

**TOWN OF SOUTH BETHANY
BUDGET AND FINANCE COMMITTEE MEETING MINUTES
MAY 4, 2012**

The SBBFC met on Friday, May 4, 2012 at Town Hall. In attendance were Pat Voveris, Steve Farrow, Kent Stephan, Renee McDorman. The meeting followed the posted agenda.

Meeting was called to order.

Public Comments were not made.

Minutes from the 4/21/2012 meeting were approved.

2012 Budget Review was presented by Renee. Departments operated within budget, and various revenues ended in surplus. Despite Transfer Tax Revenue being short nearly \$100,000, our ending budget result was satisfactory. A concise pie chart diagram was created and presented by Renee to illustrate revenues & expenses in FY2012.

Financial Policy recommendation for Council was finalized and presented by Steve Farrow. The consensus of the group was to plan a presentation by Vanguard for Council during a future Workshop. B&F feels it imperative that SB have a financial policy in place, whether immediately enacted, or not.

Beach Replenishment Reserve was then discussed. All felt the need to set aside money in anticipation of federal funding eventually being cut back. Option to create the reserve via a beach reserve tax was then discussed in detail.

Public Comments were not made.

Committee for Long Range Planning was discussed at length. Pat read quotes from Keith on the need for long range planning. Without a plan for the future there is no anticipation of needs or preparation for such. We need to tap into our resources of owners with vision or utilize a service specializing in town planning. Advice from proven research would be a powerful tool and directive.

Three Year Budget Projection discussion then took place. Kent will work with Renee to create this. We need to identify increasing future costs and our needed revenue to offset these.

Maintenance Schedule for Buildings was then reviewed. If we consider Debt Service for future building replacement, all we need to plan for is maintenance. Based on the thorough schedule Don Chrobot put together, we already have the needed funds for this in the bank.

3% Construction Fee was again addressed. Council resisted our initial proposal. B&F feels it is critical this fee be set to an index. We will now propose a 2.5% fee.

Public Comment was made by property owner Kathy Jankowski in support of the need for serious long range planning and forecasting to project adequate revenue sources needed in place to cover expenses.

Executive Session then took place to discuss personnel matters.

Normal Meeting was then resumed to plan next B&F meeting and adjourn.

B&F will meet again on June 18, 2012 at Town Hall.