

## **Accommodations Tax Advisory Committee**

12:00 p.m., Wednesday, May 2, 2018

The Accommodations Tax Advisory Committee held a regular meeting at 12:00 p.m., Wednesday, May 2, 2018 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Julise Spell, Susan Haynie, Malcolm Burgis, Sally Leydic-Muhlig, Rusty Williamson and David Nelson, Treasurer Suggs, Assistant Administrator Fragoso and City Clerk Copeland; a quorum was present to conduct business. Margaret Miller was absent.

1. Mr. Nelson called the meeting to order and acknowledged that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.

### **2. Approval of Previous Meeting's Minutes**

**MOTION:** Ms. Haynie moved to approve the minutes of the regular meeting of April 4, 2018; Ms. Spell seconded and the motion **PASSED UNANIMOUSLY**.

3. **Citizens' Comments – None**

### **4. Financial Statements**

Treasurer Suggs stated that she had only the one (1) schedule to review; the City received and deposited the March quarter payment from the State. The quarter has historically been the lowest in State ATAX, but collections are running sixteen percent ahead of last year. She thought that this might be a good indicator of what the spring activity will be.

5. **Old Business – None**

### **6. New Business**

#### **Consideration of FY19 ATAX Budget**

Assistant Fragoso stated that the revenue has not changed since the April meeting and that she would review the expense items that have changed. She explained the reasons for the increases being twofold, i.e. projects that have not been completed in FY18 that must be re-budgeted to FY19 and Council has requested that the City re-consider its use of Hospitality Taxes and to make them more about the island's businesses. The changes are as follows:

- |  |          |
|--|----------|
| • Addition of a traffic camera to 41 <sup>st</sup> Avenue<br>(possible cost-sharing with Wild Dunes) | 5,000    |
| • In-car cameras   | 30,000   |
| • Replacement of BSO pickup truck  | 29,000   |
| • Decision to lease/purchase ladder truck  | -157,500 |
| • Deferral of FD vehicle radios to FY20  | - 18,750 |
| • Addition of FD ATV   | 17,000   |
| • Addition of 50% of cost for Public Works generator   | 37,500   |
| • Re-budget 25% of replacement cost of underground<br>storage tank                                   | 70,000   |
| • Re-budget 33% of cost of Public Works garbage<br>Packer  | 68,000   |
| • Reclass of events held at Front Beach  | -36,000  |

**MOTION:** Ms. Spell moved to approve the changer to the FY19 ATAX budget since the April 4, 2018 meeting; Mr. Burgis seconded and the motion **PASSED UNANIMOUSLY**.

**8. Miscellaneous Business**

**Next Meeting Date: 12:00 p.m., Tuesday, July 10<sup>th</sup> in Council Chambers**

**9. Adjournment**

**MOTION:** Ms. Haynie moved to adjourn the meeting at 12:13 p.m., Mr. Nelson seconded and the motion **PASSED UNANIMOUSLY**.

Respectfully submitted:

Marie Copeland  
City Clerk

	A	B	C	D	E	F	G	H	I	J	K	L	M
1		<b>City of Isle of Palms</b>	<b>Actual</b>	<b>Budgeted</b>	<b>12 Months</b>	<b>Budgeted</b>							
2	<b>Account #</b>	<b>Account Description</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>Ending 2/28/18</b>	<b>FY 2018-19</b>	<b>Notes</b>						
223	<b>State Accommodation Tax Fund Revenues</b>												
225	503450.4105	State Acc Tax Rev-Related	1,168,660	1,130,000	1,189,876	<b>1,192,750</b>	based on last 4 quarters received						
226	503450.4107	State Acc Tax Rev-Promo	539,382	522,000	549,174	<b>550,500</b>	based on last 4 quarters received						
227	503500.4501	Miscellaneous Income	1,750	2,000	-	-							
228	503500.4504	Sale of Assets	5,805	5,000	14,735	<b>6,250</b>	25% of sale of ladder truck						
229	503500.4505	Interest Income	15,583	12,000	19,901	<b>20,000</b>	based on last 12 months actual						
231	<b>TOTAL STATE ACC TAX REVENUES</b>		<b>1,731,180</b>	<b>1,671,000</b>	<b>1,773,685</b>	<b>1,769,500</b>							
233	<b>TRANSFER</b>	Transfers In from Other Funds	-										
234	503900.5901	To General Fund for PT Firefighters	(5,521)	(11,615)	(5,521)	<b>(12,109)</b>							
235	503900.5901	To General Fund for FT Firefighters	<b>(240,840)</b>	<b>(260,352)</b>	<b>(260,352)</b>	<b>(272,708)</b>							
236	503900.5901	To General Fund for Police Patrol Off	<b>(64,496)</b>	<b>(68,985)</b>	<b>(68,985)</b>	<b>(72,787)</b>							
237	503900.5901	Transfer to Marina	(22,840)	(237,667)	(22,840)	-							
238	503900.5901	To Marina Debt Service	(236,745)	(232,830)	(369,575)	(228,915)	75% of Marina debt service.						
239	503900.5901	To Rec Build Fund for Beach Run	(3,000)	(3,000)	(3,000)	(3,000)							
240	503900.5901	To Island-wide Beach Maint. Fund	-										
243	<b>TOTAL STATE ACC TAX TRANSFERS OUT</b>		<b>(573,442)</b>	<b>(814,449)</b>	<b>(730,273)</b>	<b>(589,519)</b>							
245	<b>STATE ACC TAX REVENUES NET OF TRANS.</b>		<b>1,157,738</b>	<b>856,551</b>	<b>1,043,413</b>	<b>1,179,981</b>							
247	<b>State Accommodation Tax Fund Expenditures</b>												
248	<b>General Government</b>												
249	504120.5013	Bank Service Charges	75	100	50	-							
250	504120.5022	Water & Sewer	407	600	829	600	irrigation for Breach Inlet sign area						
251	504120.5025	Non-capital Tools & Equipment	-	2,500	1,568	2,500	add/replace/maintain amenities, benches, etc at Mayor Carmen R Bunch Park						
252	504120.5026	Maintenance	-	1,050	-	-							
253	504120.5061	Advertising	5,895	33,500	795	10,000	ads for Spoleto, etc.						
255	504120.5077	Programs/Sponsorships	38,479	115,000	36,830	85,000	miscellaneous events as approved by Advisory Comm (\$50,000); July 4 Fireworks \$35,000						
256	504120.5079	Miscellaneous & Contingency	212	3,000	114	3,000							
257	504120.5085	Capital Outlay	6,076	10,000	7,660	10,000	add/replace holiday light displays						
258	504120.	Tourism Promotion General	27,065	25,000	25,112	<b>26,000</b>	website T-shirt giveaway (\$12,000), ongoing website/intranet maint & offsite backup (\$14,000)						
259	504120.5090	Tourism Promo "30%" Costs to CVB	539,382	522,000	455,572	<b>550,500</b>	Transferred to Charleston Visitors Bureau according to State Law.						
261	<b>Police Department</b>												
262	504420.5025	Police Dept Non-capital tools	1,823	5,000	3,057	10,000	replacement of body armor (\$5,000), traffic camera at 41st (\$5,000, cost share with Wild Dunes)						
263	504420.5026	Police Dept Maintenance	-	30,873	-	<b>93,248</b>	25% of Hill Rpt Yr1 maint at PSB to incl full roof replacement						
264	504420.5085	Police Dept Capital Outlay	36,386	169,625	29,997	200,000	repl 2 patrol vehs (\$76,000), 25% of repl of radios (fr reserves-\$65,000), in-car cameras (\$30,000), repl BSO pickup (\$29,000)						

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2	<b>Account #</b>	<b>Account Description</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>Ending 2/28/18</b>	<b>FY 2018-19</b>	<b>Notes</b>						
265	<b>State Accommodation Tax Fund Expenditures, continued</b>												
267	<b>Fire Department</b>												
270	504520.5025	Non-capital Tools & Equipment	2,743	-	2,743	-							
271	504520.5026	Maintenance	-	50,604	-	<b>112,979</b>	25% of Yr 1 Hill Rpt maint priorities at PSB & FS#2 incl full PSB roof replacement						
272	504520.5085	Capital Outlay	101,358	225,375	74,816	49,000	repl rubber boat for marine rescues \$20,000), repl thermal imaging camera (\$12,000), ATV (\$17,000)						
274	<b>Public Works Department</b>												
279	504620.5026	Maintenance and Service Contracts	-	7,957	-	<b>28,750</b>	25% of Hill Report Yr2 maintenance, incl PWks roof replacement						
280	504620.5079	Miscellaneous & Contingency	12,768	15,000	14,538	15,000	\$5,500 (50) cases of pooper scoops (add'l cases budgeted in Muni Atax Fund), \$2,000 replacement of poop scoop stations and \$7,500 for beach trash barrels						
281	504620.5085	Capital Outlay	-	231,169	-	244,602	repl pickup truck (\$33,500), 50% of rplcmt generator (\$37,500), rebud 25% UST repl (\$70,000), rebud 33% of Mack garbage truck (\$67,972) and 33% of Mack flatbed (\$35,630)						
283	<b>Recreation Department</b>												
285	504820.5085	Rec Dept - Capital Outlay	17,191	49,500	30,896	44,000	Repl/add playground equip (only w/ failure \$10,000), 50% of cost to reconstruct tennis courts (\$34,000)						
286	504830.5092	Rec Dept - Special Activities	50,889	52,000	53,578	16,000	Connector Run (\$7,500), Easter egg hunt (\$4,500), music event (\$4,000). Reclassed several Front Beach related events to Hospitality Tax Fund for FY19						
288	<b>Public Restrooms/Front Beach Area/Breach Inlet</b>												
289	505620.5020	Electric & Gas	569	950	549	950							
290	505620.5022	Water & Sewer	11,496	13,500	11,100	<b>15,000</b>	increased for add'l showers after renovation						
291	505620.5026	Maint & Service Contracts	52,059	12,000	50,354	<b>20,000</b>	increased to allow for higher level of maintenance after renovation						
293	505620.5044	Cleaning & Sanitary Supply	7,648	7,000	7,502	<b>8,000</b>	increased based on actual						
294	505620.5062	Insurance	3,688	3,971	5,003	<b>4,170</b>	includes property, liability and flood and estimated 5% rate increase per SCMIRF (12% for Flood).						
295	505620.5065	Professional Services	70	70	70	70	backflow tests						
296	505620.5067	Contracted Services	141,041	134,700	135,051	<b>161,000</b>	\$89-\$170/day for yr-rnd restrm attend (\$60k), \$14k yr-rnd business district trash pickup & \$66k yr-round beach cleanup. Increased budget 15% to cover add'l costs that may result from new contracts.						
297	505620.5079	Miscellaneous & Contingency	-	2,500	-	2,500							
298	505620.5084	Construction in Progress	32,021	-	20,120	-							
299	505620.5085	Capital Outlay	-	456,000	72,458	70,000	replace 5 parking kiosks on Ocean Blvd						
301	<b>TOTAL STATE ACC TAX EXPEND</b>		1,089,338	2,180,544	1,040,362	1,782,868							
302						<b>-18%</b>	<b>Increase/(Decrease) from FY18 budget</b>						
304	<b>TOTAL STATE ACC TAX SURPLUS/(DEFICIT)</b>		<b>68,400</b>	<b>(1,323,993)</b>	<b>3,051</b>	<b>(602,887)</b>	<i>Reserves on hand for radio replacement (\$65,000), Hill maint (\$235,000) and PWks garbage truck (\$68,000). Remaining net expense of \$235,000 to be covered with undesignated State Atax fund bal estimated to be \$735,000 at 6/30/18.</i>						