

CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA
FISCAL YEAR 2008 BUDGET
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BUDGET INTRODUCTION

City of North Myrtle Beach, South Carolina

CITY OFFICIALS

Elected

Mayor Marilyn B. Hatley
Councilmember, Cherry Grove Ward Doris Williams
Councilmember, Crescent Beach Ward Jay Baldwin
Councilmember, Ocean Drive Ward Terry White
Councilmember, Windy Hill Ward Greg Duckworth
Councilmember, At-Large Bob Cavanaugh
Councilmember, At-Large Hal Hoff

Appointed

City Manager John H. Smithson
Assistant City Manager Joel A. Davis
Finance Director Randy J. Wright
Information Services Director Patrick Wall, Jr.
Parks and Recreation Director Don E. Campbell, III
Planning and Development Director Douglas M. Maddock
City Engineer/Public Works Director Kevin D. Blayton
Public Safety Director William H. Bailey, Jr.

City of North Myrtle Beach, South Carolina

Fiscal Year 2007-2008 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 2007, 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 2009. 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 2008 budget calendar, which follows, outlines the budget process for the City of North Myrtle Beach.

FY 2008 BUDGET CALENDAR

- December 15 - City Staff Budget Retreat
- December 18 - Budget Worksheets to Departments
- January 15 - Budget Worksheets to Finance Department
- January 15 - 26 - Review and compilation of all requests by Finance Department
- February 5 - 23 - City Manager reviews all requests in light of revenue projections
- February 26- March 7 - Compilation of Budget Retreat Manual
- March 12 - 13 - Budget Retreat
- March 14 - May 4 - City Manager, Finance Director, and Finance staff review Budget Retreat priorities in light of updated revenue projections and prepare Budget Document
- May 7 - 11 - City Manager prepares Budget Message; assembling and typing of FY 2008 Proposed Budget
- May 14 - 18 - FY 2008 Proposed Budget reviewed and printed
- May 21 - FY 2008 Proposed Budget submitted to Council
- Public Hearing/First Reading of Proposed FY 2008 Budget Ordinance by City Council
- June 4 - Second Reading of Proposed FY 2008 Budget Ordinance by City Council
- June 5 - June 22 - FY 2008 Approved Budget typed and printed
- June 25 - Distribution of FY 2008 Budget Document

Preliminary discussions between the City Manager and department heads took place in February 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 \$1,500.

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.

Financial Summaries. Summarizes all fund revenue and expenditure activity for the 2007-2008 fiscal year. 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, and the Storm Water Drainage Fund, are presented in this section.

Capital Project Funds. Summary and detailed information on the various budgeted capital project funds are provided for in this section. This section also includes projected capital improvements for the next two fiscal years.

Enterprise Funds. This section contains charts and schedules (both summary and detail) for the Water and Sewer Fund, Solid Waste Fund, and the Aquatic Center 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. Statistical data; glossary of terms, enabling ordinances.

BUDGET POLICIES

In the development of the FY 2008 budget, certain policies must be followed in order to calculate revenue and expenditure estimates. These policies, which define the budget parameters, were developed during the annual budget retreat with the Mayor and City Council. The significant budget policies as defined during the budget retreat are as follows:

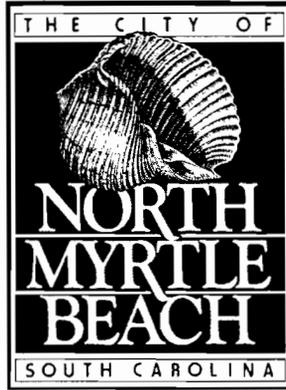
1. Millage rate will be 30.5 mils. The same as the previous fiscal year.
2. Business License Fees will remain unchanged.
3. Water and Sewer Fees will remain the same as the previous fiscal year. Impact Fees will be adjusted to reflect the 5% annual increase per City ordinance.
4. The 1% Hospitality Fee on restaurants, transient accommodations and amusements will continue to fund beach renourishment, capital in Public Safety, road and drainage projects, beach related projects and services, and recreational activities.
5. Seven (7) additional positions will be added to the General Fund Budget. One (1) to the Water and Sewer Fund, and one (1) to the Beach Services Fund.
6. Employee benefits will remain the same as the previous fiscal year.
7. Employee pay ranges will be increased by 3.7% in accordance with the southeastern average for pay increases. The pay matrix will remain the same as FY 2007.
8. A small deficit using previous year's Fund Balance is budgeted for the General Fund.
9. Excess General Fund Fund Balance will be saved for future capital projects and emergencies.
10. The Street Improvement Fund will receive an interfund transfer of \$750,000 from the General Fund to continue street resurfacing, street construction, sidewalks, and beach accesses.
11. Revenue estimates will remain at the middle portion of projected ranges.
12. Full salaries and benefits will be budgeted for all positions.
13. The North Myrtle Beach Chamber of Commerce will be the recipient of Accommodations Tax advertising funds.
14. General Fund Fund Balance will remain above 35% to cover unseen contingencies and provide for low revenue months at the beginning of each year.
15. General Obligation Debt Service will be funded out of the General Fund.
16. Equipment replacement will continue on a pay-as-you-go basis.

17. The City will continue to explore new technologies and purchase new systems such as wireless networking, GIS, and other computer systems to assist departments in the delivery of high quality service to its citizens.
18. Expand the City through annexations.
19. Provide increased recreational opportunities through bike paths, parks, and protection of natural areas.
20. Use the ½% Local Accommodations collections to guarantee the 2004 Aquatics and Fitness Center Revenue Bonds.
21. Seek Federal Grants for storm water outfalls.
22. Continue the permitting phase of the Cherry Grove dredging project. Should permits be obtained, begin the project through a budget adjustment and a special assessment bond for the channel lots.
23. Storm Water Fees for condos will be changed to \$4.00 per unit.
24. Two new water tanks will be constructed during the fiscal year.
25. The City will assume stormwater plan review responsibilities as outlined by the state.

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.



Honorable Mayor and City Council:

It is my pleasure to submit to you the recommended budget for the City of North Myrtle Beach for the fiscal year ending June 30, 2008.

This budget reflects the funding levels necessary to accomplish the programs and projects discussed and identified by City Council during your budget retreat of March 12th and 13th, 2007. The budget as it is presented to you reflects the goals of city council and the commitment that this organization has toward delivery of a wide variety of public services to a fast growing community that is a permanent home to many and a tourist destination for millions.

The millage rate for FY 2008 remains at 30.5 mils, still one of the lowest rates for a full-service municipality in the State of South Carolina.

North Myrtle Beach continues to change and yet this fiscal year we address many of the same issues we have looked at in previous years.

While growth is a term many use to explain or describe what is happening in our city, growth is more than bricks and mortar, ERUs or density. That is what makes our job as public servants interesting and challenging.

Work on Main Street intersection is now completed. As the ending point for the Main Street Connector, it will usher in not only traffic, but will also usher in a whole new era for our city. The Connector will of course give our city another major access point. It will also set the stage for development across the Intracoastal Waterway that will affect us for many years to come.

Within our City we have seen continued redevelopment of property. The Robbers Roost Golf Course has begun its transformation from greens and fairways to homes and by-ways.

The North Beach Plantation PUD is underway and the oceanfront towers are well under construction. The resulting development of that project will add an enormous amount of residential and commercial property, and also will be a prime tourist destination.

While the development boom has calmed down somewhat, there still is the potential for more, as small beach cottages are removed and multi-family development takes its place.

Development is not limited to the oceanfront. Bellasera off of Second Avenue North and additional development projects along Little River Neck Road are more evidence of the pressure on landowners to take advantage of high land values and the opportunity for new projects.

All of this growth has many sides to it. On the one hand, the City's tax base has increased tremendously as construction value converts to assessed value.

The City's business base also continues to increase as can be seen in new business openings and continued growth in business license revenue. Tourist related increases in business mean more revenue from Accommodations Tax and Hospitality Fees.

Thanks to this strong revenue base, the City continues to meet a variety of service demands without increases in taxes or fees. Water and sewer impact fees will be adjusted according to normal rates of "inflation".

The budget reflects many months of discussion and preparation by City staff and City Council. It is a budget prepared to deal with this community's everyday service needs, but also addresses the long-range goals of Council. I will summarize the budget by reviewing those long-range goals and how we have responded to those goals through the budget document.

GOAL 1. To ensure the City has adequate infrastructure to meet current and future needs.

A. Water and Sewer Improvements.

- 30th Avenue South Water Tank - Low bid for construction of a new tank was \$1,611,900. The planned location of the tank was in the Town of Atlantic Beach; however, the City has not received zoning approval for the tank at its current location. If approval is not received, the City will have to secure another site and re-bid this project. The tank was designed to replace two older storage tanks in the Crescent Beach and Windy Hill Section.
- Cherry Grove Water Tank – A site was acquired for this tank near the Little River Neck Road/Sea Mountain Highway intersection. Design and bidding should be finished early in this fiscal year with construction complete by the spring of 2008. \$2,075,000 has been budgeted for this project.

- \$600,000 has been budgeted from Water Impact Fees for water system improvements.
- Sewer Impact Fee expenditures include \$1,427,000 for sewer system improvements, \$200,000 for miscellaneous sewer system extensions and \$600,000 for pump station relocation/consolidation.
- The radio read program will continue at \$295,000, system modeling and GIS at \$450,000 and \$200,000 is budgeted for miscellaneous tank improvements.
- Little River Neck CDBG – This water and sewer extension project is scheduled for construction and completion in this fiscal year. Funding is 90% grant funding and will improve the water and sewer service to the Little River Neck area.

B. Storm water Drainage.

- The City has built four storm water outfalls and no new ones are planned for this fiscal year unless the City receives federal and state assistance. The Hillside Drive project remains on hold due to permitting issues. Property acquisition will be started as soon as the permit is received.

C. City Facilities – The Second Avenue South Municipal Facilities Study was completed in the last fiscal year. City Council has shown a great deal of support for the conceptual change to the area once the current City facilities are relocated. The long-range plan for the area requires a great deal of property acquisition and will be a challenge to accomplish over the next five to twenty years.

- Operations Facility – A site has been secured just off of Highway 90. Staff will prepare an RFP to look at the site and get a conceptual plan for the functional areas that will be moving from the current City property to the other side of the Intracoastal Waterway. Construction would have to coincide with the opening of the Main Street Connector.

GOAL 2. To improve traffic movement and safety in the City of North Myrtle Beach.

- North Myrtle Beach Connector – The bridge construction will follow the changes at the Main Street intersection. Completion of the entire project is still planned for 2009.

- Highway 17 widening of the southbound lane – This project is currently being designed by S.C. DOT and behind schedule; however, it should be completed during this fiscal year.
- Sidewalks – The Lake Avenue/ Duffy Street boardwalk is held up due to property matters related to the Perrone lawsuit. \$450,000 is budgeted in this fiscal year for sidewalks including 33rd Avenue South, along Highway 17 in the Windy Hill area and Nixon Street.
- Street resurfacing – Ocean Boulevard from Main Street to 6th Avenue South is scheduled for resurfacing in this fiscal year.
- Intersection improvements - \$75,000 is budgeted for miscellaneous intersection improvements. Two intersections, 6th Avenue South and 27th Avenue South, should receive S.C. DOT funding in this fiscal year. These intersections are the first of the six identified through the Highway 17 Corridor Study.

In addition to the above-referenced projects, \$250,000 has been budgeted for street end remodeling and \$100,000 for underground utilities.

GOAL 3. To enhance public enjoyment of the beach by providing easier access, improved safety and appearance.

By the beginning of the fiscal year the new beach services division will have several weeks of operation completed. The City received its USLA certification and the separation of life-guarding and concession activities will be of great assistance in providing top-notch public safety on the beach.

As was mentioned above, the City will continue to set aside funds each year to revitalize the street ends along the oceanfront. The street ends at 6th Avenue South and 21st Avenue South will be put out to bid and are due for construction in this fiscal year. In addition, another handicapped access ramp is scheduled for construction with a location to be determined.

Keeping the beach clean is a constant challenge. The Sanitation Division's new beach sweeper is designed to do a better job of picking up small debris, and this program will remain a top priority.

Public parking remains a challenge as development near street ends cause competition for parking between tourists and residents. A parking study has been included in the budget to identify the main issues involved with parking and to identify possible solutions and costs.

The City has already committed funds for a major beach renourishment project, which should get underway in November of 2007. This new project is estimated to cost

\$10,720,000 and as usual will be administered by the U.S. Army Corps of Engineers. \$50,000 is set-aside in the budget for emergency repairs and replacement of sand fencing.

GOAL 4. To improve the community's sense of safety and security and reduce the loss of life and property due to crime, fire and accidents.

The Department of Public Safety has no new positions budgeted for the fiscal year. While growth will certainly impact the need for additional personnel, the addition of new positions will be considered as the impact of growth is felt. As annexations and construction continues, so too will the need for additional personnel in the police and fire services.

The results of a study concerning the separation of Public Safety into separate police and fire departments, should be received by the time the new fiscal year begins. Depending on the study recommendations, City Council may have to consider budgetary changes, depending on specific manpower needs.

The Department of Public Safety continues its efforts in many program areas. The addition of the CART program in 2006 has been received very positively by the public. The department also continues with its other outreach programs such as DARE, Neighborhood Watch, the Shop with Santa program and the Explorers program.

GOAL 5. To provide ways to bring the community together and enhance the public sense of North Myrtle Beach as a single community and enhance the quality of life for City residents and visitors.

The North Myrtle Beach Chamber of Commerce has been designated as the recipient for Accommodations Tax funds. An additional \$337,500 has been budgeted for funding of Chamber programs, festivals, advertising. The City and the Chamber continue to work closely on a number of festivals and programs and the Greater Myrtle Beach Area Chamber also works with City staff for activities on the north end of the Strand. The Chambers also assist the City with political contacts at the state and federal level concerning highways, such as I-73, I-74 or beach renourishment.

The City's program to bury overhead electrical and other utility lines will continue. This program has made a tremendous difference in the look of the community and will be impeded only by the amount of funding the City can commit and the time and limitations of Santee Cooper to complete the work. New development for the most part is required to bury overhead utility lines and whenever PUDs are permitted, underground utilities have been a requirement.

The Highway 17 Corridor Study identified major intersection improvements and a consistent theme all along Highway 17. As intersections are reconstructed, these design standards will be implemented. New City gateway signs are part of the design and should be in place early in the fiscal year.

City Council has supported “Smart Growth” principles and has incorporated some of these principles into the Zoning Ordinance. Council has indicated the need to look at more of these principles and bringing the public into the discussion.

The City’s Tree Board continues to remain active in Arbor Day celebrations and in working to improve tree preservation in the City.

The City continues to work with the Board of Directors of the North Myrtle Beach Area Historical Museum to get this project off the ground. The City has also been active in promoting the construction of a new library. \$30,000 has been budgeted for the museum.

The Keep North Myrtle Beach Beautiful Commission has also made great strides in keeping litter control and beautification a top priority in the City.

GOAL 6. To increase the opportunities for a variety of recreational experiences and enjoyment of the natural environment beyond the beach.

The opening of the Heritage Shores Preserve has been well received by the public. The park is a beautiful addition to the parks system. In this fiscal year there is \$38,000 set aside for improvements at Heritage Shores and \$110,000 for the Burgess Preserve boardwalks, if permits can be obtained.

Architectural plans for an addition to the J. Bryan Floyd Community Center were presented to City Council at the budget retreat. Once changes are made and the design approved by Council, plans are to bid the addition, with funding for construction spread through the next two fiscal years. \$1,525,000 is budgeted for construction of the addition this year.

The Aquatic and Fitness Center continues to expand its membership and remains a benefit for those who are looking to improve their health and quality of life.

GOAL 7. To make City services more user-friendly and improve the efficiency of government through the use of technology.

Technological advances have allowed the City to make great strides in providing information to the public and provide better service delivery. The City’s web site revision will be complete by the start of the fiscal year. The project for wireless communication continues through a cooperative project with HTC. \$185,000 is budgeted for the continuation of this effort.

The Information Services Department also will work with Horry County for continuation of improvements to the Computer Aided Dispatch and Records Management systems. The department also is working to continue improvements to the GIS system and works with Public Works in implementing the asset management, work order and complaint tracking system.

The Public Information Officer provides a link between City staff/departments and the public. He is continuing to work with Information Services to use the internet, local television channel and any other means to get news and information to the various media outlets. The audio of the City's low power FM station is currently on Channel 15. Quarterly publication of Currents and the City's Annual Report assist in the dissemination of information. The Fun Zone is also an excellent tool for informing the public concerning the Parks and Recreation Department.

GOAL 8. To expand the City through Annexation.

Major annexation opportunities should present themselves over the coming months and years. The City will continue to ensure that potential annexation will match the City's ability to provide services.

With annexation come infrastructure challenges, transportation issues and the ability to provide parks, public safety, sanitation, water and sewer and other service concerns. People who live in annexed areas will visit the beach, and the challenge of providing adequate parking and beach access will also be an ongoing challenge for City Council. Even development across the Intracoastal Waterway that does not annex will nevertheless have an impact. The City staff and Council will have to work with Horry County on transportation issues and other development issues affecting the County and the City in order to have orderly growth. A transportation plan in the unincorporated area between Highway 90 and U.S. Highway 17 is in the initial stages of development by Horry County.

The Little River Neck Road area will also develop and future annexation and development will have an effect on traffic and other infrastructure needs as well as provision of normal City services.

GOAL 9. To ensure the City has the resources to meet future demands.

This budget has no tax increase or increase in fees. Growth in revenue from development has enabled City Council to consider a balanced budget. City Council has always been able to meet basic service needs by seeking alternative forms of revenue and controlling expenditures through the budget process.

However, City Council must remain vigilant to attempts by the S.C. General Assembly to erode Home Rule and hamper the City's ability to adequately provide revenue for this community's needs. The passage of Tax Cap legislation and the consideration by the General Assembly of more "Caps" of revenues is a signal that the

City must work with other cities to lobby our state officials about how important Home Rule is and how important it remains for each community to deal with its own fiscal needs in a responsible manner.

GOAL 10. To monitor legislation at all levels of government.

The Municipal Association of South Carolina is the main lobbying force for the cities of our state and they make us aware of legislation at the state level as it pertains to municipal government. They have been part of the effort to retain the principle of Home Rule and protect the right of cities to pass laws (and budgets) that allow them to provide the necessary services for each city.

The City is also active in two other local organizations. One is the Grand Strand Coastal Alliance, which works with other cities and Horry County to lobby for federal funding for beach renourishment, storm water outfalls and anything else that pertains to the coastal area. The City of North Myrtle Beach is also a part of the Horry County League of Cities, to act as one voice on issues that affect all cities in our county.

Other Budgetary Issues:

Besides the goals mentioned above and programs and projects described, this budget has also addressed other needs and policies as follows:

Cherry Grove Dredging Project – Legal issues continue to put this project on hold.

Retiree Health Insurance – We have continued the policy of funding retiree health insurance for retirees who qualified with 20 years of consecutive years of service. GASB 45 will begin to impact all governments and the Finance Director has begun the process of identifying the means to come into compliance with the GASB 45 standard.

Other Service Level needs:

Personnel approved by Council at the Budget Retreat and included in the budget are as follows:

1. Economic Development Director
2. Storm Water Compliance Manager
3. Tree Maintenance Technician
4. Mechanic
5. Facilities Maintenance Technician
6. Engineering GIS/CAD Technician
7. Changed part-time to full-time Business License Inspector
8. Accountant for Enterprise Funds
9. Maintenance Worker for Beach Services

Conclusion:

The total budget for FY 2008 is \$57,865,762. This reflects the goals and objectives outlined in this message. It also is in response to the policies and priorities discussed by City Council at the annual budget retreat of March 12th and 13th, 2007.

I must once again thank the Mayor and City Council for your support, your ideas and your contributions to this budget document and for your continued commitment to this City. I also must thank the Assistant City Manager, Department Heads, Division Heads and other staff for their hard work throughout the budget process. Special thanks go to Finance Director Randy Wright and Assistant Finance Director Diane Shell who have spent many hours in the preparation of this document.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John Smithson". The signature is fluid and cursive, with a large initial "J" and a long, sweeping underline.

John Smithson
City Manager

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ALL FUND SUMMARIES

CITY OF NORTH MYRTLE BEACH
SUMMARY OF ALL FUNDS - FY 2008

Period covered: July 1, 2007 - June 30, 2008

	GOVERNMENTAL FUND TYPE								ENTERPRISE FUND TYPE					TOTAL OF ALL FUNDS
	GENERAL FUND	Special Revenue Funds				Capital Improvement Funds			WATER & SEWER			AQUATIC & FITNESS CENTER		
		ACCOM. TAX	LOCAL HOSP. FEES	PARK IMPROV.	STORM WATER DRAINAGE	CAPITAL IMPROV.	STREET IMPROV.	BEACH RENOURISHMENT	OPERATIONS	IMPACT FEES	SOLID WASTE	BEACH SERVICES		
Beginning Balance	\$13,533,422	\$ 513,244	\$ -	\$ 1,157,800	\$ 368,928	\$ (697,983)	\$ 745,836	\$ 29,754	\$ 4,013,379	\$20,873,467	\$ (828,583)	\$ 281,411	\$ (968,027)	\$39,022,648
Revenues	19,902,100	2,432,900	4,150,000	60,000	1,995,200	40,000	340,000	50,000	13,192,170	4,300,000	3,189,500	2,663,000	1,528,900	53,843,770
Total Available Resources	\$33,435,522	\$ 2,946,144	\$ 4,150,000	\$ 1,217,800	\$ 2,364,128	\$ (657,983)	\$ 1,085,836	\$ 79,754	\$ 17,205,549	\$25,173,467	\$ 2,360,917	\$ 2,944,411	\$ 560,873	\$92,866,418
Expenditures/Expenses	\$25,161,576	\$ 1,207,965	\$ -	\$ -	\$ 2,715,000	\$ 1,525,000	\$ 1,120,000	\$ 50,000	\$ 10,714,959	\$ -	\$ 2,689,582	\$ 1,940,818	\$ 1,996,462	\$ 49,121,362
Overhead Allocation	(2,984,675)	-	-	-	-	-	-	-	1,924,896	-	563,078	308,904	187,797	-
Excess (Deficiency) After Expenditures/Expenses	\$11,258,621	\$ 1,738,179	\$ 4,150,000	\$ 1,217,800	\$ (350,872)	\$ (2,182,983)	\$ (34,164)	\$ 29,754	\$ 4,565,694	\$25,173,467	\$ (891,743)	\$ 694,689	\$ (1,623,386)	\$43,745,056
Operating Transfers In	\$ 4,494,248	\$ -	\$ -	\$ -	\$ -	\$ 1,525,000	\$ 750,000	\$ 50,000	\$ -	\$ -	\$ 331,500	\$ 89,200	\$ 771,000	\$ 8,010,948
Operating Transfers Out	(2,275,000)	(1,535,948)	(4,150,000)	-	-	-	-	-	-	-	-	(50,000)	-	(8,010,948)
Depreciation/Amortization	-	-	-	-	-	-	-	-	3,534,382	-	215,000	270,000	253,436	4,272,818
Bond Principal	-	-	-	-	-	-	-	-	(126,163)	(807,170)	-	-	(322,436)	(1,255,769)
Property Plant & Equipment	-	-	-	-	-	-	-	-	(1,232,400)	(6,977,000)	(535,000)	-	-	(8,744,400)
Ending Balance	\$13,477,869	\$ 202,231	\$ -	\$ 1,217,800	\$ (350,872)	\$ (657,983)	\$ 715,836	\$ 79,754	\$ 6,741,513	\$17,389,297	\$ (880,243)	\$ 1,003,889	\$ (921,386)	\$38,017,705

Grand Total Budgeted Expenditures: \$57,865,762

**CAPITAL 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 by fund and department is provided in the following table for the 2008 fiscal year. Capital expenditures make up a substantial portion of the total budgetary expenditures of \$57,865,762 including capital purchases in the enterprise funds. The City has functioned primarily under the pay-as-you-go financing methodology over the last 20 years.

<u>Fund</u>	<u>Total Capital</u>
General	\$ 1,695,378
Water & Sewer	8,209,400
Aquatic Center	-
Street Improvements	1,120,000
Beach Nourishment	50,000
Storm Water Drainage	1,525,000
Solid Waste Fund	535,000
TOTAL	\$ 13,134,778

<u>Department</u>	<u>Total Capital</u>
General Government	\$ -
Finance	320,000
Information Services	237,000
Public Safety	588,078
Planning/Development	19,000
Public Works	11,381,400
Parks & Recreation	549,300
Support Services	40,000
TOTAL	\$ 13,134,778

GENERAL FUND CAPITAL

Capital purchases within the General Fund have remained relatively constant over the previous five years. The City believes that in order to successfully deliver the various services to its constituents, it is necessary to provide first-class equipment and facilities in order for employees to efficiently perform the City's many specialized tasks. The City has shown the willingness to provide the necessary equipment for employees to meet the many service demands of the public. As a result of investments in capital equipment and facilities, the City has been able to continue providing services to tens of thousands of tourists and an increasing permanent population base as well, without having to add substantial numbers of new employees.

Timely replacement of motorized equipment is necessary in order to ensure the most efficient delivery of services. This policy is evident in the annual purchase of eight police vehicles. Other vehicles, such as fire

trucks, construction equipment and pickup trucks are replaced based upon a set replacement schedule. This replacement policy ensures that equipment being used 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 2008:

GENERAL FUND CAPITAL			
Accounting	Software - Financial	\$ 25,000	
Information Services	Server Upgrades	30,000	
	Wireless Networking	185,000	
	Virtual Server Software	22,000	
Uniform Patrol	Digital Mobile Vision (18)	80,000	
	Mobile Data Units (7)	100,000	
	Police Vehicles (8)	184,000	
Communications/Detention	Phone & Radio Recorder	87,678	
Fire/Rescue	Firestation Ventilation	97,400	
	4X4 Utility Vehicle	14,000	
	Breathing Apparatus(s)	25,000	
	Bullard Thermal Imaging	13,000	
Planning	Color Plotter/Scanner	19,000	
	Streets		
Streets	Crew Truck - Signage	35,000	
	Flatbed Dump Truck	65,000	
	Dump Truck - 16 Ton	85,000	
	Pickup Truck	25,000	
	Explorer - Superintendent	29,000	
	Barefoot Bridge - Improvements	35,000	
	Parks	Heritage Shores/Boat Ramp	38,000
		McLean Park - Improvements	212,000
		Burgess Preserve Pier	110,000
		Pickup Trucks (2)	43,700
		Spray Rig	6,400
		Enclosed Landscape Trailer	6,500
Fleet Maintenance	Fairway Mower	32,700	
	Mulch Blower	44,000	
	Scoreboard	6,000	
	Ford Sedans (2)	40,000	
	Total General Fund Capital - FY 2008		<u>\$ 1,695,378</u>

During the annual budget retreat, the Mayor and City Council review expenditures and capital needs for the upcoming budget year as well as the four following fiscal years. The budget decisions on capital must be reviewed in light of the ongoing capital improvement plan. The following table illustrates the projected capital needs by category for FY 2009 through FY 2012:

<u>Category</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
Building	\$ 45,000	\$ -	\$ -	\$ -
Heavy Equipment	-	100,000	-	-
Office Equipment	299,000	330,000	100,000	555,000
Motor Vehicles	452,075	402,219	687,240	363,201
Other Equipment	281,750	345,525	311,300	28,140
Other Improvements	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Total	<u>\$ 1,277,825</u>	<u>\$ 1,377,744</u>	<u>\$ 1,848,540</u>	<u>\$ 1,146,341</u>

Capital expenditure projections for future years are within the annual spending parameters the City has allocated to capital purchases over the previous five years. In fact, the next several years are projected to be less than previous years. The General Fund should have no problem continuing its pay-as-you-go financing for the various capital expenditures projected through FY 2012.

WATER AND SEWER FUND

Several major infrastructure improvements are budgeted for the Water and Sewer Fund for FY 2008. Again, the pay-as-you-go financing mechanism will be used to fund these various projects as much as possible. The City of North Myrtle Beach believes this funding mechanism is the most cost-effective method over the long run.

The Water and Sewer Fund is projected to spend \$8,209,400 on capital projects/equipment for FY 2008. The majority of these funds will come from Impact Fees. The largest capital expenditure will be the \$4,150,000 budgeted for water tanks in Cherry Grove and Atlantic Beach. Other capital expenditures for the Water and Sewer Fund include normal replacements.

The following table lists the various capital expenditures for the Water and Sewer Fund being funded by operating funds:

<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Water Billing	Radio Read Devices	\$ 295,000
Administration	System Modeling/Mapping GIS	450,000
Wastewater Treatment	Mower	17,000
Wells/Lifts Maintenance	Generators	90,400
	Odor Control Units	50,000
	Tank Improvements	200,000
Construction/Maintenance	Compressor, Lateral Machine & Trench	<u>130,000</u>
Total Water and Sewer Fund		<u>\$ 1,232,400</u>

The following table lists the various capital expenditures that will be funded with impact fees and interest earned from impact fees

<u>DIVISION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Wells/Lifts	Pump Station/Consolidation	\$ 600,000
Wastewater Treatment	Miscellaneous Sewers	200,000
	Sewer System Improvements	1,427,000
Construction/Maintenance	Water Storage Tanks	4,150,000
	Water Line Upgrades/Relocations	<u>600,000</u>
Total		<u>\$ 6,977,000</u>

Capital expenditures for the Water & Sewer Fund reflect a normal year of activity for the fiscal year. Financing of future capital projects and equipment will continue to be funded on a pay-as-you-go basis through FY 2012. The City will continue to evaluate its future capital needs on a five-year basis annually at the budget retreat.

STREET IMPROVEMENT FUND

This fund accounts for the financial resources appropriated for street paving, resurfacing, intersection improvements, sidewalk installation and storm drainage. The projects to be undertaken for FY 2008 are as follows:

<u>Project</u>	<u>Amount</u>
Intersection Improvements	\$ 75,000
Sidewalks	450,000
Resurfacing	150,000
Beach Access	75,000
Underground Utilities	100,000
Street End Remodeling	250,000
Highway Studies	<u>20,000</u>
TOTAL	<u>\$1,120,000</u>

The funding for this year's projects will come from transfers from the General Fund and Road Fees.

The largest project for FY 2008 is for sidewalk projects along 33rd Avenue South in Windy Hill, 2nd Avenue North, and along Highway 17 in Windy Hill.

Projects for FY 2009 through FY 2012 will continue with intersection improvements, sidewalks, and resurfacing. Over this four-year period, the City is projected to incur \$3,000,000 for these projects. The estimated projects for FY 2009 through FY 2012 are listed below for the Street Improvement Fund.

<u>Project</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
Sidewalks	\$350,000	\$350,000	\$350,000	\$350,000
Intersection Improvements	75,000	75,000	75,000	75,000
Resurfacing	150,000	150,000	150,000	150,000
Underground Utilities	100,000	100,000	100,000	100,000
Beach Access Improvements	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
Total	<u>\$750,000</u>	<u>\$750,000</u>	<u>\$750,000</u>	<u>\$750,000</u>

BEACH NOURISHMENT

This fund, which was established during FY 1995, is to account for the City's share of the \$22.5 million Army Corps of Engineers Beach Nourishment Project. The funding for this project came from the issuance of General Obligation Bonds for a period of 10 years that were paid off during FY 2006.

The expenditures for FY 2008 are appropriated to be \$50,000. Future expenditures are projected for the years FY 2009 - FY 2012 in the amount of \$50,000 per year. These funds will be used for emergency repairs and replacement.

At this time, the city has provided the Army Corps of Engineers with the local funds for another major beach renourishment project scheduled for this fall. The new project is estimated to be \$10,720,000 and will be administered by the Army Corps of Engineers.

CAPITAL IMPROVEMENT FUND

The Capital Improvement Fund accounts for financial resources to be used for capital asset replacements, acquisition, and construction. The only project budgeted for 2008 is the expansion of the J. Bryan Floyd Community Center. This project is estimated at \$2,500,000 over FY 2008 and FY 2009.

No additional specific projects have been identified for the next five years. However, the City continues to explore the possibility of expanding facilities across the waterway.

SOLID WASTE FUND

The Solid Waste Fund was new for FY 2001. Solid Waste was previously shown as part of the General Fund. This budget provides for \$535,000 of equipment to be purchased in FY 2008.

Equipment outlay for fiscal years FY 2009 through FY 2012 is projected as follows:

<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>	<u>FY 2012</u>
\$605,000	\$485,000	\$815,000	\$540,000

STORM WATER DRAINAGE FUND

The Storm Water Drainage Fund was established by adoption of the Stormwater 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.

Capital outlay is projected to be only \$1,575,000 for FY 2008. This amount is for construction of various aspects of the drainage projects as outlined in the 15-year plan and will account for the final spending of fund balance. It will take four years to pay off the 2004 Bond before Phase II of the 15-year plan can be started.

AQUATIC CENTER FUND

The Aquatic Center Fund was established in FY 2003. This fund will record the second full fiscal year of operation of the new Aquatic & Fitness Center.

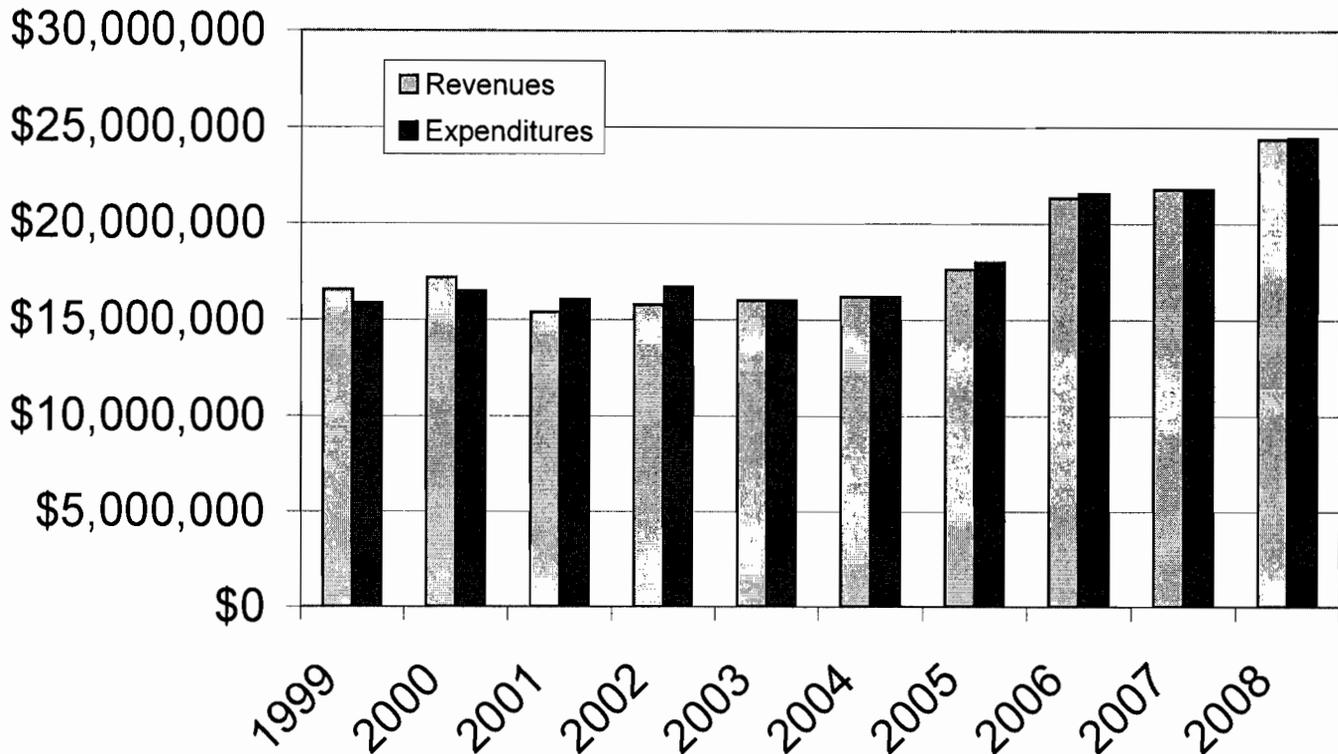
No new capital has been budgeted for this fund for FY 08 since the center and its equipment are new.

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GENERAL FUND SUMMARY

GENERAL FUND

REVENUES AND EXPENDITURES COMPARISON BUDGETS FOR PAST 10 FISCAL YEARS



The graph above illustrates a reversal from budgeted surpluses from FY1998 through 2000, to deficits for 2001 and 2002, breakeven for 2003 and 2004, and a deficit in FY2005 and FY2006, back to break even for FY2007. Over the last 10 years, the City has experienced growth in its fund balance. The General Fund's fund balance is projected to be \$12,810,339 by the end of FY2007. The City continues to exceed its 35% policy in Undesignated Fund Balance in order to provide for contingencies and possible natural disasters such as hurricanes.

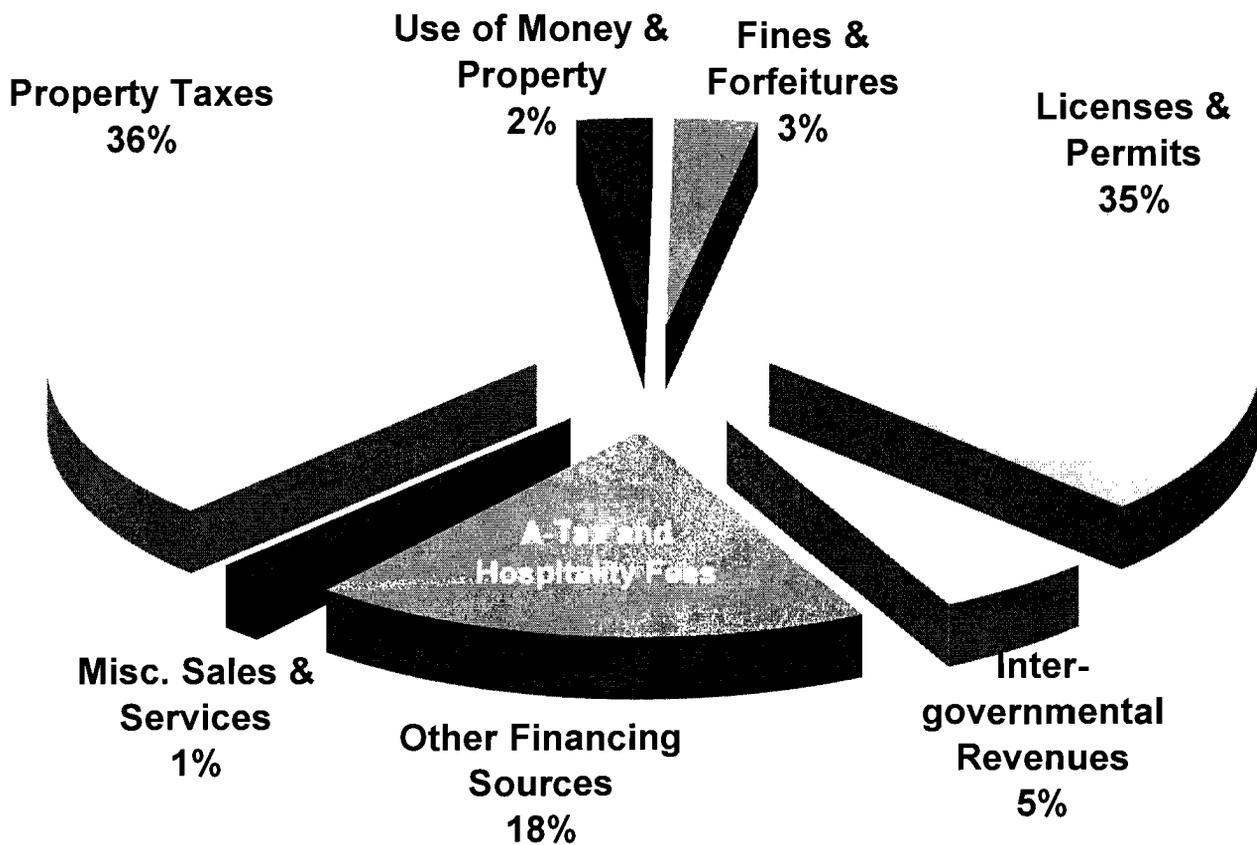
The significant decline in revenues and expenditures for FY2001 was due to the removal of the solid waste revenues and expenditures from the General Fund. The Solid Waste Enterprise Fund was established for FY2001 in order to account for all costs associated with Solid Waste separately.

Individual revenue items continue to show moderate growth. The City has helped this growth by providing for new and alternative revenue sources. These include a 1% Hospitality Fee for prepared foods during FY1995, the adoption of a 1% Local Transient Accommodations and Amusement Fee effective January 1, 1997, and increased this by another 1/2% effective May 1, 2002. For FY2005, the Business License Fees were increased slightly along with a required restructuring of the basis upon which the fees are charged. Some businesses saw an increase, while others saw a decrease.

Expenditures have consistently come in under budget, while revenues have consistently been over budget. This is due to adopting conservative estimates for both revenues and expenditures. This budget continues to levy revenues at the middle of the projected ranges, while expenditures are appropriated at the higher end of projections, including full salaries.

GENERAL FUND REVENUES BY TYPE

The chart shown below illustrates the various General Fund revenue sources by type. Licenses and Permits has been the largest revenue source since FY1998, currently making up 34.0% of the FY2007 budget. The adoption of the 1% Hospitality Fee has improved the General Fund's overall financial picture. 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. No rate changes have been proposed for any General Fund revenue. The tax millage rate was reduced to 30.5 for FY2006 due to the County reassessment of real property values. This rate is the lowest rate in the history of North Myrtle Beach. The Business License rates have remained the same since 1986 and were increased slightly in FY2005.

SUMMARY OF REVENUE GENERAL FUND

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
Current Property Taxes	\$ 6,634,369	\$ 7,540,360	\$ 7,030,000	\$ 8,070,000	\$ 8,450,000
Delinquent Property Taxes	39,194	145,756	190,000	190,000	190,000
Licenses & Permits	7,392,929	8,878,631	7,439,745	8,763,100	8,333,000
Fines & Forfeitures	559,298	667,589	649,000	649,000	649,000
Use of Money & Property	238,583	439,653	535,000	599,000	585,000
Intergovernmental Revenues	1,041,500	1,016,449	1,209,100	1,218,600	1,338,600
Sales & Services	340,263	338,504	391,500	371,000	331,500
Miscellaneous	29,128	13,474	50,000	50,000	25,000
Other Financing Sources	3,730,185	6,205,758	4,298,315	4,398,315	4,494,248
TOTAL	<u>\$ 20,005,449</u>	<u>\$ 25,246,174</u>	<u>\$ 21,792,660</u>	<u>\$ 24,309,015</u>	<u>\$ 24,396,348</u>

MILLAGE RATE AND ESTIMATED TAX COLLECTIONS FISCAL YEAR ENDING JUNE 30, 2008

	FY 2005 ACTUAL 35.7 MILS	FY 2006 ACTUAL 30.5 MILS	FY 2007 BUDGETED 30.5 MILS	FY 2007 ESTIMATED 30.5 MILS	FY 2008 BUDGETED 30.5 MILS
Real & Personal Property	\$ 6,703,090	\$ 7,732,578	\$ 7,210,000	\$ 8,250,000	\$ 8,650,000
Estimated Non-Collectible	(68,721)	(192,218)	(180,000)	(180,000)	(200,000)
TOTAL CURRENT	<u>\$ 6,634,369</u>	<u>\$ 7,540,360</u>	<u>\$ 7,030,000</u>	<u>\$ 8,070,000</u>	<u>\$ 8,450,000</u>
Delinquent Property Taxes	(16,727)	83,907	135,000	130,000	135,000
Tax Penalties	55,921	61,849	55,000	60,000	55,000
TOTAL DELINQUENT	<u>\$ 39,194</u>	<u>\$ 145,756</u>	<u>\$ 190,000</u>	<u>\$ 190,000</u>	<u>\$ 190,000</u>
TOTAL TAX REVENUE	<u>\$ 6,673,563</u>	<u>\$ 7,686,116</u>	<u>\$ 7,220,000</u>	<u>\$ 8,260,000</u>	<u>\$ 8,640,000</u>

FISCAL YEAR ENDING JUNE 30, 2008
DETAIL OF REVENUE
GENERAL FUND

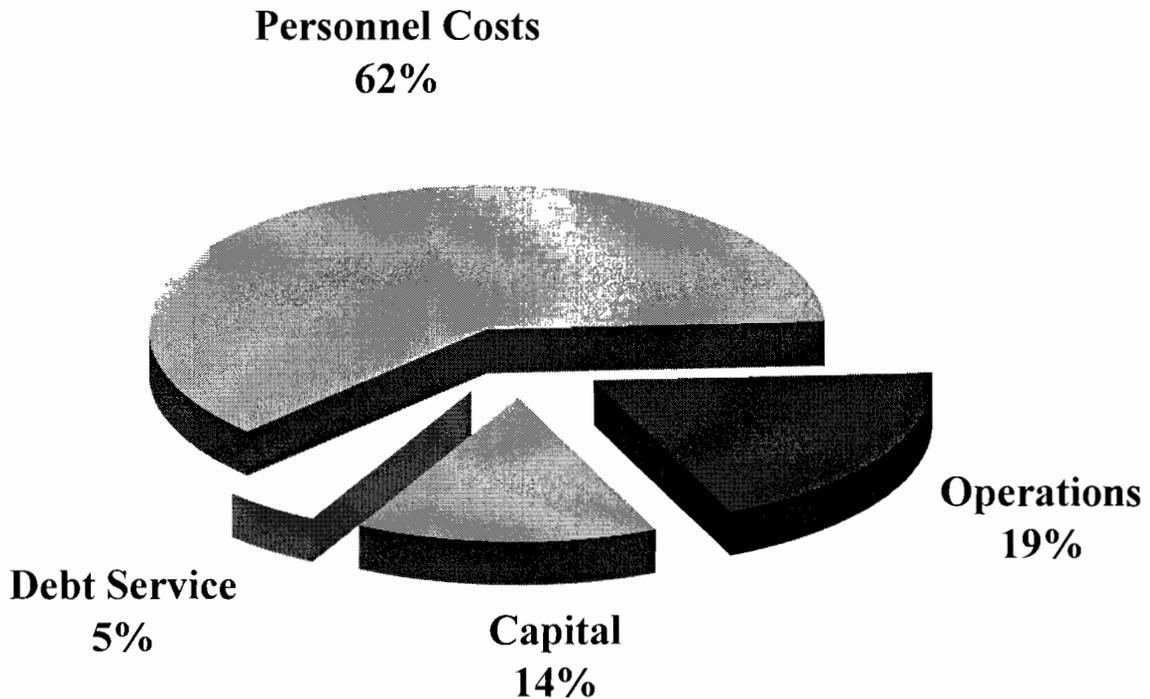
	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
Beginning Fund Balance	\$ 8,840,672	\$ 10,412,603	\$ 12,810,339	\$ 13,181,507	\$ 13,533,422
TAXES:					
Current Taxes	6,634,369	7,540,360	7,030,000	8,070,000	8,450,000
TOTAL CURRENT TAXES:	6,634,369	7,540,360	7,030,000	8,070,000	8,450,000
Delinquent Property Taxes	(16,727)	83,907	135,000	130,000	135,000
Tax Penalties	55,921	61,849	55,000	60,000	55,000
TOTAL DELINQUENT TAXES:	39,194	145,756	190,000	190,000	190,000
LICENSES & PERMITS:					
Business License Fees	4,564,239	5,450,134	4,700,000	5,750,000	5,565,000
Business License Penalties	33,285	47,494	35,000	47,500	47,500
Building Permits	1,193,894	1,628,590	940,645	1,150,000	900,000
Inspection Fees	4,240	5,635	3,500	5,000	3,500
Other Permits	8,130	9,630	7,000	7,000	7,000
Electricity Franchise Fees	931,578	1,057,238	1,065,000	1,060,000	1,085,000
Cable Television Franchise Fees	347,461	374,724	355,000	400,000	410,000
Telephone Franchise Fees	256,146	240,329	258,600	268,600	240,000
Gas Franchise Fees	53,956	64,857	75,000	75,000	75,000
TOTAL LICENSES & PERMITS	7,392,929	8,878,631	7,439,745	8,763,100	8,333,000
FINES & FORFEITURES:					
Fines / Bail Bonds	1,124,676	1,219,024	1,250,000	1,250,000	1,250,000
Less transfer to State	(650,926)	(670,868)	(700,000)	(700,000)	(700,000)
Seizures	10,343	42,569	30,000	30,000	30,000
Improper Parking Fines	10,217	19,714	9,000	9,000	9,000
Victims Assistance	64,988	57,150	60,000	60,000	60,000
TOTAL FINES & FORFEITURES	559,298	667,589	649,000	649,000	649,000
USE OF MONEY & PROPERTY:					
Interest	165,233	370,540	450,000	500,000	500,000
Property Rental	73,350	69,113	85,000	99,000	85,000
USE OF MONEY & PROPERTY:	238,583	439,653	535,000	599,000	585,000

FISCAL YEAR ENDING JUNE 30, 2008
DETAIL OF REVENUE
GENERAL FUND

	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
INTERGOVERNMENTAL:					
Local Government Tax	294,416	295,790	296,500	316,000	316,000
Homestead Exemption Tax	95,731	86,957	95,000	95,000	95,000
Business Inventory Tax	36,616	36,616	36,600	36,600	36,600
Accommodations Tax	123,810	145,965	135,000	150,000	155,000
Admissions Tax	160,506	187,715	250,000	225,000	250,000
Motor Carrier Tax	14,289	16,152	15,000	15,000	15,000
Alcoholic Beverage Permit Fees	166,623	185,850	240,000	240,000	240,000
Government Grants	108,509	20,404	100,000	100,000	190,000
Horry County Recreation Grant	41,000	41,000	41,000	41,000	41,000
TOTAL INTERGOVERNMENTAL	<u>1,041,500</u>	<u>1,016,449</u>	<u>1,209,100</u>	<u>1,218,600</u>	<u>1,338,600</u>
SALES & SERVICES:					
Miscellaneous	36,156	35,077	35,000	35,000	35,000
GIS Data	1,122	327	1,500	1,000	1,500
Fire Protection	97,128	98,240	120,000	120,000	120,000
City Codes and Ordinances	8,250	10,641	10,000	10,000	10,000
Street Work	12,192	17,853	25,000	20,000	25,000
Beach Service Franchise Fees	130,825	108,125	125,000	105,000	60,000
Recreation Fees	54,590	68,241	75,000	80,000	80,000
TOTAL SALES & SERVICES	<u>340,263</u>	<u>338,504</u>	<u>391,500</u>	<u>371,000</u>	<u>331,500</u>
MISCELLANEOUS:					
Insurance Reimbursements	29,128	13,474	50,000	50,000	25,000
TOTAL MISCELLANEOUS	<u>29,128</u>	<u>13,474</u>	<u>50,000</u>	<u>50,000</u>	<u>25,000</u>
OTHER FINANCING SOURCES:					
Accommodations Tax	767,073	734,315	1,073,315	1,073,315	1,069,248
Transfer from Wat/Sew Fund	-	250,000	-	-	-
Equipment Lease	-	1,975,000	-	-	-
Trans. Local Accommodations	1,199,586	1,391,481	1,300,000	1,450,000	1,500,000
Trans. Local Hospitality Fees	1,763,526	1,854,962	1,925,000	1,875,000	1,925,000
TOTAL OTHER FIN. SOURCES:	<u>3,730,185</u>	<u>6,205,758</u>	<u>4,298,315</u>	<u>4,398,315</u>	<u>4,494,248</u>
TOTAL REVENUES:	<u>20,005,449</u>	<u>25,246,174</u>	<u>21,792,660</u>	<u>24,309,015</u>	<u>24,396,348</u>
TOTAL AVAILABLE RESOURCES:	<u>\$ 28,846,121</u>	<u>\$ 35,658,777</u>	<u>\$ 34,602,999</u>	<u>\$ 37,490,522</u>	<u>\$ 37,929,770</u>

GENERAL FUND EXPENDITURES BY TYPE -- FY2008

The following chart illustrates Expenditures by Type. Debt Service continues to consume a reasonable 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

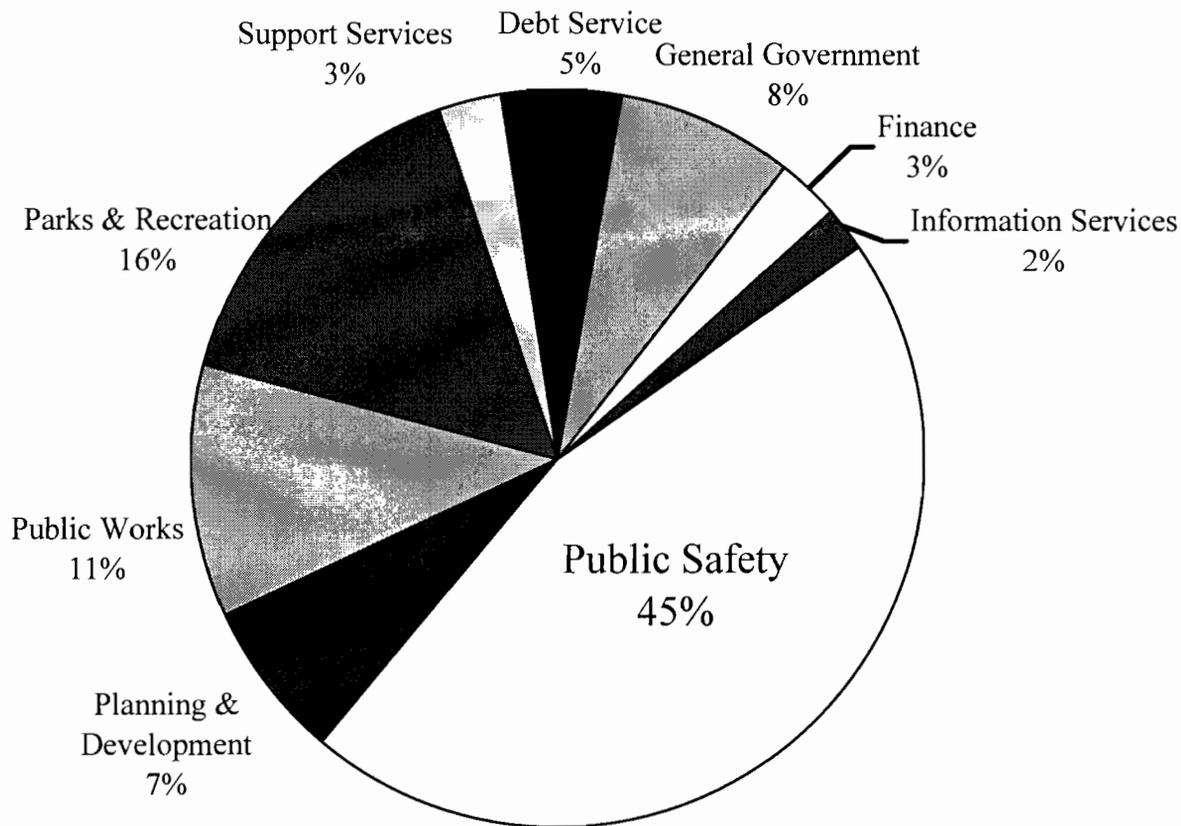
	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
Personnel and Training	\$ 13,049,152	\$ 13,736,952	\$ 15,492,157	\$ 15,134,663	\$ 16,940,240
Maintenance and Operations	4,792,228	5,244,190	4,937,125	4,781,218	5,244,648
Capital Expenditures	1,382,834	4,733,503	2,651,435	5,094,731	3,970,378
Debt Service Expenditures	1,323,979	1,328,641	1,286,700	1,325,433	1,281,310
TOTAL GENERAL FUND	\$ 20,548,193	\$ 25,043,286	\$ 24,367,417	\$ 26,336,045	\$ 27,436,576

* Figures are before the overhead allocation to the Water and Sewer Fund and Solid Waste Fund.

GENERAL FUND EXPENDITURES BY DEPARTMENT -- FY2008

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 more than half or 57.0% 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 2005 ACTUAL*	FY 2006 ACTUAL*	FY 2007 BUDGETED*	FY 2007 ESTIMATED*	FY 2008 BUDGETED*
General Government	1,499,511	2,072,958	1,702,323	3,755,123	1,910,320
Finance	502,384	528,401	638,816	622,774	667,262
Information Services	260,841	335,735	442,137	416,659	464,506
Public Safety	9,362,257	11,847,600	10,607,279	10,762,925	11,243,776
Planning and Development	1,330,179	1,504,113	1,594,238	1,479,693	1,685,280
Public Works	2,107,210	2,208,977	2,592,045	2,561,912	2,685,534
Parks and Recreation	1,571,979	1,777,086	2,327,634	2,297,422	3,819,168
Support Services	475,182	588,026	601,488	570,147	694,745
Debt Service	1,323,979	1,328,641	1,286,700	1,325,433	1,281,310
TOTAL GENERAL FUND	18,433,522	22,191,537	21,792,660	23,792,088	24,451,901

* Figures are net of the overhead allocation to the Water and Sewer Fund and Solid Waste 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, and the Aquatic Center Fund.

FISCAL YEAR ENDING JUNE 30, 2008
SUMMARY OF EXPENDITURES
GENERAL FUND

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
210	GENERAL GOVERNMENT SERVICES	602,091	1,135,583	626,305	2,652,177	670,089
211	LEGISLATIVE	60,960	69,534	63,398	64,506	67,362
221	ADMINISTRATIVE	160,154	118,140	130,448	134,678	141,860
232	CITY COURT	268,426	277,510	317,404	316,958	383,450
242	LEGAL	145,730	134,717	126,722	151,617	132,857
251	ECONOMIC DEVELOPMENT	-	-	-	-	81,947
252	HUMAN RESOURCES	262,150	337,474	438,046	435,187	432,755
TOTAL GENERAL GOVERNMENT SERV.		1,499,511	2,072,958	1,702,323	3,755,123	1,910,320
262	INFORMATION SERVICES	260,841	335,735	442,137	416,659	464,506
TOTAL INFORMATION SERVICES		260,841	335,735	442,137	416,659	464,506
342	ACCOUNTING	252,886	272,561	301,041	296,313	306,800
352	REVENUE	249,498	255,840	337,775	326,461	360,462
TOTAL FINANCE		502,384	528,401	638,816	622,774	667,262
411	PUBLIC SAFETY ADMIN.	438,487	323,386	376,153	361,311	366,270
422	UNIFORM PATROL	3,996,427	4,015,985	4,450,592	4,173,468	4,566,025
424	COMMUNITY SERVICES	392,478	568,516	647,844	743,847	779,780
431	DETECTIVES	748,817	905,533	876,700	846,105	895,456
442	COMMUNICATIONS/DETENTION	927,323	2,848,761	1,024,677	943,654	1,109,379
444	RECORDS	287,536	286,159	285,334	271,177	277,692
445	VICTIM RIGHTS ADVOCATE	55,011	55,893	63,742	60,443	67,325
452	PUBLIC SAFETY TRAINING	155,403	166,135	171,870	196,929	240,992
453	FIRE / RESCUE	2,174,015	2,262,774	2,417,331	2,868,786	2,645,765
454	FIRE PREVENTION/INSPECTION	186,760	190,878	293,036	297,205	295,092
TOTAL PUBLIC SAFETY		9,362,257	11,624,020	10,607,279	10,762,925	11,243,776
521	PLANNING	629,325	752,653	764,718	727,199	836,398
522	BUILDING	700,854	751,460	829,520	752,494	848,882
TOTAL PLANNING & DEVELOPMENT		1,330,179	1,504,113	1,594,238	1,479,693	1,685,280
652	STREETS / DRAINAGE	1,507,210	1,548,977	1,932,045	1,901,912	1,935,534
TOTAL PUBLIC WORKS		1,507,210	1,548,977	1,932,045	1,901,912	1,935,534
741	RECREATION	707,315	701,393	881,621	837,936	782,657
754	PARKS / GROUNDS	864,664	1,075,693	1,446,013	1,459,486	1,511,511
TOTAL PARKS AND RECREATION		1,571,979	1,777,086	2,327,634	2,297,422	2,294,168
822	PURCHASING	142,696	158,085	175,130	163,553	181,485
832	FLEET MAINTENANCE	199,884	198,953	220,438	207,767	270,524
842	CUSTODIAL/FACILITY MAINT.	132,602	230,988	205,920	198,827	242,736
TOTAL SUPPORT SERVICES		475,182	588,026	601,488	570,147	694,745
911	DEBT SERVICE	1,323,979	1,328,641	1,286,700	1,325,433	1,281,310
915	OTHER FINANCING USES	600,000	883,580	660,000	660,000	2,275,000
TOTAL GENERAL FUND EXPENDITURES		18,433,522	22,191,537	21,792,660	23,792,088	24,451,901

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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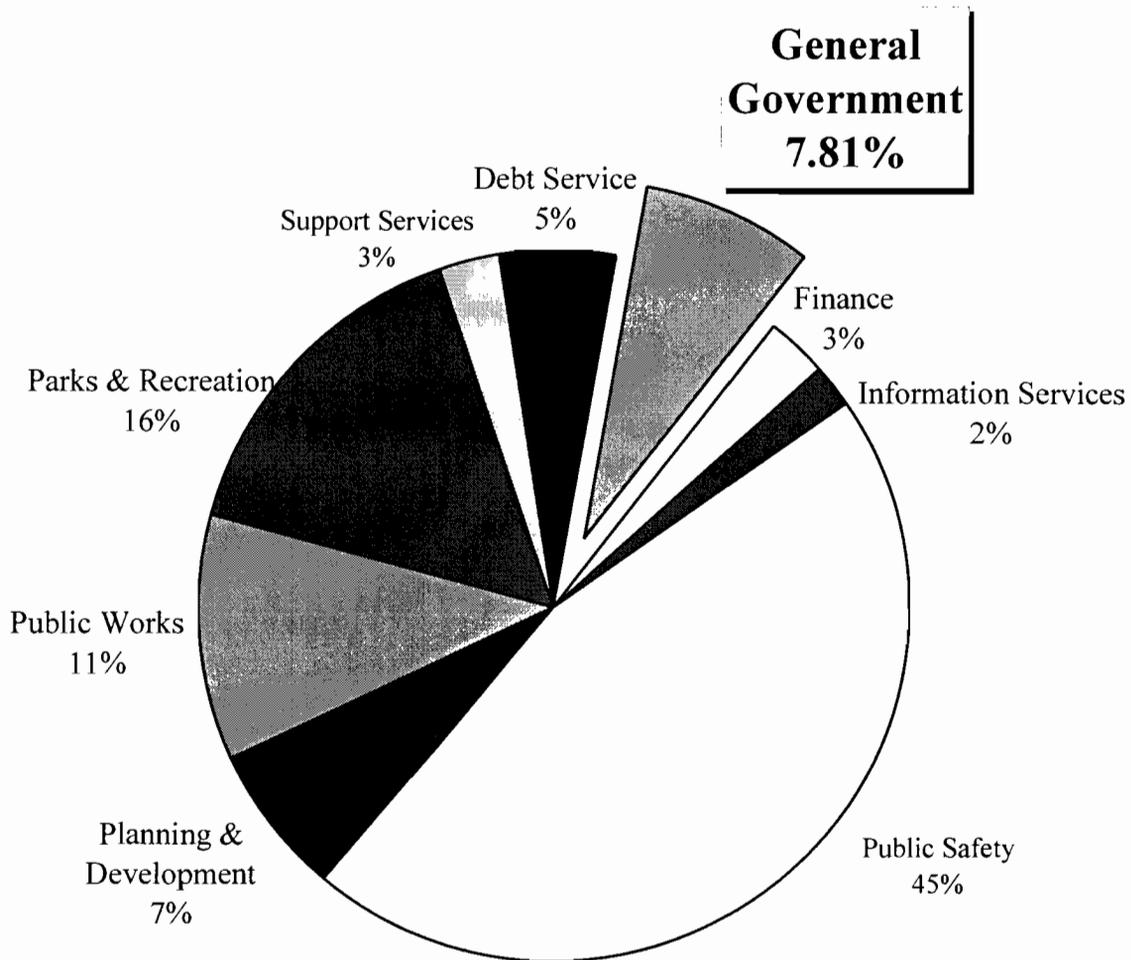
GENERAL FUND EXPENDITURES

GENERAL GOVERNMENT

GENERAL FUND
GENERAL GOVERNMENT SERVICES DEPARTMENT

The General Government Services Department includes 5 divisions: 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 7.81% of the overall resources appropriated in the General Fund for FY2008.



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, 2008
Regular Employees
GENERAL GOVERNMENT DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
GENERAL GOVERNMENT	-	-	-	-	-
LEGISLATIVE	8	8	8	8	8
ADMINISTRATIVE	3 ¹	3	2 ¹	2	2
CITY COURT	3	4 ²	4	5 ²	5
LEGAL	2	2	2	2	2
ECONOMIC DEVELOPMENT	0	0	0	0	1 ⁵
HUMAN RESOURCES	<u>5</u>	<u>5</u>	<u>7</u> ^{1,3}	<u>10</u> ⁴	<u>10</u>
TOTAL	<u>21</u>	<u>22</u>	<u>23</u>	<u>27</u>	<u>28</u>

Footnotes:

- ¹ Grants/Special Projects Coordinator added in FY2004, then transferred to Human Resources Division in FY2006.
² Assistant Clerk of Court increased from part-time to full-time in FY2005, again by Budget Amendment during FY2007.
³ Transferred Secretary/Receptionist from Records 444 during FY2006.
⁴ Risk Manager, Public Information Officer, and an Administrative Assistant I added in FY2007.
⁵ Economic Development Manager added in FY2008.

A summary of expenditures for the past 4 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, and the Aquatic Center Fund to accomplish the level of services and goals of this department. The General Fund will provide \$1,910,320, the Water and Sewer Fund \$913,159, the Solid Waste Fund \$184,135, the Beach Services Fund \$165,178, and the Aquatic Center Fund \$112,808. The Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, and Aquatic Center 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 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
210	GENERAL GOVT. SERVICES	1,157,868	2,226,633	3,238,050	3,250,376	1,313,900
211	LEGISLATIVE	132,522	154,520	140,884	143,346	149,693
221	ADMINISTRATIVE	348,161	262,535	289,884	299,283	315,244
232	CITY COURT	268,426	277,510	334,154	316,958	383,450
242	LEGAL	316,803	299,370	281,604	336,927	295,237
251	ECONOMIC DEVELOPMENT	-	-	-	-	81,947
252	HUMAN RESOURCES	<u>364,097</u>	<u>496,285</u>	<u>644,186</u>	<u>639,981</u>	<u>746,129</u>
TOTAL EXPENDITURES		<u>\$ 2,587,877</u>	<u>\$ 3,716,853</u>	<u>\$ 4,928,762</u>	<u>\$ 4,986,871</u>	<u>\$ 3,285,600</u>
GENERAL GOVT. OVERHEAD		<u>(1,088,366)</u>	<u>(1,643,895)</u>	<u>(1,199,689)</u>	<u>(1,231,748)</u>	<u>(1,375,280)</u>
NET GENERAL GOVERNMENT		<u>\$ 1,499,511</u>	<u>\$ 2,072,958</u>	<u>\$ 3,729,073</u>	<u>\$ 3,755,123</u>	<u>\$ 1,910,320</u>

**GENERAL FUND
GENERAL GOVERNMENT DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The General Government Department continues to work toward the accomplishment of all FY2007 departmental goals and priorities. Several of these goals are ongoing and will continue to future years.

- Implement new rates for Water and Sewer Fund and the Solid Waste Fund.
- Hire a Public Information Officer.
- Hire a Risk Manager. Evaluate current policies and risks and develop new programs to control costs.
- Continue to expand the city through quality annexation.

The following goals have been added for FY2008:

- Continue to expand the city through various annexations.
- Implement Beach Services Fund as the fourth enterprise fund for the City.
- Promote the City and it's tourist based economy through the North Myrtle Beach Chamber of Commerce and various festivals.
- Work with the Army Corps of Engineers to begin the second major beach renourishment project for North Myrtle Beach.

01-5-210 GENERAL GOVERNMENT SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
023	INSURANCE - RETIRED EMPL.	\$ 19,371	\$ 39,967	\$ 33,600	\$ 41,864	\$ 81,000
024	UNEMPLOYMENT INSURANCE	28,694	15,614	30,000	30,000	30,000
030	TRAINING	8,531	5,010	10,000	5,000	10,000
050	AWARDS	19,179	14,195	16,000	16,000	16,000
	* SUBTOTAL PERSONNEL *	<u>75,775</u>	<u>74,786</u>	<u>89,600</u>	<u>92,864</u>	<u>137,000</u>
111	MATERIALS/SUPPLIES	19,542	12,605	15,000	13,500	15,000
113	PRINTING/BINDING	24,082	11,770	25,000	18,000	25,000
120	COMMUNICATIONS	112,388	86,668	95,000	92,000	95,000
121	UTILITIES	229,523	253,482	232,000	238,000	240,000
130	CONTRACTUAL SERVICES	58,078	105,030	39,200	39,200	40,200
131	REPAIRS/MAINTENANCE	102,653	103,893	92,700	92,700	96,000
132	PROFESSIONAL SERVICES	80,731	68,645	68,950	68,950	50,000
140	SUBSCRIPTIONS/DUES	11,090	38,393	90,600	90,600	84,700
143	ELECTIONS	-	4,336	-	-	6,000
160	SCMIRF LIAB. INSURANCE	378,584	425,320	480,000	475,000	525,000
189	OTHER GOV'T AGENCIES	25,051	-	-	-	-
	* SUBTOTAL OPERATING *	<u>1,041,722</u>	<u>1,110,142</u>	<u>1,138,450</u>	<u>1,127,950</u>	<u>1,176,900</u>
300	LAND	-	803,322	-	2,029,562	-
380	FURN. / OFFICE EQUIPMENT	40,371	238,383	-	-	-
	* SUBTOTAL CAPITAL *	<u>40,371</u>	<u>1,041,705</u>	<u>-</u>	<u>2,029,562</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,157,868</u>	<u>\$ 2,226,633</u>	<u>\$ 1,228,050</u>	<u>\$ 3,250,376</u>	<u>\$ 1,313,900</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 35%	463,148	868,387	478,940	273,161	459,865
	SOLID WASTE FUND 6%	92,629	133,598	73,683	195,023	78,834
	BEACH SERVICES FUND 4%	-	-	-	-	52,556
	AQUATIC CENTER FUND 4%	-	89,065	49,122	130,015	52,556
	**LESS OVERHEAD TOTAL **	<u>555,777</u>	<u>1,091,050</u>	<u>601,745</u>	<u>598,199</u>	<u>643,811</u>
TOTAL NET GENERAL FUND		<u>\$ 602,091</u>	<u>\$ 1,135,583</u>	<u>\$ 626,305</u>	<u>\$ 2,652,177</u>	<u>\$ 670,089</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, programs that benefit all employees, 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.

Funding is provided in this division for a self-funded insurance pool for all insurance, except worker's compensation and health. The insurance pool is the South Carolina Municipal Insurance Reserve Fund. Major expenditures in this division also include communications, utilities, Currents, and repairs and maintenance.

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 7.0% over last year. The majority of the increase is due to Insurance increases for Retirees, General Liability, Property and Auto.

01-5-211 LEGISLATIVE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 91,142	\$ 96,949	\$ 100,842	\$ 100,842	\$ 101,141
014	OVERTIME	50	6	300	25	300
021	FICA	7,019	7,302	7,586	7,565	7,608
022	EMPLOYEE RETIREMENT	2,441	2,233	3,635	2,550	3,427
023	EMPLOYEE INSURANCE	5,020	4,685	5,400	5,200	5,700
030	TRAINING	14,581	12,338	6,500	13,500	14,000
040	WORKERS COMPENSATION	888	1,244	1,244	1,200	1,390
050	AWARDS	145	180	227	227	227
	* SUBTOTAL PERSONNEL *	<u>121,286</u>	<u>124,937</u>	<u>125,734</u>	<u>131,109</u>	<u>133,793</u>
111	MATERIALS/SUPPLIES	4,201	5,823	3,000	2,500	3,000
112	OFFICE SUPPLIES	244	24	1,000	250	1,000
113	PRINTING/BINDING	2,475	4,356	100	75	100
120	COMMUNICATIONS	1,427	3,484	1,500	1,500	1,500
131	REPAIRS/MAINTENANCE	-	195	300	195	300
132	PROFESSIONAL SERVICES	200	4,701	6,000	3,500	6,000
140	SUBSCRIPTIONS/DUES	750	2,575	1,000	1,000	1,000
141	TRAVEL / BUSINESS	176	7,115	2,000	1,500	2,000
142	ADVERTISING	632	102	250	678	1,000
152	DAMAGE CLAIMS	1,131	1,208	-	1,039	-
	* SUBTOTAL OPERATING *	<u>11,236</u>	<u>29,583</u>	<u>15,150</u>	<u>12,237</u>	<u>15,900</u>
	** TOTAL EXPENDITURES **	<u>\$ 132,522</u>	<u>\$ 154,520</u>	<u>\$ 140,884</u>	<u>\$ 143,346</u>	<u>\$ 149,693</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	60,960	69,534	63,398	64,505	59,876
	SOLID WASTE FUND 6%	10,602	9,271	8,453	8,601	8,982
	BEACH SERVICES FUND 5%	-	-	-	-	7,485
	AQUATIC CENTER FUND 4%	-	6,181	5,635	5,734	5,988
	**LESS OVERHEAD TOTAL **	<u>71,562</u>	<u>84,986</u>	<u>77,486</u>	<u>78,840</u>	<u>82,331</u>
TOTAL NET GENERAL FUND		<u>\$ 60,960</u>	<u>\$ 69,534</u>	<u>\$ 63,398</u>	<u>\$ 64,506</u>	<u>\$ 67,362</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>	<u>Salary</u>
City Clerk	1	14	\$ 33,967
Mayor	1	elected	17,050
Council Members	6	elected	50,124
Longevity	-		-
TOTALS	8		<u>\$ 101,141</u>

BUDGET ANALYSIS

This division provides for basically the same level of service as the previous year's budget. The 6.3% increase is due to expected growth in personnel expenditures and supplies.

01-5-221 ADMINISTRATIVE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 201,439	\$ 148,393	\$ 156,641	\$ 154,500	\$ 160,814
014	OVERTIME	16	759	500	500	500
015	SPECIAL ALLOWANCE	7,200	7,200	7,200	7,200	7,200
021	FICA	14,490	10,065	10,764	10,618	11,050
022	EMPLOYEE RETIREMENT	19,578	14,602	21,930	21,630	21,067
023	EMPLOYEE INSURANCE	15,645	9,218	11,800	10,950	12,400
030	TRAINING	11,945	6,954	5,500	7,500	10,000
040	WORKERS COMPENSATION	2,295	2,788	2,436	2,572	2,500
050	AWARDS	1,310	375	463	463	463
	* SUBTOTAL PERSONNEL *	<u>273,918</u>	<u>200,354</u>	<u>217,234</u>	<u>215,933</u>	<u>225,994</u>
111	MATERIALS/SUPPLIES	5,232	3,681	2,000	2,000	2,000
112	OFFICE SUPPLIES	706	507	400	350	400
113	PRINTING/BINDING	-	-	800	-	800
120	COMMUNICATIONS	1,873	825	2,000	1,000	2,000
130	CONTRACTUAL SERVICES	4,478	2,891	2,400	4,000	4,000
131	REPAIRS/MAINTENANCE	158	-	800	-	800
132	PROFESSIONAL SERVICES	4,073	-	250	-	250
140	SUBSCRIPTIONS/DUES	2,706	2,311	3,000	3,000	3,000
141	TRAVEL / BUSINESS	2,346	1,848	1,000	1,000	1,000
142	ADVERTISING	-	552	-	-	-
190	CONTINGENT	52,671	49,566	60,000	72,000	75,000
	* SUBTOTAL OPERATING *	<u>74,243</u>	<u>62,181</u>	<u>72,650</u>	<u>83,350</u>	<u>89,250</u>
	** TOTAL EXPENDITURES **	<u>\$ 348,161</u>	<u>\$ 262,535</u>	<u>\$ 289,884</u>	<u>\$ 299,283</u>	<u>\$ 315,244</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	160,154	118,142	130,448	134,677	126,097
	SOLID WASTE FUND 6%	27,853	15,752	17,393	17,957	18,915
	BEACH SERVICES FUND 5%	-	-	-	-	15,762
	AQUATIC CENTER FUND 4%	-	10,501	11,595	11,971	12,610
	**LESS OVERHEAD TOTAL **	<u>188,007</u>	<u>144,395</u>	<u>159,436</u>	<u>164,605</u>	<u>173,384</u>
TOTAL NET GENERAL FUND		<u>\$ 160,154</u>	<u>\$ 118,140</u>	<u>\$ 130,448</u>	<u>\$ 134,678</u>	<u>\$ 141,860</u>

DIVISION 221 ADMINISTRATIVE

DIVISION NARRATIVE

This division provides for the City Manager and an Executive Secretary. 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 Executive Secretary provides secretarial services for the Mayor, City Council, City Manager, and City Attorney.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
City Manager	1	contract	\$ 108,930
Executive Secretary	1	15	49,175
Longevity	-		<u>2,709</u>
TOTAL	2		<u>\$ 160,814</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 8.7% increase is due to expected growth in personnel expenditures, supplies and contingency.

01-5-232 CITY COURT

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 130,737	\$ 174,286	\$ 188,714	\$ 195,000	\$ 237,115
012	SALARY, PART-TIME	31,080	18,979	18,750	10,549	10,000
014	OVERTIME	3,720	5,775	4,000	5,500	6,000
021	FICA	11,442	13,608	15,225	15,196	18,224
022	EMPLOYEE RETIREMENT	12,421	13,757	19,271	20,050	23,096
023	EMPLOYEE INSURANCE	23,530	14,870	21,600	21,300	22,800
030	TRAINING	2,086	2,447	3,500	2,500	4,000
040	WORKERS COMPENSATION	1,781	3,078	2,601	2,745	3,797
050	AWARDS	852	1,143	1,143	1,143	1,143
	* SUBTOTAL PERSONNEL *	<u>217,649</u>	<u>247,943</u>	<u>274,804</u>	<u>273,983</u>	<u>326,175</u>
110	CLOTHING/UNIFORMS	42	131	200	200	425
111	MATERIALS/SUPPLIES	5,533	10,124	9,200	11,500	8,500
112	OFFICE SUPPLIES	1,720	732	1,000	750	1,000
113	PRINTING/BINDING	1,053	1,007	1,200	1,275	1,500
120	COMMUNICATIONS	4,474	5,669	6,100	5,200	6,000
130	CONTRACTUAL SERVICES	7,924	275	8,200	8,200	5,250
131	REPAIRS/MAINTENANCE	13,412	-	2,000	1,500	8,500
132	PROFESSIONAL SERVICES	675	2,211	2,600	2,600	14,000
140	SUBSCRIPTIONS/DUES	1,955	741	1,100	1,050	1,100
141	TRAVEL / BUSINESS	11,484	8,034	10,500	10,200	10,500
142	ADVERTISING	2,505	643	500	500	500
	* SUBTOTAL OPERATING *	<u>50,777</u>	<u>29,567</u>	<u>42,600</u>	<u>42,975</u>	<u>57,275</u>
	** TOTAL EXPENDITURES **	<u>\$ 268,426</u>	<u>\$ 277,510</u>	<u>\$ 317,404</u>	<u>\$ 316,958</u>	<u>\$ 383,450</u>

DIVISION 232 CITY COURT

DIVISION NARRATIVE

This division provides for a City Judge, a Clerk of Court & Ministerial Judge, an Assistant Clerk of Court/Associate Judge, and two Assistant Clerks 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 more than 14,000 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 Clerk of Court/Associate Judge assists in maintaining court records and documents as well as performing various clerical functions for the division. The Clerks 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>	<u>Salary</u>
City Judge	1	contract	\$ 68,622
Clerk of Court & Municipal Judge	1	21	57,418
Assistant Clerk of Court/Associate Judge	1	15	40,580
Assistant Clerk of Court	2	15	70,495
Longevity	-		-
TOTAL	5		<u>\$ 237,115</u>

BUDGET ANALYSIS

This division provides for a slight increase level of service over the previous year's budget. During FY2007 a budget amendment was passed to move the part-time clerk to full time. The 20.8% increase is due to expected growth in personnel and supply expenditures.

01-5-242 LEGAL

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 148,300	\$ 125,154	\$ 130,849	\$ 134,500	\$ 136,039
014	OVERTIME	187	469	750	500	500
015	SPECIAL ALLOWANCE	6,300	6,300	6,300	6,300	6,300
021	FICA	9,850	8,820	9,278	8,850	9,626
022	EMPLOYEE RETIREMENT	14,725	12,387	15,792	14,985	15,156
023	EMPLOYEE INSURANCE	10,040	9,378	10,800	10,800	11,400
030	TRAINING	1,098	2,838	4,750	3,500	4,500
040	WORKERS COMPENSATION	1,115	1,579	1,622	1,650	1,871
050	AWARDS	291	453	463	463	463
	* SUBTOTAL PERSONNEL *	<u>191,906</u>	<u>167,378</u>	<u>180,604</u>	<u>181,548</u>	<u>185,855</u>
111	MATERIALS/SUPPLIES	3,092	6,278	3,500	3,200	1,500
112	OFFICE SUPPLIES	433	612	500	800	1,500
120	COMMUNICATIONS	3,727	3,462	3,000	3,000	2,500
130	CONTRACTUAL SERVICES	3,950	194	25,000	25,000	30,000
132	PROFESSIONAL SERVICES	101,337	106,895	54,000	100,000	60,000
140	SUBSCRIPTIONS/DUES	11,668	11,922	13,000	12,500	12,882
141	TRAVEL / BUSINESS	690	1,261	2,000	1,200	1,000
170	LEGAL	-	1,368	-	9,679	-
	* SUBTOTAL OPERATING *	<u>124,897</u>	<u>131,992</u>	<u>101,000</u>	<u>155,379</u>	<u>109,382</u>
	** TOTAL EXPENDITURES **	<u>\$ 316,803</u>	<u>\$ 299,370</u>	<u>\$ 281,604</u>	<u>\$ 336,927</u>	<u>\$ 295,237</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	145,729	134,716	126,722	151,617	118,095
	SOLID WASTE FUND 6%	25,344	17,962	16,896	20,216	17,714
	BEACH SERVICES FUND 5%	-	-	-	-	14,762
	AQUATIC CENTER FUND 4%	-	11,975	11,264	13,477	11,809
	**LESS OVERHEAD TOTAL **	<u>171,073</u>	<u>164,653</u>	<u>154,882</u>	<u>185,310</u>	<u>162,380</u>
TOTAL NET GENERAL FUND		<u>\$ 145,730</u>	<u>\$ 134,717</u>	<u>\$ 126,722</u>	<u>\$ 151,617</u>	<u>\$ 132,857</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 assists 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>	<u>Salary</u>
City Attorney	1	contract	\$ 94,247
Legal Assistant	1	18	41,792
Longevity	-		-
TOTAL	2		<u>\$ 136,039</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 expected growth in personnel expenditures and an increase in professional services for outside legal counsel to handle the increase in civil lawsuits against the City.

01-5-251 ECONOMIC DEVELOPMENT

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ -	\$ -	\$ -	\$ -	\$ 55,000
021	FICA	-	-	-	-	3,850
022	EMPLOYEE RETIREMENT	-	-	-	-	4,400
023	EMPLOYEE INSURANCE	-	-	-	-	5,700
030	TRAINING	-	-	-	-	2,000
040	WORKERS COMPENSATION	-	-	-	-	765
050	AWARDS	-	-	-	-	232
	* SUBTOTAL PERSONNEL *	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>71,947</u>
111	MATERIALS/SUPPLIES	-	-	-	-	3,500
112	OFFICE SUPPLIES	-	-	-	-	1,000
120	COMMUNICATIONS	-	-	-	-	1,000
140	SUBSCRIPTIONS/DUES	-	-	-	-	1,000
141	TRAVEL / BUSINESS	-	-	-	-	2,000
142	ADVERTISING	-	-	-	-	1,500
	* SUBTOTAL OPERATING *	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
	** TOTAL EXPENDITURES **	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 81,947</u>

DIVISION 251 ECONOMIC DEVELOPMENT

DIVISION NARRATIVE

This division provides for an Economic Development Director for the City. Under little or no direct supervision, provides management and leadership in the creation and implementation of economic development strategies for the City of North Myrtle Beach. Performs related administrative and professional work as required.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Economic Development Director	1	new	\$ 55,000
Longevity	-		-
TOTAL	1		<u>\$ 55,000</u>

BUDGET ANALYSIS

This division was created for the fiscal year 2008.

01-5-252 HUMAN RESOURCES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 234,997	\$ 316,758	\$ 456,665	\$ 446,500	\$ 496,700
012	SALARY, PART-TIME	11,070	15,789	8,000	4,500	15,500
014	OVERTIME	164	345	1,000	450	1,000
015	SPECIAL ALLOWANCE	5,100	6,000	6,000	12,950	14,400
021	FICA	18,369	24,110	33,994	32,956	37,478
022	EMPLOYEE RETIREMENT	19,475	23,749	43,478	42,460	47,301
023	EMPLOYEE INSURANCE	30,094	29,087	54,000	51,000	57,000
030	TRAINING	5,381	9,102	6,000	6,000	14,000
040	WORKERS COMPENSATION	2,529	3,982	5,728	6,046	7,034
050	AWARDS	10,305	5,625	2,121	2,440	2,316
	* SUBTOTAL PERSONNEL *	<u>337,484</u>	<u>434,547</u>	<u>616,986</u>	<u>605,302</u>	<u>692,729</u>
111	MATERIALS/SUPPLIES	4,370	20,379	8,700	8,700	14,000
112	OFFICE SUPPLIES	3,911	4,518	3,500	3,500	7,000
113	PRINTING/BINDING	1,444	2,532	3,000	4,500	6,000
120	COMMUNICATIONS	4,449	4,080	2,100	2,700	5,000
130	CONTRACTUAL SERVICES	3,723	2,268	1,550	789	1,550
131	REPAIRS/MAINTENANCE	-	50	250	-	250
132	PROFESSIONAL SERVICES	944	3,537	600	740	5,600
140	SUBSCRIPTIONS/DUES	6,882	8,332	5,500	5,500	10,000
141	TRAVEL / BUSINESS	890	5,680	1,000	1,750	3,000
142	ADVERTISING	-	10,362	1,000	6,500	1,000
	* SUBTOTAL OPERATING *	<u>26,613</u>	<u>61,738</u>	<u>27,200</u>	<u>34,679</u>	<u>53,400</u>
	** TOTAL EXPENDITURES **	<u>\$ 364,097</u>	<u>\$ 496,285</u>	<u>\$ 644,186</u>	<u>\$ 639,981</u>	<u>\$ 746,129</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 20%	72,819	99,257	128,838	127,997	149,226
	SOLID WASTE FUND 8%	29,128	39,703	51,535	51,198	59,690
	BEACH SERVICES FUND 10%	-	-	-	-	74,613
	AQUATIC CENTER FUND 4%	-	19,851	25,767	25,599	29,845
	**LESS OVERHEAD TOTAL **	<u>101,947</u>	<u>158,811</u>	<u>206,140</u>	<u>204,794</u>	<u>313,374</u>
TOTAL NET GENERAL FUND		<u>\$ 262,150</u>	<u>\$ 337,474</u>	<u>\$ 438,046</u>	<u>\$ 435,187</u>	<u>\$ 432,755</u>

DIVISION 252 HUMAN RESOURCES

DIVISION NARRATIVE

This division consists of ten (10) employees as listed below. The Assistant City Manager is an extension of the City Manager's office, and assists the City Manager with the day-to-day management of City operations and oversight of City departments, with secondary responsibilities for the oversight of the Human Resources Division, Support Services Division, the Grants/Special Projects Coordinator, the Risk Manager, the Public Information Officer, and Beach Services Fund. Assists the City Manager with administrative functions such as promoting public relations, administering programs, monitoring/ensuring legal compliance, and monitoring grants received.

The HR Officer is responsible for the day-to-day administration of the City's Human Resource Division which includes 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 two HR Technicians which 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 Grants/Special Projects Coordinator works with all departments to obtain grant financing and works on special projects as assigned. Prepares all grant applications, administers each grant throughout the process, and coordinates with Finance Department for reimbursements. The Risk Manager coordinates all Workmen's Compensation and Property and General Liability claims for the City. The Public Information Officer coordinates all information released to the public.

The Administrative Assistants are responsible for all typing, filing, message coordination, and other technical office duties for this division as well as statistical typing of the Budget, Comprehensive Annual Financial Report, and other documents for the Finance Director. The Secretary/Receptionist greets the public in the main lobby, answers the main switchboard lines, and provide typing and clerical services as needed.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Assistant City Manager	1	33	\$ 96,362
Human Resources Officer	1	24	58,458
Risk Manager	1	24	\$ 58,934
Public Information Officer	1	24	\$ 51,452
Grants/Special Projects Coordinator	1	22	57,719
Human Resources Technician	2	16	78,618
Administrative Assistant II	1	15	36,977
Administrative Assistant I	1	13	30,602
Secretary/Receptionist	1	10	25,218
Longevity	-		<u>2,360</u>
TOTAL	10		<u>\$ 496,700</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 1.2% reduction from FY07 budget is due to a 15.8% increase in personnel and supply expenditures that was more than offset by an overhead allocation to the Beach Services Fund for the additional part-time technician added to handle the additional hiring workload for the summer months.

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GENERAL FUND EXPENDITURES

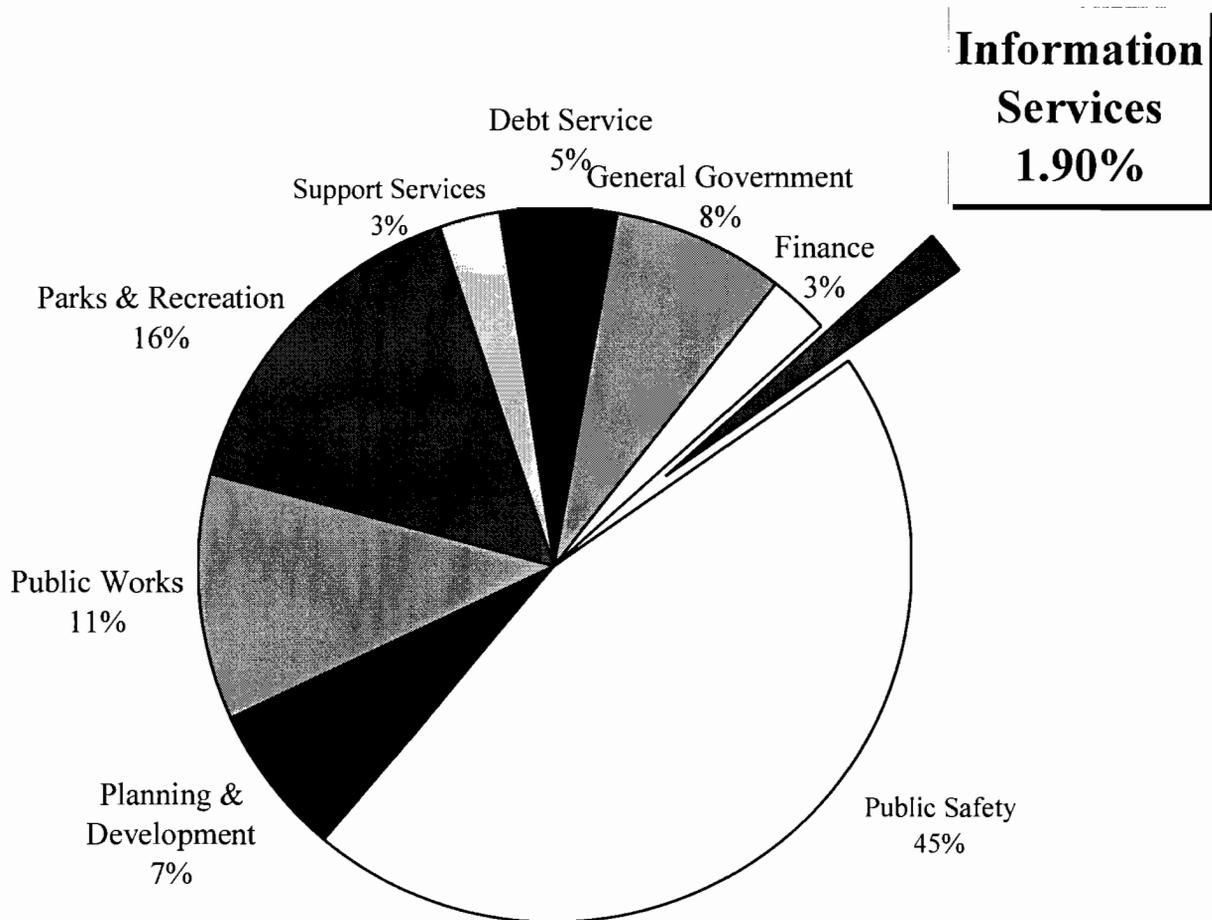
INFORMATION SERVICES

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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 supervise, coordinate, and maintain computer and telecommunication systems throughout the City.

The chart below shows the portion of General Fund Expenditures allocated to the Information Services Department, which reflects 1.90% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 1.6% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
INFORMATION SERVICES DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
INFORMATION SERVICES	<u>4</u>	<u>5</u> ¹	<u>5</u>	<u>6</u> ²	<u>6</u>
TOTAL	<u>4</u>	<u>5</u>	<u>5</u>	<u>6</u>	<u>6</u>

Footnotes:

¹ Web Analyst added in FY2005.

² Computer Technician added in FY2007.

A summary of expenditures for the past 4 years of this department is provided below. The Information Services Department supervises and maintains computer systems throughout the City. The General Fund will provide \$464,506; the Water and Sewer Fund \$236,189; the Solid Waste Fund \$47,238, the Beach Services Fund \$23,619, and the Aquatic Center Fund \$15,746. The Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, and Aquatic Center 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 and 2% for the Aquatic Center Fund which correlates to the overall amount of time the division will spend on those activities.

SUMMARY OF EXPENDITURES
INFORMATION SERVICES DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
262	INFORMATION SERVICES	<u>444,615</u>	<u>572,275</u>	<u>753,643</u>	<u>710,214</u>	<u>787,298</u>
TOTAL EXPENDITURES		\$ <u>444,615</u>	\$ <u>572,275</u>	\$ <u>753,643</u>	\$ <u>710,214</u>	\$ <u>787,298</u>
INFORMATION SERVICES OVERHEAD		<u>(183,774)</u>	<u>(236,540)</u>	<u>(311,506)</u>	<u>(293,555)</u>	<u>(322,792)</u>
NET INFORMATION SERVICES		\$ <u>260,841</u>	\$ <u>335,735</u>	\$ <u>442,137</u>	\$ <u>416,659</u>	\$ <u>464,506</u>

**GENERAL FUND
INFORMATION SERVICES DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Information Services Department continues to work toward the accomplishment of its FY2007 goals and priorities. Several of these goals have been realized, while some are being continued as follows:

- Improvement to our web based access to the City's Geographic Information System for our citizens and visitors.
- Installation of a pilot area for citywide mobile data infrastructure that will enhance City services by providing secure, fast and efficient access to departmental applications by employees who need remote access. Anticipated users are:
 - Police
 - Fire
 - Building Inspectors
 - Business License Inspectors
 - Public Works
 - Utility Billing
- Continuation of the E-Government and Virtualization Projects.
- Implementation of the new Public Safety Computer Aided Dispatch and Records Management system in concert with Horry County.

The Information Services Department continues to explore new ways of increasing customer service levels and productivity in order to create greater efficiencies. The following goals are provided for FY2008:

- Continuation of the Public Safety Computer Aided Dispatch and Records Management system in concert with Horry County.
- Improve disaster recovery and data security through a "Virtualization Server Project."
- Continuation of wireless system citywide.
- Expand Laserfiche digital imaging storage project throughout various projects.

01-5-262 INFORMATION SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 222,950	\$ 246,288	\$ 301,129	\$ 285,000	\$ 313,363
012	SALARY, PART-TIME	4,190	10,971	10,000	5,000	20,000
014	OVERTIME	1,922	2,417	1,500	1,500	5,000
015	SPECIAL ALLOWANCE	4,875	4,800	4,800	4,800	5,400
021	FICA	16,417	17,955	24,072	22,446	24,362
022	EMPLOYEE RETIREMENT	18,176	18,595	29,658	28,077	30,244
023	EMPLOYEE INSURANCE	25,945	20,504	32,400	30,500	35,200
030	TRAINING	9,750	3,895	11,850	11,000	14,000
040	WORKERS COMPENSATION	2,373	3,206	3,845	4,058	4,636
050	AWARDS	737	1,143	1,389	1,083	1,853
	* SUBTOTAL PERSONNEL *	<u>307,335</u>	<u>329,774</u>	<u>420,643</u>	<u>393,464</u>	<u>454,058</u>
111	MATERIALS/SUPPLIES	70,432	103,494	17,500	35,000	19,000
112	OFFICE SUPPLIES	183	174	1,250	1,250	1,500
113	PRINTING/BINDING	74	-	-	-	-
120	COMMUNICATIONS	949	1,789	350	1,800	1,840
130	CONTRACTUAL SERVICES	44,342	40,523	35,000	35,000	44,000
131	REPAIRS/MAINTENANCE	871	12,584	4,000	5,500	10,000
132	PROFESSIONAL SERVICES	1,381	6,174	15,000	7,500	15,000
140	SUBSCRIPTIONS/DUES	1,085	5,058	1,400	1,400	1,150
141	TRAVEL / BUSINESS	750	110	500	500	500
142	ADVERTISING	1,747	3,566	500	3,800	1,750
150	VEHICLE OPERATIONS	-	-	-	-	500
151	FUEL	-	-	-	-	1,000
	* SUBTOTAL OPERATING *	<u>121,814</u>	<u>173,472</u>	<u>75,500</u>	<u>91,750</u>	<u>96,240</u>
380	FURN. / OFFICE EQUIPMENT	<u>15,466</u>	<u>69,029</u>	<u>257,500</u>	<u>225,000</u>	<u>237,000</u>
	* SUBTOTAL CAPITAL *	<u>15,466</u>	<u>69,029</u>	<u>257,500</u>	<u>225,000</u>	<u>237,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 444,615</u>	<u>\$ 572,275</u>	<u>\$ 753,643</u>	<u>\$ 710,214</u>	<u>\$ 787,298</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 30%	148,205	190,757	251,214	236,738	236,189
	SOLID WASTE FUND 6%	35,569	34,337	45,219	42,613	47,238
	BEACH SERVICES FUND 3%	-	-	-	-	23,619
	AQUATIC CENTER FUND 2%	-	11,446	15,073	14,204	15,746
	**LESS OVERHEAD TOTAL **	<u>183,774</u>	<u>236,540</u>	<u>311,506</u>	<u>293,555</u>	<u>322,792</u>
TOTAL NET GENERAL FUND		<u>\$ 260,841</u>	<u>\$ 335,735</u>	<u>\$ 442,137</u>	<u>\$ 416,659</u>	<u>\$ 464,506</u>

DIVISION 262 INFORMATION SERVICES

DIVISION NARRATIVE

This division provides for six employees: a Director of Information Services, a Network Administrator, a GIS Analyst, a Database Administrator, an E-Government Business Analyst, and a Computer Technician. This division provides support services for computers and related functions throughout the City. Data security, network maintenance, programming, software and hardware maintenance are accomplished through this division.

The Director of Information Services, Network Administrator, and the Computer Technician are responsible for the above tasks. The GIS Analyst manages the City's existing and expanding GIS programs.

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

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

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Director of Information Services	1	31	\$ 79,188
Network Administrator	1	21	49,317
GIS Analyst	1	21	51,505
E-Government Business Analyst	1	21	47,514
Database Administrator	1	20	42,666
Computer Technician	1	18	40,413
Longevity	-		<u>2,760</u>
TOTAL	6		<u>\$ 313,363</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Server Upgrades - ongoing for annual maintenance of city-wide system	\$ 30,000	380
Mobile Wireless Networking & Security	185,000	380
Virtual Server and software (provides a way for post disaster recovery)	<u>22,000</u>	380
TOTAL	<u>\$ 237,000</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 expected growth in personnel and supply expenditures.

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GENERAL FUND EXPENDITURES

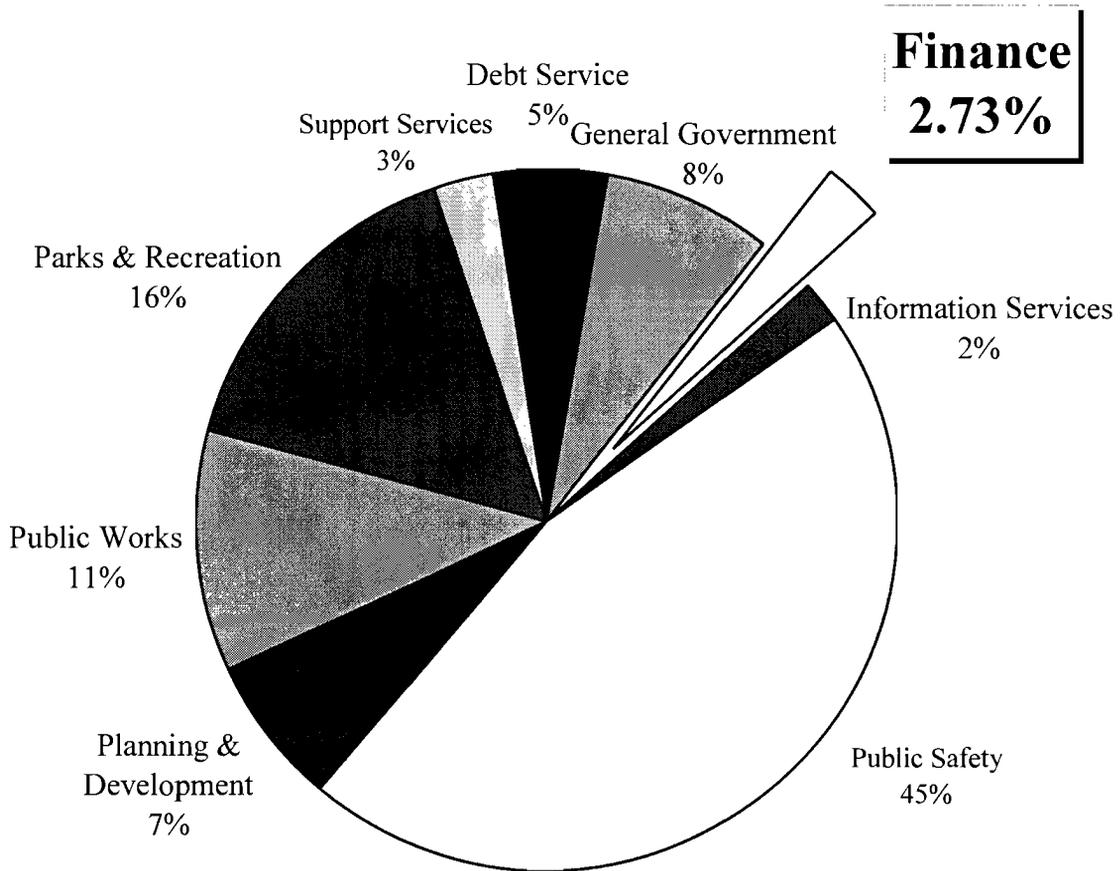
FINANCE

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**GENERAL FUND
FINANCE DEPARTMENT**

The Finance Department includes 3 divisions: Accounting, Revenue, and Utility Billing. The Accounting and Revenue divisions are part of the General Fund, while the Utility Billing Division is maintained in the Water and Sewer Fund with a portion allocated to the Solid Waste Fund. The Finance Director also supervises 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 2.73% of the overall resources appropriated in the General Fund for FY2008.



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 25. This is made up of Accounting, Revenue, Utility Billing, and City Court. The employees in this department make up 6.8% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008

Regular Employees

FINANCE DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
ACCOUNTING	5	5	5	5	5
REVENUE	<u>4</u>	<u>4</u>	<u>4</u>	<u>5</u> ¹	<u>5</u>
TOTAL	<u>9</u>	<u>9</u>	<u>9</u>	<u>10</u>	<u>10</u>

Footnotes:

¹ Cashier added in FY2007.

A summary of expenditures for the past 4 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, and the Aquatics Center Fund to accomplish the level of services and goals for this department. The General Fund will provide \$667,262, the Water and Sewer Fund \$184,080, the Solid Waste Fund \$36,816, the Beach Services Fund \$61,360, and the Aquatics Center Fund \$24,544. The Water and Sewer Fund, Solid Waste Fund, and the Aquatics Center 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, 10% for Beach Services Fund, and 4% for the Aquatics Center which correlates to the overall amount of time the divisions will spend on those activities.

SUMMARY OF EXPENDITURES

FINANCE DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
342	ACCOUNTING	431,054	480,990	531,249	522,905	613,600
352	REVENUE	<u>249,498</u>	<u>255,840</u>	<u>337,775</u>	<u>326,461</u>	<u>360,462</u>
TOTAL EXPENDITURES		<u>\$ 680,552</u>	<u>\$ 736,830</u>	<u>\$ 869,024</u>	<u>\$ 849,366</u>	<u>\$ 974,062</u>
FINANCE OVERHEAD		<u>(178,168)</u>	<u>(208,429)</u>	<u>(230,208)</u>	<u>(226,592)</u>	<u>(306,800)</u>
NET FINANCE		<u>\$ 502,384</u>	<u>\$ 528,401</u>	<u>\$ 638,816</u>	<u>\$ 622,774</u>	<u>\$ 667,262</u>

**GENERAL FUND
FINANCE DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Finance Department continues to work toward the accomplishment of its FY2007 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 FY2006.
- Continue to strengthen internal controls through the use of technology.
 - Assist other departments with installation of new software for Requisitions, Purchase Orders, Inventory Control and Human Resources Information Systems integrated with payroll and the financial software system.
 - Continue to train and support Finance staff as they gain skills using the new software.
 - Work with other department's staff to ensure they are gaining full benefit from using financial system software.
- Enhance Business License revenues through increased enforcement.

The Finance Department continues to explore new ways of increasing service levels and productivity. The following goals, benchmarks, and priorities are provided for FY2008:

- Prepare an award winning Comprehensive Annual Financial Report for FY2007.
- Further enhance Business License revenues through increased enforcement with the addition of a full-time business license enforcement officer.
- Hire an enterprise fund accountant.

01-5-342 ACCOUNTING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 281,653	\$ 307,578	\$ 312,473	\$ 312,000	\$ 370,636
014	OVERTIME	-	-	-	-	-
015	SPECIAL ALLOWANCE	4,125	4,800	5,400	5,400	5,400
021	FICA	20,327	20,377	22,967	22,932	27,242
022	EMPLOYEE RETIREMENT	23,135	22,094	33,435	33,384	39,658
023	EMPLOYEE INSURANCE	24,929	21,887	27,000	27,000	34,200
030	TRAINING	1,794	6,485	8,500	7,500	8,500
040	WORKERS COMPENSATION	2,676	3,890	3,843	4,056	5,004
050	AWARDS	727	1,158	1,431	1,158	1,660
	* SUBTOTAL PERSONNEL *	<u>359,366</u>	<u>388,269</u>	<u>415,049</u>	<u>413,430</u>	<u>492,300</u>
111	MATERIALS/SUPPLIES	3,900	7,595	8,500	7,500	8,500
112	OFFICE SUPPLIES	1,125	1,134	1,500	1,200	1,500
113	PRINTING/BINDING	1,369	407	1,200	1,200	1,200
120	COMMUNICATIONS	3,255	3,232	4,200	3,900	4,200
130	CONTRACTUAL SERVICES	16,016	17,179	22,500	19,500	22,600
131	REPAIRS/MAINTENANCE	-	-	500	-	500
132	PROFESSIONAL SERVICES	43,665	44,665	48,000	46,500	53,000
140	SUBSCRIPTIONS/DUES	1,621	655	1,800	1,800	1,800
141	TRAVEL / BUSINESS	37	1,071	1,000	1,000	1,000
142	ADVERTISING	700	1,875	2,000	1,875	2,000
	* SUBTOTAL OPERATING *	<u>71,688</u>	<u>77,813</u>	<u>91,200</u>	<u>84,475</u>	<u>96,300</u>
380	FURN. / OFFICE EQUIPMENT	-	14,908	25,000	25,000	25,000
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>14,908</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 431,054</u>	<u>\$ 480,990</u>	<u>\$ 531,249</u>	<u>\$ 522,905</u>	<u>\$ 613,600</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 30%	143,684	160,330	177,083	174,302	184,080
	SOLID WASTE FUND 6%	34,484	28,859	31,875	31,374	36,816
	BEACH SERVICES FUND 10%	-	-	-	-	61,360
	AQUATIC CENTER FUND 4%	-	19,240	21,250	20,916	24,544
	**LESS OVERHEAD TOTAL **	<u>178,168</u>	<u>208,429</u>	<u>230,208</u>	<u>226,592</u>	<u>306,800</u>
TOTAL NET GENERAL FUND		<u>\$ 252,886</u>	<u>\$ 272,561</u>	<u>\$ 301,041</u>	<u>\$ 296,313</u>	<u>\$ 306,800</u>

DIVISION 342 ACCOUNTING

DIVISION NARRATIVE

This division provides for six employees: Finance Director, Assistant Finance Director, Accounting Supervisor, an Accountant - Enterprise Funds and two Accounting Clerks. 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, and administration of the Financial Management Software System. 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, A-Tax committee coordination and directly oversees the activities of the Accounts Payable Clerk and the Payroll Clerk.

The Accountant - Enterprise Funds will be responsible for the 4 enterprise Funds of the City. Water & Sewer Utility, Storm Water Drainage Fund, Beach Services Fund and the Aquatic & Fitness Center Funds, which includes maintaining the fixed asset records, daily & monthly reconciliations to subsidiary financial systems, budgeting and other statistical analysis.

One Accounting Clerk processes all checks for payment of all invoices for all of the City's Funds, 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 other 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>	<u>Salary</u>
Finance Director	1	31	\$ 107,135
Assistant Finance Director	1	28	73,015
Accounting Supervisor	1	23	65,885
Accountant - Enterprise Funds (added FY2008)	1	19	42,000
Accounting Clerk	2	13	80,526
Longevity	-		<u>2,075</u>
TOTAL	6		<u>\$ 370,636</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Financial Management System Software and Hardware (final phase)	\$ 25,000	380
TOTAL	<u>\$ 25,000</u>	

BUDGET ANALYSIS

This division provides for an expanded level of service over the previous year's budget. The 1.9% increase is due to the addition of one accountant partially offset by an overhead allocation to the Beach Services Fund for their proportionate cost of the division.

01-5-352 REVENUE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 159,983	\$ 167,308	\$ 196,255	\$ 196,250	\$ 241,962
012	SALARY, PART-TIME	17,848	12,565	19,600	13,500	-
021	FICA	12,548	12,104	16,189	15,731	18,147
022	EMPLOYEE RETIREMENT	12,849	12,239	20,018	20,999	24,801
023	EMPLOYEE INSURANCE	19,038	17,434	27,000	27,000	34,200
030	TRAINING	1,288	470	2,750	1,350	2,750
040	WORKERS COMPENSATION	2,125	2,970	3,324	3,508	4,113
050	AWARDS	727	1,158	1,389	1,173	1,389
	* SUBTOTAL PERSONNEL *	<u>226,406</u>	<u>226,248</u>	<u>286,525</u>	<u>279,511</u>	<u>327,362</u>
110	CLOTHING	291	362	400	350	400
111	MATERIALS/SUPPLIES	7,028	8,063	7,500	7,300	7,500
112	OFFICE SUPPLIES	905	1,118	1,300	1,300	1,300
113	PRINTING/BINDING	95	31	3,000	2,800	2,000
120	COMMUNICATIONS	7,444	6,876	8,200	6,500	8,500
130	CONTRACTUAL SERVICES	4,030	4,617	5,850	5,500	4,000
131	REPAIRS/MAINTENANCE	-	-	1,000	-	1,000
134	CREDIT CARD FEES	-	2,100	1,000	350	1,000
140	SUBSCRIPTIONS/DUES	956	551	800	750	800
141	TRAVEL / BUSINESS	197	725	600	250	600
142	ADVERTISING	648	3,207	1,100	1,100	2,000
150	VEHICLE OPERATIONS	229	662	500	1,500	1,500
151	FUEL	1,269	1,280	2,500	1,750	2,500
	* SUBTOTAL OPERATING *	<u>23,092</u>	<u>29,592</u>	<u>33,750</u>	<u>29,450</u>	<u>33,100</u>
360	MOTOR EQUIPMENT	-	-	17,500	17,500	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>-</u>	<u>17,500</u>	<u>17,500</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 249,498</u>	<u>\$ 255,840</u>	<u>\$ 337,775</u>	<u>\$ 326,461</u>	<u>\$ 360,462</u>

DIVISION 352 REVENUE

DIVISION NARRATIVE

This division provides for six employees: the Revenue Supervisor, three Business License Inspectors, a Municipal Fees Clerk, and a Cashier / Accounting 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 5,600 business licenses, reconciliation of over 21,000 real and personal property taxes, the business license audit and inspection programs, and administration of the Business License Software System.

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 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.

The Cashier / Accounting Clerk handles 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>	<u>Salary</u>
Revenue Supervisor / Risk Manager	1	25	\$ 60,971
Business License Inspector	2	14	79,807
Business License Field Inspector (added FY2008)	1	14	32,000
Municipal Fees Clerk	1	14	40,270
Cashier / Accounting Clerk	1	11	28,914
Longevity	-		-
TOTAL	6		<u>\$ 241,962</u>

BUDGET ANALYSIS

This division provides for an increased level of service over the previous year's budget. The 6.7% increase is due to replacing the part-time position with one full-time Business License Field Inspector for FY2008.

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GENERAL FUND EXPENDITURES

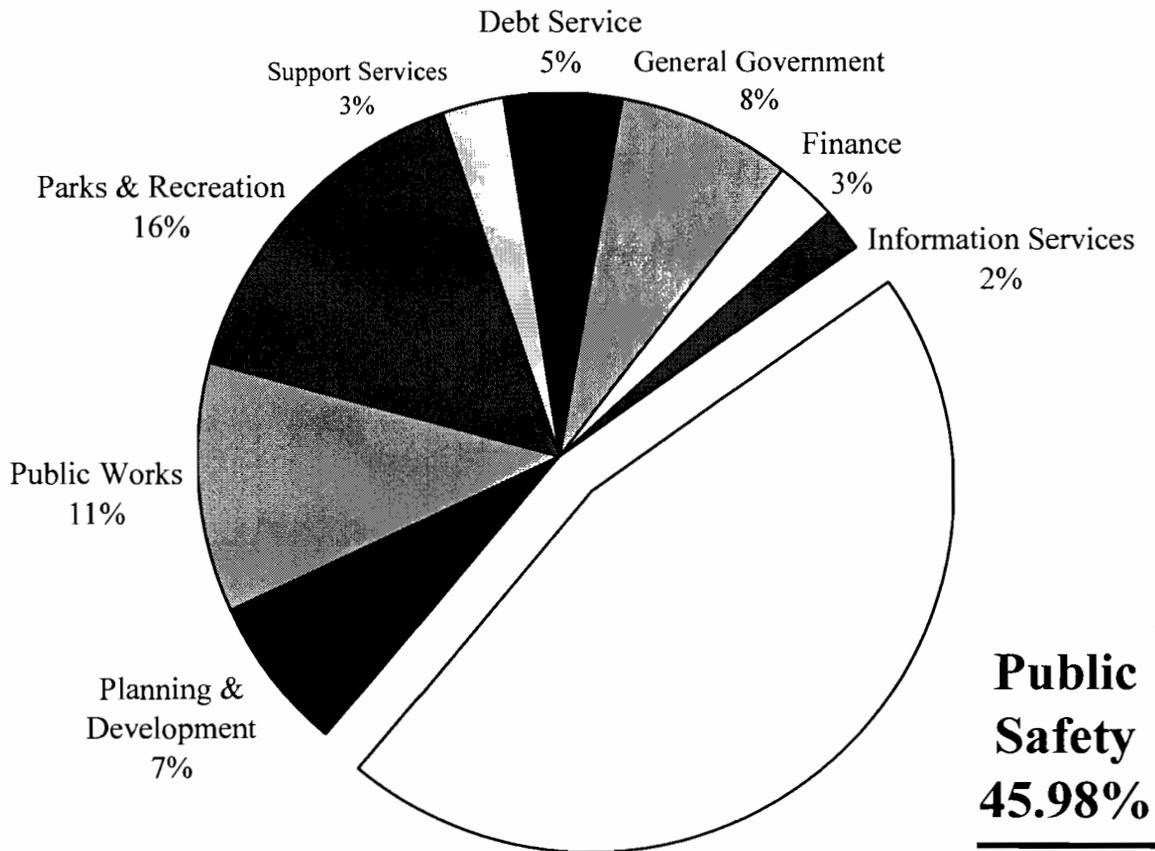
PUBLIC SAFETY

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**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 are 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 45.98% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 42.1% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
PUBLIC SAFETY DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
PUBLIC SAFETY ADMINISTRATION	4	4	4	4	4
UNIFORM PATROL	58	61 ¹	58 ⁴	58	58
COMMUNITY SERVICES	5	5	8 ⁴	11 ¹⁰	11
DETECTIVES	9	10 ²	10	10	10
COMMUNICATION/DETENTION	17	19 ³	19	19	19
RECORDS	5	5	5	4 ⁷	4
VICTIM RIGHTS ADVOCATE	1	1	1	1	1
TRAINING	2	2	2	3 ¹¹	3
FIRE / RESCUE	31	31	37 ⁵	40 ⁸	40
FIRE PREVENTION/SUPPRESSION	<u>2</u>	<u>2</u>	<u>3</u> ⁶	<u>4</u> ⁹	<u>4</u>
TOTAL	<u>134</u>	<u>140</u>	<u>147</u>	<u>154</u>	<u>154</u>

Footnotes: In **FY2005**, ¹3 PSOs added for Beach Patrol, ²add Detective, ³2 Communication Technician/Jailers. In **FY2006**, ⁴transfer 3 Beach Patrol to Community Services, ⁵6 Firefighter/PSOs for Barefoot Resort station, ⁶Fire Prevention/Education Officer (grant not approved; Council decided to hire 1 Fire Inspector instead). In **FY2007**, ⁷transfer Secretary/Receptionist to Human Resources [252], ⁸3 Firefighter/EMTs, ⁹Secretary from part-time to full-time. During **FY2007** by Budget Amendment, ¹⁰added 3 PSOs for Beach Patrol and a ¹¹Fire Training Captain.

A summary of expenditures for the past 4 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 \$11,243,776, the Water and Sewer Fund \$60,293, and Beach Services \$36,175. 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 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
411	PUBLIC SAFETY ADMINISTRATION	438,487	323,386	376,153	361,311	366,270
422	UNIFORM PATROL	3,996,427	4,015,985	4,450,592	4,173,468	4,566,025
424	COMMUNITY SERVICES	392,478	568,516	647,844	743,847	779,780
431	DETECTIVES	748,817	905,533	876,700	846,105	895,456
442	COMMUNICATIONS/DETENTION	976,129	2,897,845	1,078,607	992,477	1,205,847
444	RECORDS	287,536	286,159	285,334	271,177	277,692
445	VICTIM RIGHTS ADVOCATE	55,011	55,893	63,742	60,443	67,325
452	TRAINING	155,403	166,135	171,870	196,929	240,992
453	FIRE / RESCUE	2,174,015	2,262,774	2,417,331	2,868,786	2,645,765
454	FIRE PREVENTION/INSPECTION	<u>186,760</u>	<u>190,878</u>	<u>293,036</u>	<u>297,205</u>	<u>295,092</u>
TOTAL EXPENDITURES		<u>\$ 9,411,063</u>	<u>\$ 11,673,104</u>	<u>\$ 10,661,209</u>	<u>\$ 10,811,748</u>	<u>\$ 11,340,244</u>
PUBLIC SAFETY OVERHEAD		<u>(48,806)</u>	<u>(49,084)</u>	<u>(53,930)</u>	<u>(48,823)</u>	<u>(96,468)</u>
NET PUBLIC SAFETY		<u>\$ 9,362,257</u>	<u>\$ 11,624,020</u>	<u>\$ 10,607,279</u>	<u>\$ 10,762,925</u>	<u>\$ 11,243,776</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:

- Continue to enhance traffic safety and movement through the City of North Myrtle Beach.
- Enhance criminal investigation capabilities to lead to a greater crime-solving rate.
- Reduce exposure to fire risks, increase fire suppression services, and reduce fire suppression response time.
- Provide for efficient responses to code enforcement requests.
- Maintain a comprehensive Beach Patrol program which will include supervising all City lifeguards under the new Beach Services Fund.
- Continue disaster preparedness planning, training and response capabilities.
- Continue the Community Based Policing project through the cart team.

01-5-411 PUBLIC SAFETY ADMINISTRATION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 225,300	\$ 204,520	\$ 242,925	\$ 225,000	\$ 233,597
014	OVERTIME	3,541	1,740	2,300	2,000	2,000
015	SPECIAL ALLOWANCE	5,700	4,000	6,000	6,550	6,600
021	FICA	16,539	14,420	16,920	16,798	16,256
022	EMPLOYEE RETIREMENT	22,777	20,290	26,239	23,835	24,266
023	EMPLOYEE INSURANCE	19,184	13,609	21,600	20,350	22,800
030	TRAINING	2,597	10,161	17,850	12,000	17,850
040	WORKERS COMPENSATION	7,213	7,101	8,826	8,826	9,424
050	AWARDS	6,648	6,823	7,906	7,000	6,927
	* SUBTOTAL PERSONNEL *	<u>309,499</u>	<u>282,664</u>	<u>350,566</u>	<u>322,359</u>	<u>339,720</u>
110	CLOTHING/UNIFORMS	1,017	652	1,050	1,000	1,200
111	MATERIALS/SUPPLIES	12,087	11,036	7,000	6,500	8,000
112	OFFICE SUPPLIES	890	883	1,000	750	1,000
113	PRINTING/BINDING	86	76	250	100	1,000
120	COMMUNICATIONS	7,937	8,004	8,000	8,000	9,500
130	CONTRACTUAL SERVICES	1,615	1,750	2,500	2,500	2,500
131	REPAIRS/MAINTENANCE	4,278	3,765	3,000	3,000	1,000
132	PROFESSIONAL SERVICES	-	12,050	-	11,628	-
140	SUBSCRIPTIONS/DUES	1,531	1,748	2,287	1,750	1,550
141	TRAVEL / BUSINESS	139	81	500	3,624	500
151	FUEL	674	677	-	100	300
	* SUBTOTAL OPERATING *	<u>30,254</u>	<u>40,722</u>	<u>25,587</u>	<u>38,952</u>	<u>26,550</u>
321	BUILDING IMPROVEMENTS	<u>98,734</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>98,734</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 438,487</u>	<u>\$ 323,386</u>	<u>\$ 376,153</u>	<u>\$ 361,311</u>	<u>\$ 366,270</u>

DIVISION 411 PUBLIC SAFETY ADMINISTRATION

DIVISION NARRATIVE

This division provides for four employees: a Director of Public Safety, a Captain-Professional Standards Div, and two Administrative Assistants. 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 Captain is responsible for maintaining and developing the professional standards and Public Safety training for the Department.

The Administrative Assistants produce all typed material for the department and are responsible for other secretarial, clerical duties, public assistance, office coordination, and payroll for the Department.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Director of Public Safety	1	33	\$ 86,442
Captain-Professional Standards Div	1	22	65,195
Administrative Assistant II	2	14	79,499
Longevity	-		<u>2,461</u>
TOTAL	4		<u>\$ 233,597</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The slight 2.6% decrease is due a change in personnel.

01-5-422 UNIFORM PATROL

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 2,276,422	\$ 2,204,940	\$ 2,427,364	\$ 2,325,000	\$ 2,524,765
012	SALARY, PART-TIME	3,966	333	-	-	-
014	OVERTIME	120,439	183,688	135,000	110,000	135,000
021	FICA	181,097	173,230	181,928	172,885	188,843
022	EMPLOYEE RETIREMENT	255,288	255,174	263,924	250,805	273,956
023	EMPLOYEE INSURANCE	286,232	267,154	313,200	313,200	330,600
030	TRAINING	25,540	26,262	25,000	20,000	25,000
040	WORKERS COMPENSATION	116,834	131,002	132,474	148,900	131,924
050	AWARDS	7,850	12,988	13,141	12,128	13,437
	* SUBTOTAL PERSONNEL *	<u>3,273,668</u>	<u>3,254,771</u>	<u>3,492,031</u>	<u>3,352,918</u>	<u>3,623,525</u>
110	CLOTHING/UNIFORMS	61,141	48,391	65,000	40,000	65,000
111	MATERIALS/SUPPLIES	231,886	195,433	245,000	175,000	245,000
112	OFFICE SUPPLIES	1,155	480	1,500	1,500	2,000
113	PRINTING/BINDING	478	225	1,300	750	500
120	COMMUNICATIONS	6,378	5,236	9,481	7,000	9,000
130	CONTRACTUAL SERVICES	34,824	34,918	50,000	37,500	50,000
131	REPAIRS/MAINTENANCE	6,881	18,724	8,500	8,500	8,500
132	PROFESSIONAL SERVICES	15,475	16,508	15,000	15,000	17,000
140	SUBSCRIPTIONS/DUES	4,392	3,831	5,000	4,500	5,000
141	TRAVEL / BUSINESS	1,212	743	1,200	1,000	1,000
142	ADVERTISING	-	2,360	-	300	500
150	VEHICLE OPERATIONS	65,179	69,484	50,000	50,000	50,000
151	FUEL	84,612	133,455	125,000	120,000	125,000
152	DAMAGE CLAIMS	19,789	3,716	-	5,000	-
	* SUBTOTAL OPERATING *	<u>533,402</u>	<u>533,504</u>	<u>576,981</u>	<u>466,050</u>	<u>578,500</u>
360	MOTOR VEHICLES	189,357	211,098	209,500	209,500	184,000
370	NON-MOBIL EQUIPMENT	-	16,612	172,080	145,000	180,000
	* SUBTOTAL CAPITAL *	<u>189,357</u>	<u>227,710</u>	<u>381,580</u>	<u>354,500</u>	<u>364,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 3,996,427</u>	<u>\$ 4,015,985</u>	<u>\$ 4,450,592</u>	<u>\$ 4,173,468</u>	<u>\$ 4,566,025</u>

DIVISION 422 UNIFORM PATROL

DIVISION NARRATIVE

This division provides for 58 employees: one Deputy Director, one Commander, four Lieutenants, ten Sergeants, one PSO - Technical Service Officer, and forty-one 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>	<u>Salary</u>
Deputy Director, Public Safety	1	29	\$ 64,689
Commander-Law Enforcement (Operations)	1	24	61,122
Lieutenant	4	21	219,024
Public Safety Sergeant	10	19	505,118
PSO - Technical Service Officer	1	16	49,006
Public Safety Officer	41	16	1,600,203
Longevity	-		<u>25,603</u>
TOTAL	58		<u>\$ 2,524,765</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>		<u>Amount</u>	<u>Code</u>
8 Ford Crown Victoria Patrol Cars (equipment budgeted in 111)		\$ 184,000	360
Digital Mobil Vision Cameras (15)	(from A-Tax funding)	80,000	370
Laptop Computers & Brackets (10)	(from A-Tax funding)	<u>100,000</u>	370
TOTAL		<u>\$ 364,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.6% increase is due to expected growth in personnel, supply, and capital expenditures.

01-5-424 COMMUNITY SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 176,467	\$ 315,163	\$ 322,261	\$ 393,000	\$ 422,368
014	OVERTIME	14,254	25,185	8,000	12,000	10,000
021	FICA	13,297	23,968	23,779	29,160	31,130
022	EMPLOYEE RETIREMENT	18,507	35,754	30,714	40,500	44,534
023	EMPLOYEE INSURANCE	24,173	32,427	43,200	48,000	62,700
030	TRAINING	3,040	4,799	7,000	7,000	7,000
040	WORKERS COMPENSATION	5,519	11,765	12,022	12,725	21,445
050	AWARDS	677	1,733	1,853	2,599	2,548
	* SUBTOTAL PERSONNEL *	<u>255,934</u>	<u>450,794</u>	<u>448,829</u>	<u>544,984</u>	<u>601,725</u>
110	CLOTHING/UNIFORMS	2,936	1,167	4,000	4,000	6,000
111	MATERIALS/SUPPLIES	17,071	10,341	15,000	12,000	15,000
112	OFFICE SUPPLIES	831	1,241	900	750	900
113	PRINTING/BINDING	1,047	1,019	1,700	1,500	1,700
120	COMMUNICATIONS	3,363	2,581	3,800	3,500	3,400
130	CONTRACTUAL SERVICES	65,229	77,280	105,000	105,000	125,000
131	REPAIRS/MAINTENANCE	4,908	5,994	-	-	-
132	PROFESSIONAL SERVICES	1,015	1,395	500	4,200	1,500
140	SUBSCRIPTIONS/DUES	326	375	555	500	555
141	TRAVEL / BUSINESS	662	181	800	653	-
142	ADVERTISING	104	942	500	500	-
150	VEHICLE OPERATIONS	10,289	6,310	5,000	5,000	10,000
151	FUEL	6,517	8,896	9,000	9,000	14,000
	* SUBTOTAL OPERATING *	<u>114,298</u>	<u>117,722</u>	<u>146,755</u>	<u>146,603</u>	<u>178,055</u>
360	MOTOR VEHICLES	<u>22,246</u>	<u>-</u>	<u>52,260</u>	<u>52,260</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>22,246</u>	<u>-</u>	<u>52,260</u>	<u>52,260</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 392,478</u>	<u>\$ 568,516</u>	<u>\$ 647,844</u>	<u>\$ 743,847</u>	<u>\$ 779,780</u>

DIVISION 424 COMMUNITY SERVICES

DIVISION NARRATIVE

This division provides for eleven employees: a Community Services Sergeant, a PSO - Community Service, a PSO - Dare/Crime Prevention, six Beach Patrol Officers, 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.

The PSO - Community Service assists in Animal Control and enforces other City codes and ordinances. The PSO - Dare/Crime Prevention provides crime prevention training for the community and local schools.

The Community Services Lieutenant supervises the Animal Control Officers, and acts as the community liaison officer.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Community Services Sergeant	1	19	\$ 52,445
PSO - Community Service	1	16	42,179
PSO - Dare/Crime Prevention	1	16	44,885
PSO - Beach Patrol (+3 FY07 budget amendment)	6	16	216,986
Animal Control Officer	2	12	61,766
Longevity	-		<u>4,107</u>
TOTAL	11		<u>\$ 422,368</u>

BUDGET ANALYSIS

This division provides an increased level of service over the previous year's budget. The 22.1% increase is due to adding 3 Beach Patrol Officers during FY2007, increasing the payment to the Humane Society for the Animal Shelter by \$25,000, offset by a reduction in Capital Outlay from last year.

01-5-431 DETECTIVES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 406,624	\$ 476,108	\$ 508,573	\$ 501,000	\$ 532,493
012	SALARY, PART-TIME	31,073	26,778	30,000	27,500	31,000
014	OVERTIME	33,594	36,272	35,000	35,000	35,000
021	FICA	34,949	38,550	39,577	38,882	41,296
022	EMPLOYEE RETIREMENT	46,732	54,219	55,988	55,208	58,452
023	EMPLOYEE INSURANCE	53,210	46,007	54,000	54,000	57,000
030	TRAINING	6,342	2,876	9,000	7,500	9,000
040	WORKERS COMPENSATION	11,781	22,933	17,207	18,165	29,685
050	AWARDS	1,353	2,599	3,010	2,599	2,780
	* SUBTOTAL PERSONNEL *	<u>625,658</u>	<u>706,342</u>	<u>752,355</u>	<u>739,854</u>	<u>796,706</u>
110	CLOTHING/UNIFORMS	5,553	6,123	7,200	6,026	6,000
111	MATERIALS/SUPPLIES	26,347	23,528	23,000	18,000	23,000
112	OFFICE SUPPLIES	651	512	900	900	1,000
113	PRINTING/BINDING	110	107	250	125	250
120	COMMUNICATIONS	6,748	7,090	8,000	7,500	8,000
130	CONTRACTUAL SERVICES	16,995	1,080	12,000	5,000	12,000
131	REPAIRS/MAINTENANCE	3,299	7,111	2,000	2,000	500
132	PROFESSIONAL SERVICES	1,723	1,835	1,800	500	1,800
140	SUBSCRIPTIONS/DUES	979	901	1,200	900	1,200
141	TRAVEL / BUSINESS	59	25	500	25	500
142	ADVERTISING	1,099	374	1,500	375	1,500
150	VEHICLE OPERATIONS	6,376	6,159	4,000	4,000	6,000
151	FUEL	13,576	20,394	15,000	15,000	17,000
152	DAMAGE CLAIMS	-	755	-	-	-
190	CONTINGENT	39,644	13,478	30,000	15,000	20,000
	* SUBTOTAL OPERATING *	<u>123,159</u>	<u>89,472</u>	<u>107,350</u>	<u>75,351</u>	<u>98,750</u>
360	MOTOR VEHICLES	-	14,500	-	30,900	-
370	NON-MOBIL EQUIPMENT	-	95,219	16,995	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>109,719</u>	<u>16,995</u>	<u>30,900</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 748,817</u>	<u>\$ 905,533</u>	<u>\$ 876,700</u>	<u>\$ 846,105</u>	<u>\$ 895,456</u>

DIVISION 431 DETECTIVES

DIVISION NARRATIVE

This division provides for ten employees: a Detective Lieutenant, a Detective Sergeant, and eight 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, and a part-time Administrative Assistant has been funded 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.

Drug-related seizures are allocated to drug-related activities within the Detective Division.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Detective Lieutenant	1	21	\$ 66,403
Detective Sergeant	1	19	59,026
Detective	8	18	396,307
Longevity	-		<u>10,757</u>
TOTAL	10		<u>\$ 532,493</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.1% increase in the budget is mostly due to an expected growth in personnel and supply expenditures.

01-5-442 COMMUNICATIONS/DETENTION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 577,212	\$ 572,653	\$ 638,585	\$ 575,000	\$ 653,879
012	SALARY, PART-TIME	-	-	-	-	-
014	OVERTIME	22,815	28,899	22,000	22,000	32,000
021	FICA	43,031	43,660	47,562	42,984	49,383
022	EMPLOYEE RETIREMENT	60,502	63,677	68,040	61,491	70,646
023	EMPLOYEE INSURANCE	100,399	86,818	102,600	93,500	108,300
030	TRAINING	206	1,153	2,000	1,250	2,000
040	WORKERS COMPENSATION	24,815	26,668	27,322	28,843	34,020
050	AWARDS	2,436	3,682	4,363	3,465	4,401
	* SUBTOTAL PERSONNEL *	<u>831,416</u>	<u>827,210</u>	<u>912,472</u>	<u>828,533</u>	<u>954,629</u>
110	CLOTHING/UNIFORMS	5,563	3,573	4,500	3,200	4,500
111	MATERIALS/SUPPLIES	29,557	32,168	25,000	24,500	30,000
112	OFFICE SUPPLIES	1,986	1,511	1,000	1,000	1,000
113	PRINTING/BINDING	979	95	1,000	1,000	1,000
120	COMMUNICATIONS	12,492	11,170	16,000	12,500	16,000
130	CONTRACTUAL SERVICES	48,456	41,169	43,900	43,500	43,900
131	REPAIRS/MAINTENANCE	38,185	58,926	60,000	57,000	60,000
132	PROFESSIONAL SERVICES	5,957	3,849	6,000	4,500	6,000
140	SUBSCRIPTIONS/DUES	530	540	985	550	890
141	TRAVEL / BUSINESS	33	13	250	25	250
142	ADVERTISING	-	1,373	-	-	-
150	VEHICLE OPERATIONS	408	81	-	161	-
151	FUEL	567	-	-	-	-
	* SUBTOTAL OPERATING *	<u>144,713</u>	<u>154,468</u>	<u>158,635</u>	<u>147,936</u>	<u>163,540</u>
380	FURN. / OFFICE EQUIPMENT	-	1,916,167	7,500	16,008	87,678
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>1,916,167</u>	<u>7,500</u>	<u>16,008</u>	<u>87,678</u>
	** TOTAL EXPENDITURES **	<u>\$ 976,129</u>	<u>\$ 2,897,845</u>	<u>\$ 1,078,607</u>	<u>\$ 992,477</u>	<u>\$ 1,205,847</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 5%	48,806	49,084	53,930	48,823	60,293
	BEACH SERVICES FUND 3%	-	-	-	-	36,175
	**LESS OVERHEAD TOTAL **	<u>48,806</u>	<u>49,084</u>	<u>53,930</u>	<u>48,823</u>	<u>96,468</u>
TOTAL NET GENERAL FUND		<u>\$ 927,323</u>	<u>\$ 2,848,761</u>	<u>\$ 1,024,677</u>	<u>\$ 943,654</u>	<u>\$ 1,109,379</u>

DIVISION 442 COMMUNICATIONS/DETENTION

DIVISION NARRATIVE

This division provides for nineteen employees: a Supervisor, four Lead Communication Technicians/Jailers (one for each of the four shifts), 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>	<u>Salary</u>
Detention Supervisor/Evidence Custodian	1	18	\$ 49,571
Communications Technician/Lead Jailer	4	14	165,890
Communications Technician/Jailer	14	12	438,418
Longevity	-		-
TOTAL	19		<u>\$ 653,879</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Digital Phone & Radio Recorder for jail recording	\$ 87,678	380
TOTAL	<u>\$ 87,678</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 8.3% increase in the budget is mostly due to an expected growth in personnel and supply expenditures.

01-5-444 RECORDS

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 130,727	\$ 128,012	\$ 134,325	\$ 129,500	\$ 133,492
012	SALARY, PART-TIME	2,825	-	-	-	-
014	OVERTIME	1,603	1,343	2,000	1,500	1,800
021	FICA	9,862	8,927	9,270	8,908	9,200
022	EMPLOYEE RETIREMENT	11,153	10,047	14,587	13,100	13,529
023	EMPLOYEE INSURANCE	25,817	23,919	21,600	19,400	22,800
030	TRAINING	-	2,326	5,000	2,400	1,000
040	WORKERS COMPENSATION	16,393	2,237	1,677	1,770	1,854
050	AWARDS	677	866	903	866	927
	* SUBTOTAL PERSONNEL *	<u>199,057</u>	<u>177,677</u>	<u>189,362</u>	<u>177,444</u>	<u>184,602</u>
110	CLOTHING/UNIFORMS	28	759	500	500	500
111	MATERIALS/SUPPLIES	26,705	19,949	22,000	19,300	22,000
112	OFFICE SUPPLIES	1,100	834	1,000	1,391	1,080
113	PRINTING/BINDING	10,504	7,931	7,500	6,000	7,500
120	COMMUNICATIONS	1,092	1,347	1,200	1,200	1,200
130	CONTRACTUAL SERVICES	46,323	66,756	60,000	56,000	58,060
131	REPAIR/MAINTENANCE	2,395	2,704	3,000	8,594	2,000
132	PROFESSIONAL SERVICES	98	163	222	248	250
140	SUBSCRIPTIONS/DUES	234	1,109	500	500	500
141	TRAVEL / BUSINESS	-	-	50	-	-
	* SUBTOTAL OPERATING *	<u>88,479</u>	<u>101,552</u>	<u>95,972</u>	<u>93,733</u>	<u>93,090</u>
380	FURN. / OFFICE EQUIPMENT	-	6,930	-	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>6,930</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 287,536</u>	<u>\$ 286,159</u>	<u>\$ 285,334</u>	<u>\$ 271,177</u>	<u>\$ 277,692</u>

DIVISION 444 RECORDS

DIVISION NARRATIVE

This division provides for four employees: a Records Supervisor, 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 three Records Clerks provide typing and clerical services, and are responsible for facilitating storage and retrieval of all records.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Records Supervisor	1	17	\$ 46,853
Records Clerk	3	11	86,639
Longevity	-		-
TOTAL	4		<u>\$ 133,492</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.7% decrease is mainly due to changes in personnel, supply and capital expenditures.

01-5-445 VICTIM RIGHTS ADVOCATE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 38,229	\$ 39,217	\$ 40,797	\$ 40,795	\$ 42,737
014	OVERTIME	903	202	500	300	700
021	FICA	2,902	2,716	3,056	3,041	3,214
022	EMPLOYEE RETIREMENT	3,140	3,118	4,419	4,176	3,475
023	EMPLOYEE INSURANCE	4,553	4,250	5,400	5,400	5,700
030	TRAINING	175	1,093	700	650	1,100
040	WORKERS COMPENSATION	492	749	677	714	712
050	AWARDS	135	216	227	217	232
	* SUBTOTAL PERSONNEL *	<u>50,529</u>	<u>51,561</u>	<u>55,776</u>	<u>55,293</u>	<u>57,870</u>
111	MATERIALS/SUPPLIES	2,340	2,356	2,131	2,000	2,300
112	OFFICE SUPPLIES	492	298	500	500	750
113	PRINTING/BINDING	767	631	2,245	750	2,245
120	COMMUNICATIONS	651	752	800	775	800
140	SUBSCRIPTIONS/DUES	-	60	140	75	210
141	TRAVEL / BUSINESS	-	48	150	50	150
190	CONTINGENT	232	187	2,000	1,000	3,000
	* SUBTOTAL OPERATING *	<u>4,482</u>	<u>4,332</u>	<u>7,966</u>	<u>5,150</u>	<u>9,455</u>
	** TOTAL EXPENDITURES **	<u>\$ 55,011</u>	<u>\$ 55,893</u>	<u>\$ 63,742</u>	<u>\$ 60,443</u>	<u>\$ 67,325</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.

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>	<u>Salary</u>
Victim Witness Advocate	1	16	\$ 42,737
Longevity	-		-
TOTAL	1		<u>\$ 42,737</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 expected growth in personnel and supply expenditures.

01-5-452 PUBLIC SAFETY TRAINING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 87,884	\$ 93,991	\$ 96,571	\$ 115,000	\$ 141,461
014	OVERTIME	5,165	5,176	3,000	4,500	3,500
021	FICA	6,291	6,607	6,771	8,126	9,857
022	EMPLOYEE RETIREMENT	8,699	9,062	9,459	11,845	14,931
023	EMPLOYEE INSURANCE	9,739	8,721	10,800	13,400	17,100
030	TRAINING	17,595	18,495	20,000	17,600	24,800
040	WORKERS COMPENSATION	3,137	4,153	3,664	4,300	6,668
050	AWARDS	271	433	680	433	695
	* SUBTOTAL PERSONNEL *	<u>138,781</u>	<u>146,638</u>	<u>150,945</u>	<u>175,204</u>	<u>219,012</u>
110	CLOTHING/UNIFORMS	293	271	1,000	950	1,000
111	MATERIALS/SUPPLIES	5,224	4,960	5,000	9,000	5,985
112	OFFICE SUPPLIES	214	238	375	350	300
113	PRINTING/BINDING	2,039	348	2,500	750	2,500
120	COMMUNICATIONS	1,288	1,336	1,500	1,400	1,600
130	CONTRACTUAL SERVICES	258	23	850	950	850
131	REPAIRS/MAINTENANCE	15	-	500	50	500
132	PROFESSIONAL SERVICES	1,742	1,840	3,000	1,850	2,500
140	SUBSCRIPTIONS/DUES	850	2,002	1,000	1,000	845
141	TRAVEL / BUSINESS	708	24	200	175	200
142	ADVERTISING	1,283	5,578	2,500	2,500	2,500
150	VEHICLE OPERATIONS	1,425	1,823	500	750	1,200
151	FUEL	1,283	1,054	2,000	2,000	2,000
	* SUBTOTAL OPERATING *	<u>16,622</u>	<u>19,497</u>	<u>20,925</u>	<u>21,725</u>	<u>21,980</u>
	** TOTAL EXPENDITURES **	<u>\$ 155,403</u>	<u>\$ 166,135</u>	<u>\$ 171,870</u>	<u>\$ 196,929</u>	<u>\$ 240,992</u>

DIVISION 452 PUBLIC SAFETY TRAINING

DIVISION NARRATIVE

This division provides for three employees: a Public Safety Sergeant Training and two Fire Training Captains.

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>	<u>Salary</u>
Public Safety Sergeant Training	1	19	\$ 51,251
Fire Training Captain	2	19	90,210
Longevity	-		-
TOTAL	3		<u>\$ 141,461</u>

BUDGET ANALYSIS

This division provides for a higher level of service as the previous year's budget. The 40.2% increase is due to adding one Fire Training Captain during the previous fiscal year by budget amendment for \$38,000 (which is not reflected in the FY2007 original budget figures) and expected growth in personnel expenditures.

01-5-453 FIRE / RESCUE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 1,157,791	\$ 1,312,121	\$ 1,536,261	\$ 1,510,000	\$ 1,595,480
014	OVERTIME	127,740	177,342	90,000	90,000	90,000
021	FICA	95,595	108,239	112,212	110,400	116,298
022	EMPLOYEE RETIREMENT	127,910	151,772	162,626	164,800	168,548
023	EMPLOYEE INSURANCE	152,956	154,528	216,000	215,000	228,000
030	TRAINING	3,753	4,197	4,000	4,000	7,000
040	WORKERS COMPENSATION	38,457	65,330	56,594	82,162	73,150
050	AWARDS	4,249	7,580	9,563	8,446	9,264
	* SUBTOTAL PERSONNEL *	<u>1,708,451</u>	<u>1,981,109</u>	<u>2,187,256</u>	<u>2,184,808</u>	<u>2,287,740</u>
110	CLOTHING/UNIFORMS	27,627	42,370	40,000	35,000	40,000
111	MATERIALS/SUPPLIES	122,035	103,954	70,000	70,000	70,000
112	OFFICE SUPPLIES	639	438	775	775	775
113	PRINTING/BINDING	-	97	500	500	500
120	COMMUNICATIONS	1,393	1,729	3,000	2,200	4,000
130	CONTRACTUAL SERVICES	7,653	12,843	10,000	9,900	10,000
131	REPAIRS/MAINTENANCE	64,625	39,737	15,000	44,000	20,000
132	PROFESSIONAL SERVICES	7,656	11,077	7,500	10,000	12,000
140	SUBSCRIPTIONS/DUES	405	554	500	500	600
141	TRAVEL / BUSINESS	226	142	1,200	500	750
150	VEHICLE OPERATIONS	40,601	37,008	20,000	22,000	20,000
151	FUEL	23,368	31,173	30,000	28,000	30,000
152	DAMAGE CLAIMS	965	543	-	-	-
	* SUBTOTAL OPERATING *	<u>297,193</u>	<u>281,665</u>	<u>198,475</u>	<u>223,375</u>	<u>208,625</u>
300	LAND	-	-	-	-	-
321	BUILDING IMPROVEMENTS	-	-	-	-	97,400
360	MOTOR VEHICLES	168,371	-	-	429,598	14,000
370	NON-MOBIL EQUIPMENT	-	-	31,600	31,005	38,000
	* SUBTOTAL CAPITAL *	<u>168,371</u>	<u>-</u>	<u>31,600</u>	<u>460,603</u>	<u>149,400</u>
	** TOTAL EXPENDITURES **	<u>\$ 2,174,015</u>	<u>\$ 2,262,774</u>	<u>\$ 2,417,331</u>	<u>\$ 2,868,786</u>	<u>\$ 2,645,765</u>

DIVISION 453 FIRE / RESCUE

DIVISION NARRATIVE

This division provides for forty employees: one Chief of Fire/Rescue/Emergency Preparedness Director, three Fire Captains, and thirty-six 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 two 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>	<u>Salary</u>
Chief of Fire Rescue/Emergency Preparedness Dir.	1	28	\$ 75,034
Fire Captain	3	21	153,086
PSO - Firefighter	6	16	228,470
PSO - Fire Lieutenant	5	16	200,576
Fire Lieutenant	9	15	383,924
Firefighter-EMT / Firefighter	16	14/13	534,495
Longevity	-		<u>19,895</u>
TOTAL	40		<u>\$ 1,595,480</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
5 Firestations ventillation systems replace (97% grant funds offset)	\$ 97,400	321
4x4 Utility Vehicle for medical response team (from A-Tax funding)	14,000	360
ISI Viking SCBA replace 5 older models	25,000	370
Bullard Thermal Imaging Camera	<u>13,000</u>	370
TOTAL	<u>\$ 149,400</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 9.4% increase is due to expected growth in personnel and supply expenditures, plus increased funding for Capital Outlay as shown above.

01-5-454 FIRE PREVENTION/INSPECTION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 101,564	\$ 114,618	\$ 175,287	\$ 187,500	\$ 198,436
012	SALARY, PART-TIME	16,469	17,449	-	1,265	-
014	OVERTIME	2,377	2,537	3,000	5,500	3,500
021	FICA	9,297	9,761	13,371	13,404	15,145
022	EMPLOYEE RETIREMENT	11,136	12,133	14,263	18,335	20,194
023	EMPLOYEE INSURANCE	9,756	9,098	21,600	10,500	22,800
030	TRAINING	585	1,665	2,500	2,100	2,000
040	WORKERS COMPENSATION	2,944	5,890	6,204	6,550	6,336
050	AWARDS	406	650	926	866	926
	* SUBTOTAL PERSONNEL *	<u>154,534</u>	<u>173,801</u>	<u>237,151</u>	<u>246,020</u>	<u>269,337</u>
110	CLOTHING/UNIFORMS	463	208	530	500	600
111	MATERIALS/SUPPLIES	3,904	6,636	4,000	3,800	10,000
112	OFFICE SUPPLIES	807	1,182	800	900	800
113	PRINTING/BINDING	8,966	4,623	7,000	7,000	10,000
120	COMMUNICATIONS	1,786	1,271	2,000	1,200	2,000
131	REPAIRS/MAINTENANCE	167	119	400	-	400
132	PROFESSIONAL SERVICES	400	1,279	100	130	100
140	SUBSCRIPTION/DUES	2,742	1,667	1,655	1,655	1,655
141	TRAVEL / BUSINESS	-	-	200	-	200
150	VEHICLE OPERATIONS	-	-	200	-	-
151	FUEL	-	92	3,000	-	-
	* SUBTOTAL OPERATING *	<u>19,235</u>	<u>17,077</u>	<u>19,885</u>	<u>15,185</u>	<u>25,755</u>
360	MOTOR VEHICLES	<u>12,991</u>	<u>-</u>	<u>36,000</u>	<u>36,000</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>12,991</u>	<u>-</u>	<u>36,000</u>	<u>36,000</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 186,760</u>	<u>\$ 190,878</u>	<u>\$ 293,036</u>	<u>\$ 297,205</u>	<u>\$ 295,092</u>

DIVISION 454 FIRE PREVENTION/INSPECTION

DIVISION NARRATIVE

This division provides for four employees: a Captain/Fire Prevention Officer, 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>	<u>Salary</u>
Captain/Fire Prevention Officer	1	20	\$ 62,453
Fire Inspector	2	17	102,732
Fire Prevention/Administrative Assistant	1	14	33,251
Longevity	<u>-</u>		<u>-</u>
TOTAL	4		<u>\$ 198,436</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The slight 0.7% increase is due to expected growth in personnel and supply expenditures, offset by a reduction in Capital Outlay from the previous year.

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GENERAL FUND EXPENDITURES

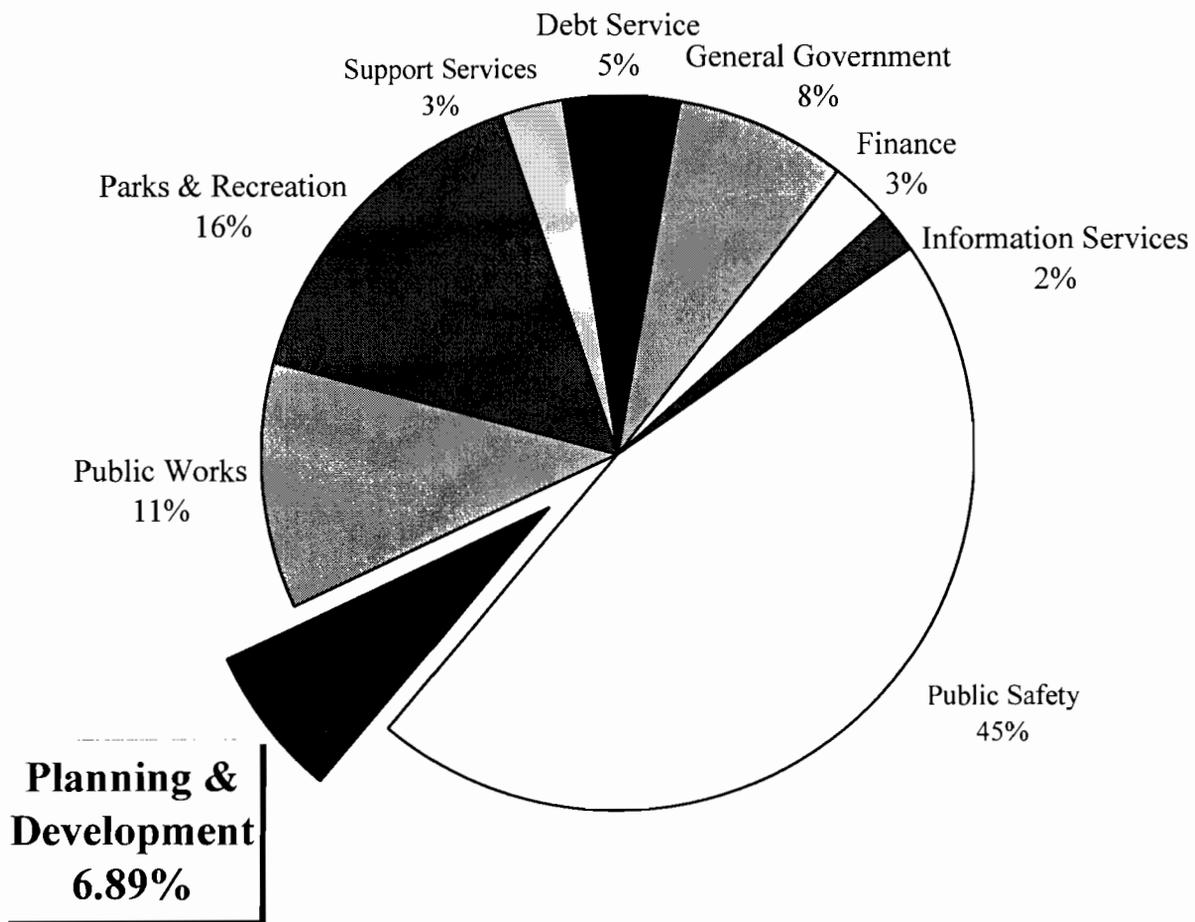
PLANNING AND DEVELOPMENT

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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 6.89% of the overall resources appropriated in the General Fund for FY2008.



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, 2008
Regular Employees
PLANNING AND DEVELOPMENT DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
PLANNING	9 ¹	10 ³	10	10 ⁵	10
BUILDING	<u>7</u> ²	<u>7</u>	<u>9</u> ⁴	<u>11</u> ⁶	<u>11</u>
TOTAL	<u>16</u>	<u>17</u>	<u>19</u>	<u>21</u>	<u>21</u>

Footnotes:

¹ Added 1 Administrative Assistant to replace 2 part-time clerks during FY2003. Funded in FY2004.

² In FY2004, deleted funding for one Building Inspector authorized in FY2001 for emergencies, but never hired since the workload leveled out.

³ Added 1 Zoning Inspector in FY2005.

⁴ Added 2 Building Inspectors in FY2006 (one in budget process, another 10/3/05 by budget amendment).

⁵ Transferred 1 Permit Clerk to Building [522], and added 1 Planner

⁶ Transferred 1 Permit Clerk from Planning [521], and added 1 Administrative Assistant.

A summary of expenditures for the past 4 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 \$1,685,280 and the Water and Sewer Fund will provide \$44,678. 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 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
521	PLANNING	629,325	752,653	764,718	727,199	836,398
522	BUILDING	<u>737,741</u>	<u>791,011</u>	<u>873,179</u>	<u>792,099</u>	<u>893,560</u>
TOTAL EXPENDITURES		<u>\$ 1,367,066</u>	<u>\$ 1,543,664</u>	<u>\$ 1,637,897</u>	<u>\$ 1,519,298</u>	<u>\$ 1,729,958</u>
PLANNING/DEVELOPMENT OVERHEAD		<u>(36,887)</u>	<u>(39,551)</u>	<u>(43,659)</u>	<u>(39,605)</u>	<u>(44,678)</u>
NET PLANNING & DEVELOPMENT		<u>\$ 1,330,179</u>	<u>\$ 1,504,113</u>	<u>\$ 1,594,238</u>	<u>\$ 1,479,693</u>	<u>\$ 1,685,280</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 FY2007 goals and priorities. The completed goals for the department include:

- Continued participation in regional planning activities.
- Issuance of \$250,000,000 in new construction permits.
- Develop an Economic Statistical Profile as a resource for residents and businesses.
- Preparation of annexation and land use planning strategies.
- Develop and implement a "Distinguished Design Awards Program."

The rapid growth in construction within the City continues to put a strain on the Planning and Development Department. The following benchmarks, goals and priorities are provided for in FY2008:

- Work with a consultant in the development of a Parking Study.
- Issuance of \$250,000,000 in new construction permits.
- Work with Horry County in the development and adoption of a Thoroughfare Plan.
- Work with a consultant in the development of an Atlantic Intracoastal Waterway Corridor Study.
- Continue the development of a "Community Profile."

01-5-521 PLANNING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 435,091	\$ 500,249	\$ 527,170	\$ 502,000	\$ 552,267
012	SALARY, PART-TIME	5,144	-	11,000	11,000	18,375
014	OVERTIME	738	519	1,000	750	-
015	SPECIAL ALLOWANCE	4,500	4,800	5,400	5,400	5,400
021	FICA	32,677	35,556	36,664	34,187	38,804
022	EMPLOYEE RETIREMENT	35,837	37,088	52,817	50,275	55,227
023	EMPLOYEE INSURANCE	42,092	48,466	54,000	54,000	57,000
030	TRAINING	4,174	9,091	11,800	6,500	14,100
040	WORKERS COMPENSATION	4,475	5,521	6,632	7,192	7,818
050	AWARDS	1,738	2,492	3,094	2,379	2,646
	* SUBTOTAL PERSONNEL *	<u>566,466</u>	<u>643,782</u>	<u>709,577</u>	<u>673,683</u>	<u>751,637</u>
111	CLOTHING/UNIFORMS	305	392	300	305	700
111	MATERIALS/SUPPLIES	8,417	7,900	4,000	5,500	8,000
112	OFFICE SUPPLIES	2,527	1,682	3,000	3,000	4,500
113	PRINTING/BINDING	1,291	3,781	8,750	4,250	1,750
120	COMMUNICATIONS	4,465	5,399	5,080	5,075	6,000
130	CONTRACTUAL SERVICES	11,087	11,931	9,511	9,511	11,511
131	REPAIRS/MAINTENANCE	-	-	250	175	250
132	PROFESSIONAL SERVICES	1,411	52,246	2,800	1,500	2,800
140	SUBSCRIPTIONS/DUES	3,029	4,631	7,000	4,750	7,000
141	TRAVEL / BUSINESS	2,213	1,882	1,000	1,000	1,800
142	ADVERTISING	12,510	16,073	10,000	15,000	18,000
150	VEHICLE OPERATIONS	132	327	750	750	750
151	FUEL	938	2,627	2,700	2,700	2,700
	* SUBTOTAL OPERATING *	<u>48,325</u>	<u>108,871</u>	<u>55,141</u>	<u>53,516</u>	<u>65,761</u>
360	MOTOR VEHICLES	<u>14,534</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,000</u>
	* SUBTOTAL CAPITAL *	<u>14,534</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 629,325</u>	<u>\$ 752,653</u>	<u>\$ 764,718</u>	<u>\$ 727,199</u>	<u>\$ 836,398</u>

DIVISION 521 PLANNING

DIVISION NARRATIVE

This division consists of ten (10) 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>	<u>Salary</u>
Director, Planning & Development	1	31	\$ 99,225
Assistant Director, Planning & Development	1	28	80,545
Assistant Zoning Administrator	1	24	56,131
Zoning Enforcement Officer	1	14	33,936
Principal Planner	1	27	69,554
Senior Planner	1	24	56,597
Planner	1	22	47,706
Planning Technician	1	17	43,156
Administrative Assistant I & II	2	15/13	65,417
Longevity	-		-
TOTAL	10		<u>\$ 552,267</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Color Plotter / Scanner for mapping	<u>19,000</u>	380
TOTAL	<u>\$ 19,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 9.4% increase is due to expected growth in personnel, supply and capital expenditures.

01-5-522 BUILDING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 329,700	\$ 348,892	\$ 480,154	\$ 445,000	\$ 498,447
014	OVERTIME	1,490	4,706	5,000	4,750	2,500
021	FICA	23,997	24,878	33,959	31,033	34,565
022	EMPLOYEE RETIREMENT	26,985	26,432	46,090	44,975	50,095
023	EMPLOYEE INSURANCE	34,352	30,686	43,200	42,000	62,700
030	TRAINING	7,921	4,076	12,000	6,000	12,000
040	WORKERS COMPENSATION	4,233	5,816	8,071	8,520	11,121
050	AWARDS	1,017	1,962	2,003	2,246	2,682
	* SUBTOTAL PERSONNEL *	<u>429,695</u>	<u>447,448</u>	<u>630,477</u>	<u>584,524</u>	<u>674,110</u>
110	CLOTHING/UNIFORMS	3,135	3,936	4,400	4,250	5,400
111	MATERIALS/SUPPLIES	32,803	15,315	5,450	5,450	5,450
112	OFFICE SUPPLIES	698	1,337	2,000	3,000	5,000
113	PRINTING/BINDING	6,257	3,260	6,000	3,750	4,000
120	COMMUNICATIONS	7,159	10,957	6,100	6,100	8,500
130	CONTRACTUAL SERVICES	37,542	15,882	29,652	22,500	25,000
131	REPAIRS/MAINTENANCE	-	70	250	75	250
132	PROFESSIONAL SERVICES	209,778	233,128	170,000	145,000	150,000
140	SUBSCRIPTIONS/DUES	1,665	770	1,850	1,850	1,850
141	TRAVEL / BUSINESS	129	283	500	-	500
142	ADVERTISING	2,252	5,590	5,000	4,500	2,500
150	VEHICLE OPERATIONS	1,159	6,216	3,500	3,300	3,000
151	FUEL	5,469	7,521	8,000	7,800	8,000
	* SUBTOTAL OPERATING *	<u>308,046</u>	<u>304,265</u>	<u>242,702</u>	<u>207,575</u>	<u>219,450</u>
360	MOTOR VEHICLES	-	32,188	-	-	-
380	FURN. / OFFICE EQUIPMENT	-	7,110	-	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>39,298</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 737,741</u>	<u>\$ 791,011</u>	<u>\$ 873,179</u>	<u>\$ 792,099</u>	<u>\$ 893,560</u>
LESS OVERHEAD ALLOCATION TO: WATER & SEWER FUND 5%		<u>36,887</u>	<u>39,551</u>	<u>43,659</u>	<u>39,605</u>	<u>44,678</u>
TOTAL NET GENERAL FUND		<u>\$ 700,854</u>	<u>\$ 751,460</u>	<u>\$ 829,520</u>	<u>\$ 752,494</u>	<u>\$ 848,882</u>

DIVISION 522 BUILDING

DIVISION NARRATIVE

This division provides for eleven (11) employees: one Building Official, one Assistant Building Official, seven Master Building Inspectors, one Administrative Assistant 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>	<u>Salary</u>
Building Official	1	27	\$ 65,019
Assistant Building Official	1	23	49,556
Master Building Inspector	6	18	270,119
Master Electrical Inspector	1	18	46,558
Administrative Assistant II	1	15	35,544
Permit Clerk	1	12	29,160
Longevity	-		<u>2,491</u>
TOTAL	11		<u>\$ 498,447</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The slight 2.3% increase is due to expected growth in personnel and supply expenditures.

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GENERAL FUND EXPENDITURES

PUBLIC WORKS

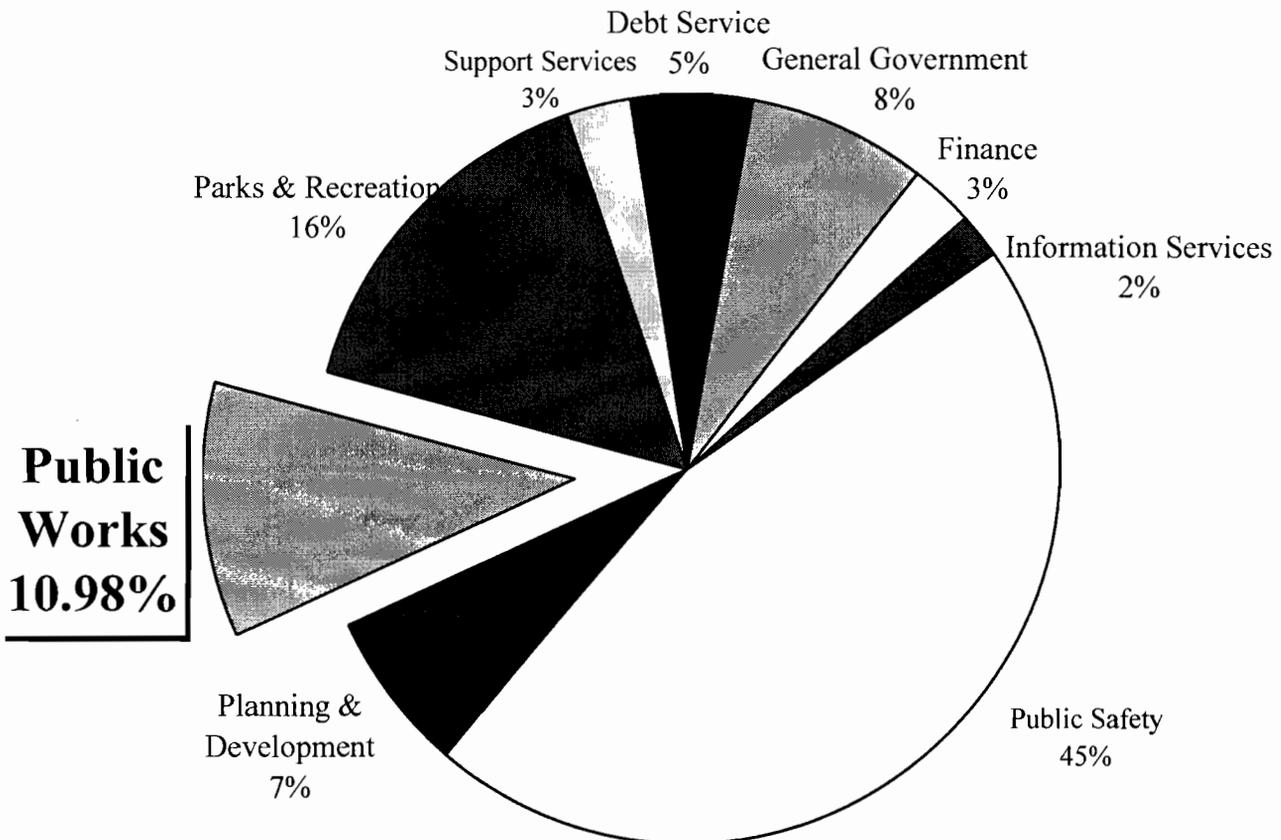
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**GENERAL FUND
PUBLIC WORKS DEPARTMENT**

The Public Works Department includes only the Street and Drainage Division in the General Fund. 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. This year the Division will manage compliance with the HPDES General Permit for stormwater discharges.

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 10.98% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this division make up 5.2% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
PUBLIC WORKS DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
STREETS / DRAINAGE	<u>17</u>	<u>17</u>	<u>18</u> ¹	<u>18</u>	<u>19</u> ²
TOTAL	<u>17</u>	<u>17</u>	<u>18</u>	<u>18</u>	<u>19</u>

Footnotes:

¹ Added 1 Heavy Equipment Operator to run the street sweeper in FY2006.

² Added 1 Stormwater Plan Review Inspector in FY2008.

A summary of expenditures for the past 4 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 will provide \$1,935,534 and the Water and Sewer Fund will provide \$215,059. The overhead rate for the Streets and Drainage Division is 10%.

SUMMARY OF EXPENDITURES
PUBLIC WORKS DEPARTMENT

DIV. NO.	DIVISION	<u>FY 2005 ACTUAL</u>	<u>FY 2006 ACTUAL</u>	<u>FY 2007 BUDGETED</u>	<u>FY 2007 ESTIMATED</u>	<u>FY 2008 BUDGETED</u>
652	STREETS / DRAINAGE	<u>1,674,678</u>	<u>1,721,085</u>	<u>2,146,717</u>	<u>2,113,236</u>	<u>2,150,593</u>
TOTAL EXPENDITURES		<u>\$ 1,674,678</u>	<u>\$ 1,721,085</u>	<u>\$ 2,146,717</u>	<u>\$ 2,113,236</u>	<u>\$ 2,150,593</u>
PUBLIC WORKS OVERHEAD		<u>(167,468)</u>	<u>(172,108)</u>	<u>(214,672)</u>	<u>(211,324)</u>	<u>(215,059)</u>
NET PUBLIC WORKS		<u>\$ 1,507,210</u>	<u>\$ 1,548,977</u>	<u>\$ 1,932,045</u>	<u>\$ 1,901,912</u>	<u>\$ 1,935,534</u>

**GENERAL FUND
PUBLIC WORKS DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Public Works Department continues to accomplish annual recurring departmental goals and priorities as follows:

- Resurface streets based on priority ranking from the pavement condition survey.
- Install a handicap accessible beach dune walkover.
- Implement EPA Phase II Storm Water Regulations.

Goals and priorities for this upcoming budget continue programs already in place, as well as introducing some new ones. The following benchmarks, goals and priorities are provided for in FY2008:

- Install sidewalks / boardwalks.
 - Lake Avenue in Cherry Grove, Nixon Street, 33rd Avenue South, and Windy Hill Road Extension.
- Resurface streets based on priority ranking from the pavement condition survey.
- Install a handicap accessible beach dune walkover.
- Implement EPA Phase II Storm Water Regulations with the hiring of a Storm Water Plan Review Inspector.
- Monitor, survey and report beach renourishment progress.
- Rebuild North Ocean Boulevard to improve drainage and road condition.
- Pave Water Tower Road from the back gate of Barefoot Landing to the Highway 31 Interchange if annexation of property takes place.
- Continue work on Hillside Drive retention project.
- Continue "Underground Utility Conversion Project."

01-5-652 STREETS/DRAINAGE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 561,312	\$ 615,025	\$ 650,936	\$ 645,000	\$ 735,920
014	OVERTIME	35,656	32,275	30,000	30,000	35,000
021	FICA	42,749	44,785	46,304	45,900	52,423
022	EMPLOYEE RETIREMENT	47,878	48,172	68,094	67,500	73,237
023	EMPLOYEE INSURANCE	87,121	73,854	97,200	92,600	108,300
030	TRAINING	80	-	1,500	100	1,500
040	WORKERS COMPENSATION	27,531	34,096	35,545	37,524	44,713
050	AWARDS	4,931	7,637	7,768	7,500	8,000
	* SUBTOTAL PERSONNEL *	<u>807,258</u>	<u>855,844</u>	<u>937,347</u>	<u>926,124</u>	<u>1,059,093</u>
110	CLOTHING/UNIFORMS	7,970	9,508	10,000	9,600	10,000
111	MATERIALS/SUPPLIES	265,061	229,974	325,820	298,000	330,000
112	OFFICE SUPPLIES	38	174	500	175	500
113	PRINTING AND BINDING	3,500	32	1,500	25	1,500
120	COMMUNICATIONS	22,795	2,734	2,550	2,750	2,750
121	UTILITIES	251,646	307,054	300,000	310,000	330,000
130	CONTRACTUAL SERVICES	20,134	15,890	24,000	24,000	25,000
131	REPAIRS/MAINTENANCE	24,766	80,230	24,000	24,000	30,000
132	PROFESSIONAL SERVICES	8,179	163	1,500	700	1,500
140	SUBSCRIPTIONS/DUES	250	-	500	150	500
141	TRAVEL / BUSINESS	-	-	500	300	250
142	ADVERTISING	895	736	500	1,500	500
150	VEHICLE OPERATIONS	52,489	54,778	40,000	40,000	45,000
151	FUEL	25,306	39,047	35,000	35,000	40,000
152	DAMAGE CLAIMS	2,586	44	-	599	-
	* SUBTOTAL OPERATING *	<u>685,615</u>	<u>740,364</u>	<u>766,370</u>	<u>746,799</u>	<u>817,500</u>
330	ROADS / BRIDGES	-	-	-	-	35,000
360	MOTOR VEHICLES	-	19,649	-	-	89,000
361	HEAVY EQUIPMENT	181,805	64,938	393,000	350,000	150,000
370	NON-MOBIL EQUIPMENT	-	40,290	50,000	90,313	-
	* SUBTOTAL CAPITAL *	<u>181,805</u>	<u>124,877</u>	<u>443,000</u>	<u>440,313</u>	<u>274,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,674,678</u>	<u>\$ 1,721,085</u>	<u>\$ 2,146,717</u>	<u>\$ 2,113,236</u>	<u>\$ 2,150,593</u>
LESS OVERHEAD ALLOCATION TO: WATER & SEWER FUND 10%		<u>167,468</u>	<u>172,108</u>	<u>214,672</u>	<u>211,324</u>	<u>215,059</u>
TOTAL NET GENERAL FUND		<u>\$ 1,507,210</u>	<u>\$ 1,548,977</u>	<u>\$ 1,932,045</u>	<u>\$ 1,901,912</u>	<u>\$ 1,935,534</u>

DIVISION 652 STREETS/DRAINAGE

DIVISION NARRATIVE

This division provides for nineteen employees: a Superintendent, a Supervisor, a Stormwater Compliance Manager, four Crew Leaders, three Heavy Equipment Operators, three Maintenance Specialist / MEOs, two 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>	<u>Salary</u>
Superintendent, Streets and Drainage	1	26	\$ 82,299
Supervisor, Streets and Drainage	1	21	59,540
Bridge Crew Leader	1	17	43,869
Stormwater Compliance Manager (added FY2008)	1	15	51,600
Crew Leader I	3	14	120,343
Heavy Equipment Operator (HEO)	3	13	99,744
Maintenance Specialist / Motor Equipment Operator	3	11,12	103,659
Tradesworker	2	9	58,796
Bridge Operator	4	9	111,290
Longevity	-		4,780
TOTAL	19		<u>\$ 735,920</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Barefoot Bridge - construct ladder to wedges on bridge (employee safety)	\$ 35,000	315
Sign Crew Pick-up Truck	35,000	360
Explorer for Superintendent	29,000	360
Truck for Stormwater Plan Review Inspector	25,000	360
16-ton Dump Truck to haul Asphalt (replaces 8-ton)	85,000	361
Flat Bed Dump Truck (replacement)	65,000	361
TOTAL	<u>\$ 274,000</u>	

BUDGET ANALYSIS

This division provides for an increase in the level of service over the previous year's budget. The minimal 0.2% increase is due to the addition of one Stormwater Compliance Manager since DHEC/OCRM will no longer perform this function for us offset by a 38.1% reduction in Capital Outlay.

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GENERAL FUND EXPENDITURES

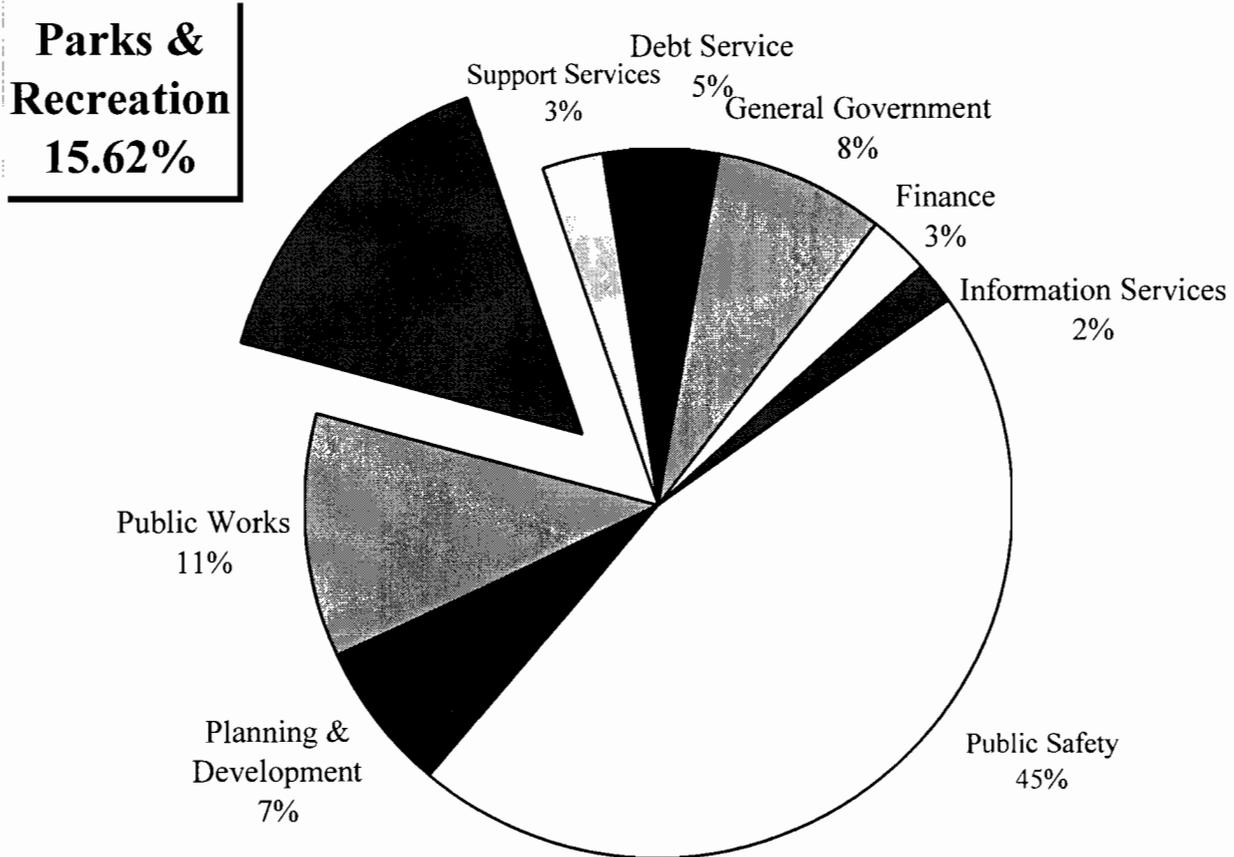
PARKS AND RECREATION

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GENERAL FUND
PARKS AND RECREATION DEPARTMENT

The Parks and Recreation Department includes 3 divisions: Recreation and Parks & Grounds in the General Fund, and the Aquatic & Fitness Center Fund. The department supervises a wide range of recreational activities for all ages as well as the maintenance and care of City grounds, park facilities, and beach accesses, and the operations of 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 15.62% of the overall resources appropriated in the General Fund for FY2008. This is higher than normal due a large Capital Outlay for Recreation Center expansion being transferred out to the Capital Improvements Fund.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 4.6% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
PARKS AND RECREATION DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
RECREATION	6	6	5 ¹	6 ²	6
PARKS AND GROUNDS	<u>9</u>	<u>9</u>	<u>9</u>	<u>10</u> ³	<u>11</u> ⁴
TOTAL	<u>15</u>	<u>15</u>	<u>14</u>	<u>16</u>	<u>17</u>

Footnotes:

- ¹ Transferred out Aquatic/Fitness Center Director to the Aquatic Center Fund in FY2006 as facility neared completion.
- ² Added 1 Administrative Assistant to Recreation in FY2007.
- ³ Added 1 Parks & Grounds Maintenance Technician in FY2007.
- ⁴ Added 1 Tree Maintenance Technician in FY2008.

A summary of expenditures for the past 4 years of this department is provided below. This department has no overhead allocation and therefore is totally funded by the General Fund revenues. The General Fund will provide \$2,294,168 to fund this department.

SUMMARY OF EXPENDITURES
PARKS AND RECREATION DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
741	RECREATION	707,315	701,393	881,621	837,936	782,657
754	PARKS / GROUNDS	<u>864,664</u>	<u>1,075,693</u>	<u>1,446,013</u>	<u>1,459,486</u>	<u>1,511,511</u>
TOTAL PARKS AND RECREATION		<u>\$ 1,571,979</u>	<u>\$ 1,777,086</u>	<u>\$ 2,327,634</u>	<u>\$ 2,297,422</u>	<u>\$ 2,294,168</u>

**GENERAL FUND
PARKS AND RECREATION DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The goals and priorities set forth in the FY2007 budget are underway and being accomplished as follows:

- Provide continuous funding for Parks Improvements in Heritage Shores Park and the Russell Burgess Coastal Preserve.
- Build new beach accesses along the ocean front.
- Plan for expansion of Recreation Center to include new offices and gym.

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 FY2008.

- Provide continuous funding for Parks Improvements in Heritage Shores Park, Russell Burgess Coastal Preserve, and other various parks.
- Build new beach accesses along the ocean front.
- Finalize plans for the expansion of the J. Bryan Floyd Community Center to include new offices and a gymnasium and begin construction during the fiscal year.
- Continue to expand lifelong learning classes.

01-5-741 RECREATION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 272,795	\$ 221,795	\$ 269,396	\$ 262,500	\$ 284,370
012	SALARY, PART-TIME	16,706	13,510	31,002	19,950	40,000
014	OVERTIME	407	366	2,000	400	500
015	SPECIAL ALLOWANCE	4,500	4,800	4,800	5,400	5,400
021	FICA	21,462	16,523	20,865	19,489	22,416
022	EMPLOYEE RETIREMENT	22,176	16,606	25,783	23,625	28,487
023	EMPLOYEE INSURANCE	31,564	24,896	32,400	30,200	39,900
030	TRAINING	1,292	1,292	4,700	4,700	6,500
040	WORKERS COMPENSATION	3,517	3,388	3,472	3,665	5,328
050	AWARDS	1,007	1,123	1,853	1,949	1,621
	* SUBTOTAL PERSONNEL *	<u>375,426</u>	<u>304,299</u>	<u>396,271</u>	<u>371,878</u>	<u>434,522</u>
110	CLOTHING/UNIFORMS	1,295	1,182	1,000	1,000	500
111	MATERIALS/SUPPLIES	115,427	100,926	112,000	105,000	107,000
112	OFFICE SUPPLIES	2,274	1,550	2,000	3,000	3,000
113	PRINTING/BINDING	1,113	14,073	15,000	14,500	16,000
120	COMMUNICATIONS	1,146	10,741	11,920	11,500	14,800
130	CONTRACTUAL SERVICES	66,756	71,175	70,000	70,000	120,000
131	REPAIRS/MAINTENANCE	102,267	49,323	-	1,500	1,000
132	PROFESSIONAL SERVICES	5,899	1,540	-	346	-
133	CLEAN CITY COMMITTEE	22,161	13,992	28,650	22,500	28,650
136	MUSEUM	-	7,846	30,000	15,000	30,000
140	SUBSCRIPTIONS/DUES	1,760	4,317	3,680	3,680	4,185
141	TRAVEL / BUSINESS	5,008	4,753	6,400	6,551	8,500
142	ADVERTISING	3,591	6,419	700	1,750	12,000
150	VEHICLE OPERATIONS	594	(57)	2,000	500	1,000
151	FUEL	466	736	2,000	1,500	1,500
152	DAMAGE CLAIMS	2,132	15,268	-	-	-
	* SUBTOTAL OPERATING *	<u>331,889</u>	<u>303,784</u>	<u>285,350</u>	<u>258,327</u>	<u>348,135</u>
321	BUILDING IMPROVEMENTS	-	-	200,000	200,000	-
380	FURN. / OFFICE EQUIPMENT	-	93,310	-	7,731	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>93,310</u>	<u>200,000</u>	<u>207,731</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 707,315</u>	<u>\$ 701,393</u>	<u>\$ 881,621</u>	<u>\$ 837,936</u>	<u>\$ 782,657</u>

DIVISION 741 RECREATION

DIVISION NARRATIVE

This division provides for six full-time employees: a Parks and Recreation Director, a Community Center/Special Events Director, an Athletic Director, a Recreation Coordinator, an Administrative Assistant, 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 Community Center/Special Events Director is responsible for the day to day operation of the J. Bryan Floyd Community Center and the coordination of community special events such as the Easter Egg Hunt, the Christmas Events 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. The Community Center/Special Events Director supervises three part-time Recreation Leaders who provide staff support for all recreation programs.

The Athletic Director is responsible for the department's sports programs. This individual oversees the youth baseball and softball, adult softball, youth soccer, youth flag and tackle football programs and the youth basketball programs.

The Recreation Coordinator oversees the development and operation of recreation instructional programs, cultural programs and programs for senior citizens. The Administrative Assistant and the Secretary/Receptionist provide administrative and clerical support for the entire Parks and Recreation Department. These individuals provide data input and handle customer inquiries.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Parks and Recreation Director	1	31	\$ 86,834
Community Center/Special Events Director	1	18	56,737
Athletic Director	1	18	40,604
Recreation Coordinator	1	16	40,331
Administrative Assistant I	1	13	31,424
Secretary/Receptionist-Recreation	1	10	25,303
Longevity	-		<u>3,137</u>
TOTAL	6		<u>\$ 284,370</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 11.2% decrease is due to expected growth in personnel and supply expenditures, offset by a \$200,000 reduction in Capital Outlay over last year.

01-5-754 PARKS AND GROUNDS

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 309,855	\$ 322,219	\$ 360,135	\$ 360,135	\$ 408,410
012	SALARY, PART-TIME	47,630	53,764	43,888	43,888	52,208
014	OVERTIME	12,243	11,639	9,315	12,000	12,000
021	FICA	26,438	26,287	28,520	28,706	32,611
022	EMPLOYEE RETIREMENT	25,560	24,798	36,945	35,353	42,041
023	EMPLOYEE INSURANCE	43,767	38,970	54,000	53,500	62,700
030	TRAINING	2,588	3,423	7,000	4,500	5,000
040	WORKERS COMPENSATION	10,116	11,678	10,763	15,000	17,581
050	AWARDS	3,028	4,302	4,347	3,500	4,810
	* SUBTOTAL PERSONNEL *	<u>481,225</u>	<u>497,080</u>	<u>554,913</u>	<u>556,582</u>	<u>637,361</u>
110	CLOTHING/UNIFORMS	6,182	6,248	8,000	6,500	8,000
111	MATERIALS/SUPPLIES	142,319	132,013	124,600	124,600	125,000
112	OFFICE SUPPLIES	73	92	250	250	-
113	PRINTING/BINDING	-	-	250	100	-
120	COMMUNICATIONS	721	2,903	3,050	3,050	3,100
130	CONTRACTUAL SERVICES	62,849	137,153	127,000	127,000	140,000
131	REPAIRS/MAINTENANCE	68,441	57,775	50,000	50,000	39,000
132	PROFESSIONAL SERVICES	979	1,302	2,000	1,400	1,500
133	TREE CITY COMMITTEE	-	-	-	-	5,000
140	SUBSCRIPTIONS/DUES	1,255	2,620	1,550	1,550	1,450
141	TRAVEL / BUSINESS	1,604	897	2,000	1,200	2,000
142	ADVERTISING	1,049	2,706	400	400	300
150	VEHICLE OPERATIONS	41,864	24,320	25,000	25,000	25,000
151	FUEL	13,355	21,230	24,500	22,500	24,500
152	DAMAGE CLAIMS	3,789	-	-	-	-
	* SUBTOTAL OPERATING *	<u>344,480</u>	<u>389,259</u>	<u>368,600</u>	<u>363,550</u>	<u>374,850</u>
302	PARK IMPROVEMENTS	-	102,466	510,000	510,000	360,000
360	MOTOR VEHICLES	38,959	49,860	-	-	56,600
361	HEAVY EQUIPMENT	-	26,692	12,500	-	76,700
370	NON-MOBIL EQUIPMENT	-	10,336	-	29,354	6,000
	* SUBTOTAL CAPITAL *	<u>38,959</u>	<u>189,354</u>	<u>522,500</u>	<u>539,354</u>	<u>499,300</u>
	** TOTAL EXPENDITURES **	<u>\$ 864,664</u>	<u>\$ 1,075,693</u>	<u>\$ 1,446,013</u>	<u>\$ 1,459,486</u>	<u>\$ 1,511,511</u>

DIVISION 754 PARKS AND GROUNDS

DIVISION NARRATIVE

This division provides for eleven full-time employees: a Public Grounds Superintendent, two Crew Leaders, two Heavy Equipment Operators, a Facilities and Amenities Maintenance Specialist, a Tree Maintenance Technician, three Landscape Technicians, and a Public Grounds Maintenance Worker. There are also 2 permanent part-time Landscape Technicians included in this division. This division is responsible for primary maintenance services of public grounds. These services include maintenance at public beach accesses, recreational ball fields, parks and grounds, medians and right-of-ways, utility areas, public parking lots, in addition to landscaping/beautification projects and structural repairs to municipal property.

Under the direction of the Superintendent, this division supplies materials and necessary labor to carry out beach maintenance such as dune walkover repairs and dune stabilization practices. Included is an integrated recreational activities and maintenance program relating to all sporting and special events.

This division also includes additional funds for advancing horticultural practices through professional associations and training.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Public Grounds Superintendent	1	25	\$ 68,733
Crew Leader I	2	14	78,814
Heavy Equipment Operator (HEO)	2	13	73,482
Facilities and Amenities Maintenance Specialist	1	13	38,711
Tree Maintenance Technician	1	new	27,150
Landscape Technician	3	12	97,442
Public Grounds Maintenance Worker	1	9	24,078
Longevity	-		-
TOTAL	11		<u>\$ 408,410</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Playground Resurfacing - McLean Park (safety concerns, ADA access)	\$ 102,000	302
Play Equipment - McLean Park (partial funding from A-Tax)	110,000	302
Heritage Shores & Boat Ramp Parking - permeable pavers	38,000	302
Burgess Preserve Pier	110,000	302
F150 1/2 ton Pick-up (replaces #7485)	19,500	360
F250 3/4 ton Pick-up with Dump (replaces #7472)	24,200	360
Spray Rig for consistent pesticide application	6,400	360
Enclosed Landscape Trailer (transport & storage of equipment)	6,500	360
Fairway Mower (replaces unit PG040)	32,700	361
Mulch Blower for use in all the parks	44,000	361
Scoreboard (replacement on Central Park field)	<u>6,000</u>	370
TOTAL	<u>\$ 499,300</u>	

BUDGET ANALYSIS

This division provides for an increase in the level of service over the previous year's budget. The 20.5% increase is due to adding a Maintenance Technician and an increase in Capital Outlay as listed above.

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GENERAL FUND EXPENDITURES

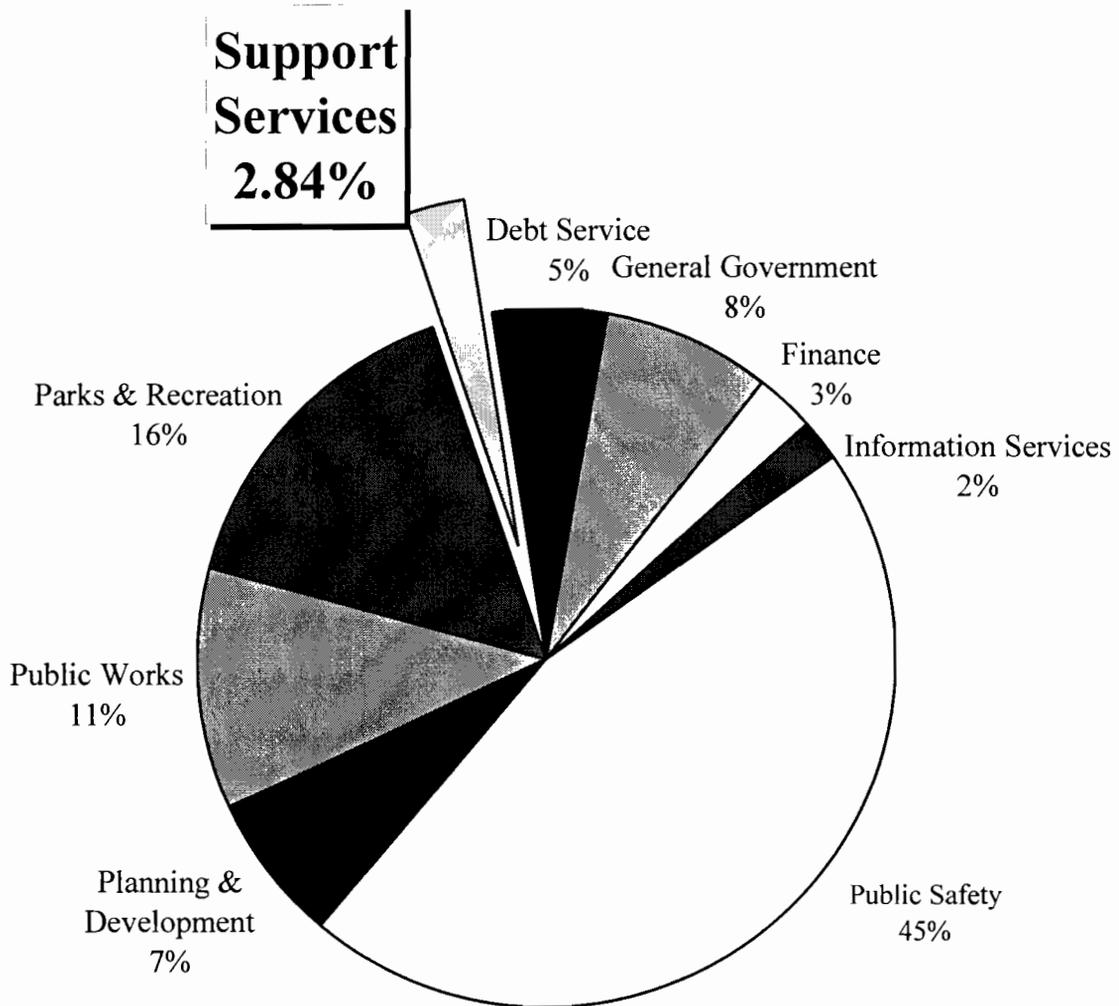
SUPPORT SERVICES

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GENERAL FUND
SUPPORT SERVICES DEPARTMENT

The Support Services Department includes 3 divisions: Purchasing, Fleet Maintenance, and Custodial/Facilities Maintenance. These divisions are under the supervision of the Assistant City Manager. The primary function of the Support Services Department is to oversee purchasing, inventory, fleet maintenance, fleet acquisition, and maintenance of City facilities.

The chart below shows the portion of General Fund Expenditures allocated to the Support Services Department, which reflects 2.84% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 4.9% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
SUPPORT SERVICES DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
PURCHASING	6	6	7 ¹	7	7
FLEET MAINTENANCE	5	5	5	5	6 ²
CUSTODIAL/FACILITIES MAINTENANCE	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>5</u> ³
T O T A L	<u>15</u>	<u>15</u>	<u>16</u>	<u>16</u>	<u>18</u>

Footnotes:

¹ Added 1 Warehouse Clerk in FY2006.

² Added 1 Mechanic in FY2008.

³ Added 1 Facility Maintenance Technician in FY2008.

A summary of expenditures for the past 4 years of this department is provided below. Total expenditures include all amounts required from both the General Fund, the Water and Sewer Fund, the Solid Waste Fund, and the Aquatic Center Fund to accomplish the level of services and goals for this department. The General Fund will provide \$694,745, the Water and Sewer Fund \$441,453, the Solid Waste Fund \$124,874, the Beach Services Fund \$22,572, and the Aquatic Center Fund \$34,699. The Water and Sewer Fund, Solid Waste Fund, and Aquatic Center Fund record their share of these three divisions as an overhead allocation and not as direct charges to individual object codes like it does for divisions directly assigned to it. The overhead rates for these divisions are 51%, 4%, 1% and 4% respectively for the Purchasing Division, 16%, 20%, 4% and zero respectively for the Fleet Maintenance Division, and 33.3%, 4%, and 4% respectively for Custodial/Facilities Maintenance Division.

SUMMARY OF EXPENDITURES
SUPPORT SERVICES DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
822	PURCHASING	348,038	385,574	427,147	398,910	453,714
832	FLEET MAINTENANCE	312,319	310,864	344,434	324,636	450,874
842	CUSTODIAL/FACILITIES MAINT.	<u>226,027</u>	<u>393,730</u>	<u>351,000</u>	<u>338,911</u>	<u>413,755</u>
TOTAL EXPENDITURES		<u>\$ 886,384</u>	<u>\$ 1,090,168</u>	<u>\$ 1,122,581</u>	<u>\$ 1,062,457</u>	<u>\$ 1,318,343</u>
SUPPORT SERVICES OVERHEAD		<u>(411,202)</u>	<u>(502,142)</u>	<u>(521,093)</u>	<u>(492,310)</u>	<u>(623,598)</u>
NET SUPPORT SERVICES		<u>\$ 475,182</u>	<u>\$ 588,026</u>	<u>\$ 601,488</u>	<u>\$ 570,147</u>	<u>\$ 694,745</u>

**GENERAL FUND
SUPPORT SERVICES DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Support Services Department continues to work toward the accomplishment of its FY2007 goals:

- Continue internet sales as well as the annual surplus sale of equipment during April. Sales should generate \$50,000 in revenue for the Capital Improvement Fund.
- Provide control over building maintenance issues.
- Expand custodial services to include the 68,000 square foot Aquatic and Fitness Center.

As in other departments, new goals and priorities have been established for FY2008. The following benchmarks, goals and priorities outline the more significant goals for the Support Services Department:

- Monitor building maintenance issues and expenditures.
- Continue to sell surplus property on line to increase revenues.
- Explore the new Centralized Purchasing software system.

01-5-822 PURCHASING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 252,932	\$ 255,829	\$ 295,668	\$ 280,000	\$ 311,776
014	OVERTIME	3,654	1,696	4,214	2,500	2,000
021	FICA	18,281	18,167	19,792	18,645	20,709
022	EMPLOYEE RETIREMENT	20,817	19,339	29,988	26,838	29,809
023	EMPLOYEE INSURANCE	29,171	25,756	32,400	32,400	39,900
030	TRAINING	3,027	2,165	8,025	4,500	8,850
040	WORKERS COMPENSATION	5,050	7,047	6,238	6,586	8,158
050	AWARDS	1,372	2,076	2,821	2,131	3,137
	* SUBTOTAL PERSONNEL *	<u>334,304</u>	<u>332,075</u>	<u>399,146</u>	<u>373,600</u>	<u>424,339</u>
110	CLOTHING/UNIFORMS	1,040	1,270	926	900	1,050
111	MATERIALS/SUPPLIES	3,752	8,808	9,000	9,000	9,000
112	OFFICE SUPPLIES	2,659	928	1,500	1,500	1,500
113	PRINTING/BINDING	861	347	750	500	750
120	COMMUNICATIONS	767	2,447	4,000	2,750	4,000
130	CONTRACTUAL SERVICES	790	2,333	2,675	2,350	2,500
131	REPAIRS/MAINTENANCE	118	1,065	2,500	1,000	2,500
132	PROFESSIONAL SERVICES	-	823	-	35	-
140	SUBSCRIPTIONS/DUES	993	831	975	975	1,075
141	TRAVEL / BUSINESS	682	1,113	500	500	500
142	ADVERTISING	694	13,558	3,000	3,000	3,000
150	VEHICLE OPERATIONS	159	498	600	600	1,000
151	FUEL	1,219	2,562	1,575	2,200	2,500
	* SUBTOTAL OPERATING *	<u>13,734</u>	<u>36,583</u>	<u>28,001</u>	<u>25,310</u>	<u>29,375</u>
360	MOTOR VEHICLES	-	16,916	-	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>16,916</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 348,038</u>	<u>\$ 385,574</u>	<u>\$ 427,147</u>	<u>\$ 398,910</u>	<u>\$ 453,714</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 51%	177,499	196,643	217,845	203,445	231,394
	SOLID WASTE FUND 4%	27,843	15,423	17,086	15,956	18,149
	BEACH SERVICES FUND 1%	-	-	-	-	4,537
	AQUATIC CENTER FUND 4%	-	15,423	17,086	15,956	18,149
	**LESS OVERHEAD TOTAL **	<u>205,342</u>	<u>227,489</u>	<u>252,017</u>	<u>235,357</u>	<u>272,229</u>
TOTAL NET GENERAL FUND		<u>\$ 142,696</u>	<u>\$ 158,085</u>	<u>\$ 175,130</u>	<u>\$ 163,553</u>	<u>\$ 181,485</u>

DIVISION 822 PURCHASING

DIVISION NARRATIVE

This division provides for seven employees: a Support Services Supervisor, a Materials & Facilities Supervisor, two Buyers, a Procurement Clerk, a Materials and Inventory Technician, and a Warehouse Clerk . This division is responsible for most purchases for the City and receives, issues, and stores inventory at its central warehouse facility. The Support Services Supervisor is also responsible for the City's Fleet Maintenance and Custodial/Facilities Maintenance divisions.

The Materials and Facilities Supervisor receives, issues, stores, and maintains the inventory, as well as issues keys to the City's gas pump system, maintains the system, and supervises the Custodial/Facilities Maintenance division, and the custodial staff for the Aquatic Center that is charged directly to that Fund. The Inventory Management Technician and Warehouse Clerk assists the Materials and Facilities Supervisor.

The Buyers are responsible for small dollar purchases less than \$10,000 in value and prepares purchase orders.

The Procurement Clerk assists the purchasing staff in all duties.

This division also handles 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>	<u>Salary</u>
Support Services Supervisor	1	27	\$ 64,889
Materials & Facilities Supervisor	1	21	58,244
Buyer	2	14	73,822
Procurement Clerk	1	13	41,650
Materials and Inventory Technician	1	13	36,468
Warehouse Clerk	1	11	29,191
Longevity	-		<u>7,512</u>
TOTAL	7		<u>\$ 311,776</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 expected growth in personnel and supply expenditures.

01-5-832 FLEET MAINTENANCE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 199,639	\$ 208,660	\$ 220,095	\$ 210,000	\$ 254,112
014	OVERTIME	2,408	1,267	4,000	1,750	9,180
021	FICA	14,344	14,571	15,463	14,611	18,167
022	EMPLOYEE RETIREMENT	16,652	15,292	23,978	19,058	25,803
023	EMPLOYEE INSURANCE	24,548	22,446	27,000	27,000	34,200
030	TRAINING	815	6,695	5,000	5,000	6,550
040	WORKERS COMPENSATION	6,657	7,849	8,833	9,523	10,216
050	AWARDS	1,227	1,533	2,289	1,533	3,021
	* SUBTOTAL PERSONNEL *	<u>266,290</u>	<u>278,313</u>	<u>306,658</u>	<u>288,475</u>	<u>361,249</u>
110	CLOTHING/UNIFORMS	3,368	3,399	4,500	3,500	6,000
111	MATERIALS/SUPPLIES	16,767	12,998	13,092	13,000	18,000
112	OFFICE SUPPLIES	54	200	250	200	350
113	PRINTING/BINDING	247	398	800	811	900
120	COMMUNICATIONS	81	629	709	650	1,900
130	CONTRACTUAL SERVICES	10,957	5,597	5,400	5,350	5,400
131	REPAIRS/MAINTENANCE	8,176	1,466	5,600	5,600	5,600
140	SUBSCRIPTIONS/DUES	1,390	2,300	1,350	1,350	1,350
141	TRAVEL / BUSINESS	365	289	200	200	1,000
150	VEHICLE OPERATIONS	2,215	2,046	2,500	2,250	3,500
151	FUEL	2,409	3,229	3,375	3,250	5,625
152	DAMAGE CLAIMS	-	-	-	-	-
	* SUBTOTAL OPERATING *	<u>46,029</u>	<u>32,551</u>	<u>37,776</u>	<u>36,161</u>	<u>49,625</u>
360	MOTOR VEHICLES	-	-	-	-	40,000
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 312,319</u>	<u>\$ 310,864</u>	<u>\$ 344,434</u>	<u>\$ 324,636</u>	<u>\$ 450,874</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 16%	49,971	49,738	55,109	51,942	72,140
	SOLID WASTE FUND 20%	62,464	62,173	68,887	64,927	90,175
	BEACH SERVICES FUND 4%	-	-	-	-	18,035
	**LESS OVERHEAD TOTAL **	<u>112,435</u>	<u>111,911</u>	<u>123,996</u>	<u>116,869</u>	<u>180,350</u>
TOTAL NET GENERAL FUND		<u>\$ 199,884</u>	<u>\$ 198,953</u>	<u>\$ 220,438</u>	<u>\$ 207,767</u>	<u>\$ 270,524</u>

DIVISION 832 FLEET MAINTENANCE

DIVISION NARRATIVE

This division provides for six employees: a Fleet Management Superintendent, and five 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>	<u>Salary</u>
Fleet Management Superintendent	1	25	\$ 72,750
Mechanic	5	14	181,362
Longevity	-		-
TOTAL	6		<u>\$ 254,112</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Two (2) Sedans for loaner vehicle fleet (increasing it to 3 vehicles)	<u>\$ 40,000</u>	360
TOTAL	<u>\$ 40,000</u>	

BUDGET ANALYSIS

This division provides for an increase in the level of service as the previous year's budget. The 24.5% increase is due to adding one Mechanic and increases in supply expenditures and Capital Outlay.

01-5-842 CUSTODIAL / FACILITIES MAINTENANCE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 87,854	\$ 92,418	\$ 100,355	\$ 100,355	\$ 145,709
012	SALARY, PART-TIME	-	-	5,120	-	5,120
014	OVERTIME	5,597	3,929	5,280	4,200	5,625
021	FICA	7,001	7,037	7,642	7,214	10,795
022	EMPLOYEE RETIREMENT	7,720	7,258	9,507	8,364	14,377
023	EMPLOYEE INSURANCE	19,505	17,953	21,600	21,600	28,500
030	TRAINING	-	-	1,000	-	1,000
040	WORKERS COMPENSATION	1,178	1,617	1,816	1,917	2,566
050	AWARDS	981	1,096	1,526	1,586	2,158
	* SUBTOTAL PERSONNEL *	<u>129,836</u>	<u>131,308</u>	<u>153,846</u>	<u>145,236</u>	<u>215,850</u>
110	CLOTHING/UNIFORMS	1,493	1,755	2,500	1,800	2,500
111	MATERIALS/SUPPLIES	29,420	50,697	25,003	24,000	27,530
120	COMMUNICATIONS	129	1,230	1,226	1,225	1,800
130	CONTRACTUAL SERVICES	7	-	375	-	375
131	REPAIRS/MAINTENANCE	63,457	205,320	164,100	164,000	160,000
142	ADVERTISING	-	-	500	-	500
150	VEHICLE OPERATIONS	332	1,794	750	650	2,200
151	FUEL	1,353	1,626	2,700	2,000	3,000
	* SUBTOTAL OPERATING *	<u>96,191</u>	<u>262,422</u>	<u>197,154</u>	<u>193,675</u>	<u>197,905</u>
	** TOTAL EXPENDITURES **	<u>\$ 226,027</u>	<u>\$ 393,730</u>	<u>\$ 351,000</u>	<u>\$ 338,911</u>	<u>\$ 413,755</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 33%	75,343	131,244	117,000	112,972	137,919
	SOLID WASTE FUND 4%	18,082	15,749	14,040	13,556	16,550
	AQUATIC CENTER FUND 4%	-	15,749	14,040	13,556	16,550
	**LESS OVERHEAD TOTAL **	<u>93,425</u>	<u>162,742</u>	<u>145,080</u>	<u>140,084</u>	<u>171,019</u>
TOTAL NET GENERAL FUND		<u>\$ 132,602</u>	<u>\$ 230,988</u>	<u>\$ 205,920</u>	<u>\$ 198,827</u>	<u>\$ 242,736</u>

DIVISION 842 CUSTODIAL / FACILITIES MAINTENANCE

DIVISION NARRATIVE

This division provides for five employees: a Facility/Maintenance Technician, a Lead Custodian and three Custodians. This service has been provided in-house since FY2003 because it was no longer cost-effective to hire 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 except the Jail and Recreation Center. A part-time Custodian is used to maintain the public restrooms at the beach and in the Parks.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Facility/Maintenance Technician	1	new	\$ 40,000
Lead Custodian	1	9	26,490
Custodian	3	8	76,350
Longevity	-		<u>2,869</u>
TOTAL	5		<u>\$ 145,709</u>

BUDGET ANALYSIS

This division provides for an increased level of service. A Facility/Maintenance Technician was added for FY2008 because it has become more cost effective to do this in-house. The 17.9% increase is due to expected growth in personnel expenditures.

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GENERAL FUND EXPENDITURES

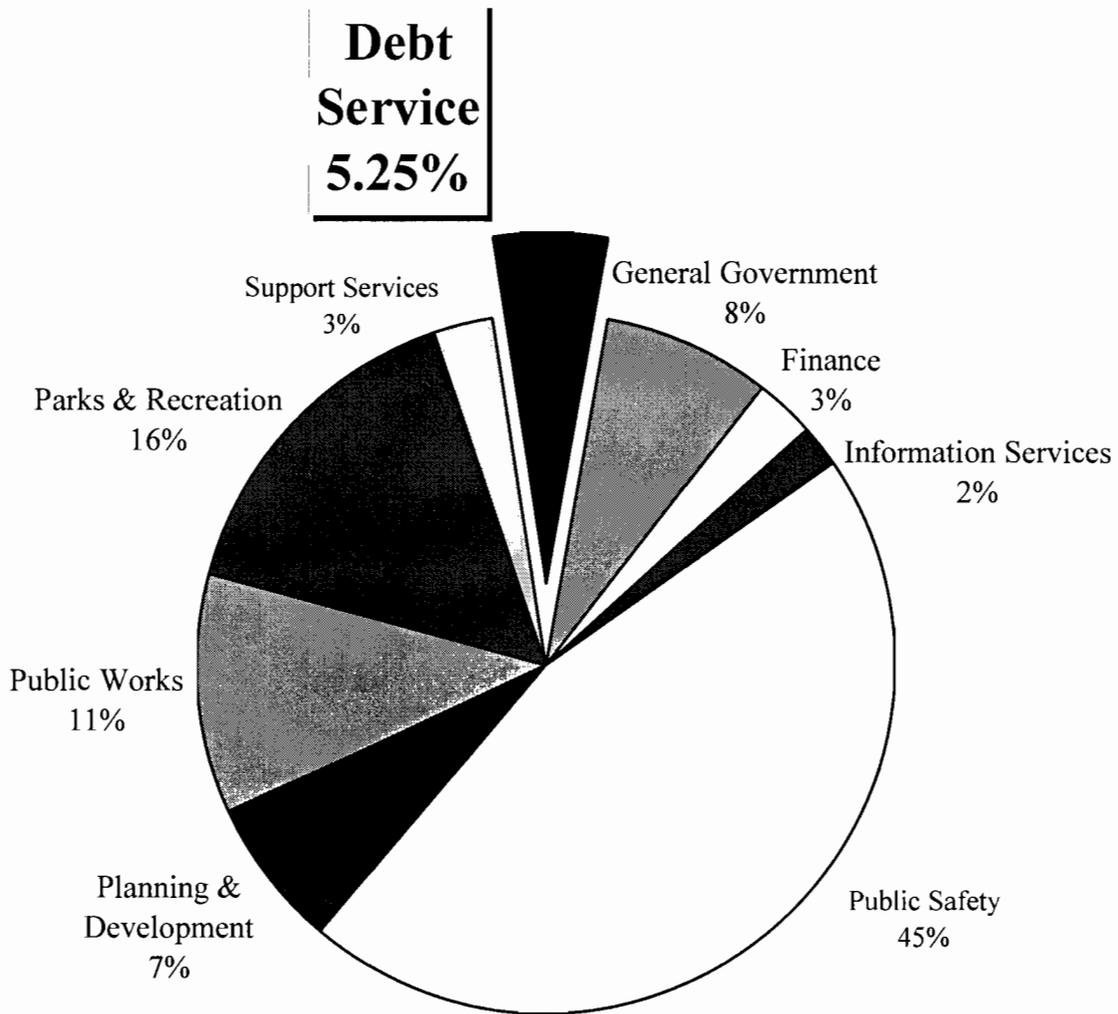
DEBT SERVICE and OTHER FINANCING USES

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**GENERAL FUND
DEBT SERVICE DEPARTMENT**

The Debt Service Department includes principal and interest payments, as well as agent fees for General Obligation Debt. The City of North Myrtle Beach does not maintain a Debt Service Fund for General Obligation Debt since there is no obligation to accumulate funds for debt service. 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 5.25% of the overall resources appropriated in the General Fund for FY2008.



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 4 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, 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, 2008
01-5-911 DEBT SERVICE
DETAIL OF EXPENDITURES**

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
410	DEBT/PRINCIPAL	\$ 1,060,000	\$ 1,124,000	\$ 1,031,150	\$ 1,124,000	\$ 1,072,264
415	DEBT/INTEREST	263,199	200,433	235,550	200,433	189,046
420	AGENTS FEES	<u>780</u>	<u>4,208</u>	<u>20,000</u>	<u>1,000</u>	<u>20,000</u>
TOTAL NET DEBT SERVICE		<u>\$ 1,323,979</u>	<u>\$ 1,328,641</u>	<u>\$ 1,286,700</u>	<u>\$ 1,325,433</u>	<u>\$ 1,281,310</u>

Performance Benchmarks, Goals & Priorities

The City entered into 5-year lease agreement with BB&T Bank during FY2006. The lease was in the amount of \$1,975,000 for the Motorola Audio upgrade. Annual debt service on this lease will be around \$500,000 per year.

During FY2001, the City issued \$4.7 million General Obligation Bonds for Phase III of the Municipal Complex. The building was completed during FY2002.

DIVISION 911 DEBT SERVICE

DIVISION NARRATIVE

Overview of Debt Policies

Debt service payments for the General Fund have grown to less than 6% of the total General Fund expenditures. This percentage of overall expenditures is at a relatively high level in recent history. However, this debt has easily been absorbed due to growth in the General Fund Revenues.

The last general obligation bond issue was sold in FY2001 in order to provide funding for the Municipal Complex. The bond issue totaled \$4.7 million with a 10-year repayment schedule. Even though these bonds were the largest General Obligation issue in the City's history, it has had little impact on the City's overall financial position, since we are still well under our debt limit.

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 assess value in North Myrtle Beach is 6.0% of market value. The debt limit for North Myrtle Beach for FY2007 is estimated at \$18,935,574 which is extremely low compared to the City's approximate market value of \$3,944,911,300. The table below provides for the City's FY2008 Legal Debt Margin. The limitation imposed by the Constitution of the State of South Carolina has played a role in keeping debt service payments at a low level.

COMPUTATION OF LEGAL DEBT MARGIN

JULY 1, 2007

ASSESSED VALUATION	<u>\$236,694,678</u>
Maximum General Obligation Debt Limit to 8% of Total Assessed Valuation	<u>\$18,935,574</u>
Outstanding Bonds Chargeable to Debt Limit	<u>\$2,588,000</u>
LEGAL DEBT LIMIT MARGIN - JULY 1, 2007	<u>\$16,347,574</u>

Another factor that has contributed to holding down annual debt service expenditures is the ongoing policy to fund infrastructure improvements and capital purchases on a pay-as-you-go basis. This financing methodology has seen the construction of three City parks, numerous oceanfront improvements, highway medians, 27 miles of paved streets and related storm drainage and over \$10 million in vehicles and equipment. In fact, \$1,695,378 in capital and infrastructure is budgeted in the General Fund for FY2008.

Short-Term Debt

The City maintains adequate fund balances to avoid tapping into the short-term note market to provide for operating funds. A minimum undesignated fund balance of 35% is maintained to provide cash resources to fund necessary services during low-revenue months at the beginning of the fiscal year. The undesignated fund balance for July 2007 is estimated to be nearly \$12 million, or 49% of FY2008 expenditures.

Existing Debt

The following table lists the outstanding General Obligation Bonds and the lease purchase obligation as of July 1, 2007.

<u>General Obligation Bond</u>	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Outstanding JULY 1, 2007</u>	<u>Final Due Date</u>
Refunding	02/03/1992	5.25 - 7.25%	\$ 883,000	02/01/2012
Municipal Building Phase III	10/01/2000	5.31%	1,705,000	03/01/2010
BB&T Lease Purchase	03/15/2006	3.99%	<u>1,610,287</u>	03/15/2011
		TOTAL	<u>\$ 4,198,287</u>	

Annual debt service requirements for the above General Obligation Bonds to maturity are summarized below:

<u>Fiscal Year</u>	<u>Interest Requirement</u>	<u>Principal Requirement</u>	<u>Total Requirement</u>
2008	189,046	1,072,264	1,261,310
2009	139,446	1,141,396	1,280,842
2010	86,503	1,187,133	1,273,636
2011	31,415	611,494	642,909
2012	7,217	186,000	193,217

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 is very good. Revenues across the board continue to show growth, while expenditure budgets are being reviewed constantly for possible savings. 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

As of this writing, the City has no plans to issue any General Obligation Bonded Debt for FY2008.

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 4 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 or construct City infrastructure assets.

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 Water/Sewer Utility Fund during FY2006 was for their portion of the Motorola Radio system upgrade.

The transfer to the Capital Improvements Fund during FY2008 is for an addition to the Recreation Center.

FISCAL YEAR ENDING JUNE 30, 2008
01-5-915 OTHER FINANCING USES
DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
187	Transfer to Capital Impr. Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,525,000
188	Transfer to Water/Sewer Utility	-	223,580	-	-	-
189	Transfer to Street Impr. Fund	<u>600,000</u>	<u>660,000</u>	<u>660,000</u>	<u>660,000</u>	<u>750,000</u>
TOTAL OTHER FINANCING USES		<u>\$ 600,000</u>	<u>\$ 883,580</u>	<u>\$ 660,000</u>	<u>\$ 660,000</u>	<u>\$ 2,275,000</u>

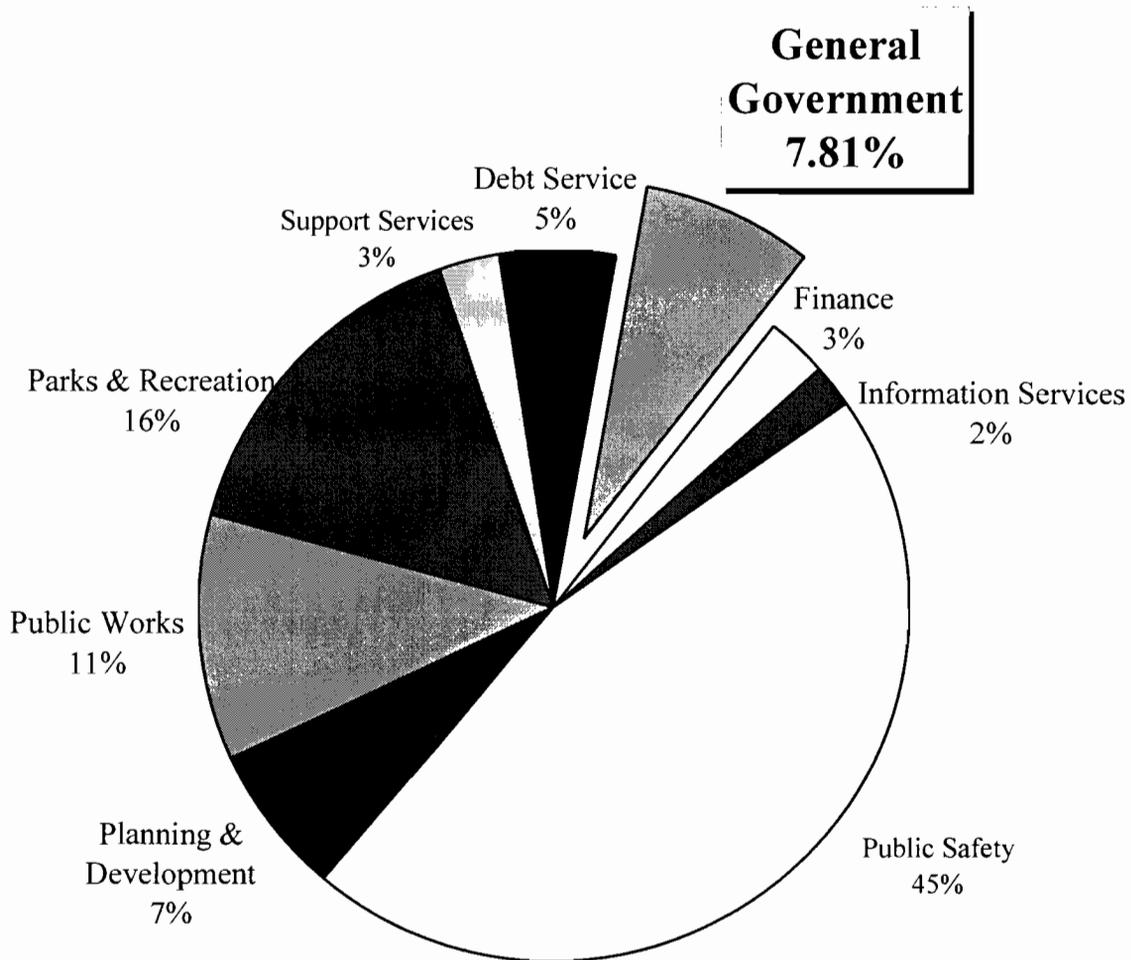
GENERAL FUND EXPENDITURES

GENERAL GOVERNMENT

GENERAL FUND
GENERAL GOVERNMENT SERVICES DEPARTMENT

The General Government Services Department includes 5 divisions: 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 7.81% of the overall resources appropriated in the General Fund for FY2008.



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, 2008
Regular Employees
GENERAL GOVERNMENT DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
GENERAL GOVERNMENT	-	-	-	-	-
LEGISLATIVE	8	8	8	8	8
ADMINISTRATIVE	3 ¹	3	2 ¹	2	2
CITY COURT	3	4 ²	4	5 ²	5
LEGAL	2	2	2	2	2
ECONOMIC DEVELOPMENT	0	0	0	0	1 ⁵
HUMAN RESOURCES	<u>5</u>	<u>5</u>	<u>7</u> ^{1,3}	<u>10</u> ⁴	<u>10</u>
TOTAL	<u>21</u>	<u>22</u>	<u>23</u>	<u>27</u>	<u>28</u>

Footnotes:

- ¹ Grants/Special Projects Coordinator added in FY2004, then transferred to Human Resources Division in FY2006.
² Assistant Clerk of Court increased from part-time to full-time in FY2005, again by Budget Amendment during FY2007.
³ Transferred Secretary/Receptionist from Records 444 during FY2006.
⁴ Risk Manager, Public Information Officer, and an Administrative Assistant I added in FY2007.
⁵ Economic Development Manager added in FY2008.

A summary of expenditures for the past 4 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, and the Aquatic Center Fund to accomplish the level of services and goals of this department. The General Fund will provide \$1,910,320, the Water and Sewer Fund \$913,159, the Solid Waste Fund \$184,135, the Beach Services Fund \$165,178, and the Aquatic Center Fund \$112,808. The Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, and Aquatic Center 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 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
210	GENERAL GOVT. SERVICES	1,157,868	2,226,633	3,238,050	3,250,376	1,313,900
211	LEGISLATIVE	132,522	154,520	140,884	143,346	149,693
221	ADMINISTRATIVE	348,161	262,535	289,884	299,283	315,244
232	CITY COURT	268,426	277,510	334,154	316,958	383,450
242	LEGAL	316,803	299,370	281,604	336,927	295,237
251	ECONOMIC DEVELOPMENT	-	-	-	-	81,947
252	HUMAN RESOURCES	<u>364,097</u>	<u>496,285</u>	<u>644,186</u>	<u>639,981</u>	<u>746,129</u>
TOTAL EXPENDITURES		<u>\$ 2,587,877</u>	<u>\$ 3,716,853</u>	<u>\$ 4,928,762</u>	<u>\$ 4,986,871</u>	<u>\$ 3,285,600</u>
GENERAL GOVT. OVERHEAD		<u>(1,088,366)</u>	<u>(1,643,895)</u>	<u>(1,199,689)</u>	<u>(1,231,748)</u>	<u>(1,375,280)</u>
NET GENERAL GOVERNMENT		<u>\$ 1,499,511</u>	<u>\$ 2,072,958</u>	<u>\$ 3,729,073</u>	<u>\$ 3,755,123</u>	<u>\$ 1,910,320</u>

**GENERAL FUND
GENERAL GOVERNMENT DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The General Government Department continues to work toward the accomplishment of all FY2007 departmental goals and priorities. Several of these goals are ongoing and will continue to future years.

- Implement new rates for Water and Sewer Fund and the Solid Waste Fund.
- Hire a Public Information Officer.
- Hire a Risk Manager. Evaluate current policies and risks and develop new programs to control costs.
- Continue to expand the city through quality annexation.

The following goals have been added for FY2008:

- Continue to expand the city through various annexations.
- Implement Beach Services Fund as the fourth enterprise fund for the City.
- Promote the City and it's tourist based economy through the North Myrtle Beach Chamber of Commerce and various festivals.
- Work with the Army Corps of Engineers to begin the second major beach renourishment project for North Myrtle Beach.

01-5-210 GENERAL GOVERNMENT SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
023	INSURANCE - RETIRED EMPL.	\$ 19,371	\$ 39,967	\$ 33,600	\$ 41,864	\$ 81,000
024	UNEMPLOYMENT INSURANCE	28,694	15,614	30,000	30,000	30,000
030	TRAINING	8,531	5,010	10,000	5,000	10,000
050	AWARDS	19,179	14,195	16,000	16,000	16,000
	* SUBTOTAL PERSONNEL *	<u>75,775</u>	<u>74,786</u>	<u>89,600</u>	<u>92,864</u>	<u>137,000</u>
111	MATERIALS/SUPPLIES	19,542	12,605	15,000	13,500	15,000
113	PRINTING/BINDING	24,082	11,770	25,000	18,000	25,000
120	COMMUNICATIONS	112,388	86,668	95,000	92,000	95,000
121	UTILITIES	229,523	253,482	232,000	238,000	240,000
130	CONTRACTUAL SERVICES	58,078	105,030	39,200	39,200	40,200
131	REPAIRS/MAINTENANCE	102,653	103,893	92,700	92,700	96,000
132	PROFESSIONAL SERVICES	80,731	68,645	68,950	68,950	50,000
140	SUBSCRIPTIONS/DUES	11,090	38,393	90,600	90,600	84,700
143	ELECTIONS	-	4,336	-	-	6,000
160	SCMIRF LIAB. INSURANCE	378,584	425,320	480,000	475,000	525,000
189	OTHER GOV'T AGENCIES	25,051	-	-	-	-
	* SUBTOTAL OPERATING *	<u>1,041,722</u>	<u>1,110,142</u>	<u>1,138,450</u>	<u>1,127,950</u>	<u>1,176,900</u>
300	LAND	-	803,322	-	2,029,562	-
380	FURN. / OFFICE EQUIPMENT	40,371	238,383	-	-	-
	* SUBTOTAL CAPITAL *	<u>40,371</u>	<u>1,041,705</u>	<u>-</u>	<u>2,029,562</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,157,868</u>	<u>\$ 2,226,633</u>	<u>\$ 1,228,050</u>	<u>\$ 3,250,376</u>	<u>\$ 1,313,900</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 35%	463,148	868,387	478,940	273,161	459,865
	SOLID WASTE FUND 6%	92,629	133,598	73,683	195,023	78,834
	BEACH SERVICES FUND 4%	-	-	-	-	52,556
	AQUATIC CENTER FUND 4%	-	89,065	49,122	130,015	52,556
	**LESS OVERHEAD TOTAL **	<u>555,777</u>	<u>1,091,050</u>	<u>601,745</u>	<u>598,199</u>	<u>643,811</u>
TOTAL NET GENERAL FUND		<u>\$ 602,091</u>	<u>\$ 1,135,583</u>	<u>\$ 626,305</u>	<u>\$ 2,652,177</u>	<u>\$ 670,089</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, programs that benefit all employees, 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.

Funding is provided in this division for a self-funded insurance pool for all insurance, except worker's compensation and health. The insurance pool is the South Carolina Municipal Insurance Reserve Fund. Major expenditures in this division also include communications, utilities, Currents, and repairs and maintenance.

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 7.0% over last year. The majority of the increase is due to Insurance increases for Retirees, General Liability, Property and Auto.

01-5-211 LEGISLATIVE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 91,142	\$ 96,949	\$ 100,842	\$ 100,842	\$ 101,141
014	OVERTIME	50	6	300	25	300
021	FICA	7,019	7,302	7,586	7,565	7,608
022	EMPLOYEE RETIREMENT	2,441	2,233	3,635	2,550	3,427
023	EMPLOYEE INSURANCE	5,020	4,685	5,400	5,200	5,700
030	TRAINING	14,581	12,338	6,500	13,500	14,000
040	WORKERS COMPENSATION	888	1,244	1,244	1,200	1,390
050	AWARDS	145	180	227	227	227
	* SUBTOTAL PERSONNEL *	<u>121,286</u>	<u>124,937</u>	<u>125,734</u>	<u>131,109</u>	<u>133,793</u>
111	MATERIALS/SUPPLIES	4,201	5,823	3,000	2,500	3,000
112	OFFICE SUPPLIES	244	24	1,000	250	1,000
113	PRINTING/BINDING	2,475	4,356	100	75	100
120	COMMUNICATIONS	1,427	3,484	1,500	1,500	1,500
131	REPAIRS/MAINTENANCE	-	195	300	195	300
132	PROFESSIONAL SERVICES	200	4,701	6,000	3,500	6,000
140	SUBSCRIPTIONS/DUES	750	2,575	1,000	1,000	1,000
141	TRAVEL / BUSINESS	176	7,115	2,000	1,500	2,000
142	ADVERTISING	632	102	250	678	1,000
152	DAMAGE CLAIMS	1,131	1,208	-	1,039	-
	* SUBTOTAL OPERATING *	<u>11,236</u>	<u>29,583</u>	<u>15,150</u>	<u>12,237</u>	<u>15,900</u>
	** TOTAL EXPENDITURES **	<u>\$ 132,522</u>	<u>\$ 154,520</u>	<u>\$ 140,884</u>	<u>\$ 143,346</u>	<u>\$ 149,693</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	60,960	69,534	63,398	64,505	59,876
	SOLID WASTE FUND 6%	10,602	9,271	8,453	8,601	8,982
	BEACH SERVICES FUND 5%	-	-	-	-	7,485
	AQUATIC CENTER FUND 4%	-	6,181	5,635	5,734	5,988
	**LESS OVERHEAD TOTAL **	<u>71,562</u>	<u>84,986</u>	<u>77,486</u>	<u>78,840</u>	<u>82,331</u>
TOTAL NET GENERAL FUND		<u>\$ 60,960</u>	<u>\$ 69,534</u>	<u>\$ 63,398</u>	<u>\$ 64,506</u>	<u>\$ 67,362</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>	<u>Salary</u>
City Clerk	1	14	\$ 33,967
Mayor	1	elected	17,050
Council Members	6	elected	50,124
Longevity	-		-
TOTALS	8		<u>\$ 101,141</u>

BUDGET ANALYSIS

This division provides for basically the same level of service as the previous year's budget. The 6.3% increase is due to expected growth in personnel expenditures and supplies.

01-5-221 ADMINISTRATIVE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 201,439	\$ 148,393	\$ 156,641	\$ 154,500	\$ 160,814
014	OVERTIME	16	759	500	500	500
015	SPECIAL ALLOWANCE	7,200	7,200	7,200	7,200	7,200
021	FICA	14,490	10,065	10,764	10,618	11,050
022	EMPLOYEE RETIREMENT	19,578	14,602	21,930	21,630	21,067
023	EMPLOYEE INSURANCE	15,645	9,218	11,800	10,950	12,400
030	TRAINING	11,945	6,954	5,500	7,500	10,000
040	WORKERS COMPENSATION	2,295	2,788	2,436	2,572	2,500
050	AWARDS	1,310	375	463	463	463
	* SUBTOTAL PERSONNEL *	<u>273,918</u>	<u>200,354</u>	<u>217,234</u>	<u>215,933</u>	<u>225,994</u>
111	MATERIALS/SUPPLIES	5,232	3,681	2,000	2,000	2,000
112	OFFICE SUPPLIES	706	507	400	350	400
113	PRINTING/BINDING	-	-	800	-	800
120	COMMUNICATIONS	1,873	825	2,000	1,000	2,000
130	CONTRACTUAL SERVICES	4,478	2,891	2,400	4,000	4,000
131	REPAIRS/MAINTENANCE	158	-	800	-	800
132	PROFESSIONAL SERVICES	4,073	-	250	-	250
140	SUBSCRIPTIONS/DUES	2,706	2,311	3,000	3,000	3,000
141	TRAVEL / BUSINESS	2,346	1,848	1,000	1,000	1,000
142	ADVERTISING	-	552	-	-	-
190	CONTINGENT	52,671	49,566	60,000	72,000	75,000
	* SUBTOTAL OPERATING *	<u>74,243</u>	<u>62,181</u>	<u>72,650</u>	<u>83,350</u>	<u>89,250</u>
	** TOTAL EXPENDITURES **	<u>\$ 348,161</u>	<u>\$ 262,535</u>	<u>\$ 289,884</u>	<u>\$ 299,283</u>	<u>\$ 315,244</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	160,154	118,142	130,448	134,677	126,097
	SOLID WASTE FUND 6%	27,853	15,752	17,393	17,957	18,915
	BEACH SERVICES FUND 5%	-	-	-	-	15,762
	AQUATIC CENTER FUND 4%	-	10,501	11,595	11,971	12,610
	**LESS OVERHEAD TOTAL **	<u>188,007</u>	<u>144,395</u>	<u>159,436</u>	<u>164,605</u>	<u>173,384</u>
TOTAL NET GENERAL FUND		<u>\$ 160,154</u>	<u>\$ 118,140</u>	<u>\$ 130,448</u>	<u>\$ 134,678</u>	<u>\$ 141,860</u>

DIVISION 221 ADMINISTRATIVE

DIVISION NARRATIVE

This division provides for the City Manager and an Executive Secretary. 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 Executive Secretary provides secretarial services for the Mayor, City Council, City Manager, and City Attorney.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
City Manager	1	contract	\$ 108,930
Executive Secretary	1	15	49,175
Longevity	-		<u>2,709</u>
TOTAL	2		<u>\$ 160,814</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 8.7% increase is due to expected growth in personnel expenditures, supplies and contingency.

01-5-232 CITY COURT

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 130,737	\$ 174,286	\$ 188,714	\$ 195,000	\$ 237,115
012	SALARY, PART-TIME	31,080	18,979	18,750	10,549	10,000
014	OVERTIME	3,720	5,775	4,000	5,500	6,000
021	FICA	11,442	13,608	15,225	15,196	18,224
022	EMPLOYEE RETIREMENT	12,421	13,757	19,271	20,050	23,096
023	EMPLOYEE INSURANCE	23,530	14,870	21,600	21,300	22,800
030	TRAINING	2,086	2,447	3,500	2,500	4,000
040	WORKERS COMPENSATION	1,781	3,078	2,601	2,745	3,797
050	AWARDS	852	1,143	1,143	1,143	1,143
	* SUBTOTAL PERSONNEL *	<u>217,649</u>	<u>247,943</u>	<u>274,804</u>	<u>273,983</u>	<u>326,175</u>
110	CLOTHING/UNIFORMS	42	131	200	200	425
111	MATERIALS/SUPPLIES	5,533	10,124	9,200	11,500	8,500
112	OFFICE SUPPLIES	1,720	732	1,000	750	1,000
113	PRINTING/BINDING	1,053	1,007	1,200	1,275	1,500
120	COMMUNICATIONS	4,474	5,669	6,100	5,200	6,000
130	CONTRACTUAL SERVICES	7,924	275	8,200	8,200	5,250
131	REPAIRS/MAINTENANCE	13,412	-	2,000	1,500	8,500
132	PROFESSIONAL SERVICES	675	2,211	2,600	2,600	14,000
140	SUBSCRIPTIONS/DUES	1,955	741	1,100	1,050	1,100
141	TRAVEL / BUSINESS	11,484	8,034	10,500	10,200	10,500
142	ADVERTISING	2,505	643	500	500	500
	* SUBTOTAL OPERATING *	<u>50,777</u>	<u>29,567</u>	<u>42,600</u>	<u>42,975</u>	<u>57,275</u>
	** TOTAL EXPENDITURES **	<u>\$ 268,426</u>	<u>\$ 277,510</u>	<u>\$ 317,404</u>	<u>\$ 316,958</u>	<u>\$ 383,450</u>

DIVISION 232 CITY COURT

DIVISION NARRATIVE

This division provides for a City Judge, a Clerk of Court & Ministerial Judge, an Assistant Clerk of Court/Associate Judge, and two Assistant Clerks 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 more than 14,000 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 Clerk of Court/Associate Judge assists in maintaining court records and documents as well as performing various clerical functions for the division. The Clerks 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>	<u>Salary</u>
City Judge	1	contract	\$ 68,622
Clerk of Court & Municipal Judge	1	21	57,418
Assistant Clerk of Court/Associate Judge	1	15	40,580
Assistant Clerk of Court	2	15	70,495
Longevity	-		-
TOTAL	5		<u>\$ 237,115</u>

BUDGET ANALYSIS

This division provides for a slight increase level of service over the previous year's budget. During FY2007 a budget amendment was passed to move the part-time clerk to full time. The 20.8% increase is due to expected growth in personnel and supply expenditures.

01-5-242 LEGAL

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 148,300	\$ 125,154	\$ 130,849	\$ 134,500	\$ 136,039
014	OVERTIME	187	469	750	500	500
015	SPECIAL ALLOWANCE	6,300	6,300	6,300	6,300	6,300
021	FICA	9,850	8,820	9,278	8,850	9,626
022	EMPLOYEE RETIREMENT	14,725	12,387	15,792	14,985	15,156
023	EMPLOYEE INSURANCE	10,040	9,378	10,800	10,800	11,400
030	TRAINING	1,098	2,838	4,750	3,500	4,500
040	WORKERS COMPENSATION	1,115	1,579	1,622	1,650	1,871
050	AWARDS	291	453	463	463	463
	* SUBTOTAL PERSONNEL *	<u>191,906</u>	<u>167,378</u>	<u>180,604</u>	<u>181,548</u>	<u>185,855</u>
111	MATERIALS/SUPPLIES	3,092	6,278	3,500	3,200	1,500
112	OFFICE SUPPLIES	433	612	500	800	1,500
120	COMMUNICATIONS	3,727	3,462	3,000	3,000	2,500
130	CONTRACTUAL SERVICES	3,950	194	25,000	25,000	30,000
132	PROFESSIONAL SERVICES	101,337	106,895	54,000	100,000	60,000
140	SUBSCRIPTIONS/DUES	11,668	11,922	13,000	12,500	12,882
141	TRAVEL / BUSINESS	690	1,261	2,000	1,200	1,000
170	LEGAL	-	1,368	-	9,679	-
	* SUBTOTAL OPERATING *	<u>124,897</u>	<u>131,992</u>	<u>101,000</u>	<u>155,379</u>	<u>109,382</u>
	** TOTAL EXPENDITURES **	<u>\$ 316,803</u>	<u>\$ 299,370</u>	<u>\$ 281,604</u>	<u>\$ 336,927</u>	<u>\$ 295,237</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 40%	145,729	134,716	126,722	151,617	118,095
	SOLID WASTE FUND 6%	25,344	17,962	16,896	20,216	17,714
	BEACH SERVICES FUND 5%	-	-	-	-	14,762
	AQUATIC CENTER FUND 4%	-	11,975	11,264	13,477	11,809
	**LESS OVERHEAD TOTAL **	<u>171,073</u>	<u>164,653</u>	<u>154,882</u>	<u>185,310</u>	<u>162,380</u>
TOTAL NET GENERAL FUND		<u>\$ 145,730</u>	<u>\$ 134,717</u>	<u>\$ 126,722</u>	<u>\$ 151,617</u>	<u>\$ 132,857</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 assists 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>	<u>Salary</u>
City Attorney	1	contract	\$ 94,247
Legal Assistant	1	18	41,792
Longevity	-		-
TOTAL	2		<u>\$ 136,039</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 expected growth in personnel expenditures and an increase in professional services for outside legal counsel to handle the increase in civil lawsuits against the City.

01-5-251 ECONOMIC DEVELOPMENT

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ -	\$ -	\$ -	\$ -	\$ 55,000
021	FICA	-	-	-	-	3,850
022	EMPLOYEE RETIREMENT	-	-	-	-	4,400
023	EMPLOYEE INSURANCE	-	-	-	-	5,700
030	TRAINING	-	-	-	-	2,000
040	WORKERS COMPENSATION	-	-	-	-	765
050	AWARDS	-	-	-	-	232
	* SUBTOTAL PERSONNEL *	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>71,947</u>
111	MATERIALS/SUPPLIES	-	-	-	-	3,500
112	OFFICE SUPPLIES	-	-	-	-	1,000
120	COMMUNICATIONS	-	-	-	-	1,000
140	SUBSCRIPTIONS/DUES	-	-	-	-	1,000
141	TRAVEL / BUSINESS	-	-	-	-	2,000
142	ADVERTISING	-	-	-	-	1,500
	* SUBTOTAL OPERATING *	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
	** TOTAL EXPENDITURES **	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 81,947</u>

DIVISION 251 ECONOMIC DEVELOPMENT

DIVISION NARRATIVE

This division provides for an Economic Development Director for the City. Under little or no direct supervision, provides management and leadership in the creation and implementation of economic development strategies for the City of North Myrtle Beach. Performs related administrative and professional work as required.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Economic Development Director	1	new	\$ 55,000
Longevity	-		-
TOTAL	1		<u>\$ 55,000</u>

BUDGET ANALYSIS

This division was created for the fiscal year 2008.

01-5-252 HUMAN RESOURCES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 234,997	\$ 316,758	\$ 456,665	\$ 446,500	\$ 496,700
012	SALARY, PART-TIME	11,070	15,789	8,000	4,500	15,500
014	OVERTIME	164	345	1,000	450	1,000
015	SPECIAL ALLOWANCE	5,100	6,000	6,000	12,950	14,400
021	FICA	18,369	24,110	33,994	32,956	37,478
022	EMPLOYEE RETIREMENT	19,475	23,749	43,478	42,460	47,301
023	EMPLOYEE INSURANCE	30,094	29,087	54,000	51,000	57,000
030	TRAINING	5,381	9,102	6,000	6,000	14,000
040	WORKERS COMPENSATION	2,529	3,982	5,728	6,046	7,034
050	AWARDS	10,305	5,625	2,121	2,440	2,316
	* SUBTOTAL PERSONNEL *	<u>337,484</u>	<u>434,547</u>	<u>616,986</u>	<u>605,302</u>	<u>692,729</u>
111	MATERIALS/SUPPLIES	4,370	20,379	8,700	8,700	14,000
112	OFFICE SUPPLIES	3,911	4,518	3,500	3,500	7,000
113	PRINTING/BINDING	1,444	2,532	3,000	4,500	6,000
120	COMMUNICATIONS	4,449	4,080	2,100	2,700	5,000
130	CONTRACTUAL SERVICES	3,723	2,268	1,550	789	1,550
131	REPAIRS/MAINTENANCE	-	50	250	-	250
132	PROFESSIONAL SERVICES	944	3,537	600	740	5,600
140	SUBSCRIPTIONS/DUES	6,882	8,332	5,500	5,500	10,000
141	TRAVEL / BUSINESS	890	5,680	1,000	1,750	3,000
142	ADVERTISING	-	10,362	1,000	6,500	1,000
	* SUBTOTAL OPERATING *	<u>26,613</u>	<u>61,738</u>	<u>27,200</u>	<u>34,679</u>	<u>53,400</u>
	** TOTAL EXPENDITURES **	<u>\$ 364,097</u>	<u>\$ 496,285</u>	<u>\$ 644,186</u>	<u>\$ 639,981</u>	<u>\$ 746,129</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 20%	72,819	99,257	128,838	127,997	149,226
	SOLID WASTE FUND 8%	29,128	39,703	51,535	51,198	59,690
	BEACH SERVICES FUND 10%	-	-	-	-	74,613
	AQUATIC CENTER FUND 4%	-	19,851	25,767	25,599	29,845
	**LESS OVERHEAD TOTAL **	<u>101,947</u>	<u>158,811</u>	<u>206,140</u>	<u>204,794</u>	<u>313,374</u>
TOTAL NET GENERAL FUND		<u>\$ 262,150</u>	<u>\$ 337,474</u>	<u>\$ 438,046</u>	<u>\$ 435,187</u>	<u>\$ 432,755</u>

DIVISION 252 HUMAN RESOURCES

DIVISION NARRATIVE

This division consists of ten (10) employees as listed below. The Assistant City Manager is an extension of the City Manager's office, and assists the City Manager with the day-to-day management of City operations and oversight of City departments, with secondary responsibilities for the oversight of the Human Resources Division, Support Services Division, the Grants/Special Projects Coordinator, the Risk Manager, the Public Information Officer, and Beach Services Fund. Assists the City Manager with administrative functions such as promoting public relations, administering programs, monitoring/ensuring legal compliance, and monitoring grants received.

The HR Officer is responsible for the day-to-day administration of the City's Human Resource Division which includes 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 two HR Technicians which 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 Grants/Special Projects Coordinator works with all departments to obtain grant financing and works on special projects as assigned. Prepares all grant applications, administers each grant throughout the process, and coordinates with Finance Department for reimbursements. The Risk Manager coordinates all Workmen's Compensation and Property and General Liability claims for the City. The Public Information Officer coordinates all information released to the public.

The Administrative Assistants are responsible for all typing, filing, message coordination, and other technical office duties for this division as well as statistical typing of the Budget, Comprehensive Annual Financial Report, and other documents for the Finance Director. The Secretary/Receptionist greets the public in the main lobby, answers the main switchboard lines, and provide typing and clerical services as needed.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Assistant City Manager	1	33	\$ 96,362
Human Resources Officer	1	24	58,458
Risk Manager	1	24	\$ 58,934
Public Information Officer	1	24	\$ 51,452
Grants/Special Projects Coordinator	1	22	57,719
Human Resources Technician	2	16	78,618
Administrative Assistant II	1	15	36,977
Administrative Assistant I	1	13	30,602
Secretary/Receptionist	1	10	25,218
Longevity	-		<u>2,360</u>
TOTAL	10		<u>\$ 496,700</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 1.2% reduction from FY07 budget is due to a 15.8% increase in personnel and supply expenditures that was more than offset by an overhead allocation to the Beach Services Fund for the additional part-time technician added to handle the additional hiring workload for the summer months.

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GENERAL FUND EXPENDITURES

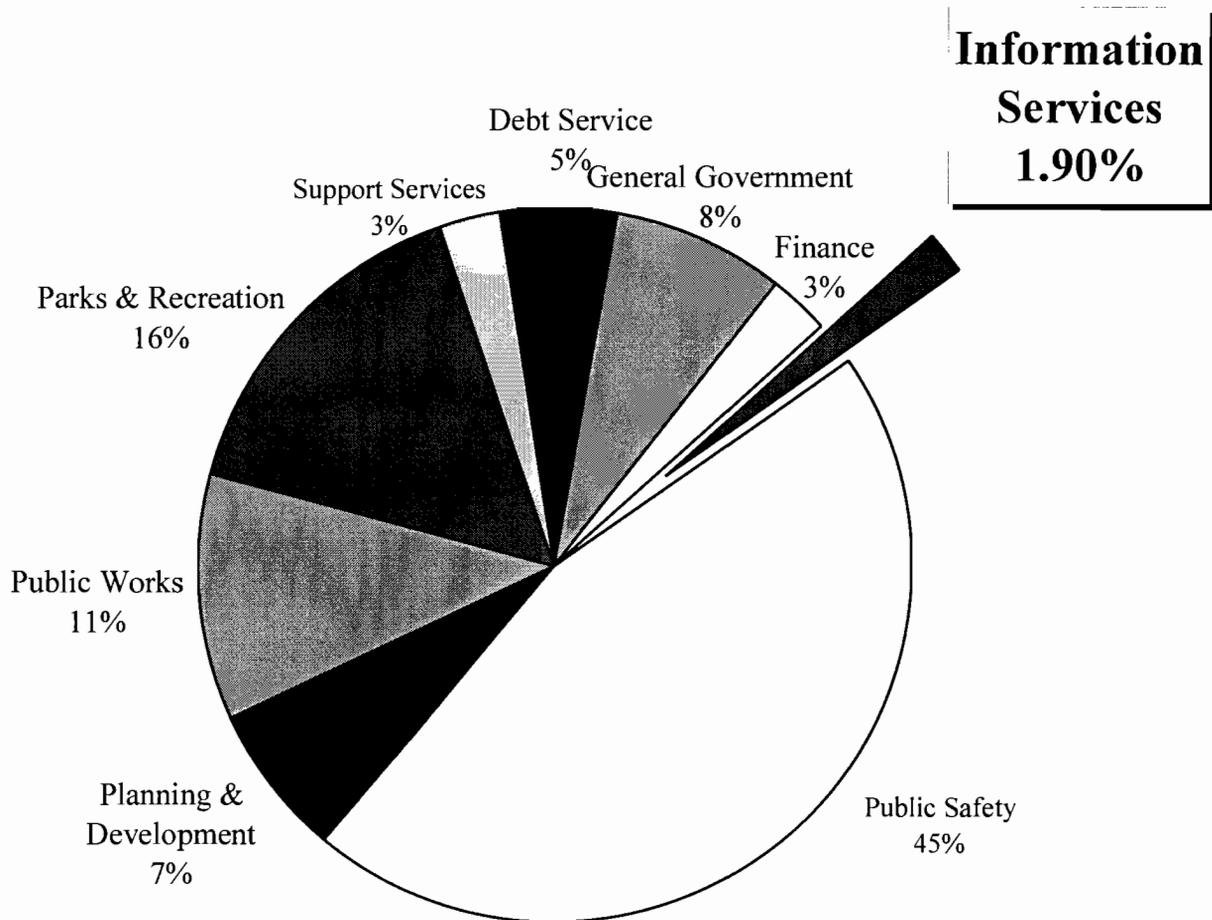
INFORMATION SERVICES

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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 supervise, coordinate, and maintain computer and telecommunication systems throughout the City.

The chart below shows the portion of General Fund Expenditures allocated to the Information Services Department, which reflects 1.90% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 1.6% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
INFORMATION SERVICES DEPARTMENT

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008
INFORMATION SERVICES	<u>4</u>	<u>5</u> ¹	<u>5</u>	<u>6</u> ²	<u>6</u>
TOTAL	<u>4</u>	<u>5</u>	<u>5</u>	<u>6</u>	<u>6</u>

Footnotes:

¹ Web Analyst added in FY2005.

² Computer Technician added in FY2007.

A summary of expenditures for the past 4 years of this department is provided below. The Information Services Department supervises and maintains computer systems throughout the City. The General Fund will provide \$464,506; the Water and Sewer Fund \$236,189; the Solid Waste Fund \$47,238, the Beach Services Fund \$23,619, and the Aquatic Center Fund \$15,746. The Water and Sewer Fund, Solid Waste Fund, Beach Services Fund, and Aquatic Center 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 and 2% for the Aquatic Center Fund which correlates to the overall amount of time the division will spend on those activities.

SUMMARY OF EXPENDITURES
INFORMATION SERVICES DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
262	INFORMATION SERVICES	<u>444,615</u>	<u>572,275</u>	<u>753,643</u>	<u>710,214</u>	<u>787,298</u>
TOTAL EXPENDITURES		<u>\$ 444,615</u>	<u>\$ 572,275</u>	<u>\$ 753,643</u>	<u>\$ 710,214</u>	<u>\$ 787,298</u>
INFORMATION SERVICES OVERHEAD		<u>(183,774)</u>	<u>(236,540)</u>	<u>(311,506)</u>	<u>(293,555)</u>	<u>(322,792)</u>
NET INFORMATION SERVICES		<u>\$ 260,841</u>	<u>\$ 335,735</u>	<u>\$ 442,137</u>	<u>\$ 416,659</u>	<u>\$ 464,506</u>

**GENERAL FUND
INFORMATION SERVICES DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Information Services Department continues to work toward the accomplishment of its FY2007 goals and priorities. Several of these goals have been realized, while some are being continued as follows:

- Improvement to our web based access to the City's Geographic Information System for our citizens and visitors.
- Installation of a pilot area for citywide mobile data infrastructure that will enhance City services by providing secure, fast and efficient access to departmental applications by employees who need remote access. Anticipated users are:
 - Police
 - Fire
 - Building Inspectors
 - Business License Inspectors
 - Public Works
 - Utility Billing
- Continuation of the E-Government and Virtualization Projects.
- Implementation of the new Public Safety Computer Aided Dispatch and Records Management system in concert with Horry County.

The Information Services Department continues to explore new ways of increasing customer service levels and productivity in order to create greater efficiencies. The following goals are provided for FY2008:

- Continuation of the Public Safety Computer Aided Dispatch and Records Management system in concert with Horry County.
- Improve disaster recovery and data security through a "Virtualization Server Project."
- Continuation of wireless system citywide.
- Expand Laserfiche digital imaging storage project throughout various projects.

01-5-262 INFORMATION SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 222,950	\$ 246,288	\$ 301,129	\$ 285,000	\$ 313,363
012	SALARY, PART-TIME	4,190	10,971	10,000	5,000	20,000
014	OVERTIME	1,922	2,417	1,500	1,500	5,000
015	SPECIAL ALLOWANCE	4,875	4,800	4,800	4,800	5,400
021	FICA	16,417	17,955	24,072	22,446	24,362
022	EMPLOYEE RETIREMENT	18,176	18,595	29,658	28,077	30,244
023	EMPLOYEE INSURANCE	25,945	20,504	32,400	30,500	35,200
030	TRAINING	9,750	3,895	11,850	11,000	14,000
040	WORKERS COMPENSATION	2,373	3,206	3,845	4,058	4,636
050	AWARDS	737	1,143	1,389	1,083	1,853
	* SUBTOTAL PERSONNEL *	<u>307,335</u>	<u>329,774</u>	<u>420,643</u>	<u>393,464</u>	<u>454,058</u>
111	MATERIALS/SUPPLIES	70,432	103,494	17,500	35,000	19,000
112	OFFICE SUPPLIES	183	174	1,250	1,250	1,500
113	PRINTING/BINDING	74	-	-	-	-
120	COMMUNICATIONS	949	1,789	350	1,800	1,840
130	CONTRACTUAL SERVICES	44,342	40,523	35,000	35,000	44,000
131	REPAIRS/MAINTENANCE	871	12,584	4,000	5,500	10,000
132	PROFESSIONAL SERVICES	1,381	6,174	15,000	7,500	15,000
140	SUBSCRIPTIONS/DUES	1,085	5,058	1,400	1,400	1,150
141	TRAVEL / BUSINESS	750	110	500	500	500
142	ADVERTISING	1,747	3,566	500	3,800	1,750
150	VEHICLE OPERATIONS	-	-	-	-	500
151	FUEL	-	-	-	-	1,000
	* SUBTOTAL OPERATING *	<u>121,814</u>	<u>173,472</u>	<u>75,500</u>	<u>91,750</u>	<u>96,240</u>
380	FURN. / OFFICE EQUIPMENT	<u>15,466</u>	<u>69,029</u>	<u>257,500</u>	<u>225,000</u>	<u>237,000</u>
	* SUBTOTAL CAPITAL *	<u>15,466</u>	<u>69,029</u>	<u>257,500</u>	<u>225,000</u>	<u>237,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 444,615</u>	<u>\$ 572,275</u>	<u>\$ 753,643</u>	<u>\$ 710,214</u>	<u>\$ 787,298</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 30%	148,205	190,757	251,214	236,738	236,189
	SOLID WASTE FUND 6%	35,569	34,337	45,219	42,613	47,238
	BEACH SERVICES FUND 3%	-	-	-	-	23,619
	AQUATIC CENTER FUND 2%	-	11,446	15,073	14,204	15,746
	**LESS OVERHEAD TOTAL **	<u>183,774</u>	<u>236,540</u>	<u>311,506</u>	<u>293,555</u>	<u>322,792</u>
TOTAL NET GENERAL FUND		<u>\$ 260,841</u>	<u>\$ 335,735</u>	<u>\$ 442,137</u>	<u>\$ 416,659</u>	<u>\$ 464,506</u>

DIVISION 262 INFORMATION SERVICES

DIVISION NARRATIVE

This division provides for six employees: a Director of Information Services, a Network Administrator, a GIS Analyst, a Database Administrator, an E-Government Business Analyst, and a Computer Technician. This division provides support services for computers and related functions throughout the City. Data security, network maintenance, programming, software and hardware maintenance are accomplished through this division.

The Director of Information Services, Network Administrator, and the Computer Technician are responsible for the above tasks. The GIS Analyst manages the City's existing and expanding GIS programs.

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

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

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Director of Information Services	1	31	\$ 79,188
Network Administrator	1	21	49,317
GIS Analyst	1	21	51,505
E-Government Business Analyst	1	21	47,514
Database Administrator	1	20	42,666
Computer Technician	1	18	40,413
Longevity	-		<u>2,760</u>
TOTAL	6		<u>\$ 313,363</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Server Upgrades - ongoing for annual maintenance of city-wide system	\$ 30,000	380
Mobile Wireless Networking & Security	185,000	380
Virtual Server and software (provides a way for post disaster recovery)	<u>22,000</u>	380
TOTAL	<u>\$ 237,000</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 expected growth in personnel and supply expenditures.

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GENERAL FUND EXPENDITURES

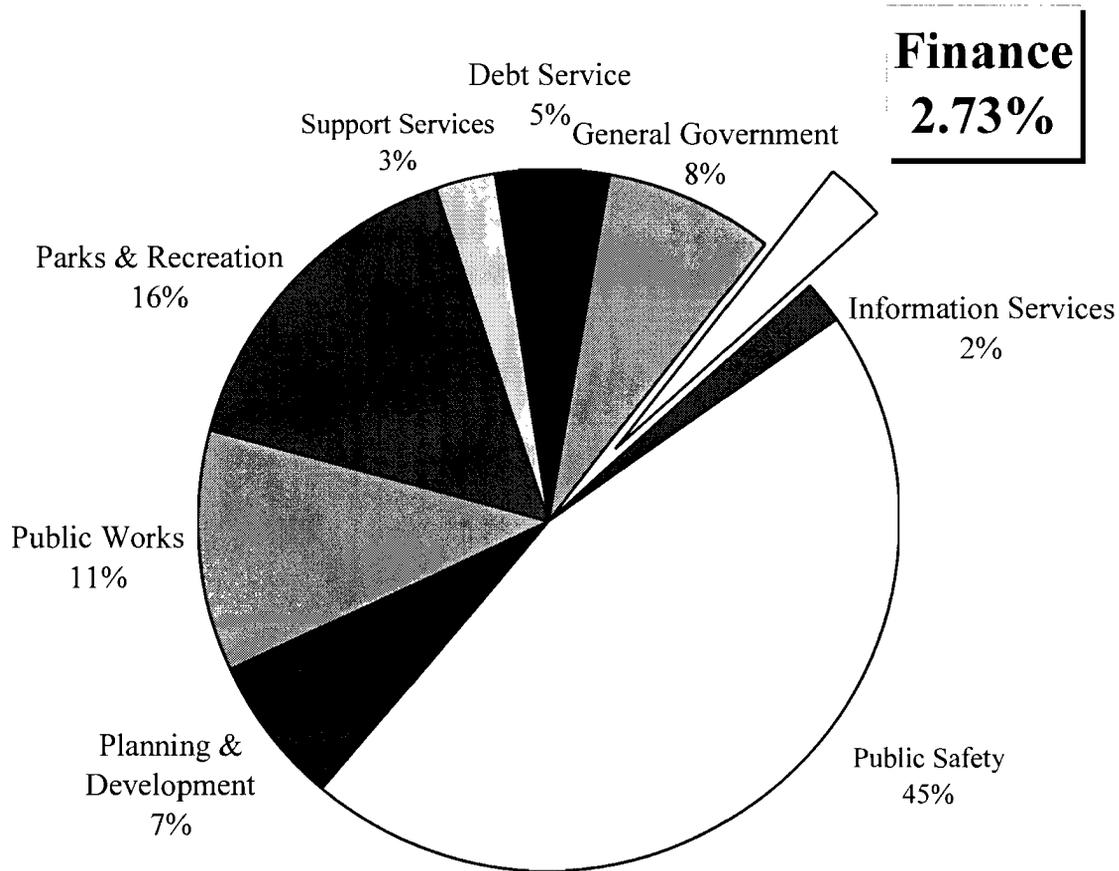
FINANCE

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**GENERAL FUND
FINANCE DEPARTMENT**

The Finance Department includes 3 divisions: Accounting, Revenue, and Utility Billing. The Accounting and Revenue divisions are part of the General Fund, while the Utility Billing Division is maintained in the Water and Sewer Fund with a portion allocated to the Solid Waste Fund. The Finance Director also supervises 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 2.73% of the overall resources appropriated in the General Fund for FY2008.



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 25. This is made up of Accounting, Revenue, Utility Billing, and City Court. The employees in this department make up 6.8% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008

Regular Employees

FINANCE DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
ACCOUNTING	5	5	5	5	5
REVENUE	<u>4</u>	<u>4</u>	<u>4</u>	<u>5</u> ¹	<u>5</u>
TOTAL	<u>9</u>	<u>9</u>	<u>9</u>	<u>10</u>	<u>10</u>

Footnotes:

¹ Cashier added in FY2007.

A summary of expenditures for the past 4 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, and the Aquatics Center Fund to accomplish the level of services and goals for this department. The General Fund will provide \$667,262, the Water and Sewer Fund \$184,080, the Solid Waste Fund \$36,816, the Beach Services Fund \$61,360, and the Aquatics Center Fund \$24,544. The Water and Sewer Fund, Solid Waste Fund, and the Aquatics Center 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, 10% for Beach Services Fund, and 4% for the Aquatics Center which correlates to the overall amount of time the divisions will spend on those activities.

**SUMMARY OF EXPENDITURES
FINANCE DEPARTMENT**

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
342	ACCOUNTING	431,054	480,990	531,249	522,905	613,600
352	REVENUE	<u>249,498</u>	<u>255,840</u>	<u>337,775</u>	<u>326,461</u>	<u>360,462</u>
TOTAL EXPENDITURES		<u>\$ 680,552</u>	<u>\$ 736,830</u>	<u>\$ 869,024</u>	<u>\$ 849,366</u>	<u>\$ 974,062</u>
FINANCE OVERHEAD		<u>(178,168)</u>	<u>(208,429)</u>	<u>(230,208)</u>	<u>(226,592)</u>	<u>(306,800)</u>
NET FINANCE		<u>\$ 502,384</u>	<u>\$ 528,401</u>	<u>\$ 638,816</u>	<u>\$ 622,774</u>	<u>\$ 667,262</u>

**GENERAL FUND
FINANCE DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Finance Department continues to work toward the accomplishment of its FY2007 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 FY2006.
- Continue to strengthen internal controls through the use of technology.
 - Assist other departments with installation of new software for Requisitions, Purchase Orders, Inventory Control and Human Resources Information Systems integrated with payroll and the financial software system.
 - Continue to train and support Finance staff as they gain skills using the new software.
 - Work with other department's staff to ensure they are gaining full benefit from using financial system software.
- Enhance Business License revenues through increased enforcement.

The Finance Department continues to explore new ways of increasing service levels and productivity. The following goals, benchmarks, and priorities are provided for FY2008:

- Prepare an award winning Comprehensive Annual Financial Report for FY2007.
- Further enhance Business License revenues through increased enforcement with the addition of a full-time business license enforcement officer.
- Hire an enterprise fund accountant.

01-5-342 ACCOUNTING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 281,653	\$ 307,578	\$ 312,473	\$ 312,000	\$ 370,636
014	OVERTIME	-	-	-	-	-
015	SPECIAL ALLOWANCE	4,125	4,800	5,400	5,400	5,400
021	FICA	20,327	20,377	22,967	22,932	27,242
022	EMPLOYEE RETIREMENT	23,135	22,094	33,435	33,384	39,658
023	EMPLOYEE INSURANCE	24,929	21,887	27,000	27,000	34,200
030	TRAINING	1,794	6,485	8,500	7,500	8,500
040	WORKERS COMPENSATION	2,676	3,890	3,843	4,056	5,004
050	AWARDS	727	1,158	1,431	1,158	1,660
	* SUBTOTAL PERSONNEL *	<u>359,366</u>	<u>388,269</u>	<u>415,049</u>	<u>413,430</u>	<u>492,300</u>
111	MATERIALS/SUPPLIES	3,900	7,595	8,500	7,500	8,500
112	OFFICE SUPPLIES	1,125	1,134	1,500	1,200	1,500
113	PRINTING/BINDING	1,369	407	1,200	1,200	1,200
120	COMMUNICATIONS	3,255	3,232	4,200	3,900	4,200
130	CONTRACTUAL SERVICES	16,016	17,179	22,500	19,500	22,600
131	REPAIRS/MAINTENANCE	-	-	500	-	500
132	PROFESSIONAL SERVICES	43,665	44,665	48,000	46,500	53,000
140	SUBSCRIPTIONS/DUES	1,621	655	1,800	1,800	1,800
141	TRAVEL / BUSINESS	37	1,071	1,000	1,000	1,000
142	ADVERTISING	700	1,875	2,000	1,875	2,000
	* SUBTOTAL OPERATING *	<u>71,688</u>	<u>77,813</u>	<u>91,200</u>	<u>84,475</u>	<u>96,300</u>
380	FURN. / OFFICE EQUIPMENT	-	14,908	25,000	25,000	25,000
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>14,908</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 431,054</u>	<u>\$ 480,990</u>	<u>\$ 531,249</u>	<u>\$ 522,905</u>	<u>\$ 613,600</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 30%	143,684	160,330	177,083	174,302	184,080
	SOLID WASTE FUND 6%	34,484	28,859	31,875	31,374	36,816
	BEACH SERVICES FUND 10%	-	-	-	-	61,360
	AQUATIC CENTER FUND 4%	-	19,240	21,250	20,916	24,544
	**LESS OVERHEAD TOTAL **	<u>178,168</u>	<u>208,429</u>	<u>230,208</u>	<u>226,592</u>	<u>306,800</u>
TOTAL NET GENERAL FUND		<u>\$ 252,886</u>	<u>\$ 272,561</u>	<u>\$ 301,041</u>	<u>\$ 296,313</u>	<u>\$ 306,800</u>

DIVISION 342 ACCOUNTING

DIVISION NARRATIVE

This division provides for six employees: Finance Director, Assistant Finance Director, Accounting Supervisor, an Accountant - Enterprise Funds and two Accounting Clerks. 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, and administration of the Financial Management Software System. 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, A-Tax committee coordination and directly oversees the activities of the Accounts Payable Clerk and the Payroll Clerk.

The Accountant - Enterprise Funds will be responsible for the 4 enterprise Funds of the City. Water & Sewer Utility, Storm Water Drainage Fund, Beach Services Fund and the Aquatic & Fitness Center Funds, which includes maintaining the fixed asset records, daily & monthly reconciliations to subsidiary financial systems, budgeting and other statistical analysis.

One Accounting Clerk processes all checks for payment of all invoices for all of the City's Funds, 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 other 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>	<u>Salary</u>
Finance Director	1	31	\$ 107,135
Assistant Finance Director	1	28	73,015
Accounting Supervisor	1	23	65,885
Accountant - Enterprise Funds (added FY2008)	1	19	42,000
Accounting Clerk	2	13	80,526
Longevity	-		<u>2,075</u>
TOTAL	6		<u>\$ 370,636</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Financial Management System Software and Hardware (final phase)	\$ 25,000	380
TOTAL	<u>\$ 25,000</u>	

BUDGET ANALYSIS

This division provides for an expanded level of service over the previous year's budget. The 1.9% increase is due to the addition of one accountant partially offset by an overhead allocation to the Beach Services Fund for their proportionate cost of the division.

01-5-352 REVENUE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 159,983	\$ 167,308	\$ 196,255	\$ 196,250	\$ 241,962
012	SALARY, PART-TIME	17,848	12,565	19,600	13,500	-
021	FICA	12,548	12,104	16,189	15,731	18,147
022	EMPLOYEE RETIREMENT	12,849	12,239	20,018	20,999	24,801
023	EMPLOYEE INSURANCE	19,038	17,434	27,000	27,000	34,200
030	TRAINING	1,288	470	2,750	1,350	2,750
040	WORKERS COMPENSATION	2,125	2,970	3,324	3,508	4,113
050	AWARDS	727	1,158	1,389	1,173	1,389
	* SUBTOTAL PERSONNEL *	<u>226,406</u>	<u>226,248</u>	<u>286,525</u>	<u>279,511</u>	<u>327,362</u>
110	CLOTHING	291	362	400	350	400
111	MATERIALS/SUPPLIES	7,028	8,063	7,500	7,300	7,500
112	OFFICE SUPPLIES	905	1,118	1,300	1,300	1,300
113	PRINTING/BINDING	95	31	3,000	2,800	2,000
120	COMMUNICATIONS	7,444	6,876	8,200	6,500	8,500
130	CONTRACTUAL SERVICES	4,030	4,617	5,850	5,500	4,000
131	REPAIRS/MAINTENANCE	-	-	1,000	-	1,000
134	CREDIT CARD FEES	-	2,100	1,000	350	1,000
140	SUBSCRIPTIONS/DUES	956	551	800	750	800
141	TRAVEL / BUSINESS	197	725	600	250	600
142	ADVERTISING	648	3,207	1,100	1,100	2,000
150	VEHICLE OPERATIONS	229	662	500	1,500	1,500
151	FUEL	1,269	1,280	2,500	1,750	2,500
	* SUBTOTAL OPERATING *	<u>23,092</u>	<u>29,592</u>	<u>33,750</u>	<u>29,450</u>	<u>33,100</u>
360	MOTOR EQUIPMENT	-	-	17,500	17,500	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>-</u>	<u>17,500</u>	<u>17,500</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 249,498</u>	<u>\$ 255,840</u>	<u>\$ 337,775</u>	<u>\$ 326,461</u>	<u>\$ 360,462</u>

DIVISION 352 REVENUE

DIVISION NARRATIVE

This division provides for six employees: the Revenue Supervisor, three Business License Inspectors, a Municipal Fees Clerk, and a Cashier / Accounting 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 5,600 business licenses, reconciliation of over 21,000 real and personal property taxes, the business license audit and inspection programs, and administration of the Business License Software System.

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 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.

The Cashier / Accounting Clerk handles 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>	<u>Salary</u>
Revenue Supervisor / Risk Manager	1	25	\$ 60,971
Business License Inspector	2	14	79,807
Business License Field Inspector (added FY2008)	1	14	32,000
Municipal Fees Clerk	1	14	40,270
Cashier / Accounting Clerk	1	11	28,914
Longevity	-		-
TOTAL	6		<u>\$ 241,962</u>

BUDGET ANALYSIS

This division provides for an increased level of service over the previous year's budget. The 6.7% increase is due to replacing the part-time position with one full-time Business License Field Inspector for FY2008.

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GENERAL FUND EXPENDITURES

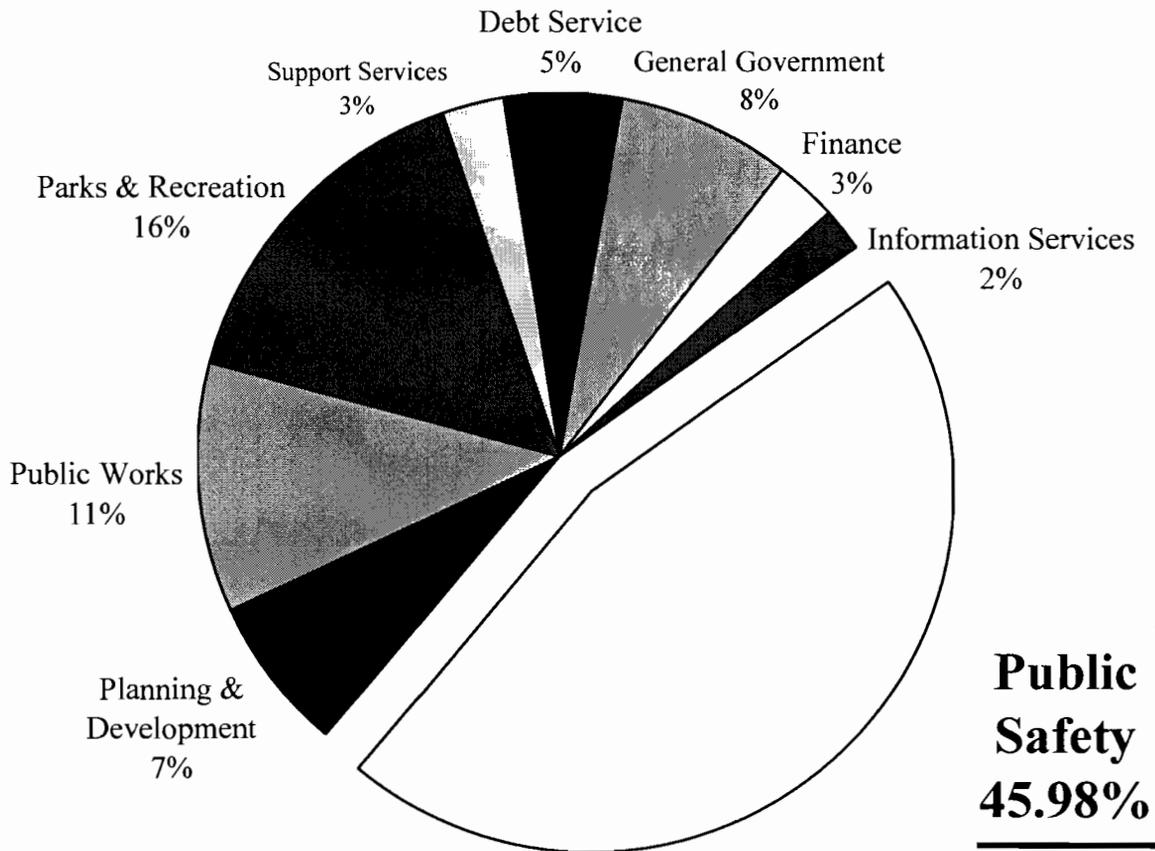
PUBLIC SAFETY

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**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 are 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 45.98% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 42.1% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
PUBLIC SAFETY DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
PUBLIC SAFETY ADMINISTRATION	4	4	4	4	4
UNIFORM PATROL	58	61 ¹	58 ⁴	58	58
COMMUNITY SERVICES	5	5	8 ⁴	11 ¹⁰	11
DETECTIVES	9	10 ²	10	10	10
COMMUNICATION/DETENTION	17	19 ³	19	19	19
RECORDS	5	5	5	4 ⁷	4
VICTIM RIGHTS ADVOCATE	1	1	1	1	1
TRAINING	2	2	2	3 ¹¹	3
FIRE / RESCUE	31	31	37 ⁵	40 ⁸	40
FIRE PREVENTION/SUPPRESSION	<u>2</u>	<u>2</u>	<u>3</u> ⁶	<u>4</u> ⁹	<u>4</u>
TOTAL	<u>134</u>	<u>140</u>	<u>147</u>	<u>154</u>	<u>154</u>

Footnotes: In **FY2005**, ¹3 PSOs added for Beach Patrol, ²add Detective, ³2 Communication Technician/Jailers. In **FY2006**, ⁴transfer 3 Beach Patrol to Community Services, ⁵6 Firefighter/PSOs for Barefoot Resort station, ⁶Fire Prevention/Education Officer (grant not approved; Council decided to hire 1 Fire Inspector instead). In **FY2007**, ⁷transfer Secretary/Receptionist to Human Resources [252], ⁸3 Firefighter/EMTs, ⁹Secretary from part-time to full-time. During **FY2007** by Budget Amendment, ¹⁰added 3 PSOs for Beach Patrol and a ¹¹Fire Training Captain.

A summary of expenditures for the past 4 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 \$11,243,776, the Water and Sewer Fund \$60,293, and Beach Services \$36,175. 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 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
411	PUBLIC SAFETY ADMINISTRATION	438,487	323,386	376,153	361,311	366,270
422	UNIFORM PATROL	3,996,427	4,015,985	4,450,592	4,173,468	4,566,025
424	COMMUNITY SERVICES	392,478	568,516	647,844	743,847	779,780
431	DETECTIVES	748,817	905,533	876,700	846,105	895,456
442	COMMUNICATIONS/DETENTION	976,129	2,897,845	1,078,607	992,477	1,205,847
444	RECORDS	287,536	286,159	285,334	271,177	277,692
445	VICTIM RIGHTS ADVOCATE	55,011	55,893	63,742	60,443	67,325
452	TRAINING	155,403	166,135	171,870	196,929	240,992
453	FIRE / RESCUE	2,174,015	2,262,774	2,417,331	2,868,786	2,645,765
454	FIRE PREVENTION/INSPECTION	<u>186,760</u>	<u>190,878</u>	<u>293,036</u>	<u>297,205</u>	<u>295,092</u>
TOTAL EXPENDITURES		<u>\$ 9,411,063</u>	<u>\$ 11,673,104</u>	<u>\$ 10,661,209</u>	<u>\$ 10,811,748</u>	<u>\$ 11,340,244</u>
PUBLIC SAFETY OVERHEAD		<u>(48,806)</u>	<u>(49,084)</u>	<u>(53,930)</u>	<u>(48,823)</u>	<u>(96,468)</u>
NET PUBLIC SAFETY		<u>\$ 9,362,257</u>	<u>\$ 11,624,020</u>	<u>\$ 10,607,279</u>	<u>\$ 10,762,925</u>	<u>\$ 11,243,776</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:

- Continue to enhance traffic safety and movement through the City of North Myrtle Beach.
- Enhance criminal investigation capabilities to lead to a greater crime-solving rate.
- Reduce exposure to fire risks, increase fire suppression services, and reduce fire suppression response time.
- Provide for efficient responses to code enforcement requests.
- Maintain a comprehensive Beach Patrol program which will include supervising all City lifeguards under the new Beach Services Fund.
- Continue disaster preparedness planning, training and response capabilities.
- Continue the Community Based Policing project through the cart team.

01-5-411 PUBLIC SAFETY ADMINISTRATION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 225,300	\$ 204,520	\$ 242,925	\$ 225,000	\$ 233,597
014	OVERTIME	3,541	1,740	2,300	2,000	2,000
015	SPECIAL ALLOWANCE	5,700	4,000	6,000	6,550	6,600
021	FICA	16,539	14,420	16,920	16,798	16,256
022	EMPLOYEE RETIREMENT	22,777	20,290	26,239	23,835	24,266
023	EMPLOYEE INSURANCE	19,184	13,609	21,600	20,350	22,800
030	TRAINING	2,597	10,161	17,850	12,000	17,850
040	WORKERS COMPENSATION	7,213	7,101	8,826	8,826	9,424
050	AWARDS	6,648	6,823	7,906	7,000	6,927
	* SUBTOTAL PERSONNEL *	<u>309,499</u>	<u>282,664</u>	<u>350,566</u>	<u>322,359</u>	<u>339,720</u>
110	CLOTHING/UNIFORMS	1,017	652	1,050	1,000	1,200
111	MATERIALS/SUPPLIES	12,087	11,036	7,000	6,500	8,000
112	OFFICE SUPPLIES	890	883	1,000	750	1,000
113	PRINTING/BINDING	86	76	250	100	1,000
120	COMMUNICATIONS	7,937	8,004	8,000	8,000	9,500
130	CONTRACTUAL SERVICES	1,615	1,750	2,500	2,500	2,500
131	REPAIRS/MAINTENANCE	4,278	3,765	3,000	3,000	1,000
132	PROFESSIONAL SERVICES	-	12,050	-	11,628	-
140	SUBSCRIPTIONS/DUES	1,531	1,748	2,287	1,750	1,550
141	TRAVEL / BUSINESS	139	81	500	3,624	500
151	FUEL	674	677	-	100	300
	* SUBTOTAL OPERATING *	<u>30,254</u>	<u>40,722</u>	<u>25,587</u>	<u>38,952</u>	<u>26,550</u>
321	BUILDING IMPROVEMENTS	<u>98,734</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>98,734</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 438,487</u>	<u>\$ 323,386</u>	<u>\$ 376,153</u>	<u>\$ 361,311</u>	<u>\$ 366,270</u>

DIVISION 411 PUBLIC SAFETY ADMINISTRATION

DIVISION NARRATIVE

This division provides for four employees: a Director of Public Safety, a Captain-Professional Standards Div, and two Administrative Assistants. 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 Captain is responsible for maintaining and developing the professional standards and Public Safety training for the Department.

The Administrative Assistants produce all typed material for the department and are responsible for other secretarial, clerical duties, public assistance, office coordination, and payroll for the Department.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Director of Public Safety	1	33	\$ 86,442
Captain-Professional Standards Div	1	22	65,195
Administrative Assistant II	2	14	79,499
Longevity	-		<u>2,461</u>
TOTAL	4		<u>\$ 233,597</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The slight 2.6% decrease is due a change in personnel.

01-5-422 UNIFORM PATROL

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 2,276,422	\$ 2,204,940	\$ 2,427,364	\$ 2,325,000	\$ 2,524,765
012	SALARY, PART-TIME	3,966	333	-	-	-
014	OVERTIME	120,439	183,688	135,000	110,000	135,000
021	FICA	181,097	173,230	181,928	172,885	188,843
022	EMPLOYEE RETIREMENT	255,288	255,174	263,924	250,805	273,956
023	EMPLOYEE INSURANCE	286,232	267,154	313,200	313,200	330,600
030	TRAINING	25,540	26,262	25,000	20,000	25,000
040	WORKERS COMPENSATION	116,834	131,002	132,474	148,900	131,924
050	AWARDS	7,850	12,988	13,141	12,128	13,437
	* SUBTOTAL PERSONNEL *	<u>3,273,668</u>	<u>3,254,771</u>	<u>3,492,031</u>	<u>3,352,918</u>	<u>3,623,525</u>
110	CLOTHING/UNIFORMS	61,141	48,391	65,000	40,000	65,000
111	MATERIALS/SUPPLIES	231,886	195,433	245,000	175,000	245,000
112	OFFICE SUPPLIES	1,155	480	1,500	1,500	2,000
113	PRINTING/BINDING	478	225	1,300	750	500
120	COMMUNICATIONS	6,378	5,236	9,481	7,000	9,000
130	CONTRACTUAL SERVICES	34,824	34,918	50,000	37,500	50,000
131	REPAIRS/MAINTENANCE	6,881	18,724	8,500	8,500	8,500
132	PROFESSIONAL SERVICES	15,475	16,508	15,000	15,000	17,000
140	SUBSCRIPTIONS/DUES	4,392	3,831	5,000	4,500	5,000
141	TRAVEL / BUSINESS	1,212	743	1,200	1,000	1,000
142	ADVERTISING	-	2,360	-	300	500
150	VEHICLE OPERATIONS	65,179	69,484	50,000	50,000	50,000
151	FUEL	84,612	133,455	125,000	120,000	125,000
152	DAMAGE CLAIMS	19,789	3,716	-	5,000	-
	* SUBTOTAL OPERATING *	<u>533,402</u>	<u>533,504</u>	<u>576,981</u>	<u>466,050</u>	<u>578,500</u>
360	MOTOR VEHICLES	189,357	211,098	209,500	209,500	184,000
370	NON-MOBIL EQUIPMENT	-	16,612	172,080	145,000	180,000
	* SUBTOTAL CAPITAL *	<u>189,357</u>	<u>227,710</u>	<u>381,580</u>	<u>354,500</u>	<u>364,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 3,996,427</u>	<u>\$ 4,015,985</u>	<u>\$ 4,450,592</u>	<u>\$ 4,173,468</u>	<u>\$ 4,566,025</u>

DIVISION 422 UNIFORM PATROL

DIVISION NARRATIVE

This division provides for 58 employees: one Deputy Director, one Commander, four Lieutenants, ten Sergeants, one PSO - Technical Service Officer, and forty-one 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>	<u>Salary</u>
Deputy Director, Public Safety	1	29	\$ 64,689
Commander-Law Enforcement (Operations)	1	24	61,122
Lieutenant	4	21	219,024
Public Safety Sergeant	10	19	505,118
PSO - Technical Service Officer	1	16	49,006
Public Safety Officer	41	16	1,600,203
Longevity	-		<u>25,603</u>
TOTAL	58		<u>\$ 2,524,765</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>		<u>Amount</u>	<u>Code</u>
8 Ford Crown Victoria Patrol Cars (equipment budgeted in 111)		\$ 184,000	360
Digital Mobil Vision Cameras (15)	(from A-Tax funding)	80,000	370
Laptop Computers & Brackets (10)	(from A-Tax funding)	<u>100,000</u>	370
TOTAL		<u>\$ 364,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.6% increase is due to expected growth in personnel, supply, and capital expenditures.

01-5-424 COMMUNITY SERVICES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 176,467	\$ 315,163	\$ 322,261	\$ 393,000	\$ 422,368
014	OVERTIME	14,254	25,185	8,000	12,000	10,000
021	FICA	13,297	23,968	23,779	29,160	31,130
022	EMPLOYEE RETIREMENT	18,507	35,754	30,714	40,500	44,534
023	EMPLOYEE INSURANCE	24,173	32,427	43,200	48,000	62,700
030	TRAINING	3,040	4,799	7,000	7,000	7,000
040	WORKERS COMPENSATION	5,519	11,765	12,022	12,725	21,445
050	AWARDS	677	1,733	1,853	2,599	2,548
	* SUBTOTAL PERSONNEL *	<u>255,934</u>	<u>450,794</u>	<u>448,829</u>	<u>544,984</u>	<u>601,725</u>
110	CLOTHING/UNIFORMS	2,936	1,167	4,000	4,000	6,000
111	MATERIALS/SUPPLIES	17,071	10,341	15,000	12,000	15,000
112	OFFICE SUPPLIES	831	1,241	900	750	900
113	PRINTING/BINDING	1,047	1,019	1,700	1,500	1,700
120	COMMUNICATIONS	3,363	2,581	3,800	3,500	3,400
130	CONTRACTUAL SERVICES	65,229	77,280	105,000	105,000	125,000
131	REPAIRS/MAINTENANCE	4,908	5,994	-	-	-
132	PROFESSIONAL SERVICES	1,015	1,395	500	4,200	1,500
140	SUBSCRIPTIONS/DUES	326	375	555	500	555
141	TRAVEL / BUSINESS	662	181	800	653	-
142	ADVERTISING	104	942	500	500	-
150	VEHICLE OPERATIONS	10,289	6,310	5,000	5,000	10,000
151	FUEL	6,517	8,896	9,000	9,000	14,000
	* SUBTOTAL OPERATING *	<u>114,298</u>	<u>117,722</u>	<u>146,755</u>	<u>146,603</u>	<u>178,055</u>
360	MOTOR VEHICLES	<u>22,246</u>	<u>-</u>	<u>52,260</u>	<u>52,260</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>22,246</u>	<u>-</u>	<u>52,260</u>	<u>52,260</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 392,478</u>	<u>\$ 568,516</u>	<u>\$ 647,844</u>	<u>\$ 743,847</u>	<u>\$ 779,780</u>

DIVISION 424 COMMUNITY SERVICES

DIVISION NARRATIVE

This division provides for eleven employees: a Community Services Sergeant, a PSO - Community Service, a PSO - Dare/Crime Prevention, six Beach Patrol Officers, 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.

The PSO - Community Service assists in Animal Control and enforces other City codes and ordinances. The PSO - Dare/Crime Prevention provides crime prevention training for the community and local schools.

The Community Services Lieutenant supervises the Animal Control Officers, and acts as the community liaison officer.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Community Services Sergeant	1	19	\$ 52,445
PSO - Community Service	1	16	42,179
PSO - Dare/Crime Prevention	1	16	44,885
PSO - Beach Patrol (+3 FY07 budget amendment)	6	16	216,986
Animal Control Officer	2	12	61,766
Longevity	-		<u>4,107</u>
TOTAL	11		<u>\$ 422,368</u>

BUDGET ANALYSIS

This division provides an increased level of service over the previous year's budget. The 22.1% increase is due to adding 3 Beach Patrol Officers during FY2007, increasing the payment to the Humane Society for the Animal Shelter by \$25,000, offset by a reduction in Capital Outlay from last year.

01-5-431 DETECTIVES

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 406,624	\$ 476,108	\$ 508,573	\$ 501,000	\$ 532,493
012	SALARY, PART-TIME	31,073	26,778	30,000	27,500	31,000
014	OVERTIME	33,594	36,272	35,000	35,000	35,000
021	FICA	34,949	38,550	39,577	38,882	41,296
022	EMPLOYEE RETIREMENT	46,732	54,219	55,988	55,208	58,452
023	EMPLOYEE INSURANCE	53,210	46,007	54,000	54,000	57,000
030	TRAINING	6,342	2,876	9,000	7,500	9,000
040	WORKERS COMPENSATION	11,781	22,933	17,207	18,165	29,685
050	AWARDS	1,353	2,599	3,010	2,599	2,780
	* SUBTOTAL PERSONNEL *	<u>625,658</u>	<u>706,342</u>	<u>752,355</u>	<u>739,854</u>	<u>796,706</u>
110	CLOTHING/UNIFORMS	5,553	6,123	7,200	6,026	6,000
111	MATERIALS/SUPPLIES	26,347	23,528	23,000	18,000	23,000
112	OFFICE SUPPLIES	651	512	900	900	1,000
113	PRINTING/BINDING	110	107	250	125	250
120	COMMUNICATIONS	6,748	7,090	8,000	7,500	8,000
130	CONTRACTUAL SERVICES	16,995	1,080	12,000	5,000	12,000
131	REPAIRS/MAINTENANCE	3,299	7,111	2,000	2,000	500
132	PROFESSIONAL SERVICES	1,723	1,835	1,800	500	1,800
140	SUBSCRIPTIONS/DUES	979	901	1,200	900	1,200
141	TRAVEL / BUSINESS	59	25	500	25	500
142	ADVERTISING	1,099	374	1,500	375	1,500
150	VEHICLE OPERATIONS	6,376	6,159	4,000	4,000	6,000
151	FUEL	13,576	20,394	15,000	15,000	17,000
152	DAMAGE CLAIMS	-	755	-	-	-
190	CONTINGENT	39,644	13,478	30,000	15,000	20,000
	* SUBTOTAL OPERATING *	<u>123,159</u>	<u>89,472</u>	<u>107,350</u>	<u>75,351</u>	<u>98,750</u>
360	MOTOR VEHICLES	-	14,500	-	30,900	-
370	NON-MOBIL EQUIPMENT	-	95,219	16,995	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>109,719</u>	<u>16,995</u>	<u>30,900</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 748,817</u>	<u>\$ 905,533</u>	<u>\$ 876,700</u>	<u>\$ 846,105</u>	<u>\$ 895,456</u>

DIVISION 431 DETECTIVES

DIVISION NARRATIVE

This division provides for ten employees: a Detective Lieutenant, a Detective Sergeant, and eight 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, and a part-time Administrative Assistant has been funded 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.

Drug-related seizures are allocated to drug-related activities within the Detective Division.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Detective Lieutenant	1	21	\$ 66,403
Detective Sergeant	1	19	59,026
Detective	8	18	396,307
Longevity	-		<u>10,757</u>
TOTAL	10		<u>\$ 532,493</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.1% increase in the budget is mostly due to an expected growth in personnel and supply expenditures.

01-5-442 COMMUNICATIONS/DETENTION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 577,212	\$ 572,653	\$ 638,585	\$ 575,000	\$ 653,879
012	SALARY, PART-TIME	-	-	-	-	-
014	OVERTIME	22,815	28,899	22,000	22,000	32,000
021	FICA	43,031	43,660	47,562	42,984	49,383
022	EMPLOYEE RETIREMENT	60,502	63,677	68,040	61,491	70,646
023	EMPLOYEE INSURANCE	100,399	86,818	102,600	93,500	108,300
030	TRAINING	206	1,153	2,000	1,250	2,000
040	WORKERS COMPENSATION	24,815	26,668	27,322	28,843	34,020
050	AWARDS	2,436	3,682	4,363	3,465	4,401
	* SUBTOTAL PERSONNEL *	<u>831,416</u>	<u>827,210</u>	<u>912,472</u>	<u>828,533</u>	<u>954,629</u>
110	CLOTHING/UNIFORMS	5,563	3,573	4,500	3,200	4,500
111	MATERIALS/SUPPLIES	29,557	32,168	25,000	24,500	30,000
112	OFFICE SUPPLIES	1,986	1,511	1,000	1,000	1,000
113	PRINTING/BINDING	979	95	1,000	1,000	1,000
120	COMMUNICATIONS	12,492	11,170	16,000	12,500	16,000
130	CONTRACTUAL SERVICES	48,456	41,169	43,900	43,500	43,900
131	REPAIRS/MAINTENANCE	38,185	58,926	60,000	57,000	60,000
132	PROFESSIONAL SERVICES	5,957	3,849	6,000	4,500	6,000
140	SUBSCRIPTIONS/DUES	530	540	985	550	890
141	TRAVEL / BUSINESS	33	13	250	25	250
142	ADVERTISING	-	1,373	-	-	-
150	VEHICLE OPERATIONS	408	81	-	161	-
151	FUEL	567	-	-	-	-
	* SUBTOTAL OPERATING *	<u>144,713</u>	<u>154,468</u>	<u>158,635</u>	<u>147,936</u>	<u>163,540</u>
380	FURN. / OFFICE EQUIPMENT	-	1,916,167	7,500	16,008	87,678
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>1,916,167</u>	<u>7,500</u>	<u>16,008</u>	<u>87,678</u>
	** TOTAL EXPENDITURES **	<u>\$ 976,129</u>	<u>\$ 2,897,845</u>	<u>\$ 1,078,607</u>	<u>\$ 992,477</u>	<u>\$ 1,205,847</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 5%	48,806	49,084	53,930	48,823	60,293
	BEACH SERVICES FUND 3%	-	-	-	-	36,175
	**LESS OVERHEAD TOTAL **	<u>48,806</u>	<u>49,084</u>	<u>53,930</u>	<u>48,823</u>	<u>96,468</u>
TOTAL NET GENERAL FUND		<u>\$ 927,323</u>	<u>\$ 2,848,761</u>	<u>\$ 1,024,677</u>	<u>\$ 943,654</u>	<u>\$ 1,109,379</u>

DIVISION 442 COMMUNICATIONS/DETENTION

DIVISION NARRATIVE

This division provides for nineteen employees: a Supervisor, four Lead Communication Technicians/Jailers (one for each of the four shifts), 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>	<u>Salary</u>
Detention Supervisor/Evidence Custodian	1	18	\$ 49,571
Communications Technician/Lead Jailer	4	14	165,890
Communications Technician/Jailer	14	12	438,418
Longevity	-		-
TOTAL	19		\$ 653,879

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Digital Phone & Radio Recorder for jail recording	\$ 87,678	380
TOTAL	\$ 87,678	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 8.3% increase in the budget is mostly due to an expected growth in personnel and supply expenditures.

01-5-444 RECORDS

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 130,727	\$ 128,012	\$ 134,325	\$ 129,500	\$ 133,492
012	SALARY, PART-TIME	2,825	-	-	-	-
014	OVERTIME	1,603	1,343	2,000	1,500	1,800
021	FICA	9,862	8,927	9,270	8,908	9,200
022	EMPLOYEE RETIREMENT	11,153	10,047	14,587	13,100	13,529
023	EMPLOYEE INSURANCE	25,817	23,919	21,600	19,400	22,800
030	TRAINING	-	2,326	5,000	2,400	1,000
040	WORKERS COMPENSATION	16,393	2,237	1,677	1,770	1,854
050	AWARDS	677	866	903	866	927
	* SUBTOTAL PERSONNEL *	<u>199,057</u>	<u>177,677</u>	<u>189,362</u>	<u>177,444</u>	<u>184,602</u>
110	CLOTHING/UNIFORMS	28	759	500	500	500
111	MATERIALS/SUPPLIES	26,705	19,949	22,000	19,300	22,000
112	OFFICE SUPPLIES	1,100	834	1,000	1,391	1,080
113	PRINTING/BINDING	10,504	7,931	7,500	6,000	7,500
120	COMMUNICATIONS	1,092	1,347	1,200	1,200	1,200
130	CONTRACTUAL SERVICES	46,323	66,756	60,000	56,000	58,060
131	REPAIR/MAINTENANCE	2,395	2,704	3,000	8,594	2,000
132	PROFESSIONAL SERVICES	98	163	222	248	250
140	SUBSCRIPTIONS/DUES	234	1,109	500	500	500
141	TRAVEL / BUSINESS	-	-	50	-	-
	* SUBTOTAL OPERATING *	<u>88,479</u>	<u>101,552</u>	<u>95,972</u>	<u>93,733</u>	<u>93,090</u>
380	FURN. / OFFICE EQUIPMENT	-	6,930	-	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>6,930</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 287,536</u>	<u>\$ 286,159</u>	<u>\$ 285,334</u>	<u>\$ 271,177</u>	<u>\$ 277,692</u>

DIVISION 444 RECORDS

DIVISION NARRATIVE

This division provides for four employees: a Records Supervisor, 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 three Records Clerks provide typing and clerical services, and are responsible for facilitating storage and retrieval of all records.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Records Supervisor	1	17	\$ 46,853
Records Clerk	3	11	86,639
Longevity	-		-
TOTAL	4		<u>\$ 133,492</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 2.7% decrease is mainly due to changes in personnel, supply and capital expenditures.

01-5-445 VICTIM RIGHTS ADVOCATE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 38,229	\$ 39,217	\$ 40,797	\$ 40,795	\$ 42,737
014	OVERTIME	903	202	500	300	700
021	FICA	2,902	2,716	3,056	3,041	3,214
022	EMPLOYEE RETIREMENT	3,140	3,118	4,419	4,176	3,475
023	EMPLOYEE INSURANCE	4,553	4,250	5,400	5,400	5,700
030	TRAINING	175	1,093	700	650	1,100
040	WORKERS COMPENSATION	492	749	677	714	712
050	AWARDS	135	216	227	217	232
	* SUBTOTAL PERSONNEL *	<u>50,529</u>	<u>51,561</u>	<u>55,776</u>	<u>55,293</u>	<u>57,870</u>
111	MATERIALS/SUPPLIES	2,340	2,356	2,131	2,000	2,300
112	OFFICE SUPPLIES	492	298	500	500	750
113	PRINTING/BINDING	767	631	2,245	750	2,245
120	COMMUNICATIONS	651	752	800	775	800
140	SUBSCRIPTIONS/DUES	-	60	140	75	210
141	TRAVEL / BUSINESS	-	48	150	50	150
190	CONTINGENT	232	187	2,000	1,000	3,000
	* SUBTOTAL OPERATING *	<u>4,482</u>	<u>4,332</u>	<u>7,966</u>	<u>5,150</u>	<u>9,455</u>
	** TOTAL EXPENDITURES **	<u>\$ 55,011</u>	<u>\$ 55,893</u>	<u>\$ 63,742</u>	<u>\$ 60,443</u>	<u>\$ 67,325</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.

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>	<u>Salary</u>
Victim Witness Advocate	1	16	\$ 42,737
Longevity	-		-
TOTAL	1		<u>\$ 42,737</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 expected growth in personnel and supply expenditures.

01-5-452 PUBLIC SAFETY TRAINING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 87,884	\$ 93,991	\$ 96,571	\$ 115,000	\$ 141,461
014	OVERTIME	5,165	5,176	3,000	4,500	3,500
021	FICA	6,291	6,607	6,771	8,126	9,857
022	EMPLOYEE RETIREMENT	8,699	9,062	9,459	11,845	14,931
023	EMPLOYEE INSURANCE	9,739	8,721	10,800	13,400	17,100
030	TRAINING	17,595	18,495	20,000	17,600	24,800
040	WORKERS COMPENSATION	3,137	4,153	3,664	4,300	6,668
050	AWARDS	271	433	680	433	695
	* SUBTOTAL PERSONNEL *	<u>138,781</u>	<u>146,638</u>	<u>150,945</u>	<u>175,204</u>	<u>219,012</u>
110	CLOTHING/UNIFORMS	293	271	1,000	950	1,000
111	MATERIALS/SUPPLIES	5,224	4,960	5,000	9,000	5,985
112	OFFICE SUPPLIES	214	238	375	350	300
113	PRINTING/BINDING	2,039	348	2,500	750	2,500
120	COMMUNICATIONS	1,288	1,336	1,500	1,400	1,600
130	CONTRACTUAL SERVICES	258	23	850	950	850
131	REPAIRS/MAINTENANCE	15	-	500	50	500
132	PROFESSIONAL SERVICES	1,742	1,840	3,000	1,850	2,500
140	SUBSCRIPTIONS/DUES	850	2,002	1,000	1,000	845
141	TRAVEL / BUSINESS	708	24	200	175	200
142	ADVERTISING	1,283	5,578	2,500	2,500	2,500
150	VEHICLE OPERATIONS	1,425	1,823	500	750	1,200
151	FUEL	1,283	1,054	2,000	2,000	2,000
	* SUBTOTAL OPERATING *	<u>16,622</u>	<u>19,497</u>	<u>20,925</u>	<u>21,725</u>	<u>21,980</u>
	** TOTAL EXPENDITURES **	<u>\$ 155,403</u>	<u>\$ 166,135</u>	<u>\$ 171,870</u>	<u>\$ 196,929</u>	<u>\$ 240,992</u>

DIVISION 452 PUBLIC SAFETY TRAINING

DIVISION NARRATIVE

This division provides for three employees: a Public Safety Sergeant Training and two Fire Training Captains.

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>	<u>Salary</u>
Public Safety Sergeant Training	1	19	\$ 51,251
Fire Training Captain	2	19	90,210
Longevity	-		-
TOTAL	3		<u>\$ 141,461</u>

BUDGET ANALYSIS

This division provides for a higher level of service as the previous year's budget. The 40.2% increase is due to adding one Fire Training Captain during the previous fiscal year by budget amendment for \$38,000 (which is not reflected in the FY2007 original budget figures) and expected growth in personnel expenditures.

01-5-453 FIRE / RESCUE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 1,157,791	\$ 1,312,121	\$ 1,536,261	\$ 1,510,000	\$ 1,595,480
014	OVERTIME	127,740	177,342	90,000	90,000	90,000
021	FICA	95,595	108,239	112,212	110,400	116,298
022	EMPLOYEE RETIREMENT	127,910	151,772	162,626	164,800	168,548
023	EMPLOYEE INSURANCE	152,956	154,528	216,000	215,000	228,000
030	TRAINING	3,753	4,197	4,000	4,000	7,000
040	WORKERS COMPENSATION	38,457	65,330	56,594	82,162	73,150
050	AWARDS	4,249	7,580	9,563	8,446	9,264
	* SUBTOTAL PERSONNEL *	<u>1,708,451</u>	<u>1,981,109</u>	<u>2,187,256</u>	<u>2,184,808</u>	<u>2,287,740</u>
110	CLOTHING/UNIFORMS	27,627	42,370	40,000	35,000	40,000
111	MATERIALS/SUPPLIES	122,035	103,954	70,000	70,000	70,000
112	OFFICE SUPPLIES	639	438	775	775	775
113	PRINTING/BINDING	-	97	500	500	500
120	COMMUNICATIONS	1,393	1,729	3,000	2,200	4,000
130	CONTRACTUAL SERVICES	7,653	12,843	10,000	9,900	10,000
131	REPAIRS/MAINTENANCE	64,625	39,737	15,000	44,000	20,000
132	PROFESSIONAL SERVICES	7,656	11,077	7,500	10,000	12,000
140	SUBSCRIPTIONS/DUES	405	554	500	500	600
141	TRAVEL / BUSINESS	226	142	1,200	500	750
150	VEHICLE OPERATIONS	40,601	37,008	20,000	22,000	20,000
151	FUEL	23,368	31,173	30,000	28,000	30,000
152	DAMAGE CLAIMS	965	543	-	-	-
	* SUBTOTAL OPERATING *	<u>297,193</u>	<u>281,665</u>	<u>198,475</u>	<u>223,375</u>	<u>208,625</u>
300	LAND	-	-	-	-	-
321	BUILDING IMPROVEMENTS	-	-	-	-	97,400
360	MOTOR VEHICLES	168,371	-	-	429,598	14,000
370	NON-MOBIL EQUIPMENT	-	-	31,600	31,005	38,000
	* SUBTOTAL CAPITAL *	<u>168,371</u>	<u>-</u>	<u>31,600</u>	<u>460,603</u>	<u>149,400</u>
	** TOTAL EXPENDITURES **	<u>\$ 2,174,015</u>	<u>\$ 2,262,774</u>	<u>\$ 2,417,331</u>	<u>\$ 2,868,786</u>	<u>\$ 2,645,765</u>

DIVISION 453 FIRE / RESCUE

DIVISION NARRATIVE

This division provides for forty employees: one Chief of Fire/Rescue/Emergency Preparedness Director, three Fire Captains, and thirty-six 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 two 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>	<u>Salary</u>
Chief of Fire Rescue/Emergency Preparedness Dir.	1	28	\$ 75,034
Fire Captain	3	21	153,086
PSO - Firefighter	6	16	228,470
PSO - Fire Lieutenant	5	16	200,576
Fire Lieutenant	9	15	383,924
Firefighter-EMT / Firefighter	16	14/13	534,495
Longevity	-		<u>19,895</u>
TOTAL	40		<u>\$ 1,595,480</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
5 Firestations ventilation systems replace (97% grant funds offset)	\$ 97,400	321
4x4 Utility Vehicle for medical response team (from A-Tax funding)	14,000	360
ISI Viking SCBA replace 5 older models	25,000	370
Bullard Thermal Imaging Camera	<u>13,000</u>	370
TOTAL	<u>\$ 149,400</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 9.4% increase is due to expected growth in personnel and supply expenditures, plus increased funding for Capital Outlay as shown above.

01-5-454 FIRE PREVENTION/INSPECTION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 101,564	\$ 114,618	\$ 175,287	\$ 187,500	\$ 198,436
012	SALARY, PART-TIME	16,469	17,449	-	1,265	-
014	OVERTIME	2,377	2,537	3,000	5,500	3,500
021	FICA	9,297	9,761	13,371	13,404	15,145
022	EMPLOYEE RETIREMENT	11,136	12,133	14,263	18,335	20,194
023	EMPLOYEE INSURANCE	9,756	9,098	21,600	10,500	22,800
030	TRAINING	585	1,665	2,500	2,100	2,000
040	WORKERS COMPENSATION	2,944	5,890	6,204	6,550	6,336
050	AWARDS	406	650	926	866	926
	* SUBTOTAL PERSONNEL *	<u>154,534</u>	<u>173,801</u>	<u>237,151</u>	<u>246,020</u>	<u>269,337</u>
110	CLOTHING/UNIFORMS	463	208	530	500	600
111	MATERIALS/SUPPLIES	3,904	6,636	4,000	3,800	10,000
112	OFFICE SUPPLIES	807	1,182	800	900	800
113	PRINTING/BINDING	8,966	4,623	7,000	7,000	10,000
120	COMMUNICATIONS	1,786	1,271	2,000	1,200	2,000
131	REPAIRS/MAINTENANCE	167	119	400	-	400
132	PROFESSIONAL SERVICES	400	1,279	100	130	100
140	SUBSCRIPTION/DUES	2,742	1,667	1,655	1,655	1,655
141	TRAVEL / BUSINESS	-	-	200	-	200
150	VEHICLE OPERATIONS	-	-	200	-	-
151	FUEL	-	92	3,000	-	-
	* SUBTOTAL OPERATING *	<u>19,235</u>	<u>17,077</u>	<u>19,885</u>	<u>15,185</u>	<u>25,755</u>
360	MOTOR VEHICLES	<u>12,991</u>	<u>-</u>	<u>36,000</u>	<u>36,000</u>	<u>-</u>
	* SUBTOTAL CAPITAL *	<u>12,991</u>	<u>-</u>	<u>36,000</u>	<u>36,000</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 186,760</u>	<u>\$ 190,878</u>	<u>\$ 293,036</u>	<u>\$ 297,205</u>	<u>\$ 295,092</u>

DIVISION 454 FIRE PREVENTION/INSPECTION

DIVISION NARRATIVE

This division provides for four employees: a Captain/Fire Prevention Officer, 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>	<u>Salary</u>
Captain/Fire Prevention Officer	1	20	\$ 62,453
Fire Inspector	2	17	102,732
Fire Prevention/Administrative Assistant	1	14	33,251
Longevity	<u>-</u>		<u>-</u>
TOTAL	4		<u>\$ 198,436</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The slight 0.7% increase is due to expected growth in personnel and supply expenditures, offset by a reduction in Capital Outlay from the previous year.

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GENERAL FUND EXPENDITURES

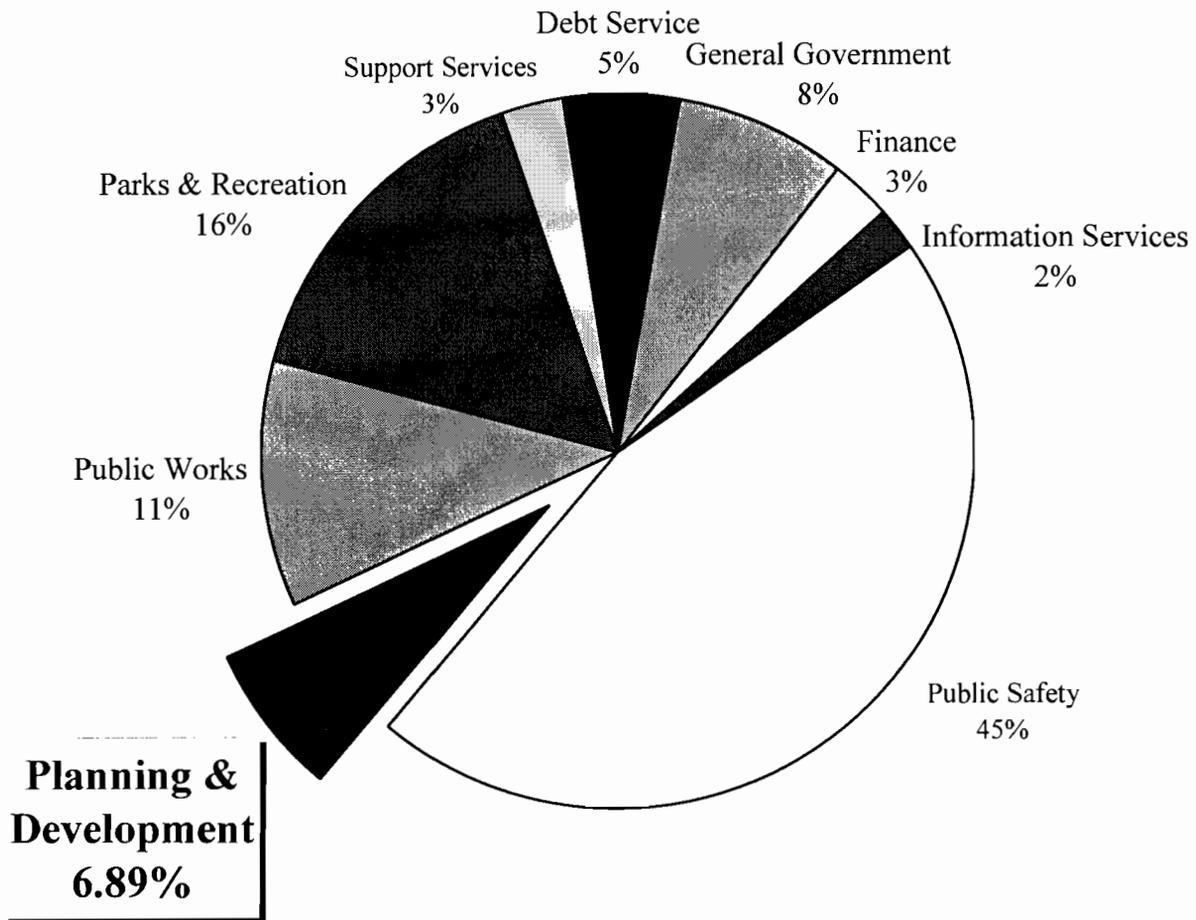
PLANNING AND DEVELOPMENT

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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 6.89% of the overall resources appropriated in the General Fund for FY2008.



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, 2008
Regular Employees
PLANNING AND DEVELOPMENT DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
PLANNING	9 ¹	10 ³	10	10 ⁵	10
BUILDING	<u>7</u> ²	<u>7</u>	<u>9</u> ⁴	<u>11</u> ⁶	<u>11</u>
TOTAL	<u>16</u>	<u>17</u>	<u>19</u>	<u>21</u>	<u>21</u>

Footnotes:

¹ Added 1 Administrative Assistant to replace 2 part-time clerks during FY2003. Funded in FY2004.

² In FY2004, deleted funding for one Building Inspector authorized in FY2001 for emergencies, but never hired since the workload leveled out.

³ Added 1 Zoning Inspector in FY2005.

⁴ Added 2 Building Inspectors in FY2006 (one in budget process, another 10/3/05 by budget amendment).

⁵ Transferred 1 Permit Clerk to Building [522], and added 1 Planner

⁶ Transferred 1 Permit Clerk from Planning [521], and added 1 Administrative Assistant.

A summary of expenditures for the past 4 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 \$1,685,280 and the Water and Sewer Fund will provide \$44,678. 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 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
521	PLANNING	629,325	752,653	764,718	727,199	836,398
522	BUILDING	<u>737,741</u>	<u>791,011</u>	<u>873,179</u>	<u>792,099</u>	<u>893,560</u>
TOTAL EXPENDITURES		<u>\$ 1,367,066</u>	<u>\$ 1,543,664</u>	<u>\$ 1,637,897</u>	<u>\$ 1,519,298</u>	<u>\$ 1,729,958</u>
PLANNING/DEVELOPMENT OVERHEAD		<u>(36,887)</u>	<u>(39,551)</u>	<u>(43,659)</u>	<u>(39,605)</u>	<u>(44,678)</u>
NET PLANNING & DEVELOPMENT		<u>\$ 1,330,179</u>	<u>\$ 1,504,113</u>	<u>\$ 1,594,238</u>	<u>\$ 1,479,693</u>	<u>\$ 1,685,280</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 FY2007 goals and priorities. The completed goals for the department include:

- Continued participation in regional planning activities.
- Issuance of \$250,000,000 in new construction permits.
- Develop an Economic Statistical Profile as a resource for residents and businesses.
- Preparation of annexation and land use planning strategies.
- Develop and implement a "Distinguished Design Awards Program."

The rapid growth in construction within the City continues to put a strain on the Planning and Development Department. The following benchmarks, goals and priorities are provided for in FY2008:

- Work with a consultant in the development of a Parking Study.
- Issuance of \$250,000,000 in new construction permits.
- Work with Horry County in the development and adoption of a Thoroughfare Plan.
- Work with a consultant in the development of an Atlantic Intracoastal Waterway Corridor Study.
- Continue the development of a "Community Profile."

01-5-521 PLANNING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 435,091	\$ 500,249	\$ 527,170	\$ 502,000	\$ 552,267
012	SALARY, PART-TIME	5,144	-	11,000	11,000	18,375
014	OVERTIME	738	519	1,000	750	-
015	SPECIAL ALLOWANCE	4,500	4,800	5,400	5,400	5,400
021	FICA	32,677	35,556	36,664	34,187	38,804
022	EMPLOYEE RETIREMENT	35,837	37,088	52,817	50,275	55,227
023	EMPLOYEE INSURANCE	42,092	48,466	54,000	54,000	57,000
030	TRAINING	4,174	9,091	11,800	6,500	14,100
040	WORKERS COMPENSATION	4,475	5,521	6,632	7,192	7,818
050	AWARDS	1,738	2,492	3,094	2,379	2,646
	* SUBTOTAL PERSONNEL *	<u>566,466</u>	<u>643,782</u>	<u>709,577</u>	<u>673,683</u>	<u>751,637</u>
111	CLOTHING/UNIFORMS	305	392	300	305	700
111	MATERIALS/SUPPLIES	8,417	7,900	4,000	5,500	8,000
112	OFFICE SUPPLIES	2,527	1,682	3,000	3,000	4,500
113	PRINTING/BINDING	1,291	3,781	8,750	4,250	1,750
120	COMMUNICATIONS	4,465	5,399	5,080	5,075	6,000
130	CONTRACTUAL SERVICES	11,087	11,931	9,511	9,511	11,511
131	REPAIRS/MAINTENANCE	-	-	250	175	250
132	PROFESSIONAL SERVICES	1,411	52,246	2,800	1,500	2,800
140	SUBSCRIPTIONS/DUES	3,029	4,631	7,000	4,750	7,000
141	TRAVEL / BUSINESS	2,213	1,882	1,000	1,000	1,800
142	ADVERTISING	12,510	16,073	10,000	15,000	18,000
150	VEHICLE OPERATIONS	132	327	750	750	750
151	FUEL	938	2,627	2,700	2,700	2,700
	* SUBTOTAL OPERATING *	<u>48,325</u>	<u>108,871</u>	<u>55,141</u>	<u>53,516</u>	<u>65,761</u>
360	MOTOR VEHICLES	<u>14,534</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,000</u>
	* SUBTOTAL CAPITAL *	<u>14,534</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 629,325</u>	<u>\$ 752,653</u>	<u>\$ 764,718</u>	<u>\$ 727,199</u>	<u>\$ 836,398</u>

DIVISION 521 PLANNING

DIVISION NARRATIVE

This division consists of ten (10) 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>	<u>Salary</u>
Director, Planning & Development	1	31	\$ 99,225
Assistant Director, Planning & Development	1	28	80,545
Assistant Zoning Administrator	1	24	56,131
Zoning Enforcement Officer	1	14	33,936
Principal Planner	1	27	69,554
Senior Planner	1	24	56,597
Planner	1	22	47,706
Planning Technician	1	17	43,156
Administrative Assistant I & II	2	15/13	65,417
Longevity	-		-
TOTAL	10		<u>\$ 552,267</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Color Plotter / Scanner for mapping	<u>19,000</u>	380
TOTAL	<u>\$ 19,000</u>	

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 9.4% increase is due to expected growth in personnel, supply and capital expenditures.

01-5-522 BUILDING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 329,700	\$ 348,892	\$ 480,154	\$ 445,000	\$ 498,447
014	OVERTIME	1,490	4,706	5,000	4,750	2,500
021	FICA	23,997	24,878	33,959	31,033	34,565
022	EMPLOYEE RETIREMENT	26,985	26,432	46,090	44,975	50,095
023	EMPLOYEE INSURANCE	34,352	30,686	43,200	42,000	62,700
030	TRAINING	7,921	4,076	12,000	6,000	12,000
040	WORKERS COMPENSATION	4,233	5,816	8,071	8,520	11,121
050	AWARDS	1,017	1,962	2,003	2,246	2,682
	* SUBTOTAL PERSONNEL *	<u>429,695</u>	<u>447,448</u>	<u>630,477</u>	<u>584,524</u>	<u>674,110</u>
110	CLOTHING/UNIFORMS	3,135	3,936	4,400	4,250	5,400
111	MATERIALS/SUPPLIES	32,803	15,315	5,450	5,450	5,450
112	OFFICE SUPPLIES	698	1,337	2,000	3,000	5,000
113	PRINTING/BINDING	6,257	3,260	6,000	3,750	4,000
120	COMMUNICATIONS	7,159	10,957	6,100	6,100	8,500
130	CONTRACTUAL SERVICES	37,542	15,882	29,652	22,500	25,000
131	REPAIRS/MAINTENANCE	-	70	250	75	250
132	PROFESSIONAL SERVICES	209,778	233,128	170,000	145,000	150,000
140	SUBSCRIPTIONS/DUES	1,665	770	1,850	1,850	1,850
141	TRAVEL / BUSINESS	129	283	500	-	500
142	ADVERTISING	2,252	5,590	5,000	4,500	2,500
150	VEHICLE OPERATIONS	1,159	6,216	3,500	3,300	3,000
151	FUEL	5,469	7,521	8,000	7,800	8,000
	* SUBTOTAL OPERATING *	<u>308,046</u>	<u>304,265</u>	<u>242,702</u>	<u>207,575</u>	<u>219,450</u>
360	MOTOR VEHICLES	-	32,188	-	-	-
380	FURN. / OFFICE EQUIPMENT	-	7,110	-	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>39,298</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 737,741</u>	<u>\$ 791,011</u>	<u>\$ 873,179</u>	<u>\$ 792,099</u>	<u>\$ 893,560</u>
LESS OVERHEAD ALLOCATION TO: WATER & SEWER FUND 5%		<u>36,887</u>	<u>39,551</u>	<u>43,659</u>	<u>39,605</u>	<u>44,678</u>
TOTAL NET GENERAL FUND		<u>\$ 700,854</u>	<u>\$ 751,460</u>	<u>\$ 829,520</u>	<u>\$ 752,494</u>	<u>\$ 848,882</u>

DIVISION 522 BUILDING

DIVISION NARRATIVE

This division provides for eleven (11) employees: one Building Official, one Assistant Building Official, seven Master Building Inspectors, one Administrative Assistant 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>	<u>Salary</u>
Building Official	1	27	\$ 65,019
Assistant Building Official	1	23	49,556
Master Building Inspector	6	18	270,119
Master Electrical Inspector	1	18	46,558
Administrative Assistant II	1	15	35,544
Permit Clerk	1	12	29,160
Longevity	-		<u>2,491</u>
TOTAL	11		<u>\$ 498,447</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The slight 2.3% increase is due to expected growth in personnel and supply expenditures.

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GENERAL FUND EXPENDITURES

PUBLIC WORKS

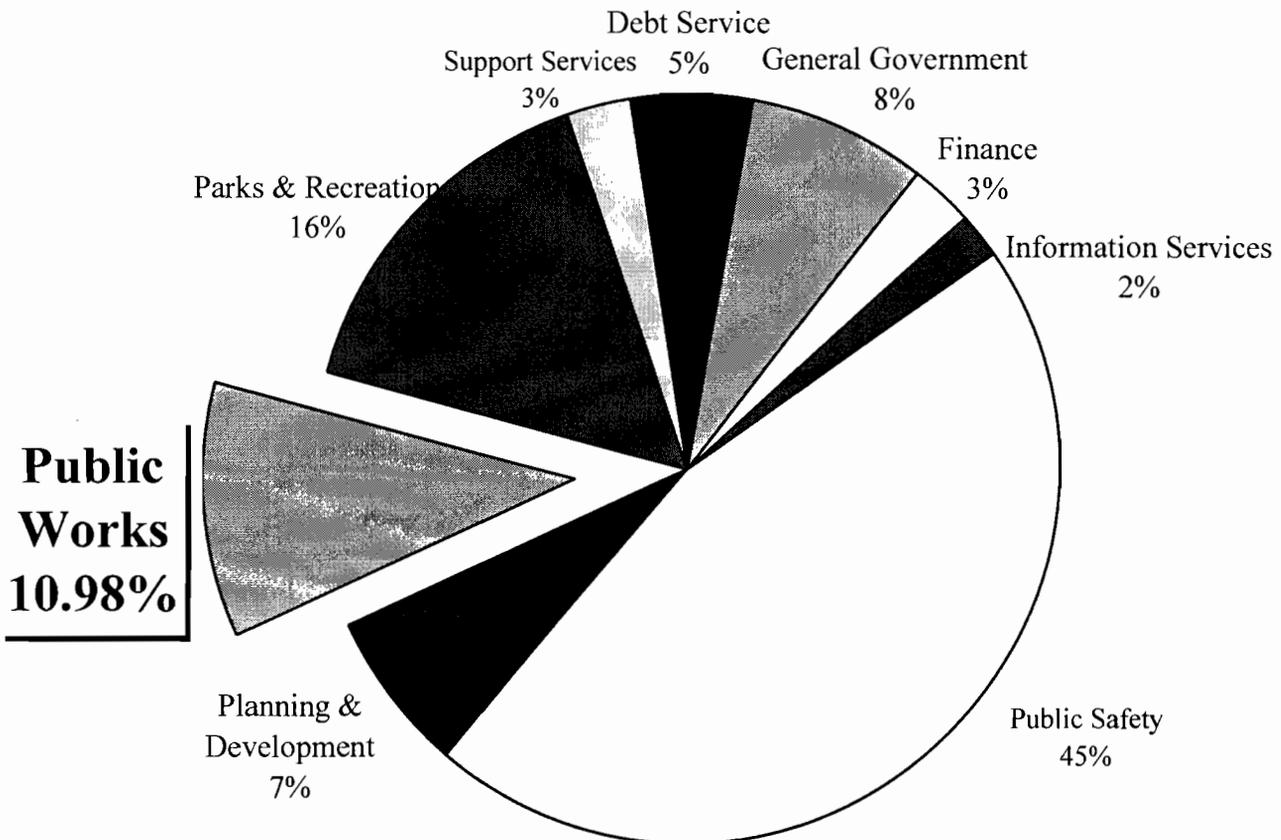
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**GENERAL FUND
PUBLIC WORKS DEPARTMENT**

The Public Works Department includes only the Street and Drainage Division in the General Fund. 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. This year the Division will manage compliance with the HPDES General Permit for stormwater discharges.

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 10.98% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this division make up 5.2% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
PUBLIC WORKS DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
STREETS / DRAINAGE	<u>17</u>	<u>17</u>	<u>18</u> ¹	<u>18</u>	<u>19</u> ²
TOTAL	<u>17</u>	<u>17</u>	<u>18</u>	<u>18</u>	<u>19</u>

Footnotes:

¹ Added 1 Heavy Equipment Operator to run the street sweeper in FY2006.

² Added 1 Stormwater Plan Review Inspector in FY2008.

A summary of expenditures for the past 4 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 will provide \$1,935,534 and the Water and Sewer Fund will provide \$215,059. The overhead rate for the Streets and Drainage Division is 10%.

SUMMARY OF EXPENDITURES
PUBLIC WORKS DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
652	STREETS / DRAINAGE	<u>1,674,678</u>	<u>1,721,085</u>	<u>2,146,717</u>	<u>2,113,236</u>	<u>2,150,593</u>
TOTAL EXPENDITURES		<u>\$ 1,674,678</u>	<u>\$ 1,721,085</u>	<u>\$ 2,146,717</u>	<u>\$ 2,113,236</u>	<u>\$ 2,150,593</u>
PUBLIC WORKS OVERHEAD		<u>(167,468)</u>	<u>(172,108)</u>	<u>(214,672)</u>	<u>(211,324)</u>	<u>(215,059)</u>
NET PUBLIC WORKS		<u>\$ 1,507,210</u>	<u>\$ 1,548,977</u>	<u>\$ 1,932,045</u>	<u>\$ 1,901,912</u>	<u>\$ 1,935,534</u>

**GENERAL FUND
PUBLIC WORKS DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Public Works Department continues to accomplish annual recurring departmental goals and priorities as follows:

- Resurface streets based on priority ranking from the pavement condition survey.
- Install a handicap accessible beach dune walkover.
- Implement EPA Phase II Storm Water Regulations.

Goals and priorities for this upcoming budget continue programs already in place, as well as introducing some new ones. The following benchmarks, goals and priorities are provided for in FY2008:

- Install sidewalks / boardwalks.
 - Lake Avenue in Cherry Grove, Nixon Street, 33rd Avenue South, and Windy Hill Road Extension.
- Resurface streets based on priority ranking from the pavement condition survey.
- Install a handicap accessible beach dune walkover.
- Implement EPA Phase II Storm Water Regulations with the hiring of a Storm Water Plan Review Inspector.
- Monitor, survey and report beach renourishment progress.
- Rebuild North Ocean Boulevard to improve drainage and road condition.
- Pave Water Tower Road from the back gate of Barefoot Landing to the Highway 31 Interchange if annexation of property takes place.
- Continue work on Hillside Drive retention project.
- Continue "Underground Utility Conversion Project."

01-5-652 STREETS/DRAINAGE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 561,312	\$ 615,025	\$ 650,936	\$ 645,000	\$ 735,920
014	OVERTIME	35,656	32,275	30,000	30,000	35,000
021	FICA	42,749	44,785	46,304	45,900	52,423
022	EMPLOYEE RETIREMENT	47,878	48,172	68,094	67,500	73,237
023	EMPLOYEE INSURANCE	87,121	73,854	97,200	92,600	108,300
030	TRAINING	80	-	1,500	100	1,500
040	WORKERS COMPENSATION	27,531	34,096	35,545	37,524	44,713
050	AWARDS	4,931	7,637	7,768	7,500	8,000
	* SUBTOTAL PERSONNEL *	<u>807,258</u>	<u>855,844</u>	<u>937,347</u>	<u>926,124</u>	<u>1,059,093</u>
110	CLOTHING/UNIFORMS	7,970	9,508	10,000	9,600	10,000
111	MATERIALS/SUPPLIES	265,061	229,974	325,820	298,000	330,000
112	OFFICE SUPPLIES	38	174	500	175	500
113	PRINTING AND BINDING	3,500	32	1,500	25	1,500
120	COMMUNICATIONS	22,795	2,734	2,550	2,750	2,750
121	UTILITIES	251,646	307,054	300,000	310,000	330,000
130	CONTRACTUAL SERVICES	20,134	15,890	24,000	24,000	25,000
131	REPAIRS/MAINTENANCE	24,766	80,230	24,000	24,000	30,000
132	PROFESSIONAL SERVICES	8,179	163	1,500	700	1,500
140	SUBSCRIPTIONS/DUES	250	-	500	150	500
141	TRAVEL / BUSINESS	-	-	500	300	250
142	ADVERTISING	895	736	500	1,500	500
150	VEHICLE OPERATIONS	52,489	54,778	40,000	40,000	45,000
151	FUEL	25,306	39,047	35,000	35,000	40,000
152	DAMAGE CLAIMS	2,586	44	-	599	-
	* SUBTOTAL OPERATING *	<u>685,615</u>	<u>740,364</u>	<u>766,370</u>	<u>746,799</u>	<u>817,500</u>
330	ROADS / BRIDGES	-	-	-	-	35,000
360	MOTOR VEHICLES	-	19,649	-	-	89,000
361	HEAVY EQUIPMENT	181,805	64,938	393,000	350,000	150,000
370	NON-MOBIL EQUIPMENT	-	40,290	50,000	90,313	-
	* SUBTOTAL CAPITAL *	<u>181,805</u>	<u>124,877</u>	<u>443,000</u>	<u>440,313</u>	<u>274,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 1,674,678</u>	<u>\$ 1,721,085</u>	<u>\$ 2,146,717</u>	<u>\$ 2,113,236</u>	<u>\$ 2,150,593</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 10%	<u>167,468</u>	<u>172,108</u>	<u>214,672</u>	<u>211,324</u>	<u>215,059</u>
TOTAL NET GENERAL FUND		<u>\$ 1,507,210</u>	<u>\$ 1,548,977</u>	<u>\$ 1,932,045</u>	<u>\$ 1,901,912</u>	<u>\$ 1,935,534</u>

DIVISION 652 STREETS/DRAINAGE

DIVISION NARRATIVE

This division provides for nineteen employees: a Superintendent, a Supervisor, a Stormwater Compliance Manager, four Crew Leaders, three Heavy Equipment Operators, three Maintenance Specialist / MEOs, two 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>	<u>Salary</u>
Superintendent, Streets and Drainage	1	26	\$ 82,299
Supervisor, Streets and Drainage	1	21	59,540
Bridge Crew Leader	1	17	43,869
Stormwater Compliance Manager (added FY2008)	1	15	51,600
Crew Leader I	3	14	120,343
Heavy Equipment Operator (HEO)	3	13	99,744
Maintenance Specialist / Motor Equipment Operator	3	11,12	103,659
Tradesworker	2	9	58,796
Bridge Operator	4	9	111,290
Longevity	-		4,780
TOTAL	19		<u>\$ 735,920</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Barefoot Bridge - construct ladder to wedges on bridge (employee safety)	\$ 35,000	315
Sign Crew Pick-up Truck	35,000	360
Explorer for Superintendent	29,000	360
Truck for Stormwater Plan Review Inspector	25,000	360
16-ton Dump Truck to haul Asphalt (replaces 8-ton)	85,000	361
Flat Bed Dump Truck (replacement)	65,000	361
TOTAL	<u>\$ 274,000</u>	

BUDGET ANALYSIS

This division provides for an increase in the level of service over the previous year's budget. The minimal 0.2% increase is due to the addition of one Stormwater Compliance Manager since DHEC/OCRM will no longer perform this function for us offset by a 38.1% reduction in Capital Outlay.

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GENERAL FUND EXPENDITURES

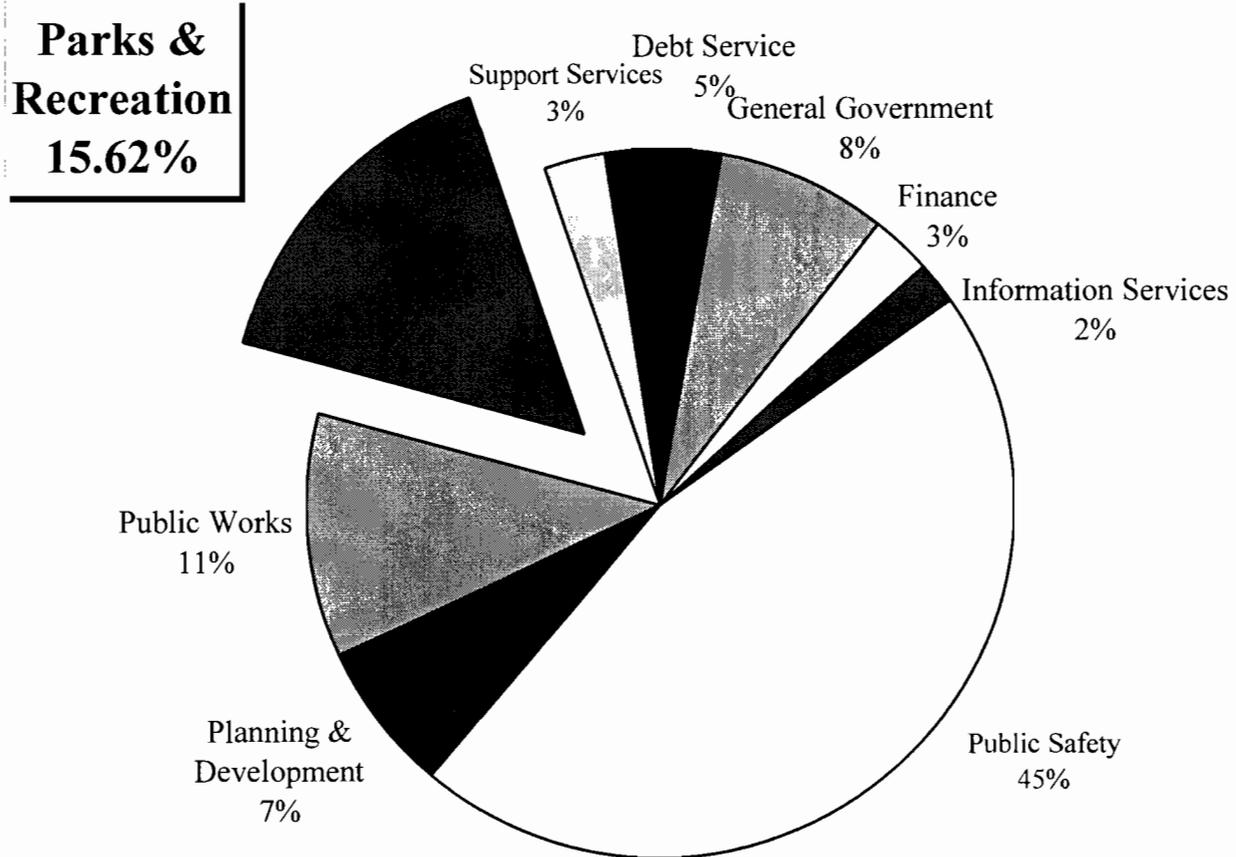
PARKS AND RECREATION

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GENERAL FUND
PARKS AND RECREATION DEPARTMENT

The Parks and Recreation Department includes 3 divisions: Recreation and Parks & Grounds in the General Fund, and the Aquatic & Fitness Center Fund. The department supervises a wide range of recreational activities for all ages as well as the maintenance and care of City grounds, park facilities, and beach accesses, and the operations of 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 15.62% of the overall resources appropriated in the General Fund for FY2008. This is higher than normal due a large Capital Outlay for Recreation Center expansion being transferred out to the Capital Improvements Fund.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 4.6% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
PARKS AND RECREATION DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
RECREATION	6	6	5 ¹	6 ²	6
PARKS AND GROUNDS	<u>9</u>	<u>9</u>	<u>9</u>	<u>10</u> ³	<u>11</u> ⁴
TOTAL	<u>15</u>	<u>15</u>	<u>14</u>	<u>16</u>	<u>17</u>

Footnotes:

- ¹ Transferred out Aquatic/Fitness Center Director to the Aquatic Center Fund in FY2006 as facility neared completion.
- ² Added 1 Administrative Assistant to Recreation in FY2007.
- ³ Added 1 Parks & Grounds Maintenance Technician in FY2007.
- ⁴ Added 1 Tree Maintenance Technician in FY2008.

A summary of expenditures for the past 4 years of this department is provided below. This department has no overhead allocation and therefore is totally funded by the General Fund revenues. The General Fund will provide \$2,294,168 to fund this department.

SUMMARY OF EXPENDITURES
PARKS AND RECREATION DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
741	RECREATION	707,315	701,393	881,621	837,936	782,657
754	PARKS / GROUNDS	<u>864,664</u>	<u>1,075,693</u>	<u>1,446,013</u>	<u>1,459,486</u>	<u>1,511,511</u>
TOTAL PARKS AND RECREATION		<u>\$ 1,571,979</u>	<u>\$ 1,777,086</u>	<u>\$ 2,327,634</u>	<u>\$ 2,297,422</u>	<u>\$ 2,294,168</u>

**GENERAL FUND
PARKS AND RECREATION DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The goals and priorities set forth in the FY2007 budget are underway and being accomplished as follows:

- Provide continuous funding for Parks Improvements in Heritage Shores Park and the Russell Burgess Coastal Preserve.
- Build new beach accesses along the ocean front.
- Plan for expansion of Recreation Center to include new offices and gym.

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 FY2008.

- Provide continuous funding for Parks Improvements in Heritage Shores Park, Russell Burgess Coastal Preserve, and other various parks.
- Build new beach accesses along the ocean front.
- Finalize plans for the expansion of the J. Bryan Floyd Community Center to include new offices and a gymnasium and begin construction during the fiscal year.
- Continue to expand lifelong learning classes.

01-5-741 RECREATION

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 272,795	\$ 221,795	\$ 269,396	\$ 262,500	\$ 284,370
012	SALARY, PART-TIME	16,706	13,510	31,002	19,950	40,000
014	OVERTIME	407	366	2,000	400	500
015	SPECIAL ALLOWANCE	4,500	4,800	4,800	5,400	5,400
021	FICA	21,462	16,523	20,865	19,489	22,416
022	EMPLOYEE RETIREMENT	22,176	16,606	25,783	23,625	28,487
023	EMPLOYEE INSURANCE	31,564	24,896	32,400	30,200	39,900
030	TRAINING	1,292	1,292	4,700	4,700	6,500
040	WORKERS COMPENSATION	3,517	3,388	3,472	3,665	5,328
050	AWARDS	1,007	1,123	1,853	1,949	1,621
	* SUBTOTAL PERSONNEL *	<u>375,426</u>	<u>304,299</u>	<u>396,271</u>	<u>371,878</u>	<u>434,522</u>
110	CLOTHING/UNIFORMS	1,295	1,182	1,000	1,000	500
111	MATERIALS/SUPPLIES	115,427	100,926	112,000	105,000	107,000
112	OFFICE SUPPLIES	2,274	1,550	2,000	3,000	3,000
113	PRINTING/BINDING	1,113	14,073	15,000	14,500	16,000
120	COMMUNICATIONS	1,146	10,741	11,920	11,500	14,800
130	CONTRACTUAL SERVICES	66,756	71,175	70,000	70,000	120,000
131	REPAIRS/MAINTENANCE	102,267	49,323	-	1,500	1,000
132	PROFESSIONAL SERVICES	5,899	1,540	-	346	-
133	CLEAN CITY COMMITTEE	22,161	13,992	28,650	22,500	28,650
136	MUSEUM	-	7,846	30,000	15,000	30,000
140	SUBSCRIPTIONS/DUES	1,760	4,317	3,680	3,680	4,185
141	TRAVEL / BUSINESS	5,008	4,753	6,400	6,551	8,500
142	ADVERTISING	3,591	6,419	700	1,750	12,000
150	VEHICLE OPERATIONS	594	(57)	2,000	500	1,000
151	FUEL	466	736	2,000	1,500	1,500
152	DAMAGE CLAIMS	2,132	15,268	-	-	-
	* SUBTOTAL OPERATING *	<u>331,889</u>	<u>303,784</u>	<u>285,350</u>	<u>258,327</u>	<u>348,135</u>
321	BUILDING IMPROVEMENTS	-	-	200,000	200,000	-
380	FURN. / OFFICE EQUIPMENT	-	93,310	-	7,731	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>93,310</u>	<u>200,000</u>	<u>207,731</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 707,315</u>	<u>\$ 701,393</u>	<u>\$ 881,621</u>	<u>\$ 837,936</u>	<u>\$ 782,657</u>

DIVISION 741 RECREATION

DIVISION NARRATIVE

This division provides for six full-time employees: a Parks and Recreation Director, a Community Center/Special Events Director, an Athletic Director, a Recreation Coordinator, an Administrative Assistant, 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 Community Center/Special Events Director is responsible for the day to day operation of the J. Bryan Floyd Community Center and the coordination of community special events such as the Easter Egg Hunt, the Christmas Events 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. The Community Center/Special Events Director supervises three part-time Recreation Leaders who provide staff support for all recreation programs.

The Athletic Director is responsible for the department's sports programs. This individual oversees the youth baseball and softball, adult softball, youth soccer, youth flag and tackle football programs and the youth basketball programs.

The Recreation Coordinator oversees the development and operation of recreation instructional programs, cultural programs and programs for senior citizens. The Administrative Assistant and the Secretary/Receptionist provide administrative and clerical support for the entire Parks and Recreation Department. These individuals provide data input and handle customer inquiries.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Parks and Recreation Director	1	31	\$ 86,834
Community Center/Special Events Director	1	18	56,737
Athletic Director	1	18	40,604
Recreation Coordinator	1	16	40,331
Administrative Assistant I	1	13	31,424
Secretary/Receptionist-Recreation	1	10	25,303
Longevity	-		<u>3,137</u>
TOTAL	6		<u>\$ 284,370</u>

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The 11.2% decrease is due to expected growth in personnel and supply expenditures, offset by a \$200,000 reduction in Capital Outlay over last year.

01-5-754 PARKS AND GROUNDS

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 309,855	\$ 322,219	\$ 360,135	\$ 360,135	\$ 408,410
012	SALARY, PART-TIME	47,630	53,764	43,888	43,888	52,208
014	OVERTIME	12,243	11,639	9,315	12,000	12,000
021	FICA	26,438	26,287	28,520	28,706	32,611
022	EMPLOYEE RETIREMENT	25,560	24,798	36,945	35,353	42,041
023	EMPLOYEE INSURANCE	43,767	38,970	54,000	53,500	62,700
030	TRAINING	2,588	3,423	7,000	4,500	5,000
040	WORKERS COMPENSATION	10,116	11,678	10,763	15,000	17,581
050	AWARDS	3,028	4,302	4,347	3,500	4,810
	* SUBTOTAL PERSONNEL *	<u>481,225</u>	<u>497,080</u>	<u>554,913</u>	<u>556,582</u>	<u>637,361</u>
110	CLOTHING/UNIFORMS	6,182	6,248	8,000	6,500	8,000
111	MATERIALS/SUPPLIES	142,319	132,013	124,600	124,600	125,000
112	OFFICE SUPPLIES	73	92	250	250	-
113	PRINTING/BINDING	-	-	250	100	-
120	COMMUNICATIONS	721	2,903	3,050	3,050	3,100
130	CONTRACTUAL SERVICES	62,849	137,153	127,000	127,000	140,000
131	REPAIRS/MAINTENANCE	68,441	57,775	50,000	50,000	39,000
132	PROFESSIONAL SERVICES	979	1,302	2,000	1,400	1,500
133	TREE CITY COMMITTEE	-	-	-	-	5,000
140	SUBSCRIPTIONS/DUES	1,255	2,620	1,550	1,550	1,450
141	TRAVEL / BUSINESS	1,604	897	2,000	1,200	2,000
142	ADVERTISING	1,049	2,706	400	400	300
150	VEHICLE OPERATIONS	41,864	24,320	25,000	25,000	25,000
151	FUEL	13,355	21,230	24,500	22,500	24,500
152	DAMAGE CLAIMS	3,789	-	-	-	-
	* SUBTOTAL OPERATING *	<u>344,480</u>	<u>389,259</u>	<u>368,600</u>	<u>363,550</u>	<u>374,850</u>
302	PARK IMPROVEMENTS	-	102,466	510,000	510,000	360,000
360	MOTOR VEHICLES	38,959	49,860	-	-	56,600
361	HEAVY EQUIPMENT	-	26,692	12,500	-	76,700
370	NON-MOBIL EQUIPMENT	-	10,336	-	29,354	6,000
	* SUBTOTAL CAPITAL *	<u>38,959</u>	<u>189,354</u>	<u>522,500</u>	<u>539,354</u>	<u>499,300</u>
	** TOTAL EXPENDITURES **	<u>\$ 864,664</u>	<u>\$ 1,075,693</u>	<u>\$ 1,446,013</u>	<u>\$ 1,459,486</u>	<u>\$ 1,511,511</u>

DIVISION 754 PARKS AND GROUNDS

DIVISION NARRATIVE

This division provides for eleven full-time employees: a Public Grounds Superintendent, two Crew Leaders, two Heavy Equipment Operators, a Facilities and Amenities Maintenance Specialist, a Tree Maintenance Technician, three Landscape Technicians, and a Public Grounds Maintenance Worker. There are also 2 permanent part-time Landscape Technicians included in this division. This division is responsible for primary maintenance services of public grounds. These services include maintenance at public beach accesses, recreational ball fields, parks and grounds, medians and right-of-ways, utility areas, public parking lots, in addition to landscaping/beautification projects and structural repairs to municipal property.

Under the direction of the Superintendent, this division supplies materials and necessary labor to carry out beach maintenance such as dune walkover repairs and dune stabilization practices. Included is an integrated recreational activities and maintenance program relating to all sporting and special events.

This division also includes additional funds for advancing horticultural practices through professional associations and training.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Public Grounds Superintendent	1	25	\$ 68,733
Crew Leader I	2	14	78,814
Heavy Equipment Operator (HEO)	2	13	73,482
Facilities and Amenities Maintenance Specialist	1	13	38,711
Tree Maintenance Technician	1	new	27,150
Landscape Technician	3	12	97,442
Public Grounds Maintenance Worker	1	9	24,078
Longevity	-		-
TOTAL	11		<u>\$ 408,410</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Playground Resurfacing - McLean Park (safety concerns, ADA access)	\$ 102,000	302
Play Equipment - McLean Park (partial funding from A-Tax)	110,000	302
Heritage Shores & Boat Ramp Parking - permeable pavers	38,000	302
Burgess Preserve Pier	110,000	302
F150 1/2 ton Pick-up (replaces #7485)	19,500	360
F250 3/4 ton Pick-up with Dump (replaces #7472)	24,200	360
Spray Rig for consistent pesticide application	6,400	360
Enclosed Landscape Trailer (transport & storage of equipment)	6,500	360
Fairway Mower (replaces unit PG040)	32,700	361
Mulch Blower for use in all the parks	44,000	361
Scoreboard (replacement on Central Park field)	<u>6,000</u>	370
TOTAL	<u>\$ 499,300</u>	

BUDGET ANALYSIS

This division provides for an increase in the level of service over the previous year's budget. The 20.5% increase is due to adding a Maintenance Technician and an increase in Capital Outlay as listed above.

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GENERAL FUND EXPENDITURES

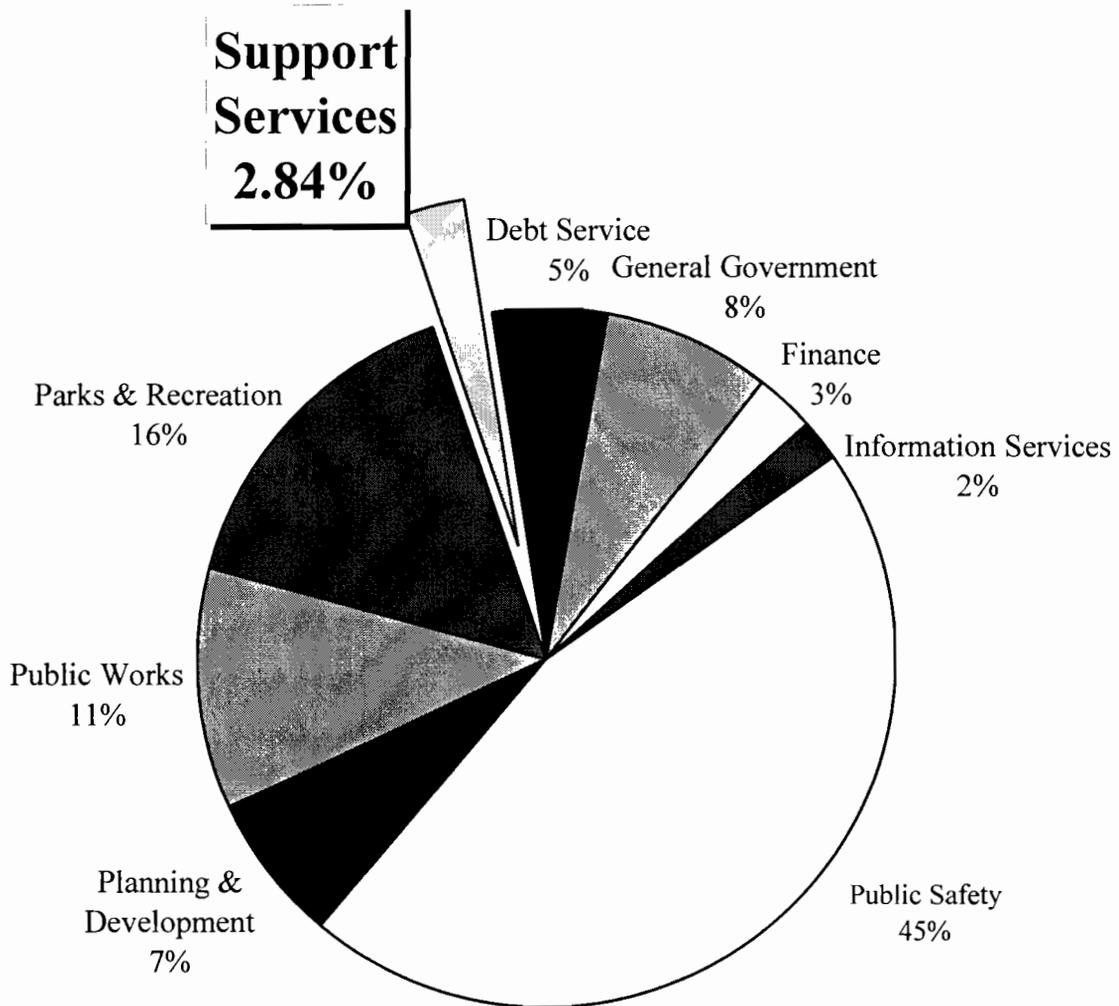
SUPPORT SERVICES

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GENERAL FUND
SUPPORT SERVICES DEPARTMENT

The Support Services Department includes 3 divisions: Purchasing, Fleet Maintenance, and Custodial/Facilities Maintenance. These divisions are under the supervision of the Assistant City Manager. The primary function of the Support Services Department is to oversee purchasing, inventory, fleet maintenance, fleet acquisition, and maintenance of City facilities.

The chart below shows the portion of General Fund Expenditures allocated to the Support Services Department, which reflects 2.84% of the overall resources appropriated in the General Fund for FY2008.



Following is the five-year history of employees assigned to this department by division. The employees in this department make up 4.9% of the entire work force for the City.

FISCAL YEAR ENDING JUNE 30, 2008
Regular Employees
SUPPORT SERVICES DEPARTMENT

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008</u>
PURCHASING	6	6	7 ¹	7	7
FLEET MAINTENANCE	5	5	5	5	6 ²
CUSTODIAL/FACILITIES MAINTENANCE	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	<u>5</u> ³
T O T A L	<u>15</u>	<u>15</u>	<u>16</u>	<u>16</u>	<u>18</u>

Footnotes:

¹ Added 1 Warehouse Clerk in FY2006.

² Added 1 Mechanic in FY2008.

³ Added 1 Facility Maintenance Technician in FY2008.

A summary of expenditures for the past 4 years of this department is provided below. Total expenditures include all amounts required from both the General Fund, the Water and Sewer Fund, the Solid Waste Fund, and the Aquatic Center Fund to accomplish the level of services and goals for this department. The General Fund will provide \$694,745, the Water and Sewer Fund \$441,453, the Solid Waste Fund \$124,874, the Beach Services Fund \$22,572, and the Aquatic Center Fund \$34,699. The Water and Sewer Fund, Solid Waste Fund, and Aquatic Center Fund record their share of these three divisions as an overhead allocation and not as direct charges to individual object codes like it does for divisions directly assigned to it. The overhead rates for these divisions are 51%, 4%, 1% and 4% respectively for the Purchasing Division, 16%, 20%, 4% and zero respectively for the Fleet Maintenance Division, and 33.3%, 4%, and 4% respectively for Custodial/Facilities Maintenance Division.

SUMMARY OF EXPENDITURES
SUPPORT SERVICES DEPARTMENT

DIV. NO.	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
822	PURCHASING	348,038	385,574	427,147	398,910	453,714
832	FLEET MAINTENANCE	312,319	310,864	344,434	324,636	450,874
842	CUSTODIAL/FACILITIES MAINT.	<u>226,027</u>	<u>393,730</u>	<u>351,000</u>	<u>338,911</u>	<u>413,755</u>
TOTAL EXPENDITURES		<u>\$ 886,384</u>	<u>\$ 1,090,168</u>	<u>\$ 1,122,581</u>	<u>\$ 1,062,457</u>	<u>\$ 1,318,343</u>
SUPPORT SERVICES OVERHEAD		<u>(411,202)</u>	<u>(502,142)</u>	<u>(521,093)</u>	<u>(492,310)</u>	<u>(623,598)</u>
NET SUPPORT SERVICES		<u>\$ 475,182</u>	<u>\$ 588,026</u>	<u>\$ 601,488</u>	<u>\$ 570,147</u>	<u>\$ 694,745</u>

**GENERAL FUND
SUPPORT SERVICES DEPARTMENT**

Performance Benchmarks, Goals and Priorities

The Support Services Department continues to work toward the accomplishment of its FY2007 goals:

- Continue internet sales as well as the annual surplus sale of equipment during April. Sales should generate \$50,000 in revenue for the Capital Improvement Fund.
- Provide control over building maintenance issues.
- Expand custodial services to include the 68,000 square foot Aquatic and Fitness Center.

As in other departments, new goals and priorities have been established for FY2008. The following benchmarks, goals and priorities outline the more significant goals for the Support Services Department:

- Monitor building maintenance issues and expenditures.
- Continue to sell surplus property on line to increase revenues.
- Explore the new Centralized Purchasing software system.

01-5-822 PURCHASING

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 252,932	\$ 255,829	\$ 295,668	\$ 280,000	\$ 311,776
014	OVERTIME	3,654	1,696	4,214	2,500	2,000
021	FICA	18,281	18,167	19,792	18,645	20,709
022	EMPLOYEE RETIREMENT	20,817	19,339	29,988	26,838	29,809
023	EMPLOYEE INSURANCE	29,171	25,756	32,400	32,400	39,900
030	TRAINING	3,027	2,165	8,025	4,500	8,850
040	WORKERS COMPENSATION	5,050	7,047	6,238	6,586	8,158
050	AWARDS	1,372	2,076	2,821	2,131	3,137
	* SUBTOTAL PERSONNEL *	<u>334,304</u>	<u>332,075</u>	<u>399,146</u>	<u>373,600</u>	<u>424,339</u>
110	CLOTHING/UNIFORMS	1,040	1,270	926	900	1,050
111	MATERIALS/SUPPLIES	3,752	8,808	9,000	9,000	9,000
112	OFFICE SUPPLIES	2,659	928	1,500	1,500	1,500
113	PRINTING/BINDING	861	347	750	500	750
120	COMMUNICATIONS	767	2,447	4,000	2,750	4,000
130	CONTRACTUAL SERVICES	790	2,333	2,675	2,350	2,500
131	REPAIRS/MAINTENANCE	118	1,065	2,500	1,000	2,500
132	PROFESSIONAL SERVICES	-	823	-	35	-
140	SUBSCRIPTIONS/DUES	993	831	975	975	1,075
141	TRAVEL / BUSINESS	682	1,113	500	500	500
142	ADVERTISING	694	13,558	3,000	3,000	3,000
150	VEHICLE OPERATIONS	159	498	600	600	1,000
151	FUEL	1,219	2,562	1,575	2,200	2,500
	* SUBTOTAL OPERATING *	<u>13,734</u>	<u>36,583</u>	<u>28,001</u>	<u>25,310</u>	<u>29,375</u>
360	MOTOR VEHICLES	-	16,916	-	-	-
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>16,916</u>	<u>-</u>	<u>-</u>	<u>-</u>
	** TOTAL EXPENDITURES **	<u>\$ 348,038</u>	<u>\$ 385,574</u>	<u>\$ 427,147</u>	<u>\$ 398,910</u>	<u>\$ 453,714</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 51%	177,499	196,643	217,845	203,445	231,394
	SOLID WASTE FUND 4%	27,843	15,423	17,086	15,956	18,149
	BEACH SERVICES FUND 1%	-	-	-	-	4,537
	AQUATIC CENTER FUND 4%	-	15,423	17,086	15,956	18,149
	**LESS OVERHEAD TOTAL **	<u>205,342</u>	<u>227,489</u>	<u>252,017</u>	<u>235,357</u>	<u>272,229</u>
TOTAL NET GENERAL FUND		<u>\$ 142,696</u>	<u>\$ 158,085</u>	<u>\$ 175,130</u>	<u>\$ 163,553</u>	<u>\$ 181,485</u>

DIVISION 822 PURCHASING

DIVISION NARRATIVE

This division provides for seven employees: a Support Services Supervisor, a Materials & Facilities Supervisor, two Buyers, a Procurement Clerk, a Materials and Inventory Technician, and a Warehouse Clerk . This division is responsible for most purchases for the City and receives, issues, and stores inventory at its central warehouse facility. The Support Services Supervisor is also responsible for the City's Fleet Maintenance and Custodial/Facilities Maintenance divisions.

The Materials and Facilities Supervisor receives, issues, stores, and maintains the inventory, as well as issues keys to the City's gas pump system, maintains the system, and supervises the Custodial/Facilities Maintenance division, and the custodial staff for the Aquatic Center that is charged directly to that Fund. The Inventory Management Technician and Warehouse Clerk assists the Materials and Facilities Supervisor.

The Buyers are responsible for small dollar purchases less than \$10,000 in value and prepares purchase orders.

The Procurement Clerk assists the purchasing staff in all duties.

This division also handles 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>	<u>Salary</u>
Support Services Supervisor	1	27	\$ 64,889
Materials & Facilities Supervisor	1	21	58,244
Buyer	2	14	73,822
Procurement Clerk	1	13	41,650
Materials and Inventory Technician	1	13	36,468
Warehouse Clerk	1	11	29,191
Longevity	-		<u>7,512</u>
TOTAL	7		<u>\$ 311,776</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 expected growth in personnel and supply expenditures.

01-5-832 FLEET MAINTENANCE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 199,639	\$ 208,660	\$ 220,095	\$ 210,000	\$ 254,112
014	OVERTIME	2,408	1,267	4,000	1,750	9,180
021	FICA	14,344	14,571	15,463	14,611	18,167
022	EMPLOYEE RETIREMENT	16,652	15,292	23,978	19,058	25,803
023	EMPLOYEE INSURANCE	24,548	22,446	27,000	27,000	34,200
030	TRAINING	815	6,695	5,000	5,000	6,550
040	WORKERS COMPENSATION	6,657	7,849	8,833	9,523	10,216
050	AWARDS	1,227	1,533	2,289	1,533	3,021
	* SUBTOTAL PERSONNEL *	<u>266,290</u>	<u>278,313</u>	<u>306,658</u>	<u>288,475</u>	<u>361,249</u>
110	CLOTHING/UNIFORMS	3,368	3,399	4,500	3,500	6,000
111	MATERIALS/SUPPLIES	16,767	12,998	13,092	13,000	18,000
112	OFFICE SUPPLIES	54	200	250	200	350
113	PRINTING/BINDING	247	398	800	811	900
120	COMMUNICATIONS	81	629	709	650	1,900
130	CONTRACTUAL SERVICES	10,957	5,597	5,400	5,350	5,400
131	REPAIRS/MAINTENANCE	8,176	1,466	5,600	5,600	5,600
140	SUBSCRIPTIONS/DUES	1,390	2,300	1,350	1,350	1,350
141	TRAVEL / BUSINESS	365	289	200	200	1,000
150	VEHICLE OPERATIONS	2,215	2,046	2,500	2,250	3,500
151	FUEL	2,409	3,229	3,375	3,250	5,625
152	DAMAGE CLAIMS	-	-	-	-	-
	* SUBTOTAL OPERATING *	<u>46,029</u>	<u>32,551</u>	<u>37,776</u>	<u>36,161</u>	<u>49,625</u>
360	MOTOR VEHICLES	-	-	-	-	40,000
	* SUBTOTAL CAPITAL *	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,000</u>
	** TOTAL EXPENDITURES **	<u>\$ 312,319</u>	<u>\$ 310,864</u>	<u>\$ 344,434</u>	<u>\$ 324,636</u>	<u>\$ 450,874</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 16%	49,971	49,738	55,109	51,942	72,140
	SOLID WASTE FUND 20%	62,464	62,173	68,887	64,927	90,175
	BEACH SERVICES FUND 4%	-	-	-	-	18,035
	**LESS OVERHEAD TOTAL **	<u>112,435</u>	<u>111,911</u>	<u>123,996</u>	<u>116,869</u>	<u>180,350</u>
TOTAL NET GENERAL FUND		<u>\$ 199,884</u>	<u>\$ 198,953</u>	<u>\$ 220,438</u>	<u>\$ 207,767</u>	<u>\$ 270,524</u>

DIVISION 832 FLEET MAINTENANCE

DIVISION NARRATIVE

This division provides for six employees: a Fleet Management Superintendent, and five 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>	<u>Salary</u>
Fleet Management Superintendent	1	25	\$ 72,750
Mechanic	5	14	181,362
Longevity	-		-
TOTAL	6		<u>\$ 254,112</u>

DETAIL OF CAPITAL OUTLAY

<u>Description</u>	<u>Amount</u>	<u>Code</u>
Two (2) Sedans for loaner vehicle fleet (increasing it to 3 vehicles)	<u>\$ 40,000</u>	360
TOTAL	<u>\$ 40,000</u>	

BUDGET ANALYSIS

This division provides for an increase in the level of service as the previous year's budget. The 24.5% increase is due to adding one Mechanic and increases in supply expenditures and Capital Outlay.

01-5-842 CUSTODIAL / FACILITIES MAINTENANCE

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 87,854	\$ 92,418	\$ 100,355	\$ 100,355	\$ 145,709
012	SALARY, PART-TIME	-	-	5,120	-	5,120
014	OVERTIME	5,597	3,929	5,280	4,200	5,625
021	FICA	7,001	7,037	7,642	7,214	10,795
022	EMPLOYEE RETIREMENT	7,720	7,258	9,507	8,364	14,377
023	EMPLOYEE INSURANCE	19,505	17,953	21,600	21,600	28,500
030	TRAINING	-	-	1,000	-	1,000
040	WORKERS COMPENSATION	1,178	1,617	1,816	1,917	2,566
050	AWARDS	981	1,096	1,526	1,586	2,158
	* SUBTOTAL PERSONNEL *	<u>129,836</u>	<u>131,308</u>	<u>153,846</u>	<u>145,236</u>	<u>215,850</u>
110	CLOTHING/UNIFORMS	1,493	1,755	2,500	1,800	2,500
111	MATERIALS/SUPPLIES	29,420	50,697	25,003	24,000	27,530
120	COMMUNICATIONS	129	1,230	1,226	1,225	1,800
130	CONTRACTUAL SERVICES	7	-	375	-	375
131	REPAIRS/MAINTENANCE	63,457	205,320	164,100	164,000	160,000
142	ADVERTISING	-	-	500	-	500
150	VEHICLE OPERATIONS	332	1,794	750	650	2,200
151	FUEL	1,353	1,626	2,700	2,000	3,000
	* SUBTOTAL OPERATING *	<u>96,191</u>	<u>262,422</u>	<u>197,154</u>	<u>193,675</u>	<u>197,905</u>
	** TOTAL EXPENDITURES **	<u>\$ 226,027</u>	<u>\$ 393,730</u>	<u>\$ 351,000</u>	<u>\$ 338,911</u>	<u>\$ 413,755</u>
LESS OVERHEAD ALLOCATION TO:						
	WATER & SEWER FUND 33%	75,343	131,244	117,000	112,972	137,919
	SOLID WASTE FUND 4%	18,082	15,749	14,040	13,556	16,550
	AQUATIC CENTER FUND 4%	-	15,749	14,040	13,556	16,550
	**LESS OVERHEAD TOTAL **	<u>93,425</u>	<u>162,742</u>	<u>145,080</u>	<u>140,084</u>	<u>171,019</u>
TOTAL NET GENERAL FUND		<u>\$ 132,602</u>	<u>\$ 230,988</u>	<u>\$ 205,920</u>	<u>\$ 198,827</u>	<u>\$ 242,736</u>

DIVISION 842 CUSTODIAL / FACILITIES MAINTENANCE

DIVISION NARRATIVE

This division provides for five employees: a Facility/Maintenance Technician, a Lead Custodian and three Custodians. This service has been provided in-house since FY2003 because it was no longer cost-effective to hire 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 except the Jail and Recreation Center. A part-time Custodian is used to maintain the public restrooms at the beach and in the Parks.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Facility/Maintenance Technician	1	new	\$ 40,000
Lead Custodian	1	9	26,490
Custodian	3	8	76,350
Longevity	-		<u>2,869</u>
TOTAL	5		<u>\$ 145,709</u>

BUDGET ANALYSIS

This division provides for an increased level of service. A Facility/Maintenance Technician was added for FY2008 because it has become more cost effective to do this in-house. The 17.9% increase is due to expected growth in personnel expenditures.

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GENERAL FUND EXPENDITURES

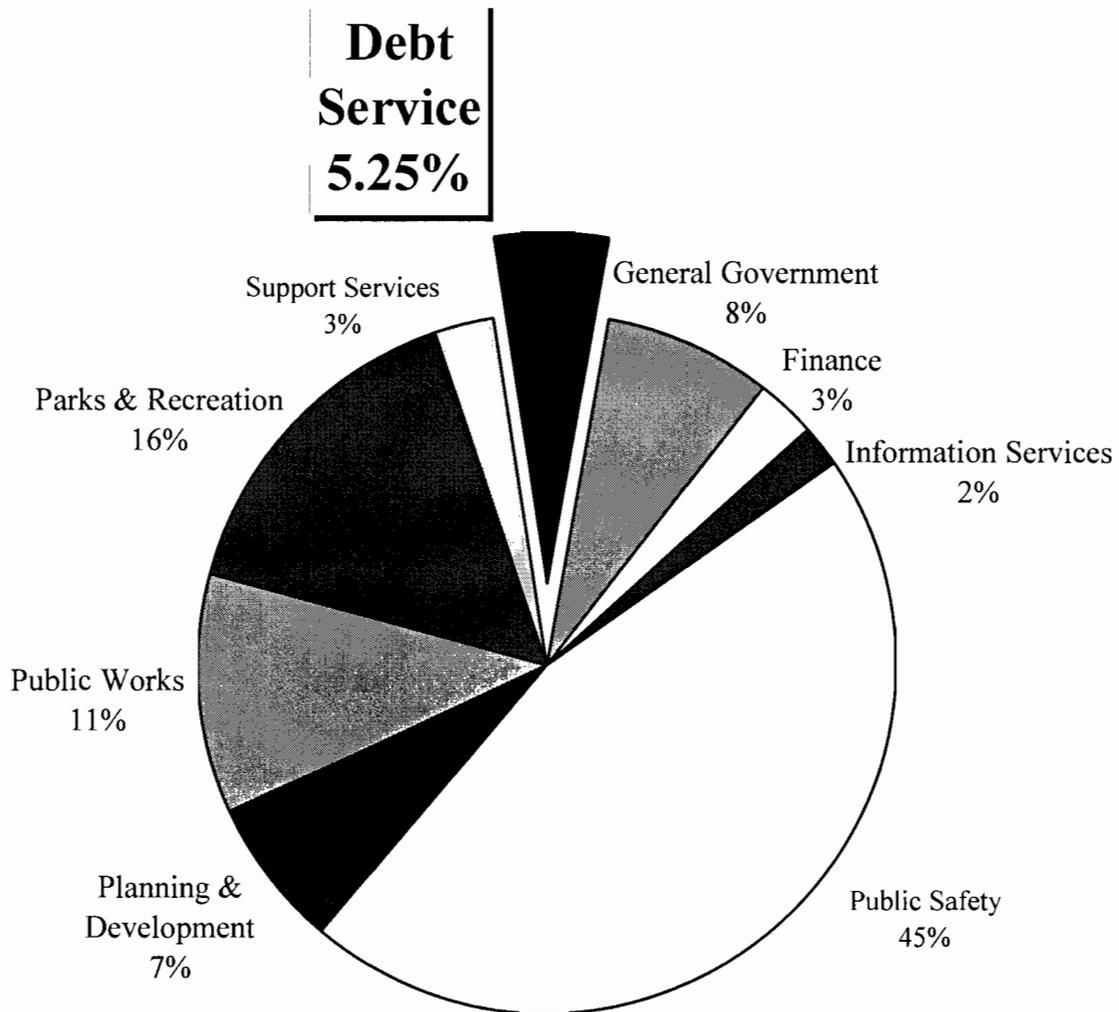
DEBT SERVICE and OTHER FINANCING USES

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**GENERAL FUND
DEBT SERVICE DEPARTMENT**

The Debt Service Department includes principal and interest payments, as well as agent fees for General Obligation Debt. The City of North Myrtle Beach does not maintain a Debt Service Fund for General Obligation Debt since there is no obligation to accumulate funds for debt service. 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 5.25% of the overall resources appropriated in the General Fund for FY2008.



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 4 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, 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, 2008
01-5-911 DEBT SERVICE
DETAIL OF EXPENDITURES**

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
410	DEBT/PRINCIPAL	\$ 1,060,000	\$ 1,124,000	\$ 1,031,150	\$ 1,124,000	\$ 1,072,264
415	DEBT/INTEREST	263,199	200,433	235,550	200,433	189,046
420	AGENTS FEES	<u>780</u>	<u>4,208</u>	<u>20,000</u>	<u>1,000</u>	<u>20,000</u>
TOTAL NET DEBT SERVICE		<u>\$ 1,323,979</u>	<u>\$ 1,328,641</u>	<u>\$ 1,286,700</u>	<u>\$ 1,325,433</u>	<u>\$ 1,281,310</u>

Performance Benchmarks, Goals & Priorities

The City entered into 5-year lease agreement with BB&T Bank during FY2006. The lease was in the amount of \$1,975,000 for the Motorola Audio upgrade. Annual debt service on this lease will be around \$500,000 per year.

During FY2001, the City issued \$4.7 million General Obligation Bonds for Phase III of the Municipal Complex. The building was completed during FY2002.

DIVISION 911 DEBT SERVICE

DIVISION NARRATIVE

Overview of Debt Policies

Debt service payments for the General Fund have grown to less than 6% of the total General Fund expenditures. This percentage of overall expenditures is at a relatively high level in recent history. However, this debt has easily been absorbed due to growth in the General Fund Revenues.

The last general obligation bond issue was sold in FY2001 in order to provide funding for the Municipal Complex. The bond issue totaled \$4.7 million with a 10-year repayment schedule. Even though these bonds were the largest General Obligation issue in the City's history, it has had little impact on the City's overall financial position, since we are still well under our debt limit.

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 assess value in North Myrtle Beach is 6.0% of market value. The debt limit for North Myrtle Beach for FY2007 is estimated at \$18,935,574 which is extremely low compared to the City's approximate market value of \$3,944,911,300. The table below provides for the City's FY2008 Legal Debt Margin. The limitation imposed by the Constitution of the State of South Carolina has played a role in keeping debt service payments at a low level.

COMPUTATION OF LEGAL DEBT MARGIN

JULY 1, 2007

ASSESSED VALUATION	<u>\$236,694,678</u>
Maximum General Obligation Debt Limit to 8% of Total Assessed Valuation	<u>\$18,935,574</u>
Outstanding Bonds Chargeable to Debt Limit	<u>\$2,588,000</u>
LEGAL DEBT LIMIT MARGIN - JULY 1, 2007	<u>\$16,347,574</u>

Another factor that has contributed to holding down annual debt service expenditures is the ongoing policy to fund infrastructure improvements and capital purchases on a pay-as-you-go basis. This financing methodology has seen the construction of three City parks, numerous oceanfront improvements, highway medians, 27 miles of paved streets and related storm drainage and over \$10 million in vehicles and equipment. In fact, \$1,695,378 in capital and infrastructure is budgeted in the General Fund for FY2008.

Short-Term Debt

The City maintains adequate fund balances to avoid tapping into the short-term note market to provide for operating funds. A minimum undesignated fund balance of 35% is maintained to provide cash resources to fund necessary services during low-revenue months at the beginning of the fiscal year. The undesignated fund balance for July 2007 is estimated to be nearly \$12 million, or 49% of FY2008 expenditures.

Existing Debt

The following table lists the outstanding General Obligation Bonds and the lease purchase obligation as of July 1, 2007.

<u>General Obligation Bond</u>	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Outstanding JULY 1, 2007</u>	<u>Final Due Date</u>
Refunding	02/03/1992	5.25 - 7.25%	\$ 883,000	02/01/2012
Municipal Building Phase III	10/01/2000	5.31%	1,705,000	03/01/2010
BB&T Lease Purchase	03/15/2006	3.99%	<u>1,610,287</u>	03/15/2011
		TOTAL	<u>\$ 4,198,287</u>	

Annual debt service requirements for the above General Obligation Bonds to maturity are summarized below:

<u>Fiscal Year</u>	<u>Interest Requirement</u>	<u>Principal Requirement</u>	<u>Total Requirement</u>
2008	189,046	1,072,264	1,261,310
2009	139,446	1,141,396	1,280,842
2010	86,503	1,187,133	1,273,636
2011	31,415	611,494	642,909
2012	7,217	186,000	193,217

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 is very good. Revenues across the board continue to show growth, while expenditure budgets are being reviewed constantly for possible savings. 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

As of this writing, the City has no plans to issue any General Obligation Bonded Debt for FY2008.

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 4 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 or construct City infrastructure assets.

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 Water/Sewer Utility Fund during FY2006 was for their portion of the Motorola Radio system upgrade.

The transfer to the Capital Improvements Fund during FY2008 is for an addition to the Recreation Center.

FISCAL YEAR ENDING JUNE 30, 2008
01-5-915 OTHER FINANCING USES
DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
187	Transfer to Capital Impr. Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,525,000
188	Transfer to Water/Sewer Utility	-	223,580	-	-	-
189	Transfer to Street Impr. Fund	<u>600,000</u>	<u>660,000</u>	<u>660,000</u>	<u>660,000</u>	<u>750,000</u>
TOTAL OTHER FINANCING USES		<u>\$ 600,000</u>	<u>\$ 883,580</u>	<u>\$ 660,000</u>	<u>\$ 660,000</u>	<u>\$ 2,275,000</u>

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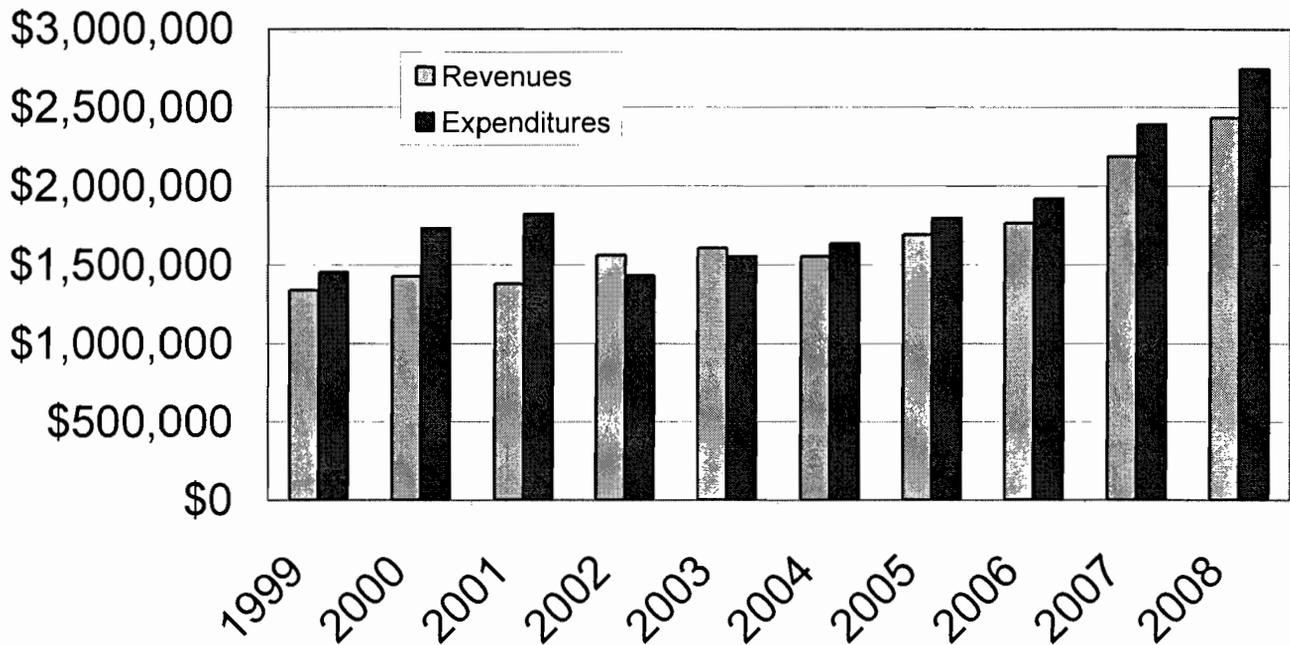
ACCOMMODATIONS TAX FUND

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ACCOMMODATIONS TAX FUND

The Accommodations Tax Fund was the only budgeted Special Revenue Fund for the City, until the Storm Water Drainage Fund was added in FY2002. 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



Growth in the state portion of Accommodation Tax receipts over the past 12 months has been very strong.

The budget for FY2008 appropriates \$2,743,913 of expenditures. This account has budgeted \$2,432,900 in revenues for FY2008. The Accommodations Tax Advisory Committee, which makes expenditure recommendations to the Mayor and City Council, would like to maintain a minimum fund balance. 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. The following outlines the benchmarks, goals and priorities accomplished during FY2007:

- 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 FY2008:

- The North Myrtle Beach Area Chamber of Commerce received the City's advertising funds.
- Accommodations Funds will supplement tourist related activities within the General Fund, Solid Waste Fund, Beach Services Fund, and Aquatic Center Fund for the City of North Myrtle Beach.
- Fund Balance will be used for this year.

FISCAL YEAR ENDING JUNE 30, 2008
REVENUES AND EXPENDITURES
ACCOMMODATIONS TAX FUND

DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
REVENUES:					
Accommodations Tax Receipts	1,877,388	2,298,341	2,173,350	2,410,000	2,412,900
Grant - Water Quality Monitoring	6,064	6,781	-	7,350	-
Interest	<u>10,819</u>	<u>22,790</u>	<u>10,000</u>	<u>40,000</u>	<u>20,000</u>
TOTAL REVENUES	<u>\$ 1,894,271</u>	<u>\$ 2,327,912</u>	<u>\$ 2,183,350</u>	<u>\$ 2,457,350</u>	<u>\$ 2,432,900</u>
EXPENDITURES:					
Public Safety	508,388	507,918	765,519	765,519	568,148
Public Works	388,365	354,872	308,496	308,496	529,100
Parks & Recreation	<u>935,191</u>	<u>1,236,168</u>	<u>1,312,536</u>	<u>1,375,752</u>	<u>1,646,665</u>
TOTAL EXPENDITURES	<u>\$ 1,831,944</u>	<u>\$ 2,098,958</u>	<u>\$ 2,386,551</u>	<u>\$ 2,449,767</u>	<u>\$ 2,743,913</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>62,327</u>	<u>228,954</u>	<u>(203,201)</u>	<u>7,583</u>	<u>(311,013)</u>
FUND BALANCE - BEGINNING	<u>214,380</u>	<u>276,707</u>	<u>247,044</u>	<u>505,661</u>	<u>513,244</u>
FUND BALANCE - ENDING	<u>\$ 276,707</u>	<u>\$ 505,661</u>	<u>\$ 43,843</u>	<u>\$ 513,244</u>	<u>\$ 202,231</u>

The list on the following two pages specifies the programs to be funded by the Accommodations Tax Fund for FY2008. Some of the funds will be provided to outside agencies such as the North Myrtle Beach Chamber of Commerce in the amount of \$1,099,465 or 45.6% of the Accommodations Tax receipts.

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 FY2008 is \$1,069,248. In addition, \$331,500 is being transferred to the Solid Waste Fund, \$89,200 to the Beach Services Fund and \$46,000 to the Aquatic Center Fund.

**ACCOMMODATIONS TAX FUND PROJECTS
FISCAL YEAR 2008**

	<u>BUDGET</u> <u>FY 2007</u>	<u>REQUEST</u> <u>FY 2008</u>	<u>BUDGET</u> <u>FY 2008</u>	<u>GL</u> <u>ACCT.#</u>
30% ADVERTISING ALLOCATION	686,321	761,965	761,965	4-5-756-180
<u>Services Grand Strand</u>				
1 NMB Chamber of Commerce	208,232	709,788	337,500	4-5-756-181
2 ETV Endowment of SC	1,694	-	-	
3 NMB Festivals, Inc.	25,000	-	-	
4 St. Patrick's Day Parade & Festival	-	10,000	10,000	4-5-756-183
5 NMB Rescue Squad	22,500	46,682	42,600	4-5-756-182
6 Dixie Chicken Fishing Funament	1,500	2,500	2,500	4-5-756-183
7 The Long Bay Symphony	7,500	11,000	7,500	4-5-756-183
8 LYMO	10,000	-	-	
9 Atlantic Beach Bike Festival	-	83,000	-	
<u>Public Safety Department</u>				
10 Uniform Patrol Salary Supplement	150,863	200,863	161,800	1-5-422-011
11 Public Safety Overtime	55,348	85,000	77,000	1-5-422-014
12 Memorial Day Weekend	39,059	45,000	36,500	1-5-422-014
13 Beach Patrol Salary Supplement/OT	34,400	10,000	10,000	1-5-424-012
14 Beach Patrol Training	-	5,000	5,000	1-5-424-030
15 Police Patrol Vehicles	113,455	150,000	107,500	1-5-422-360
16 4x4 All Terrain Vehicles	20,400	-	-	
17 Mobil Data Units	70,000	-	-	
18 Digital Mobile Vision	102,080	79,425	61,400	1-5-422-370
19 TNT Combi-Tool	7,000	-	-	
20 Acute Ventilators	5,000	-	-	
21 Class A Fire Pumper	167,914	-	-	
22 Laptop Computers for Patrol Vehicles	-	90,000	74,200	1-5-422-370
23 Taser Cameras	-	20,748	20,748	1-5-422-111
24 4x4 Utility Vehicle - Medical Response	-	14,000	14,000	1-5-453-360
<u>Public Works Department</u>				
25 Beach Water Quality Monitoring	23,524	62,800	45,900	4-5-756-132
26 Handicap Beach Access Ramps	42,116	75,000	45,000	1 to 9-5-940-303
27 Intersection Improvements	46,411	150,000	56,700	1 to 9-5-940-311
28 Street Dept. Overtime (traffic control)	10,291	25,000	11,700	1-5-652-014
29 Sidewalk Improvements	20,000	150,000	38,300	1 to 9-5-940-305
30 Saturday Residential Collection	4,000	-	-	

**ACCOMMODATIONS TAX FUND PROJECTS
FISCAL YEAR 2008**

	<u>BUDGET</u> <u>FY 2007</u>	<u>REQUEST</u> <u>FY 2008</u>	<u>BUDGET</u> <u>FY 2008</u>	<u>GL</u> <u>ACCT.#</u>
31 Sanitation Overtime (trash collection)	12,619	25,000	25,000	15-5-671-014
32 Litter Collection	21,370	108,000	66,500	15-5-673-011
33 Beach Cleaning	128,165	240,000	240,000	15-5-674-all
<u>Parks & Grounds</u>				
34 Public Grounds Salary Supplement	34,837	59,710	28,000	1-5-754-011
35 Median Plant Material / Flowers	5,561	-	-	
36 Public Toilet Rentals/Maintenance	25,928	25,928	23,100	1-5-754-130
37 Parking Lot Resurfacing	5,377	17,301	7,000	1-5-754-130
38 Renovate/Repaint Ocean Park (railing)	10,000	-	-	
39 Right-of-Way Mowing	36,944	86,328	56,800	1-5-754-130
40 Park Improvements - McLean Park	21,800	246,675	175,400	1-5-754-302
41 Sand Fence & Dune Maintenance	6,760	7,330	6,700	1-5-754-111
42 Landscaping	-	56,250	18,700	1-5-754-111
43 Christmas Decorating	-	22,290	-	
44 Information Kiosks at Beach Accesses	-	10,000	10,000	1-5-754-111
<u>Recreation Department</u>				
45 Winter Run and Special Events	2,371	2,600	2,200	1-5-741-111
46 Artificial Christmas Tree	24,000	-	-	
47 Summer Concert Series	20,000	27,100	21,500	1-5-741-111
48 Mobile Stage	79,000	-	-	
49 Indoor Concert Staging & Acoustical	5,400	-	-	
50 NMB Historical Museum	9,000	30,000	-	
<u>Beach Services</u>				
51 5 Polaris 4x4 ATV's	-	25,000	25,000	16-5-760-360
52 4 4x4 Pick-up Trucks	-	110,000	64,200	16-5-760-360
<u>Aquatic & Fitness Center</u>				
53 Marketing Aquatic Center	24,000	11,000	-	
54 Aquatic & Fitness Special Events	7,071	25,000	14,500	17-5-770-135
55 Aquatic & Fitness Special Programs	6,540	-	-	
56 Aquatic & Fitness Sport Tourism Events	18,800	56,500	31,500	17-5-770-135
<u>Support Services Division</u>				
57 Custodial Services Restrooms	6,400	-	-	
TOTAL	<u>\$ 2,386,551</u>	<u>\$ 3,979,783</u>	<u>\$ 2,743,913</u>	

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

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
130	Handicap Beach Access Ramps	\$ 31,000		\$ -	\$ -	\$ -
130	Summer Concert Series	-	-	20,000	11,485	-
132	Beach Water Quality Monitoring	22,577	25,139	23,524	30,061	45,900
180	30% Advertising Allocation	592,859	725,792	686,321	751,515	761,965
181	NMB Chamber of Commerce	190,141	217,252	208,232	208,232	337,500
182	NMB Rescue Squad	20,385	24,671	22,500	22,500	42,600
183	Services to Other Agencies	13,314	28,149	45,694	45,694	20,000
370	Other Equipment	-	79,112	84,400	84,400	-
	** TOTAL EXPENDITURES **	\$ 870,276	\$ 1,100,115	\$ 1,090,671	\$ 1,153,887	\$ 1,207,965

DIVISION NARRATIVE

This division contains all programs funded by Accommodations Tax monies that are not beach-related, or available services by City departments. The 30% Accommodations Tax advertising money as well as stipends to other agencies are accounted for here.

BUDGET ANALYSIS

The increase in this fund is due to the additional monies being given to the North Myrtle Beach Chamber of Commerce.

STORM WATER DRAINAGE FUND

**STORM WATER DRAINAGE FUND
FUND 03**

DEPARTMENT OF PUBLIC WORKS

The Storm Water Drainage Fund was created during FY2002 by adoption of the Storm Water Management Ordinance. This Special Revenue Fund is used to record all revenues and expenditures related to the City's storm water drainage capital improvement plan. The Storm Water Drainage Fund will operate on a modified basis of accounting and is the second special revenue fund the City operates. This approach enables management to more accurately assess fees and charges that cover the total cost of completing the current storm water drainage plan throughout the City. Major drainage projects included four ocean outfalls that were completed during FY2007. The current revenue bonds will be paid off in five years and new funding can be obtained for additional major ocean outfalls.

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

**FISCAL YEAR ENDING JUNE 30, 2008
DETAIL OF REVENUES**

SOURCE	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
Storm Water Drainage Fees	1,502,747	1,584,559	1,625,000	1,620,000	1,975,200
Penalties	9,769	11,625	10,000	10,000	10,000
Interest	94,444	115,021	35,000	25,000	10,000
Miscellaneous	-	-	-	-	-
Loan Proceeds	8,000,000	-	-	-	-
TOTAL REVENUES	\$ 9,606,960	\$ 1,711,205	\$ 1,670,000	\$ 1,655,000	\$ 1,995,200

SUMMARY OF EXPENDITURES

DESCRIPTION GL# 03-5-930-xxx	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
Miscellaneous Drainage Proj. (307)	-	-	-	392,429	75,000
Hillside Retention Pond (900)	2,837	709,981	1,000,000	-	1,500,000
Regional drainage - 3rd Ave.N. (904)	293,962	5,016	-	-	-
Windy Hill Drainage Project (930)	(121,014)	175,113	-	-	-
6th Ave.S. Ocean Outfall (931)	1,179,133	10,687	-	-	-
21st Ave.S. Ocean Outfall (932)	3,718,376	1,449,236	1,000,000	472,923	-
Principal and Interest (03-5-911-41x)	1,167,644	1,045,000	1,140,000	1,140,000	1,140,000
TOTAL EXPENDITURES	\$ 6,240,938	\$ 3,395,033	\$ 3,140,000	\$ 2,005,352	\$ 2,715,000
EXCESS (DEFICIT)	3,366,022	(1,683,828)	(1,470,000)	(350,352)	(719,800)
Beginning Fund Balance	\$ (962,914)	\$ 2,403,108	\$ 2,473,108	\$ 719,280	\$ 368,928
Ending Fund Balance	\$ 2,403,108	\$ 719,280	\$ 1,003,108	\$ 368,928	\$ (350,872)

STORM WATER DRAINAGE FUND

This budget will provide for the same rates for commercial and residential customers. However, a new rate for condominiums of \$4 per month will be added to the Storm Water Drainage Rates effective July 1, 2007. The rates for all customers are as follows:

Single Family Residential Customer	\$6.00 per month
Condo Rate	\$4.00 per month
Commercial Rate	\$6.00 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 \$6.00 residential rate.

Performance Benchmarks, Goals and Priorities

- The primary goal for FY2008 will be to complete construction for Phase I of the 15-year plan, including the land purchase, permitting and initial construction of the Hillside Retention Pond.
- Review revenues to assure various classes of drainage customers are contributing to the ocean outfall projects.
- Begin engineering design for Phase II projects.

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CAPITAL IMPROVEMENT FUNDS

CAPITAL IMPROVEMENT FUNDS

The City of North Myrtle Beach will budget three Capital Improvement Funds for FY2008. These funds are: the Capital Improvement Fund, the Street Improvement Fund, and the Beach Renourishment Fund.

CAPITAL IMPROVEMENT FUND FUND 08

The Capital Improvement Fund is used to account for financial resources designated for capital asset replacements, acquisitions and improvements. All receipts from surplus sales are accounted for in this fund. The surplus sale for the City is usually held in the spring after most vehicles have been replaced for the year.

The only construction project scheduled for the budgeted year is the addition to the J. Bryan Floyd Community Center. The addition will include a new gymnasium as well as offices and meeting rooms.

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

FISCAL YEAR ENDING JUNE 30, 2008					
REVENUES AND EXPENDITURES					
	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
<u>REVENUES</u>					
Surplus Sales	44,848	53,562	20,000	70,000	20,000
Proceeds from Sale of Assets	487,283	16,000	-	-	-
Contributions in aid of Construction	910,000	-	-	-	-
Barefoot Fire Station Permit Fees	80,325	4,500	-	20,000	20,000
General Fund Transfer In	-	-	-	-	1,525,000
Grants	125,000	-	-	-	-
TOTAL REVENUES	<u>\$ 1,647,456</u>	<u>\$ 74,062</u>	<u>\$ 20,000</u>	<u>\$ 90,000</u>	<u>\$ 1,565,000</u>
<u>EXPENDITURES</u>					
Cherry Grove Dredging	-	61,000	-	-	-
Community Center Addition (08-5-290-321)	-	-	-	-	1,525,000
EOC Addition	-	111,049	-	173,716	-
Barefoot Resort Fire Station #5	1,506,116	-	-	-	-
Other Equipment	15,498	-	-	-	-
TOTAL EXPENDITURES	<u>\$ 1,521,614</u>	<u>\$ 172,049</u>	<u>\$ -</u>	<u>\$ 173,716</u>	<u>\$ 1,525,000</u>
EXCESS (DEFICIT)	<u>\$ 125,842</u>	<u>\$ (97,987)</u>	<u>\$ 20,000</u>	<u>\$ (83,716)</u>	<u>\$ 40,000</u>
Transfers In/(out)	<u>\$ (483,000)</u>	<u>\$ 233,580</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Beginning Fund Balance	<u>\$ (392,702)</u>	<u>\$ (749,860)</u>	<u>\$ (800,259)</u>	<u>\$ (614,267)</u>	<u>\$ (697,983)</u>
Ending Fund Balance	<u>\$ (749,860)</u>	<u>\$ (614,267)</u>	<u>\$ (780,259)</u>	<u>\$ (697,983)</u>	<u>\$ (657,983)</u>

**STREET IMPROVEMENT FUND
FUND 09**

The Street Improvement Fund was established during FY1989 with the initial infusion of \$500,000 through a residual equity transfer from the General Fund. The City will make a transfer of \$750,000 from the General Fund to the Street Improvement Fund for FY2008. The revenue to be derived from Horry County as a result of the Dual Tax settlement will be receipted in this fund. Total Revenues and Transfers In are projected to be \$1,090,000. Expenditures for the fund will be \$1,120,000.

Projects budgeted for FY2008 include resurfacing streets, sidewalks, intersection improvements, building a beach access, underground utilities and a Thoroughfare Plan.

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

FISCAL YEAR ENDING JUNE 30, 2008					
REVENUES AND EXPENDITURES					
	FY 2005	FY 2006	FY 2007	FY 2007	FY 2008
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	BUDGETED
<u>REVENUES</u>					
General Fund Transfer In	600,000	650,000	660,000	660,000	750,000
Admissions Tax / Interest / Misc.	11,487	229,919	25,000	30,000	30,000
Underground Utilities Reimbursemen	609,136	212,704	-	257,506	-
Barefoot Resort Bond Forfeiture	667,082	-	-	-	-
Grants	403,681	300,000	-	-	100,000
Horry County Road Fee	201,756	75,000	205,000	205,000	210,000
TOTAL REVENUES	<u>\$ 2,493,142</u>	<u>\$ 1,467,623</u>	<u>\$ 890,000</u>	<u>\$ 1,152,506</u>	<u>\$ 1,090,000</u>
<u>EXPENDITURES</u> GL# 09-5-940-xxx					
Resurfacing streets (312)	177,100	50,457	150,000	150,000	150,000
Sidewalks (305)	176,602	97,049	300,000	300,000	450,000
Intersection Improvements (311)	64,617	541,893	150,000	150,000	75,000
Beach Access Improvements (303)	-	-	60,000	-	75,000
Parking Lot Improv. 37th S. (304)	53,881	-	-	-	-
Highway Studies (310)	-	-	-	64,900	20,000
Underground Utilities Proj. (314,315)	753,436	243,441	100,000	450,000	100,000
Barefoot Road Widening (310)	-	975,266	-	-	-
Street End Remodeling (304)	36,469	-	-	-	250,000
TOTAL EXPENDITURES	<u>\$ 1,262,105</u>	<u>\$ 1,908,106</u>	<u>\$ 760,000</u>	<u>\$ 1,114,900</u>	<u>\$ 1,120,000</u>
EXCESS (DEFICIT)	<u>1,231,037</u>	<u>(440,483)</u>	<u>130,000</u>	<u>37,606</u>	<u>(30,000)</u>
Beginning Fund Balance	<u>\$ (82,324)</u>	<u>\$ 1,148,713</u>	<u>\$ 1,086,461</u>	<u>\$ 708,230</u>	<u>\$ 745,836</u>
Ending Fund Balance	<u>\$ 1,148,713</u>	<u>\$ 708,230</u>	<u>\$ 1,216,461</u>	<u>\$ 745,836</u>	<u>\$ 715,836</u>

**BEACH RENOURISHMENT FUND
FUND 10**

The third Capital Improvement Fund is the Beach Renourishment Fund. This fund was created during FY1995 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 FY1996. This bond issue was paid off in FY2006.

The following financial summary outlines the fund's history from FY2005 through the FY2008 budget. The time has come for another renourishment project. The City has provided the Army Corps of Engineers with \$3,752,000 to cover the City's and the State's share of the new project. The State will reimburse the City the \$1,876,000 to cover their 17.5% share of the project.

The actual renourishment project should begin in the Fall of 2007.

**FISCAL YEAR ENDING JUNE 30, 2008
REVENUES AND EXPENDITURES**

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
<u>REVENUES</u>					
General Fund Transfer	-	-	-	1,000,000	-
Beach Services Transfer	-	-	-	-	50,000
Interest	16,523	31,730	30,000	24,337	-
TOTAL REVENUES	<u>\$ 16,523</u>	<u>\$ 31,730</u>	<u>\$ 30,000</u>	<u>\$ 1,024,337</u>	<u>\$ 50,000</u>
<u>EXPENDITURES</u>					
Walkovers/Ramps (10-5-742-111)	55,329	45,514	50,000	-	50,000
Renourishment (10-5-742-132)	-	-	-	1,876,000	-
TOTAL EXPENDITURES	<u>\$ 55,329</u>	<u>\$ 45,514</u>	<u>\$ 50,000</u>	<u>\$ 1,876,000</u>	<u>\$ 50,000</u>
EXCESS (DEFICIT)	<u>\$ (38,806)</u>	<u>\$ (13,784)</u>	<u>\$ (20,000)</u>	<u>\$ (851,663)</u>	<u>\$ -</u>
Beginning Fund Balance	<u>\$ 934,007</u>	<u>\$ 895,201</u>	<u>\$ 877,201</u>	<u>\$ 881,417</u>	<u>\$ 29,754</u>
Ending Fund Balance	<u>\$ 895,201</u>	<u>\$ 881,417</u>	<u>\$ 857,201</u>	<u>\$ 29,754</u>	<u>\$ 29,754</u>

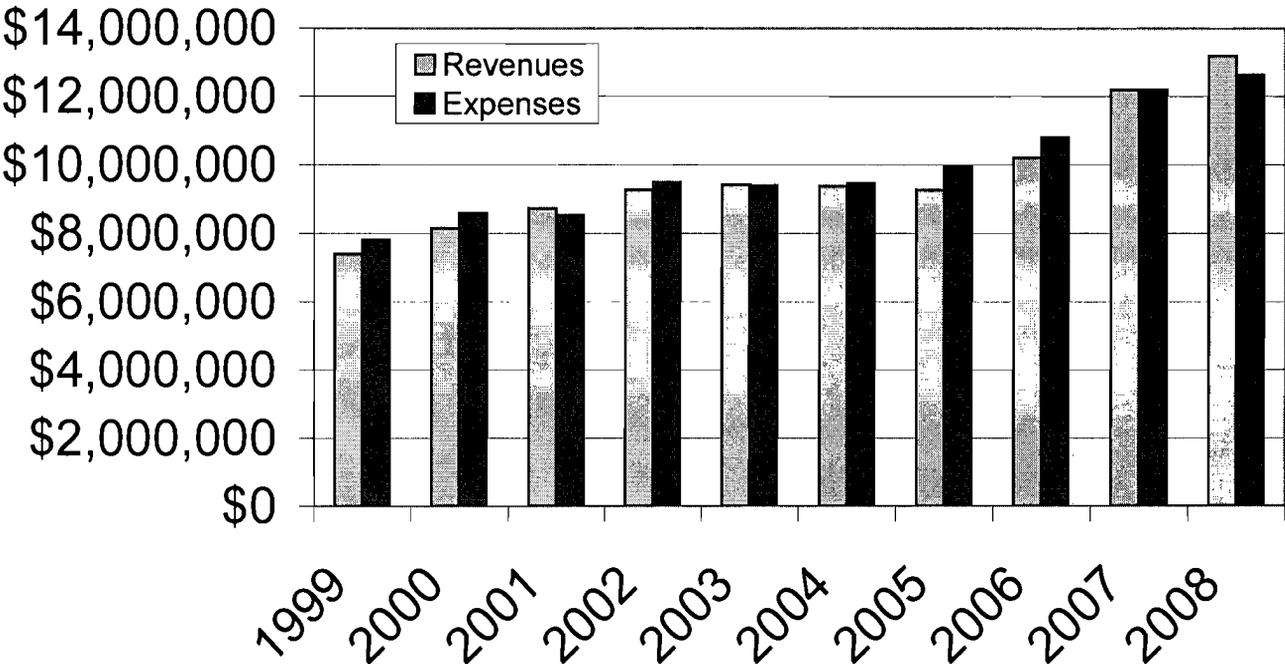
WATER & SEWER UTILITY FUND

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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 \$552,315 for FY2008. The rate structure remained the same for FY2008. Rates were adjusted last year to include a minimum. The basic reason for this rate change was that the base charges were not covering the fixed expenses to operate the plants. Consistent growth continues to moderate rate increases for the Water and Sewer Fund.

Since FY1996, City Council tried to maintain the Water and Sewer Fund on a break-even basis. They have raised rates modestly in 1996, 1999, 2003 and 2007 to accomplish this goal. The Fund has moved back and forth over this ten-year period between small surpluses and deficits. A rate study was completed in 1999 and new rates were adopted at that time. The current rate structure was evaluated for FY2008 and found to be above the breakeven point for the Fund when non-operating revenues are considered.

The Water and Sewer Fund continues to meet its 120% Debt Service coverage with a coverage amount of 297% for FY2008. Through the year, the City should have no problem providing adequate debt service coverage for the Water and Sewer Fund. Consistent growth continues to provide steady revenue growth in both water and sewer usage fees.

The following table illustrates the comparative data for revenues in the Water and Sewer Fund. Revenues continue to show growth. An estimated 300 new customers should be added during the year. The Water and Sewer revenues are expected to increase 8.1% from FY2007 to FY2008. The increase is mainly due to growth in the customer base from new construction. Even though growth has slowed since the summer of 2006, the utility fund has added new customers each and every month.

**FISCAL YEAR ENDING JUNE 30, 2008
DETAIL OF REVENUES
WATER & SEWER UTILITY FUND**

SOURCE	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
WATER USAGE	5,128,485	5,620,440	6,043,000	6,050,000	6,250,000
SEWER USAGE	3,622,338	3,966,574	4,350,000	4,350,000	4,480,000
WATER TAPS	199,902	254,710	200,000	200,000	175,000
SEWER TAPS	57,144	191,022	150,000	75,000	75,000
SERVICE CHARGES	60,926	62,801	50,000	63,000	60,000
INTEREST	309,142	894,269	720,000	1,000,000	1,000,000
PENALTIES	58,789	71,844	72,000	80,000	80,000
MISCELLANEOUS	399,983	254,208	614,908	1,068,908	1,072,170
TOTAL REVENUES	\$ 9,836,709	\$ 11,315,868	\$ 12,199,908	\$ 12,886,908	\$ 13,192,170

The table below summarizes Water and Sewer Fund expenses by Division. Expenses, as a whole, are up by \$441,760 or 3.6% over the previous budget. The increase is due to expected growth in personnel costs, operating costs, as well as increases in depreciation due to the many capital projects over the last three years.

**FISCAL YEAR ENDING JUNE 30, 2008
SUMMARY OF EXPENSES
WATER & SEWER UTILITY FUND**

Div. #	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
312	Utility Billing	392,448	399,400	429,391	417,123	443,598
611	Public Works Administration	499,776	512,430	602,059	577,523	684,120
622	Waste Water Treatment	849,006	1,066,925	1,288,317	1,222,891	1,420,080
632	Wells/Lifts Maintenance	1,271,987	1,436,516	1,344,040	1,204,781	1,352,544
642	Construction/Maintenance	2,868,505	2,910,094	2,388,425	2,490,750	2,439,012
901	Depreciation / Amortization	2,998,073	3,176,931	3,372,000	3,384,382	3,534,382
911	Bond Interest/Agent Fees	799,890	695,031	715,005	714,005	671,207
906	Overhead Allocation from Gen Fund	1,750,673	2,279,492	2,058,858	2,034,061	2,094,912
TOTAL OPERATING EXPENSES		\$ 11,430,358	\$ 12,476,819	\$ 12,198,095	\$ 12,045,516	\$ 12,639,855

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 \$8.2 million of improvements are scheduled for this budget year. The following benchmarks, goals and priorities are provided for in FY2008:

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

FY1999	522;
FY2000	288;
FY2001	397;
FY2002	457;
FY2003	547;
FY2004	451;
FY2005	481;
FY2006	243;
FY2007	320; Estimated
FY2008	300; Estimated

- Test large meters and complete necessary repairs to ensure an accuracy range of + or -3%.
- Review operating permits for our Wastewater Treatment Facilities.
- Extend public sanitary sewer service to all areas within the City.
- Complete construction on the Cherry Grove and Atlantic Beach water tank projects.
- Consolidate sewer lift stations at Belle Park.
- Complete water and sewer system improvement projects identified in the Capital Improvement Program.

Capital replacement is an important aspect of any operation. The Water and Sewer Fund, which has assets of over \$80,000,000, replaces between \$1,200,000 and \$2,000,000 of operating equipment annually. The following list covers the scheduled replacements and improvements for the FY2008 budget year that will be funded by the operations budget.

**FISCAL YEAR ENDING JUNE 30, 2008
 DETAIL OF CAPITAL PURCHASES
 OPERATING BUDGET
 WATER AND SEWER UTILITY FUND**

<u>DIVISION</u>	<u>ITEM</u>	<u>COST</u>	<u>GL ACCT.#</u>
312	Radio Read Devices for Meters	\$ 295,000	2-5-920-232
611	System Map/Model/GIS	450,000	2-5-920-280
622	Mower	17,000	2-5-920-270
632	Generators	90,400	2-5-920-270
632	Odor Control Units	50,000	2-5-920-250
632	Tank Improvements	200,000	2-5-920-243
642	Compressor, lateral Machine, Trench	130,000	2-5-920-270
	TOTAL	\$ 1,232,400	

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 FY2008 the expenditures listed below outline the capital projects that will be paid by Impact Fees. Revenues, as well as balances - both beginning and ending, are shown below.

Impact Fee rates will be adjusted annually by 5% in accordance with the ordinance. The City will continue to pump excess sewage during the peak summer season to Grand Strand's Vereen Plant. The City purchased an additional 3,000,000 gallons of wastewater capacity several years ago. The largest project by far will be the continued construction of new elevated storage tanks throughout the City's service area.

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

**FISCAL YEAR ENDING JUNE 30, 2008
DETAIL OF CAPITAL PURCHASES
IMPACT FEES SUMMARY
WATER AND SEWER UTILITY FUND**

	<u>GL ACCT.#</u>	<u>WATER IMPACT</u>	<u>SEWER IMPACT</u>	<u>INTEREST</u>
BEGINNING BALANCE (ESTIMATED)		\$ 13,664,386	\$ 2,709,081	\$ 4,500,000
CONTRIBUTED CAPITAL:				
Water		2,000,000		
Sewer			1,500,000	
Interest		-	-	800,000
TOTAL AVAILABLE RESOURCES		<u>15,664,386</u>	<u>4,209,081</u>	<u>5,300,000</u>
EXPENDITURES:	GL Acct.#			
<u>Water Impact Fees:</u>				
Water Line Relocations	92-5-922-230	600,000		
Water System Improvements	92-5-922-230	-		
Myrtle Beach Contract	n/a	807,170		
Water Storage Tank - 30th Ave. S	92-170-911	2,075,000		
Water Storage Tank - Cherry Grove	92-170-912	2,075,000		
<u>Sewer Impact Fees:</u>				
Sewer System Improvements	92-5-922-250		1,427,000	
Sewer Rehabilitation / Replacement	92-5-922-250		-	
Miscellaneous Sewer Extensions	92-5-922-250	-	200,000	-
Pump Station Relocation / Consolidation	92-5-922-255	-	600,000	-
TOTAL EXPENDITURES		<u>5,557,170</u>	<u>2,227,000</u>	<u>-</u>
ENDING BALANCE (ESTIMATED)		<u>\$ 10,107,216</u>	<u>\$ 1,982,081</u>	<u>\$ 5,300,000</u>

02-5-312 UTILITY BILLING

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 251,887	\$ 251,920	\$ 270,165	\$ 267,200	\$ 286,881
014	OVERTIME	2,718	2,912	3,250	2,400	3,250
021	FICA	18,382	17,156	19,139	18,872	20,309
022	EMPLOYEE RETIREMENT	20,875	17,880	28,162	26,960	23,210
023	EMPLOYEE INSURANCE	39,205	38,667	43,200	43,200	45,600
030	TRAINING	379	2,465	3,000	2,500	3,000
040	WORKERS COMPENSATION	6,117	8,448	7,382	7,700	7,834
050	AWARDS	1,163	1,853	1,853	1,853	1,853
	* SUBTOTAL PERSONNEL *	<u>340,726</u>	<u>341,301</u>	<u>376,151</u>	<u>370,685</u>	<u>391,937</u>
110	CLOTHING/UNIFORMS	1,610	1,786	2,300	1,800	2,300
111	MATERIALS/SUPPLIES	7,667	9,308	8,500	8,500	8,500
112	OFFICE SUPPLIES	467	1,486	1,000	975	1,000
113	PRINTING/BINDING	-	-	200	-	200
120	COMMUNICATIONS	698	789	825	825	825
130	CONTRACTUAL SERVICES	70,395	68,319	65,000	62,500	65,000
131	REPAIRS/MAINTENANCE	1,791	4,263	4,500	4,250	4,500
132	PROFESSIONAL SERVICES	98	545	275	260	275
134	CREDIT CARD FEES	-	840	2,000	-	2,000
140	SUBSCRIPTIONS/DUES	80	-	175	100	175
141	TRAVEL / BUSINESS	41	401	175	175	175
142	ADVERTISING	1,637	831	1,000	500	1,000
150	VEHICLE OPERATIONS	3,805	5,142	6,000	5,400	6,000
151	FUEL	6,963	8,767	9,000	7,500	9,000
152	DAMAGE CLAIMS	75	-	-	-	-
	* SUBTOTAL OPERATING *	<u>95,327</u>	<u>102,477</u>	<u>100,950</u>	<u>92,785</u>	<u>100,950</u>
	** TOTAL EXPENSES **	<u>\$ 436,053</u>	<u>\$ 443,778</u>	<u>\$ 477,101</u>	<u>\$ 463,470</u>	<u>\$ 492,887</u>
LESS OVERHEAD ALLOCATION TO: SOLID WASTE FUND		<u>43,605</u>	<u>44,378</u>	<u>47,710</u>	<u>46,347</u>	<u>49,289</u>
TOTAL NET WATER & SEWER FUND		<u>\$ 392,448</u>	<u>\$ 399,400</u>	<u>\$ 429,391</u>	<u>\$ 417,123</u>	<u>\$ 443,598</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. Over 8,200 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>	<u>Salary</u>
Utility Billing Supervisor	1	23	\$ 58,044
Data Maintenance Technician	1	17	41,529
Meter Reader Coordinator	1	14	35,501
Meter Reader	2	11	59,082
Cashier/Accounting Clerk	3	11	85,560
Longevity	-		<u>7,165</u>
TOTAL	8		<u>\$ 286,881</u>

DETAIL OF CAPITAL OUTLAY

**** SEE WATER AND SEWER CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

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

02-5-611 PUBLIC WORKS ADMINISTRATION

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 409,706	\$ 428,172	\$ 464,963	\$ 462,000	\$ 526,423
014	OVERTIME	3,271	4,577	3,600	2,000	3,000
015	SPECIAL ALLOWANCE	5,700	6,000	6,000	6,550	6,600
021	FICA	29,338	29,287	31,862	31,552	36,001
022	EMPLOYEE RETIREMENT	33,674	29,550	46,856	46,400	42,354
023	EMPLOYEE INSURANCE	39,560	33,963	43,200	43,200	51,300
030	TRAINING	2,984	7,440	11,000	8,000	12,000
040	WORKERS COMPENSATION	6,615	9,826	9,371	10,087	10,588
050	AWARDS	2,318	3,281	3,453	3,300	3,881
	* SUBTOTAL *	<u>533,166</u>	<u>552,096</u>	<u>620,305</u>	<u>613,089</u>	<u>692,147</u>
110	CLOTHING/UNIFORMS	1,333	1,655	2,000	1,500	2,200
111	MATERIALS/SUPPLIES	17,830	13,185	24,000	19,500	40,000
112	OFFICE SUPPLIES	1,633	2,124	3,000	3,000	3,000
113	PRINTING/BINDING	2,800	2,398	5,000	4,900	5,500
120	COMMUNICATIONS	6,836	7,445	7,000	7,500	8,000
130	CONTRACTUAL SERVICES	3,045	2,750	19,000	4,600	20,000
131	REPAIRS/MAINTENANCE	2,562	1,679	4,000	2,300	4,000
132	PROFESSIONAL SERVICES	613	3,492	7,500	3,500	6,500
140	SUBSCRIPTIONS/DUES	6,267	8,204	8,000	9,000	9,000
141	TRAVEL / BUSINESS	791	1,207	2,000	1,250	2,000
142	ADVERTISING	8,534	1,960	1,500	1,000	1,500
150	VEHICLE OPERATIONS	144	674	2,000	3,300	5,000
151	FUEL	2,418	3,990	3,000	5,000	6,000
	* SUBTOTAL OPERATING *	<u>54,806</u>	<u>50,763</u>	<u>88,000</u>	<u>66,350</u>	<u>112,700</u>
	** TOTAL EXPENSES **	<u>\$ 587,972</u>	<u>\$ 602,859</u>	<u>\$ 708,305</u>	<u>\$ 679,439</u>	<u>\$ 804,847</u>
LESS OVERHEAD ALLOCATION TO:						
	SOLID WASTE FUND	<u>88,196</u>	<u>90,429</u>	<u>106,246</u>	<u>101,916</u>	<u>120,727</u>
TOTAL NET WATER & SEWER FUND		<u>\$ 499,776</u>	<u>\$ 512,430</u>	<u>\$ 602,059</u>	<u>\$ 577,523</u>	<u>\$ 684,120</u>

DIVISION 611 PUBLIC WORKS ADMINISTRATION

DIVISION NARRATIVE

The Administration Division is comprised of nine (9) 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, 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>	<u>Salary</u>
City Engineer, Director of Public Works	1	33	\$ 119,882
Public Utility Superintendent	1	28	86,990
Staff Engineer	1	25	58,780
Engineering Technician	1	18	49,533
Engineering GIS/CAD Technician	1	new	37,000
Engineering Assistant	1	17	46,437
Engineering Inspector	1	15	40,990
Administrative Assistant I	2	13	79,991
Longevity	-		<u>6,820</u>
TOTAL	9		<u>\$ 526,423</u>

DETAIL OF CAPITAL OUTLAY

** SEE WATER AND SEWER CAPITAL PURCHASE SCHEDULE **

BUDGET ANALYSIS

This division provides for an increased level of service over the previous year's budget with the addition of an Engineering GIS/CAD Technician for the new fiscal year. The budget increase is due to expected growth in personnel expenses with the addition of a new employee as well as several large increases in operating expenses.

02-5-622 WASTEWATER TREATMENT

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 226,660	\$ 247,141	\$ 274,910	\$ 272,500	\$ 294,729
014	OVERTIME	8,671	10,097	7,000	8,000	8,000
021	FICA	16,134	17,472	19,311	19,214	20,737
022	EMPLOYEE RETIREMENT	19,043	18,640	30,164	28,050	32,392
023	EMPLOYEE INSURANCE	32,036	24,915	32,400	32,000	34,200
030	TRAINING	1,045	2,059	3,500	2,200	3,500
040	WORKERS COMPENSATION	5,895	8,325	8,598	9,077	9,233
050	AWARDS	1,462	2,519	2,559	2,200	2,589
	* SUBTOTAL PERSONNEL *	<u>310,946</u>	<u>331,168</u>	<u>378,442</u>	<u>373,241</u>	<u>405,380</u>
110	CLOTHING/UNIFORMS	2,527	3,740	5,000	3,500	5,000
111	MATERIALS/SUPPLIES	139,208	161,059	160,000	158,000	180,000
112	OFFICE SUPPLIES	2,099	168	1,500	500	1,000
120	COMMUNICATIONS	13,456	3,201	3,400	3,100	3,400
121	UTILITIES	289,735	359,537	320,000	320,000	380,000
130	CONTRACTUAL SERVICES	39,097	169,700	30,000	300,000	300,000
131	REPAIRS/MAINTENANCE	24,449	12,657	350,000	40,000	98,500
132	PROFESSIONAL SERVICES	6,681	1,139	15,500	1,500	20,500
140	SUBSCRIPTIONS/DUES	5,985	4,725	6,475	5,800	8,000
141	TRAVEL / BUSINESS	-	-	200	50	100
142	ADVERTISING	1,555	2,651	300	200	200
150	VEHICLE OPERATIONS	5,969	5,104	7,000	7,000	7,500
151	FUEL	7,299	12,076	10,500	10,000	10,500
	* SUBTOTAL OPERATING *	<u>538,060</u>	<u>735,757</u>	<u>909,875</u>	<u>849,650</u>	<u>1,014,700</u>
TOTAL NET WATER & SEWER FUND		<u>\$ 849,006</u>	<u>\$ 1,066,925</u>	<u>\$ 1,288,317</u>	<u>\$ 1,222,891</u>	<u>\$ 1,420,080</u>

DIVISION 622 WASTEWATER TREATMENT

DIVISION NARRATIVE

The Wastewater Treatment Division is comprised of six (6) 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.

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 of our drinking water system.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Wastewater Treatment Supervisor	1	21	\$ 65,356
Laboratory Manager	1	17	46,378
Wastewater Operators (class A, B, or C)	4	18,15,13	177,841
Longevity	-		<u>5,154</u>
TOTAL	6		<u>\$ 294,729</u>

DETAIL OF CAPITAL OUTLAY

**** SEE WATER AND SEWER CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous year's budget. The increase in expenses is due to expected growth in personnel costs and an increase in operating costs associated with heavier waste loads.

02-5-632 WELLS/LIFTS MAINTENANCE

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 353,481	\$ 364,234	\$ 390,386	\$ 382,500	\$ 409,783
014	OVERTIME	40,872	40,838	27,500	35,000	35,000
021	FICA	27,565	25,563	29,252	29,225	31,135
022	EMPLOYEE RETIREMENT	31,841	31,539	44,714	41,750	44,478
023	EMPLOYEE INSURANCE	45,183	32,704	48,600	44,500	51,300
030	TRAINING	3,915	2,850	5,400	4,000	5,400
040	WORKERS COMPENSATION	16,250	23,387	21,604	22,806	22,995
050	AWARDS	2,336	3,929	3,884	3,500	3,153
	* SUBTOTAL PERSONNEL *	<u>521,443</u>	<u>525,044</u>	<u>571,340</u>	<u>563,281</u>	<u>603,244</u>
110	CLOTHING/UNIFORMS	7,823	5,838	8,000	6,000	8,000
111	MATERIALS/SUPPLIES	223,211	181,687	250,000	225,000	260,000
112	OFFICE SUPPLIES	75	158	-	50	-
120	COMMUNICATIONS	14,642	1,180	2,000	2,000	2,000
121	UTILITIES	185,494	203,211	220,000	130,000	220,000
130	CONTRACTUAL SERVICES	145	151	-	150	-
131	REPAIRS/MAINTENANCE	232,371	463,584	225,000	225,000	188,000
132	PROFESSIONAL SERVICES	22,362	22,471	30,100	22,500	30,000
140	SUBSCRIPTIONS/DUES	871	385	1,100	-	1,000
141	TRAVEL / BUSINESS	-	28	300	100	100
142	ADVERTISING	832	762	200	200	200
150	VEHICLE OPERATIONS	23,476	10,235	20,000	12,500	20,000
151	FUEL	14,242	21,782	16,000	18,000	20,000
190	CONTINGENT	25,000	-	-	-	-
	* SUBTOTAL OPERATING *	<u>750,544</u>	<u>911,472</u>	<u>772,700</u>	<u>641,500</u>	<u>749,300</u>
TOTAL NET WATER & SEWER FUND		<u>\$ 1,271,987</u>	<u>\$ 1,436,516</u>	<u>\$ 1,344,040</u>	<u>\$ 1,204,781</u>	<u>\$ 1,352,544</u>

DIVISION 632 WELLS/LIFTS MAINTENANCE

DIVISION NARRATIVE

The Wells/Lifts Maintenance Division is comprised of nine (9) 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 and maintenance of the following assets:

- Eight water storage tanks having a total capacity of 5,050,000 gallons
- One high service water pump station
- Over 100 sanitary sewer pump stations
- Seven deep water wells

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>	<u>Salary</u>
Wells/Lifts Supervisor	1	21	\$ 63,854
Electrician	1	17	54,005
Crew Leader II	1	17	53,197
Electrician's Helper	1	13	44,192
Pump Mechanic I and II	5	15,13	183,212
Longevity	-		<u>11,323</u>
TOTAL	9		<u>\$ 409,783</u>

DETAIL OF CAPITAL OUTLAY

**** SEE WATER AND SEWER CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

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

02-5-642 CONSTRUCTION/MAINTENANCE

DETAIL OF EXPENSES

CODE	OBJECT CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 573,882	\$ 599,477	\$ 676,120	\$ 645,150	\$ 711,643
014	OVERTIME	16,603	67,616	15,000	25,000	15,000
021	FICA	41,598	45,441	46,305	44,900	48,685
022	EMPLOYEE RETIREMENT	48,054	47,437	72,568	67,015	58,131
023	EMPLOYEE INSURANCE	83,482	74,209	102,600	98,500	108,300
030	TRAINING	4,004	3,960	6,500	6,500	11,000
040	WORKERS COMPENSATION	37,900	30,137	31,722	34,645	33,353
050	AWARDS	4,901	7,205	8,110	7,500	8,200
	* SUBTOTAL PERSONNEL *	<u>810,424</u>	<u>875,482</u>	<u>958,925</u>	<u>929,210</u>	<u>994,312</u>
110	CLOTHING/UNIFORMS	12,575	13,481	12,000	12,000	12,500
111	MATERIALS/SUPPLIES	533,402	507,842	310,000	310,000	319,000
112	OFFICE SUPPLIES	1	63	-	2,778	-
113	PRINTING/BINDING	37	-	-	-	-
120	COMMUNICATIONS	1,278	1,159	1,650	1,500	1,650
130	CONTRACTUAL SERVICES	1,416,520	1,380,882	1,000,000	1,150,000	1,000,000
131	REPAIRS/MAINTENANCE	22,310	30,996	42,500	15,000	42,500
132	PROFESSIONAL SERVICES	2,856	3,076	1,000	1,000	2,000
140	SUBSCRIPTIONS/DUES	210	577	1,350	650	1,350
141	TRAVEL / BUSINESS	-	-	500	450	200
142	ADVERTISING	770	769	500	2,500	500
150	VEHICLE OPERATIONS	31,532	32,838	30,000	25,000	30,000
151	FUEL	21,023	39,930	30,000	35,000	35,000
190	CONTINGENT	15,567	22,999	-	5,662	-
	* SUBTOTAL OPERATING *	<u>2,058,081</u>	<u>2,034,612</u>	<u>1,429,500</u>	<u>1,561,540</u>	<u>1,444,700</u>
TOTAL NET WATER & SEWER FUND		<u>\$ 2,868,505</u>	<u>\$ 2,910,094</u>	<u>\$ 2,388,425</u>	<u>\$ 2,490,750</u>	<u>\$ 2,439,012</u>

DIVISION 642 CONSTRUCTION/MAINTENANCE

DIVISION NARRATIVE

The Construction Maintenance Division is comprised of nineteen (19) 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 several hundred miles of buried water and sewer lines serving approximately 12,000 customers. Operation of the wastewater collection system and water distribution system (including fire protection) requires compliance with stringent regulations imposed by EPA and SCDHEC, which require continuous training and employee development.

Typical operations include installation of water services and meters, installation of sewer taps, fire hydrant installation, testing and maintenance, investigating low water pressure complaints, responding to sewer back-ups, extension of lines for new customers, water/sewer line replacement and repair, etc. 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>	<u>Salary</u>
Construction/Maintenance Supervisor	1	21	\$ 64,583
Crew Leader II	2	17	98,529
Crew Leader I	4	14	150,457
Heavy Equipment Operator (HEO)	6	13	222,851
Maintenance Specialist / Motor Equipment Operator	6	11,12	175,223
Longevity	-		-
TOTAL	19		\$ 711,643

DETAIL OF CAPITAL OUTLAY

**** SEE WATER AND SEWER CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as it did in FY2007. The budget increase is due to expected growth in personnel expenses, and expanded operating costs for additional water capacity from Grand Strand Water & Sewer Authority.

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, 2006 was \$78,643,942, not including construction in progress of \$3,045,843 which will likely be capitalized during FY2007. The accumulated depreciation as of June 30, 2006 was \$22,684,385.

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 and bond issuance costs associated with the it's long term debt.

DETAIL OF EXPENSES		02-5-901-xxx				
CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
<u>DEPRECIATION AND AMORTIZATION</u>						
195	DEPRECIATION	2,113,691	2,292,549	2,600,000	2,500,000	2,650,000
196	AMORTIZATION	<u>884,382</u>	<u>884,382</u>	<u>772,000</u>	<u>884,382</u>	<u>884,382</u>
* TOTAL DEPREC/AMORTIZATION*		<u>\$ 2,998,073</u>	<u>\$ 3,176,931</u>	<u>\$ 3,372,000</u>	<u>\$ 3,384,382</u>	<u>\$ 3,534,382</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.

On April 1, 1989, the City issued a Revenue Bond which was refunded on November 16, 2001 to take advantage of lower interest rates. This bond has a final maturity date of March 1, 2009.

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

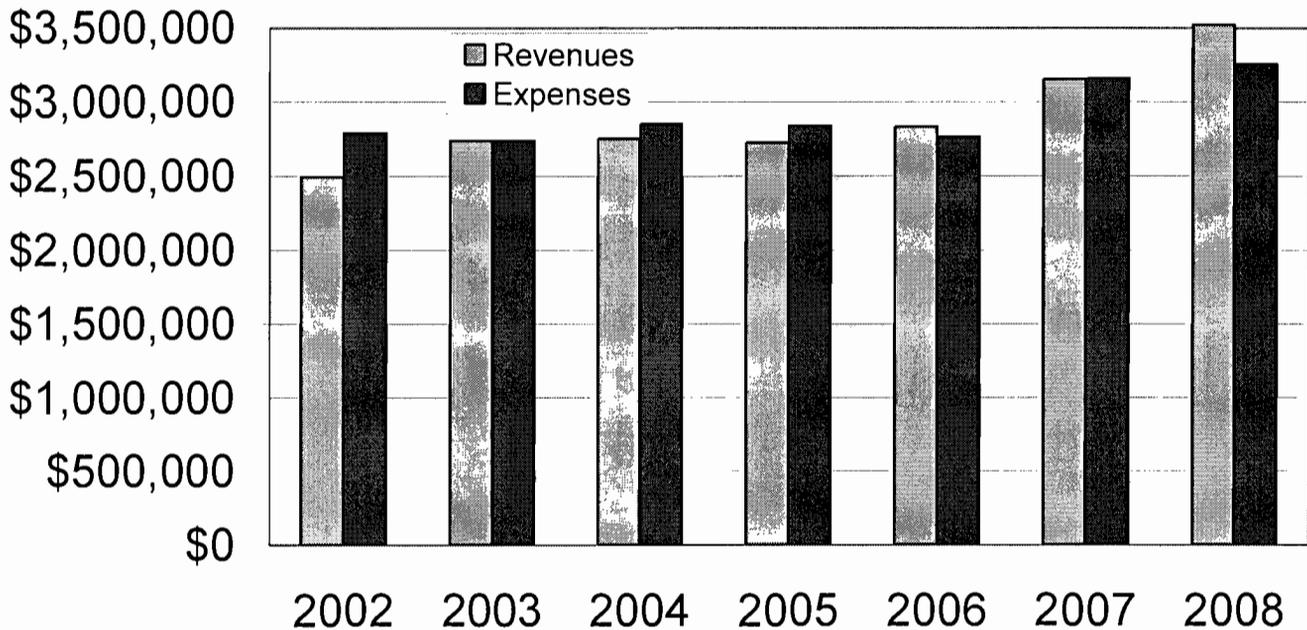
DETAIL OF EXPENSES		02-5-911-xxx				
CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
<u>BOND INTEREST AND FEES</u>						
415	BOND INTEREST	796,392	689,915	710,005	710,005	666,207
420	BOND AGENT FEES	<u>3,498</u>	<u>5,116</u>	<u>5,000</u>	<u>4,000</u>	<u>5,000</u>
* TOTAL BOND INTEREST & FEES *		<u>\$ 799,890</u>	<u>\$ 695,031</u>	<u>\$ 715,005</u>	<u>\$ 714,005</u>	<u>\$ 671,207</u>

SOLID WASTE FUND

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SOLID WASTE FUND
DEPARTMENT OF PUBLIC WORKS

REVENUES AND EXPENSES COMPARISON
BUDGETS FOR PAST 6 FISCAL YEARS



The chart above reflects a surplus of \$268,340 for FY2008. The current rate structure will remain the same for FY2008 as the previous fiscal year.

The Solid Waste Fund was created in FY2001. 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.

Along with the new fund structure came a new set of fees and charges for solid waste services. These charges are intended to reflect the full cost of providing various solid waste services to our service area. The base fees increased slightly for FY2003 as the tax subsidy from the General Fund was eliminated in order to begin the process of establishing a fund that will be fully supported by fees. Another increase was implemented at the beginning of FY2005 and FY2007 in order to continue the self funding concept.

SOLID WASTE FUND

The following table illustrates the comparative data for revenues in the Solid Waste Fund. Revenues continue to show some growth based on new development. The FY2008 budget provides for an increase in revenues of 11.6% with nearly half coming from an Accommodations Tax Transfer.

**FISCAL YEAR ENDING JUNE 30, 2008
DETAIL OF REVENUES**

SOURCE	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
Solid Waste Services Fees	2,566,130	2,610,904	2,955,000	3,080,000	3,125,000
Trash Bags	16,875	17,425	12,000	15,000	12,000
Late Payment Penalties	17,659	17,928	21,000	20,000	20,000
Investment Income	18,000	-	-	10,029	7,500
Miscellaneous	-	500	-	-	-
Grants	-	61,253	-	4,083	25,000
Interfund Transfer - ATAX Fund	167,494	193,814	166,154	166,154	331,500
TOTAL REVENUES	\$ 2,786,158	\$ 2,901,824	\$ 3,154,154	\$ 3,295,266	\$ 3,521,000

The following table illustrates the comparative data for expenses in the Solid Waste Fund. Expenses have shown a slight increase of 3.0% over the previous year's budget.

SUMMARY OF EXPENSES

DIV.#	DESCRIPTION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
661	Commercial Collection	476,498	335,352	340,409	339,370	360,594
663	Transfer Station	682,764	714,913	766,270	709,969	727,416
671	Residential Collection	481,501	672,164	715,391	683,795	731,900
673	Trash/Litter Collection	138,612	187,683	192,032	220,684	209,690
674	Beach Cleaning	100,528	102,403	171,744	139,951	186,819
675	Recycling	252,345	227,218	257,484	219,648	258,163
901	Depreciation Expense	244,384	267,854	215,000	215,000	215,000
906	Overhead Allocation	495,799	507,634	499,023	495,000	563,078
TOTAL OPERATING EXPENSES		\$ 2,872,431	\$ 3,015,221	\$ 3,157,353	\$ 3,023,417	\$ 3,252,660

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

DETAIL OF CAPITAL

DIV.#	ITEM DESCRIPTION	COST	GL ACCT. #
671	Residential Truck (Automated)	220,000	15-5-950-361
673	Knuckle Boom Loader	120,000	15-5-950-361
674	Pickup Truck 4X4 (2)	70,000	15-5-950-360
675	Recycle Truck	125,000	15-5-950-361
	TOTAL CAPITAL	\$ 535,000	

SOLID WASTE FUND

The Solid Waste User Fees will remain at \$15. The previous year's increase has stabilized the fund at a break even point. The main reason for the increase was to build up cash reserves and cover both operating and capital expenses. The fund was started by an equity transfer of equipment and therefore never had sufficient cash reserves to properly finance the fund as a stand alone business. It will take at least five years for the fund to recover from its' current negative cash position.

The table below shows the rates in effect since July 1, 2006:

SOLID WASTE RATES

Single-Family Residential Customer	\$	15.00	per month
Residential Roll Cart Service	\$	15.00	per month
Dumpster Service (one pick-up per week)	\$	70.00	per month
Each additional pick-up per week	\$	67.00	per month
Commercial Roll Cart/Bag Service	\$	24.00	per month

Performance Benchmarks, Goals and Priorities

The following benchmarks, goals and priorities are provided for in FY2008, along with programs already in place:

- Expand roll-cart program to other areas of the City.
- Reduce the number of commercial trucks required for service.
- Maintain a clean beach during peak tourist season by operating an additional beach rake.
- Provide litter collection services along public roadways.
- Increase recycling percentage of the waste disposal stream.

15-5-661 COMMERCIAL COLLECTION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 260,179	\$ 135,035	\$ 152,351	\$ 152,350	\$ 159,856
012	SALARY, PART-TIME	4,864	1,216	-	-	-
014	OVERTIME	18,779	14,416	12,000	15,000	15,000
021	FICA	20,104	11,721	10,683	10,878	11,366
022	EMPLOYEE RETIREMENT	22,157	12,729	16,435	15,898	13,988
023	EMPLOYEE INSURANCE	30,080	20,624	21,600	21,600	22,800
030	TRAINING	680	275	1,000	275	1,000
040	WORKERS COMPENSATION	14,739	10,891	10,864	16,500	11,558
050	AWARDS	1,825	2,146	1,726	1,406	1,726
	* SUBTOTAL PERSONNEL *	<u>373,407</u>	<u>209,053</u>	<u>226,659</u>	<u>233,907</u>	<u>237,294</u>
110	CLOTHING/UNIFORMS	4,135	3,871	4,000	3,500	4,000
111	MATERIALS/SUPPLIES	35,828	34,627	35,000	28,000	35,000
112	OFFICE SUPPLIES	-	7	-	200	-
113	PRINTING/BINDING	2,120	-	2,000	1,513	2,000
120	COMMUNICATIONS	1,739	1,741	1,250	1,250	1,800
130	CONTRACTUAL SERVICES	6,567	414	-	-	-
132	PROFESSIONAL SERVICES	-	-	500	-	500
140	SUBSCRIPTIONS/DUES	306	-	-	-	-
141	TRAVEL / BUSINESS	694	-	-	-	-
142	ADVERTISING	1,772	314	-	-	-
150	VEHICLE OPERATIONS	33,660	54,667	45,000	45,000	50,000
151	FUEL	14,944	30,233	26,000	26,000	30,000
152	DAMAGE CLAIMS	1,326	425	-	-	-
	* SUBTOTAL OPERATING *	<u>103,091</u>	<u>126,299</u>	<u>113,750</u>	<u>105,463</u>	<u>123,300</u>
TOTAL COMMERCIAL COLLECTION		<u>\$ 476,498</u>	<u>\$ 335,352</u>	<u>\$ 340,409</u>	<u>\$ 339,370</u>	<u>\$ 360,594</u>

DIVISION 661 COMMERCIAL COLLECTION

DIVISION NARRATIVE

The Commercial Collection Division is comprised of four (4) 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. Approximately 700 customers and 2000 container collections are served each week during the peak season.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Crew Leader I	1	14	40,383
Heavy Equipment Operator	2	13	76,671
Heavy Equipment Operator/Welder	1	13	40,725
Longevity	-		<u>2,077</u>
TOTAL	4		<u>\$ 159,856</u>

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous year. The increase in this division is due to expected growth in personnel and related operational costs such as fuel.

15-5-663 TRANSFER STATION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 92,438	\$ 89,546	\$ 95,072	\$ 95,784	\$ 100,384
014	OVERTIME	12,514	12,614	11,000	12,500	12,000
021	FICA	7,723	7,274	7,000	7,147	7,417
022	EMPLOYEE RETIREMENT	8,632	8,156	10,607	10,828	8,991
023	EMPLOYEE INSURANCE	13,133	19,576	16,200	19,800	17,100
040	WORKERS COMPENSATION	5,259	7,676	7,011	10,955	7,429
050	AWARDS	916	1,165	1,280	1,050	1,295
	* SUBTOTAL PERSONNEL *	<u>140,615</u>	<u>146,007</u>	<u>148,170</u>	<u>158,064</u>	<u>154,616</u>
110	CLOTHING/UNIFORMS	1,408	2,126	3,000	2,120	2,500
111	MATERIALS/SUPPLIES	4,421	6,228	4,800	4,500	4,800
130	CONTRACTUAL SERVICES	449,649	460,946	520,000	465,000	475,000
131	REPAIRS/MAINTENANCE	7,842	19,683	20,000	12,500	20,000
132	PROFESSIONAL SERVICES	-	283	300	285	500
150	VEHICLE OPERATIONS	57,513	49,793	40,000	38,000	40,000
151	FUEL	21,316	29,847	30,000	29,500	30,000
	* SUBTOTAL OPERATING *	<u>542,149</u>	<u>568,906</u>	<u>618,100</u>	<u>551,905</u>	<u>572,800</u>
TOTAL TRANSFER STATION		<u>\$ 682,764</u>	<u>\$ 714,913</u>	<u>\$ 766,270</u>	<u>\$ 709,969</u>	<u>\$ 727,416</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 (5) 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>	<u>Salary</u>
Heavy Equipment Operator	3	13	\$ 100,384
Longevity	-		-
TOTAL	3		<u>\$ 100,384</u>

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

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

15-5-671 RESIDENTIAL COLLECTION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 239,614	\$ 371,586	\$ 402,266	\$ 380,000	\$ 410,484
012	SALARY, PART-TIME	4,669	6,916	20,280	7,500	20,800
014	OVERTIME	32,822	24,805	27,000	27,000	28,000
021	FICA	19,373	25,962	29,220	26,943	29,853
022	EMPLOYEE RETIREMENT	20,257	29,164	45,073	36,630	35,079
023	EMPLOYEE INSURANCE	41,133	44,287	59,400	59,400	62,700
030	TRAINING	-	669	4,000	3,000	4,000
040	WORKERS COMPENSATION	12,877	23,853	29,715	46,432	29,737
050	AWARDS	2,415	3,946	4,747	4,200	4,747
	* SUBTOTAL PERSONNEL *	<u>373,160</u>	<u>531,188</u>	<u>621,701</u>	<u>591,105</u>	<u>625,400</u>
110	CLOTHING/UNIFORMS	5,836	7,717	8,000	7,500	8,000
111	MATERIALS/SUPPLIES	60,788	76,111	36,190	36,190	41,000
132	PROFESSIONAL SERVICES	-	-	500	500	500
142	ADVERTISING	-	1,063	1,000	1,000	1,000
150	VEHICLE OPERATIONS	22,593	-	24,000	23,500	28,000
151	FUEL	18,824	30,233	24,000	24,000	28,000
152	DAMAGE CLAIMS	300	25,852	-	-	-
	* SUBTOTAL OPERATING *	<u>108,341</u>	<u>140,976</u>	<u>93,690</u>	<u>92,690</u>	<u>106,500</u>
TOTAL RESIDENTIAL COLLECTION		<u>\$ 481,501</u>	<u>\$ 672,164</u>	<u>\$ 715,391</u>	<u>\$ 683,795</u>	<u>\$ 731,900</u>

DIVISION 671 RESIDENTIAL COLLECTION

DIVISION NARRATIVE

The Residential Collection Division is comprised of eleven (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.

This division is responsible for the curbside collection of residential solid waste, including bag garbage and yard waste. These employees provide approximately 16,000 curbside collections each week during the peak season. In addition, weekend work is required during the summer to accommodate the changeover of residential rental properties.

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

Funding Source: \$15,900 Accommodations Tax Fund (for Overtime), and the remainder \$715,000 - Solid Waste Fund.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Sanitation Superintendent	1	26	\$ 75,594
Sanitation Supervisor	1	21	\$ 58,274
Crew Leader I	1	14	39,295
Heavy Equipment Operator	3	13	100,772
Motor Equipment Operator	3	11	87,998
Tradesworker	2	9	46,777
Longevity	-		1,774
TOTAL	11		<u>\$ 410,484</u>

DETAIL OF CAPITAL OUTLAY

** SEE SOLID WASTE CAPITAL PURCHASE SCHEDULE **

BUDGET ANALYSIS

This division provides for the same level of residential collection service as the previous year's budget. The increase is a result of normal growth in personnel and operating expenses. This division has become the primary cost center since much of commercial collection has been privatized.

15-5-673 TRASH/LITTER COLLECTION

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 57,060	\$ 104,044	\$ 98,876	\$ 122,000	\$ 104,225
012	SALARY, PART-TIME	6,475	4,114	10,140	10,140	10,400
014	OVERTIME	8,870	10,806	9,000	9,000	11,000
021	FICA	5,571	7,992	8,733	10,444	9,296
022	EMPLOYEE RETIREMENT	5,251	6,316	10,788	10,480	10,370
023	EMPLOYEE INSURANCE	13,544	11,467	16,200	16,200	17,100
040	WORKERS COMPENSATION	3,797	5,858	7,800	12,500	8,304
050	AWARDS	621	1,170	1,295	1,295	1,295
	* SUBTOTAL PERSONNEL *	<u>101,189</u>	<u>151,767</u>	<u>162,832</u>	<u>192,059</u>	<u>171,990</u>
110	CLOTHING/UNIFORMS	1,072	1,271	1,500	1,500	2,000
111	MATERIALS/SUPPLIES	420	905	1,200	900	1,200
132	PROFESSIONAL SERVICES	-	431	250	20	250
142	ADVERTISING	205	-	250	205	250
150	VEHICLE OPERATIONS	21,817	12,925	10,000	10,000	14,000
151	FUEL	13,909	20,384	16,000	16,000	20,000
152	DAMAGE CLAIMS	-	-	-	-	-
	* SUBTOTAL OPERATING *	<u>37,423</u>	<u>35,916</u>	<u>29,200</u>	<u>28,625</u>	<u>37,700</u>
TOTAL TRASH/LITTER COLLECTION		<u>\$ 138,612</u>	<u>\$ 187,683</u>	<u>\$ 192,032</u>	<u>\$ 220,684</u>	<u>\$ 209,690</u>

DIVISION 673 TRASH/LITTER COLLECTION

DIVISION NARRATIVE

The Trash/Litter Collection Division is comprised of three (3) 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 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.

Funding Source: \$66,500 - Accommodations Tax Fund (for Litter collection);
and the remainder \$143,190 - Solid Waste Fund

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Heavy Equipment Operator	3	13	\$ 104,225
Longevity	<u>-</u>		<u>-</u>
TOTAL	3		<u>\$ 104,225</u>

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of services as the previous fiscal year. The increase is due to expected growth in personnel and operating costs.

15-5-674 BEACH CLEANING

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY	\$ -	\$ -	\$ 52,000	\$ 41,500	\$ 54,227
012	SALARY, PART-TIME	52,507	43,239	40,000	25,000	41,600
014	OVERTIME	13,770	11,895	10,000	9,000	10,000
021	FICA	5,492	4,256	7,803	5,663	8,096
022	RETIREMENT	-	-	4,960	4,040	5,138
023	INSURANCE	-	-	10,800	7,600	11,400
040	WORKERS COMPENSATION	6,483	6,471	6,068	9,442	6,995
050	AWARDS	-	-	863	933	863
	* SUBTOTAL PERSONNEL *	<u>78,252</u>	<u>65,861</u>	<u>132,494</u>	<u>103,178</u>	<u>138,319</u>
110	CLOTHING/UNIFORMS	35	451	2,000	1,200	2,000
111	MATERIALS/SUPPLIES	359	730	6,000	6,560	10,000
132	PROFESSIONAL SERVICES	-	895	250	513	500
150	VEHICLE OPERATIONS	8,263	18,656	15,000	15,000	20,000
151	FUEL	<u>13,619</u>	<u>15,810</u>	<u>16,000</u>	<u>13,500</u>	<u>16,000</u>
	* SUBTOTAL OPERATING *	<u>22,276</u>	<u>36,542</u>	<u>39,250</u>	<u>36,773</u>	<u>48,500</u>
TOTAL BEACH CLEANING		<u>\$ 100,528</u>	<u>\$ 102,403</u>	<u>\$ 171,744</u>	<u>\$ 139,951</u>	<u>\$ 186,819</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 (2) full-time employees and four part-time Beach Cleaners, as well as beach cleaning supplies, and trash receptacles. Maintenance and fuel money for two beach trucks, a beach trailer, three beach cleaning machines, and two tractors are also included in this division.

Funding Source: \$186,819 - Accommodations Tax Fund;

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Motor Equipment Operator	2	13	\$ 54,227
Longevity	-		-
TOTAL	2		<u>\$ 54,227</u>

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

This division provides for the same level of service as the previous fiscal year. The overall increase in the budget is due to expected growth in personnel and operating expenses.

15-5-675 RECYCLING

DETAIL OF EXPENSES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATED	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 116,835	\$ 123,514	\$ 127,250	\$ 120,725	\$ 130,605
014	OVERTIME	15,233	11,610	12,000	12,500	12,000
021	FICA	9,821	9,580	9,469	9,059	9,698
022	EMPLOYEE RETIREMENT	10,766	10,668	13,925	10,658	11,408
023	EMPLOYEE INSURANCE	17,734	18,510	21,600	19,200	22,800
040	WORKERS COMPENSATION	6,108	9,102	8,284	8,000	9,426
050	AWARDS	1,181	1,906	1,706	1,406	1,726
	* SUBTOTAL PERSONNEL *	<u>177,678</u>	<u>184,890</u>	<u>194,234</u>	<u>181,548</u>	<u>197,663</u>
110	CLOTHING/UNIFORMS	2,457	3,008	4,000	2,100	4,000
111	MATERIALS/SUPPLIES	26,533	15,360	32,000	13,500	26,000
113	PRINTING/BINDING	-	-	3,000	-	3,000
130	CONTRACTUAL SERVICES	-	-	250	-	500
150	VEHICLE OPERATIONS	37,095	12,058	12,000	12,500	15,000
151	FUEL	8,582	11,902	12,000	10,000	12,000
	* SUBTOTAL OPERATING *	<u>74,667</u>	<u>42,328</u>	<u>63,250</u>	<u>38,100</u>	<u>60,500</u>
TOTAL RECYCLING		<u>\$ 252,345</u>	<u>\$ 227,218</u>	<u>\$ 257,484</u>	<u>\$ 219,648</u>	<u>\$ 258,163</u>

DIVISION 675 RECYCLING

DIVISION NARRATIVE

The Recycling Division is comprised of four (4) 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>	<u>Salary</u>
Heavy Equipment Operator	2	13	\$ 72,533
Motor Equipment Operator	2	11	58,072
Longevity	-		-
TOTAL	4		<u>\$ 130,605</u>

DETAIL OF CAPITAL OUTLAY

**** SEE SOLID WASTE CAPITAL PURCHASE SCHEDULE ****

BUDGET ANALYSIS

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

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BEACH SERVICES FUND

BEACH SERVICES FUND

The Beach Services Fund was established during FY2006. A budget adjustment ordinance was passed to provide initial funding for the various capital assets that would be needed as well as operating expenses for the months of April thru June 2007.

This fund is an enterprise fund which encompasses all vending on the beach as well as the cost of lifeguards throughout the Summer season. Since this is a totally new undertaking for the city, the following budgeted numbers are truly estimates and may need significant modifications depending on the actual outcome of the initial season of the enterprise fund.

The following table illustrates the budgeted revenues for the Beach Services Fund. These numbers represent the City's plan to increase safety on its public beach.

FISCAL YEAR ENDING JUNE 30, 2008 DETAIL OF REVENUES BEACH SERVICES FUND

REVENUES	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATE	FY 2008 BUDGETED
Rental (Umbrellas & Chairs)	-	-	735,000	600,000	1,500,000
Sales (Drinks & Food)	-	-	655,000	487,500	1,150,000
Sponsorships	-	-	-	13,000	13,000
Accommodations Tax Transfer	-	-	-	-	89,200
TOTAL REVENUES	\$ -	\$ -	\$ 1,390,000	\$ 1,100,500	\$ 2,752,200

The table below summarizes Beach Services Fund operating expenses:

FISCAL YEAR ENDING JUNE 30, 2008 SUMMARY OF EXPENSES BEACH SERVICES FUND

Div. #	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATE	FY 2008 BUDGETED
760	Administration & Operations	-	-	546,400	684,089	1,570,818
901	Depreciation / Amortization	-	-	-	135,000	270,000
906	Overhead Allocations	-	-	-	-	308,904
	Transfer Out Beach Renour.	-	-	-	-	50,000
TOTAL OPERATING EXPENSES		\$ -	\$ -	\$ 546,400	\$ 819,089	\$ 2,199,722

BEACH SERVICES FUND

Revenues are projected to exceed expenses by \$552,478 for FY2008. It is the intent of this fund to make money and supplement other beach related activities such as beach renourishment and beach patrol.

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 because they have a useful life much longer then one year and as a whole are a major expense in the startup costs of the enterprise. Beach chairs and umbrellas will be depreciated over a three year period.

SUMMARY OF CAPITAL BEACH SERVICES FUND

Code	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATE	FY 2008 BUDGETED
760-321	Building Improvements	-	-	-	400,000	-
760-360	Motor Vehicles	-	-	44,600	272,466	-
760-370	Non-Mobil Equipment	-	-	799,000	814,405	-
TOTAL OPERATING EXPENSES		\$ -	\$ -	\$ 843,600	\$ 1,486,871	\$ -

16-5-760 BEACH SERVICES FUND

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2007 ESTIMATE	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ -	\$ -	\$ 450,000	\$ 56,000	\$ 78,000
012	SALARY, PART-TIME	-	-	-	281,400	894,200
014	OVERTIME	-	-	-	2,000	5,000
021	FICA	-	-	63,150	22,061	67,427
022	EMPLOYEE RETIREMENT	-	-	-	4,640	6,640
023	EMPLOYEE INSURANCE	-	-	-	4,730	11,400
030	TRAINING	-	-	-	2,000	1,000
040	WORKERS COMPENSATION	-	-	-	13,576	39,088
050	AWARDS	-	-	-	232	463
	* SUBTOTAL PERSONNEL *	<u>-</u>	<u>-</u>	<u>513,150</u>	<u>386,639</u>	<u>1,103,218</u>
110	CLOTHING/UNIFORMS	-	-	17,850	17,000	25,000
111	MATERIALS/SUPPLIES	-	-	15,400	15,000	10,000
112	OFFICE SUPPLIES	-	-	-	350	500
113	PRINTING/BINDING	-	-	-	100	5,000
120	COMMUNICATIONS	-	-	-	50,000	50,100
131	REPAIRS/MAINTENANCE	-	-	-	-	2,000
132	PROFESSIONAL SERVICES	-	-	-	8,500	3,000
134	CREDIT CARD FEES	-	-	-	-	3,000
140	SUBSCRIPTIONS/DUES	-	-	-	-	1,000
141	TRAVEL/BUSINESS	-	-	-	10,000	5,000
142	ADVERTISING	-	-	-	75,000	50,000
150	VEHICLE OPERATIONS	-	-	-	1,000	3,000
151	FUEL	-	-	-	2,000	10,000
152	DAMAGE CLAIMS	-	-	-	-	-
185	FROZEN LEMONADE SUPPLIES	-	-	-	62,500	137,500
186	BOTTLED DRINKS	-	-	-	25,000	75,000
187	PREPACKAGED FOODS	-	-	-	26,000	75,000
188	NON-FOOD ITEMS	-	-	-	5,000	12,500
	* SUBTOTAL OPERATING *	<u>-</u>	<u>-</u>	<u>33,250</u>	<u>297,450</u>	<u>467,600</u>
	** TOTAL EXPENDITURES **	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 546,400</u>	<u>\$ 684,089</u>	<u>\$ 1,570,818</u>

DIVISION 760 BEACH SERVICES

DIVISION NARRATIVE

The Beach Services Division will include two regular employees, a Beach Services Manager and a Beach Maintenance Worker. Also approximately 150 part-time employees will be hired during the summer as lifeguards and vendors. This division will provide for daily lifeguard services at lifeguard stands along the nine miles of beach front in North Myrtle Beach from late May til Labor Day. Also all beach vending will be accounted for in this division.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Beach Manager	1	25	55,000
Beach Maintenance Worker	1	new	23,000
Longevity	-		-
TOTAL	2		<u>\$ 78,000</u>

DETAIL OF CAPITAL OUTLAY

No capital is budgeted for FY 2008

BUDGET ANALYSIS

FY2008 will be the first full year of operations for the Beach Services Fund. All numbers are very much an estimate and it is the intent on management to run this fund as an enterprise fund and use excess revenues for the benefit of the City and the beach.

BEACH SERVICES FUND

DEPRECIATION

DETAIL OF EXPENSES 16-5-901-xxx

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>FY 2005 ACTUAL</u>	<u>FY 2006 ACTUAL</u>	<u>FY 2007 BUDGETED</u>	<u>FY 2007 ESTIMATE</u>	<u>FY 2008 BUDGETED</u>
<u>DEPRECIATION</u>						
510	DEPRECIATION	\$ -	\$ -	\$ -	\$ 135,000	\$ 270,000
* TOTAL DEPRECIATION*		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 135,000</u>	<u>\$ 270,000</u>

AQUATIC AND FITNESS CENTER FUND

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

The Aquatic and Fitness Center Fund was established in FY2003. This fund accounts for all activities associated with the construction and operation of the new Aquatic and Fitness Center. The Aquatic and Fitness Center Bonds were issued in FY2004 and ground breaking on the new building took place May 2004.

The FY2004 Revenue Bond was collateralized by 100% of the 1/2 percent local accommodations tax fee adopted in March of 2002. The Aquatic and Fitness Center is an Enterprise Fund and hopefully membership fees will fully fund both operating and debt service expenses once the center has been open for several years. To fully fund this activity total member units will have to be around 2,250 based on current data.

The facility opened for business in November of 2005. Demand for the new facility has been good and memberships continue to grow on a monthly basis.

The following table illustrates the budgeted revenues for the Aquatic and Fitness Center for 1,750 member units. This number of members is slightly above the break-even point when the 1/2% local accommodations tax is used for the annual debt service. Memberships should exceed the 1,750 mark as early as July.

**FISCAL YEAR ENDING JUNE 30, 2008
DETAIL OF REVENUES
AQUATIC AND FITNESS CENTER FUND**

REVENUES	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2006 ESTIMATE	FY 2008 BUDGETED
Aquatic Membership Fees	-	447,952	1,130,000	1,100,000	1,250,000
Aquatic Origination Fees	-	97,065	25,000	65,000	50,000
Aquatic Day Memberships	-	6,950	25,000	20,000	20,000
Operating Program Fees	25,189	77,420	90,000	103,000	105,000
Donations / Grants	111,440	323,526	82,500	35,075	20,000
Property Sales/Interest/Rent	-	36,329	48,900	28,900	36,400
Miscellaneous	100	1,705	5,000	1,000	1,000
Non-Operating Program Fees	53,560	48,432	60,640	46,541	46,500
Local Accommodations Tax	599,793	694,862	633,450	715,000	725,000
Transfers from other Funds	483,000	-	75,000	-	-
Accommodations Tax Transfer	27,100	70,714	56,411	56,411	46,000
TOTAL REVENUES	<u>\$ 1,300,182</u>	<u>\$ 1,804,955</u>	<u>\$ 2,231,901</u>	<u>\$ 2,170,927</u>	<u>\$ 2,299,900</u>

AQUATIC AND FITNESS CENTER FUND

The table below summarizes Aquatic and Fitness Center Fund operating expenses by division:

**FISCAL YEAR ENDING JUNE 30, 2008
SUMMARY OF EXPENSES
AQUATIC AND FITNESS CENTER FUND**

Div. #	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2006 ESTIMATE	FY 2008 BUDGETED
770	Administration & Operations	159,713	1,087,464	1,452,121	1,249,141	1,427,043
901	Depreciation / Amortization	3,436	191,163	253,436	253,436	253,436
906	Overhead Allocations	-	199,431	170,832	170,247	187,797
911	Bond Interest/Agent Fees	352,600	340,882	340,882	328,682	315,983
TOTAL OPERATING EXPENSES		<u>\$ 515,749</u>	<u>\$ 1,818,940</u>	<u>\$ 2,217,271</u>	<u>\$ 2,001,506</u>	<u>\$ 2,184,259</u>

Revenues are projected to exceed expenses by \$115,641 for FY2008. This amount can be reallocated by City Council for any other purpose allowed by State Law under the Local Accommodations Tax statute.

The following table illustrates the history of the construction of the Aquatic and Fitness Center. The final payments for construction were made during the first half of FY2006. Even though many of those items did not individually meet the capitalization threshold, the City capitalized those items as a whole in order to smooth out the initial start-up costs of the center. No capital is budgeted for the FY2008 budget year.

**SUMMARY OF CAPITAL
AQUATIC AND FITNESS CENTER FUND**

Code	DIVISION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2006 ESTIMATE	FY 2008 BUDGETED
970-220	Building	6,385,449	560,517	560,517	-	-
970-380	Furniture/Fitness Equipment	-	450,000	450,000	-	-
TOTAL OPERATING EXPENSES		<u>\$ 6,385,449</u>	<u>\$ 1,010,517</u>	<u>\$ 1,010,517</u>	<u>\$ -</u>	<u>\$ -</u>

17-5-770 AQUATIC AND FITNESS CENTER

DETAIL OF EXPENDITURES

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2006 ESTIMATE	FY 2008 BUDGETED
011	SALARY, REGULAR	\$ 3,844	\$ 286,154	\$ 384,955	\$ 352,000	\$ 396,730
012	SALARY, PART-TIME	1,993	225,674	350,400	324,500	381,448
014	OVERTIME	374	7,054	3,892	-	4,000
015	SPECIAL ALLOWANCE	-	4,800	4,800	5,400	5,400
021	FICA	455	36,676	48,051	43,973	53,970
022	EMPLOYEE RETIREMENT	325	21,724	33,052	28,160	32,058
023	EMPLOYEE INSURANCE	337	36,659	59,400	56,000	62,700
030	TRAINING	150	475	2,200	2,000	-
040	WORKERS COMPENSATION	-	15,084	13,306	15,000	15,644
050	AWARDS	-	2,186	2,720	2,472	2,547
	* SUBTOTAL PERSONNEL *	<u>7,478</u>	<u>636,486</u>	<u>902,776</u>	<u>829,505</u>	<u>954,497</u>
110	CLOTHING/UNIFORMS	-	9,007	5,100	4,000	2,060
111	MATERIALS/SUPPLIES	41,498	71,112	65,000	50,936	59,491
112	OFFICE SUPPLIES	75	7,104	7,000	3,500	7,000
113	PRINTING/BINDING	17,196	5,523	6,000	4,000	10,000
114	AQUATIC SUPPLIES	-	24,924	24,385	15,000	19,000
115	FITNESS SUPPLIES	-	11,276	40,495	4,000	7,145
116	PROGRAMMING SUPPLIES	-	3,266	8,700	4,000	9,000
117	RESALE SUPPLIES	-	457	-	-	10,000
118	CUSTODIAL SUPPLIES	-	-	-	-	10,000
120	COMMUNICATIONS	13,358	24,296	4,000	25,200	2,300
121	UTILITIES	-	114,966	205,000	135,000	140,000
130	CONTRACTUAL SERVICES	8,113	26,768	450	30,000	50,000
131	REPAIRS/MAINTENANCE	-	5,488	4,000	15,000	17,500
132	PROFESSIONAL SERVICES	6,964	14,181	38,000	9,500	5,050
134	CREDIT CARD FEES	-	9,829	-	9,000	14,000
135	EVENT/FUND RAISERS	33,927	40,285	-	50,000	20,000
140	SUBSCRIPTIONS/DUES	417	1,426	1,215	3,000	3,000
141	TRAVEL/BUSINESS	433	1,078	5,000	2,500	-
142	ADVERTISING	<u>30,254</u>	<u>79,992</u>	<u>135,000</u>	<u>55,000</u>	<u>87,000</u>
	* SUBTOTAL OPERATING *	<u>152,235</u>	<u>450,978</u>	<u>549,345</u>	<u>419,636</u>	<u>472,546</u>
	** TOTAL EXPENDITURES **	<u>\$ 159,713</u>	<u>\$ 1,087,464</u>	<u>\$ 1,452,121</u>	<u>\$ 1,249,141</u>	<u>\$ 1,427,043</u>

DIVISION 770 AQUATIC AND FITNESS CENTER

DIVISION NARRATIVE

The Aquatic and Fitness Center is a division of the Parks and Recreation Department. The eleven full-time staff members are devoted to operating the facility on a full-time basis and with the assistance of nearly 60 part-time employees, an outstanding health and fitness program to 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.

The four custodians maintain the facility and keep it clean with the help of many part-time employees.

DETAIL OF PERSONNEL SERVICES

<u>Position</u>	<u>Number</u>	<u>Grade</u>	<u>Salary</u>
Aquatic & Fitness Center Director	1	25	67,610
Assistant Aquatic & Fitness Center Director	1	21	57,244
Aquatic Director	1	18	41,538
Fitness Director	1	17	39,341
Activities Director	1	17	40,619
Customer Service Supervisor	1	15	28,229
Secretary / Receptionist	1	10	28,708
Lead Custodian	1	9	24,403
Custodian	3	8	65,306
Longevity	-		<u>3,732</u>
TOTAL	11		<u>\$ 396,730</u>

DETAIL OF CAPITAL OUTLAY

**** SEE AQUATIC AND FITNESS CENTER SUMMARY OF CAPITAL TABLE ****

BUDGET ANALYSIS

The main goal of this budget is for this endeavor to be self-supporting by year three including debt service. The budget is actually under the FY2007 Budget due to the current number of members. The expense side of the budget will be highly correlated to revenues.

AQUATIC AND FITNESS CENTER FUND

DEPRECIATION AND AMORTIZATION

DETAIL OF EXPENSES 17-5-901-xxx

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2006 ESTIMATE	FY 2008 BUDGETED
<u>DEPRECIATION AND AMORTIZATION</u>						
510	DEPRECIATION	\$ -	\$ 187,727	\$ 250,000	\$ 250,000	\$ 250,000
515	AMORTIZATION	<u>3,436</u>	<u>3,436</u>	<u>3,436</u>	<u>3,436</u>	<u>3,436</u>
* TOTAL DEPREC/AMORTIZATION*		<u>\$ 3,436</u>	<u>\$ 191,163</u>	<u>\$ 253,436</u>	<u>\$ 253,436</u>	<u>\$ 253,436</u>

BOND INTEREST AND FEES

DETAIL OF EXPENSES 17-5-911-xxx

CODE	CLASSIFICATION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 BUDGETED	FY 2006 ESTIMATE	FY 2008 BUDGETED
<u>BOND INTEREST AND FEES</u>						
415	BOND INTEREST	\$ 352,600	\$ 340,882	\$ 340,882	\$ 328,682	\$ 315,983
420	BOND AGENT FEES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
* TOTAL BOND INTEREST & FEES *		<u>\$ 352,600</u>	<u>\$ 340,882</u>	<u>\$ 340,882</u>	<u>\$ 328,682</u>	<u>\$ 315,983</u>

PERSONNEL REPORT

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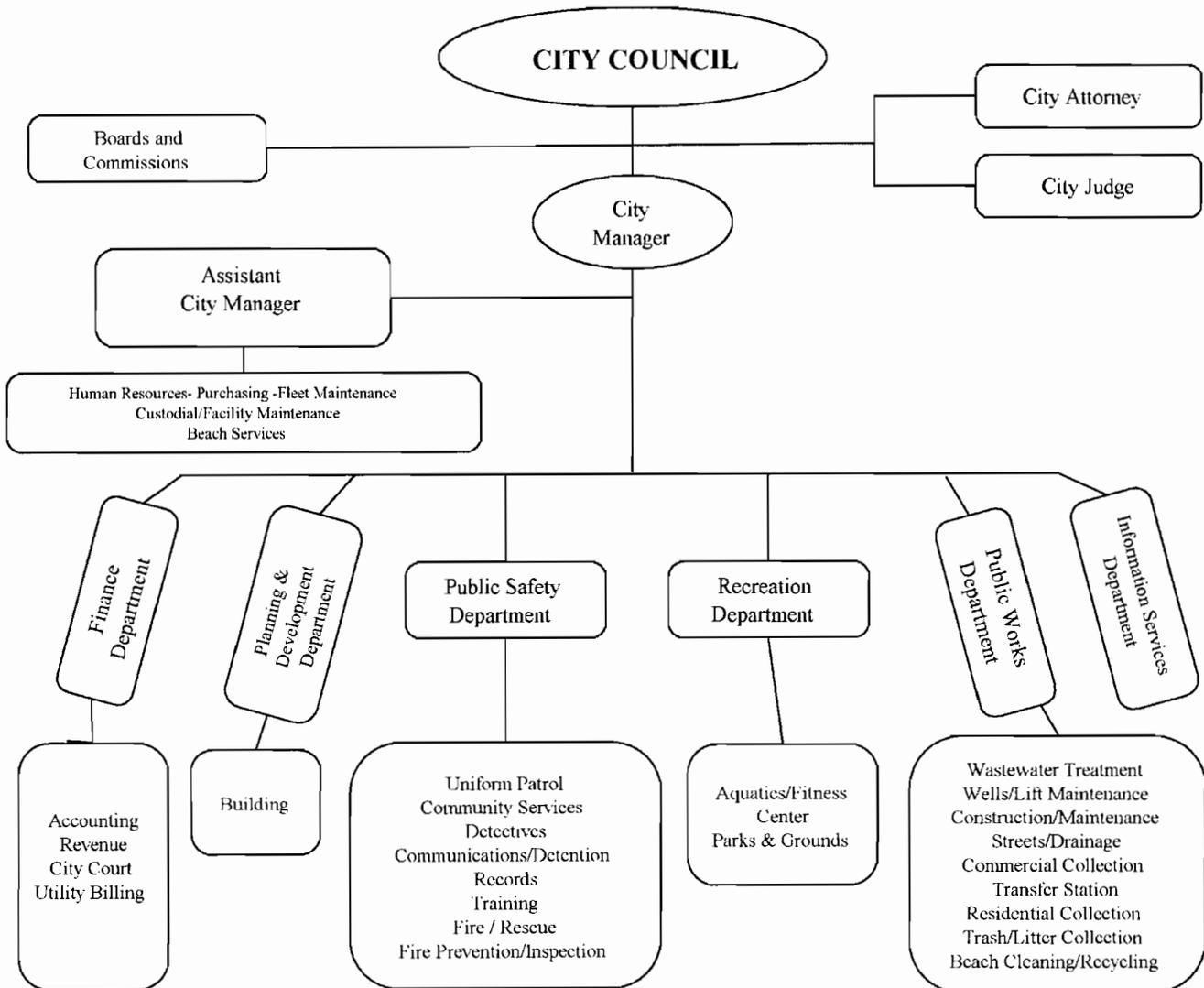
PERSONNEL REPORT

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 city has grown tremendously over the last several years and the number of City employees has started to reflect that growth. From a peak of 207 employees in 1988, the City reduced this number to 200 total employees in 1993; 202 employees were budgeted for FY1994, 203 in FY1995, 205 in FY1996, 209 in FY1997, 227 in FY1998, 230 in FY1999, 245 in FY2000, 278 in FY2001, 287 in FY2002, 299 in FY2003, 301 in FY2004, 311 in FY2005, 332 in FY2006, 357 in FY2007, and FY2008 has added 9 employees for a total of 366 employees.

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

City of North Myrtle Beach -- Employees by Department

The number of budgeted positions has increased by 9 for FY2008. Changes by division are illustrated below:

DEPT	Div.#	CLASSIFICATION	FY 2003 ADOPTED	FY 2004 ADOPTED	FY 2005 ADOPTED	FY 2006 ADOPTED	FY 2007 ADOPTED	FY 2008 ADOPTED
GENERAL GOVT	211	Legislative	8	8	8	8	8	8
	221	Administrative	2	3 ¹	3	2 ¹	2	2
	232	City Court	3	3	4 ²	4	5 ²	5
GENERAL GOVT	242	Legal	2	2	2	2	2	2
	251	Economic Development	-	-	-	-	-	1 ³
	252	Human Resources	5	5	5	7 ^{1,4}	10 ⁵	10
IS	262	Information Services	4	4	5 ⁶	5	6 ⁷	6
FINANCIAL	312	Utility Billing	7	8 ⁸	8	8	8	8
	342	Accounting	5	5	5	5	5	6 ⁹
	352	Revenue	4	4	4	4	5 ¹⁰	6 ¹¹
PUBLIC SAFETY	411	Public Safety Admin.	4	4	4	4	4	4
	422	Uniform Patrol	58	58	61 ¹²	58 ¹²	58	58
	424	Community Services	4	5 ¹³	5	8 ¹²	11 ¹⁴	11
	431	Detectives	9	9	10 ¹⁵	10	10	10
	442	Communication/Detention	17	17	19 ¹⁶	19	19	19
	444	Records	5	5	5	4 ⁴	4	4
	445	Victim Rights Advocate	1	1	1	1	1	1
	452	Public Safety Training	3	2 ¹³	2	2	3 ¹⁷	3
	453	Fire / Rescue	31	31	31	37 ¹⁸	40 ¹⁹	40
	454	Fire Prevention/Inspection	2	2	2	3 ²⁰	4 ²¹	4
PLANNING & DEVELOPMENT	521	Planning	8	9 ²²	10 ²³	10	10 ²⁴	10
	522	Building	8	7 ²⁵	7	9 ²⁶	11 ²⁷	11
PUBLIC WORKS	611	Public Works Admin.	8	8	8	8	8	9 ²⁸
	622	Wastewater Treatment	5	5	6 ²⁹	6	6	6
	632	Wells/Lifts Maintenance	9	9	9	9	9	9
	642	Construction Maintenance	17	17	17	17	19 ³⁰	19
	652	Streets/Drainage	17	17	17	18 ³¹	18	19 ³²
	661	Commercial Collection	6	6	6	4 ³³	4	4
	663	Transfer Station	3	3	3	3	3	3
	671	Residential Collection	8	8	8	10 ³³	11 ³¹	11
	673	Trash/Litter Collection	2	2	2	2 ³⁴	3 ³¹	3
	674	Beach Cleaning	-	-	-	1 ³⁵	2 ³⁵	2
PUBLIC WORKS	675	Recycling	4	4	4	4	4	4
	741	Recreation	6	6	6	5 ³⁶	6 ³⁷	6
	754	Parks & Grounds	9	9	9	9	10 ³⁸	11 ³⁹
	760	Beach Services Fund	-	-	-	-	1 ⁴⁰	2 ⁴¹
	770	Aquatics/Fitness Center	-	-	-	10 ⁴²	11 ⁴³	11
SUPPORT	822	Purchasing	6	6	6	7 ⁴⁴	7	7
	832	Fleet Maintenance	5	5	5	5	5	6 ⁴⁵
	842	Custodial/Facility Maint.	4	4	4	4	4	5 ⁴⁶
TOTALS			299	301	311	332	357	366

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

Employees by Department (continued)

Footnotes for the changes in budgeted positions which were illustrated on the previous page:

General Government

- 1 Added 1 Grants/Special Projects Coordinator to 221 in FY2004, then transferred to 252 in FY2006.
- 2 Added 1 Court Clerk in FY2005, again during FY2007 (both replaced a part-time clerk position).
- 3 Added Economic Development Manager in FY2008.
- 4 Transfer Secretary/Receptionist from Records 444 to Human Resources 252 during FY2006.
- 5 Added Risk Manager, Public Information Officer and Administrative Assistant I in FY2007.

Information Systems

- 6 Added 1 E-Government Business Analyst in FY2005.
- 7 Added 1 Computer Technician in FY2007.

Finance

- 8 Added 1 Radio-Read Maintenance Coordinator in FY2004.
- 9 Added 1 Accountant - Enterprise Funds in FY2008.
- 10 Added 1 Cashier in FY2007.
- 11 Added 1 Business License Field Inspector in FY2008 (replaced a part-time position).

Public Safety

- 12 Added 1 Sgt., 2 PSOs for Beach Patrol FY2005, then transfer from 422 to 424 in FY2006.
- 13 Transferred DARE Officer from Training 452 to Community Services 424 in FY2004.
- 14 Added 3 PSOs for Beach Patrol during FY2007 by Budget Amendment.
- 15 Added 1 Detective in FY2005.
- 16 Added 2 Communication Technician/Jailers in FY2005.
- 17 Added 1 Fire Training Captain during FY2007 by Budget Amendment.
- 18 Added 6 Firefighters (Barefoot Resort Station) in FY2006.
- 19 Added 3 Firefighters in FY2007.
- 20 Added 1 Fire Inspector in FY2006.
- 21 Added 1 Fire Prevention Secretary in FY2007 (replaced a part-time position).

Planning & Development

- 22 Added 1 Administrative Assistant in FY2004 (replaces 2 part-time Permit Clerks).
- 23 Added 1 Zoning Inspector in FY2005.
- 24 Transferred 1 Permit Clerk to Building [522], and added 1 Planner in FY2007.
- 25 Delete 1 Inspector (funded FY2001 but never hired) in FY2004.
- 26 Added 2 Building Inspectors in FY2006 (one in budget process, another 10/3/05 by Budget Amendment).
- 27 Transferred 1 Permit Clerk from 521, added 1 Administrative Assistant in FY2007.

Public Works

- 28 Added 1 Engineering GIS/CAD Technician for FY2008.
- 29 Added 1 Wastewater Treatment Operator in FY2005.
- 30 Added 2 Motor Equipment Operators in FY2007.
- 31 Added 1 Heavy Equipment Operator to 652 in FY2006, to 671 in FY2007, and to 673 in FY2007.
- 32 Added 1 Storm Water Compliance Manager in FY2008.
- 33 Transfer Supt and Supv from 661 to 671 in FY2006.
- 34 Transfer 1 HEO from 671 to 673 and 1 Tradesworker from 673 to 671 for FY2006.
- 35 Added 1 Motor Equipment Operator in FY2006 and 1 in FY2007.

Parks & Recreation

- 36 Transferred Aquatic/Fitness Center Director from 741 to 770 in FY2006.
- 37 Added 1 Administrative Assistant in FY2007.
- 38 Added 1 Grounds Technician in FY2007.
- 39 Added 1 Tree Maintenance Technician in FY2008.
- 40 Added 1 Beach Services Manager in FY2007.
- 41 Added 1 Beach Maintenance Worker in FY2008.
- 42 Added 9 employees to staff Aquatics/Fitness Center as it opens during FY2006.
- 43 Added 1 Customer Service Supervisor in FY2007.

Support Services

- 44 Added 1 Warehouse Clerk in FY2006.
- 45 Added 1 Mechanic in FY2008.
- 46 Added 1 Facility Maintenance Technician in FY2008.

Employee Benefits

The City continues to offer employees a generous benefits packet. In 1994, the City changed the retirement program for all general employees and firefighters to a 401(a) plan. 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 meet 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.

In 1981, the City was one of the first cities in the state to join the South Carolina Local Government Assurance Group, another self-funded program initiated by the Municipal Association of South Carolina. LGAG provides a comprehensive medical and dental insurance program to employees, as well as a limited vision care program. Self-funding contributes toward lower costs in operating a medical insurance program.

The City’s health insurance program is that of an “experience rated” format (cost based on actual claims), instead of the pool coverage plan where cost continues to drastically increase. The experience rating allows the City to keep premiums relatively unchanged and continue to offer four separate levels of coverage (employee, employee-spouse, employee-children, and full family). In FY2002, the City began offering employees two health coverage plans with different deductibles, co-pays and out-of-pocket caps. To further allow choice of lower premium cost another deductible plan was added in FY2005. This higher deductible plan allowed for reimbursement of a portion of the deductible, once a certain threshold was met. Employees could choose the higher deductible plan with no increase in cost that year. The dental plan and prescription drug card costs also went up. Cost leveled off in FY2003 with a 5% across the board increase in premiums. FY2007 showed moderate cost increases for health care. The city has budgeted for 20% increases for FY2008.

In FY2006 the City enhanced our current Health Reach Program with a voluntary comprehensive 12-month incentive-based Wellness Program. This program includes a confidential Wellsource Personal Wellness Profile (PWP), health assessment, testing of blood pressure, heart rate, lipid panel, glucose monitoring, girth measurement, height, weight, body fat and carbon monoxide testing for employees desiring to quit smoking. It focuses on the improvement of health for our employees.

Over ten years ago, the City took another step forward with a “Cafeteria Plan” 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. 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 the organization 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 FY2008.

Compensation

The Pay and Compensation Plan was updated for FY2008 for all budgeted full-time positions and has been adjusted on the following pages to reflect cost of living changes over the past year of 3.7%

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, 2007 for FY2008

<u>Job Title</u>	<u>ANNUAL SALARY RANGE</u>			
	<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Custodian	8	21,093	25,311	31,638
Bridge Operator	9	22,858	27,429	34,286
Lead Custodian				
Public Grounds Maintenance Worker				
Tradesworker				
Secretary/Receptionist-Aquatic & Fitness	10	24,624	29,548	36,936
Secretary/Receptionist-Human Resources				
Secretary/Receptionist-Recreation				
Cashier/Accounting Clerk	11	26,390	31,667	39,583
Meter Reader				
Motor Equipment Operator (MEO)				
Records Clerk				
Support Services Clerk				
Warehouse Clerk				
Animal Control Officer				
Communications Technician/Jailer				
Landscape Technician				
Maintenance Specialist / MEO				
Permit Clerk				
Accounting Clerk - A/P	13	29,921	35,905	44,880
Accounting Clerk - Payroll				
Administrative Assistant I - Human Resources				
Administrative Assistant I - Parks & Recreation				
Administrative Assistant I - Planning & Dev				
Administrative Assistant I - Public Works				
Electrician's Helper				
Facilities and Amenities Mainenance Specialist				
Firefighter				
Heavy Equipment Operator (HEO)				
Heavy Equipment Operator/Welder				
Materials and Inventory Technician				
Procurement Clerk				
Pump Mechanic I				
Wastewater Operator C				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN

Effective July 1, 2007 for FY2008

<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	31,687	38,024	47,530
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	33,453	40,142	50,177
Administrative Assistant II - Planning & Dev				
Assistant Clerk of Court				
Building Inspector				
Customer Service Supervisor				
Engineering Inspector				
Executive Secretary				
Facility Maintenance Technician				
Fire Lieutenant				
Pump Mechanic II				
Stormwater Compliance Manager				
Wastewater Operator B				
Human Resources Technician	16	35,218	42,262	52,827
PSO - Beach Patrol				
PSO - Community Service				
PSO - Dare/Crime Prevention				
PSO - Firefighter				
PSO - Fire Lieutenant				
PSO - Lifeguard Coordinator				
PSO - Technical Services Officer				
Public Safety Officer				
Recreation Coordinator				
Victim Witness Advocate				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN
 Effective July 1, 2007 for FY2008

<u>Job Title</u>	<u>Grade</u>	<u>ANNUAL SALARY RANGE</u>		
		<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Activities Director	17	36,984	44,380	55,475
Bridge Crew Leader				
Crew Leader II				
Data Maintenance Technician				
Electrician				
Engineering Assistant				
Fire Inspector				
Fitness Director				
Laboratory Manager				
Planning Technician				
Records Supervisor				
Aquatic Director	18	38,750	46,499	58,124
Athletic Director				
Community Center/Special Events Director				
Computer Technician				
Detective				
Detention Supervisor/Evidence Custodian				
Engineering Technician				
Legal Assistant				
Master Building Inspector				
Master Electrical Inspector				
Wastewater Operator A				
Accountant - Enterprise Funds	19	40,515	48,618	60,772
Detective Sergeant				
Fire Training Captain				
Public Safety Sergeant				
Public Safety Sergeant - Beach Patrol				
Public Safety Sergeant - Training				
Captain/Fire Prevention Officer	20	42,281	50,736	63,421
Database Administrator				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN

Effective July 1, 2007 for FY2008

<u>Job Title</u>	<u>Grade</u>	<u>ANNUAL SALARY RANGE</u>		
		<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Assistant Aquatic & Fitness Center Director	21	44,047	52,856	66,069
Clerk of Court & Municipal Judge				
Community Services Lieutenant				
Construction/Maintenance Supervisor				
Detective Lieutenant				
E-Government Business Analyst				
Fire Captain				
GIS Analyst				
Lieutenant				
Materials & Facilities Supervisor				
Network Administrator				
Sanitation Supervisor				
Supervisor, Streets and Drainage				
Wastewater Treatment Supervisor				
Wells/Lifts Supervisor				
Captain-Professional Standards Div Grants/Special Projects Coordinator Planner	22	45,812	54,974	68,718
Accounting Supervisor	23	47,579	57,094	71,366
Assistant Building Official				
Utility Billing Supervisor				
Assistant Zoning Administrator	24	49,344	59,212	74,015
Commander-Law Enforcement (Operations)				
Human Resources Officer				
Public Information Officer				
Risk Manager				
Senior Planner				
Aquatic & Fitness Center Director	25	51,109	61,331	81,775
Beach Services Manager				
Fleet Management Superintendent				
Public Grounds Superintendent				
Revenue Supervisor / Risk Manager				
Staff Engineer				
Sanitation Superintendent	26	52,876	63,450	84,601
Superintendent, Streets and Drainage				

CITY OF NORTH MYRTLE BEACH
PAY & COMPENSATION PLAN
 Effective July 1, 2007 for FY2008

<u>Job Title</u>	<u>Grade</u>	<u>ANNUAL SALARY RANGE</u>		
		<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Building Official Principal Planner Support Services Supervisor	27	54,641	65,568	87,424
Assistant Finance Director Assistant Director, Planning & Development Chief of Fire Rescue/Emergency Preparedness Director Public Utility Superintendent	28	56,406	67,688	90,250
Deputy Director, Public Safety	29	58,173	69,806	93,075
Director of Information Services Director, Planning & Development Finance Director Parks and Recreation Director	31	67,883	81,460	108,613
Assistant City Manager City Engineer, Director of Public Works Director of Public Safety	33	82,009	98,410	131,215

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 2008 Fund Balance retains a "low-revenue month" reserve and contingencies for unexpected emergencies.

COMMENTS:

The Fund Balance can be designated by Mayor and Council or management for specified purposes or left undesignated. The Undesignated Fund Balance as of July 1, 2007 is estimated to be more than \$12,698,437.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$7,579,976	\$8,840,612	\$10,412,600	\$13,181,507	\$12,810,339	\$12,698,437	\$12,642,884

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 2008 millage will be 30.5, the same as the previous fiscal year. 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 .0305 (30.5 mils) = Real Estate Tax Bill

Assessed Market Value x .105 x .0305 (30.5 mils) = Vehicle Tax Bill

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

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007 EST</u>	<u>FY 2008 EST</u>
All Assessed Value	\$183,940,644	\$189,409,997	\$259,734,854	\$270,491,803	283,606,557

COMMENTS: Historically, property taxes grew at an average rate of 2% to 3% since FY 1988. This rate of growth through FY 2003 has remained fairly consistent. The County reassessed property values for FY 2006, resulting in a reduction of the City millage rate from 35.7 to 30.5 mils. Growth accelerated in FY 2006 and FY 2007 as property taxes increased by 13.1% and 12% respectively.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$5,690,453	\$6,183,313	\$6,634,369	\$7,504,632	\$7,030,000	\$8,070,000	\$8,450,000

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 1998 and currently total \$492,858 as of July 1, 2006. This also includes vehicle, personal, and inventory taxes.

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 property taxes should remain the same for FY 2008 as the previous year. The City currently has a contract with Horry County to collect its delinquent taxes.

REVENUE HISTORY:

<u>FY 2004</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$106,897	\$197,531	(\$16,727)	\$83,907	\$135,000	\$130,000	\$135,000

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 2008 reflect no increase over the amount in penalties budgeted in FY 2007.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$54,707	\$72,434	\$55,921	\$61,849	\$55,000	\$60,000	\$55,000

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	\$30.00	1.40 per thousand
2	0 - 2,000	35.00	1.50 per thousand
3	0 - 2,000	40.00	1.60 per thousand
4	0 - 2,000	45.00	1.70 per thousand
5	0 - 2,000	50.00	1.80 per thousand
6	0 - 2,000	55.00	1.90 per thousand
7	0 - 2,000	60.00	2.00 per thousand
8			

See Individual Business In Class

BASE: Projected gross revenues are estimated on collections for FY 2007. An additional small increase is then added since the current projection is an estimate and final numbers will not be available until the end of the fiscal year.

COMMENTS: There are currently approximately 6,500 active business licenses in North Myrtle Beach. The FY 2008 budget is lower than the FY 2007 estimated budget due to a slow down in the construction of large condo projects throughout the city.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET FY 2007</u>	<u>ESTIMATED FY 2007</u>	<u>BUDGET FY 2008</u>
Business License Fees						
\$3,014,703	\$3,503,504	\$4,564,239	\$5,450,134	\$4,700,000	\$5,750,000	\$5,565,000
Business License Penalties						
\$23,085	\$10,217	\$33,285	\$47,494	\$35,000	\$47,500	\$47,500

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:

Based on growth patterns, starting in FY 2004.

COMMENTS:

This budgeted revenue reflects a decrease for FY 2008 under the FY 2007 budget due to a slow down in demand for condo projects. Residential – single family and commercial construction are still doing very well.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$650,402	\$933,317	\$1,193,894	\$1,628,590	\$940,645	\$1,150,000	\$900,000

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 2008 is estimated to be equal to those for FY 2007.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$3,470	\$5,590	\$4,240	\$5,635	\$3,500	\$5,000	\$3,500

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 source should remain the same for FY 2008 as the previous year.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$8,070	\$9,665	\$8,130	\$9,630	\$7,000	\$7,000	\$7,000

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, 1975, 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 from 3% to 1% of the revenues received from electricity that is provided to customers within the City limits, excluding electric service paid by the City itself.

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 2005 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 strong due to continued construction.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$775,704	\$833,250	\$931,578	\$1,057,238	\$1,065,000	\$1,069,000	\$1,085,000

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 continues to grow as new residents move into the area.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$268,573	\$289,450	\$347,461	\$374,724	\$355,000	\$400,000	\$410,000

REVENUE ITEM: General Telephone Franchise Fees

LEGAL AUTHORIZATION: Franchise Agreement by Ordinance

FUND: General **ACCOUNT CODE:** 01-320-430

DESCRIPTION OF REVENUE:

The City entered into a 10-year franchise agreement with General Telephone on July 1, 2005, which gave GTE the right to build and maintain a telephone system in North Myrtle Beach.

FEE SCHEDULE:

Annual payments are made on October 31 in a sum equal to 5% of GTE's gross receipts, beginning October 31, 1996.

BASE:

Revenues are projected based on the previous years' revenues collected plus growth.

COMMENTS:

This revenue will end after next year.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$255,591	\$262,492	\$256,146	\$240,329	\$258,600	\$268,600	\$240,000

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.

COMMENTS:

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

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$36,469	\$49,183	\$53,956	\$64,857	\$75,000	\$75,000	\$75,000

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 After 72 hours, increased an additional 50%

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 receipts.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$18,163	\$3,037	\$10,217	\$19,713	\$9,000	\$9,000	\$9,000

REVENUE ITEM: Confiscations

LEGAL AUTHORIZATION: Code of Laws of South Carolina

FUND: General **ACCOUNT CODE:** 01-330-200

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 is estimated to remain the same.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$16,532	\$22,548	\$10,343	\$42,569	\$30,000	\$30,000	\$30,000

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:

City Council passed a resolution in May 1985 to utilize the South Carolina Local Government Investment Pool. This investment is available to all local governments in South Carolina and is fully collateralized by U. S. Securities. FY 2008 is budgeted based on actual trends and surplus cash available to invest. Interest rates have remained around 5% over the past year and appear to be holding steady for the near future.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$103,136	\$68,541	\$165,233	\$370,540	\$500,000	\$500,000	\$500,000

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.

COMMENTS:

This revenue source has increased due to the purchase of the old Escod building and renting it back to the company. Rental income for FY 2008 should remain the same as the previous fiscal year.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$560	\$43,074	\$73,350	\$69,113	\$85,000	\$99,000	\$85,000

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 reflects a small increase for FY 2008.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$285,866	\$284,864	\$294,416	\$295,790	\$296,500	\$316,000	\$316,000

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 \$20,000 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 should remain level for FY 2008.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$90,314	\$92,220	\$95,731	\$86,957	\$95,000	\$95,000	\$95,000

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 2008.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$36,616	\$36,616	\$36,616	\$36,616	\$36,600	\$36,600	\$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. Revenues are expected to be 15% above the previous year's budget.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$113,766	\$116,880	\$123,810	\$145,965	\$135,000	\$150,000	\$155,000

REVENUE ITEM: Admissions Tax

LEGAL AUTHORIZATION: Code of Laws of South Carolina, Title 12, Article 27, Chapter 21, Section 12-21-6510 through 12-21-6580, specifically 12-21-6530.

FUND: General **ACCOUNT CODE:** 01-350-140

DESCRIPTION OF REVENUE:

State-shared revenues are collected and receipted by the State Tax Commission and redistributed by the State Treasurer in an amount equal to one-fourth of the license tax paid on admissions to designated establishments within the Barefoot Landing area.

FEE SCHEDULE:

The State remits this to us on a quarterly basis.

BASE:

House of Blues, Alligator Adventure, Barefoot Resort Golf and Dye Course admissions as remitted to the State Treasurer.

COMMENTS:

Revenues increased with the addition of Barefoot Resort and Dye course during FY2005. FY 2008 is estimated to be \$10,000 under the FY 2007 Budget.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$50,544	\$62,818	\$160,506	\$187,715	\$254,000	\$225,000	\$240,000

REVENUE ITEM: Government Grants

LEGAL AUTHORIZATION: Various Federal and State grants

FUND: General **ACCOUNT CODE:** 01-360-100 through 01-360-299

DESCRIPTION OF REVENUE:

This budget item reflects various grant opportunities to be realized by the city due to the addition of a Grants Writer that was added to the Administrative Department in FY 2006.

BASE:

Revenue will be generated on a case-by-case basis as each unique grant is applied for and authorized. It usually offsets an expenditure of funds elsewhere.

COMMENTS:

FY 2008 revenues are projected to be the same as FY 2007.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$225,429	\$29,331	\$108,509	\$20,404	\$100,000	\$100,000	\$100,000

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
Pay Phones.....	Commission from Collections

COMMENTS:

The Beach Services contract has ended and this has resulted in an overall decrease in Sales & Service Charges.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$264,274	\$294,556	\$340,263	\$338,502	\$391,500	\$371,000	\$331,500

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: 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 separate 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 have increased significantly over the past year. This is reflected in the increase for FY 2008.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$293,442	\$200,126	\$309,142	\$894,269	\$720,000	\$1,000,000	\$1,000,000

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 & 02-370-300

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, 2006:

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
3/4" Res.	\$8.34	\$6.12	1	\$2.52	\$2.89	\$2.45
3/4" Comm.	8.34	6.12	1	2.52	2.89	2.45
1"	30.60	21.97	4	2.52	2.89	2.45
1-1/2"	61.12	45.58	8	2.52	2.89	2.45
2'	146.51	108.44	20	2.52	2.89	2.45
3'	317.85	227.22	40	2.52	2.89	2.45
4'	579.14	440.696	80	2.52	2.89	2.45
6'	1225.58	835.49	160	2.52	2.89	2.45
8'	2610.53	1714.35	320	2.52	2.89	2.45
Irrigation					2.89	

BASE:

Over 12,000 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 remain the same for FY 2008. Growth in revenues is due to new customers coming on line.

REVENUE HISTORY:

FY 2003	FY 2004	FY 2005	FY 2006	BUDGET FY 2007	ESTIMATED FY 2007	BUDGET FY 2008
\$8,100,079	\$8,449,767	\$8,750,823	\$9,203,013	10,393,000	\$10,400,000	\$10,730,000

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</u> <u>(gpm)</u>	<u>Normal Op. Range</u> <u>(gpm)</u>	<u>Meter Size</u>	<u>Tap Fee</u>
24	2 - 30	3/4"	\$ 600.00
40	2 - 50	1"	700.00
80	5 - 100	1-1/2"	900.00
128	8 - 160	2" D.M.	1,200.00
128	4 - 200	Turbine	1,200.00
280	5 - 450	3" Turbine	3,450.00
256	4 - 320	3" Compound	4,875.00
800	15 - 1250	4" Turbine	4,225.00
400	6 - 500	4" Compound	5,150.00
1600	30 - 2500	6" Turbine	Cost of Labor &
800	10 - 1000	6" Compound	Materials Plus 50%

BASE:

Water tap fee is based on the cost of material, labor, and overhead needed to provide water connection to the water system.

COMMENTS:

This revenue is expected to decrease for FY 2008 due to a decrease in construction.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$135,475	\$250,920	\$199,902	\$254,710	\$200,000	\$200,000	\$175,000

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	\$450.00
6"	Over 120 Units	600.00
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 decrease in this revenue is due to a slowing of new construction starting in FY 2007.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$35,358	\$55,007	\$57,144	\$191,022	\$150,000	\$75,000	\$75,000

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 Fee **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.

FEE SCHEDULE:

Effective July 1, 2007:	<u>Water</u>	<u>Sewer</u>
Single-Family	\$2,271.00	\$1906.00
Condominium	2,271.00	1906.00
Hotel/Motel (Per Bedroom)	568.00	477.00
Mobile Home	2,271.00	1906.00
Restaurant (Per Seat)	227.00	190.60
Business Office/Small Store (Per Employee)	142.11	119.63

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 will remain strong through FY 2008. The revenue has decreased due to a downturn in Condo construction.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$3,102,250	\$6,046,655	\$3,453,475	\$5,775,298	\$4,500,000	\$4,500,000	\$3,500,000

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 increase by 11% for FY 2008 due to growth in the customer base.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$68,160	\$67,980	\$58,789	\$71,844	\$72,000	\$80,000	\$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 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$56,424	\$57,652	\$60,926	\$62,801	\$50,000	\$63,000	\$60,000

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, 2007:

Commercial & Multifamily:

\$ 6.00 per month per ERU [ERU = 3,500 square feet impervious area]

Residential:

\$ 6.00 per month per Single Family residence

Condo Units:

\$4.00 per month per individual condo.

BASE:

Over 11,000 storm water drainage customers are billed monthly based on the fee schedule above.

COMMENTS:

The increase for FY2008 is a result of customer growth and the addition of a condo fee.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET FY 2007</u>	<u>ESTIMATED FY 2007</u>	<u>BUDGET FY 2008</u>
\$1,401,763	\$1,402,497	\$1,502,747	\$1,584,559	\$1,625,000	\$1,620,000	\$1,975,200

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:** 03-370-380

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:

The budget in FY 2008 is expected to remain level.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$11,890	\$11,915	\$9,770	\$11,679	\$10,000	\$10,000	\$10,000

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:

Based on gross receipts from rental of accommodations and 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. Note that the budget reflects an increase in revenues over previous years.

REVENUE HISTORY:

FY 2003	FY 2004	FY 2005	FY 2006	BUDGET FY 2007	ESTIMATED FY 2007	BUDGET FY 2008
\$1,686,557	\$1,745,718	\$1,877,388	\$2,298,341	\$2,173,350	\$2,410,000	\$2,412,900

REVENUE ITEM: Hospitality Fee/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: General **ACCOUNT CODE:** 05-320-200, 05-320-210, 06-320-200 & 06-320-210

DESCRIPTION OF REVENUE:

An Ordinance dated May 2, 1994 authorized the enactment of a hospitality fee effective July 1, 1994 for restaurants, and later an additional ordinance authorized the additional hospitality fees effective January 1, 1997 for amusements and accommodations to transients for the purpose of contributing to the costs of capital infrastructure improvements and certain capital acquisitions. This fee will provide an alternative revenue source that will reduce the dependence on property taxes and business licenses.

FEE SCHEDULE:

The City will receive 1% on the gross proceeds derived from the sale of all prepared food and beverages from all food service facilities, and admissions/amusements. 1.5% 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 around 2.7% growth over FY 2008.

REVENUE HISTORY:

FY 2003	FY 2004	FY 2005	FY 2006	BUDGET FY 2007	ESTIMATED FY 2007	BUDGET FY 2008
Hospitality Fees						
\$3,052,132	\$3,469,591	\$3,559,612	\$3,935,531	\$3,844,290	\$4,030,000	\$4,140,000
Hospitality Fee Penalties						
\$6,629	\$24,640	\$6,652	\$5,784	\$13,500	\$10,000	\$10,000

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 will be effective July 1, 2006:

Single-Family Residential Customer	\$15.00 per month
Residential Roll Cart Service	\$15.00 per month
Dumpster Service (one pickup per week)	\$70.00 per month
Each additional pickup per week	\$67.00 per month
Commercial Roll Cart Service	\$23.00 per month
Compactor Service	\$333.00 per month
Each additional pull	\$330.00 per pull

BASE:

Over 10,500 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:

The increase for FY 2008 is a result of customer growth. A rate increase may still be needed to build the necessary reserves to operate this utility on a self-supporting basis.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$2,278,793	\$2,164,459	\$2,566,130	\$2,628,832	\$2,955,000	\$3,080,000	\$3,125,000

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 in FY 2008 has been decreased to reflect actual collections in previous years. FY 2001 was the first year that the Solid Waste Fund was separated from the General Fund. This was done to more closely monitor actual revenues and expenses associated with providing this service.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$19,990	\$16,205	\$17,659	\$17,928	\$21,000	\$20,000	\$20,000

REVENUE ITEM: Trash Bags

LEGAL AUTHORIZATION: City of North Myrtle Beach annual Adopted Budget

FUND: Solid Waste **ACCOUNT CODE:** 15-370-190

DESCRIPTION OF REVENUE:

Trash bags are sold at the desk of the Utility Billing office for the convenience of our customers and constituents.

FEE SCHEDULE:

Trash bags are sold for \$6.00 per box of 50.

BASE:

This fee is based on the cost of the trash bags.

COMMENTS:

The budget is based on experience from past years. This is not a significant revenue source, but is relatively stable through the years. FY 2008 reflects the same budget as FY 2007.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
\$16,620	\$13,550	\$16,875	\$17,928	\$12,000	\$12,000	\$12,000

REVENUE ITEM: Aquatics and Fitness Fees

LEGAL AUTHORIZATION: Code of Laws of South Carolina

FUND: General **ACCOUNT CODE:** Fund 17-340-100 through 17-390-150

DESCRIPTION OF REVENUE:

These revenue accounts represent receipt of monies collected from operations of the new Aquatic & Fitness Center. The major revenue in this group includes membership fees, origination fees, program fees and ½ % of the local accommodations fee.

BASE:

Calculated on 1,750 members for FY 2008. This number is on the conservative side, but with the local accommodations ½ % transfer, the fund should be above break even for FY 2008.

COMMENTS:

This will be the second full year of operations for the Aquatics & Fitness Center. Revenues should show steady growth over the next several years.

REVENUE HISTORY:

<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>BUDGET</u> <u>FY 2007</u>	<u>ESTIMATED</u> <u>FY 2007</u>	<u>BUDGET</u> <u>FY 2008</u>
N/A	N/A	N/A	\$631,092	\$2,231,901	\$2,170,927	\$2,299,900

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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.

GLOSSARY OF TERMS

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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 (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.

GLOSSARY OF TERMS

Appendix I

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 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. Amount paid by the Water and Sewer Enterprise Fund to help supplement expenditures made in the General Fund. The percentage of overhead allocation is based on a cost-accounting effort conducted internally in 1985. 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.

GLOSSARY OF TERMS

Appendix I

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.

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.

ORDINANCES

ORDINANCE

AN ORDINANCE TO PROVIDE FOR THE ADOPTION OF A BUDGET, ITS REVENUES, AND EXPENDITURES FOR FISCAL YEAR 2008.

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 2008.
- Section 2. That the Budget shall be for the period beginning July 1, 2007 and ending June 30, 2008, 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 appropriate fund, subject to further action of City Council.

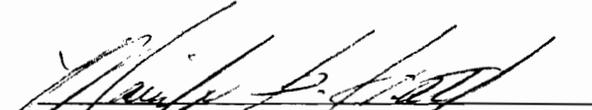
Section 6. Effective July 1, 2007, the charge for water and wastewater Capital Recovery Fees per ERU will be based upon the following schedule:

<u>Type of Capital Recovery Fee</u>	<u>Charge Per ERU</u>
Water	\$ 2,271
Wastewater	1,906

Section 7. This Ordinance shall be effective July 1, 2007.

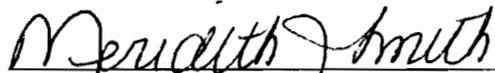
Section 8. This Ordinance supersedes any other inconsistent ordinances.

DONE, RATIFIED AND PASSED THIS DAY OF 2007.



 MARILYN B. HATLEY, MAYOR

ATTEST:



 CITY CLERK

APPROVED AS TO FORM:



 CITY ATTORNEY

REVIEWED:



 CITY MANAGER

FIRST READING: 5/21/07

SECOND READING: 6/14/07

ORDINANCE

**AN ORDINANCE TO SET THE TAX LEVY FOR
THE CITY OF NORTH MYRTLE BEACH, SOUTH CAROLINA
FOR FISCAL YEAR 2008**

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 2007 through the thirtieth day of June 2008, 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 DOLLARS (\$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 DOLLARS (\$100.00) in value, the following amounts:

GENERAL FUND OPERATION MILLAGE:	<u>30.5</u>
TOTAL FY 2008 MILLAGE	<u>30.5</u>

Thirty point five (30.5) mils on each One Hundred Dollars (\$100.00) of assessed value, which will produce Three Dollars and Five Cents (\$3.05) of taxes for each One Hundred Dollars (\$100.00) of assessed valuation.

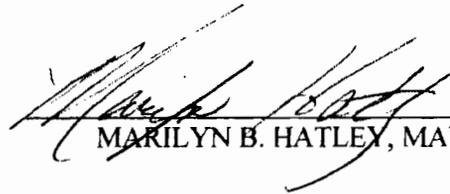
Should the amount received exceed the amount levied, such excess shall remain in the General Fund to be used as the City Council may direct.

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, 2008, 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, 2008, 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, 2008, 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, 2008, 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.

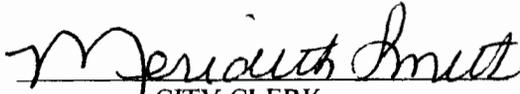
Section 5. This Ordinance shall be effective July 1, 2007, and supersedes any other inconsistent ordinances.

DONE, RATIFIED AND PASSED THIS 18 DAY OF June 2007.



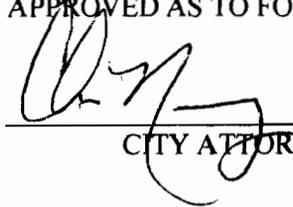
MARILYN B. HATLEY, MAYOR

ATTEST:



CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

REVIEWED:



CITY MANAGER

FIRST READING: 5/21/07

SECOND READING: 6/18/07

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