

**FISCAL YEAR 2025/2026
BUDGET SUMMARY**

1 REVENUES:

General Fund	\$1,515,450
Hospitality Tax Fund	\$91,973
Victims Assistance Fund	\$35,000
TOTAL	\$1,642,423

2 EXPENDITURES:

General Fund	\$1,487,423
Hospitality Tax Fund	\$120,000
Victims Assistance Fund	\$35,000
TOTAL	\$1,642,423

TOTAL **\$0**

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. Revenue
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
POLICE FINES	401000	\$300,000	Funds received from fines & forfeitures from traffic tickets and cases made by officers of the police department.	\$294,874	\$5,126
AID TO SUBDIVISION	402000	\$56,000	Funds received from the state local government fund for municipalities.	\$56,000	\$0
TRANSPORTATION NETWORK CO.	402100	\$0		\$0	\$0
CODE ENFORCEMENT	402500	\$10,000	Funds received through citations issued by Code Enforcement officer.	\$10,000	\$0
FRANCHISE FEES	403000	\$260,000	Franchise Fees paid by MCEC, Dominion Energy, and cable providers for providing services within the town limits.	\$260,000	\$0
MASC INSURANCE TAX COLLECT	404100	\$200,000	Funds received from the Municipal Association of South Carolina related to insurance policies written for properties and individuals within the town limits.	\$175,000	\$25,000
MASC Telecommunications Tax	404200	\$3,500	Funds received from the MASC related to cellular taxes paid within the town limits.	\$3,500	\$0
MASC BROKER'S TAX	404300	\$7,500	Funds received from the MASC related to non-admitted insurance premiums paid by insurance brokers.	\$1,500	\$6,000
MASC SETOFF DEBT	404400	\$500	Funds received through the MASC Set-Off Debt Collection Program for unpaid court fines.	\$500	\$0
BUSINESS LICENSES	405100	\$275,000	Revenues received from businesses license fees paid by in-town businesses as well as contractors and businesses coming into town to conduct business.	\$260,000	\$15,000
BUILDING/ZONING PERMITS	405200	\$0	Lexington County is now doing all permitting for the Town, so no revenue will be received.	\$0	\$0
GARAGE/YARD SALE PERMITS	405400	\$50	Revenues collected for yard sale permits issued.	\$0	\$50

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. Revenue
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
CONSTRUCTION PLAN REVIEW	405700	\$0	Lexington County is now performing all plan reviews for the Town.	\$0	\$0
TOWING AND STORAGE FEES	406000	\$0	The town has decided to no longer operate a tow yard.	\$0	\$0
GRANTS	407000	\$0	While not budgeting for any known grants at this time, we hope to pursue any grants possible.	\$0	\$0
LGIP/INTEREST INCOME	408000	\$60,000	Interest earned from our funds invested in the SC Local Government Investment Pool.	\$60,000	\$0
INTERNAL PRINTING	409100	\$500	Funds received for printing in the office.	\$500	\$0
AUCTION/ASSET SALES	409201	\$15,000	Funds received through the sale of vehicles obtained through abandonment, confiscated, seizure, or derelict. Vehicles sold have gone through the legal process.	\$35,000	-\$20,000
SRO SALARY	409300	\$95,000	SRO services from Lexington School District 2 for Congaree Elementary	\$0	\$95,000
CONTRIBUTIONS	409600	\$0	Funds received through different contributions made to the Town. No funding do to inactivity over the last couple of years.	\$0	\$0
POLICE DONATIONS	409751	\$0	Funds received by the Town for donations made to the Police Department	\$0	\$0
EVENT/FESTIVAL INCOME	409700	\$5,000	Funds received for sponsorships related to any events that the Town may host throughout the budget year.	\$5,000	\$0
POLICE DRUG-SEIZURE/CONFISC.	409950	\$5,000	Funds received by the Police Department that have been obtained through criminal cases that are allowed by court following court verdicts.	\$5,000	\$0
MISCELLANEOUS REVENUE	409999	\$222,400	Funds received from sources that may not have been projected or identified. Contingency	\$10,000	\$212,400

**TOWN OF SOUTH CONGAREE
BUDGET JUSTIFICATION**

DEPT. Revenue
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
TOTAL	\$1,515,450		\$1,176,874	\$0	\$338,576

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. COUNCIL
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
SALARIES & WAGES	601650	\$9,000 Compensation for Mayor and 4 Council Members.	\$9,000		\$0
SOCIAL SECURITY/MEDICARE	604100	\$689 Employer contributions to Social Security and Medicare for Council.	\$689		\$0
COUNCIL TRAINING/TRAVEL		\$10,000 Training and travel expenses for council members (\$1,500 per member) to attend conferences and training workshops related to their duties as council members.	\$10,000		\$0
RETIREMENT CONTRIBUTIONS	602100	\$600 Town's contribution to retirement for members of Council enrolled in state retirement program. The Mayor is in the Retirement System with the State.	\$0		\$600
PC & ZBA TRAINING		\$500 Funds used for on-demand training for members of the Planning Commission and Zoning Board of Appeals.			\$500
ADVERTISING	64110	\$1,000 Used for public hearing notices in the newspaper for ordinances and other things that require public notice.	\$1,200		-\$200
LEGAL SERVICES/ATTORNEY	611300	\$45,000 Used to pay Town Attorney.	\$24,000		\$21,000
AUDITING SERVICES	611100	\$15,000 Used to pay the cost of auditing services.	\$20,000		-\$5,000
MUNICIPAL ELECTION EXPENSE	646200	\$3,500 Used to pay for any election costs for special or regular elections. There are no scheduled elections for this coming budget year.	\$1,200		\$2,300
MEETING EXPENSES	010-020-00082-04087	\$1,000 Funds used for work sessions and any other Council meetings that may occur. Can pay for any booths or community involvement, like possibly the rodeo.	\$700		\$300
Contingency Expense		\$17,786 Funds used for unexpected expenses.	\$700		\$17,086
TOTAL		\$104,075	\$66,789	\$0.00	\$19,500

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. **ADMINISTRATION**
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
SALARIES & WAGES	\$243,500	Town Administrator--\$95,500--Town Clerk--88,000-- Deputy Clerk-60,000	\$87,000		\$156,500
SOCIAL SECURITY/ MEDICARE	\$18,600	Employer FICA contributions for Administraor, Town Clerk andDeputy Clerk	\$6,700		\$11,900
GROUP INSURANCE	\$53,172	Medical, Vision, and Dental Insurance for Town Administrator, Town Clerk, Deputy Clerk	\$25,400		\$27,772
EMPLOYEE TRAINING/TRAVEL	\$5,000	Training and travel expenses for Administrator, Town Clerk & Deputy Clerk to training for their respective positions.	\$5,000		\$0
RETIREMENT CONTRIBUTIONS	\$45,000	State retirement contributions for Town Clerk	\$16,078		\$28,922
OFFICE SUPPLIES	\$4,000	Used to purchase office supplies as needed for Town Hall. Includes paper, pens, pencils, binders, and various other supplies as needed.	\$4,000		\$0
EQUIPMENT REPAIRS & MAINTENANCE	\$500	Used to pay for any needed repairs to office equipment.	\$500		\$0
POSTAGE	\$1,500	Used to pay postage for mailed letters, business license renewals, and other Town correspondence.	\$1,500		\$0
MAINTENANCE CONTRACTS	\$1,500	Used to pay for Nicholson software system used for business licensing and other administrative functions.	\$1,500		\$0
TOTAL	\$372,772		\$147,678	\$0.00	-\$225,094

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. COURT
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
TOWN JUDGE	\$8,400	Compensation for municipal judge to conduct bond hearings, jury trials, and standard court days.	\$8,400		\$0
CLERK OF COURT SALARY-WAGES	\$27,500	Clerk of Court--part time 1099 contract	\$40,000		-\$12,500
EMPLOYEE TRAINING/TRAVEL	\$3,500	Training and travel expenses for Clerk of Court to attend trainings.	\$3,500		\$0
SOCIAL SECURITY/ MEDICARE	\$0	Employer FICA contributions for Clerk of Court	\$3,100		-\$3,100
RETIREMENT CONTRIBUTIONS	\$ -	State retirement contributions for Clerk of Court	\$7,500		-\$7,500
GROUP INSURANCE	\$ -	Medical, Vision, and Dental Insurance for Clerk of Court.	\$12,000		-\$12,000
JUDICIAL SERVICES LEX. CO SUM COURT	\$7,000	Funds used to pay Lexington County Summary Court for services rendered for Court cases that go through their office.	\$7,000		\$0
RESTITUTION	\$1,500	Funds used to pay victims for crimes committed against them. This is collected from the offender and we are passing it through to the victim.	\$1,500		\$0
BOND REFUNDS	\$900	Funds paid to bond court by the defender, if they are found not guilty we have to refund the bond.	\$900		\$0
POSTAGE	651600 \$1,500	Funds used for mailing out letters and correspondence related to court dates, trials, and payments.	\$1,500		\$0
STATE ASSESSMENTS	649100 \$100,000	Money assessed by the State for traffic tickets and amounts paid related to charges and fines.	\$96,500		\$3,500
INDIGENT DEFENSE	611350 \$1,500	This line item is used to pay for legal representation for those who qualify and cannot afford their own attorney. Funds are used to pay attorney.	\$1,500		\$0
	646300 \$350	Used to pay jurors for their time while serving on juries during cases.	\$350		\$0

JURY

TOTAL \$152,150

\$183,750

\$0.00

-\$31,600

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. POLICE DEPARTMENT
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
SALARIES & WAGES	\$ 267,000	Salaries Chief of Police (75,000), Lieutenant (62,000), 2 Patrol Officers(including SRO) (52,000) Code Enforcement (26,000)	\$240,100		\$26,900
			\$0		\$0
SOCIAL SECURITY/MEDICARE	\$ 20,426	Social Security expenses for all PD employees.	\$18,400		\$2,026
GROUP INSURANCE	\$ 70,896	Employer contribution towards medical, Dental, and Vision insurance for all PD employees.	\$50,000		\$20,896
EMPLOYEE TRAINING/TRAVEL	\$5,100	Line item used for basic law enforcement course for uncertified new hires and advanced courses for certified officers at the SCCJA. Also used for other various training opportunities that may arise.	\$5,100		\$0
RETIREMENT CONTRIBUTIONS	\$ 55,029	Employer portion of police officer retirement for police officers and code enforcement.	\$51,200		\$3,829
FEDERAL/STATE UNEMPLOYMENT TAX	\$2,100	Employer contribution towards Federal and State Unemployment benefits.	\$2,100		\$0
PERSONNEL EXPENSES	\$400	Costs associated with pre-employment psych exams and random drug tests.	\$2,100		-\$1,700
OVERTIME	\$0	Funds budgeted to account for overtime by patrol officers.????????	\$3,500		-\$3,500
OFFICE SUPPLIES	\$4,000	Used for standard office supplies such as toner, ink cartridges, printer paper, notebooks, folders, pens, pencils, etc....	\$4,000		\$0
DUES & SUBSCRIPTIONS	\$4,800	Used to pay for Gold Shield, SC Police Chiefs Assoc., SC LEOA, Leads Online, PBA Officers membership, and Adobe.	\$4,800		\$0
RADIO COMMUNICATION	643100 \$6,500	Used to pay for radios, monthly 800 charges, and repairs needed to radios.	\$6,500		\$0

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. POLICE DEPARTMENT
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
CELLULAR COMMUNICATION	\$5,500	Used to pay for cellular communication equipment for in car laptops, cell phones and anything else used by PD that requires cellular technology.	\$5,500		\$0
VEHICLE GPS SERVICE	\$5,000	This is a proposed new expense that would put GPS on Town Patrol vehicles so Chief can account for officers. This could be vehicle GPS units or Cell Phones with tracking capabilities.	\$5,000		\$0
MAINTENANCE CONTRACTS	\$23,100	Used to pay for Law-Trac reporting system, Axon Car Cameras, and Axon Body Cameras.	\$23,100		\$0
UNIFORMS	\$7,800	Used for the purchase of shirts, pants, patches, dress uniforms, belts, badges, holsters, and boots for officers.	\$7,800		\$0
INVESTIGATION SUPPLIES	\$1,500	Used for the purchase of equipment for Police Department investigations.	\$1,000		\$500
AUTO TITLING FEES - AUCTION	\$500	Fees paid to obtain titles and perform title checks for cars that will be sold at auction.	\$500		\$0
POLICE DEPT. EVENTS	\$1,000	Funds utilized towards , National Night Out and multi jurisdictional DUI checkpoint.	\$1,500		-\$500
VEHICLE MAINTENANCE & REPAIR	\$17,500	Funds are used for standard repairs needed to police vehicle fleet. Includes \$2,500 for this year to remark patrol vehicles. Includes another \$2,500 to install new equipment. Also includes funds to car wash subscriptions for officers to use car wash.	\$21,000		-\$3,500
FUEL FOR PATROL VEHICLES	\$22,000	Used for fuel and oil changes to Police Department vehicles throughout the year.	\$26,300		-\$4,300
VEHICLE INS. & INLAND MARINE	\$8,100	General liability insurance on departmental vehicles and Inland Marine	\$8,100		\$0
TELEPHONE	\$4,200	Used to pay for Chief cell phone and 4 MIFI Air Cards	\$4,200		\$0

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. POLICE DEPARTMENT
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
709100	\$31,275	Payments made to the Tahoe (\$13,037) and Ford SUV (\$18,237)	\$31,275		\$0
LEASE PURCHASE PAYMENTS					
651200	\$7,700	Used for the purchase of ammunition, motorola batteries, push bumpers for patrol vehicles, and 8 level ballistic helmets and bail out bags (Active Shooter)	\$9,300		-\$1,600
POLICE EQUIPMENT/SUPPLIES					
TOTAL	\$571,426		\$532,375	\$0.00	\$39,051

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. NON-DEPARTMENTAL
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
TOWN EVENTS	\$3,000	Funds used towards Town events that the Town may put on.	\$3,000		\$0
COPIER CONTRACT SERVICES	\$3,000	Used to pay DPI for managed copier and print services at Town Hall.	\$3,000		\$0
STORM WATER MANAGEMENT	\$6,000	Used to pay for DHEC Permit (\$2,000), to pay the County of Lexington for Phase II stormwater management, and used for Access Analytical and Water System Labs for lab testing. Includes \$2,000 past due balance that must be paid this year.	\$8,000		-\$2,000
PROFESSIONAL SERVICES	\$30,000	Funds to support other professional services than staff.	\$35,000		-\$5,000
CPA SERVICES	\$48,000	Funds used to pay Green Finney Cauley for accounting, ledger, and payroll services.	\$45,300		\$2,700
BANK CHARGES/CREDIT CARD FEES	\$1,000	Funds paid for bank service charges and credit card fees.	\$1,000		\$0
MEMBERSHIP & DUES	\$1,000	Used for Town's membership with the MASC and required funds for Debt Set-Off program.	\$1,000		\$0
IT SERVICES	\$39,000	Used to pay for Iron Logix for phone and computer maintenance and troubleshooting services.	\$39,000		\$0
LANDSCAPING SERVICES	\$31,100	Used to pay for contracted landscaping services to maintain common areas, parks and Town Hall facility.	\$31,100		\$0
JANITORIAL SERVICES	\$4,100	Used to pay for contracted janitorial services to clean Town Hall facility weekly (\$3,600) and \$500 for needed janitorial supplies to have at Town Hall.	\$4,100		\$0
WATER UTILITIES	\$350	Used to pay for water purchased from the City of Cayce.	\$350		\$0
	\$25,000	Used to pay for electric utilities with MCEC & Dominion Energy.	\$25,000		\$0

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. NON-DEPARTMENTAL
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
ELECTRIC UTILITIES					
	\$4,000	Used to pay for internet service through Carolina Connect to Town Hall facility.	\$2,500		\$1,500
INTERNET SERVICE					
	\$4,000	Used to pay for telephone service for Town Hall facility which is utilized by administration and Police Department.	\$4,000		\$0
TELEPHONE SERVICE					
	\$25,000	Funds are used towards repairs made to the Town Hall facility and pest control services.	\$21,600		\$3,400
TOWN HALL FACILITY REPAIRS					
	\$23,500	Funds used to provide Tort liability insurance for elected officials and Town staff.	\$23,500		\$0
TORT LIABILITY INSURANCE					
	\$24,000	Funds used to pay workers compensation insurance for elected officials and all Town staff.	\$18,000		\$6,000
WORKERS COMP INSURANCE					
	\$2,000	Purchase of Cyber Insurance	\$2,000		\$0
CYBER INSURANCE					
	\$2,500	Funds used to pay for insurance to cover Town Hall and the contents on the inside of Town Hall.	\$2,500		\$0
BUILDING & CONTENTS INSURANCE					
	\$450	These are funds for data processing protection with state fiscal accountability authority.	\$450		\$0
DATA PROCESSING INSURANCE					
Website Development	\$10,000	Development of Town's Website	\$0		\$10,000
TOTAL	\$287,000		\$270,400	\$0.00	\$16,600

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT.

Victims Assistance--

DEPT CODE

Account Line Item	FY 25/26 Revenue	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
Victims Assistance	\$35,000	Money received from fines & forfeitures collected by the State each year. (Revenue)	\$35,000		\$0
TOTAL	\$35,000		\$35,000	\$0.00	\$0

DATE PREPARED:

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. Victims Assistance and

DATE REV #1:

DEPT CODE

DATE REV #2:

Account Line Item	FY 25/26 Request	Justification	FY 23/24 Appropriation	FY 23/24 Actual *	Dollar Amount Change
CRIME VICTIM SERVICES - AG	\$35,000	Funds received for victim services will be remitted to the State Attorney Generals Office, Crime Victim Services division			\$35,000
TOTAL	\$35,000		\$0	\$0.00	\$35,000

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. **Hospitality Tax**
DEPT CODE

Account Line Item	FY 25/26 Request	Justification	FY 24/25 Appropriation	FY 24/25 Actual *	Dollar Amount Change
HOSPITALITY TAX REVENUE	\$91,973	Money received from the sale of prepared food & beverages within the Town from January 1, 2025 until June 30, 2025.	\$40,000		\$51,973
LGIP INTEREST	\$0	Interest received from funds in the back account that are being invested in the Local Government Investment Pool through the state.	\$0		\$0
TOTAL	\$91,973		\$40,000	\$0.00	\$51,973

TOWN OF SOUTH CONGAREE BUDGET JUSTIFICATION

DEPT. **Hospitality Tax**
DEPT CODE

Account Line Item	FY 24/25 Request	Justification	FY 23/24 Budget	FY 23/24 Actual *	Dollar Amount Change
HOSPITALITY TAX RESERVE	\$120,000	Funds will be placed into a separate Hospitality Tax bank account, separate from any and all other funds of the Town, and will not be spent unless approved by Council.	\$0	\$ -	\$120,000
Payoll Allocation	\$0	Funds to help cover a potion of town clerks payroll from work done on hospitality tax	\$0	\$ -	\$0
TOTAL	\$120,000		\$0	\$0.00	\$120,000