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Town of Bluffton
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To: Mayor and Council
From: Trisha Greathouse, Assistant Director of Finance/Administration
Date: October 11, 2016
Subject: Monthly Reporting - Finance

Summarized below are the current General Fund revenues and expenditures through September 2016 as compared to those through September 2015. The financial report for the period ending September 30, 2016 follows which includes the Stormwater and CIP Funds.

Current revenues are below expenditures this early in the year as expected. Total revenues (including transfers in) are 5.7% of current budget compared to approximately 10.8% for the same period of the prior year. Revenues are down approximately \$457,000 from prior year due to the timing of the Proceeds from Capital Leases (\$314,000) and a reduction in Commercial Permits from prior year.

Expenditures are 16.6% of budget compared to 22.4% for the same period of the prior year. Prior year spending included approximately \$100,000 police vehicle expenditure. Currently, one department is at or above the percent of budget year mark (25.0%) for the month of September. Information Technology is at 28.0% of budget due to the annual software fees paid in the first quarter for Tyler Technology and ESRI.

	Adopted	YTD	% of	% of
Fiscal Year 2017 General Fund	Budget	Actual	Budget	Year
Revenues	18,698,885	1,068,330	5.7%	25.0%
Expenditures	(18,698,885)	(3,106,968)	16.6%	25.0%
Revenues Over (Under) Expenditures	-	(2,038,638)		

	Revised	YTD	% of	% of
Fiscal Year 2016 General Fund	Budget	Actual	Budget	Year
Revenues	14,139,330	1,525,545	10.8%	25.0%
Expenditures	(14,139,330)	(3,165,591)	22.4%	25.0%
Revenues Over (Under) Expenditures	-	(1,640,046)		

The General Fund Financial Dashboard with interactive tables and graphs has been updated through the month of September and can be accessed using the link below.

<http://www.townofbluffton.sc.gov/departments/finance/Documents/financial.dashboard.pdf>



**TOWN OF BLUFFTON
FINANCIAL REPORT FOR THE PERIOD ENDING
SEPTEMBER 30, 2016**

General Fund Revenues and Expenditures	YTD Actual	Current Budget	Actual/ Budget Difference	Actual as % of Budget
Expenditures				
Town Council	27,766	162,055	(134,289)	17.1%
Executive	155,115	953,790	(798,675)	16.3%
Economic Development	28,305	233,725	(205,420)	12.1%
Human Resources	55,130	305,045	(249,915)	18.1%
Police	1,296,001	6,434,410	(5,138,409)	20.1%
Municipal Judges	10,130	56,085	(45,955)	18.1%
Municipal Court	49,792	256,970	(207,178)	19.4%
Finance	147,636	865,200	(717,564)	17.1%
Information Technology	295,049	1,054,745	(759,696)	28.0%
Customer Service	67,996	351,950	(283,954)	19.3%
Planning & Community Development	158,002	1,095,315	(937,313)	14.4%
Building Safety	134,351	707,825	(573,474)	19.0%
Project Management	127,395	903,900	(776,505)	14.1%
Public Works	220,591	1,255,075	(1,034,484)	17.6%
Non-Departmental (Townwide)	333,709	1,422,795	(1,089,086)	23.5%
Total Expenditures	<u>3,106,968</u>	<u>16,058,885</u>	<u>(12,951,917)</u>	<u>19.3%</u>
Transfers Out to CIP:				
Municipal Improvement District Funds (MIDF)	-	660,955	(660,955)	0.0%
Savings from Prior Year Fund Balance	-	1,979,045	(1,979,045)	0.0%
Total Transfers	-	<u>2,640,000</u>	<u>(2,640,000)</u>	<u>0.0%</u>
Total Expenditures and Other Financing Uses	<u>\$ 3,106,968</u>	<u>\$ 18,698,885</u>	<u>\$ (15,591,917)</u>	<u>16.6%</u>



**TOWN OF BLUFFTON
FINANCIAL REPORT FOR THE PERIOD ENDING
SEPTEMBER 30, 2016**

General Fund Revenues and Expenditures	YTD Actual	Current Budget	Actual/ Budget Difference	Actual as % of Budget
Revenues				
Property Taxes	\$ 114,303	\$ 4,777,000	\$ (4,662,697)	2.4%
Licenses & Permits				
Business Licenses	105,905	1,875,000	(1,769,095)	5.6%
MASC Telecommunications	-	109,140	(109,140)	0.0%
MASC Insurance Tax Collection	-	1,590,000	(1,590,000)	0.0%
Franchise Fees (electric, gas, water, telephone, cable)	92,474	2,022,000	(1,929,526)	4.6%
Building Safety Permits	417,075	1,769,270	(1,352,195)	23.6%
Application Fees	23,085	65,000	(41,915)	35.5%
Administrative Fees	-	44,000	(44,000)	0.0%
Total Licenses & Permits	<u>638,539</u>	<u>7,474,410</u>	<u>(6,835,871)</u>	<u>8.5%</u>
Intergovernmental				
State Shared Revenues				
Local Government Fund	-	278,145	(278,145)	0.0%
Federal Grants	-	132,310	(132,310)	0.0%
Total State Shared Revenues	<u>-</u>	<u>410,455</u>	<u>(410,455)</u>	<u>0.0%</u>
Other Local Governments				
School Crossing Guards	-	66,045	(66,045)	-
School Resource Officers	-	344,350	(344,350)	0.0%
Total Other Local Governments	<u>-</u>	<u>410,395</u>	<u>(410,395)</u>	<u>0.0%</u>
Total Intergovernmental	<u>-</u>	<u>820,850</u>	<u>(820,850)</u>	<u>0.0%</u>
Service Revenues				
Contract Police Services	4,381	50,000	(45,619)	8.8%
Impact Fee Collection Fee	-	51,500	(51,500)	0.0%
Development Fees	196,828	826,000	(629,172)	23.8%
Total Sales and Service	<u>201,209</u>	<u>927,500</u>	<u>(726,291)</u>	<u>21.7%</u>
Fines & Fees				
Municipal Court	65,384	245,000	(179,616)	26.7%
Victims Assistance	9,553	36,260	(26,707)	26.3%
Forfeitures	1,576	20,000	(18,424)	7.9%
Total Fees and Fines	<u>76,513</u>	<u>301,260</u>	<u>(224,747)</u>	<u>25.4%</u>
Miscellaneous Revenues				
Rental Income	12,320	38,000	(25,680)	32.4%
Interest Income	2,780	6,500	(3,720)	42.8%
Other Revenue	22,666	30,000	(7,334)	75.6%
Total Miscellaneous	<u>37,766</u>	<u>74,500</u>	<u>(36,734)</u>	<u>50.7%</u>
Total Revenues	<u>1,068,330</u>	<u>14,375,520</u>	<u>(13,307,190)</u>	<u>7.4%</u>
Other Financing Sources				
Proceeds from Capital Leases	-	324,600	(324,600)	0.0%
Transfers in From:				
State Accommodations Tax	-	45,000	(45,000)	0.0%
Capital Improvements Program (NSP)	-	77,615	(77,615)	0.0%
Hospitality Tax	-	500,000	(500,000)	0.0%
Stormwater Utility Fees	-	60,000	(60,000)	0.0%
Prior Year Fund Balance				
General Fund	-	676,150	(676,150)	0.0%
Municipal Improvement District Funds (MIDF)	-	660,955	(660,955)	0.0%
Savings from Prior Year Fund Balance	-	1,979,045	(1,979,045)	0.0%
Total Prior Year Fund Balance	<u>-</u>	<u>3,316,150</u>	<u>(3,316,150)</u>	<u>0.0%</u>
Total Transfers In	<u>-</u>	<u>3,998,765</u>	<u>(3,998,765)</u>	<u>0.0%</u>
Total Other Financing Sources	<u>-</u>	<u>4,323,365</u>	<u>(4,323,365)</u>	<u>0.0%</u>
Total Revenues and Other Financing Sources	<u>\$ 1,068,330</u>	<u>\$ 18,698,885</u>	<u>\$ (17,630,555)</u>	<u>5.7%</u>



**TOWN OF BLUFFTON
FINANCIAL REPORT FOR THE PERIOD ENDING
SEPTEMBER 30, 2016**

STORMWATER FUND

Category	Revised Budget	YTD Expended	Encumbered	Remaining
Routine - TOTAL	\$ 810,695	\$ 101,482	\$ 120,000	\$ 589,213
Personnel and Operating	750,695	101,482	120,000	529,213
Transfers to General Fund	\$ 60,000			\$ 60,000
Capital - TOTAL	\$ 2,090,800	\$ 4,817	\$ 4,965	\$ 2,081,018
Transfers to CIP for Stormwater Projects	\$ 2,090,800		\$ -	\$ 2,090,800
00317 - 319 Grant (Phase 2)	\$ -	\$ 4,817	\$ 4,965	\$ (9,782)
Grand Total	\$ 2,901,495	\$ 106,299	\$ 124,965	\$ 2,670,231

Year-to-date expenditures are \$106,299 or 3.7% of the annual budget. The YTD expenditures combined with the committed contracts and other encumbrances are 8.0% of the annual budget.



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CAPITAL IMPROVEMENTS PROGRAM (CIP) FUND

Category	Revised Budget	YTD Expended	Encumbered	Remaining
Infrastructure - TOTAL	\$ 8,071,700	\$ 100,898	\$ 520,071	\$ 7,450,731
00013-May River/Bruin Road Streetscape - Final Phase	\$ 2,178,300	\$ 30,580	\$ 106,051	\$ 2,041,669
00017-Oyster Factory Park - Garvin House	\$ 202,000	\$ 56,744	\$ 144,684	\$ 572
00040-Multi County Commerce Park	\$ 1,900,000			\$ 1,900,000
00042-Calhoun Street Streetscape	\$ 30,000			\$ 30,000
00048-Goethe/Shultz Rd Pathways	\$ 370,000	\$ 1,886		\$ 368,114
00051-Town Hall Redevelopment	\$ 2,500,000	\$ 164	\$ 252,000	\$ 2,247,836
00052-Town Facility Improvements	\$ 22,000			\$ 22,000
00054-Buck Island-Simmons ville Sidewalks	\$ 75,000			\$ 75,000
00056-Dr Mellichamp Drive Streetscape	\$ 582,400	\$ 3,209	\$ 16,632	\$ 562,559
00057-Hampton Parkway Striping	\$ 62,000			\$ 62,000
00059-Oyster Factory Park Improvements	\$ 10,000	\$ 8,315	\$ 704	\$ 981
00060-Don Ryan Center for Innovation Retrofit	\$ 140,000			\$ 140,000
Economic Growth - TOTAL	\$ 1,000,000	\$ 3,492	\$ 3,343	\$ 993,165
00020-Land Acquisition	\$ 1,000,000	\$ 3,492	\$ 3,343	\$ 993,165
Rivers and Watersheds - TOTAL	\$ 2,939,800	\$ 7,404	\$ 552,811	\$ 2,379,585
00031-Buck Island Sewer - Phase 3	\$ -	\$ 845		\$ (845)
00034-May River Preserve	\$ 10,000			\$ 10,000
00036-Stoney Creek Wetlands	\$ 100,000			\$ 100,000
00041-Buck Island Sewer - Phase 4	\$ 685,800	\$ 6,559	\$ 552,811	\$ 126,430
00044-Buck Island Sewer Ph V-VII	\$ 970,000			\$ 970,000
00045-Jason-Able Sewer	\$ 874,000			\$ 874,000
00053-Buckwalter School Campus Pond Retrofit	\$ 100,000			\$ 100,000
00061-Sewer Connection Program	\$ 200,000			\$ 200,000
Community Quality of Life - TOTAL	\$ 480,615	\$ 85,873	\$ 38,646	\$ 356,096
00046-Police Camera	\$ 74,000	\$ 41,464	\$ 35,646	\$ (3,110)
00050-Lighting & Street Signs	\$ 200,000	\$ 44,409	\$ 3,000	\$ 152,591
00055-Goethe/Shultz Rd Improvements	\$ 75,000			\$ 75,000
00058-Dog Park	\$ 54,000			\$ 54,000
00700-Neighborhood Stabilization Program	\$ 77,615			\$ 77,615
Grand Total	\$ 12,492,115	\$ 197,667	\$ 1,114,871	\$ 11,179,577

Year-to-date expenditures are \$197,667 or 1.6% of the annual budget. The YTD expenditures combined with the committed contracts and other encumbrances are 10.5% of the annual budget.