

**TOWN OF SOUTH BETHANY  
TOWN COUNCIL BUDGET WORKSHOP MEETING MINUTES  
MARCH 26, 2020**

**This meeting was conducted electronically pursuant to Governor Carney's State of  
Emergency declaration, effective March 13, 2020**

**MEETING CALLED TO ORDER**

Mayor Saxton called the March 26, 2020, Town Council Budget Workshop Meeting to order at 10:00 a.m.

**ATTENDANCE**

Councilmembers Derek Abbott, Don Boteler, Sue Callaway, Dick Oliver, Carol Stevenson, Frank Weisgerber, and Mayor Tim Saxton; Town Manager Maureen Hartman; Finance Director Renee McDorman; and Administrative Assistant Pam Smith.

**FY2021 (May 1, 2020 to April 30, 2021) Draft Budget Review to include discussion and possible vote on any line item proposed for the FY 2021 Budget (Don Boteler)**

Councilmember Boteler thanked everyone who contributed to the development of the proposed budget. Councilmember Boteler noted that the total proposed budget for FY 2021 is \$2,529,515 which represents roughly a 3 % increase over the FY 2020 Budget. Councilmember Boteler stated that the proposed FY 2021 Budget is balanced although everyone recognizes that given the unusual circumstances in the world regarding COVID-19 the Town will probably end the year at a deficit because certain revenues probably won't develop at the level anticipated when the proposed budget was formulated. Councilmember Boteler added that if the Town does have a significant deficit in FY 2021, there are sufficient reserves to absorb that deficit. Councilmember Boteler said the Town Manager and the staff have outlined a plan going forward to freeze all spending that is not critical and necessary. In response to a comment by Councilmember Abbott regarding real time reporting on the budget, Councilmember Boteler said the Town will continue the regular monthly reporting that shows actuals versus budget. The Finance Director stated that if things change dramatically, the Town will put out a report. Mayor Saxton said the Town will observe and analyze the Town's revenue streams as they come in. Regarding monies in the FY 2020 committee budgets that won't be spent in FY 2020 due to the Coronavirus pandemic, the Town can utilize the budget amendment process in FY 2021 for that spending. In response to a question from Councilmember Callaway, the Town Manager stated that the percentage on salary increase averaged out to 3%. Council made no changes to the proposed FY 2021 Budget. Mayor Saxton said the Council will vote on the FY 2021 Budget, property tax rate, and rental tax rate at the April 3, 2020, Town Council Regular Meeting.

**PUBLIC COMMENT**

There were no comments from the public.

**ADJOURNMENT**

Motion by Councilmember Boteler, seconded by Councilmember Oliver, to adjourn the March 26, 2020, Town Council Budget Workshop Meeting at 10:25 a.m. Motion unanimously carried.