



Council

Joe DeVito
Mayor

Darryl Owens
Mayor Pro Tempore

Jerry Ashmore
Mary Beth Heyward
Kevin Phillips

Van Willis
Town Manager

T. Alan Beach
Chief of Police

Jeffrey S. Coppinger
Operations

Noah Krepps
Planning

**Minutes
Budget Workshop
Port Royal Town Hall, Yvonne C. Butler Council Chambers, 700 Paris Avenue**

June 7, 2023

Members Present: Mayor Joe DeVito, Council Member Darryl Owens, Council Member Jerry Ashmore, Council Member Mary Beth Heyward, and Council Member Kevin Phillips

Staff Present: Town Manager Van Willis, Fire Chief Tim Ogden, Police Chief Alan Beach, Police Captain Andre Massey, Director of Administrative Services Brooke Plank-Buccola, Finance Manager Chris Canaday, Town Clerk Lisa Graham

I. CALL TO ORDER

Mayor DeVito called the Budget Workshop to order at 6:01 PM.

II. DISCUSSION & REVIEW

A. Budget Workshop – Part 3

Town Manager Willis outlined budget topics for the workshop. He wanted to discuss the COLA, mileage rate and the taxes it would generate, and the set aside for capital. The mileage rate is at \$74,000 with a collection of \$4,921,000 in property taxes. A \$115,494 surplus based on all of the updated expenditures to include the updated Fire Service contract with the City of Beaufort. Surplus could be set aside for Capital Fund.

Council agreed on a 6% COLA for all staff. Council Member Ashmore asked if the Police Department Command Staff were receiving their 5% salary increase. Manager Willis confirmed that it was built into their personnel line item.

The new mill value is \$66,500 based upon the current mileage rate of \$74,000 generating \$4,921,000. In the initial budget a placeholder of \$4,750,000 based on mill of \$71,500. After researching the Municipal Association reassessment laws and Act 388 Manager Willis determined the mileage rate can be adjusted based on CPI and the population increase creating a bank of those increases. Town of Port Royal has a bank of 16 -19 mills which can be used to increase the mileage rate to the \$74,000 mills. Mayor DeVito inquired if they were looking to set mileage towards CPI. Manager Willis confirmed that could be done and that some modifications can be made between now and the second reading of the budget.

Finance Manager Canady confirmed that the Fund balance is \$5 million not to include ARPA. Council and Staff agreed that a Capital Fund needs to be created to address CIP. One or two mills (\$100,000) would be set aside to establish the Capital Fund.

III. ADJOURNMENT

Mayor DeVito adjourned the meeting at 6:14 PM.

Respectfully submitted,

Lisa Graham
Town Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80 (a)(d)(e), as amended, notification of regular meetings was given at the beginning of the calendar year. A copy of the agenda was posted on the Town Hall's bulletin board and website www.portroyal.org twenty-four hours prior to the meeting. A copy of the agenda was given to the local news media and requested public on file.

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