

ORDINANCE 2018-13

AN ORDINANCE TO ADOPT A BUDGET FOR THE TOWN OF PAWLEYS ISLAND, SOUTH CAROLINA, FOR THE YEAR BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF PAWLEYS ISLAND, SOUTH CAROLINA, PURSUANT TO THE SOUTH CAROLINA CODE OF LAWS 1976 (AS AMENDED), SECTION 5-7-260, et al. THAT:

SECTION 1: That for the expenses of the Town Government and its activities for the year beginning January 1, 2019 and ending December 31, 2019, the following amounts for the following purposes, are hereby appropriated:

TOTAL REVENUES:	\$ 1,596,250
TOTAL EXPENSES:	
ADMINISTRATION	301,620
POLICE DEPARTMENT	479,280
JUDICIAL	20,400
BUILDINGS	34,600
PUBLIC WORKS	52,700
TOURISM MARKETING	102,520
BEACH MANAGEMENT	545,000
TOWN HALL PROJECT	89,500
	\$ 1,625,620

SECTION 2: That the attached line item appropriation on detail and estimated revenues are hereby incorporated herein.

SECTION 3: The Town Administrator shall administer the budget and may authorize the transfer of appropriated funds with departments as necessary to achieve the goals of the budget as established by Town Council.

SECTION 4: This Ordinance shall take effect and be in full force after the date of its adoption by the Town Council of the Town of Pawleys Island.

Adoption of the foregoing Ordinance moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ and after discussion and call to vote thereon, the vote was as follows:

Those in favor:

Those opposed:

Date of first reading: November 12, 2018

Date of second reading: December 10, 2018

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

JAMES BRASWELL, MAYOR

ATTEST: \_\_\_\_\_ DATE: \_\_\_\_\_

DIANE ALLEN, TOWN CLERK

# NET OPERATING STATEMENT FOR ALL FUNDS - 2019 BUDGET

	GENERAL FUND	STATE ATAX FUND	LOCAL ATAX FUND	CAPITAL PROJECTS FUND	ALL FUNDS 2019
<b>REVENUES</b>					
Accommodations Tax Total		295,000			295,000
Pawleys Accommodations/Hospitality Tax			478,000		478,000
Court Fines and Fees	30,000				30,000
Franchise Fees	60,000				60,000
Grants - General Government	19,250				19,250
Grants - Beach					0
Interest Income-General	10,000				10,000
Interest Income-Beach			110,000		110,000
Sale of Fixed Assets	3,000				3,000
Entry Fees/Special Events	36,000				36,000
MASC Programs - Insurance	364,000				364,000
Local Government State Aid	2,200				2,200
Misc Income - ADM	1,800				1,800
Misc Income - PD	2,000				2,000
Underground Wire Prop.Owners Pymts.	130,000				130,000
Town Hall Donations				55,000	55,000
Transfer in from State Atax	38,500				38,500
Transfer in from Local Atax		95,600			95,600
Transfer in from Town Hall Fund	55,000				55,000
Transfer in from General Fund		105,358			105,358
<b>TOTAL REVENUES</b>	<b>\$ 751,750</b>	<b>\$ 495,958</b>	<b>\$ 588,000</b>	<b>\$ 55,000</b>	<b>\$ 1,890,708</b>
<b>EXPENDITURES BY FUNCTION</b>					
Administration	209,060	92,560			301,620
Law Enforcement	240,842	238,438			479,280
Public Works	34,850	17,850			52,700
Judicial	17,160	3,240			20,400
Buildings	31,750	2,850			34,600
Advertising & Promotion		102,520			102,520
Town Hall				89,500	89,500
Beach Management			545,000		545,000
Transfer to General Fund		38,500		55,000	93,500
Transfer to State A-Tax Fund	105,358		95,600		200,958
<b>TOTAL EXPENDITURES</b>	<b>\$ 639,020</b>	<b>\$ 495,958</b>	<b>\$ 640,600</b>	<b>\$ 144,500</b>	<b>\$ 1,920,078</b>
<b>EXCESS REVENUE OVER EXPENSE</b>	<b>\$ 112,730</b>	<b>\$ -</b>	<b>\$ (52,600)</b>	<b>\$ (89,500)</b>	<b>\$ (29,370)</b>
<b>FUND BALANCE - BEGINNING</b>	<b>\$ 705,754</b>	<b>\$ -</b>	<b>\$ 5,837,000</b>	<b>\$ 89,500</b>	<b>\$ 6,632,254</b>
<b>FUND BALANCE - ENDING</b>	<b>\$ 818,484</b>	<b>\$ -</b>	<b>\$ 5,784,400</b>	<b>\$ -</b>	<b>\$ 6,602,884</b>

	TOWN OF PAWLEYS ISLAND	ACTUAL	ACTUAL	ACTUAL	Budget	Budget		REVISED
	GENERAL FUND & STATE ATAX FUND			as of				DATE
	COMBINED 2019 BUDGET	2016	2017	9/30/18	2018	2019		12/10/2018
	<b>REVENUES</b>							
40000-06	State Accommodations Tax Total	263,759	270,666	95,714	290,000	295,000		
40100-06	Transfer In from Local A-Tax	0	0	80,943	94,000	95,600		
42000-02	Court Fines and Fees	14,682	16,169	19,729	33,000	30,000		
43000-01	Franchise Fees	48,204	44,974	44,437	46,000	60,000	★	
44000-01	Grants - Gen.Fd.	25,000	70,584	11,921	0	19,250	★	
44000-02	Grants - PD	0	8,402	0	0	0		
44100-01	Insurance Proceeds	0	25,251	2,239	0	0		
45000-01	Interest Income-General	6,032	3,989	8,095	7,100	10,000		
45000-06	Interest Income-State A-Tax	81	39	0	0	0		
47000-01	Sale of Fixed Assets	3,207	0	0	3,000	3,000		
48000-01	Entry Fees/Special Events	27,915	31,241	33,765	32,000	36,000		
49000-01	MASC Programs - Insurance	341,728	350,023	362,291	350,000	364,000		
49200-01	Local Government State Aid	2,297	2,297	1,742	2,000	2,200		
49500-01	Miscellaneous Income - Adm.	18,551	135	11,555	1,470	1,800		
49500-02	Miscellaneous Income - PD	110	110	2,545	500	2,000		
49500-03	Miscellaneous Donations		0	0	0	0		
49810-02	Donations - Police		0	0	0	0		
?????-01	Transfer In from Capital Projects Fund	0	0	0	0	55,000	★	
49812-04	Underground Wire Prop.Owners Pymts.	159,790	196,413	30,560	135,000	130,000		
	<b>TOTAL REVENUES</b>	<b>911,356</b>	<b>1,020,293</b>	<b>705,537</b>	<b>994,070</b>	<b>1,103,850</b>		
	<b>EXPENDITURES</b>							
	<b>ADMINISTRATION</b>							
60110-01	Advertising - F.O.I.	346	530	88	500	500		
60200-01	Bank Charges	114	1,385	139	600	500		
60275-01	Communications (Newletters)	2,598	1,059	300	1,500	1,000		
60280-01	Capital Outlay	2823	0	0	5,000	2,000		
60300-01	Computer	2,178	3,797	3,939	5,000	2,000	★	
60350-01	Dues and Memberships	1,417	1,557	1,832	2,500	3,000	★	
60370-01	Election Expenses	0	3,231	0	0	3,500	★	
60400-01	Health Insurance	9,000	7,131	10,551	14,400	14,800		
60410-01	Wellness Program	33	0	0	0	0		
60420-01	Insurance	11,791	8,289	8,076	12,000	10,000		
60420-01	Worker's Comp.	2,342	2,112	2,054	3,000	3,000		
60510-01	Repairs and Maintenance - Equipment	195	707	246	800	500		
60535-01	T.Hall Expense Due to Hurricane Matthew	20,895	11,261	0	0	0		
60536-01	T.Hall Expense Due to Hurricane Irma	0	1,239	0	0	0		
60550-01	Mileage	1,399	2,014	2,958	3,600	5,500		
60580-01	Miscellaneous	1,494	1,689	3,902	2,000	2,000		
?????-01	Shirts/Uniforms	0	0	0	0	1,500	★	
60600-01	Postage	566	1,150	1,090	1,000	1,000		
60620-01	Printing	248	415	453	1,000	2,000	★	
60621-01	Copying - Xerox	1,709	4,141	824	1,700	1,700		
60622-01	Ordinance Review & Revision	2,336	1,025	4,035	10,000	10,000		
60631-01	Professional Services - Accounting	12,759	13,741	13,975	14,000	14,000		
60632-01	Professional Services - Legal	13,267	13,943	11,769	16,000	14,000		
60636-01	FEMA / CRS	755	0	0	0	1,500		
60636-01	Professional Services - Software Programs	0	171	5,023	6,500	9,220	★	
?????-01	Professional Services - COG Consulting	0	0	0	0	4,000	★	
60650-01	Rent	1,045	6,004	5,568	6,000	1,200		
60710-01	Kayak race	181	0	0	400	400		
60720-01	July 4th	11,982	12,283	17,479	13,000	16,000		
60730-01	Turtle Strut	625	3,017		2,400	3,500		
60740-01	Special Event	0	13,938	750	0	0		
60760-01	Supplies - Office	3,136	3,324	2,156	3,000	3,000		

	TOWN OF PAWLEYS ISLAND	ACTUAL	ACTUAL	ACTUAL	Budget	Budget		REVISED
	GENERAL FUND & STATE ATAX FUND			as of				DATE
	COMBINED 2019 BUDGET	2016	2017	9/30/18	2018	2019		12/10/2018
60820-01	Internet / Telephone	2,422	2,844	1,932	3,300	7,800	★	
60800-01	Taxes / Licenses	0	0	0	0	0		
60830-01	Training / Professional Development	1,017	1,733	353	1,000	3,100	★	
70100-01	FICA Tax Expense	3,941	4,188	8,461	11,000	11,600		
70200-01	SUTA Tax Expense	0	0	0	100	0		
70300-01	Retirement - Admin. (ER)	5,807	6,177	9,724	13,200	17,200		
75000-01	Salaries - Office	99,452	121,125	93,552	124,282	130,600		
	<b>TOTAL ADMINISTRATIVE</b>	<b>217,873</b>	<b>255,220</b>	<b>211,227</b>	<b>278,782</b>	<b>301,620</b>		
	<b>POLICE DEPARTMENT</b>							
60170-02	Auto expense - Gas	7,259	7,956	6,974	8,000	9,000		
60175-02	Auto expense - Maintenance & Repair	6,530	5,694	8,715	12,000	12,000		
60280-02	Capital Outlay	42,848	4,335	11,469	51,026	8,500	★	
60300-02	Computer	2,576	2,122	1,897	3,000	7,000	★	
60350-02	Dues and Subscriptions	485	450	250	700	700		
60385-02	800 Communications	2692	2752	2,143	3300	3,300		
60400-02	Health Insurance	33,000	33,069	23,988	31,583	32,000		
60410-02	Wellness Program	465	94	0	0	0		
60420-02	Insurance	6,351	8,741	9,191	10,000	10,000		
60420-02	Worker's Comp - PD	10,982	11,124	10,399	12,500	12,500		
60510-02	Maintenance & Repair - Equipment	794	1,584	725	2,000	2,000		
60550-02	Mileage	386	551	803	800	1,000		
60580-02	Miscellaneous	2,582	1,471	1,472	2,000	2,000		
60620-02	Printing	0	0	2,063	2,100	1,000		
60760-02	Supplies - Office	1,462	2,040	1,444	2,000	2,000		
60770-02	Supplies - Operating	1,554	753	1,465	1,500	1,500		
60820-02	PD Cell Phones & WiFi	5,327	6,891	5,325	6,200	6,200		
60821-02	Tag Readers	6,339	6,404	6,020	6,600	6,600		
60822-02	Beach Access Security	8,421	8,373	5,887	7,850	7,850		
60830-02	Training	374	2,133	1,600	2,000	2,000		
60900-02	Uniforms	3,781	3,067	2,860	4,000	4,000		
60915-02	Victim Services Expenditures	580	275	50	1,000	1,000		
70100-02	FICA Tax Expense	28,670	27,971	16,455	25,000	25,100		
70200-02	SUTA Tax Expense	0	0	0	250	0		
70300-02	Retirement - PD (ER)	26,616	19,955	14,744	19,900	20,330		
75000-02	Salaries - Admin	23,469	20,882	17,270	24,000	25,400		
75200-02	Salaries- PD	260,867	255,792	201,493	274,133	276,300		
	<b>TOTAL POLICE DEPARTMENT</b>	<b>484,408</b>	<b>434,479</b>	<b>354,703</b>	<b>513,442</b>	<b>479,280</b>		
	<b>JUDICIAL</b>							
60320-02	Court Operating Expenses	0	0	7,112	19,500	14,000	★	
60831-02	Magistrate Training & Dues	700	310	667	1,000	1,000		
75100-02	Salaries - Magistrate	5,400	5,400	4,050	5,400	5,400		
	<b>TOTAL JUDICIAL</b>	<b>6,100</b>	<b>5,710</b>	<b>11,829</b>	<b>25,900</b>	<b>20,400</b>		
	<b>BUILDINGS</b>							
60340-01	Equipment	0	0	0	0	15,000	★	
60831-02	Contracts	0	0	0	0	6,300	★	
60340-01	Decorations	996	660	1,759	1,200	2,000		
60530-01	Repairs and Maintenance - Office	2,686	0	711	2,000	2,000		
60420-01	Insurance	0	0	0	0	3,600	★	
60950-01	Utilities	2253	3,410	3,404	3,500	5,700	★	
	<b>TOTAL BUILDINGS</b>	<b>5,935</b>	<b>4,070</b>	<b>5,874</b>	<b>6,700</b>	<b>34,600</b>		
	<b>PUBLIC WORKS</b>							
60150-03	Annual Cleanup	3,980	3,120	3,200	4,000	4,000		
60540-03	Mowing - Roadside	3,480	4,032	4,704	5,500	5,500		
60545-03	Park Maintenance	3,272	1,131	1,320	3,000	6,000	★	
60580-03	Animal Control	250	680	860	800	1,000		

TOWN OF PAWLEYS ISLAND		ACTUAL	ACTUAL	ACTUAL	Budget	Budget	REVISED
GENERAL FUND & STATE ATAX FUND				as of			DATE
COMBINED 2019 BUDGET		2016	2017	9/30/18	2018	2019	12/10/2018
60770-03	Supplies	2,752	1,637	1,786	3,000	3,000	
60850-03	Trash - Beautification	11,043	15,020	11,832	10,000	16,000	
60520-04	Repairs and Maintenance	55,684	14,440	3,500	5,200	5,200	
60521-04	Storm Drain Maintenance	4,917	3,046	2,240	18,000	6,000	★
60750-04	Street Signs	2,311	4,495	2,839	3,000	4,000	★
60812-04	Underground Conversion Costs	1,793,631	655	4,883	6,000	2,000	
<b>TOTAL PUBLIC WORKS</b>		<b>1,881,321</b>	<b>48,256</b>	<b>37,164</b>	<b>58,500</b>	<b>52,700</b>	
<b>ADVERTISING AND PROMOTION</b>							
60315-06	Contributions, A Tax Committee	12,105	13,500	0	10,000	17,520	
60590-06	Chamber-Tourism/Marketing	71,628	73,719	21,499	79,500	81,000	
60620-06	Brochure Printing	0	0	1,122	2,000	2,000	
61000-06	Internet and Website	3,382	2,177	1,800	3,200	2,000	
<b>TOTAL ADVERTISING &amp; PROMOTION</b>		<b>87,114</b>	<b>89,396</b>	<b>24,420</b>	<b>94,700</b>	<b>102,520</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 2,682,751</b>	<b>\$ 837,131</b>	<b>\$ 645,216</b>	<b>\$ 978,024</b>	<b>\$ 991,120</b>	
<b>EXCESS REVENUE OVER EXPENSE</b>		<b>\$ (1,771,395)</b>	<b>\$ 183,162</b>	<b>\$ 60,321</b>	<b>\$ 16,046</b>	<b>\$ 112,730</b>	

TOWN OF PAWLEYS ISLAND		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	REVISED
LOCAL ATAX FUND				as of			DATE
2019 BUDGET		2016	2017	9/30/18	2018	2019	12/10/2018
<b>REVENUES</b>							
40700-07	Pawleys Accommodations/Hospitality Tax	465,128	440,000	404,713	470,000	478,000	
44000-07	Grants - Beach	2,002	423,400		228,000	0	
45000-07	Interest Income-Beach	33,450	28,000	78,103	55,000	110,000	
49500-03	Miscellaneous Donations		0			0	
<b>TOTAL REVENUES</b>		<b>500,579</b>	<b>891,400</b>	<b>482,816</b>	<b>753,000</b>	<b>588,000</b>	
<b>EXPENDITURES</b>							
<b>BEACH MANAGEMENT</b>							
60200-07	Trans. 20% Out to State A-Tax			80,943	94,000	95,600	
60210-07	Beach Management	91,237	39,901	14,278	15,000	15,000	
60211-07	Terminal Groin Support	0	45,000		0	0	
60212-07	Groin Repair			4,725	250,000	280,000	
60240-07	Beach Renourishment	510,551	500,000	256,682	630,000	250,000	
60250-07	Beach Sand Fence Project	6,325	0		0	0	
<b>TOTAL BEACH MANAGEMENT</b>		<b>608,113</b>	<b>584,901</b>	<b>356,628</b>	<b>989,000</b>	<b>640,600</b>	
<b>TOTAL EXPENDITURES</b>		<b>608,113</b>	<b>584,901</b>	<b>356,628</b>	<b>989,000</b>	<b>640,600</b>	
<b>EXCESS REVENUE OVER EXPENSE</b>		<b>-107,534</b>	<b>306,499</b>	<b>126,189</b>	<b>-236,000</b>	<b>-52,600</b>	

TOWN OF PAWLEYS ISLAND		ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	REVISED
CAPITAL PROJECTS FUND				as of			DATE
2019 BUDGET		2016	2017	9/30/18	2018	2019	12/10/2018
<b>REVENUE</b>							
61200-08	Interest - Town Hall	0	0	1,176	0	0	
49813-08	Town Hall Donations	0	476,223	313,173	310,000	55,000	
49814-08	Town Hall Brick Sales	0	9,903	73,900	100,000	0	
?????-08	Transfer in from General Fund	0	0	120,000	0	0	
<b>TOTAL REVENUES</b>		<b>0</b>	<b>486,126</b>	<b>508,249</b>	<b>410,000</b>	<b>55,000</b>	
<b>EXPENDITURES</b>							
<b>TOWN HALL</b>							
61200-08	Design	0	25,195	5,622	10,000	2,000	★
61300-08	Construction	0	0	502,722	685,000	75,000	★
61400-08	Miscellaneous	0	1,312	14,972	35,000	12,500	★
61500-08	Fundraising	0	2,411	4,351	10,000	0	
61600-08	Personalized Bricks & Plaques	0	0	20,980	51,000	0	
?????-08	Transfer out to General Fund	0	0	0	0	55,000	
<b>TOTAL BEACH MANAGEMENT</b>		<b>0</b>	<b>28,918</b>	<b>548,647</b>	<b>791,000</b>	<b>144,500</b>	
<b>TOTAL EXPENDITURES</b>		<b>0</b>	<b>28,918</b>	<b>548,647</b>	<b>791,000</b>	<b>144,500</b>	
<b>EXCESS REVENUE OVER EXPENSE</b>		<b>0</b>	<b>457,208</b>	<b>-40,398</b>	<b>-381,000</b>	<b>-89,500</b>	



2019 BUDGET	TOWN OF PAWLEYS ISLAND		12/10/2018
	<b>DETAILED BUDGET NOTES</b>		
ACCOUNT #	JUSTIFICATION	AMOUNT BUDGETED	
<b>REVENUES</b>			
44000-01	Grants - General Government	FEMA HMGP Grant - Town Hall Generator - \$12,500 FEMA PA Florence - \$7,000	19,250
43000-01	Franchise Fees	With the conclusion of the underground wire project Santee Cooper will no longer require 40% of franchise fees to be deposited in mutual construction account. Town will begin to receive 100% of Santee Cooper franchise fees.	60,000
?????-01	Transfer In from Capital Projects Fund	Private donations made for the construction of new Town Hall	55,000
<b>ADMINISTRATION</b>			
60300-01	Computer	Cloud Storage - \$300 MISC programs - \$560	2,000
60350-01	Dues and Memberships	International City Managers Association (ICMA) - \$800 S.C. City Managers Association (SCCCMA) - \$100 Association State Floodplain Managers (ASFPM) - \$175 American Shore & Beach Preservation Association - \$500 S.C. Beach Advocates - \$500 Georgetown County Chamber Membership - \$200	3,000
60370-01	Election Expenses	Election night event \$1,600 Election workers \$1,500 Misc/Advertising \$400	3,500
?????-01	Shirts/Uniforms	Polos with new town logo	1,500
60320-01	Printing	Letterhead, envelopes, cards with new logo	2,500
60636-01	Professional Services	MuniLogic municipal software - \$4,700 Munilogic hosted server - \$600 SAGE accounting software - \$1,320 ADP Payroll Processing - \$2,600	9,220
?????-01	Professional Services - COG	Assistance with Comprehensive Plan 10 year update	4,000
60820-01	Internet & Telephone	Office / PIPD phone lines - \$2,400 Elevator / Fire Alarm phone lines - \$1,650 WTS IP Phone System - \$1,400 Administrator's Mobile Phone (\$56/mo) - \$672 Internet - \$1,320	7,800
60370-01	Training and Professional Development	S.C. Beach Advocates Annual Conference - \$1,500 Annual Floodplain Management Conference - \$1,000 SC City Managers Meeting - \$600	3,100
<b>POLICE DEPARTMENT</b>			
60280-02	Capital Outlay	UCR and eTicket Program - \$7,000	8,500

2019 BUDGET	TOWN OF PAWLEYS ISLAND		12/10/2018
		Marine Radio - \$200	
60300-02	Computer	Lexipol Policy Manual & Training Bulletins - \$3,950	7,000
		Body Camera Data Storage - \$?	
<b>BUILDINGS</b>			
?????-??	Equipment	Generator - \$15,000	15,000
?????-??	Contracts	Otis Elevator Maintenance Contract - \$2,400	6,300
		Cleaning Service - \$2,400	
		Fire Alarm Monitoring - \$500	
		HVAC Maintenance - \$1000	
?????-??	Insurance	Town Hall Building and Contents - \$3,100	3,600
		321 Myrtle Avenue Building - \$500	
?????-??	Utilities	Santee Cooper - \$4,200	5,700
		Georgetown Sewer & Water - \$1,500	
<b>PUBLIC WORKS</b>			
60521-04	Storm Drain Maintenance	Last year's budget included \$12,000 to televise existing drain lines. The 2018 budget only includes cost of monthly clearing of debris in and around each drain location and typical maintenance work.	6,000
60750-04	Street Signs	Beach Access Pedestrian Walkway Signs - \$1,600	4,000
<b>BEACH MANAGEMENT</b>			
60212-07	Groin Repair	Total contractor cost for groin repair and maintenance project is \$369,547 and PRT will pay around \$100,000 of the total cost.	280,000
60240-07	Beach Renourishment	CSE - \$130,000	250,000
		Lawyer Easement Acquisition - \$80,000	
		Surveyor Easement Acquisition - \$40,000	
<b>TOWN HALL</b>			
61200-08	Design	Balance of contract with David Graham not paid in 2018	2,000
61300-08	Construction	Balance of construction contract with BEC not paid in 2018	75,000
61400-08	Miscellaneous	Waccamaw Landscaping - \$12,500	12,500