

## Ordinance 2025.26.01

	<p><b>REQUEST FOR COUNCIL ACTION</b> Town of South Congaree, South Carolina</p> <p>To: Mayor and Members of Town Council From: Crystal Bouknight, Town Administrator</p>	<p>Date July 2, 2025</p>
<p><input type="checkbox"/> Ordinance/First Reading   <input checked="" type="checkbox"/> Ordinance/Second Reading   <input type="checkbox"/> Resolution/First &amp; Final Reading</p>		
<p><b>Agenda Date Requested: July 2, 2025</b></p>		
<p><b>Ordinance Caption: ORD#2025.26.01</b></p>		
<p>An Ordinance of the Town of South Congaree, South Carolina to levy taxes and establish a municipal budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, as amended, and other matters related thereto.</p>		
<p><b>Summary Background:</b></p>		
<p>An Ordinance of the Town of South Congaree, South Carolina to levy taxes and establish a municipal budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, as amended, and other matters related thereto.</p>		
<p><b>Impact If Denied:</b></p>		
<p>No Fiscal Year budget to execute upon.</p>		
<p><b>Impact If Approved:</b></p>		
<p>Town will execute accordingly upon approved budget.</p>		
<p><b>Financial Impact:</b></p>		
<p>N/A</p>		

**SECOND READING VERSION**

**ORDINANCE 2025.26.01**

**OF THE TOWN OF SOUTH CONGAREE, SOUTH CAROLINA TO LEVY TAXES AND ESTABLISH A MUNICIPAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, AS AMENDED, AND OTHER MATTERS RELATED THERETO.**

The Town Council of the Town of South Congaree (the “*Council*”), the governing body of the Town of South Congaree, South Carolina (the “*Town*”), has made the following findings of fact:

- (A) Pursuant to Section 5-9-30(5) of the South Carolina Code of Laws of South Carolina 1976, as amended (the “*Code*”), each year the Mayor of the Town (the “*Mayor*”) shall prepare and submit an annual budget and capital program to the Council for the upcoming fiscal year.
- (B) The Mayor has prepared and presented such a proposed budget for the consideration of the Council providing for the operating and capital expenditures of the Town and the payment of debt service for the fiscal year beginning July 1, 2025 and ending June 30, 2026 (“*FYE 2026*”).
- (C) Pursuant to the requirements of Sections 6-1-80 of the Code, a public hearing before the Council was conducted on July 2nd, 2025 (the “*Public Hearing*”), on the matter of the adoption of the Town’s proposed budget whereby both proponents and opponents of the adoption of the budget were given the opportunity to be heard. Advertisement of budget was June 18, 2025.
- (D) The Council, after due deliberation and consideration, has determined that in order to continue to provide the funds necessary for the operating and capital expenditures of the Town and the payment of debt service for FYE 2026, it is necessary to adopt the Town of South Congaree, South Carolina, Fiscal Budget 2025-2026, (the “*FYE 2026 Budget*”), making appropriations for such purposes, as set forth herein and as amended at the Council’s regularly called meeting June 10, 2025 and as directed therein during first reading, and provide for the levy and collection of such taxes, fees, and other charges as are set forth herein.

**NOW, THEREFORE, BEING DULY ASSEMBLED, BE IT ORDAINED BY THE MAYOR AND THE TOWN COUNCIL OF THE TOWN OF SOUTH CONGAREE AS FOLLOWS:**

**Section 1. Adoption of Budget and Appropriations; Supplemental Appropriation.** The Council hereby appropriates the funds for the purposes and in the amounts set forth in the FYE 2026 Budget. Any funds received during the fiscal year as a result of new grants awarded to the Town and any increases in the appropriation of fund balances for grants from the Town or appropriations of fund balances for capital projects approved by motion or resolution of the Council shall increase the amounts set forth in the FYE 2026 Budget and shall not require a supplemental budget ordinance.

**Section 2. *Establishment of Fee Schedules.*** The schedules setting forth various fees, user charges, penalties, and other charges of the Town, as set forth in Ordinance and as otherwise set forth in the Code of Ordinances of the Town of South Congaree, are hereby affirmed and incorporated herein by reference.

**Section 3. *FYE 2025-26 Encumbrances and Fund Balances; Grants and Multi-Year Appropriations.***

- (a) Encumbrances in each fund of the Town established under the Town of South Congaree, South Carolina, Fiscal Budget 2025-2026 (the “**FYE 2026 Budget**”) as of June 30, 2026, representing obligations made against appropriations of the FYE 2026 Budget outstanding as of that date are hereby re-appropriated for such purposes, and such appropriations shall be distributed to the budgetary accounts from which such encumbrances will be satisfied during the FYE 2026.
- (b) Any unencumbered balance remaining in any fund established under the FYE 2026 Budget is hereby made available for appropriations made under the FYE 2026 Budget within the same fund, subject to the provisions of Section 4 hereof regarding budget amendments.
- (c) Appropriations under any budget for grants, the authorization for which extends beyond the end of the then-current fiscal year shall not lapse at the end of such fiscal year. Any such grant authorization remaining at the end of such fiscal year shall be re-appropriated pursuant to the conditions of the respective grant agreements.
- (d) Receipt and Appropriations of grant fund totaling up to \$10,000.00 under any budget for grants, hereby authorizing the Town Administrator the authorization to receive and or accept grant funds made to the Town also giving the authority to expend said funds through the Fiscal Year 2026 and shall lapse at the end of such fiscal year. Any such grant authorization remaining at the end of such fiscal year shall be re-appropriated pursuant to the conditions of the respective grant agreements.

**Section 4. *Administration of the FYE 2026 Budget.*** The Town Administrator of the Town (the “**Town Administrator**”), or the designee of the Town Administrator, is authorized to transfer any sum from one budget line item to another or from one department or division to another as is necessary to achieve the goals of the FYE 2026 Budget, provided that no such transfer shall be made from one fund to another fund so as to increase the total appropriated amount within any such fund. No such transfer shall be made that conflicts with any existing Bond ordinance or any financial policies of the Town as adopted by the Council. Any changes or amendments to the FYE 2026 Budget that alter the total appropriated amount within any fund must be approved by the Council.

**Section 5. *Rate of Expenditures.*** The Town Administrator shall control the rate of expenditure within the FYE 2026 Budget so as not to exceed the amount of funds available at any given time.

**Section 6. *Receipts Above Anticipated Revenues.*** Receipts from taxes, fees or other revenue streams or sources received by the Town in addition to or in excess of, those set forth in the FYE 2026 Budget which are in excess of the amounts anticipated may be expended (i) as directed by the revenue source, or (ii) for any purposes related to the service that generated such receipts. The receipt of unbudgeted funds in excess of \$10,000 received from the sale of real or personal property or rents; received as contributions or donations; or generated through special events shall be reported to the Council at its next regularly scheduled meeting.

**Section 7. *Severability.*** If any section, subsection, sentence, clause or phrase of this Ordinance or the FYE 2026 Budget approved hereby is, for any reason, held or determined to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance or the FYE 2025 Budget, as applicable.

**Section 8. *Repealed; Effective Date.*** All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this ordinance are hereby repealed to the extent of the conflict or inconsistency. This Ordinance shall take effect immediately upon its enactment by the Council.

**DONE AND ENACTED IN COUNCIL ASSEMBLED**, this 2 day of July 2025.

**TOWN OF SOUTH CONGAREE,  
SOUTH CAROLINA**

[SEAL]



Cindy Campbell, Mayor  
Town of South Congaree

ATTEST:



Kelli Ricard, Town Clerk

First Reading: June 17, 2025  
Second Reading: July 2, 2025

## **FISCAL YEAR 2025/2026**

### **BUDGET SUMMARY**

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#### **1 REVENUES:**

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

#### **2 EXPENDITURES:**

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

**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	\$0
TOWING AND STORAGE FEES	406000      \$0	The town has decided to no longer operate a tow yard.	\$0	\$0	\$0
GRANTS	407000      \$0	While not budgeting for any known grants at this time, we hope to pursue any grants possible.	\$0	\$0	\$0
LGIP/INTEREST INCOME	408000      \$60,000	Interest earned from our funds invested in the SC Local Government Investment Pool.	\$60,000	\$0	\$0
INTERNAL PRINTING	409100      \$500	Funds received for printing in the office.	\$500	\$0	\$0
AUCTION/ASSET SALES	409201      \$15,000	Funds received through the sale of vehicles obtained through abandonment, confiscated, seizure, or derilict. Vehicles sold have gone through the legal process.	\$35,000	\$0	-\$20,000
SRO SALARY	409300      \$95,000	SRO services from Lexington School District 2 for Congaree Elementary	\$0	\$95,000	\$0
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	\$0
POLICE DONATIONS	409751      \$0	Funds received by the Town for donations made to the Police Department	\$0	\$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	\$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	\$0
MISCELLANEOUS REVENUE	409999      \$222,400	Funds received from sources that may not have been projected or identified. Contingency	\$10,000	\$212,400	\$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
<b>TOTAL</b>	<b>\$1,515,450</b>		<b>\$1,176,874</b>	<b>\$0</b>	<b>\$338,576</b>

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

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

# 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 defendant, 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

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<b>TOTAL</b>	<b>\$152,150</b>	<b>\$183,750</b>	<b>\$0.00</b>	<b>-\$31,600</b>
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# 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
<b>SALARIES &amp; WAGES</b>	<b>\$ 267,000</b>	Salaries Chief of Police (75,000), Lieutenant (62,000), 2 Patrol Officers(including SRO) (52,000) Code Enforcement (26,000)	<b>\$240,100</b>		\$26,900
<b>SOCIAL SECURITY/MEDICARE</b>	<b>\$ 20,426</b>	Social Security expenses for all PD employees.	<b>\$18,400</b>		\$2,026
<b>GROUP INSURANCE</b>	<b>\$ 70,896</b>	Employer contribution towards medical, Dental, and Vision insurance for all PD employees.	<b>\$50,000</b>		\$20,896
<b>EMPLOYEE TRAINING/TRAVEL</b>	<b>\$5,100</b>	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.	<b>\$5,100</b>		\$0
<b>RETIREMENT CONTRIBUTIONS</b>	<b>\$ 55,029</b>	Employer portion of police officer retirement for police officers and code enforcement.	<b>\$51,200</b>		\$3,829
<b>FEDERAL/STATE UNEMPLOYMENT TAX</b>	<b>\$2,100</b>	Employer contribution towards Federal and State Unemployment benefits.	<b>\$2,100</b>		\$0
<b>PERSONNEL EXPENSES</b>	<b>\$400</b>	Costs associated with pre-employment psych exams and random drug tests.	<b>\$2,100</b>		-\$1,700
<b>OVERTIME</b>	<b>\$0</b>	Funds budgeted to account for overtime by patrol officers.????????	<b>\$3,500</b>		-\$3,500
<b>OFFICE SUPPLIES</b>	<b>\$4,000</b>	Used for standard office supplies such as toner, ink cartridges, printer paper, notebooks, folders, pens, pencils, etc....	<b>\$4,000</b>		\$0
<b>DUES &amp; SUBSCRIPTIONS</b>	<b>\$4,800</b>	Used to pay for Gold Shield, SC Police Chiefs Assoc., SC LEOA, Leads Online, PBA Officers membership, and Adobe.	<b>\$4,800</b>		\$0
<b>RADIO COMMUNICATION</b>	<b>643100 \$6,500</b>	Used to pay for radios, monthly 800 charges, and repairs needed to radios.	<b>\$6,500</b>		\$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	<b>\$5,500</b>	Used to pay for cellular communication equipment for in car laptops, cell phones and anything else used by PD that requires cellular technology.	<b>\$5,500</b>		\$0
VEHICLE GPS SERVICE	<b>\$5,000</b>	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.	<b>\$5,000</b>		\$0
MAINTENANCE CONTRACTS	<b>\$23,100</b>	Used to pay for Law-Trac reporting system, Axon Car Cameras, and Axon Body Cameras.	<b>\$23,100</b>		\$0
UNIFORMS	<b>651400 \$7,800</b>	Used for the purchase of shirts, pants, patches, dress uniforms, belts, badges, holsters, and boots for officers.	<b>\$7,800</b>		\$0
INVESTIGATION SUPPLIES	<b>651300 \$1,500</b>	Used for the purchase of equipment for Police Department investigations.	<b>\$1,000</b>		\$500
AUTO TITLING FEES - AUCTION	<b>\$500</b>	Fees paid to obtain titles and perform title checks for cars that will be sold at auction.	<b>\$500</b>		\$0
POLICE DEPT. EVENTS	<b>\$1,000</b>	Funds utilized towards , National Night Out and multi jurisdictional DUI checkpoint.	<b>\$1,500</b>		-\$500
VEHICLE MAINTENANCE & REPAIR	<b>631500 \$17,500</b>	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.	<b>\$21,000</b>		-\$3,500
FUEL FOR PATROL VEHICLES	<b>651500 \$22,000</b>	Used for fuel and oil changes to Police Department vehicles throughout the year.	<b>\$26,300</b>		-\$4,300
VEHICLE INS. & INLAND MARINE	<b>\$8,100</b>	General liability insurance on departmental vehicles and Inland Marine	<b>\$8,100</b>		\$0
TELEPHONE	<b>\$4,200</b>	Used to pay for Chief cell phone and 4 MIFI Air Cards	<b>\$4,200</b>		\$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	<b>\$31,275</b>	Payments made to the Tahoe (\$13,037) and Ford SUV (\$18,237)	<b>\$31,275</b>		\$0
<b>LEASE PURCHASE PAYMENTS</b>					
651200	<b>\$7,700</b>	Used for the purchase of ammunition, motorola batteries, push bumpers for patrol vehicles, and 8 level ballistic helmets and bail out bags (Active Shooter)	<b>\$9,300</b>		-\$1,600
<b>POLICE EQUIPMENT/SUPPLIES</b>					
<b>TOTAL</b>	<b>\$571,426</b>		<b>\$532,375</b>	<b>\$0.00</b>	<b>\$39,051</b>

# 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
<b>TOWN EVENTS</b>	<b>\$3,000</b>	Funds used towards Town events that the Town may put on.	<b>\$3,000</b>		\$0
<b>COPIER CONTRACT SERVICES</b>	<b>\$3,000</b>	Used to pay DPI for managed copier and print services at Town Hall.	<b>\$3,000</b>		\$0
<b>STORM WATER MANAGEMENT</b>	<b>\$6,000</b>	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.	<b>\$8,000</b>		-\$2,000
<b>PROFESSIONAL SERVICES</b>	<b>\$30,000</b>	Funds to support other professional services than staff.	<b>\$35,000</b>		-\$5,000
<b>CPA SERVICES</b>	<b>\$48,000</b>	Funds used to pay Green Finney Cauley for accounting, ledger, and payroll services.	<b>\$45,300</b>		\$2,700
<b>BANK CHARGES/CREDIT CARD FEES</b>	<b>\$1,000</b>	Funds paid for bank service charges and credit card fees.	<b>\$1,000</b>		\$0
<b>MEMBERSHIP &amp; DUES</b>	<b>\$1,000</b>	Used for Town's membership with the MASC and required funds for Debt Set-Off program.	<b>\$1,000</b>		\$0
<b>IT SERVICES</b>	<b>\$39,000</b>	Used to pay for Iron Logix for phone and computer maintenance and troubleshooting services.	<b>\$39,000</b>		\$0
<b>LANDSCAPING SERVICES</b>	<b>\$31,100</b>	Used to pay for contracted landscaping services to maintain common areas, parks and Town Hall facility.	<b>\$31,100</b>		\$0
<b>JANITORIAL SERVICES</b>	<b>\$4,100</b>	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.	<b>\$4,100</b>		\$0
<b>WATER UTILITIES</b>	<b>\$350</b>	Used to pay for water purchased from the City of Cayce.	<b>\$350</b>		\$0
	<b>\$25,000</b>	Used to pay for electric utilities with MCEC & Dominion Energy.	<b>\$25,000</b>		\$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
<b>ELECTRIC UTILITIES</b>					
	<b>\$4,000</b>	Used to pay for internet service through Carolina Connect to Town Hall facility.	<b>\$2,500</b>		\$1,500
<b>INTERNET SERVICE</b>					
	<b>\$4,000</b>	Used to pay for telephone service for Town Hall facility which is utilized by administration and Police Department.	<b>\$4,000</b>		\$0
<b>TELEPHONE SERVICE</b>					
	<b>\$25,000</b>	Funds are used towards repairs made to the Town Hall facility and pest control services.	<b>\$21,600</b>		\$3,400
<b>TOWN HALL FACILITY REPAIRS</b>					
	<b>\$23,500</b>	Funds used to provide Tort liability insurance for elected officials and Town staff.	<b>\$23,500</b>		\$0
<b>TORT LIABILITY INSURANCE</b>					
	<b>\$24,000</b>	Funds used to pay workers compensation insurance for elected officials and all Town staff.	<b>\$18,000</b>		\$6,000
<b>WORKERS COMP INSURANCE</b>					
	<b>\$2,000</b>	Purchase of Cyber Insurance	<b>\$2,000</b>		\$0
<b>CYBER INSURANCE</b>					
	<b>\$2,500</b>	Funds used to pay for insurance to cover Town Hall and the contents on the inside of Town Hall.	<b>\$2,500</b>		\$0
<b>BUILDING &amp; CONTENTS INSURANCE</b>					
	<b>\$450</b>	These are funds for data processing protection with state fiscal accountability authority.	<b>\$450</b>		\$0
<b>DATA PROCESSING INSURANCE</b>					
	<b>\$10,000</b>	Development of Town's Website	<b>\$0</b>		\$10,000
<b>Website Developoment</b>					
<b>TOTAL</b>	<b>\$287,000</b>		<b>\$270,400</b>	<b>\$0.00</b>	<b>\$16,600</b>

# 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
	<b>\$35,000</b>	Money received from fines & forfeitures collected by the State each year. (Revenue)	<b>\$35,000</b>		\$0
<b>Victims Assistance</b>					
<b>TOTAL</b>	<b>\$35,000</b>		<b>\$35,000</b>	<b>\$0.00</b>	<b>\$0</b>

DATE PREPARED:

# TOWN OF SOUTH CONGAREE

## BUDGET JUSTIFICATION

DEPT.

Victims Assistance am

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
<b>TOTAL</b>	<b>\$35,000</b>		<b>\$0</b>	<b>\$0.00</b>	<b>\$35,000</b>

**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
<b>HOSPITALITY TAX REVENUE</b>	<b>\$91,973</b>	Money received from the sale of prepared food & beverages within the Town from January 1, 2025 until June 30, 2025.	<b>\$40,000</b>		<b>\$51,973</b>
<b>LGIP INTEREST</b>	<b>\$0</b>	Interest received from funds in the back account that are being invested in the Local Government Investment Pool through the state.	<b>\$0</b>		<b>\$0</b>
<b>TOTAL</b>	<b>\$91,973</b>		<b>\$40,000</b>	<b>\$0.00</b>	<b>\$51,973</b>

**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
Payroll Allocation	\$0	Funds to help cover a portion of town clerks payroll from work done on hospitality tax	\$0	\$	- \$0
<b>TOTAL</b>	<b>\$120,000</b>		<b>\$0</b>	<b>\$0.00</b>	<b>\$120,000</b>