

# Town Council Budget Workshop

Theodore D. Washington Municipal Building

May 30, 2023

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## Call to Order

Mayor Lisa Sulka called the meeting to order at 5pm. Council members present were Fred Hamilton, Larry Toomer and Dan Wood. Town Manager Stephen Steese, Assistant Town Manager Heather Colin, Assistant Town Manager Chris Forster, Town Clerk Marcia Hunter and Interim Town Clerk Kerry Guzman were also present.

## Public Comment

No Public Comment.

## Workshop Items:

1. Hilton Head - Bluffton Chamber of Commerce Annual DMO Presentation  
Ariana Pernice, Vice President of the Visitor and Convention Bureau with The Hilton Head - Bluffton Chamber of Commerce conducted the Annual DMO Presentation.
2. Discussion of Carryover Items from May 25, 2023 Budget Workshop Meeting  
Town Manager, Stephen Steese presented information for the carryover items from the previous workshop. Council Bridgette Frazier had mentioned incentive for businesses to transition to compostable to go containers. Green initiatives were discussed during Strategic Planning but have not been the focus for the upcoming fiscal year. No further research was conducted by staff at this time.  
  
During the May 25, 2023, Budget Meeting, Council had requested a means to track expenditures for the Neighborhood Assistance Program tracking year over year. Mr. Steese and Chris Forster, Assistant Town Manager, have discuss creating an assigned fund balance for the Neighborhood Assistance Program similar to the existing programs with an assigned fund balance. A new policy will be written and adopted by Council each budget year for tracking of the assigned fund balance after year.
3. Capital Improvement Program Fund  
Town Manager, Stephen Steese presented information regarding the Capital Improvement Program Fund.

## Adjournment

Mayor Sulka made a motion to adjourn the meeting at 6:29 pm. Wood seconded. The motion carried unanimously.