personnel and operating expenses.

15-5-674 BEACH CLEANING

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY	\$ 71,690	\$ 75,109	\$ 78,349	\$ 78,349	\$ 79,528
012	SALARY, PART-TIME	20,767	21,060	43,680	40,000	43,680
014	OVERTIME	16,374	16,375	16,925	16,925	16,925
021	FICA	7,531	7,802	9,727	9,700	9,809
022	EMPLOYEE RETIREMENT	7,800	7,942	9,366	9,300	9,672
023	EMPLOYEE INSURANCE	20,160	21,120	22,080	22,080	23,040
024	UNEMPLOYEE INSURANCE	300	-	-	-	-
040	WORKERS COMPENSATION	4,530	3,289	3,474	3,474	3,503
050	AWARDS	1,340	1,448	1,556	1,556	1,666
	* SUBTOTAL PERSONNEL *	<u>\$ 150,492</u>	<u>\$ 154,145</u>	<u>\$ 185,157</u>	<u>\$ 181,384</u>	<u>\$ 187,823</u>
110	CLOTHING/UNIFORMS	\$ 2,211	\$ 2,580	\$ 3,000	\$ 2,500	\$ 3,000
111	MATERIALS/SUPPLIES	3,157	1,610	10,000	3,000	10,000
132	PROFESSIONAL SERVICES	274	186	1,500	186	1,500
150	VEHICLE OPERATIONS	14,858	28,817	30,000	30,000	30,000
151	FUEL	22,475	23,640	25,000	24,000	25,000
	* SUBTOTAL OPERATING *	<u>\$ 42,975</u>	<u>\$ 56,833</u>	<u>\$ 69,500</u>	<u>\$ 59,686</u>	<u>\$ 69,500</u>
	** TOTAL EXPENSES **	<u><u>\$ 193,467</u></u>	<u><u>\$ 210,978</u></u>	<u><u>\$ 254,657</u></u>	<u><u>\$ 241,070</u></u>	<u><u>\$ 257,323</u></u>

DIVISION 674 BEACH CLEANING

DIVISION NARRATIVE

This division provides for the cleaning of the beach during the summer season and after busy weekends during the off-season.

This division provides for the salaries of two full-time employees and part-time Beach Cleaners as needed, as well as beach cleaning supplies and trash receptacles. Operational expenses for two beach trucks, a beach trailer, three beach cleaning machines, and two tractors are also included in this division.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Motor Equipment Operator	<u>2</u>	11
TOTAL	<u>2</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 1.0% increase in expenditures is due to growth in personnel costs.

15-5-675 RECYCLING

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 157,900	\$ 147,394	\$ 146,753	\$ 162,000	\$ 172,767
014	OVERTIME	18,877	16,200	17,400	17,400	17,400
021	FICA	13,144	12,286	11,983	11,983	13,882
022	EMPLOYEE RETIREMENT	16,697	15,189	17,202	17,202	20,124
023	EMPLOYEE INSURANCE	41,171	44,880	44,160	44,160	46,080
030	TRAINING	840	-	-	-	-
040	WORKERS COMPENSATION	6,163	4,399	4,104	4,104	4,754
050	AWARDS	2,679	2,895	3,112	3,112	3,332
	* SUBTOTAL PERSONNEL *	<u>\$ 257,471</u>	<u>\$ 243,243</u>	<u>\$ 244,714</u>	<u>\$ 259,961</u>	<u>\$ 278,339</u>
110	CLOTHING/UNIFORMS	\$ 4,730	\$ 4,970	\$ 4,000	\$ 4,000	\$ 4,500
111	MATERIALS/SUPPLIES	37,320	57,477	65,000	60,000	65,000
113	PRINTING/BINDING	-	-	-	-	3,000
130	CONTRACTUAL SERVICES	-	-	1,000	-	1,000
132	PROFESSIONAL SERVICES	166	115	-	-	-
150	VEHICLE OPERATIONS	22,106	28,277	35,000	33,000	35,000
150	FUEL	27,690	34,642	25,000	25,000	31,000
152	DAMAGE CLAIMS	1,739	-	-	-	-
	* SUBTOTAL OPERATING *	<u>\$ 93,751</u>	<u>\$ 125,481</u>	<u>\$ 130,000</u>	<u>\$ 122,000</u>	<u>\$ 139,500</u>
	** TOTAL EXPENSES **	<u>\$ 351,222</u>	<u>\$ 368,724</u>	<u>\$ 374,714</u>	<u>\$ 381,961</u>	<u>\$ 417,839</u>

DIVISION 675 RECYCLING

DIVISION NARRATIVE

The Recycling Division is comprised of four employees as shown below. These employees report to the Sanitation Superintendent who in turn reports to the Public Works Director/City Engineer.

This division is responsible for the curbside collection of recyclable materials from residential properties and the bulk collection of recycling from multi-family and commercial properties.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Heavy Equipment Operator/Welder	1	13
Motor Equipment Operator	1	11
Tradesworker	<u>2</u>	9
TOTAL	<u>4</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 11.0% increase in expenses is due to a growth in personnel and operating costs.

SOLID WASTE FUND

DEPRECIATION

This account contains the depreciation expense for all of the capital assets in the Solid Waste Fund.

The depreciation expense is based upon the useful life of each asset. The valuation of capitals assets as audited for the year ending June 30, 2018 was \$7,682,110. The accumulated depreciation as of June 30, 2018 was \$5,624,982.

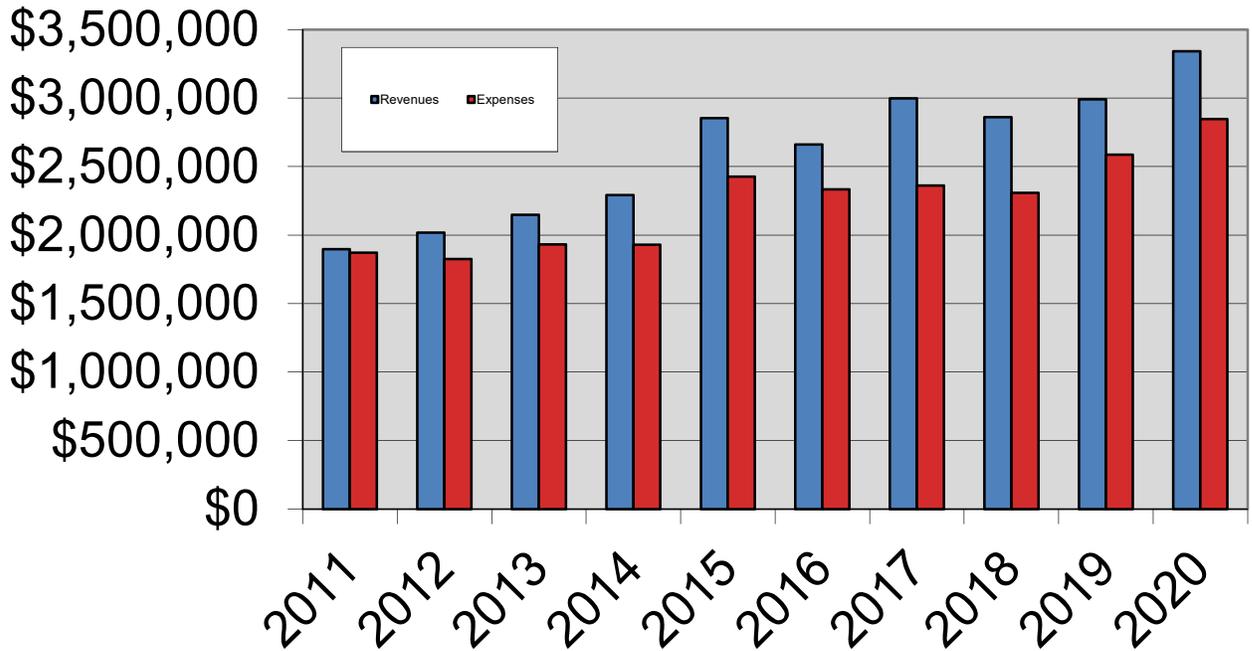
DETAIL OF EXPENSES		15-5-901-510				
CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
<u>DEPRECIATION</u>						
510	DEPRECIATION	<u>\$ 550,330</u>	<u>\$ 555,110</u>	<u>\$ 550,000</u>	<u>\$ 550,000</u>	<u>\$ 550,000</u>
TOTAL DEPRECIATION		<u>\$ 550,330</u>	<u>\$ 555,110</u>	<u>\$ 550,000</u>	<u>\$ 550,000</u>	<u>\$ 550,000</u>

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BEACH SERVICES FUND

BEACH SERVICES FUND

**REVENUES AND EXPENSES COMPARISON
BUDGETS FOR PAST 10 FISCAL YEARS**



The chart above reflects a surplus of \$495,257 for FY 2020. The Beach Services Fund was established in 2006. It is an enterprise fund which encompasses all vending on the beach as well as the cost of lifeguards throughout the summer season.

BEACH SERVICES FUND

The following table illustrates the budgeted revenues and expenses for the Beach Services Fund. These numbers represent the City's plan to provide services to beachgoers and to maintain safe public beaches.

FISCAL YEAR ENDING JUNE 30, 2020

DETAIL OF REVENUES

REVENUES	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Rental (Umbrellas & Chairs)	\$ 2,296,719	\$ 2,314,075	\$ 2,250,000	\$ 2,350,000	\$ 2,650,000
Italian Ice Sales	307,558	309,790	300,000	300,000	300,000
Sales (Drinks, Food, Misc)	402	138	10,000	10,000	10,000
Amusement Sales	72,287	63,399	75,000	75,000	75,000
Accommodations Tax Transfer	244,843	185,585	157,805	157,805	107,567
Local Accommodations Tax Transfer	624,915	327,121	363,862	363,862	363,862
Miscellaneous	12,421	11,503	20,000	20,000	20,000
Less Sales Tax	<u>(184,697)</u>	<u>(202,968)</u>	<u>(185,000)</u>	<u>(185,001)</u>	<u>(185,000)</u>
TOTAL REVENUES	<u>\$ 3,374,448</u>	<u>\$ 3,008,643</u>	<u>\$ 2,991,667</u>	<u>\$ 3,091,666</u>	<u>\$ 3,341,429</u>

FISCAL YEAR ENDING JUNE 30, 2020

SUMMARY OF EXPENSES

Div. #	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
760	Beach Services - Concessions	\$ 815,266	\$ 834,534	\$ 872,751	\$ 834,492	\$ 1,029,916
761	Beach Services - Lifeguards	721,454	766,564	736,067	726,781	752,067
906	Depreciation	169,204	178,828	150,000	165,000	150,000
906	Overhead Allocations	601,414	603,525	626,520	583,651	614,189
906	Transfer Out NMB Ent. Fund	<u>-</u>	<u>100,000</u>	<u>200,000</u>	<u>200,000</u>	<u>300,000</u>
TOTAL OPERATING EXPENSES		<u>\$ 2,307,338</u>	<u>\$ 2,483,451</u>	<u>\$ 2,585,338</u>	<u>\$ 2,509,924</u>	<u>\$ 2,846,172</u>
EXCESS (DEFICIT)		<u>\$ 1,067,110</u>	<u>\$ 525,192</u>	<u>\$ 406,329</u>	<u>\$ 581,742</u>	<u>\$ 495,257</u>
BEGINNING NET POSITION		<u>\$ (1,125,363)</u>	<u>\$ (58,253)</u>	<u>\$ 466,939</u>	<u>\$ 466,939</u>	<u>\$ 1,048,681</u>
ENDING NET POSITION		<u>\$ (58,253)</u>	<u>\$ 466,939</u>	<u>\$ 873,268</u>	<u>\$ 1,048,681</u>	<u>\$ 1,543,938</u>

BEACH SERVICES FUND

The following table illustrates the capital purchases for the fund. Even though some items such as beach chairs and beach umbrellas by themselves did not meet the individual capitalization programs threshold of \$5,000, it would be inappropriate to charge these expenditures in the first year of service. These items have a useful life much longer than one year and as a whole are a major expense in the on-going function of this enterprise. Beach chairs and umbrellas will be depreciated over a five year period.

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF CAPITAL OUTLAY**

DIV.#	ITEM DESCRIPTION	COST	GL ACCT. #
760	Beach Truck	\$ -	16-5-760-360
760	Chairs and Umbrellas	50,000	16-5-760-370
761	Gator (Side by Side)	13,500	16-5-761-360
	TOTAL CAPITAL OUTLAY	<u>\$ 63,500</u>	

Performance Benchmarks, Goals, and Priorities

The goals and priorities set forth in FY 2019 budget are underway and being accomplished as follows:

- Maintain revenues at current levels.
- Continue to improve staff training and maintain levels through regular season and shoulder season.
- Control variable expenses to acceptable percentage compared to actual revenue.
- Continue to grow online reservation program.

The following benchmarks, goals, and priorities are provided for in FY 2020:

- Continue to grow online reservation program.
- Utilize Beach Services POS software to be more efficient, accountable, and reduce time spent each day at close-out
- Grow the cash reserves within the fund to one years expense equivalent.

16-5-760 BEACH SERVICES - CONCESSIONS

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
012	PT- CONCESSIONS	\$ 497,269	\$ 510,515	\$ 500,000	\$ 500,000	\$ 635,000
013	PT- COMMISSIONS	38,268	38,053	36,760	36,760	36,760
014	OVERTIME	-	-	-	-	-
017	PT-SLIDE SECURITY	9,525	9,401	13,000	13,000	13,000
021	FICA	25,081	25,395	42,057	30,000	52,384
024	UNEMPLOYMENT INSURANCE	574	-	-	-	-
030	TRAINING	-	63	500	-	500
040	WORKERS COMPENSATION	8,577	10,995	10,955	10,995	10,955
050	AWARDS	-	-	180	-	180
	* SUBTOTAL PERSONNEL *	<u>\$ 579,294</u>	<u>\$ 594,422</u>	<u>\$ 603,452</u>	<u>\$ 590,755</u>	<u>\$ 748,779</u>
110	CLOTHING/UNIFORMS	\$ 2,133	\$ 713	\$ 3,000	\$ 2,500	\$ 3,000
111	MATERIALS/SUPPLIES	16,607	18,368	18,000	18,000	18,000
112	OFFICE SUPPLIES	480	189	1,900	200	1,900
113	PRINTING/BINDING	1,860	7,059	5,500	5,500	5,500
120	COMMUNICATIONS	34,649	39,973	41,022	41,000	41,022
130	CONTRACTUAL SERVICES	6	368	1,000	500	1,000
131	REPAIRS/MAINTENANCE	13,448	8,523	17,000	10,000	17,000
132	PROFESSIONAL SERVICES	3,911	6,630	23,000	10,000	23,000
134	CREDIT CARD FEES	26,230	29,082	26,890	30,000	27,025
140	SUBSCRIPTIONS/DUES	122	60	-	-	-
141	TRAVEL/BUSINESS	75	29	1,500	100	1,500
142	ADVERTISING	-	200	500	200	500
150	VEHICLE OPERATIONS	14,777	11,321	11,000	11,000	11,000
151	FUEL	12,805	17,211	21,000	18,000	21,000
152	DAMAGE CLAIMS	738	3,345	-	-	-
160	HIPPO INSURANCE	15,500	15,500	15,500	15,500	15,500
185	ITALIAN ICE / SUPPLIES	91,053	81,541	81,237	81,237	92,940
186	BOTTLED DRINKS	-	-	750	-	750
187	PREPACKAGED FOODS	-	-	500	-	500
188	NON-FOOD ITEMS	1,577	-	-	-	-
	* SUBTOTAL OPERATING *	<u>\$ 235,971</u>	<u>\$ 240,112</u>	<u>\$ 269,299</u>	<u>\$ 243,737</u>	<u>\$ 281,137</u>
	** TOTAL EXPENSES**	<u><u>\$ 815,265</u></u>	<u><u>\$ 834,534</u></u>	<u><u>\$ 872,751</u></u>	<u><u>\$ 834,492</u></u>	<u><u>\$ 1,029,916</u></u>

DIVISION 760 BEACH SERVICES- CONCESSIONS

DIVISION NARRATIVE

The Beach Services division currently has no full-time regular employees. An Overhead allocation is made to account for the hours worked during the summer months for the Beach Services Manager and Beach Services Assistant. Also, approximately 110 part-time employees will be hired during the summer as concession or rental employees.

DETAIL OF PERSONNEL SERVICES

No full time personnel services are budgeted for FY 2020.

DETAIL OF CAPITAL OUTLAY

**** SEE BEACH SERVICES CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

The 18.0% increase in expenses is due to additional costs associated with part-time seasonal help.

16-5-761 BEACH SERVICES - LIFEGUARDS

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
012	PT - LIFEGUARDS	\$ 569,803	\$ 608,156	\$ 575,000	\$ 575,000	\$ 575,000
013	LIFEGUARD BONUSES	29,200	29,350	43,000	40,000	43,000
021	FICA	34,099	35,663	47,277	40,000	47,277
024	UNEMPLOYMENT INSURANCE	1,878	267	-	-	-
030	TRAINING	210	995	3,700	1,000	3,700
040	WORKERS COMPENSATION	11,280	11,640	12,360	12,360	12,360
050	AWARDS	148	-	2,000	-	2,000
	* SUBTOTAL PERSONNEL *	<u>\$ 646,618</u>	<u>\$ 686,071</u>	<u>\$ 683,337</u>	<u>\$ 668,360</u>	<u>\$ 683,337</u>
110	CLOTHING/UNIFORMS	\$ 29,074	\$ 18,579	\$ 17,360	\$ 17,360	\$ 17,360
111	MATERIALS/SUPPLIES	21,023	27,328	18,150	18,150	18,150
113	PRINTING/BINDING	457	350	-	-	-
120	COMMUNICATIONS	2,952	8,813	-	9,000	9,000
130	CONTRACTUAL SERVICES	362	279	-	-	-
131	REPAIRS/MAINTENANCE	2,816	153	7,800	200	7,800
132	PROFESSIONAL SERVICES	3,886	4,881	-	-	-
140	SUBSCRIPTIONS/DUES	4,115	4,450	3,920	3,920	3,920
141	TRAVEL/BUSINESS	6,968	5,873	2,000	2,000	2,000
142	ADVERTISING	26	1,070	3,500	1,500	3,500
150	VEHICLE OPERATIONS	3,141	7,319	-	5,875	6,000
151	FUEL	16	1,398	-	416	1,000
	* SUBTOTAL OPERATING *	<u>\$ 74,836</u>	<u>\$ 80,493</u>	<u>\$ 52,730</u>	<u>\$ 58,421</u>	<u>\$ 68,730</u>
	** TOTAL EXPENSES **	<u><u>\$ 721,454</u></u>	<u><u>\$ 766,564</u></u>	<u><u>\$ 736,067</u></u>	<u><u>\$ 726,781</u></u>	<u><u>\$ 752,067</u></u>

DIVISION 761 BEACH SERVICES- LIFEGUARDS

DIVISION NARRATIVE

The Beach Services-Lifeguards includes approximately 115 part-time employees that are hired during the summer as lifeguards. This division will provide for daily lifeguard services at 59 lifeguard stands along the nine miles of beach front in North Myrtle Beach from mid May through October 1st..

DETAIL OF PERSONNEL SERVICES

No full time personnel services are budgeted for FY 2019.

DETAIL OF LIFEGUARD BONUSES

Rookie Academy Bonus (seven day academy)	\$600
Recertification Bonus (two day recertification)	\$400
Weekend Bonus (per Holiday weekend)	\$100

*Bonuses will not be paid unless an individual works a minimum of 65 days AND one of the Bonus Weekends.
Bonus Weekends= must work all three days to count as a bonus weekend. (Saturday, Sunday and Monday)

DETAIL OF CAPITAL OUTLAY

**** SEE BEACH SERVICES CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

The 4.0% increase in expenses is due to growth in personnel and operating costs.

BEACH SERVICES FUND

DEPRECIATION

This account contains the depreciation expense for all of the capital assets in the Beach Services Fund.

The depreciation expense is based upon the useful life of each asset. The valuation of capital assets are audited for the year ending June 30, 2018 was \$2,129,565. The accumulated depreciation as of June 30, 2018 was \$1,518,189.

DETAIL OF EXPENSES 16-5-906-510

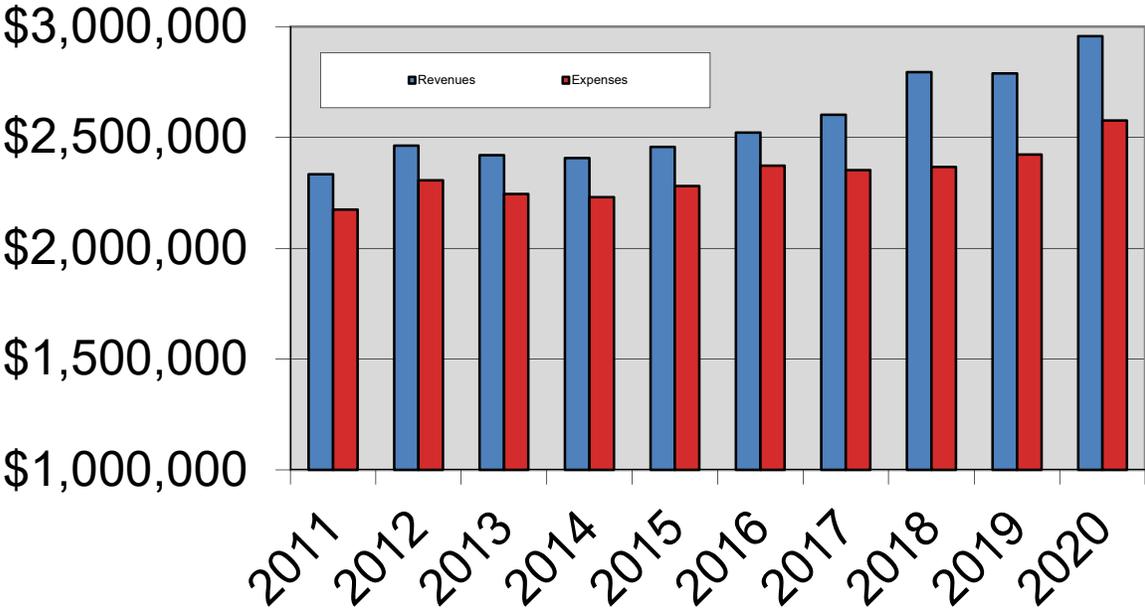
CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
<u>DEPRECIATION</u>						
510	DEPRECIATION	<u>\$ 169,205</u>	<u>\$ 178,828</u>	<u>\$ 150,000</u>	<u>\$ 165,000</u>	<u>\$ 150,000</u>
* TOTAL DEPRECIATION*		<u>\$ 169,205</u>	<u>\$ 178,828</u>	<u>\$ 150,000</u>	<u>\$ 165,000</u>	<u>\$ 150,000</u>

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AQUATIC & FITNESS
CENTER FUND

AQUATIC AND FITNESS CENTER FUND

**REVENUES AND EXPENSES COMPARISON
BUDGETS FOR PAST 10 FISCAL YEARS**



According to the chart above, revenues are projected to exceed expenses by \$381,908 for FY 2020.

**AQUATIC AND FITNESS CENTER FUND
DEPARTMENT OF PARKS AND RECREATION**

The Aquatic and Fitness Center is a member driven enterprise fund established in 2004, which accounts for all activities at the center. The 1/2% of the local accommodations tax monies is pledged to cover the debt service on the center. Excess local accommodations tax monies are transferred to the Beach Services Fund.

The following table illustrates the budgeted revenues and expenses for the Aquatic and Fitness Center Fund:

FISCAL YEAR ENDING JUNE 30, 2020

DETAIL OF REVENUES

REVENUES	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Aquatic Membership Fees	\$ 1,542,151	\$ 1,656,287	\$ 1,600,000	\$ 1,675,000	\$ 1,700,000
Aquatic Enrollment Fees	58,233	66,541	55,000	66,000	60,000
Aquatic Day Memberships	49,465	54,500	59,000	59,000	59,000
Operating Program Fees	289,650	258,808	200,000	258,000	250,000
Sales (Merch. & Food)	38,854	46,340	40,000	46,000	47,500
Property Sales/Interest/Rent	-	21	-	-	-
Miscellaneous	2,651	2,719	1,000	2,000	2,000
Non-Operating Program Fees	13,533	18,930	10,000	17,500	15,000
Local Accommodations Tax Transfer	493,749	823,205	823,205	823,205	823,205
TOTAL REVENUES	<u>\$ 2,488,286</u>	<u>\$ 2,927,351</u>	<u>\$ 2,788,205</u>	<u>\$ 2,946,705</u>	<u>\$ 2,956,705</u>

FISCAL YEAR ENDING JUNE 30, 2020

SUMMARY OF EXPENSES

Div. #	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2018 ESTIMATED	FY 2020 BUDGETED
770	Administration	\$ 1,058,750	\$ 1,037,257	\$ 863,630	\$ 851,673	\$ 936,601
771	Aquatics	249,752	248,615	289,558	275,438	315,158
772	Activity Specialist	192,090	195,159	209,858	209,858	194,466
773	Fitness	273,579	257,605	278,268	252,755	279,826
774	Custodians	144,095	149,329	152,888	145,648	158,228
970	Depreciation / Amortization	292,463	294,324	275,000	295,000	295,000
970	Overhead Allocations	234,784	235,530	238,448	229,031	237,996
970	Bond Interest/Agent Fees	157,312	133,541	114,658	126,673	107,522
TOTAL OPERATING EXPENSES		<u>\$ 2,602,825</u>	<u>\$ 2,551,360</u>	<u>\$ 2,422,308</u>	<u>\$ 2,386,076</u>	<u>\$ 2,524,797</u>
EXCESS (DEFICIT)		<u>\$ (114,539)</u>	<u>\$ 375,991</u>	<u>\$ 365,897</u>	<u>\$ 560,629</u>	<u>\$ 431,908</u>
BEGINNING NET POSITION		<u>\$ 2,533,660</u>	<u>\$ 2,419,121</u>	<u>\$ 2,795,112</u>	<u>\$ 2,795,112</u>	<u>\$ 3,355,741</u>
ENDING NET POSITION		<u>\$ 2,419,121</u>	<u>\$ 2,795,112</u>	<u>\$ 3,161,009</u>	<u>\$ 3,355,741</u>	<u>\$ 3,787,649</u>

AQUATIC AND FITNESS CENTER FUND

The following table illustrates the ongoing capital needs of the Aquatic and Fitness Center Fund:

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF CAPITAL OUTLAY**

DIV.#	ITEM DESCRIPTION	COST	GL ACCT. #
770	Fitness Equipment Replacement	\$ 50,000	17-5-970-280
		<u>\$ 50,000</u>	

Performance Benchmarks, Goals, and Priorities

The following benchmarks, goals, and priorities are provided for in FY 2020, along with programs already in place:

- Continue to improve AFC social media presence through Facebook and the website.
- Increase the number of CPR classes offered to AFC members and the community.
- Increase the number of swimmers participating in our Summer Swim League by promoting through swim lessons.
- Increase Aquatic Staff in-service training sessions to ensure staff readiness and member safety. Hold staff training sessions on a monthly basis.
- Replace touchpads (8) with Colorado timing system to provide a quality facility to host swim meets.
- Continue to upgrade and improve fitness equipment, programming and customer service. Continue to evolve and provide our members and community the best health & fitness experience possible.
- Advance relationships with CCU Exercise Science Program- Utilize Student Internships.
- Improve TV Audio Options for members overall listening quality.
- Upgrade minor cleaning equipment to improve overall efficiency and effectiveness Improve/Replace Counter Tops in MP/Staff/ Bathrooms.
- Hold quarterly Customer Service staff meetings to provide a more thorough training and communication opportunity.
- Continue to work towards simplifying and streamlining paperwork at the Customer Service Desk.
- Increase opportunities to communicate with members outside of the facility. ie. monthly newsletter via email.

17-5-770 ADMINISTRATION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 250,570	\$ 264,672	\$ 275,757	\$ 275,757	\$ 280,637
012	SALARY, PART-TIME	74,838	75,252	81,206	80,000	82,653
014	OVERTIME	227	437	-	200	-
015	SPECIAL ALLOWANCE	5,400	5,400	5,400	5,400	5,400
021	FICA	25,142	25,593	25,701	26,018	26,157
022	EMPLOYEE RETIREMENT	31,812	32,642	35,714	36,400	36,488
023	EMPLOYEE INSURANCE	41,124	42,220	44,160	44,160	46,080
024	UNEMPLOYMENT INSURANCE	1,416	-	-	-	-
030	TRAINING	867	297	650	297	650
040	WORKERS COMPENSATION	2,653	2,666	2,856	2,856	2,906
050	AWARDS	2,759	2,896	2,900	2,900	3,332
	* SUBTOTAL PERSONNEL *	<u>\$ 436,808</u>	<u>\$ 452,075</u>	<u>\$ 474,344</u>	<u>\$ 473,988</u>	<u>\$ 484,303</u>
110	CLOTHING/UNIFORMS	\$ 128	\$ 935	\$ 300	\$ 300	\$ 700
111	MATERIALS/SUPPLIES	14,930	12,428	10,000	10,000	10,900
112	OFFICE SUPPLIES	6,160	5,409	10,400	10,400	10,400
113	PRINTING/BINDING	43	1,476	2,000	1,500	2,000
117	RESALE SUPPLIES	5,219	5,008	3,500	3,500	3,500
120	COMMUNICATIONS	1,357	1,580	2,000	2,000	2,000
121	UTILITIES	176,558	174,265	180,000	180,000	180,000
130	CONTRACTUAL SERVICES	52,148	57,929	50,126	50,000	52,838
131	REPAIRS/MAINTENANCE	102,834	258,681	57,000	57,000	116,000
132	PROFESSIONAL SERVICES	401	521	875	500	875
134	CREDIT CARD FEES	12,828	12,889	10,500	10,500	10,500
140	SUBSCRIPTIONS/DUES	1,555	1,271	985	985	985
141	TRAVEL/BUSINESS	1,942	305	5,000	1,000	5,000
142	ADVERTISING	48,409	52,485	56,600	50,000	56,600
151	FUEL	270	-	-	-	-
152	DAMAGE CLAIMS	197,160	-	-	-	-
	* SUBTOTAL OPERATING *	<u>\$ 621,942</u>	<u>\$ 585,182</u>	<u>\$ 389,286</u>	<u>\$ 377,685</u>	<u>\$ 452,298</u>
	** TOTAL EXPENSES **	<u><u>\$ 1,058,750</u></u>	<u><u>\$ 1,037,257</u></u>	<u><u>\$ 863,630</u></u>	<u><u>\$ 851,673</u></u>	<u><u>\$ 936,601</u></u>

DIVISION 770 ADMINISTRATION

DIVISION NARRATIVE

The Aquatic and Fitness Center is a division of the Parks and Recreation Department. The Administration Division is comprised of four full-time staff members that are devoted to operating the facility on a full-time basis and with the assistance of nearly 70 part-time employees. They strive to create and provide outstanding health and fitness programs to the City of North Myrtle Beach and the surrounding area. The Aquatic Center Director and Assistant Director manage all activities and with the aide of the various supervisors in the facility develop the programs that make this facility the top fitness center in the area.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Aquatic & Fitness Center Director	1	25
Assistant Aquatic & Fitness Center Director	1	21
Customer Service Supervisor	1	15
Secretary / Receptionist	<u>1</u>	10
TOTAL	<u>4</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE AQUATIC AND FITNESS CENTER CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division will provide the same basic level of services as the previous fiscal year. The 8.4% increase in total expenses is due to growth in personnel costs and repairs and maintenance.

17-5-771 AQUATICS

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 77,094	\$ 78,015	\$ 84,547	\$ 84,547	\$ 89,612
012	SALARY, PART-TIME	76,782	77,449	80,198	80,198	84,221
014	OVERTIME	206	320	-	-	-
021	FICA	11,548	11,761	11,862	11,862	12,516
022	EMPLOYEE RETIREMENT	7,935	8,339	8,833	8,833	9,342
023	EMPLOYEE INSURANCE	20,160	21,120	22,080	22,080	23,040
024	UNEMPLOYMENT INSURANCE	450	-	-	-	-
030	TRAINING	35	355	500	400	-
040	WORKERS COMPENSATION	1,231	1,267	1,318	1,318	1,391
050	AWARDS	1,339	1,448	1,450	1,450	1,666
	* SUBTOTAL PERSONNEL *	<u>\$ 196,780</u>	<u>\$ 200,074</u>	<u>\$ 210,788</u>	<u>\$ 210,688</u>	<u>\$ 221,788</u>
110	CLOTHING/UNIFORMS	\$ 291	\$ 32	\$ 500	\$ 250	\$ 500
111	MATERIALS/SUPPLIES	20,987	20,099	24,355	24,000	34,955
112	OFFICE SUPPLIES	-	82	-	-	-
113	PRINTING/BINDING	106	-	-	-	-
130	CONTRACTUAL SERVICES	6,261	1,868	7,700	5,000	7,700
131	REPAIRS/MAINTENANCE	18,978	21,125	40,300	30,000	44,300
132	PROFESSIONAL SERVICES	5,908	4,241	3,900	3,500	3,900
140	SUBSCRIPTIONS/DUES	441	1,094	2,015	2,000	2,015
	* SUBTOTAL OPERATING *	<u>\$ 52,972</u>	<u>\$ 48,541</u>	<u>\$ 78,770</u>	<u>\$ 64,750</u>	<u>\$ 93,370</u>
	** TOTAL EXPENSES **	<u>\$ 249,752</u>	<u>\$ 248,615</u>	<u>\$ 289,558</u>	<u>\$ 275,438</u>	<u>\$ 315,158</u>

DIVISION 771 AQUATICS

DIVISION NARRATIVE

The Aquatics Division is made up of two full-time staff members, the Aquatic Supervisor and an Assistant Aquatic Supervisor. These individuals are responsible for all the maintenance of the pool area as well as scheduling and supervising the lifeguards, swim instructors, and water exercise instructors. They plan and implement all pool related activities including swim lessons, swim teams, and aquatic exercise programs.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Aquatic Supervisor	1	15
Assistant Aquatic Supervisor	<u>1</u>	12
TOTAL	<u>2</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE AQUATIC AND FITNESS CENTER CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division will provide the same basic level of services as the previous fiscal year. The 8.8% increase in total expenses is due to growth in personnel costs and pool supplies.

17-5-772 ACTIVITY SPECIALIST

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 54,907	\$ 60,272	\$ 63,816	\$ 63,816	\$ 46,175
012	SALARY, PART-TIME	95,851	87,691	97,968	97,968	102,720
014	OVERTIME	270	-	-	-	-
021	FICA	11,486	11,119	11,972	11,972	11,018
022	EMPLOYEE RETIREMENT	7,564	7,787	8,443	8,443	6,109
023	EMPLOYEE INSURANCE	10,080	11,440	11,040	11,040	11,520
030	TRAINING	-	432	500	500	500
040	WORKERS COMPENSATION	1,149	1,194	1,294	1,294	1,191
050	AWARDS	<u>670</u>	<u>724</u>	<u>725</u>	<u>725</u>	<u>833</u>
	* SUBTOTAL PERSONNEL *	<u>\$ 181,977</u>	<u>\$ 180,659</u>	<u>\$ 195,758</u>	<u>\$ 195,758</u>	<u>\$ 180,066</u>
110	CLOTHING/UNIFORMS	\$ 560	\$ 655	\$ 600	\$ 600	\$ 600
111	MATERIALS/SUPPLIES	9,373	12,780	12,800	12,800	12,800
132	PROFESSIONAL SERVICES	<u>180</u>	<u>1,065</u>	<u>700</u>	<u>700</u>	<u>1,000</u>
	* SUBTOTAL OPERATING *	<u>\$ 10,113</u>	<u>\$ 14,500</u>	<u>\$ 14,100</u>	<u>\$ 14,100</u>	<u>\$ 14,400</u>
	** TOTAL EXPENSES **	<u><u>\$ 192,090</u></u>	<u><u>\$ 195,159</u></u>	<u><u>\$ 209,858</u></u>	<u><u>\$ 209,858</u></u>	<u><u>\$ 194,466</u></u>

DIVISION 772 ACTIVITY SPECIALIST

DIVISION NARRATIVE

The Activity Division is made up of one full-time staff member, the Activities Director. This individual is responsible for organizing and developing programs and activities for the Aquatic and Fitness Center. This would include all children's programs and special events such as summer camps, after-school programs, and the Child Watch Area located within the Center. Additionally, the Activity Director is responsible for activities in the gymnasium including members open basketball and volleyball.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Activities Director	<u>1</u>	17
TOTAL	<u>1</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE AQUATIC AND FITNESS CENTER CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division will provide the same basic level of services as the previous fiscal year. The 7.3% decrease in total expenses is due to a change in personnel in this division.

17-5-773 FITNESS

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 62,358	\$ 41,400	\$ 56,043	\$ 47,000	\$ 49,032
012	SALARY, PART-TIME	113,223	124,113	116,727	116,727	124,176
014	OVERTIME	121	182	-	-	-
021	FICA	12,340	13,144	12,785	12,116	12,817
022	EMPLOYEE RETIREMENT	7,743	5,550	7,446	3,760	3,923
023	EMPLOYEE INSURANCE	10,080	7,031	11,040	11,040	11,520
030	TRAINING	175	378	925	925	925
040	WORKERS COMPENSATION	1,028	1,040	1,037	1,037	1,039
050	AWARDS	<u>670</u>	<u>704</u>	<u>725</u>	<u>725</u>	<u>833</u>
	* SUBTOTAL PERSONNEL *	<u>\$ 207,738</u>	<u>\$ 193,542</u>	<u>\$ 206,728</u>	<u>\$ 193,330</u>	<u>\$ 204,265</u>
110	CLOTHING/UNIFORMS	\$ 168	\$ 459	\$ 450	\$ 450	\$ 450
111	MATERIALS/SUPPLIES	12,351	11,967	13,620	13,620	13,620
112	OFFICE SUPPLIES	54	-	140	-	-
117	RESALE SUPPLIES	23,500	26,431	30,075	30,000	30,000
130	CONTRACTUAL SERVICES	4,408	5,882	20,400	10,000	24,636
131	REPAIRS/MAINTENANCE	24,213	18,167	3,500	3,500	3,500
132	PROFESSIONAL SERVICES	1,042	978	750	750	750
140	SUBSCRIPTIONS/DUES	105	179	1,105	1,105	1,105
141	TRAVEL/BUSINESS	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>-</u>	<u>1,500</u>
	* SUBTOTAL OPERATING *	<u>\$ 65,841</u>	<u>\$ 64,063</u>	<u>\$ 71,540</u>	<u>\$ 59,425</u>	<u>\$ 75,561</u>
	** TOTAL EXPENSES **	<u><u>\$ 273,579</u></u>	<u><u>\$ 257,605</u></u>	<u><u>\$ 278,268</u></u>	<u><u>\$ 252,755</u></u>	<u><u>\$ 279,826</u></u>

DIVISION 773 FITNESS

DIVISION NARRATIVE

The Fitness Division is comprised of one full-time staff employee, the Fitness Director. This individual is responsible for coordinating and scheduling all fitness related activities. Additionally, the Fitness Director is responsible for the maintenance and upkeep of all the equipment in the fitness area.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Fitness Director	<u>1</u>	17
TOTAL	<u>1</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE AQUATIC AND FITNESS CENTER CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division will provide the same basic level of services as the previous fiscal year with expenses relatively unchanged.

17-5-774 CUSTODIANS

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ 52,481	\$ 55,178	\$ 59,915	\$ 55,260	\$ 60,049
012	SALARY, PART-TIME	21,500	24,170	23,100	23,508	23,920
014	OVERTIME	1,183	1,074	1,500	1,024	1,500
021	FICA	5,688	6,076	6,254	6,141	6,325
022	EMPLOYEE RETIREMENT	4,267	4,370	4,793	4,475	4,924
023	EMPLOYEE INSURANCE	20,160	21,120	22,080	21,120	23,040
030	Training	-	108	-	108	-
040	WORKERS COMPENSATION	618	644	676	644	684
050	AWARDS	<u>1,379</u>	<u>1,448</u>	<u>1,450</u>	<u>1,448</u>	<u>1,666</u>
	* SUBTOTAL PERSONNEL *	<u>\$ 107,276</u>	<u>\$ 114,188</u>	<u>\$ 119,768</u>	<u>\$ 113,728</u>	<u>\$ 122,108</u>
110	CLOTHING/UNIFORMS	\$ 111	\$ 383	\$ 1,000	\$ 324	\$ 1,000
111	MATERIALS/SUPPLIES	-	146	-	96	-
118	CUSTODIAL SUPPLIES	36,708	34,612	32,000	31,500	35,000
132	PROFESSIONAL SERVICES	<u>-</u>	<u>-</u>	<u>120</u>	<u>-</u>	<u>120</u>
	* SUBTOTAL OPERATING *	<u>\$ 36,819</u>	<u>\$ 35,141</u>	<u>\$ 33,120</u>	<u>\$ 31,920</u>	<u>\$ 36,120</u>
	** TOTAL EXPENSES **	<u><u>\$ 144,095</u></u>	<u><u>\$ 149,329</u></u>	<u><u>\$ 152,888</u></u>	<u><u>\$ 145,648</u></u>	<u><u>\$ 158,228</u></u>

DIVISION 774 CUSTODIANS

DIVISION NARRATIVE

The Custodians Division is comprised of two full-time Custodians. These individuals are responsible for maintaining the facility and keeping it clean with the help of several part-time employees.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
Custodian	<u>2</u>	8
TOTAL	<u>2</u>	

DETAIL OF CAPITAL OUTLAY

**** SEE AQUATIC AND FITNESS CENTER CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division will provide the same basic level of services as the previous fiscal year. The 3.5% increase in expenses is due to growth in personnel costs and custodial supplies.

AQUATIC AND FITNESS CENTER FUND

DEPRECIATION

This account contains the depreciation expense for all of the capital assets in the Aquatic and Fitness Center Fund.

The depreciation expense is based upon the useful life of each asset. The valuation of capital assets as audited for the year ending June 30, 2018 was \$10,704,910. The accumulated depreciation as of June 30, 2018 was \$3,812,860.

DETAIL OF EXPENSES 17-5-970-510

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
<u>DEPRECIATION</u>						
510	DEPRECIATION	\$ 292,463	\$ 294,324	\$ 275,000	\$ 295,000	\$ 295,000
* TOTAL DEPRECIATION*		\$ 292,463	\$ 294,324	\$ 275,000	\$ 295,000	\$ 295,000

BOND INTEREST

DETAIL OF EXPENSES 17-5-970-415

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
<u>BOND INTEREST</u>						
415	BOND INTEREST	\$ 157,312	\$ 133,541	\$ 114,658	\$ 126,673	\$ 107,522
* TOTAL BOND INTEREST *		\$ 157,312	\$ 133,541	\$ 114,658	\$ 126,673	\$ 107,522

NMB ENTERPRISE FUND

NMB ENTERPRISE FUND

The NMB Enterprise Fund has been developed to provide for money making enterprises that will be established to enhance and expand visitor opportunities within the City of North Myrtle Beach. The funds derived from these enterprises will be maintained within this fund to be used at the discretion of Council and Management to provide for future benefits to the North Myrtle Beach community.

The following table illustrates the budgeted revenues and expenses for the NMB Enterprise Fund:

FISCAL YEAR ENDING JUNE 30, 2020

DETAIL OF REVENUES

REVENUES	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
NMB Park Sponsorships	\$ 315,110	\$ 409,151	\$ 130,000	\$ 50,873	\$ 130,000
NMB Park Field/Tournament Rentals	-	-	105,000	119,417	105,000
NMB Park Rentals	-	-	30,000	29,231	30,000
NMB Park Admissions	-	-	45,000	26,457	45,000
NMB Park Concessions	53,529	395,760	330,000	350,069	330,000
NMB Park Vending	-	-	500	6,533	500
NMB Merchandise Sales	7,670	16,328	15,000	-	15,000
Revenue Share Activities	-	-	75,000	61,382	75,000
Christmas Light Show/ Village	298,557	346,645	500,000	443,038	450,000
Sales Tax	(25,556)	(64,106)	(30,000)	(55,000)	(30,000)
Miscellaneous	180	1,138	-	967	-
General Fund Transfer	150,000	50,000	150,000	650,000	365,000
Accommodations Tax Transfer	-	138,558	129,859	129,859	84,500
Carousel	-	-	-	-	100,000
Park Dev. Fund Transfer	341,615	-	-	-	-
CIP Transfer	-	100,000	-	-	-
Beach Services Transfer	-	100,000	200,000	200,000	300,000
TOTAL REVENUES	\$ 1,141,105	\$ 1,493,474	\$ 1,680,359	\$ 2,012,826	\$ 2,000,000

FISCAL YEAR ENDING JUNE 30, 2020

SUMMARY OF EXPENSES

Div #	DIVISION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
744	Concessions	\$ -	\$ 325,125	\$ 357,580	\$ 370,655	\$ 389,786
781	Christmas Light Show/Village Operating	-	242,094	138,000	139,350	212,600
906	Depreciation	-	177,730	985,033	280,000	280,000
906	Overhead Allocations	-	62,658	539,605	539,605	657,129
906	Transfer - General Fund	-	-	-	75,000	75,000
	TOTAL EXPENSES	\$ -	\$ 807,607	\$ 2,020,218	\$ 1,404,610	\$ 1,614,515
	EXCESS (DEFICIT)	\$ 1,141,105	\$ 685,867	\$ (339,859)	\$ 608,216	\$ 385,485
	BEGINNING NET POSITION	\$ -	\$ 1,141,105	\$ 1,826,972	\$ 1,826,972	\$ 2,435,188
	ENDING NET POSITION	\$ 1,141,105	\$ 1,826,972	\$ 1,487,113	\$ 2,435,188	\$ 2,820,673

NMB ENTERPRISE FUND

The following table illustrates the ongoing capital needs of this fund. Even though many of these items do not individually meet the capitalization threshold, the City will capitalize these items as a whole in order to smooth out the cost of the activities over time.

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF CAPITAL OUTLAY**

DIV.#	ITEM DESCRIPTION	COST	GL ACCT. #
781	Christmas Lights	\$ 50,000	18-5-781-370
	Restrooms Dog Park	100,000	18-5-781-370
	Christmas Village Improvements	20,000	18-5-781-370
	Soccer Field Lights	200,000	18-5-781-370
782	Carousel	550,000	18-5-782-370
	Train	165,000	18-5-782-370
	Total Capital	<u>\$ 1,085,000</u>	

Performance Benchmarks, Goals, and Priorities

The goals and priorities set forth in FY 2019 budget are underway and being accomplished as follows:

- Increase sales by 5%.
- Continue to improve concessions menu and explore new revenue items.
- Control and manage inventory and hold cost to or below 35%.

The following benchmarks, goals, and priorities are provided for in FY 2020:

- Secure a Dip N Dots stand alone mobile unit, and increase sales \$20,000 compared to prior year.
- Renovate both concession pods at baseball/softball complex to accommodate ICEE Mix resulting in an increase of \$20,000 in concession revenue.
- Design and secure contractor to prepare Carousel and Train Ride site.
- Add at least 2 new light display attractions for the Great Christmas Light Show.
- Provide for a carousel ride at the center of the lot which holds the Christmas Village in December.

18-5-744 NMB ENTERPRISE FUND - CONCESSIONS

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
011	SALARY, REGULAR	\$ -	\$ 41,892	\$ 89,975	\$ 80,000	\$ 77,260
012	SALARY, PART-TIME	-	68,708	60,000	65,000	68,485
014	OVERTIME	-	161	-	-	-
021	FICA	-	8,378	11,473	11,100	10,639
022	RETIREMENT	-	3,273	9,897	9,000	6,181
023	INSURANCE	-	10,560	22,080	18,400	23,040
024	UNEMPLOYEE INSURANCE	-	1,098	-	-	5,000
030	TRAINING	-	78	-	-	5,000
040	WORKERS COMPENSATION	-	1,733	2,999	2,999	2,915
050	AWARDS	-	704	1,556	1,556	1,666
	* SUBTOTAL PERSONNEL *	<u>\$ -</u>	<u>\$ 136,585</u>	<u>\$ 197,980</u>	<u>\$ 188,055</u>	<u>\$ 200,186</u>
110	CLOTHING/UNIFORMS	\$ -	\$ -	\$ 1,600	\$ 1,000	\$ 1,600
111	MATERIALS/SUPPLIES	-	8,751	20,000	9,000	20,000
112	OFFICE SUPPLIES	-	9	500	100	500
130	CONTRACTUAL SERVICES	-	5,705	5,000	5,000	5,000
131	REPAIRS/MAINTENANCE	-	5,119	6,000	6,000	6,000
132	PROFESSIONAL SERVICES	-	6,692	1,500	1,500	1,500
134	CREDIT CARD FEES	-	6,357	5,000	5,000	5,000
180	DRINKS FOR RESALE	-	38,828	30,000	40,000	40,000
181	PREPACKAGED FOOD-RESALE	-	102,385	80,000	100,000	100,000
182	NON-FOOD ITEMS-RESALE	-	14,694	10,000	15,000	10,000
	* SUBTOTAL OPERATING *	<u>\$ -</u>	<u>\$ 188,540</u>	<u>\$ 159,600</u>	<u>\$ 182,600</u>	<u>\$ 189,600</u>
	** TOTAL EXPENSES **	<u><u>\$ -</u></u>	<u><u>\$ 325,125</u></u>	<u><u>\$ 357,580</u></u>	<u><u>\$ 370,655</u></u>	<u><u>\$ 389,786</u></u>

DIVISION 744 NMB ENTERPRISE FUND - CONCESSIONS

DIVISION NARRATIVE

This division provides for one full-time Concessions Manager and one full-time Electrician/Instrumentation Technician. The division will account for the concessions activities at the Sports Complex. These activities will include a significant number of part time employees who will assist the recreation department in providing services for the various venues that will be held at the NMB Park and Sports Complex.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>
General Concession Manager - Sports Park	1	15
Events Specialist	<u>1</u>	10
TOTAL	<u>2</u>	

DETAIL OF CAPITAL OUTLAY

** SEE NMB ENTERPRISE FUND CAPITAL OUTLAY SCHEDULE **

BUDGET ANALYSIS

The 9.0% increase in expenses is mostly due to supplies for the concession area. This division is growing sales. This division was transferred for FY 2018 from the General Fund - Parks and Recreation Department.

18-5-781 CHRISTMAS LIGHT SHOW / VILLAGE

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 BUDGETED	FY 2018 ESTIMATED	FY 2019 BUDGETED
012	PART-TIME	\$ -	\$ -	\$ -	\$ -	\$ -
014	OVERTIME	-	-	-	-	-
021	FICA	-	-	-	-	-
022	EMPLOYEE RETIREMENT	-	-	-	-	-
023	EMPLOYEE INSURANCE	-	-	-	-	-
024	UNEMPLOYEE INSURANCE	-	-	-	-	-
030	TRAINING	-	-	-	-	-
040	WORKERS COMPENSATION	240	-	-	-	-
050	AWARDS	-	-	-	-	-
	* SUBTOTAL PERSONNEL *	<u>\$ 240</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
110	CLOTHING/UNIFORMS	\$ 1,528	\$ 2,832	\$ -	\$ -	\$ -
111	MATERIALS/SUPPLIES	51,189	102,601	31,100	31,100	33,750
113	PRINTING/BINDING	-	488	7,900	500	6,650
120	COMMUNICATIONS	-	-	500	-	1,200
130	CONTRACTUAL SERVICES	109,757	46,396	5,750	5,750	6,000
131	REPAIRS/MAINTENANCE	271	18,351	750	7,000	10,000
134	CREDIT CARD FEES	2,111	5,193	2,000	5,000	5,000
142	ADVERTISING	50,468	43,661	40,000	40,000	40,000
150	VEHICLE OPERATIONS	-	1,094	-	-	-
155	NMB DIRECT COST	64,148	21,478	50,000	50,000	110,000
	* SUBTOTAL OPERATING *	<u>\$ 279,472</u>	<u>\$ 242,094</u>	<u>\$ 138,000</u>	<u>\$ 139,350</u>	<u>\$ 212,600</u>
	** TOTAL EXPENSES **	<u><u>\$ 279,712</u></u>	<u><u>\$ 242,094</u></u>	<u><u>\$ 138,000</u></u>	<u><u>\$ 139,350</u></u>	<u><u>\$ 212,600</u></u>

DIVISION 781 CHRISTMAS LIGHT SHOW / VILLAGE

**NMB ENTERPRISE FUND
DIVISION NARRATIVE**

This division will account for all costs associated with the operations of the Christmas drive-thru light show and Christmas Village located at the NMB Park and Sports Complex. This division will make capital investments for FY 2020, with the goal being to increase the number of visitors from the 80,000 that came in the previous year.

DETAIL OF PERSONNEL SERVICES

No full time personnel services are budgeted for FY 2020.

DETAIL OF CAPITAL OUTLAY

**** SEE NMB ENTERPRISE FUND CAPITAL OUTLAY SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service from the previous year's budget. The 54.0% increase is due to the addition of direct costs from Public Safety and Parks and Recreation.

18-5-782 SPORTS PARK AMUSEMENTS

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
012	PART-TIME	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
021	FICA	-	-	-	-	2,295
040	WORKERS COMPENSATION	-	-	-	-	360
	* SUBTOTAL PERSONNEL *	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 32,655</u>
110	CLOTHING/UNIFORMS	\$ -	\$ -	\$ -	\$ -	\$ 1,000
111	MATERIALS/SUPPLIES	-	-	-	-	5,000
120	COMMUNICATIONS	-	-	-	-	1,000
131	REPAIRS/MAINTENANCE	-	-	-	-	2,000
142	ADVERTISING	-	-	-	-	4,500
160	INSURANCE	-	-	-	-	21,000
	* SUBTOTAL OPERATING *	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 34,500</u>
	** TOTAL EXPENSES **	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 67,155</u></u>

DIVISION 782 SPORTS PARK AMUSEMENTS

**NMB ENTERPRISE FUND
DIVISION NARRATIVE**

This division will account for all costs associated with the City operating amusement activities within the NMB Sports Tourism Park such as the new carousel coming in FY 2020.

DETAIL OF PERSONNEL SERVICES

No full time personnel services are budgeted for FY 2020.

DETAIL OF CAPITAL OUTLAY

**** SEE NMB ENTERPRISE FUND CAPITAL OUTLAY SCHEDULE ****

NMB ENTERPRISE FUND

DEPRECIATION

This account contains the depreciation expense for all of the capital assets in the NMB Enterprise Fund.

The depreciation expense is based upon the useful life of each asset. The valuation of capital assets as audited for the year ending June 30, 2018 was \$1,367,066. The accumulated depreciation as of June 30, 2018 was \$522,019.

DETAIL OF EXPENSES 18-5-970-510

CODE	CLASSIFICATION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
<u>DEPRECIATION</u>						
510	DEPRECIATION	<u>\$ 177,730</u>	<u>\$ 298,055</u>	<u>\$ 280,000</u>	<u>\$ 280,000</u>	<u>\$ 350,000</u>
* TOTAL DEPRECIATION*		<u>\$ 177,730</u>	<u>\$ 298,055</u>	<u>\$ 280,000</u>	<u>\$ 280,000</u>	<u>\$ 350,000</u>

INSURANCE RESERVE FUND

**INSURANCE RESERVE FUND
FUND 19**

The Insurance Reserve Fund was created during FY 2012 with the City's transition from the South Carolina Local Government Assurance Group to Blue Cross and Blue Shield of South Carolina a third party administrator for City's self-insured health insurance plan. This Internal Service Fund is used to record all revenues and expenses related to the City's health insurance plan, including the employee wellness program. As of January 1, 2014 the Internal Service Fund also has been used to record all revenues and expenses related to the City's workers compensation plan, and as of January 1, 2016 it has also been used to record all revenues and expenses related to the City's property and liability insurance plan.

The following tables illustrate the budget data for the Insurance Reserve Fund for revenues and expenses:

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF REVENUES**

SOURCE	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Interest	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Misc Revenues	52,758	309	-	-	-
Health Insurance:					
Wellness Nonparticipation	46,789	54,436	47,000	40,000	40,000
Contributions from Retiree & Retiree Dependents	388,990	518,093	513,000	448,000	450,000
Contributions from Dependents	632,883	640,855	639,000	646,000	646,000
Reinsurance Reimbursements	123,242	286,038	-	997,473	-
Prescription Rebates	66,741	119,331	-	128,000	-
HRA Forfeitures	7,276	6,878	-	7,000	-
Employee Premiums	3,741,893	3,944,912	4,335,360	4,149,008	4,647,360
Workers Compensation:					
Subrogation Recovery	-	12,434	-	-	-
Employee Premiums	386,814	395,754	422,665	421,198	437,975
Property/Liability:					
Insurance Reimbursements	-	400,000	-	434,226	-
Transfer from Capital Improvement Fund	-	-	-	-	500,000
Insurance Premiums	515,500	505,500	515,500	515,500	525,500
TOTAL REVENUES	<u>\$ 5,962,886</u>	<u>\$ 6,884,540</u>	<u>\$ 6,473,525</u>	<u>\$ 7,787,405</u>	<u>\$ 7,247,835</u>

**FISCAL YEAR ENDING JUNE 30, 2020
DETAIL OF EXPENSES**

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGETED	FY 2019 ESTIMATED	FY 2020 BUDGETED
Health Insurance:					
Claim Expenditures	\$ 4,165,350	\$ 4,557,618	\$ 3,855,557	\$ 5,525,504	\$ 4,000,000
Admin Fees, Misc. Exp, Aggregate Premium	898,846	661,181	1,054,273	630,000	661,500
Wellness Expenses	265,795	269,016	270,000	210,000	210,000
Clinic Expenses	-	1,300	-	213,000	156,000
Workers Compensation:					
Claim Expenditures	459,526	425,798	240,000	300,000	231,000
Admin Fees, Misc. Exp, Aggregate Premium	214,025	229,401	300,000	220,000	300,000
Property/Liability Insurance:					
Claim Expenditures	-	903,375	25,000	75,000	25,000
Admin Fees, Misc. Exp, Aggregate Premium	444,823	484,893	530,000	530,000	530,000
Overhead Allocations	30,728	30,719	34,119	37,790	39,608
OPEB Normal Costs	1,529,190	1,195,814	100,000	100,000	100,000
TOTAL EXPENSES	<u>\$ 8,008,283</u>	<u>\$ 8,759,115</u>	<u>\$ 6,408,949</u>	<u>\$ 7,841,294</u>	<u>\$ 6,253,108</u>
EXCESS (DEFICIT)	<u>\$(2,045,397)</u>	<u>\$(1,874,575)</u>	<u>\$ 64,576</u>	<u>\$ (53,889)</u>	<u>\$ 994,727</u>
BEGINNING NET RESOURCES	<u>\$ 415,287</u>	<u>\$(1,630,110)</u>	<u>\$(912,696)</u>	<u>\$(3,504,685)</u>	<u>\$(3,558,574)</u>
ENDING NET RESOURCES	<u>\$(1,630,110)</u>	<u>\$(3,504,685)</u>	<u>\$(848,120)</u>	<u>\$(3,558,574)</u>	<u>\$(2,563,847)</u>

INSURANCE RESERVE FUND

Performance Benchmarks, Goals and Priorities

- To utilize savings that have accumulated in the reserves to offset the yearly OPEB costs associated with retiree health insurance.
- To continue to frequently monitor expenses associated with claims in order to see variances from projected amounts.
- To continue to explore ideas that can be implemented into the City of North Myrtle Beach's health insurance plan, workers compensation plan, and property and liability insurance plan in order to keep the growth in expenses at a modest level.
- To rebuild the City's warehouse, as well as expand the in-house clinic that provides services to employees and their covered dependents.

PERSONNEL REPORT

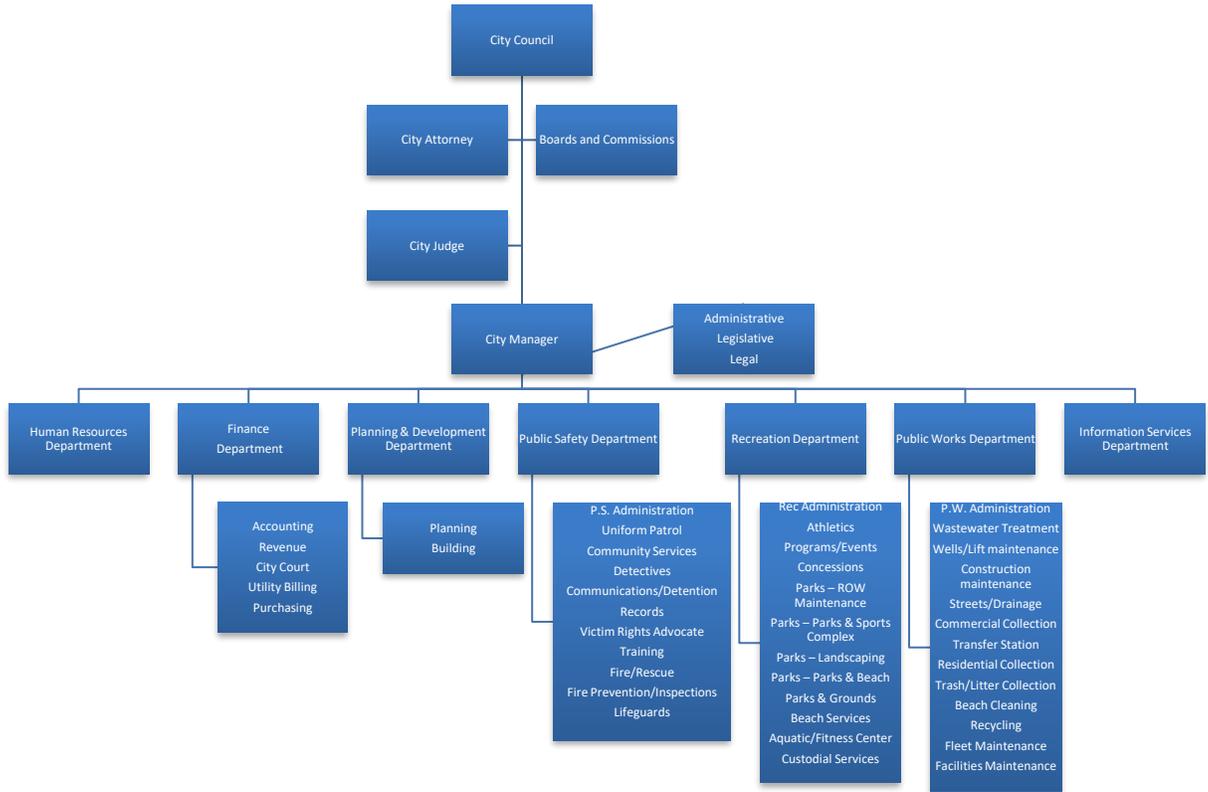
PERSONNEL REPORT

The City of North Myrtle Beach is certainly one of the most visible community organizations providing a long list of services to its residents, property owners, and thousands of visitors.

City Organization

Under the Council-Manager form of government, City Council appoints a City Manager who hires all budgeted positions, except those non-classified positions appointed directly by City Council.

City Services are organized into departments and divisions as can be clearly seen in the organizational chart below:



The work force for the City of North Myrtle Beach has remained very stable over the last six years. Even though the economy had a very tough time from 2009 – 2013, the City never reduced staffing or compensation due to economic factors. It is anticipated that total regular employee count will grow over the next several years.

The key to any service provider is people. The City of North Myrtle Beach is proud of its workforce and the service they continually provide to residents and visitors alike.

City of North Myrtle Beach -- Full- Time Employees by Department

The number of budgeted positions has been increased by 5 for FY 2020. Changes by division are illustrated below:

DEPT	Div.#	CLASSIFICATION	FY 2015 ADOPTED	FY 2016 ADOPTED	FY 2017 ADOPTED	FY 2018 ADOPTED	FY 2019 ADOPTED	FY 2020 ADOPTED
G E N G O V T	211	Legislative	8	8	8	8	8	8
	221	Administrative	1	1	1	1	3 ^{3,4}	3
	232	City Court	5	5	5	5	5	5
	242	Legal	2	2	2	2	2	2
	252	Human Resources	8	7 ¹	8 ²	8	5 ^{3,5,6}	5
IS	262	Information Services	7	7	8 ⁷	8	8	8
F I N	312	Utility Billing	8	8	8	8	8	8
	342	Accounting	6	6	6	6	7 ⁵	7
	352	Revenue	6	6	6	6	6	6
	822	Purchasing	4	4	4	4	4	4
P U B L I C S A F E T Y	411	Public Safety Admin.	4	4	6 ^{8,9}	6	7 ¹⁵	7
	422	Uniform Patrol	56	56	58 ¹⁰	61 ¹³	61	61
	424	Community Services	9	9	9	10 ¹⁴	10	11 ¹⁶
	431	Detectives	11	11	11	11	10 ¹⁵	10
	442	Communication/Detention	19	19	19	19	19	20 ¹⁷
	444	Records	4	4	5 ¹¹	5	5	5
	445	Victim Rights Advocate	1	1	1	1	1	1
	452	Public Safety Training	3	3	4 ¹²	4	4	4
	453	Fire / Rescue	50	50	49 ¹²	49	49	49
	454	Fire Prevention/Inspection	4	4	4	4	4	4
P & D	521	Planning	9	9	9	9	9	9
	522	Building	9	9	9	9	9	9
P U B L I C W O R K S	611	Public Works Admin.	8	8	8	8	9 ²¹	9
	622	Wastewater Treatment	6	7 ¹⁸	7	7	7	7
	632	Wells/Lifts Maintenance	9	9	9	9	9	9
	642	Construction Maintenance	19	19	19	22 ¹⁹	22	22
	652	Streets/Drainage	19	19	19	23 ²⁰	23	23
	661	Commercial Collection	4	4	4	4	4	4
	663	Transfer Station	3	3	3	3	3	3
	671	Residential Collection	11	11	11	11	11	11
	673	Trash/Litter Collection	3	3	3	3	3	3
	674	Beach Cleaning	2	2	2	2	2	2
	675	Recycling	4	4	4	4	4	4
	832	Fleet Maintenance	5	5	5	5	5	5
	842	Facility Maint.	8	8	8	8	3 ²²	3
P & R	741	Recreation - Admin	4	4	5 ²⁴	5	5	5
	742	Recreation - Athletics	6	6	6	6	5 ²⁹	5
	743	Recr - Programs/Events	3	3	4 ²⁷	4	4	4
	744	Recreation - Sports Park	-	-	1 ²⁸	1	2 ³⁰	2 ³¹
	750-5	Parks & Grounds	15	15	17 ²⁵	17	23 ^{22,29}	26
	770-4	Aquatics/Fitness Center	9	9	10 ²⁶	10	10	10
	780	NMB Enterprise Fund	2	- ²³	-	-	-	-
TOTALS			374	372	385	396	398	403

NOTE: Footnotes for changes in budgeted positions are listed on the next page.

Employees by Department (continued)

General Government

- 1 Eliminate 1 Administrative Assistant Position for FY 2016.
- 2 Added 1 Human Resources Technician Position for FY 2017.
- 3 Transferred 1 Public Information Officer from 252 to 221 during FY 2019 for FY 2020 budget.
- 4 Add 1 Assistant to the City Manager Position during FY 2019 for FY 2020 budget.
- 5 Transferred 1 Grants and Special Projects Coordinator from 252 to 342 during FY 2019 for FY 2020 budget.
- 6 Removed 1 Assistant City Manager Position during FY 2019 for FY 2020 budget.

Information Services

- 7 Added 1 Computer Technician Position for FY 2017.

Public Safety

- 8 Added 1 Computer Technician II (411) by transferring from Computer Technician II (262) for FY 2017.
- 9 Added 1 Computer Technician II Position for FY 2017.
- 10 Added 2 PSO Positions for FY 2017.
- 11 Added 1 Records Clerk Position for FY 2017.
- 12 Added 1 Fire Lt. - Health and Safety Officer (452) by transferring from Firefighter (453) for FY 2017.
- 13 Added 3 PSO Positions for FY 2018.
- 14 Added 1 PSO - Community Services Position for FY 2018.
- 15 Transferred 1 Crime Analyst (431) to Quartermaster (411) during FY 2018 for FY 2019 budget.
- 16 Added 1 Code Enforcement Officer Position for FY 2020.
- 17 Added 2 Communications Technician/Jailer Position, and Eliminated 1 Detention Supervisor/Evidence Custodian Position during FY 2019 for FY 2020 budget.

Public Works

- 18 Added 1 Electrician Position for FY2016.
- 19 Added 1 Crew Leader II, 1 Heavy Equipment Operator, 1 Motor Equipment Operator for FY 2018.
- 20 Added 1 Crew Leader I/II, 1 Heavy Equipment Operator, 1 Motor Equipment Operator, and 1 Tradesworker for FY 2018 to start work after 10-1-17.
- 21 Added 1 Engineering Technician for FY 2019.
- 22 Transferred 1 Lead Custodian and 4 Custodians from 842 to 755 during 2019 for FY 2020 budget.

Parks & Recreation

- 23 Eliminated 1 Manager & 1 Employee Positions in the NMB Enterprise Fund for FY2016.
- 24 Added 1 General Concession Manager BS for FY 2017.
- 25 Added 2 Parks Maintenance Workers for FY 2017.
- 26 Added 1 Assistant Aquatic Supervisor for FY 2017.
- 27 Added 1 Marketing and Sales Coordinator for FY 2017.
- 28 Added 1 General Concession Manager SP for FY 2017.
- 29 Transferred 1 Assistant Athletic Director (742) to Crew Leader I (754) during FY 2018 for FY 2019 budget.
- 30 Added 1 Electrician for FY 2019.
- 31 Added 1 Special Events Worker Position, and Eliminated 1 Electrician Position during FY 2019 for FY 2020 budget.
- 32 Added 1 Special Events Worker Position, 1 Horticulturist Position, and 1 Irrigation Technician Position for FY 2020.

Employee Benefits

The City continues to offer employees a competitive benefits packet. In 1994, the City changed the retirement program for all general employees and firefighters to a 401(a) plan that is managed by the International City Management Association Retirement Corporation (ICMA-RC). All of the previous plan retirement funds were rolled into the new program as employees took advantage of the opportunity to go from a “defined benefit” plan to a “defined contribution” plan. The new 401 (a) plan reduced the retirement age to 55 and allowed employees to have the flexibility to manage their own retirement fund through investment opportunities available through ICMA-RC. The City’s death and disability portion of employee benefits also changed to an insured benefit program with disability and life benefits provided through an outside insurance provider. In 2002, the firefighter employees voted to transfer to the South Carolina Police Officers Retirement System.

The City also set up a short-term and long-term disability program, and a retirement program that meets the future needs of the employees and is competitive with the South Carolina Police Officers Retirement System, which had been in effect since the 1970s. Self-funding enables the City to cut costs in administering its retirement program and earn top-dollar on investments. It also enables the City to provide a full disability and retirement program to its employees.

The City’s health insurance program is that of an “experience-rated” format (cost based on actual claims) at this time, instead of the pool coverage plan. The experience rating allows the City to match premiums with actual health insurance costs while continuing to offer four separate levels of coverage (employee, employee-spouse, employee-children, and full family).

In FY 2006 the City enhanced their Health Reach Program with a voluntary comprehensive 12-month incentive-based Wellness Program. In FY 2019, the City further enhanced the program by setting up an in-house health clinic. This program provides immediate health services to all City employees as well as dependents on their City health insurance. It enhances the existing Wellness Program and will hopefully reduce costs associated with health.

Over thirty years ago, the City initiated a “Flex Spending” benefit that enables employees to pay out-of pocket, child care or health care expenses from pre-tax rather than after-tax dollars, with more money in the employee’s pocket as a result. The City has also been energetic in other areas of employee benefits including a contribution to a Health Reimbursement Account based on the Wellness Program. A Longevity Bonus Program continues to reward employees for years of faithful service. A Pay-for-Performance System was put into effect to tie pay increases to performance instead of cost-of-living or annual raises.

Training remains a top priority and employees are urged to develop their work skills. Training is offered and often required in order to keep employees proficient and up to date in their work. Training is often obtained through cooperative efforts by area governmental entities, with Horry-Georgetown Technical College offering a nearby training resource. Specific training opportunities through professional organizations are another alternative used in getting needed training for City employees.

The City stresses professionalism through membership and participation in professional and civic organizations and continues to emphasize good customer service.

The City initiated an “Employee of the Month” and “Supervisor of the Quarter” award in 1988-89. The Employee of the Month award recognizes two employees each month for outstanding service to their departments and the City. The Supervisor of the Quarter award is given to those supervisors who go above and beyond the call of duty to see that their employees perform at their best. These programs are proposed to continue in FY 2020.

Employee Compensation

For FY 2020, the salary ranges have been increased on the following pages by 1.0% for the minimum range, 2.0% for the mid-point range, and 3.0% for the maximum range in an to attempt to minimize compression in the ranges.

Salary ranges are adjusted annually to meet the average increase found in local governments in the Southeastern United States. Also, all new positions or changes in job duties are placed in the Compensation Plan with the assistance of the City's original pay plan consultant. This keeps the plan unbiased and equitable in dealing with all positions and their classifications.

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN
 Effective July 1, 2019 for FY 2020

<u>Job Title</u>	<u>ANNUAL SALARY RANGE</u>			
	<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Custodian	8	25,605	32,504	43,373
Maintenance Worker	9	27,748	35,225	47,006
Bridge Operator				
Lead Custodian				
Public Grounds Maintenance Worker				
Tradesworker				
Secretary/Receptionist-Aquatic & Fitness	10	29,891	37,945	50,640
Secretary/Receptionist-Recreation				
Cashier/Accounting Clerk	11	32,035	40,665	54,268
Meter Reader				
Motor Equipment Operator (MEO)				
Records Clerk				
Warehouse Clerk				
Wasterwater Operator D				
Animal Control Officer	12	34,176	43,388	57,898
Communications Technician/Jailer				
Landscape Technician				
Maintenance Specialist / MEO				
Permit Clerk				
Assistant Aquatic Supervisor				
Accounting Clerk - A/P	13	36,321	46,109	61,531
Accounting Clerk - Payroll				
Administrative Assistant I - Human Resources				
Administrative Assistant I - Parks & Recreation				
Administrative Assistant I - Planning & Dev				
Electrician's Helper				
Facilities and Amenities Maintenance Specialist				
Firefighter				
Heavy Equipment Operator (HEO)				
Heavy Equipment Operator/Welder				
Materials and Inventory Technician				
Procurement Clerk				
Pump Mechanic I				
Tree Maintenance Technician, Lead				
Wastewater Operator C				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN

Effective July 1, 2019 for FY 2020

<u>Job Title</u>	<u>ANNUAL SALARY RANGE</u>			
	<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Administrative Assistant II - Public Safety	14	38,465	48,830	65,162
Business License Inspector				
Buyer				
City Clerk				
Communications Technician/Lead Jailer				
Crew Leader I				
Firefighter-EMT				
Fire Prevention/Administrative Assistant				
Mechanic				
Meter Reader Coordinator				
Municipal Fees Clerk				
Zoning Enforcement Officer				
Administrative Assistant II - Human Resources	15	40,610	51,549	68,792
Administrative Assistant II - Planning & Dev				
Administrative Assistant II - Permit				
Administrative Assistant II - Public Works				
Aquatic Supervisor				
Assistant Athletic Director				
Assistant Clerk of Court				
Building Inspector				
Customer Service Supervisor				
Engineering Inspector				
Event and Program Coordinator				
Evidence Custodian				
Facility Maintenance Technician				
Fire Lieutenant				
General Concession Manager BS				
General Concession Manager SP				
Marketing and Sales Coordinator				
Pump Mechanic II				
Quartermaster Coordinator				
Safety Specialist/Business License Inspector				
Sports Tourism Coordinator				
Utility Billing Office Manager				
Wastewater Operator B				
Event Coordinator	16	42,752	54,271	72,424
Human Resources Technician I				
Program Coordinator				
PSO - Beach Patrol				
PSO - Community Service				
PSO - Dare/Crime Prevention				
PSO - Firefighter				
PSO - Fire Lieutenant				
PSO - Lifeguard Coordinator				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN

Effective July 1, 2019 for FY 2020

<u>Job Title</u>	<u>ANNUAL SALARY RANGE</u>			
	<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Public Safety Officer	16	42,752	54,271	72,424
PSO - Rotating Detective				
Training Officer (PSO)				
Victim Witness Advocate				
Fire Lieutenant - Health And Safety Officer				
Activities Director	17	44,893	56,993	76,057
Assistant Purchasing Agent				
Bridge Crew Leader				
Crew Leader II				
Data Maintenance Technician				
Electrician				
Engineering Assistant				
Fire Inspector				
Fitness Director				
GIS Technician				
Human Resources Technician II				
Laboratory Manager				
Planning Technician				
Records Supervisor				
Stormwater Program Compliance Manager				
Athletic & Sports Tourism Director	18	47,040	59,713	79,689
Community Center/Special Events Director				
Computer Technician				
Detective				
Detention Supervisor/Evidence Custodian				
Engineering Technician				
Electrician/Instrumentation Technician				
Legal Assistant				
Master Building Inspector				
Master Electrical Inspector				
Special Events & Programs Director				
Wastewater Operator A				
Accountant - Enterprise Funds	19	49,180	62,434	83,318
Community Services Sergeant				
Computer Technician II				
Detective Sergeant				
Fire Training Captain				
Public Safety Sergeant				
Public Safety Sergeant - Beach Patrol				
Public Safety Sergeant - Training				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN
 Effective July 1, 2019 for FY 2020

<u>Job Title</u>	<u>Grade</u>	<u>ANNUAL SALARY RANGE</u>		
		<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Division Chief / Fire Marshal	20	51,325	65,151	86,950
Assistant Aquatic & Fitness Center Director	21	53,469	67,876	90,579
Clerk of Court & Municipal Judge				
Community Services Lieutenant				
Construction/Maintenance Supervisor				
Database Administrator				
Detective Lieutenant				
E-Government Business Analyst				
Facilities Supervisor				
Fire Battalion Chief				
GIS Analyst				
Lieutenant				
Network Administrator				
Purchasing Agent				
Supervisor, Sanitation				
Supervisor, Streets and Drainage				
Supervisor, Wastewater Treatment				
Supervisor, Wells & Lifts				
System Administrator/Virtual Environment Analyst				
Captain-Professional Standards Div	22	55,611	70,595	94,212
Grants/Special Projects Coordinator				
Planner				
Assistant Building Official	23	57,757	73,318	97,843
Utility Billing Supervisor				
Accounting Supervisor	24	59,897	76,039	101,474
Assistant Zoning Administrator				
Aquatic & Fitness Center Director	25	62,041	78,759	112,110
Beach Services Manager				
Fleet Management Superintendent				
Human Resources Officer				
Public Grounds Superintendent				
Public Information Officer				
Revenue Supervisor / Risk Manager				
Senior Planner/Urban Designer				
Staff Engineer				
Superintendent of Recreation/Sports Tourism				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN
 Effective July 1, 2019 for FY 2020

<u>Job Title</u>	<u>Grade</u>	<u>ANNUAL SALARY RANGE</u>		
		<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Building Official Engineering Manager Operations Manager/Solid Waste Operations Manager/Streets & Drainage Principal Planner	27	66,329	84,200	119,858
Assistant Finance Director Assistant Director, Planning & Development Chief of Fire Rescue/Emergency Preparedness Director	28	68,472	86,923	123,731
Chief of Police Operations Manager/Utilities	29	70,614	89,642	127,607
Director of Information Services Director, Planning & Development Parks and Recreation Director	31	82,404	104,606	148,905
Finance Director	32	90,977	115,493	164,400
Assistant City Manager City Engineer, Director of Public Works Director of Public Safety	33	99,550	126,377	179,894

REVENUE MANUAL

REVENUE ITEM: Beginning Fund Balance

LEGAL AUTHORIZATION: Ordinance Adopted 15 May 1984

Ordinance Adopted 25 September 1983

FUND: General **ACCOUNT CODE:** 01-270-700

DESCRIPTION OF REVENUE:

The Fund Balance is an amount stated in dollars that is generated over the previous fiscal years by revenues over expenditures. Fund Balance is a residual equity account that records the amount available for expenditures. For Fiscal Year 1985, City Council, by Ordinance, designated \$250,000 from the Fund Balance to be used for low-revenue months.

BASE:

Cash + Receivables + Inventory + Other Current Assets - Accounts Payable,
Accrued Salaries & Other Current Liabilities = Fund Balance

The proposed FY 2019 Fund Balance retains a "low-revenue month" reserve and contingencies for unexpected emergencies. Mayor and Council policy for fund balance is to remain above 35% of General Fund Expenditures.

COMMENTS:

The Fund Balance can be designated by Mayor and Council or management for specified purposes or left undesignated. Fund Balance as of July 1, 2019 is estimated to be \$12,500,000.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
11,636,074	11,180,648	11,190,571	11,896,898	12,435,000	12,500,000	12,500,000

REVENUE ITEM: Current Property Taxes

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Article 3, Chapter 37, Section 12-37-210

Code of Ordinances, City of North Myrtle Beach, Chapter 10, Article II, Section 10-22

FUND: General **ACCOUNT CODE:** 01-310-100 and 310-110

DESCRIPTION OF REVENUE: Property Tax is the City's primary revenue source and is levied on all commercial, residential and other non-exempt real property. In addition, all personal property and manufacturer's equipment and inventory is taxed at an assessed value. The tax is based on two factors: (1) assessed valuation; and (2) the current millage rate.

FEE SCHEDULE: In FY 2020 the millage will be 37.1, which is 6.2 mils under the FY 2019 millage rate. Property is assessed according to the following ratios:

Owner-Occupied Home	=	4% of Market Value
Secondary & Rental Home	=	6% of Market Value
Motor Vehicles	=	10.5% of Market Value
Assessed Market Value x .04 or .06 x .0433 (37.1 mils)	=	Real Estate Tax Bill
Assessed Market Value x .105 x .0433 (37.1 mils)	=	Vehicle Tax Bill

BASE: Comparable assessed valuation of land, buildings, personal property.

	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019 EST</u>	<u>FY 2020 EST</u>
All Assessed Value	\$370,090,000	\$384,000,000	\$384,615,000	\$393,531,000	\$423,180,500

COMMENTS: The millage rate for FY 2020 will be 37.1 mils. This is a 6.2 mil decrease under the previous fiscal year. The estimate includes operational millage only. The above number includes an estimate due to the reassessment coming this Summer.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	BUDGET <u>FY 2019</u>	ESTIMATED <u>FY 2019</u>	BUDGET <u>FY 2020</u>
11,995,655	12,050,998	12,854,768	13,369,780	14,600,000	14,800,000	\$15,700,004

REVENUE ITEM: Delinquent Property Taxes

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Chapter 49, Article I, Section 12-49-10

Code of Ordinances, City of North Myrtle Beach, Chapter 10, Article II, Division 2, Section 10-30 & 10-33

FUND: General **ACCOUNT CODE:** 01-310-200

DESCRIPTION OF REVENUE:

Delinquent Property Taxes are taxes that are due from previous years. They include real estate, vehicle, and other personal property. Delinquent Property Taxes have accrued since 2009 and currently total \$1,025,143 as of July 1, 2018.

BASE:

Delinquent Taxes include only the face value of taxes owed. Penalties, execution fees, and other assessments are imposed by law and accounted for separately.

COMMENTS:

Delinquent taxes are relatively stable from year to year. Each year Horry County provides for a delinquent tax sale that helps resolve long-term delinquencies.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
69,129	288,482	206,425	235,808	250,000	300,000	300,000

REVENUE ITEM: Penalties on Taxes

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Chapter 51, Section 12-51-30

Code of Ordinances, City of North Myrtle Beach, Chapter 10, Article II,
Division 2, Section 10-32 & 10-33

FUND: General **ACCOUNT CODE:** 01-310-300

DESCRIPTION OF REVENUE:

Penalties on taxes are the additional amounts the City has the legal right to impose for late payment or failure to pay current levied taxes. Penalties are imposed to deter taxpayers from reaching delinquent status.

BASE:

January 16 following year in which taxes were due = 3% penalty
February 2 following year in which taxes were due = 7% penalty
March 17 following year in which taxes were due = 5% penalty

Then into execution:

Tax + Penalties Accrued + Costs of Execution = Tax & Penalty Due

COMMENTS:

Estimates for FY 2020 are expected to remain at the same level as the previous fiscal year budget.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
88,075	187,351	98,522	105,142	125,000	110,000	110,000

REVENUE ITEM: Business License/Business License Penalties

LEGAL AUTHORIZATION: Code of Laws of South Carolina 12-35-320

Code of Ordinances, City of North Myrtle Beach, Chapter 7, Article I, Section I, Section 7-2; Chapter 7, Article I, Section 7-14

FUND: General **ACCOUNT CODE:** 01-320-100 & 01-320-110

DESCRIPTION OF REVENUE: The Business License is levied for the purpose of providing regulations as may be required for businesses subject thereto and for the purpose of raising revenue for the General Fund through a privilege tax. License year begins May 1 and expires April 30. Licenses renewed after April 30 are assessed a 5% penalty per month until paid.

FEE SCHEDULE:

<u>Class</u>	<u>Gross Revenue</u>	<u>Minimum Fee</u>	<u>Rate/Thousand Over Minimum</u>
1	\$ 0 - 2,000	\$50.00	1.70 per thousand
2	0 - 2,000	55.00	1.80 per thousand
3	0 - 2,000	60.00	1.90 per thousand
4	0 - 2,000	65.00	2.00 per thousand
5	0 - 2,000	70.00	2.10 per thousand
6	0 - 2,000	75.00	2.20 per thousand
7	0 - 2,000	80.00	2.30 per thousand
8			

See Individual Business in Class

BASE: This revenue source has begun to grow again due to the recovering economy.

COMMENTS: There are currently approximately 6,500 active business licenses in North Myrtle Beach. This major tax revenue will remain the same as the previous fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
Business License Fees						
5,598,767	5,612,612	5,905,979	6,716,490	7,050,000	7,325,000	7,600,000
Business License Penalties						
31,460	37,262	32,450	75,517	40,000	50,000	50,000

REVENUE ITEM: Building Permits

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 6, Article I, Section 6-5

FUND: General **ACCOUNT CODE:** 01-320-300

DESCRIPTION OF REVENUE:

A Building Permit is a license to erect, demolish, alter, repair, or move a structure in compliance with all state and City codes and ordinances.

FEE SCHEDULE:

See schedule in City Code of Ordinances.

BASE:

This revenue source is based on building activity, but it has remained steady over the last year.

COMMENTS:

This budgeted revenue reflects an increase over as the previous fiscal year. Residential and commercial construction continues to reflect solid growth.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
503,844	624,571	596,314	710,309	625,000	750,000	750,000

REVENUE ITEM: Inspection Fees

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 6, Article I, Section 6-3

FUND: General **ACCOUNT CODE:** 01-320-310

DESCRIPTION OF REVENUE:

Fees are collected by the Building Department for certain types of inspections done on location. The fee for a general electrical inspection or re-inspection is \$15.

BASE:

Revenues are based on the number of inspections and re-inspections conducted by Building Department personnel.

COMMENTS:

The number of inspections for FY 2020 are estimated to be over FY 2019.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
4,545	6,395	5,480	7,300	4,000	4,000	6,500

REVENUE ITEM: Other Permits

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 7, Article IV, Section 7-54; Chapter 13, Article II, Section 13-20, 13-21, 13-23, 13-24, 13-25; Chapter 23, Article II, Section 23-40

FUND: General **ACCOUNT CODE:** 01-320-320

DESCRIPTION OF REVENUE:

This source of revenue is generated from the issuance of permits, excluding building permits. These permits include solicitation permits, ID's, and tradesman certification.

FEE SCHEDULE:

Solicitation Permit.....\$50.00
 Identification Cards.....\$ 5.00
 Tradesman Certification..... \$125.00/5 years

BASE:

This revenue source is based on the economic conditions of the City and any activity which warrants a permit fee to be paid.

COMMENTS:

This revenue for FY 2019 is projected to remain steady over the next several years.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
25,648	14,615	10,770	18,525	15,000	15,000	15,000

REVENUE ITEM: Electric Franchise Fees – Santee Cooper, Horry Electric

LEGAL AUTHORIZATION: Franchise Agreement

FUND: General **ACCOUNT CODE:** 01-320-410 & 01-320-412

DESCRIPTION OF REVENUE:

By Franchise and Ordinance effective July 1, 2005, the City and South Carolina Public Service Authority agreed to a 30-year franchise whereby the Authority will construct and maintain the City's electricity system.

FEE SCHEDULE:

By amendment dated May 1, 2003, on July 15 and January 15 annually, the Authority will pay to the city 3% of the revenues received from electricity that is provided to customers within the City limits, excluding electric service paid by the City itself. Also Santee Cooper will set aside another 2% for a match program to put electrical lines under ground.

BASE:

Revenues are based on previous years' revenues, estimated growth, and gross receipts of electricity sales. The following schedule is used for computation:

5% on gross charges

COMMENTS:

A special fund was established in FY 2007 that will be used solely for underground construction or conversion projects within the city of North Myrtle Beach. The fund is sustained by matching annual payments from the Authority and the City equaling 2% of the revenues received by the Authority each year for providing electricity to customers within the city limits. At the same time, there was an amendment to the original agreement which allowed the City to increase the franchise fee from 3% to 5%. Growth in this revenue source appears to be steady due to continued residential growth, as well as a rate increase by Santee Cooper and a discontinuation of the Good Cents Program.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
1,521,903	1,500,548	1,613,658	1,651,795	1,820,000	1,740,000	1,800,000

REVENUE ITEM: Cable TV Franchise Fees

LEGAL AUTHORIZATION: Franchise Agreement

FUND: General **ACCOUNT CODE:** 01-320-420 & 01-320-422

DESCRIPTION OF REVENUE:

An ordinance dated January 3, 2001 granted franchise rights to Cable TV Fund VII-A to own, operate, and maintain a cable television system in the City for a term of 15 years.

FEE SCHEDULE:

The City will receive 5% of the annual collected gross subscriber revenues in quarterly payments.

BASE:

This revenue is based on previous years' revenue collections, estimated growth, and the gross receipts from the sale of subscription service.

COMMENTS:

This revenue source has begun to flatten out due to technology changes.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
552,483	655,518	651,758	594,572	677,500	700,000	710,000

REVENUE ITEM: South Carolina Electric & Gas Company Franchise Fees

LEGAL AUTHORIZATION: Franchise Agreement by Ordinance

FUND: General **ACCOUNT CODE:** 01-320-440

DESCRIPTION OF REVENUE:

By franchise and Ordinance effective December 3, 1991, the City and South Carolina Electric and Gas Company agreed to a 10-year franchise whereby the corporation will install, maintain and operate the City's gas system. The contract will continue thereafter in 10-year terms, unless canceled by either party.

FEE SCHEDULE:

The City will receive 3% of the annual collected gross sales revenues of previous calendar year on or before July 1st annually.

BASE:

This revenue is based on previous year's revenues, estimated growth and gross receipts of gas sales. The budget number has actually been cut to reflect the flat sales of gas as well as the significant decrease in the price of natural gas over the last year.

COMMENTS:

This revenue source is estimated to be the same as the previous fiscal year budget.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
93,087	82,926	83,051	96,674	100,000	100,000	100,000

REVENUE ITEM: Bail Bonds

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 14, Article I, Section 14-13

FUND: General **ACCOUNT CODE:** 01-330-100 & 01-330-200
& 01-330-300

DESCRIPTION OF REVENUE:

This revenue is generated through bonds posted for release of individuals being detained in the City Jail. The amount of bond is set by the City Judge according to the type of case to be tried in City Court. Bond money is collected and receipted by the Police Department. At the end of each month, net bail bonds are transferred to the General Fund after disposition of cases.

FEE SCHEDULE:

Violation of City Ordinance = \$1,000 maximum fine
Violation of State Law = \$1,000 maximum fine

BASE:

This revenue source is based on the enforcement of North Myrtle Beach City Codes and Ordinances and State statutes.

COMMENTS:

The revenues listed below are net amounts kept by the City for fines and forfeitures. State fines are imposed in addition to the normal fine for the violation. Those fines are remitted directly to the State and are equal to 100% of the total fines collected by the City. Beginning July 1, 1997, the Victim Rights Act provided that the City also collect a \$25 surcharge on all municipal court convictions, and a \$12 surcharge on all driving under the influence violations. The budget amount for FY 2020 will slightly under the previous fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
331,744	361,623	384,602	329,253	340,000	328,000	328,000

REVENUE ITEM: Improper Parking

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 21,a Article II, Sections 21-32 and 21-33.

FUND: General **ACCOUNT CODE:** 01-330-210

DESCRIPTION OF REVENUE:

This revenue is generated through traffic citations requiring the owner or driver to post a bond within 72 hours.

FEE SCHEDULE: \$25.00 Bond within 72 hours.
\$37.50 Fee is increased 50% after 72 hours.

BASE:

This revenue source is based on the enforcement of North Myrtle Beach Ordinance Chapter 21, Article II and State Statute 56-6-2510 and 56-5-2540.

COMMENTS:

We are budgeting conservatively based on the previous year's actual number.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
4,828	5,164	17,254	11,544	5,000	12,000	12,000

REVENUE ITEM: Confiscations/Seizures

LEGAL AUTHORIZATION: Code of Laws of South Carolina

FUND: General **ACCOUNT CODE:** 01-330-220 and 01-330-230

DESCRIPTION OF REVENUE:

This amount represents receipt of monies collected from drug seizures. Confiscated property is disposed of periodically by auction to the highest bidder.

COMMENTS:

This budget is difficult to estimate because it is based on seizure activity within the Public Safety Department. The revenue has been significantly reduced due to the lack of confiscations over the past year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
0	4,876	43,989	12,657	5,000	12,657	5,000

REVENUE ITEM: Interest on Investments

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 6, Chapter 5, Section 6-5-10 and 6-5-20

FUND: General **ACCOUNT CODE:** 01-340-100

DESCRIPTION OF REVENUE:

As a part of its cash management program, the City invests all available funds in interest-bearing accounts. Periodically, funds are invested in Certificates of Deposit or U. S. Treasury obligations. In addition, transfers are also made into the South Carolina Local Government Investment Pool.

BASE:

This revenue is based on a cash management program which utilizes the City's cash flow position to earn additional funds.

COMMENTS:

Current interest are significantly higher than the previous fiscal year. Interest income is expected to double due to the climb in interest rates.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
0	0	0	10,603	10,000	25,000	50,000

REVENUE ITEM: Property Rental

LEGAL AUTHORIZATION: City Policy

FUND: General **ACCOUNT CODE:** 01-340-200

DESCRIPTION OF REVENUE:

Rental received from city buildings including the Recreation Center and the old Escod Building as well as the Verizon Internet Sites.

COMMENTS:

This revenue source should have little change over the previous fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
198,037	195,231	199,010	207,514	212,000	210,000	210,000

REVENUE ITEM: Local Government Tax

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Chapter 33, Article I, Section 12-33-30 and 12-33-40; Section 22 of 1992 South Carolina Appropriations Act

FUND: General **ACCOUNT CODE:** 01-350-100

DESCRIPTION OF REVENUE:

State-shared revenues are collected and receipted by the State Tax Commission and redistributed by the State Treasurer to subdivisions based on population or collection point, depending on the tax.

FEE SCHEDULE:

The State remits this to us quarterly.

BASE:

Gross sales of alcoholic beverages, beer, and wine
Sales of motor transportation
Insurance policies written
Income tax of banks
Income tax collected

COMMENTS:

This revenue source should remain stable over the next several years.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	BUDGET <u>FY 2019</u>	ESTIMATED <u>FY 2019</u>	BUDGET <u>FY 2020</u>
399,349	301,025	314,943	310,617	315,000	310,617	315,000

REVENUE ITEM: Homestead Exemption Tax

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Chapter 37, Sections 250, 252, 255, 260, 265, 266, 290; Homestead Exemption Tax Provisions Sections 270, 275, 280; Homestead Tax Reimbursement

FUND: General **ACCOUNT CODE:** 01-350-110

DESCRIPTION OF REVENUE:

The City is reimbursed by the Comptroller General from the General Fund of the State for any tax loss due to the Homestead Exemption. Reimbursement is received on an annual basis.

FEE SCHEDULE:

We apply for this reimbursement annually in March and usually receive it from the State in April.

BASE:

The Homestead Exemption provides that the first \$100,000 of the fair market value for the dwelling place of persons is exempt from municipal property taxes when such persons have been residents of the state for at least one year, have reached the age of 65 years on or before December 31, or any persons who have been classified as permanently disabled or any persons who are legally blind.

COMMENTS:

This revenue source has been increased due to growth in assessed value and those who qualify for the exemption.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
165,433	179,423	201,112	214,872	205,000	225,846	230,000

REVENUE ITEM: Business Inventory Tax

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Chapter 37, Sections 450, 890, 970, 1410, and 1420

FUND: General **ACCOUNT CODE:** 01-350-120

DESCRIPTION OF REVENUE:

The City is reimbursed for the revenue lost as a result of the business inventory tax being eliminated under state regulations. The Comptroller General authorizes the State Treasurer to issue this reimbursement check on a quarterly basis.

FEE SCHEDULE:

The State remits this to us quarterly

BASE:

Assessments for property taxation of fixtures are determined annually by the South Carolina Tax Commission from property tax returns. Effective for tax years after December 31, 1984, the inventory of business establishments shall be exempt from property tax as follows: for 1985, 17%; for 1986, 50%; and for 1987 and years after, 100%. In any year that the State does not reimburse the City 100%, the City shall credit the percentage reimbursed to the merchant's account and bill the remainder to the merchant. The County will bill directly to the merchant as agent for the City.

COMMENTS:

This revenue source should remain constant for FY 2019.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
36,616	36,616	36,616	36,616	36,600	36,616	36,600

REVENUE ITEM: Accommodations Tax

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Chapter 35, Article VI, Section 12-35-710 & 12-35-720

FUND: General **ACCOUNT CODE:** 01-350-130

DESCRIPTION OF REVENUE:

Accommodations Tax is a 2% additional sales tax levied on the gross proceeds for the rental of transient accommodations, including campgrounds, in the City of North Myrtle Beach. The State of South Carolina collects the tax and distributes the proceeds back to the City, based on the amount generated locally.

FEE SCHEDULE:

The Accommodations Tax is remitted to the City on a quarterly basis.

BASE:

State law provides that the first \$25,000 received by a municipality be allocated to the General Fund and be exempt from all other requirements of the Act, as well as 5% of the remaining portion.

COMMENTS:

The 5% clause was added to the Accommodations Tax legislation as of July 1, 1991. This revenue source is expected to remain relatively flat for the next fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
202,508	211,799	236,069	227,335	229,250	235,000	245,000

REVENUE ITEM: Sales/Service Charges

LEGAL AUTHORIZATION: City Council and Administrative Policy
City Council Ordinances and Resolutions

FUND: General **ACCOUNT CODE:** 01-370-000 through 01-370-179

DESCRIPTION OF REVENUE:

This account represents receipt of all sales, leases, and services charged by the City of North Myrtle Beach. In most cases, the City has expended funds to provide a service and, therefore, imposes a charge in order to recoup its expense. The following is a list of sales and service charges:

<u>CATEGORY</u>	<u>BASE</u>
City Codes/Ordinances	\$90 Per Code Book; \$35/Yr Code Supple.
Fire Protection	Cost Basis Per Formula and per Contract
Street Work	Cost Basis
Horry County Gas Reimbursement	Cost Basis
League & Instructor Fees	Varies Depending on Sport and Residence
Community Center Rental	Varies Depending on Use
Miscellaneous.....	Various Refunds and Reimbursements

COMMENTS:

These minor revenue sources will be increased from last fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
1,222,773	1,140,289	1,157,588	526,708	460,000	562,252	509,752

REVENUE ITEM: Interest on Investments: Water & Sewer Fund

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 6, Chapter 5, Section 6-5-10 and 6-5-20

FUND: Utility **ACCOUNT CODE:** 02-340-100

DESCRIPTION OF REVENUE:

The City earns interest on its daily cash balances in the Utility Fund carried in the Master Account. Occasionally, some of these funds are placed in Certificates of Deposit, U. S. Treasury obligations, or the South Carolina Local Government Investment Pool. Interest is earned on the Utility Fund Operating Account, Depreciation Account, Contingency Account, and Meter Deposit Account. Interest is also earned on impact fees and is currently accounted for separately from other City funds.

BASE:

This revenue is based on a cash management program that utilizes the City's cash flow position to earn additional funds.

COMMENTS:

Interest rates are expected to remain relatively stable.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
64,689	48,312	36,493	69,200	125,000	100,000	125,000

REVENUE ITEM: Water and Sewer Usage

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 15, Article II, Division 3, Section 15-60, 15-63; Article III, Division 4, Section 15-150 through 15-156

FUND: Utility **ACCOUNT CODE:** 02-370-200,201 & 02-370-300,301

DESCRIPTION OF REVENUE:

This revenue is derived from water and sewer bill payments collected by the City from all water and sewer service customers. Each water connection requires a separate account, and therefore, a separate billing.

FEE SCHEDULE:

This fee schedule is effective July 1, 2019:

Meter Size	Water Minimum Charge 1,000 gal/ERU	Sewer Minimum Charge 1,000 gal/ERU	Minimum Water Usage	Water Charge 1,000-30,000 Gal	Water Charge Over 30,000	Sewer Charge Per 1,000 Gal
¾" Res.	\$8.48	\$8.05	1	\$2.97	\$3.34	\$3.15
¾" Comm.	8.48	8.05	1	2.97	3.34	3.15
1"	31.16	30.20	4	2.97	3.34	3.15
1-1/2"	62.32	60.40	8	2.97	3.34	3.15
2'	149.70	141.00	20	2.97	3.34	3.15
3'	324.40	307.00	40	2.97	3.34	3.15
4'	594.00	564.00	80	2.97	3.34	3.15
6'	1242.50	1,179.00	160	2.97	3.34	3.15
8'	2642.00	2,516.00	320	2.97	3.34	3.15
Irrigation				3.34	3.34	

BASE:

Over 14,175 water service accounts are billed monthly. Cost for water service is based on the water meter size and volume used. Cost for sewer service is based proportionally on water usage.

COMMENTS:

Rates will be increased based on the pass through ordinance for Grand Strand Water & Sewer Authority in the amount of 3 cents for water and 5 cents for sewer per their letter of March 29, 2018.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
11,998,183	12,336,714	12,888,091	13,172,254	14,260,000	14,260,000	14,550,000

REVENUE ITEM: Water Taps

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 15, Article II, Division 2, Section 15-42 and 15-44

FUND: Utility **ACCOUNT CODE:** 02-370-210

DESCRIPTION OF REVENUE:

A new water customer who has paid all appropriate impact fees must pay a fee to have a water tap installed and connected onto the City system. The size and connection fee for this service is determined by the gallon-per-minute value.

FEE SCHEDULE:

<u>Meter Capacity (gpm)</u>	<u>Normal Op. Range (gpm)</u>	<u>Meter Size</u>	<u>Tap Fee</u>
24	2 - 30	3/4"	\$ 720
40	2 - 50	1"	820
80	5 - 100	1-1/2"	1,080
128	8 - 160	2" D.M.	1,540
128	4 - 200	2" Turbine	1,540
280	5 - 450	3" Turbine	4,280
256	4 - 320	3" Compound	5,705
800	15 - 1250	4" Turbine	4,780
400	6 - 500	4" Compound	5,705
1600	30 - 2500	6" Turbine	Cost of Labor &
800	10 - 1000	6" Compound	Materials Plus 50%

BASE:

Water tap fees are based on the cost of material, labor, and overhead needed to provide water connections to the water system.

COMMENTS:

This revenue is expected to grow due to the raise in tap fees due to a cost study by 20% per year over the next five years.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
70,146	8,800	88,335	94,650	50,000	80,000	75,000

REVENUE ITEM: Sewer Taps

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 15, Article III, Division 2, Section 15-110 and 15-116.

FUND: Utility **ACCOUNT CODE:** 02-370-310

DESCRIPTION OF REVENUE:

A new water customer who has paid all appropriate impact fees must pay a fee to have a sewer tap installed and connected onto the City system. The size and connection fee for this service is governed by the number of individual units to be served by the same connection.

FEE SCHEDULE:

4"	55 - 120 Units	\$500.00
6"	Over 120 Units	680.00
Over 6"		Cost

BASE:

Sewer tap fee is based on the cost of material, labor, and overhead needed to provide sewer connection to the City's sewer system.

COMMENTS:

The revenue source will increase due to a rate study on tap fees.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
20,400	27,230	32,126	31,132	20,000	30,000	30,000

REVENUE ITEM: Impact Fees

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 15, Article III, Division 2, Section 15-116; Chapter 15, Article II, Division 2, Section 15-42 and 15-44.

FUND: Impact Fees **ACCOUNT CODE:** 02-370-420 & 02-370-430

DESCRIPTION OF REVENUE:

Water and/or sewer impact fees are collected from individuals who are going to connect to the City's water and sewer system for the first time. The charges were instituted for those new water and sewer customers who are impacting the system to pay for later upgrades and improvements that would be necessary to handle increased usage and capacity. Impact fees are adjusted annually by 5% in accordance with the ordinance on October 1, but will be suspended again for this fiscal year.

FEE SCHEDULE:

Effective October 1, 2015:	<u>Water</u>	<u>Sewer</u>
Single-Family	\$3,355	\$2,816
Condominium	3,355	2,816
Hotel/Motel (Per Bedroom)	839	704
Mobile Home	3,355	2,816
Restaurant (Per Seat)	336	282
Business Office/Small Store (per employee)	210	176

BASE:

The amount of impact fee due is based on the type of service necessary and/or the number of individual units to be served. Service stems from one Equivalent Residential User (ERU).

COMMENTS:

This revenue source should be stable for the next fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
1,712,909	2,177,218	1,910,870	2,660,596	2,600,000	2,600,000	2,600,000

REVENUE ITEM: Late Payment Penalties

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 15, Article II, Division 3, Section 15-72

FUND: Utility **ACCOUNT CODE:** 02-370-800

DESCRIPTION OF REVENUE:

A penalty of 10% is added to any water bill not paid in its entirety within 21 days of the billing date. This is a one-time penalty until the water service is actually cut off 45 days after the original billing date, if the water bill is still unpaid.

FEE SCHEDULE:

A 10% penalty per current billing is applied after the due date.

BASE:

This revenue is based on the number of delinquent water and sewer accounts and the amounts owed. Accounts are penalized one time per current billing.

COMMENTS:

This revenue source is expected to remain the same as FY 2019.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
59,828	64,233	50,371	57,404	\$80,000	\$58,000	\$80,000

REVENUE ITEM: Service Charges

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 15, Article II, Division 3, Section 15-62 and 15-70

FUND: Utility **ACCOUNT CODE:** 02-370-820

DESCRIPTION OF REVENUE:

For each new water service, and in addition to making the required deposit, the person applying for water service shall pay a service charge before service is begun. The City also collects a convenience cutoff fee from customers, which provides a protective service during periods of absence from their premises.

FEE SCHEDULE:

Service Charge for New Customer	\$25.00
(After 5:00 p.m. and Weekends).....	\$50.00
Convenience Cutoff	\$25.00
Cut on for Delinquent Customers	\$25.00
(After 5:00 p.m. and Weekends).....	\$50.00

BASE:

This fee is based on the cost of employee labor and overhead to make the actual cut on or cut off of water service, and/or take the meter reading of closeout accounts.

COMMENTS:

This revenue source has leveled off in recent years due to the increased customer awareness of the cutoff program for delinquent accounts.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
69,527	68,439	65,676	65,332	75,000	65,000	75,000

REVENUE ITEM: Storm Water Drainage Fees

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 13, Article IV, Section 13-116 through 13-118

FUND: Storm Water **ACCOUNT CODE:** 03-370-600

DESCRIPTION OF REVENUE:

This revenue is derived from storm water drainage fee payments collected by the City from all properties. Each address requires a separate account and billing is included with the Utility Billing invoice for water services to customers.

FEE SCHEDULE:

This fee schedule was effective July 1, 2017:

Commercial & Multifamily:
\$ 8.00 per month per ERU [ERU = 3,500 square feet impervious area]

Residential:
\$ 8.00 per month per Single Family residence

Condo Units:
\$ 5.50 per month per individual condo

BASE:

At this writing 13,943 stormwater drainage customers are billed monthly based on the fee schedule above.

COMMENTS:

This revenue source will be slightly increased over the previous year's revenue.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
2,088,980	2,111,131	2,854,369	2,894,711	2,920,000	2,920,000	2,945,000

REVENUE ITEM: Storm Water Drainage Penalties

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 13, Article IV, Section 13-117

FUND: Storm Water **ACCOUNT CODE:** 03-370-800

DESCRIPTION OF REVENUE:

A penalty of 10% is added to any utility bill not paid in its entirety within 21 days of the billing date. If the bill remains unpaid, an additional 10% is added to the outstanding balance until it is paid in its entirety.

FEE SCHEDULE:

A 10% penalty per current billing is added after the due date.

BASE:

This revenue is based on the number of delinquent accounts and the amounts outstanding. Accounts are penalized one time per current billing period.

COMMENTS:

This revenue source should remain stable over the next several fiscal years due to no rate changes.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
9,305	10,110	9,377	11,290	11,000	11,000	11,000

REVENUE ITEM: Accommodations Tax

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Chapter 35, Article VI, Section 12-35-710 and 12-35-720

FUND: Accommodations Tax **ACCOUNT CODE:** 04-360-400

DESCRIPTION OF REVENUE:

Accommodations Tax is a 2% additional sales tax levied on the gross proceeds for the rental of transient accommodations, including campgrounds in the City of North Myrtle Beach. The State of South Carolina collects the tax and distributes the proceeds back to the City based on the amount generated locally.

FEE SCHEDULE:

The Accommodations Tax is remitted to the City on a quarterly basis.

BASE:

This revenue is based on gross receipts from the rental of accommodations as well as past years' revenue and growth rate.

COMMENTS:

Proceeds of the Accommodations Tax, which began in 1984, are to be used for the promotion of tourism through advertising, enhance the ability of the City to attract and provide services to tourists, and provide additional services that are tourist-related. Revenues have shown very slow growth over the last two years due to weather related issues such as hurricanes in September and October.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
3,372,661	3,549,183	4,010,315	3,844,368	3,880,750	3,880,750	3,918,750

REVENUE ITEM: Hospitality Tax/Hospitality Penalties

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 5, Chapter 7, Sections 5-7-10 and 5-7-30.
Code of Ordinances City of North Myrtle Beach, Chapter 7, Article IV.

FUND: Hospitality Tax & Accommodations Tax **ACCOUNT CODE:** 05-320-200/210, 06-320-200/210

DESCRIPTION OF REVENUE:

An Ordinance dated March 18, 2019 authorized the enactment of a hospitality tax effective July 1, 2019 for Prepared foods. The Ordinance is in accordance with State Law and charges 2% on all prepared foods. Also passed on March 18, 2019 was an Ordinance authorizing the enactment of a 3% Transient Accommodations Tax. This 3% tax will also be effective July 1, 2019.

FEE SCHEDULE:

The City will receive 2% on the gross proceeds derived from the sale of all prepared food and beverages from all food service facilities, and admissions/amusements. 3% will be collected from transient rental income. Delinquent fees are assessed a 5% penalty per month until paid.

BASE:

This revenue source is based on the previous year's gross receipts reported for prepared food and beverage sales, amusements and accommodations receipts within the City.

COMMENTS:

This revenue source should realize good growth over the previous fiscal year budget due to the new NMB Sports and Tourism Park and normal growth and inflation.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET FY 2019</u>	<u>ESTIMATED FY 2019</u>	<u>BUDGET FY 2020</u>
Hospitality Fees						
5,334,318	5,581,740	5,942,439	6,107,866	6,114,900	6,114,900	6,416,220
Hospitality Fee Penalties						
4,762	7,123	4,615	8,144	9,000	9,000	9,000

REVENUE ITEM: Solid Waste Service Fees

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 12, Article IV, Section 12-61 through 12-64.

FUND: Solid Waste **ACCOUNT CODE:** 15-370-500 & 15-370-501

DESCRIPTION OF REVENUE:

The City from all Solid Waste service customers derives this revenue from solid waste service fee payments collected. Each address requires a separate account and is included with the utility billing invoice to the customers.

FEE SCHEDULE:

This fee schedule was effective July 1, 2019:

Single-Family Residential Customer	\$22.00 per month
Single-Family Residential Customer (extra pick-up)	\$15.00 per month
Residential Roll Cart Service	\$22.00 per month
Residential Roll Cart-Rental Area (6% Property)	\$37.00 per month
<i>This rate includes extra pickup and rollback fee in the \$32/month.</i>	
Residential Roll Cart-Rental Area (6% Property) (extra pick-up)	\$18.50 per month
Dumpster Service (one pickup per week)	\$97.00 per month
Each additional pickup per week	\$94.00 per month
Commercial Roll Cart/Bag Service	\$35.00 per month
Commercial Roll Cart/Bag Service (extra pick-up)	\$15.00 per month
Special Waste Fee	\$77.00 per Pickup
<i>The Special Waste Fee includes Evictions, Carpet, Furniture changes, Contract Yard Waste, etc.</i>	
Yard Waste, Recycling & Special Waste	
Commercial	\$66.00 per month
Multi-Family	\$83.00 per month

BASE:

Over 12,250 solid waste service customers are billed monthly. Cost for the service is based on the usage for each customer per the above fee schedule.

COMMENTS:

This revenue will be higher due to a rate increase for FY 2019. The rate change was necessary in order to keep up with growing costs.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
4,261,816	4,303,978	4,355,146	4,417,560	5,150,000	5,150,000	5,200,000

REVENUE ITEM: Solid Waste Late Payment Penalties

LEGAL AUTHORIZATION: Code of Ordinances, City of North Myrtle Beach, Chapter 12, Article IV, Section 12-67.

FUND: Solid Waste **ACCOUNT CODE:** 15-370-800

DESCRIPTION OF REVENUE:

A penalty of 10% is added to any utility bill not paid in its entirety within 21 days of the billing date. If the bill remains unpaid, an additional 10% is added to the outstanding balance until it is paid in its entirety.

FEE SCHEDULE:

A 10% penalty per current billing is applied after the due date.

BASE:

This revenue is based on the number of delinquent utility accounts and the amounts outstanding. Accounts are penalized one time per current billing.

COMMENTS:

The budget will remain the same as the previous fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
26,548	24,941	20,696	23,643	27,500	27,500	27,500

REVENUE ITEM: Beach Services Sales and Rentals

LEGAL AUTHORIZATION: Code of Laws of South Carolina

FUND: Beach Services **ACCOUNT CODE:** Fund 16-370-000 through 16-380-999

DESCRIPTION OF REVENUE:

These revenue accounts represent the receipt of funds collected from operation of the Beach Services Concessions that started in the summer of 2007. The concessions are provided from April to September.

Concessions include all vending of Italian ice, other bottled drinks and prepackaged food on the beach, as well as the rental of umbrellas and chairs. Beginning summer of 2009 an inflatable water slide was added at the end of Main Street. Tickets for both are available at Ocean Park at the 1st Avenue South street end and online.

BASE:

Revenue is based on projections from previous year's actual collections. Annually the Recreation department works extensively with the Finance department to maintain internal controls to verify inventory balances and cash collections.

COMMENTS:

Revenues should be stable for the upcoming fiscal year.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	BUDGET <u>FY 2019</u>	ESTIMATED <u>FY 2019</u>	BUDGET <u>FY 2020</u>
2,126,154	2,314,142	2,504,690	2,495,937	2,470,000	2,570,000	2,870,000

REVENUE ITEM: Aquatics and Fitness Fees

LEGAL AUTHORIZATION: Code of Laws of South Carolina

FUND: Aquatics & Fitness Center **ACCOUNT CODE:** Fund 17-340-100 through 17-380-999

DESCRIPTION OF REVENUE:

These revenue accounts represent receipt of monies collected from operations of the Aquatic & Fitness Center. The major revenue in this group includes membership fees, origination fees, and program fees.

BASE:

Revenue is calculated on 2,800 average member units for FY 2018. This number is on the conservative side, but with the local accommodations ½% transfer the fund should be above break-even for FY 2019. No rate changes are projected for the next fiscal year.

COMMENTS:

This will be the eleventh full year of operations for the Aquatics & Fitness Center. Revenues should remain constant through the next several years until the facility is expanded to allow for more members.

REVENUE HISTORY:

<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>BUDGET</u> <u>FY 2019</u>	<u>ESTIMATED</u> <u>FY 2019</u>	<u>BUDGET</u> <u>FY 2020</u>
2,022,616	2,039,671	1,981,005	2,104,146	1,965,000	2,123,500	2,133,500

APPENDICES

Appendix I - Glossary of Terms

Appendix II - Ordinances

GLOSSARY OF TERMS

Appendix I

ACCOUNTING SYSTEM. The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.

ACTIVITY. A specific and distinguishable line of work performed by one or more organizational components of a government for the purpose of accomplishing a function for which the government is responsible. For example, "food inspection" is an activity performed in the discharge of the "health" function.

AD VALOREM TAX. A tax levied on the assessed value of real property. This tax is also known as property tax.

APPROPRIATION. A legal authorization granted by a legislative body to make expenditures and to incur obligation for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

ASSESSED VALUATION. A valuation set upon real estate or other property by a government as a basis for levying taxes.

AUDIT. A methodical examination of utilization of resources. It concludes in a written report of its findings. An audit is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being used. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. See COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR).

BOND. A written promise to pay a specified sum of money, called "face value" or "principal amount", at a specified date or dates in the future, called the "maturity date(s)", together with periodic interest at a specified rate. The difference between a note and a bond is that a bond runs for a longer period of time and requires greater legal formality. **General Obligation (G.O.) Bonds** are backed by the full faith and credit of the jurisdiction. **Revenue Bonds** are backed by the income-producing potential of a capital project, i.e., municipal parking garage.

BUDGET. A plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modification, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body. Types of budgets: (1) Annual Operating Budget - a budget applicable to a single fiscal year; (2) Capital Budget - a plan of proposed capital outlays and the means of financing them; (3) Capital Program Budget - a plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise; and (4) Long-Term Budget - a budget prepared for a period longer than a fiscal year.

BUDGET ADJUSTMENT. Legislative mechanism to allow for funds and departmental expenditures to exceed their original, beginning year allocation. The authorization becomes effective immediately after passage by City Council.

GLOSSARY OF TERMS

Appendix I

BUDGETARY CONTROL. The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenue.

BUDGET MESSAGE. A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message should contain an explanation of the principle budget items, an outline of the government's experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

CAPITAL EQUIPMENT. Equipment with an expected life of more than one year, such as automobiles, typewriters, and furniture.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR). The official annual report of a government. It includes five combined statements - Overview (the "liftable" GPFS) and basic financial statements for each individual fund and account group prepared in conformity with GAAP and organized into a financial reporting pyramid. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section. Every government should prepare and public a CAFR as a matter of public record.

CONTINGENCY. An appropriation of funds to cover unforeseen events that occur during the fiscal year.

CURRENT TAXES. Taxes levied and becoming due within one year.

DEBT. An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of government include bonds, time warrants, notes, and floating debt. Types of debt: Bond (see "Bond"); Note Payable (generally an unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time); Time Warrant (a negotiable obligation of a government having a term shorter than bonds and frequently tendered to individuals and firms in exchange for contractual services, capital acquisitions, or equipment purchases); Floating Debt (liabilities other than bonded debt and time warrants, such as accounts payable); and Long-Term Debt (debt with a maturity of more than one year after the date of issuance).

DEBT LIMIT. The maximum amount of general obligated debt which is legally permitted. In North Myrtle Beach's case, the State of South Carolina mandates that incurred debt is not to exceed eight percent of the assessed value of all taxable property within the jurisdiction.

DEBT SERVICE. The payment of principal and interest on borrowed funds such as bonds.

DEFICIT. (1) The excess of liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or in the case of proprietary funds, the excess of expense over income during an accounting period.

DELINQUENT TAXES. Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or cancelled, the unpaid balances continue to be delinquent until abated, cancelled, paid, or converted in tax liens.

DEPARTMENT. A major division of the city by function performed.

ENTERPRISE FUND. A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs

GLOSSARY OF TERMS

Appendix I

(expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. Examples of Enterprise Funds are those for water, gas, and electric utilities; swimming pools; parking garages; and transit systems.

ENTITY. The basic unit upon which accounting and/or financial reporting activities focus. The basic governmental legal and accounting entity is the individual funds and account group. Under NCGA Statement I, governmental GAAP reporting entities include: (a) the Combined Statements-Overview (the "liftable" GPFS); and (b) financial statements of individual funds (which may be presented as columns or combining statements by fund type, or physically separate individual fund statements, or both). The term "entity" is also sometimes used to describe the composition of "the government as a whole" (whether the library is part of the city or a separate government, whether the school system is part of the county or an independent special district, etc.).

EXPENDITURES. Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays. Budgetary Expenditures (decreases in net current assets) are limited in amount to exclude amounts represented by non-current liabilities. Conventional Expenditures (decreases in net financial revenues), in contrast to budgetary expenditures, conventional expenditures are not limited in amount to exclude amounts represented by non-current liabilities.

FIDUCIARY FUNDS. Trust and Agency Funds are used to account for assets received and held by the city acting in the capacity of an agent or custodian. The City of North Myrtle Beach maintains the following trust and agency funds: (1) Pension Trust; (2) Fireman's Insurance; and (3) Deferred Compensation.

FISCAL PERIOD. A period of less than 12 months to which an operating budget applies and at the end of which a government determines its financial position and the results of its operations. North Myrtle Beach's 1993 Fiscal Period was from October 1, 1992 through June 30, 1993 (nine months).

FISCAL YEAR. A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. North Myrtle Beach's fiscal year is July 1 through June 30.

FIXED ASSETS. Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FUND. A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. There are eight generic fund types found in governmental accounting: General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

FUND BALANCE. The fund equity of governmental funds and trust funds.

GENERAL FUND. The fund used to account for all financial resources except those required to be accounted for in another fund.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial

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statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the GASB.

LEVY. (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

MIL. Property tax rate which is based on the valuation of property. A tax rate of one mil produces one dollar of taxes on each \$1,000 of property valuation.

MILLAGE. Rate used in calculating taxes based upon the value of property, expressed in mils per dollar of property value.

MODIFIED ACCRUAL BASIS. The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, that is when they become both "measurable" and "available to finance expenditures of the current period." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds, and agency funds are accounted for using the modified accrual basis of accounting.

OPERATING BUDGET. Plans of current expenditures and the proposed means of financing them. The annual operating budget (or, in the case of some state governments, the biennial operating budget) is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even when not required by law, annual operating budgets are essential to sound financial management and should be adopted by every government. See **BUDGET**.

OVERHEAD ALLOCATION. Amounts paid by various funds to help supplement expenditures made in the General Fund and the Water and Sewer Fund. The percentage of overhead allocation is based on a cost-accounting effort conducted initially in 1985 and reviewed every year. The Overhead Allocation or contribution to General Fund is based on the theory that numerous General Fund operations are conducted to aid Utility Fund functions. For example, the Utility Fund has no type of fleet management function. Therefore, the fleet management division within the General Fund maintains Utility Fund equipment. In essence, the Utility Fund "pays" the General Fund for these services. The Overhead Allocation also works much like a franchise fee. Since the Utility Fund is operated like a business, the rationale is that the fund should be obliged to pay a fee to operate within the City, just like any other profit-making business.

PROPERTY TAX. A tax levied on the assessed value of real property. This tax is also known as ad valorem tax.

REVENUES. The income of a government from all sources, appropriated for the payment of the public expenses.

SPECIAL ASSESSMENT. A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

GLOSSARY OF TERMS

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SHARED REVENUES. Revenues levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of governments. The Accommodations Tax seen in North Myrtle Beach is an example of a shared revenue.

TAXES. Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example, sewer service charges.

USER FEES. Those amounts received from the public for performance of specific services benefiting the persons charged. User charges function much like prices charged for privately produced goods. There exists two types of user charges: (1) Marginal-cost, multipart charge system that takes into account the varying costs of production and distribution; and (2) Average-cost system that charges the same price per unit regardless of the volume of service consumed or the location of its demand. North Myrtle Beach has in place user fees associated with its water and sewer system.

ORDINANCE

AN ORDINANCE TO SET THE TAX LEVY FOR
THE CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA
FOR FISCAL YEAR 2020

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF
THE CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA

Section 1. That in the laws of the State of South Carolina, and codes of the City of North Myrtle Beach, South Carolina, for the purpose of defraying all expenses, the paying of interest on outstanding bonded debt and for the principal due on outstanding bonds as they mature, from the first day of July 2019 through the thirtieth day of June 2020 and for other proper corporate purposes, there being, and is hereby imposed and levied and shall hereinafter be collected, the following taxes:

Section 2. That there shall be paid on each ONE HUNDRED AND NO/100 (\$100.00) of assessed value of all real estate and personal property on which this Municipal Corporation is authorized or empowered by law to impose a tax in the City of North Myrtle Beach and in proportion on less than ONE HUNDRED AND NO/100 (\$100.00) in value, the following amounts:

GENERAL FUND OPERATION MILLAGE	<u>37.1</u>
TOTAL FY 2020 MILLAGE	37.1

Thirty-seven point one (37.1) mills on each One Hundred Dollars (\$100.00) of assessed value, which will produce Three Dollars and Seventy One Cents (\$3.71) of taxes for each One Hundred Dollars (\$100.00) of assessed valuation.

Should the amount received exceed the amount levied, such excess shall remain in the General Fund to be used as the City Council may direct.

Section 3. That when the taxes and assessments or any portion thereof charged against any property or person on the duplicate for the current fiscal year are not being paid before January 16, 2020, or thirty (30) days after the mailing of the tax notices, whichever occurs later, the County Auditor shall add a penalty of three percent (3%) on the County duplicate, and the County Treasurer shall collect the penalty; and, if the taxes, assessments, and penalty are not paid before February 2, 2020, an additional penalty of seven percent (7%) must be added by the County Auditor on the County duplicate and collected by the County Treasurer; and, if the taxes, assessments, and penalties are not paid before March 17, 2020, an additional penalty of five percent (5%) must be added by the County Auditor on the duplicate, and collected by the County Treasurer; and, if taxes, assessments, and penalties are not paid before March 17, 2020, the County Treasurer shall issue his Tax Execution to the officer authorized and directed to collect delinquent taxes, assessments, penalties, and costs for their collection. The United States postmark is the determining date for mailed payments.

Section 4. On assessments received late from the Horry County Auditor's office, or from the Tax Commission, the same payment privileges shall be allowed as provided in the Ordinance to set the Tax Levy for the current year.

Section 5. This Ordinance shall be effective July 1, 2019, and supersedes any other inconsistent ordinances.

DONE, RATIFIED AND PASSED THIS 20 DAY OF MAY, 2019.


MARILYN B. HATLEY, MAYOR

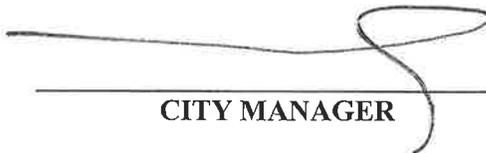
ATTEST:


CITY CLERK

APPROVED AS TO FORM:


CITY ATTORNEY

REVIEWED:


CITY MANAGER

FIRST READING: May 6, 2019

SECOND READING: May 20, 2019

ORDINANCE

AN ORDINANCE TO PROVIDE
FOR THE ADOPTION OF A BUDGET,
ITS REVENUES, AND EXPENDITURES
FOR FISCAL YEAR 2020

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF
THE CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA

- Section 1. That the attached Budget, prepared by the City Manager of the City of North Myrtle Beach, South Carolina, which Budget is incorporated and adopted herein and made a part hereof as "Exhibit A", and is hereby adopted and established by the Mayor and Council of the City of North Myrtle Beach, as the Budget for the City for the Fiscal Year of 2020.
- Section 2. That the Budget shall be for the period beginning July 1, 2019 and ending June 30, 2020, and that said Budget shall be for appropriations and expenditures for the several functions, agencies and departments, and the legal limit of expenditures for the City of North Myrtle Beach.
- Section 3. The City Manager shall have authority to transfer funds within any of the above several categories and such transfers shall be entered on the books of account of the City.
- Section 4. The sums appropriated and set forth in the detailed schedule for personal services shall be paid in accordance with the Pay Plan adopted by City Council, an official copy of which shall be maintained in the office of the City Manager and in the office of the Finance Director. It is the intention of City Council that salaries set forth in the Classification and Compensation Plan shall be paid bi-weekly. Bi-weekly payments shall be one twenty-sixth (1/26) of the annual salary. The City's Classification and Pay Plan has been incorporated into the Budget document and is located in the Personnel Report section of the Budget document.
- Section 5. All sums received by the City of North Myrtle Beach from any source whatsoever, unless by law designated for some special fund or purpose, may be used in meeting the disbursements in Section 2. Should the revenue received from all sources exceed the amount estimated, such excess shall be allocated in the appropriated fund, subject to further action of City Council.

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Section 6. Effective July 1, 2019, the monthly base charge and volume charges for water service shall be based upon the following schedule of rates and charges:

<u>Water Meter Size (inches)</u>	<u>Minimum Volume Charge</u> <u>1,000 gal. Per ERU</u>	<u>Volume Charge-Commercial</u> <u>Per 1,000 Gallons</u>	
		<u>1-30</u>	<u>Over 30</u>
3/4	\$ 8.48	\$2.97	\$3.34
1	31.16	2.97	3.34
1-1/2	62.32	2.97	3.34
2	149.70	2.97	3.34
3	324.40	2.97	3.34
4	594.00	2.97	3.34
6	1,242.50	2.97	3.34
8	2,642.00	2.97	3.34
Irrigation Meter		3.34	3.34

Rate increases from Grand Strand Water and Sewer Authority are included in the water rates charged by the City of North Myrtle Beach.

Section 7. Effective July 1, 2019, the monthly base charge and volume charge for sewer service shall be based upon the following schedule of rates and charges:

<u>Water Meter Size(Inches)</u>	<u>Minimum Volume Charge</u> <u>1,000 Gallons Per ERU</u>	<u>Volume Charge</u> <u>Per 1,000 Gallons Used</u>
3/4	\$ 8.05	\$ 3.15
1	30.20	3.15
1-1/2	60.40	3.15
2	141.00	3.15
3	307.00	3.15
4	567.00	3.15
6	1,179.00	3.15
8	2,516.00	3.15

Rate increases from GSWSA are included in the sewer rates charged by the City of North Myrtle Beach.

Section 8. Effective October 1, 2019 the charge for water and wastewater Capital Recovery Fees per ERU will be based upon the following schedule:

<u>Type of Capital Recovery Fee</u>	<u>Charge Per ERU</u>
Water	\$3,355
Wastewater	2,816

Section 9. Water & Sewer Tap Fees will increase by 20% to reflect actual costs of the various taps.

Section 10. This Ordinance shall be effective July 1, 2019.

Section 11. This ordinance supersedes any other inconsistent ordinance.

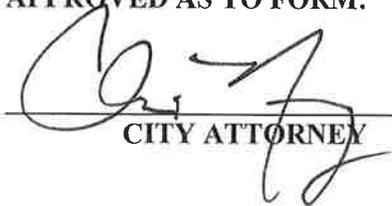
DONE, RATIFIED AND PASSED THIS 20 DAY OF MAY, 2019.


MARILYN B. HATLEY, MAYOR

ATTEST:


CITY CLERK

APPROVED AS TO FORM:


CITY ATTORNEY

REVIEWED:


CITY MANAGER

FIRST READING: May 6, 2019

SECOND READING: May 20, 2019