

*In compliance with the Freedom of Information Act, the news media and the public was notified of the time, date, and place along with a copy of the agenda of this meeting and a notice was posted on the outdoor bulletin board at the Batesburg-Leesville Town Hall and the Town's website no later than twenty-four hours prior to the meeting.*

## **COUNCIL WORK SESSION**

**MARCH 26, 2018**

The Work Session for the Town of Batesburg-Leesville, held in Building B of the Town Hall Complex, was called to order by Mayor Shull at 6:08 P. M. Members present were Mayor Shull, Council Member DeLoach, Gambrell, Cain, Simpkins, S. Mitchell, J. Mitchell, and Prouse. Council Member Hallman was absent.

## **INVOCATION**

The invocation was given by Council Member Simpkins.

## **PLEDGE OF ALLEGIANCE**

The Pledge Allegiance to the American Flag was held.

## **APPROVAL OF AGENDA**

A motion was made by Council Member Simpkins with a second by Council Member DeLoach to approve the agenda. With no discussion, a vote was taken.

VOTE:                      8 Approved                      0 Denied

## **DISCUSSION - Intro to Town Budget**

Town Manager Luckadoo gave an overview of Municipal Budgeting as follows:

- Budget Authorization - Required By Law
- Elements of a Budget - More than a list of Revenues and Expenditures
- Elements of a Budget - General Terms of Budgeting
- Town Budget - Consists of 3 Funds
- Budget Evolution - Revenues, Expenditures, Increasing Responsibilities and Liabilities
- Outstanding Debt
  1. General Obligation Bond - New Town Hall
  2. Revenue Bond - Industrial Park Infrastructure
  3. Lease Purchase

### **Intro to Town Budget Cont'd.**

- Town Debt in 2017-2018
  1. General Fund - GO Bond, Lease Purchase
  2. Enterprise Fund - GO Bond, Revenue Bond
  3. Annual Debt as % of budget
  4. Debit Limits
- Annual Budgets for 2013-2014, 2014-2015, 2015-2016, 2016-2017, 2017-2018 Comparison
- Town Staffing from 2013 to 2018 Budgeted Staffing
- Growth of Fund Balance for General Fund and Enterprise Fund with Graphs
- General Fund, Enterprise Fund, Victim Assistance Fund % of 2017-2018 Budget
- 2017-2018 Budget Timeline
- Inside the Budget - Budget Justification for Revenues and Expenditures
- Preparing for 2018-2019 Budget - Calendar of Activities, Council Vision/Annual Action Plan (annual priorities)
- Manager's Preparation - Budget Creation Process, Trend Analysis, Annual Challenges
- Projecting Revenue - Known, Unknown, Trends
- Known 2018-2019 Budget Challenges
  - A. General Fund
    1. Indigent Defense (\$6k)
    2. Retirement Increases (\$18.5k)
    3. Healthcare Insurance for Judge (\$11,400)
    4. Dispatch Console for PD (\$30k)
    5. Police Pay
    6. Advance Disposal
    7. Comprehensive Plan Update - \$7-9,000 estimate
  - B. Enterprise Fund
    1. Retirement (\$7k)
    2. Utility Staffing (looming retirements)

After the Manager finished with his presentation on the budget, the Hospitality Tax was discussed.

After the presentations, a question and answer period was held.

Council Work Session

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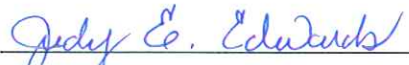
**ADJOURNMENT**

A motion was made by Council Member Simpkins with a second by Council Member DeLoach to adjourn at 7:39 P. M. With no discussion, all members were in favor.

Approved this 9<sup>th</sup> day of April 2018.

  
Lancer D. Shull, Mayor

**ATTEST:**

  
Judy R. Edwards, Town Clerk