



Town of Archer Lodge

AGENDA

Budget Planning Retreat

Monday, February 19, 2024 @ 6:00 PM

Jeffrey D. Barnes Council Chambers

Page

5:15 PM

1. DINNER:

6:00 PM

2. WELCOME/ CALL TO ORDER:

- 2.a. Invocation
- 2.b. Pledge of Allegiance

3. FINANCIALS ~ KIM BATTEN

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- 3.a. Interim Financial Reports for December 2023
[DECEMBER 2023 - ALL FUNDS](#)
[DECEMBER 2023 - YTD COMP](#)

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- 3.b. Interim Financial Reports for January 2024
[JANUARY 2024 - ALL FUNDS](#)
[JANUARY 2024 - YTD COMP](#)

4. PRESENTATIONS:

- 4.a. Administration Update ~ Bryan Chadwick
- 4.b. Parks & Recreation Update ~ Chris Allen

5. BUDGET OFFICER/ TOWN ADMINISTRATOR ~ BRYAN CHADWICK

6. ADJOURNMENT:



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FOR MONTH END DEC 31, 2023

GENERAL FUND 10				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
AD-VALOREM & MOTOR VEHICLE TAXES	1,140,500.00	722,204.64	923,430.22	80.97%
SALES TAXES	306,000.00	30,665.70	133,466.43	43.62%
FRANCHISE TAXES	143,000.00	43,011.64	43,011.64	30.08%
ALCOHOL BEV TAXES/JO CO ABC DIST	36,500.00	0.00	4,752.36	13.02%
PERMITS AND FEES	6,000.00	1,590.00	2,715.00	45.25%
FEE IN LIEU OF RECREATION	78,000.00	0.00	0.00	0.00%
PARKS & RECREATION FEES	55,000.00	7,215.00	32,795.00	59.63%
PARKS & RECREATION RENTALS	5,000.00	3,320.00	5,955.00	
PEG CHANNEL SUPPORT	51,500.00	12,903.22	12,903.22	25.05%
MISCELLANEOUS/ALVM BRICK REVENUES	3,000.00	5,347.42	6,563.27	218.78%
CAROLINA PANTHERS COMMUNITY GRANT	0.00	0.00	1,000.00	#DIV/0!
INVESTMENT EARNINGS	25,000.00	6,218.17	35,453.24	141.81%
TRANSFER IN FROM CAP RES FUND 30	125,000.00	0.00	125,000.00	100.00%
TRANSFER IN FROM PARK RES FUND 31	58,000.00	0.00	58,000.00	100.00%
TRANSFER IN FROM PUBLIC SAFE RES FUND 32	200,000.00	0.00	0.00	0.00%
FUND BALANCE APPROPRIATION	500,000.00	0.00	0.00	0.00%
TOTALS	2,732,500.00	832,475.79	1,385,045.38	50.69%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	63,515.00	7,884.50	21,398.34	33.69%
ADMINISTRATION	400,950.00	28,363.86	197,236.14	49.19%
JO CO TAX COLLECTION FEES	35,000.00	18,160.25	23,646.94	67.56%
LEGAL	18,000.00	1,100.00	4,350.00	24.17%
PROPERTY TAXES	100.00	0.26	1.30	1.30%
PUBLIC BUILDINGS	315,889.00	9,788.89	153,015.62	48.44%
PEG MEDIA PARTNERS	51,500.00	12,903.22	12,903.22	25.05%
PUBLIC SAFETY	682,000.00	0.00	71,152.78	10.43%
TRANSPORTATION-PUBLIC WORKS	27,000.00	580.13	5,081.29	18.82%
PLANNING & ZONING	231,600.00	14,585.49	85,131.20	36.76%
CULTURAL & RECREATION	932,047.00	34,172.29	541,419.84	58.09%
DEBT SERVICES	132,896.00	0.00	95,003.92	71.49%
TRANSFER TO CAP RESERVE	0.00	0.00	0.00	#DIV/0!
TRANSFER TO PARK RESERVE	162,000.00	46,959.76	59,481.14	36.72%
TRANSFER TO PUBLIC SAFETY RESERVE	0.00	0.00	0.00	#DIV/0!
				#DIV/0!
				#DIV/0!
	3,052,497.00	174,498.65	1,269,821.73	41.60%
Y-T-D GENERAL FUND INCREASE (DECREASE)		657,977.14	115,223.65	

CAPITAL RESERVE FUND 30				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	91.24	1,774.09	177.41%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	125,000.00	0.00	0.00	0.00%
TOTALS	126,000.00	91.24	1,774.09	1.41%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	125,000.00	0.00	125,000.00	100.00%
TRANSFER TO FUND BALANCE	1,000.00	0.00	0.00	0.00%
TOTALS	126,000.00	0.00	125,000.00	99.21%
Y-T-D CAP RESERVE FUND INCREASE (DECREASE)		91.24	(123,225.91)	

PARK RESERVE FUND 31				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	63.13	415.58	41.56%
TRANSFER FROM GEN FUND 10	162,000.00	46,959.76	59,481.14	36.72%
FUND BALANCE APPROPRIATED	0.00	0.00	0.00	#DIV/0!
TOTALS	163,000.00	47,022.89	59,896.72	36.75%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	58,000.00	0.00	58,000.00	100.00%
TRANSFER TO AL TOWN PRK FND 41	50,000.00	0.00	0.00	0.00%
TRANSFER TO FUND BALANCE	55,000.00	0.00	0.00	0.00%
TOTALS	163,000.00	0.00	58,000.00	35.58%
Y-T-D PARK RESERVE FUND INCREASE (DECREASE)		47,022.89	1,896.72	

PUBLIC SAFETY RESERVE FUND 32				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	1,417.30	10,546.99	1054.70%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	199,000.00	0.00	0.00	0.00%
				#DIV/0!
TOTALS	200,000.00	1,417.30	10,546.99	5.27%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	200,000.00	0.00	0.00	0.00%
TRANSFER TO FUND BALANCE	0.00	0.00	0.00	#DIV/0!
TOTALS	200,000.00	0.00	0.00	0.00%
Y-T-D PUB SAFE RES FUND INCREASE (DECREASE)		1,417.30	10,546.99	



Kim P. Batten

FINANCE OFFICER

ASSISTANT TOWN ADMINISTRATOR



**TOWN OF ARCHER LODGE
FINANCIAL SUMMARY REPORT
FISCAL YEAR COMPARISON FOR
PERIOD ENDING DECEMBER 31**

GENERAL FUND				
REVENUES		Dec-23	Dec-22	DIFFERENCE
	AD-VAL & MOTOR VEHICLE TAXES	923,430.22	823,017.76	100,412.46
	SALES TAXES	133,466.43	111,779.26	21,687.17
	FRANCHISE TAXES	43,011.64	41,089.62	1,922.02
	ALCOHOL BEV TAXES/JO CO ABC DIST	4,752.36	5,422.81	(670.45)
	PERMITS AND FEES	2,715.00	3,495.00	(780.00)
	FEE IN LIEU OF RECREATION	0.00	0.00	0.00
	PARKS & RECREATION FEES	32,795.00	0.00	32,795.00
	PARKS & RECREATION RENTALS	5,955.00	0.00	5,955.00
	PEG CHANNEL SUPPORT	12,903.22	12,820.52	82.70
	MISCELLANEOUS/ALVM BRICK REVENUES	6,563.27	4,491.12	2,072.15
	INVESTMENT EARNINGS	35,453.24	18,919.91	16,533.33
	GRANTS (ARPA, SCIF, JOCO OPEN SPACE, CAROLINA PANTHERS)	1,000.00	525,213.37	(524,213.37)
	TRANSFER IN FROM CAPITAL RES FND 30	125,000.00	0.00	125,000.00
	TRANSFER IN FROM PARK RESERVE FND 31	58,000.00	60,000.00	(2,000.00)
	TRANSFER IN FROM PUBLIC SAFE RES FND 32	0.00	0.00	0.00
Y-T-D INCREASE (DECREASE)		1,385,045.38	1,606,249.37	(221,203.99)
EXPENDITURES		Dec-23	Dec-22	DIFFERENCE
	GOVERNING BODY	21,398.34	20,248.76	1,149.58
	ADMINISTRATION	197,236.14	172,392.01	24,844.13
	JO CO TAX COLLECTION FEES	23,646.94	21,090.66	2,556.28
	LEGAL	4,350.00	5,050.00	(700.00)
	PROPERTY TAXES	1.30	0.00	1.30
	PUBLIC BUILDINGS	153,015.62	24,062.09	128,953.53
	PEG MEDIA PARTNERS	12,903.22	12,820.52	82.70
	PUBLIC SAFETY	71,152.78	267,803.85	(196,651.07)
	TRANSPORTATION-PUBLIC WORKS	5,081.29	5,840.91	(759.62)
	PLANNING & ZONING	85,131.20	74,015.93	11,115.27
	CULTURAL & RECREATION	541,419.84	93,831.70	447,588.14
	DEBT SERVICES	95,003.92	97,916.30	(2,912.38)
	TRANSFER TO CAP RESERVE	0.00	0.00	0.00
	TRANSFER TO PARK RESERVE	59,481.14	61,717.53	(2,236.39)
	TRANSFER TO PUBLIC SAFETY RESERVE	0.00	0.00	0.00
	TRANSFER TO ARPA & SCIF FUNDS		525,213.37	(525,213.37)
		1,269,821.73	1,382,003.63	(112,181.90)
Y-T-D INCREASE (DECREASE)		115,223.65	224,245.74	(109,022.09)

Kim P. Batten

FINANCE OFFICER

ASSISTANT TOWN ADMINISTRATOR



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FOR MONTH END JAN 31, 2024

GENERAL FUND 10				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
AD-VALOREM & MOTOR VEHICLE TAXES	1,140,500.00	134,171.09	1,057,601.31	92.73%
SALES TAXES	306,000.00	32,266.02	165,732.45	54.16%
FRANCHISE TAXES	143,000.00	0.00	43,011.64	30.08%
ALCOHOL BEV TAXES/JO CO ABC DIST	36,500.00	5,702.83	10,455.19	28.64%
PERMITS AND FEES	6,000.00	300.00	3,015.00	50.25%
FEE IN LIEU OF RECREATION	78,000.00	0.00	0.00	0.00%
PARKS & RECREATION FEES	55,000.00	26,155.00	58,950.00	107.18%
PARKS & RECREATION RENTALS	5,000.00	0.00	5,955.00	119.10%
PEG CHANNEL SUPPORT	51,500.00	0.00	12,903.22	25.05%
MISCELLANEOUS/ALVM BRICK REVENUES	3,000.00	335.68	6,898.95	229.97%
CAROLINA PANTHERS COMMUNITY GRANT	0.00	0.00	1,000.00	#DIV/0!
INVESTMENT EARNINGS	25,000.00	6,048.41	41,501.65	166.01%
TRANSFER IN FROM CAP RES FUND 30	125,000.00	0.00	125,000.00	100.00%
TRANSFER IN FROM PARK RES FUND 31	58,000.00	0.00	58,000.00	100.00%
TRANSFER IN FROM PUBLIC SAFE RES FUND 32	200,000.00	0.00	0.00	0.00%
FUND BALANCE APPROPRIATION	500,000.00	0.00	0.00	0.00%
TOTALS	2,732,500.00	204,979.03	1,590,024.41	58.19%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	63,515.00	6,287.68	30,131.02	47.44%
ADMINISTRATION	400,950.00	119,099.53	317,648.67	79.22%
JO CO TAX COLLECTION FEES	35,000.00	3,449.16	27,096.10	77.42%
LEGAL	18,000.00	600.00	4,950.00	27.50%
PROPERTY TAXES	100.00	0.26	1.56	1.56%
PUBLIC BUILDINGS	315,889.00	21,697.00	311,852.02	98.72%
PEG MEDIA PARTNERS	51,500.00	0.00	12,903.22	25.05%
PUBLIC SAFETY	682,000.00	282,167.15	353,319.93	51.81%
TRANSPORTATION-PUBLIC WORKS	27,000.00	3,580.71	8,662.00	32.08%
PLANNING & ZONING	231,600.00	13,819.87	129,300.07	55.83%
CULTURAL & RECREATION	932,047.00	22,771.10	689,590.88	73.99%
DEBT SERVICES	132,896.00	0.00	95,003.92	71.49%
TRANSFER TO CAP RESERVE	0.00	0.00	0.00	#DIV/0!
TRANSFER TO PARK RESERVE	162,000.00	8,719.15	68,200.29	42.10%
TRANSFER TO PUBLIC SAFETY RESERVE	0.00	0.00	0.00	#DIV/0!
				#DIV/0!
				#DIV/0!
	3,052,497.00	482,191.61	2,048,659.68	67.11%
Y-T-D GENERAL FUND INCREASE (DECREASE)		(277,212.58)	(458,635.27)	

CAPITAL RESERVE FUND 30				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	105.13	1,879.22	187.92%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	125,000.00	0.00	0.00	0.00%
TOTALS	126,000.00	105.13	1,879.22	1.49%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	125,000.00	0.00	125,000.00	100.00%
TRANSFER TO FUND BALANCE	1,000.00	0.00	0.00	0.00%
TOTALS	126,000.00	0.00	125,000.00	99.21%
Y-T-D CAP RESERVE FUND INCREASE (DECREASE)		105.13	(123,120.78)	

PARK RESERVE FUND 31				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	105.73	521.31	52.13%
TRANSFER FROM GEN FUND 10	162,000.00	8,719.15	68,200.29	42.10%
FUND BALANCE APPROPRIATED	0.00	0.00	0.00	#DIV/0!
TOTALS	163,000.00	8,824.88	68,721.60	42.16%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	58,000.00	0.00	58,000.00	100.00%
TRANSFER TO AL TOWN PRK FND 41	50,000.00	0.00	0.00	0.00%
TRANSFER TO FUND BALANCE	55,000.00	0.00	0.00	0.00%
TOTALS	163,000.00	0.00	58,000.00	35.58%
Y-T-D PARK RESERVE FUND INCREASE (DECREASE)		8,824.88	10,721.60	

PUBLIC SAFETY RESERVE FUND 32				
<i>REVENUES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	1,000.00	1,633.01	12,180.00	1218.00%
TRANSFER FROM GEN FUND 10	0.00	0.00	0.00	#DIV/0!
FUND BALANCE APPROPRIATED	199,000.00	0.00	0.00	0.00%
				#DIV/0!
TOTALS	200,000.00	1,633.01	12,180.00	6.09%
<i>EXPENDITURES</i>	ADOPTED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	200,000.00	0.00	0.00	0.00%
TRANSFER TO FUND BALANCE	0.00	0.00	0.00	#DIV/0!
TOTALS	200,000.00	0.00	0.00	0.00%
Y-T-D PUB SAFE RES FUND INCREASE (DECREASE)		1,633.01	12,180.00	



Kim P. Batten

FINANCE OFFICER

ASSISTANT TOWN ADMINISTRATOR



**TOWN OF ARCHER LODGE
FINANCIAL SUMMARY REPORT
FISCAL YEAR COMPARISON FOR
PERIOD ENDING JANUARY 31**

GENERAL FUND				
REVENUES		Jan-24	Jan-23	DIFFERENCE
	AD-VAL & MOTOR VEHICLE TAXES	1,057,601.31	948,206.21	109,395.10
	SALES TAXES	165,732.45	137,586.11	28,146.34
	FRANCHISE TAXES	43,011.64	41,089.62	1,922.02
	ALCOHOL BEV TAXES/JO CO ABC DIST	10,455.19	5,422.81	5,032.38
	PERMITS AND FEES	3,015.00	4,195.00	(1,180.00)
	FEE IN LIEU OF RECREATION	0.00	0.00	0.00
	PARKS & RECREATION FEES	58,950.00	0.00	58,950.00
	PARKS & RECREATION RENTALS	5,955.00	0.00	5,955.00
	PEG CHANNEL SUPPORT	12,903.22	12,820.52	82.70
	MISCELLANEOUS/ALVM BRICK REVENUES	6,898.95	4,316.12	2,582.83
	INVESTMENT EARNINGS	41,501.65	24,981.08	16,520.57
	GRANTS (ARPA, SCIF, JOCO OPEN SPACE, CAROLINA PANTHERS)	1,000.00	525,213.37	(524,213.37)
	TRANSFER IN FROM CAPITAL RES FND 30	125,000.00	200,000.00	(75,000.00)
	TRANSFER IN FROM PARK RESERVE FND 31	58,000.00	60,000.00	(2,000.00)
	TRANSFER IN FROM PUBLIC SAFE RES FND 32	0.00	0.00	0.00
Y-T-D INCREASE (DECREASE)		1,590,024.41	1,963,830.84	(373,806.43)
EXPENDITURES		Jan-24	Jan-23	DIFFERENCE
	GOVERNING BODY	30,131.02	21,192.15	8,938.87
	ADMINISTRATION	317,648.67	195,403.34	122,245.33
	JO CO TAX COLLECTION FEES	27,096.10	24,320.32	2,775.78
	LEGAL	4,950.00	7,150.00	(2,200.00)
	PROPERTY TAXES	1.56	12.48	(10.92)
	PUBLIC BUILDINGS	311,852.02	29,686.43	282,165.59
	PEG MEDIA PARTNERS	12,903.22	12,820.52	82.70
	PUBLIC SAFETY	353,319.93	268,313.03	85,006.90
	TRANSPORTATION-PUBLIC WORKS	8,662.00	6,337.97	2,324.03
	PLANNING & ZONING	129,300.07	93,380.12	35,919.95
	CULTURAL & RECREATION	689,590.88	123,976.30	565,614.58
	DEBT SERVICES	95,003.92	97,916.30	(2,912.38)
	TRANSFER TO CAP RESERVE	0.00	0.00	0.00
	TRANSFER TO PARK RESERVE	68,200.29	70,765.37	(2,565.08)
	TRANSFER TO PUBLIC SAFETY RESERVE	0.00	0.00	0.00
	TRANSFER TO ARPA & SCIF FUNDS		525,213.37	(525,213.37)
		2,048,659.68	1,476,487.70	572,171.98
Y-T-D INCREASE (DECREASE)		(458,635.27)	487,343.14	(945,978.41)

Kim P. Batten

FINANCE OFFICER

ASSISTANT TOWN ADMINISTRATOR