TOWN OF BLUFFTON
BLUFFTON TOWN COUNCIL BUDGET WORKSHOP MEETING

ELECTRONIC MEETING

Thursday, May 21, 2020 | 6 PM

This meeting can be viewed on the Town of Bluffton's Facebook page (http://www.facebook.com/TownofBlufftonSC/)

1. Call to Order – Mayor Sulka

2. Public Comments – Pertaining only to Agenda Items

3. Workshop Items:

    a. General Fund
    b. Stormwater Utility Fund
    c. Debt Service Fund

4. Adjournment

*Public Comments may be submitted electronically via the Town's website at (https://bit.ly/TOBPublicComment). Comments will be accepted up to 2 hours prior to the scheduled meeting start time. All comments will be read aloud for the record and will be provided to Town Council.

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the scheduled event.

*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. Public comment must not exceed three (3) minutes.

FY 2021 Proposed Consolidated Budget

Town of Bluffton, SC Municipal Government

Town of Bluffton

FY 2021 PROPOSED CONSOLIDATED BUDGET

MAYOR

Lisa Sulka

MAYOR PRO TEMPORE

Fred Hamilton

TOWN COUNCIL MEMBERS

Bridgette Frazier

Larry Toomer

Dan Wood

TOWN MANAGER

Marc Orlando, ICMA-CM

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FY 2021 PROPOSED CONSOLIDATED BUDGET OUTLINE

- COVID-19 Responsiveness Planning
- Town of Bluffton Economic Factors
- FY21 Budget Goals
- FY21 Proposed Budget Overview
- FY21 Budget Review & Approval Process

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10 TIPS FOR ORGANIZING EFFECTIVELY TO SECURE COVID-19 RESOURCES

1. **ORGANIZE** a task force to coordinate local needs, resources, and messaging.
2. **TRACK** expenses and expenditures dedicated to COVID-19 response such as gloves, masks, etc. to clean your municipal buildings.
3. **TRACE** lost revenues and declines in taxes, service charges, and fees.
4. **IDENTIFY** short-term virus response and long-term rebuilding and continuity of operations and other municipal functions.
5. **ALIGN** priority projects and funding needs with available resources.
6. **GENERATE** briefing sheets and talking points for priority projects and funding needs.
7. **COORDINATE** with your Governor's office, state and county health departments, and other key agencies; create contact lists of federal-state-local chain of command.
8. **COMMUNICATE** your challenges to congressional delegation
9. **DISTRIBUTE** handouts to local businesses, non-profit groups, and other local interests to outline available federal and state resources.
10. **STAY TUNED** for opportunities to shape aid and infrastructure packages by tracking alerts from ICMA, NLC, USCM, NAACHO, NACo, and Sustainable Strategies DC.

4 STEPS TO SUCCESS FOR BUDGETING DURING A CRISIS

STEP 1 — UNDERSTAND THE NEXT SIX TO 18 MONTHS

Forecast how revenues will be affected by the pandemic-induced economic downturn.

Develop a range of scenarios (i.e., no recession forecast; recession forecast) tied to assumptions (i.e., magnitude and duration of losses, by source by fiscal year; pre-recession growth rates by revenue source) about the downturn's severity.

Determine how soon General Fund resources might be depleted.

STEP 2a — REDUCE SPENDING

Reduce capital asset investments.

Defer some purchases.

Improve capital project management.

Reexamine maintenance and replacement standards

STEP 2b — FIND NEW RESOURCES

Increase interfund charges where there is a case for it.

Reassess internal service fund and cost allocation formulas.

Redesignate general fund reserves.

Consider monetizing assets.

Implement new or revised, fees where appropriate.

Consider short-term borrowing.

STEP 2c — REDUCE MATERIALS OR CONTRACTOR COSTS

Close facilities where social distancing isn't possible.

Eliminate lower-value or no-use programs.

Review contractor costs and re-negotiate, if possible.

STEP 3 — COMMUNICATE AND ENGAGE

Use video conferencing, Facebook Live, and other technology to keep your elected officials, employees, and community members informed and to receive feedback.

Technology allows new voices to participate.

Use social media and your community's website to provide updates.

STEP 4 — SUPPORT DECISION MAKING

Understanding impacts to revenues and possible scenarios is key to good decision-making.

Solutions supported by governing body form the basis action.

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SOURCE: International City/County Management Association

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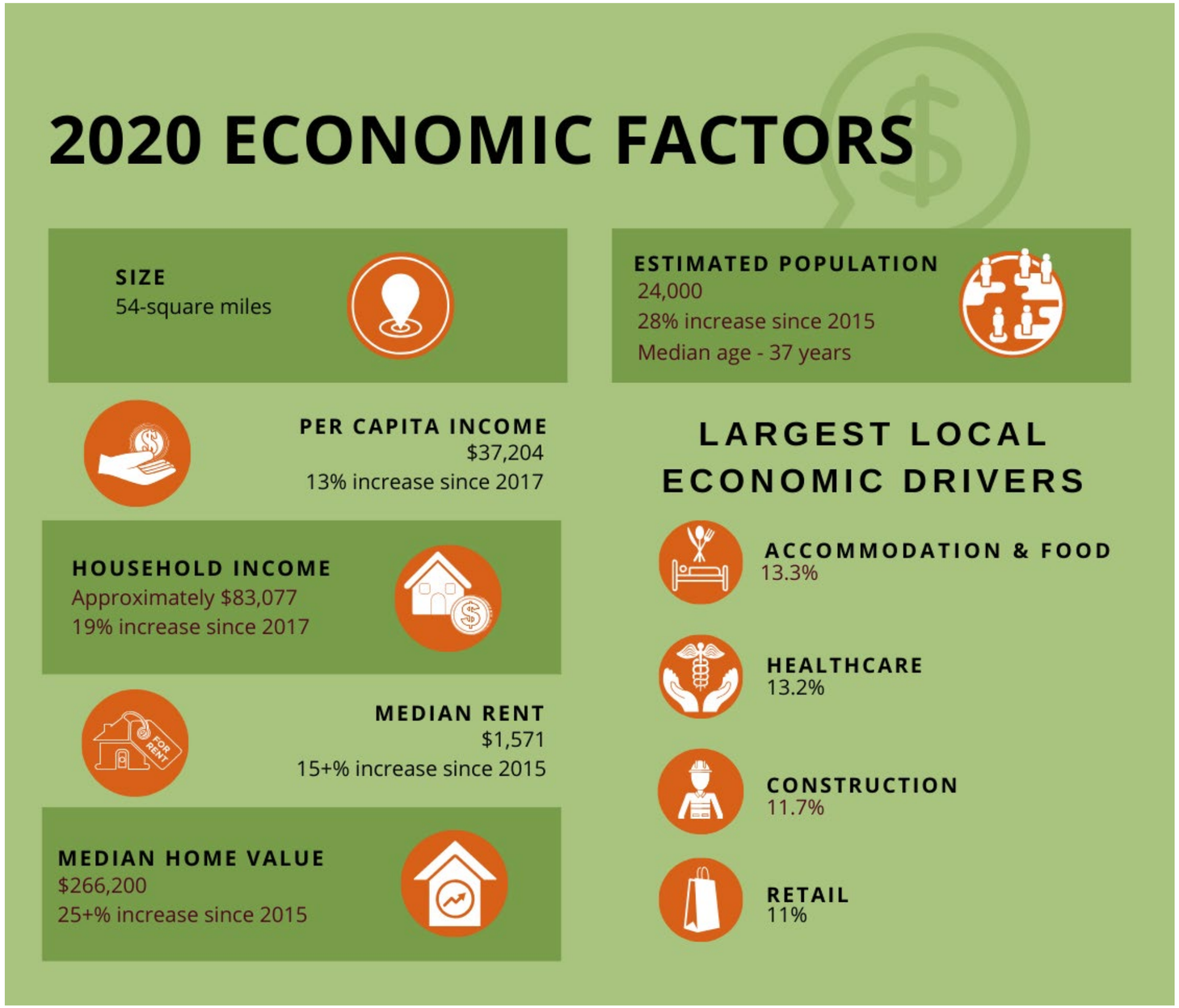

- Benefiting from ongoing economic and population growth that underpins its healthy tax base trends and strong financial performance
- Excellent credit position - Aa1 Bond Rating from Moody's and AA+ Bond Rating from Standard and Poor's is stronger than the U.S. cities median Bond Rating of Aa3
- Notable credit financial factors include:
  - Growing tax base
  - Prudent fiscal management
  - Robust financial position
  - Modest debt and pension burden

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FY 2021 CONSOLIDATED BUDGET GOALS

- Deliver Town Council Strategic Plan Priorities – Vision and Mission based
  - May River and Surrounding Rivers and Watersheds
  - Town Organization
  - Economic Growth
  - Fiscal Sustainability
  - Community Quality of Life
  - Infrastructure
  - Housing
- Support continuous operational improvements
- Support customer service, innovation and employee engagement
- Invest in infrastructure
- Build a resilient Bluffton community
  - Consolidated budget as a CATALYST to implement change and improvement

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FY 2021 PROPOSED CONSOLIDATED BUDGET OVERVIEW

FOUR MAJOR FUNDS

- General Fund
- Stormwater Utility Fund
- Capital Improvements Program (CIP) Fund
- Debt Service Fund

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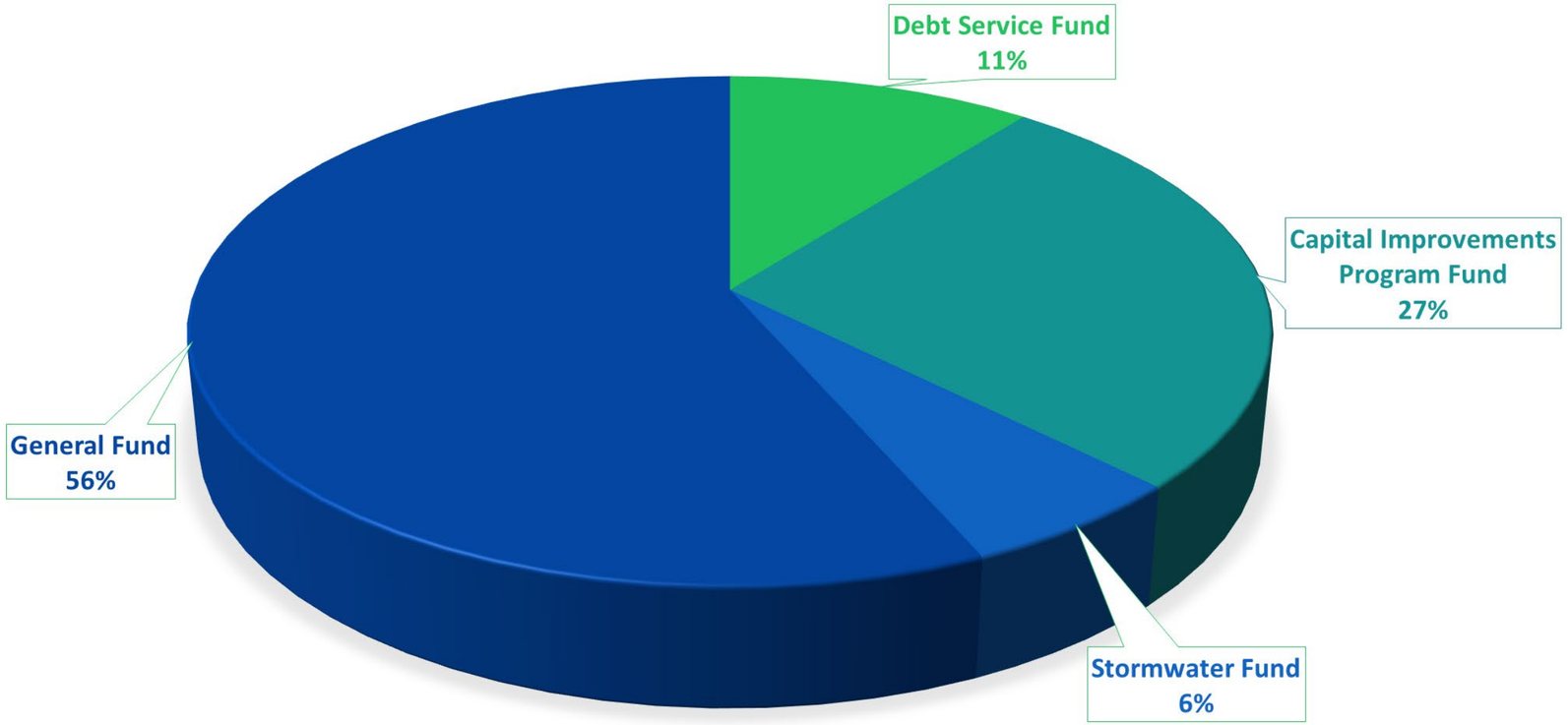
FY 2021 PROPOSED CONSOLIDATED BUDGET



Expenditures	FY 2020 Original Budget	FY 2020 Revised Budget	FY 2020 Year-End Estimate	**FY 2021 Proposed Budget**	$ Change	$ Change
General Fund	$20,032,800	$20,189,114	$19,360,141	**$19,363,015**	$ (826,099)	-4.1%
Stormwater Utility Fund	2,051,695	2,022,752	1,410,444	**2,043,817**	21,065	1.0%
Capital Improvements Program Fund	9,661,470	11,895,271	7,455,021	**9,185,407**	(2,709,864)	-22.8%
Debt Service Fund	3,195,475	3,195,475	3,274,002	**3,631,628**	436,153	13.6%
Consolidated Budget	$34,941,440	$37,302,612	$31,499,608	**$34,223,867**	$ (3,078,745)	-8.3%

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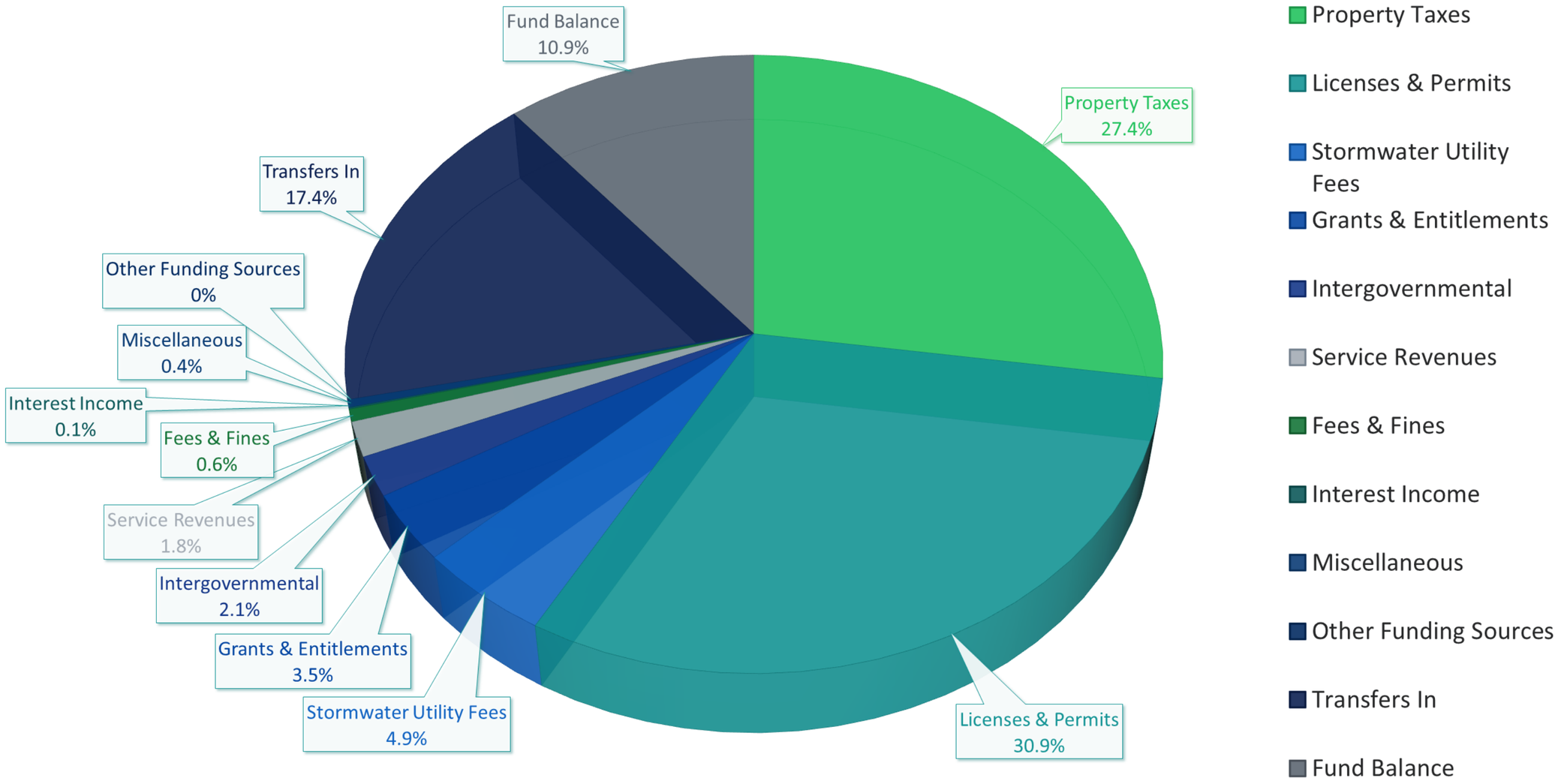
FY 2021 PROPOSED CONSOLIDATED BUDGET REVENUES



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FY 2021 PROPOSED CONSOLIDATED BUDGET REVENUES

	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
Property Taxes	$9,156,000	$9,342,507	2.0%	27.4%
Licenses & Permits[1]	$10,162,375	$10,564,520	4.0%	30.9%
Stormwater Utility Fees[2]	$1,381,295	$1,678,667	21.5%	4.9%
Grants & Entitlements	$2,713,037	$1,210,000	-55.4%	3.5%
Intergovernmental	$1,406,152	$708,000	-49.6%	2.1%
Service Revenues	$965,000	$618,035	-36.0%	1.8%
Fees & Fines	$230,000	$220,000	-4.3%	0.6%
Interest Income	$22,000	$29,400	33.6%	0.1%
Miscellaneous	$671,949	$138,150	-79.4%	0.4%
Other Funding Sources	$450,000	-	-100.0%	0.0%
Trans. In/Special Funds[3]	$6,458,585	$5,969,798	-7.6%	17.4%
Trans. In/Prior Year Fund Balance	$3,686,219	$3,744,790	1.6%	10.9%
Total Revenues	**$37,302,612**	**$34,223,867**	**-8.3%**	**100.0%**

Note: Revenues enhanced by new sources of revenue generated by new NPDES Stormwater Plan Review and Inspection Fee [1], Stormwater Utility Fee increase [2], and new Vehicle Tag Fee [3].

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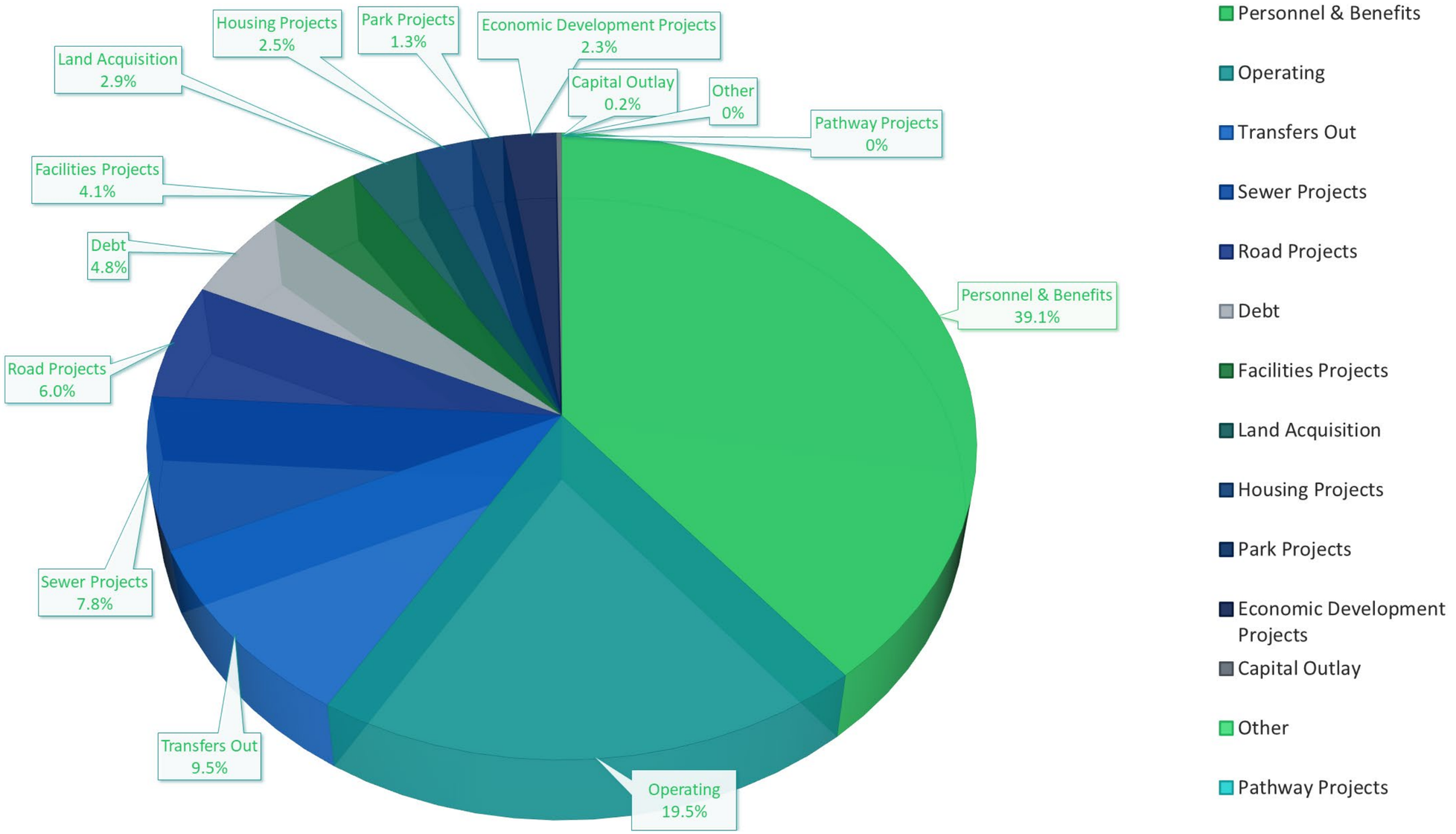
FY 2021 PROPOSED CONSOLIDATED BUDGET EXPENDITURES



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FY 2021 PROPOSED CONSOLIDATED BUDGET EXPENDITURES

	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
Personnel and Benefits	$12,986,159	$13,370,062	3.0%	39.1%
Operating	$6,776,144	$6,719,470	-0.8%	19.5%
Transfers Out	$2,988,749	$3,234,560	8.2%	9.5%
Sewer Projects	$2,891,449	$2,677,565	-7.4%	7.8%
Road Projects	$1,468,253	$2,041,764	39.1%	6.0%
Debt	$1,816,041	$1,632,468	-10.1%	4.8%
Facilities Projects	$1,118,949	$1,398,606	25.0%	4.1%
Land Acquisition	$511,949	$993,386	94.0%	2.9%
Housing Projects	$783,592	$841,592	7.4%	2.5%
Park Projects	$3,260,443	$461,002	-85.9%	1.3%
Economic Development Projects	$1,819,636	$771,491	-57.6%	2.3%
Capital Outlay	$368,190	$81,900	-77.8%	0.2%
Other	$472,058	-	-100.0%	0.0%
Pathway Projects	$41,000	-	-100.0%	0.0%
Total Expenditures	**$37,302,612**	**$34,223,867**	**-8.3%**	**100.0%**

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FY 2021 CONSOLIDATED BUDGET HIGHLIGHTS

- ✓ Balanced with conservative revenue projections and careful expenditure reductions
- ✓ Property tax millage remains the same at 38.50
  - ➢ Reallocates millage from Debt Service to General Fund
- ✓ Lean operating budget with a focus on Town Council priority programs
- ✓ Expands emergency management and public safety programs
- ✓ Invests in public infrastructure
  - ➢ Public sewer, streetscapes, and parks
  - ➢ Design for shovel ready projects
  - ➢ Capital projects diversified throughout Bluffton neighborhoods

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FY 2021 CONSOLIDATED BUDGET HIGHLIGHTS

- ✓ Provides for additional funding sources
  - ➢ Stormwater Plan Review and Inspection Fee – SWU Fund
  - ➢ Stormwater Utility Fee revenue adjustment utilized for MS4 implementation and May River Watershed Action Plan CIP implementation – SWU Fund
  - ➢ Vehicle tag fee revenue adjustment utilized for Town roadway priorities (LRTA, Public Works maintenance, lighting, traffic enforcement, etc.) – General Fund

- ✓ Exceeds essential levels of fund balance reserves for a healthy financial position
  - ➢ 15% Emergency Reserve GF Fund Balance – Town Council budget policy
  - ➢ 25% Unassigned Reserve GF Fund Balance Level – Town Council budget policy

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FY 2021 CONSOLIDATED BUDGET HIGHLIGHTS

- ✓ Supportive of Strategic Interagency Partnerships
  - ❑ Palmetto Breeze Urban Area local match request - $77,700
  - ❑ 14th Judicial Circuit Solicitor's Office Community Prosecution Team - $85,000
  - ❑ Public Defender – $45,427
  - ❑ USCB / Town of Bluffton Water Quality Lab - $120,000
  - ❑ USCB / Town of Bluffton Ambassador Program - $17,500
  - ❑ Beaufort County Economic Development Corporation - $25,000
  - ❑ Bluffton Bike Taxi Historic District transportation proposal - $15,000
  - ❑ Cornerstone Church parking agreement - $12,750
  - ❑ Accommodations Tax requests
    - ➢ Bluffton Historical Preservation Society – Historic District Welcome Center - $190,000
    - ➢ Destination Marketing Organization (DMO) – Hilton Head Island-Bluffton Chamber of Commerce - $82,000

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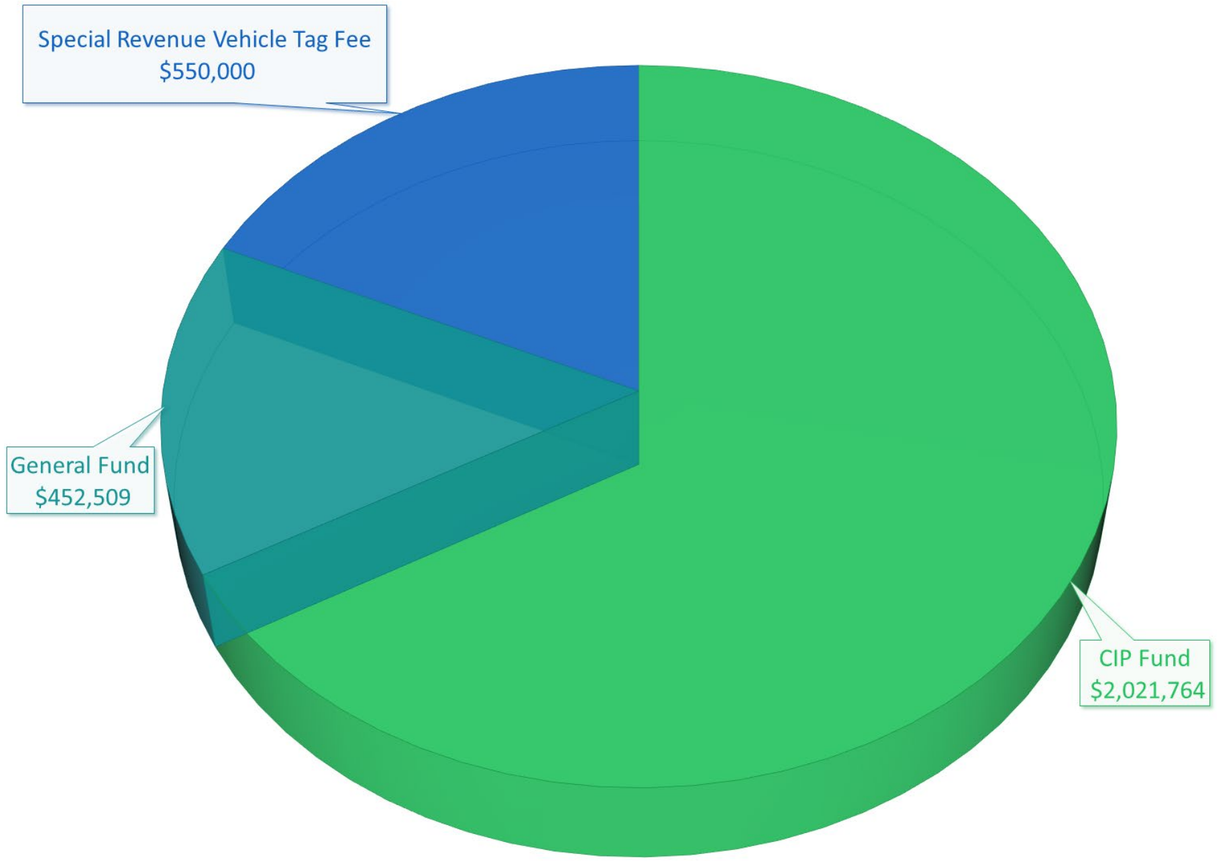
FY 2021 PROPOSED SOURCES OF REVENUE – STREETS: IMROVEMENTS, PUBLIC SAFETY AND TRANSPORTATION



CIP Fund	$2,021,764
General Fund	$452,509
Special Revenue Vehicle Tag Fee	$550,000
Total	**$3,024,273**

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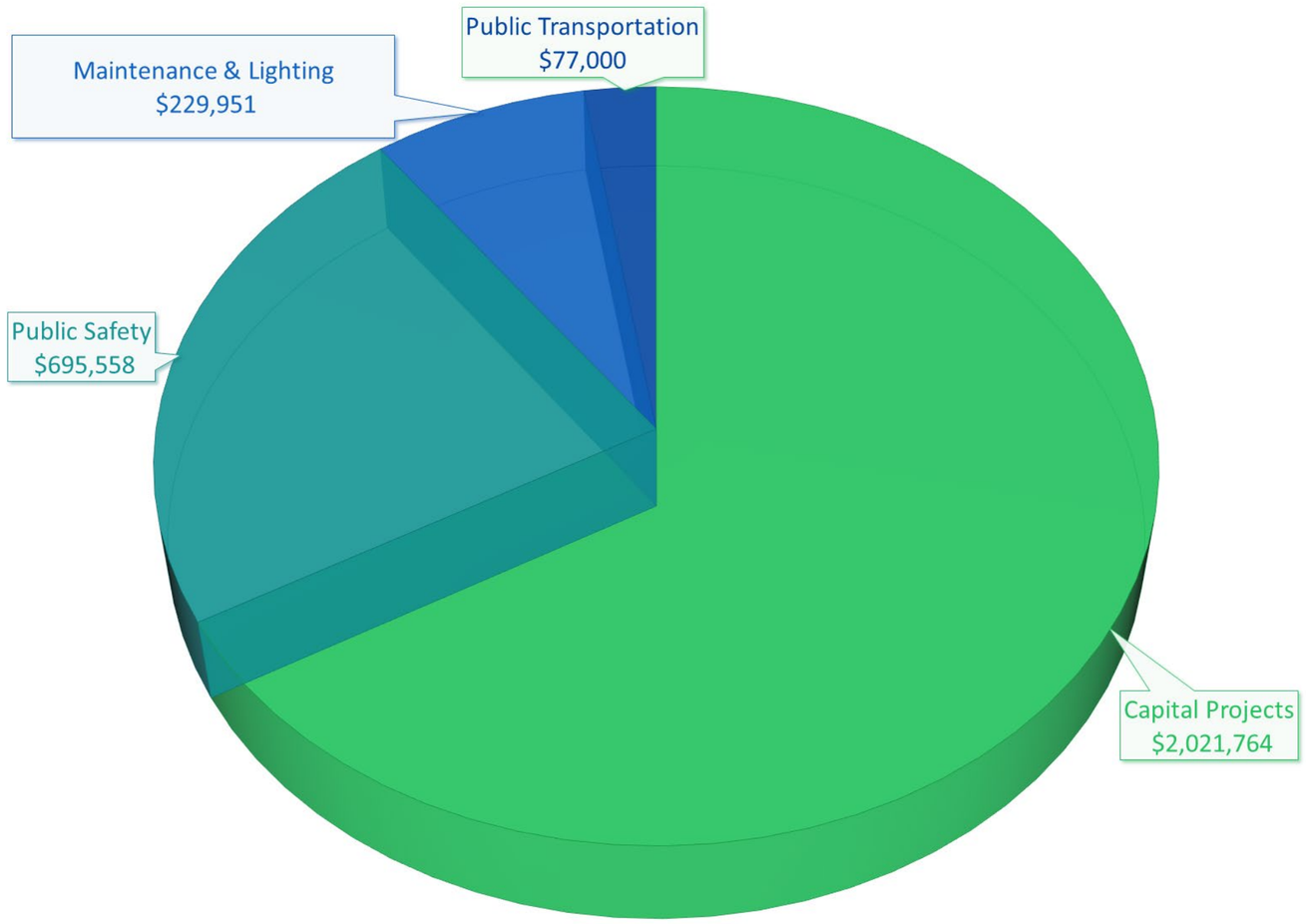
FY 2021 PROPOSED EXPENDITURES – STREETS: IMROVEMENTS, PUBLIC SAFETY AND TRANSPORTATION



Capital Projects	$2,021,764
Public Safety	$695,558
Maintenance & Lighting	$229,951
Public Transportation	$77,000
Total	**$3,024,273**

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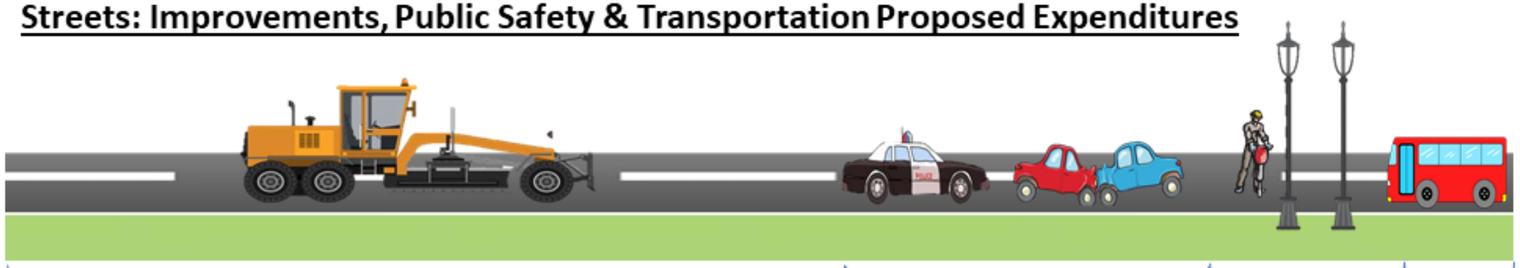
FY 2021 PROPOSED SOURCES OF FUNDING AND EXPENDITURES – STREETS: IMROVEMENTS, PUBLIC SAFETY AND TRANSPORTATION

Streets: Proposed Sources of Funding

Proposed Vehicle Tag Fee **$550,000** | General Fund **$452,509** | CIP Fund **$2,021,764** = **Total $ 3,024,273**

Streets: Improvements, Public Safety & Transportation Proposed Expenditures



Road Construction & Streetscaping (CIP) **$2,021,764** | Road Safety & Enforcement **$695,558** | Maintenance & Lighting **$229,951** | Public Transportation **$77,000** = **Total $ 3,024,273**

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FY 2021 PROPOSED MUNICIPAL BUDGET OVERVIEW

FOUR MAJOR FUNDS

- General Fund
- Stormwater Utility Fund
- Capital Improvements Program (CIP) Fund
- Debt Service Fund

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GENERAL FUND

- Accounts for and reports the financial resources for the Town's primary operating fund

- The primary sources of revenue are property taxes and licenses and permit fees

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ESTIMATED VALUE OF A MILL

	FY 2021	FY 2020
Estimated Value - FY21	$249,072,120	$237,818,180
Mill Value	$249,071	$237,817
Town of Bluffton FY21 total millage rate	38.50	38.50
FY21 General Fund millage rate	36.80	35.30
FY21 General obligation debt service millage rate	1.70	3.20

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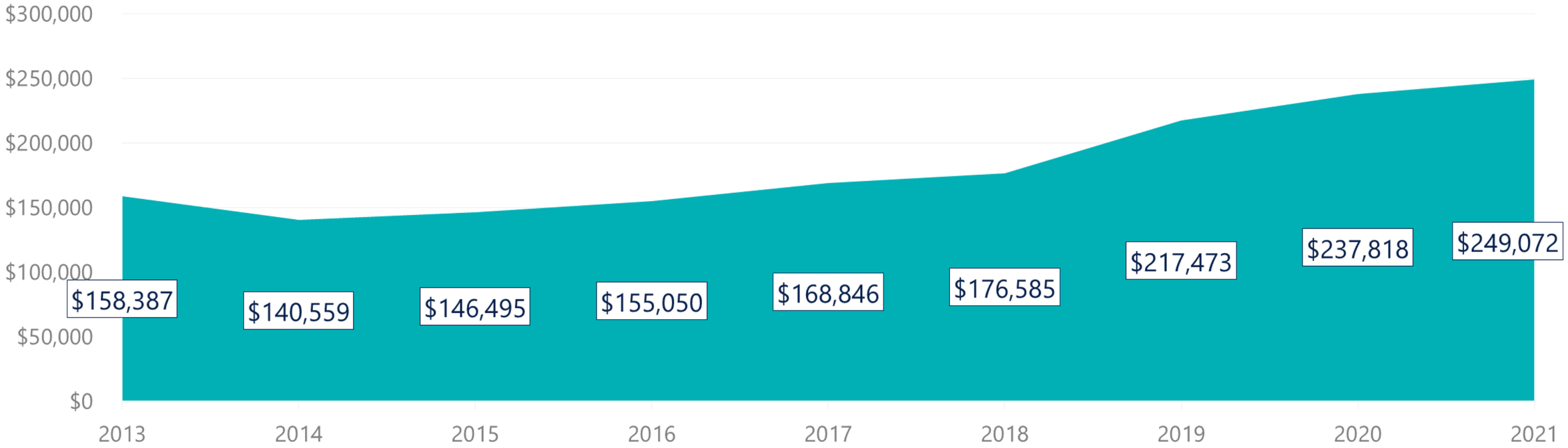
MILLAGE VALUE



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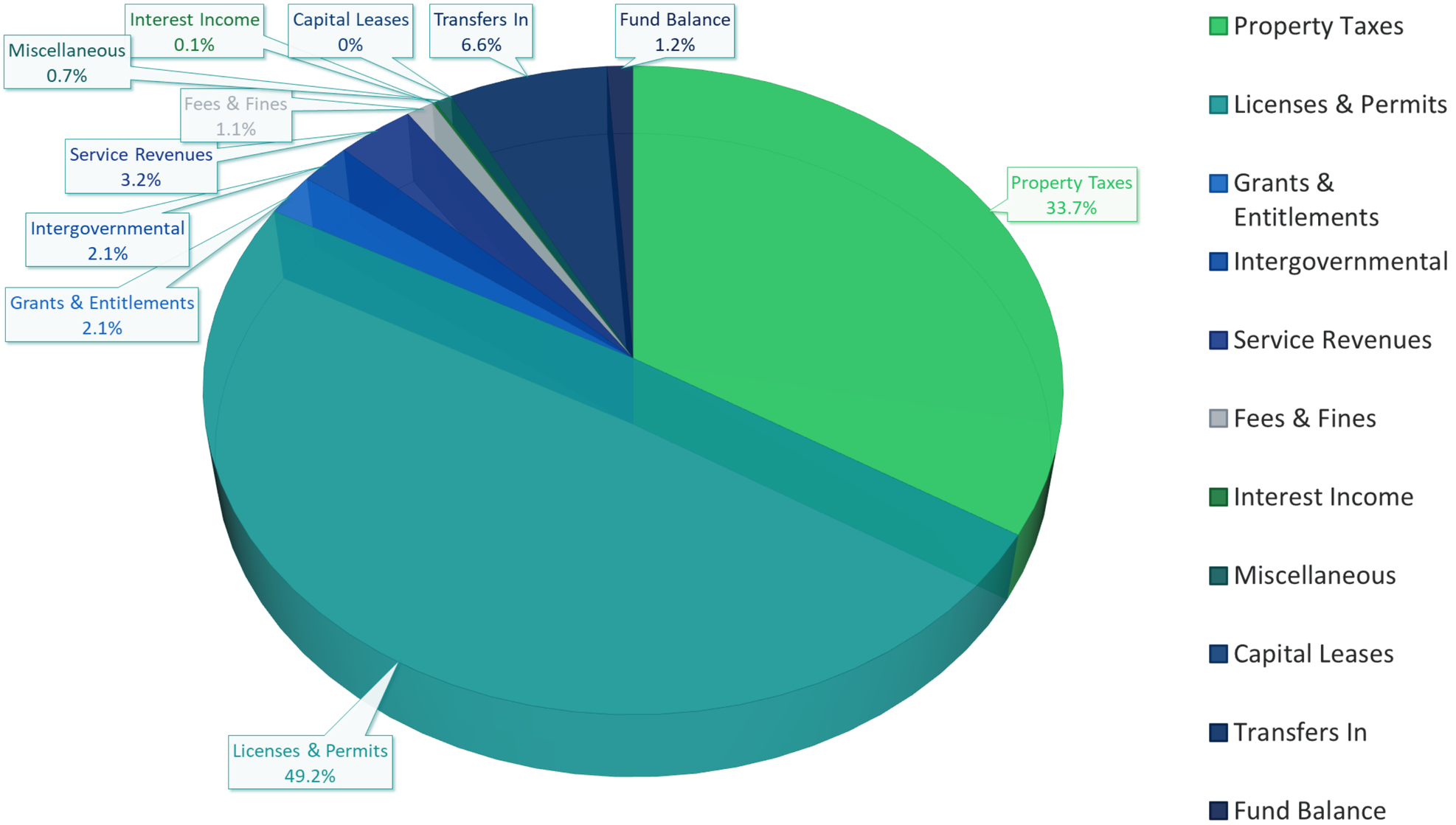
FY 2021 PROPOSED GENERAL FUND BUDGET REVENUES



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FY 2021 PROPOSED GENERAL FUND BUDGET REVENUES

Where the Town's funding comes from:

	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
Property Taxes	$6,300,00	$6,533,000	3.7%	33.7%
Licenses & Permits	$9,444,000	$9,528,080	0.9%	49.2%
Grants & Entitlements	$399,895	$410,000	2.5%	2.1%
Intergovernmental	$433,170	$408,000	-5.8%	2.1%
Service Revenues	$965,000	$618,035	-36.0%	3.2%
Fees & Fines	$230,000	$220,000	-4.3%	1.1%
Interest Income	$20,000	$25,000	25.0%	0.1%
Miscellaneous	$160,000	$138,000	-13.8%	0.7%
Capital Leases	$450,000	-	-100.0%	0.0%
Transfers In	$666,000	$1,274,700	91.4%	6.6%
Fund Balance	$1,121,049	$208,200	-81.4%	1.2%
Total Revenues	**$20,189,114**	**$19,363,015**	**-4.1%**	**100.0%**

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FY 2021 PROPOSED GENERAL FUND REVENUES - INITIAL VS. REVISED

Cost reductions:

- No COLA or merit increases
- OPEN position freezes
- No in-state or out of state travel
- No new or replacement vehicles

Revenue Enhancements:

- New tag fee ($25/vehicle)
- Shift Debt Service Millage to GF
- (No net mill increase)
- Partial use of equipment reserve
- Transfer additional funds from Stormwater Utility Fund

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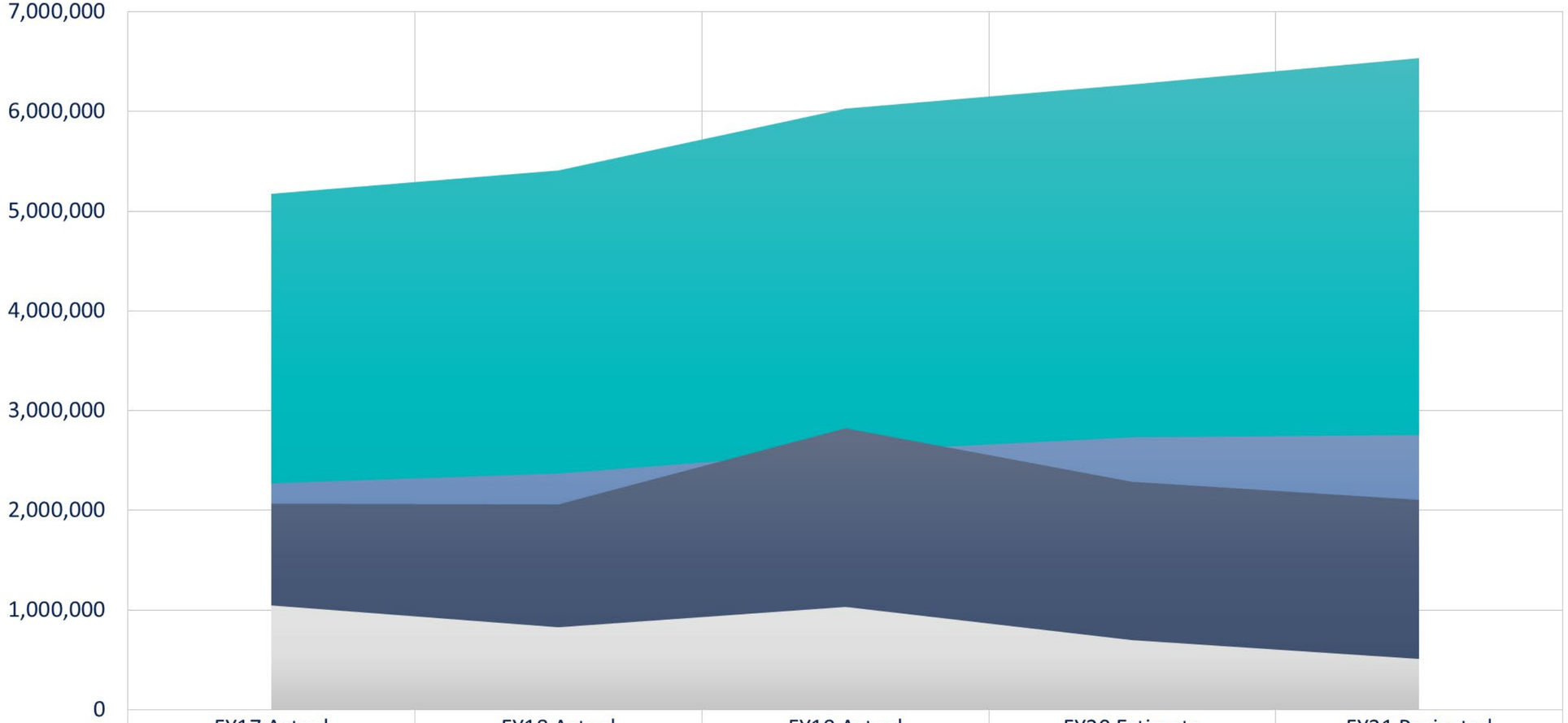
GENERAL FUND REVENUES TRENDS



	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Estimate	FY21 Projected
Real Property Tax	5,170,871	5,405,759	6,025,904	6,274,000	6,533,000
Business Licenses	2,030,598	2,295,476	2,470,803	2,349,000	2,161,080
MASC Insurance Tax Collections	1,753,303	1,992,194	2,300,662	2,240,000	2,341,000
Franchise Fees	2,268,677	2,369,929	2,592,412	2,735,000	2,758,000
Permits	2,063,472	2,059,110	2,822,400	2,289,000	2,106,000
Development Agreement Fees	1,043,000	823,584	1,032,514	695,000	508,035

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GENERAL FUND REVENUES TRENDS

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Projected	% Change
Real Property Tax	$5,170,871	$5,405,759	$6,025,904	$6,274,000	$6,533,000	4.13%
Business Licenses	$2,030,598	$2,295,476	$2,470,803	$2,349,000	$2,161,080	-8.00%
MASC Insurance Tax Collection	1,753,303	$1,992,194	$2,300,662	$2,240,000	$2,341,000	4.51%
Franchise Fees	$2,266,677	$2,369,929	$2,592,412	$2,735,000	$2,758,000	0.84%
Permits	$2,063,472	$2,059,110	$2,822,400	$2,289,000	$2,106,000	-7.99%
Development Agreement Fees	$1,043,000	$823,584	$1,032,514	$695,000	$508,035	-26.90%

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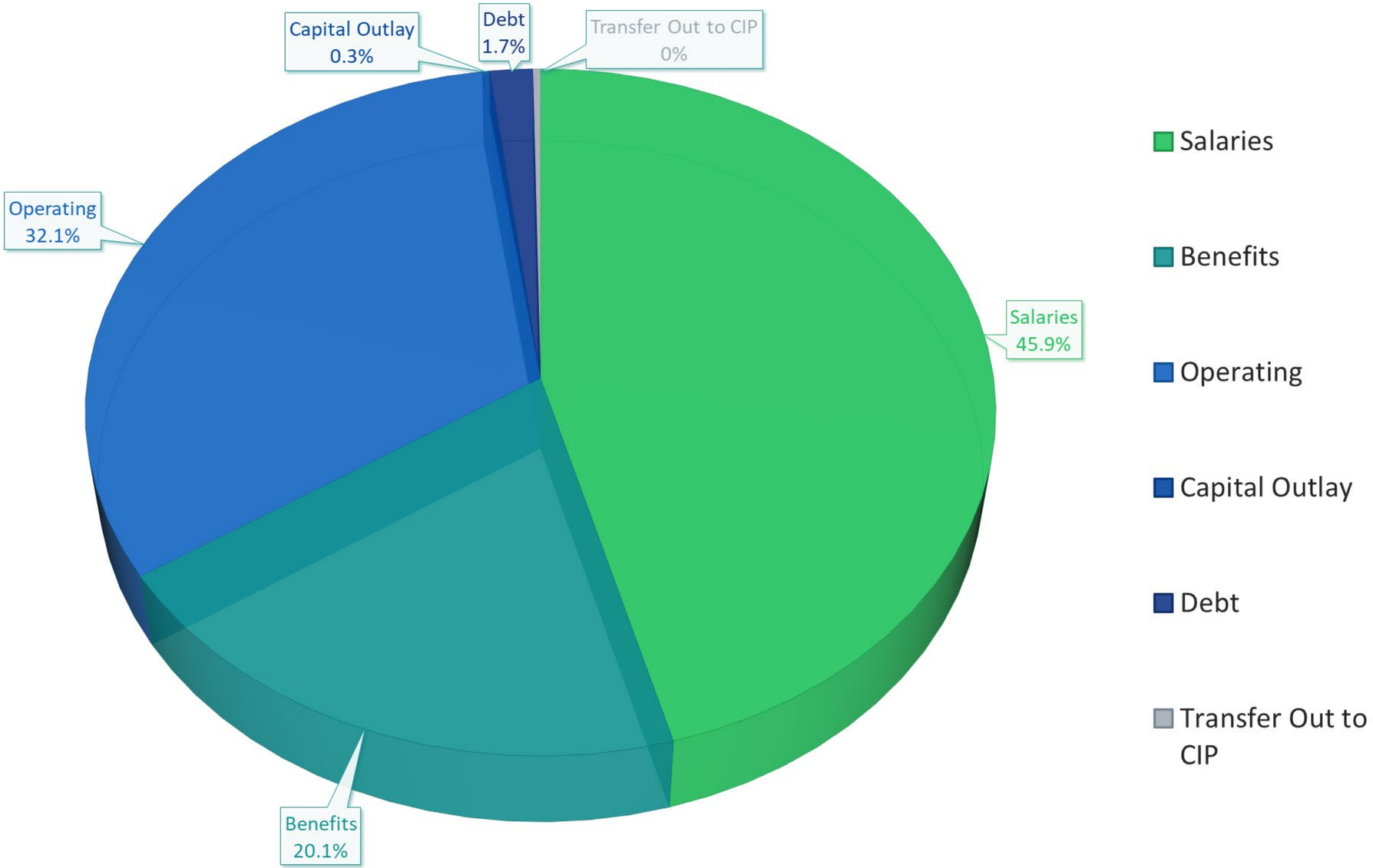
FY 2021 PROPOSED GENERAL FUND BUDGET EXPENDITURES



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FY 2021 PROPOSED GENERAL FUND BUDGET EXPENDITURES

Where the Town's resources go:

Expenditures by Category	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
Salaries	$8,701,097	$8,854,050	1.8%	45.9%
Benefits	$3,710,002	$3,871,310	4.3%	20.1%
Operating	$6,030,181	$6,201,039	2.8%	32.1%
Capital Outlay	$368,190	$54,200	-85.3%	0.3%
Debt	$350,745	$324,416	-7.5%	1.7%
Total	$19,160,215	$19,305,015	0.8%	100%
Transfer Out to CIP	$1,028,899	$58,000	-94.4%	
Total Expenditures & Transfer Out	**$20,189,114**	**$19,363,015**	**-4.1%**	

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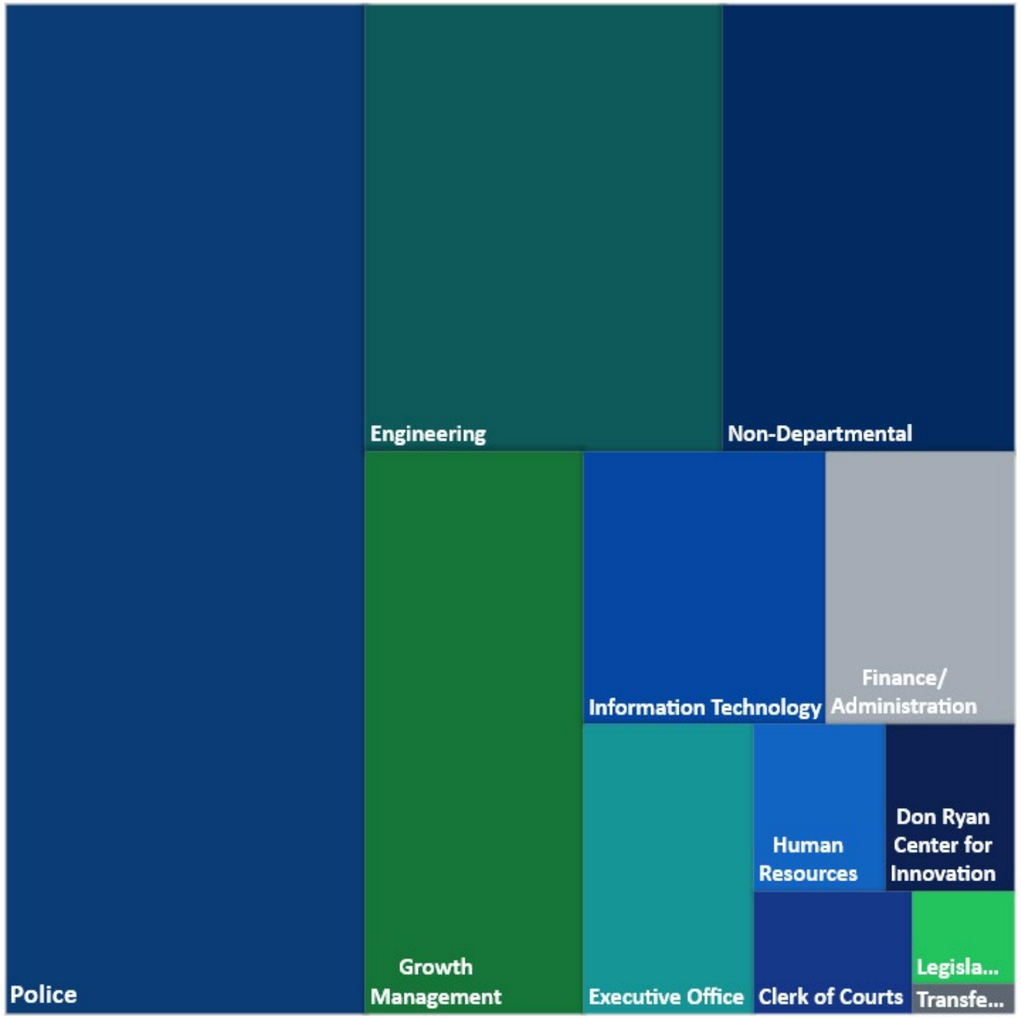
FY 2021 PROPOSED GENERAL FUND BUDGET EXPENDITURES BY DEPARTMENT



General Fund	FY 2021 Proposed Budget	% of Budget
Legislative	$177,095	0.9%
Executive Office	$923,516	4.8%
Human Resources	$413,660	2.1%
Information Technology	$1,245,776	6.4%
Clerk of Courts	$361,836	1.9%
Finance and Administration	$964,265	5.0%
Growth Management	$2,288,875	11.8%
Engineering	$2,982,880	15.4%
Police	$7,102,892	36.7%
Non-Departmental	$2,440,300	12.6%
Don Ryan Center for Innovation	$403,920	2.1%
Transfers to CIP Fund	$58,000	0.3%
Total General Fund	**$19,363,015**	**100.0%**

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FY 2021 PROPOSED GENERAL FUND BUDGET PERSONNEL

Personnel by Department and Division	FY 2020 Full Time	Budget Part Time	FY 2021 Full Time	Budget Part Time
Executive Department	5	-	5	-
Human Resources Department	3	-	3	-
Economic Development Department (DRCI)	3	-	3	-
Municipal Court Department	3	-	3	-
Information Technology Department	6	-	6	-
Finance Department	9	-	9	-
Growth Management Department				
Customer Service Division	3	1	3	1
Planning & Community Development Division	11	-	11	-
Building Safety Division	7	-	7	-
Engineering Department				
Public Works Division	12	-	12	-
Project Management Division	6	2	6	2
Watershed Management Division (SWU Fund)	7	-	7	-
Police Department				
Support Division	26	9	27	9
Operations Division	38	1	40	1
Total Personnel	**139**	**13**	**142**	**13**

- *Historic Preservation Senior Planner on hold*
- *Civil Engineer Technician on hold*

- *Emergency Management Director 1/1/2021*
- *Traffic Officers – 12/1/2020 dependent on grant award*

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FY 2021 GENERAL FUND BUDGET EXPENDITURES HIGHLIGHTS – PERSONNEL

- ✓ Eliminated performance-based/COLA salary adjustments
- ✓ Current open positions on hold – Historic Preservation Senior Planner and Civil Engineer Technician
- ✓ Includes PTO payout option of 25 hours for employees carrying a 40-hour balance
- ✓ Includes Public Employee Benefit Authority 1% employer retirement increase
- ✓ Includes Public Employee Benefit Authority 5% employer health insurance increase
- ✓ Proposal of three full-time positions
  - ❑ Police Department: Emergency Management Director (1/1/21)
  - ❑ Police Department: 2 traffic police officers - grant dependent (applications have been submitted)

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 GENERAL FUND BUDGET EXPENDITURES HIGHLIGHTS – OPERATING

- ✓ Eliminated in-state/out-of-state travel, except for MASC Legislative Action Day and annual MASC conference
- ✓ Supports online professional development and staff certifications
- ✓ Supports Employee Class & Compensation Study
- ✓ Includes contract for garbage service for weekly garbage pick-up and bi-weekly recycling pick-up with larger totes
- ✓ Includes Reforestation Plan Installation - Phase 1
- ✓ Supports Grant Administration contract

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 GENERAL FUND BUDGET HIGHLIGHTS

- ✓ Supports existing Community Policing, Growth Management, Economic Development, Engineering, Human Resources, Clerk of Court, Information Technology, Finance and Executive Office
  - ❑ Maintains current level support of Bluffton K-9 Unit, Drug Task Force, Special Investigations, Lutzie 43, School Resources and Crossing Guards
  - ❑ Includes Comprehensive Plan
  - ❑ Maintains and enhances support of Affordable Housing initiatives and Affordable Housing Committee Work Plan implementation
    - ❑ Supports a new Dangerous Tree Removal Program
  - ❑ Beautification Committee Work Plan implementation and public open space maintenance enhancements

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 AFFORDABLE HOUSING WORKPLAN

	Proposed FY 2021			
Task	Town General Fund	CIP Fund - Housing Project	Anticipated CIP Fund Carryover	Total
Home Repair / Rehabilitation				
Home Repair - Minor	$ 150,000	$ -	$ -	$ 150,000
Property Maintenance				
Abatement / Demolition of Unsafe Structures	$ 15,000	$ -	$ -	$ 15,000
Property Clean Up	5,000	-	-	5,000
Private Road Repair for Emergency Access	9,000	-	-	9,000
E-911 Addressing	1,000	-	-	1,000
Tree Mitigation	10,000	-	-	10,000
Workforce Housing				
Incentives - Developer	$ -	$ 58,000	$ 728,592	$ 786,592
Incentives - Homeowner	-	-	55,000	55,000
TOTAL BUDGET	**$ 190,000**	**$ 58,000**	**$ 783,592**	**$ 1,031,592**

Note: With the exception of CIP Fund portions, Affordable Housing Committee's program policy has the flexibility to be amended and bud get reallocation upon amended policy approval by Town Council.

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 BEAUTIFICATION COMMITTEE WORKPLAN

No.	Task	General Fund	FY 2021 Proposed Budget	General Notes
1	Seasonal Plantings for Pots	$ 5,000	$ 5,000	Planters seasonal foliage install (four seasonal rotations)
2	Special Project FY 2021	12,000	12,000	New Trash Cans
3	General Tree Planting	10,000	10,000	Tree plantings in public spaces Tree Planting budget must increase in future years to maintain Tree City USA status as population increases
4	Arbor Day Event	3,000	3,000	Annual ceremony held on last Friday of April to support Tree City USA and celebrate Arbor Day
5	Tree City USA Recertification	-	-	Must spend $2 per capita per year (+/-$42,500) to maintain certification Item 3 above will provide some funding for this, but other CIP projects tree plantings will have to supplement BC funds to maintain Tree City USA certification
	TOTAL	**$ 30,000**	**$ 30,000**	

Note: Tree City USA Recertification Requirements: Must spend $2 per capita per year (+/ - $42,500) to maintain certification. General F und Items No. 2 & 3 and CIP project tree plantings qualify to maintain Tree City USA certification.

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED DON RYAN CENTER FOR INNOVATION BUDGET

Revenues:	FY 2020 Revised Budget	FY 2021 Proposed Budget	% of Budget
Town	405,120	405,120	93.0%
LEDA Commerce Grant	53,407		
The Hub Rental	33,775		
Fundraising Events	21,000	8,000	1.9%
Golf Tournament Event	30,000		
SESSIONS Events	1,100		
DRCI Membership Program	15,000		
LAUNCH Accelerator Program	3,500	2,000	0.5%
Incubation Program	13,500	20,250	4.6%
Miscellaneous Income	48	114	0.0%
Total Revenues	**$ 576,450**	**$ 435,484**	**100.0%**
Revenues Over (Under) Expenses	**$ 7,100**	**$ 1,637**	

Expenses:	FY 2020 Revised Budget	FY 2021 Proposed Budget	% of Budget
Personnel	254,080	208,920	48.2%
Operating Expenses			
Meals/Travel/Lodging	2,775	1,000	0.2%
Conferences/Training	1,310	500	0.1%
Books/Subscriptions/Dues	2,210	7,268	1.7%
County Alliance	25,000	25,000	5.8%
Office Supplies	2,800	2,400	0.6%
Cable/Phone	9,600	2,736	0.6%
CAM	18,800	6,000	1.4%
Utilities	-	18,600	4.3%
Cleaning	-	7,200	1.7%
Insurance	6,000	6,000	1.4%
Copier Lease	3,600	1,200	0.3%
Professional Services	75,600	90,000	20.7%
Legal Fees	600	1,200	0.3%
The Hub Supplies	8,600	4,800	1.1%
Marketing/Advertising	17,500	14,950	3.4%
Banking Fees	900	1,515	0.3%
Membership Expenses	1,800	600	0.1%
Fundraising Events Expense	31,500	4,250	1.0%
Other:			
Contingency - Town	2,745	27,096	6.2%
HUB Technology & FFE	53,407		
Contingency - DRCI	6,030	2,612	0.6%
Foundation Contribution	44,493	-	
Total Expenses	**$ 569,350**	**$ 433,847**	**100.0%**

Key:
Town Supported
LEDA Commerce Grant
DRCI Contribution

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 DON RYAN CENTER FOR INNOVATION BUDGET HIGHLIGHTS

- ✓ Supports the Don Ryan for Innovation strategic pillars
  - ❑ Entrepreneurism, Business Incubation, Co-working Offerings (The HUB) and Business Startup/Concierge Services
  - ❑ Business Attraction, Expansion and Retention
  - ❑ Real Estate and Infrastructure
  - ❑ Workforce Development and Talent Retention and Attraction
  - ❑ Marketing, Education and Outreach
  - ❑ Small Business Economic Resiliency Plan Implementation

TOWN OF BLUFFTON

Town of Bluffton

The Don Ryan Center for Innovation

The Don Ryan Center for Innovation (DRCI) was established in 2012 by the Town of Bluffton as a 501(C)(3). The organizations vision is to create a vibrant entrepreneurial business climate through new business development, existing business growth and economic development emphasizing and enhancing the economic vitality, diversity, and dynamism of the region.

What Have We Achieved?

- **$5.2M created in annual payroll** in FY2019 from economic development projects; bringing total payroll to **$9.2M including DRCI Alumni**
- **130 New Full Time Jobs** in the Town of Bluffton from DRCI retention, expansion, and attraction projects
- **79 jobs retained to Beaufort County**; jobs relocated from Hilton Head Island to Town of Bluffton
- **35 graduates** of Don Ryan Center for Innovation Incubation Program since 2012
- **37th company** enrolled in STARTUP Program in March 2020
- Over **140 companies** have received informal support since 2012
- **92%** of DRCI Alumni based **in Beaufort County**
  68% of DRCI Alumni based **in the Bluffton region**
  50% of DRCI Alumni based **in the Town of Bluffton**
- Built a first-class **Innovation Center named The HUB at Buckwalter Place.**
- **Created business advancement programs** from PRE-START to STARTUP to GROWTH that serves all businesses at all revenue levels
- Building a deep and **expansive resource library** from video to documents to live events
- Forged **valuable partnerships** at the Local, Regional and National level

7 Venture Drive, #100 Bluffton, SC 29910 843-540-0405 www.donryancenter.com

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED MUNICIPAL BUDGET OVERVIEW

FOUR MAJOR FUNDS

- General Fund
- Stormwater Utility Fund
- Capital Improvements Program (CIP) Fund
- Debt Service Fund

TOWN OF BLUFFTON

Town of Bluffton

STORMWATER UTILITY FUND

- Accounts for and reports the financial resources for stormwater-related expenditures including Watershed Management staffing and operations, routine watershed maintenance and capital projects
- The overarching goal is to improve and sustain the water quality of the May River and all watersheds within the Town of Bluffton
- The primary sources of revenue are stormwater utility fees and state and federal grants
- Current Single-Family Unit base rate = $98, established in 2008

TOWN OF BLUFFTON

Town of Bluffton

STORMWATER UTILITY FEE BACKGROUND

- Based on FY19-20 Strategic Plan Priorities, May River Watershed Action Plan Committee (WAPAC) unanimously recommended on 2/27/20 to increase the SWU Fee to Option E - $150 per SFU beginning in TY20 allocated as follows:
  1) *Administrative Fee - $5*
  2) *Impervious Area Fee - $120*
  3) *Gross Area Fee with declining block rate - $25*

TOWN OF BLUFFTON

Town of Bluffton

STORMWATER UTILITY FEE BUDGET RECOMMENDATION

- As a result of the COVID-19 outbreak and resulting financial hardship, staff reviewed alternative revenues to offset the WAPAC recommended SWU Fee increase.
- Formal recommendation to Council for FY20 and FY21 to implement the following:
  1) *Increase SWU Fee to $115 per SFU*
  2) *Implement a National Pollutant Discharge Elimination System (NPDES) Fee for stormwater plan reviews and associated inspections*
  3) *Issue $5 million Bond for Stormwater Capital Projects*

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED STORMWATER FEE COMPARISON

Property Description	Option E $98	Option E $115
Tier 1 Single-Family Unit (≤2,521 SF)	$58.50	$72.50
Tier 2 Single-Family Unit (2,522 -7,265 SF)	$98.00	$115.00
Tier 3 Single-Family Unit (≥7,266 SF)	$145.50	$170.00
Mobile Home	$47.44	$60.60
Apartments (ex. The Crowne 17 ac. & 378,764 SF IA	$688.78	$806.70
Townhouses	$66.40	$81.00
Condominiums - Residential	$40.33	$65.45
Commercial ([Imp. Area/4,906 SF] *$Fee) ex. 78,101 SF Commercial Building	$1,260.64	$1,358.16
Gold/Vacant/Agriculture/Legacy Rule (over-ride factor) ex. 5,872 SF IA	$38.12	$63.07
Agriculture/Forest (exempt) ex. 4,220.07 ac.	$10,876.68	$10,876.68

TOWN OF BLUFFTON

Town of Bluffton

REGIONAL STORMWATER UTILITY FEE COMPARISON

FOR TAX YEAR 2019 THE FOLLOWING UNIT RATES APPLY:

Fee	Beaufort County	City of Beaufort	Town of Port Royal	Town of Hilton Head Island	Town of Bluffton
Administrative Fee	$19.00	$5.00	$5.07	$24.00	$3.00
Impervious Area Unit (IA)	$71.00	$95.00	$43.50	$105.00	$79.00
Gross Area Unit (GA) X =	$10.00	$35.00	$11.43	$21.00	$16.00
Totals	**$100.00**	**$135.00**	**$60.00**	**$150.00**	**$98.00***

*Town of Bluffton TY18 Billed = $1,562,106.59 and TY19 Billed = $1,543,025.21

Note: Law S453 (2009) does not allow any increase in fees for agricultural, forestland and undeveloped lands that qualify for an Agricultural Use Exemption.

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPERTY TAX BILL ADJUSTMENTS

Property Tax Bill			
Current Calculation			
Tier 2			
Median Home Value			266,200
Taxable Value		4%	10,650
Description	Millage	Taxable Value	Tax/Fee
COUNTY OPERATIONS	0.05430	10,650	578.30
COUNTY DEBT	0.00550	10,650	58.58
RURAL & CRITICAL LANDS	0.00550	10,650	58.58
SCHOOL - OPERATIONS	0.11400	10,650	-
SCHOOL - DEBT	0.03170	10,650	337.61
FIRE DISTRICT	0.02570	10,650	273.71
BLUFFTON TOWN OPERATIONS	0.03530	10,650	375.95
BLUFFTON TOWN DEBT	0.00320	10,650	34.08
SW Municipal/District Fee			98.00
SW County Fee			24.00
TOTALS	0.27520	10,650	1,838.78

Property Tax Bill			
Calculation with Proposed Stormwater Fee Change			
Tier 2			
Median Home Value			266,200
Taxable Value		4%	10,650
Description	Millage	Taxable Value	Tax/Fee
COUNTY OPERATIONS	0.05430	10,650	578.30
COUNTY DEBT	0.00550	10,650	58.58
RURAL & CRITICAL LANDS	0.00550	10,650	58.58
SCHOOL - OPERATIONS	0.11400	10,650	-
SCHOOL - DEBT	0.03170	10,650	337.61
FIRE DISTRICT	0.02570	10,650	273.71
BLUFFTON TOWN OPERATIONS	0.03680	10,650	391.92
BLUFFTON TOWN DEBT	0.00170	10,650	18.11
SW Municipal/District Fee			115.00
SW County Fee			24.00
TOTALS	0.27520	10,650	1,855.78

Annual Change $ 17.00

TOWN OF BLUFFTON

Town of Bluffton

NPDES PLAN REVIEW & INSPECTION FEE COMPARISON

Municipal Separate Storm Sewer System (MS4) Jurisdiction	National Pollutant Discharge Elimination System (NPDES)[1] Stormwater Plan Review Fee		NPDES Stormwater Plan Amendment / Resubmittal Fee	NPDES Sediment & Erosion Control Inspection & Re-Inspection Fees	NPDES Sediment & Erosion Control Re-Inspection Resulting from Notice of Violation Fees[2]	Waiver Request
Town of Bluffton	Residential <1 acre (not part of Subdivision)	Exempt	Exempt	$25	$100.00/ inspection $200 to remove Stop Work Order	Exempt
	Residential (Single Family or Subdivision), Multi-family, or Non-residential per disturbed acre (rounded up to the next whole acre)	$250 ($5,000 max.)	$150 ($2,500 max.)	0.0-0.999 acres = $150 1.0-5.0 acres = $250 5.01-10.0 acres = $350 10.01+ acres = $450	$150.00/inspection $250 to remove Stop Work Order	$350
Town of James Island		$0	$0	$0	$0	$0
Beaufort County		$75	$25	$0	$0	$0
Town of Summerville	Residential <1 acre	Exempt	$0	$0	$0	$300
	Residential (Single Family or Subdivision) per disturbed acre	$100	$0	$0	$0	$300
	Multi-family or non-residential per disturbed acre	$200	$0	$0	$0	$300
Dorchester County	Residential per disturbed acre	$200	$0	$0	$0	$0
	Commercial per disturbed acre	$200	$0	$0	$0	$0
City of North Augusta	Per disturbed acre (rounded up to the next whole acre)	$100 ($2,000 max.)	$0	$0	$0	$0
City of Charleston	Current - per disturbed acre (rounded up to the next whole acre)	$100 ($2,000 max.)	$0	$0	$0	$0
	Proposed FY21 - per disturbed acre (rounded up to the next whole acre)	$250 ($5,000 max.)	$0	$0	$0	$0
Town of Mt. Pleasant	Per disturbed acre	$100 ($2,000 max.)	$0	0.0-0.999 acres = $100[3] 1.0-5.0 acres = $200 5.01-10.0 acres = $300 10.01+ acres = $400	$100.00/ day, due with final plat checklist $200 to remove Stop Work Order	

[1] SCDHEC charges $125 application fee for all applications, and $100/disturbed acre ($2,000 max) plan review fee for non-MS4 regulated areas

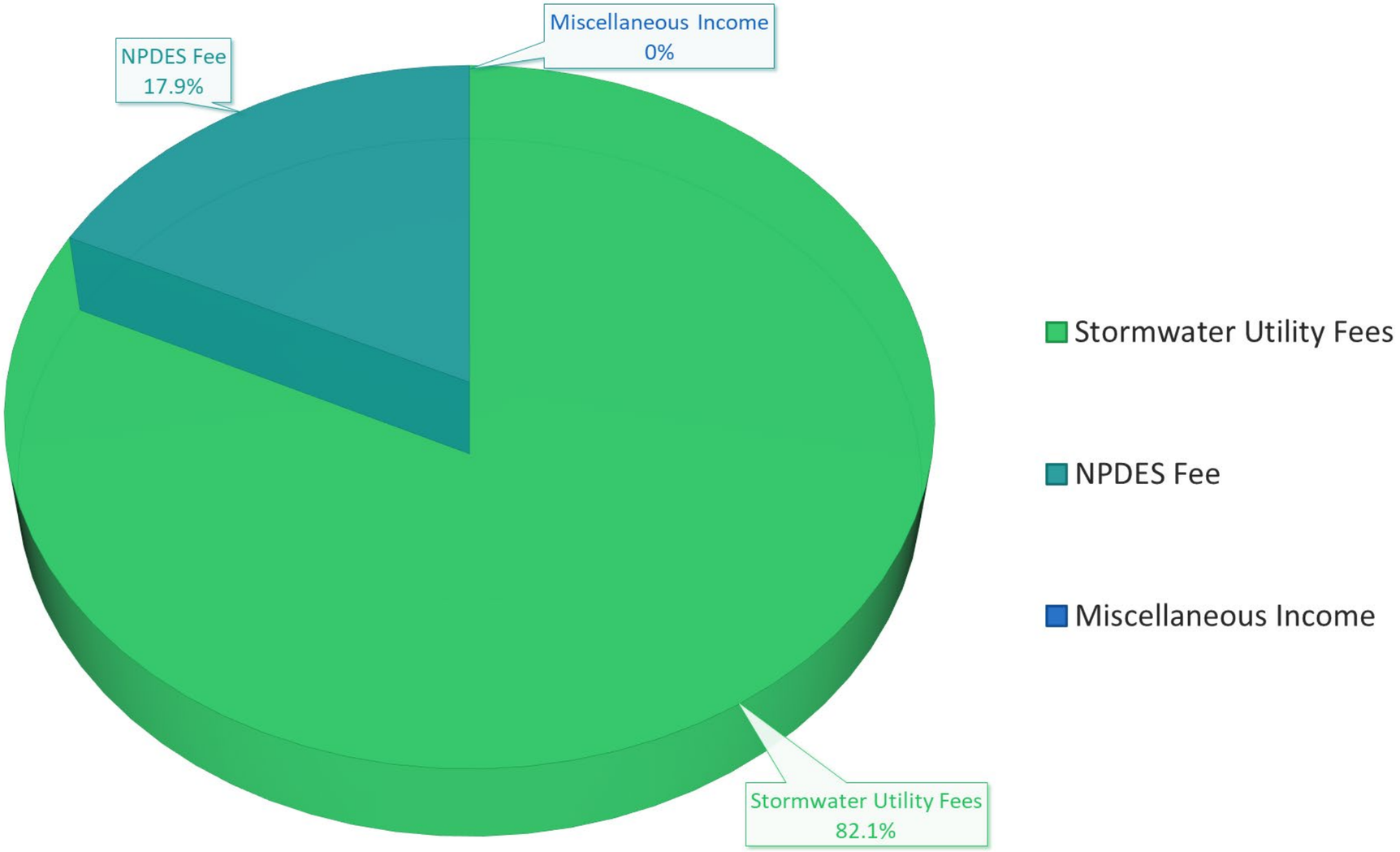
[2] Re-inspections resulting from a Notice of Violation for non-compliance will be charged $100/inspection until compliant. Prior to removing a Stop Work Order, the designated fee will be charged.

[3] Mt. Pleasant "Small Project" NPDES Inspection Fee for projects < 1 acre = $25.00 due with building permit application/ certificate of coverage form

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED STORMWATER UTILITY FUND BUDGET REVENUES



TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED STORMWATER UTILITY FUND BUDGET REVENUES

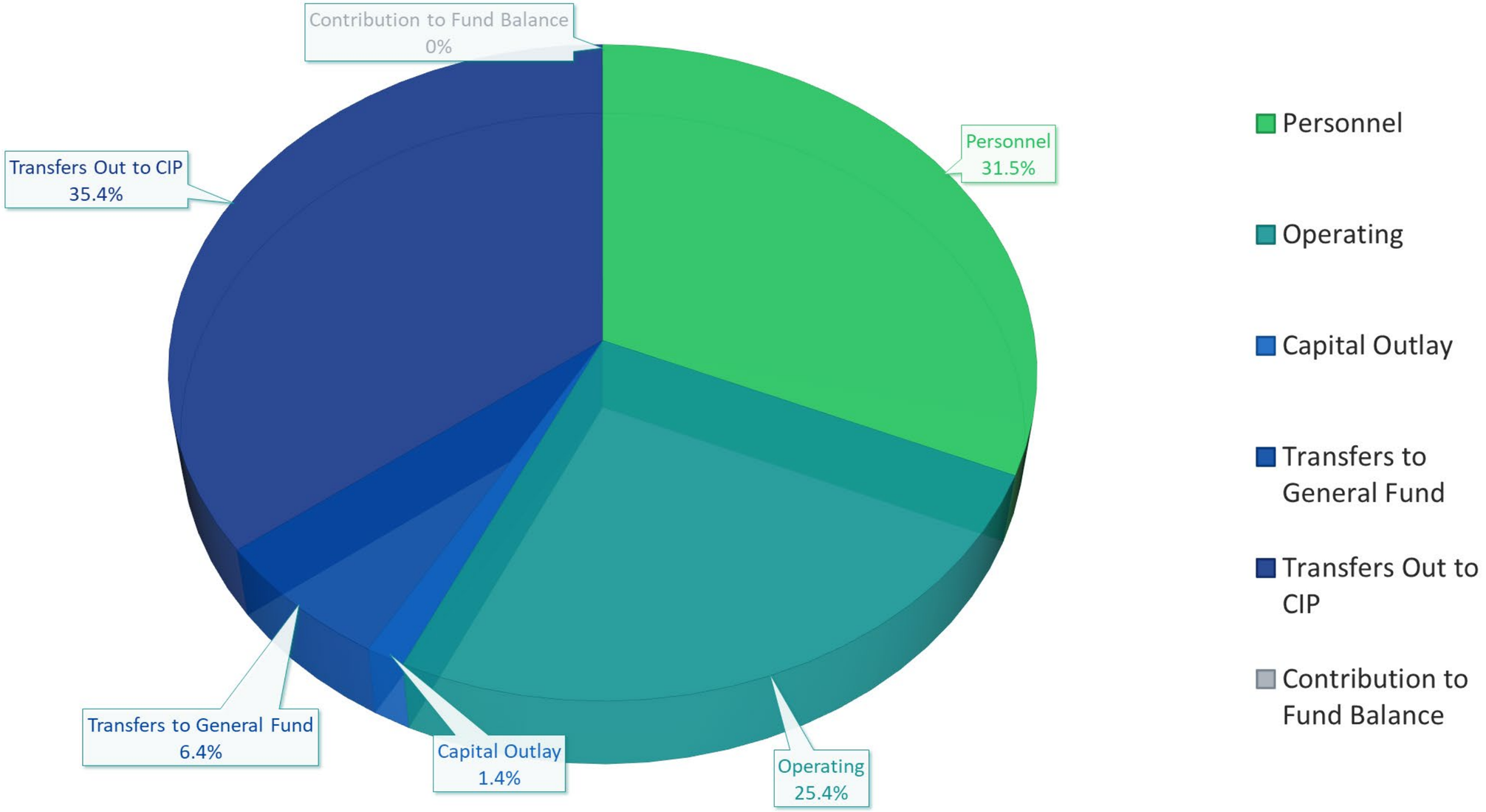
Revenues	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
Stormwater Utility Fees	$1,381,295	$1,678,667	21.5%	82.1%
NPDES Fee[1]	-	$365,000	100.0%	17.9%
Miscellaneous Income	-	$150	100.0%	0.0%
Grant Income	$65,000	-	-100.0%	0.0%
Fund Balance	$576,457	-	-100.0%	0.0%
Total Revenues	**$2,022,752**	**$2,043,817**	**1.0%**	**100.0%**

Notes: National Pollutant Discharge Elimination System (NPDES) Fee [1]

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED STORMWATER UTILITY FUND BUDGET EXPENDITURES



TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED STORMWATER UTILITY FUND BUDGET EXPENDITURES

Expenditures	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
Personnel	$575,060	$644,702	12.1%	31.5%
Operating	$688,913	$518,381	-24.8%	25.4%
Capital Outlay	$57,000	$27,700	-51.4%	1.4%
Transfers to General Fund	$60,000	$130,000	116.7%	6.4%
Transfers Out to CIP	$641,779	$722,677	12.6%	35.4%
Contribution to Fund Balance	-	$357	100.0%	0.0%
Total Expenditures	**$2,022,752**	**$2,043,817**	**1.0%**	**100.0%**

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 STORMWATER FUND BUDGET HIGHLIGHTS

	FY 2020 Budget	2020 Estimate	FY 2021 Proposed Budget	Budget Change $	Budget Change %
Revenues					
Stormwater Utility Fees	$ 1,381,295	$ 1,400,000	$ 1,678,667	$ 297,372	21.5%
National Pollutant Discharge Elimination System (NPDES) Fee	-	-	365,000	365,000	100.0%
Grant Income	65,000	15,000	-	(65,000)	n/a
Miscellaneous Income	-	-	150	150	100.0%
Total Revenues	**$ 1,446,295**	**$ 1,415,000**	**$ 2,043,817**	**$ 597,522**	**41.3%**
Expenditures					
Personnel (Salaries & Benefits)	$ 575,060	$ 519,750	$ 644,702	$ 69,642	12.1%
Operating Costs	688,913	665,820	518,381	(170,532)	-24.8%
Capital Outlay	57,000	57,000	27,700	(29,300)	-51.4%
Total Expenditures	**1,320,973**	**1,242,570**	**1,190,783**	**(130,190)**	**-9.9%**
Transfers Out					
Transfer to General Fund	60,000	45,000	130,000	70,000	116.7%
Transfer to Capital Improvement Program Fund	641,779	122,874	722,677	80,898	12.6%
Total Transfers Out	**701,779**	**167,874**	**852,677**	**150,898**	**21.5%**
Total Expenditures and Transfers Out	**$ 2,022,752**	**$ 1,410,444**	**$ 2,043,460**	**$ 20,708**	**1.0%**
REVENUE OVER(UNDER) EXPENDITURES	$ (576,457)	$ 4,556	$ 357		
FUND BALANCE , JULY 1	**$ 1,639,545**	**$ 1,639,545**	**$ 1,644,101**		
FUND BALANCE , JUNE 30	**$ 1,063,088**	**$ 1,644,101**	**$ 1,644,458**		

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 STORMWATER FUND BUDGET HIGHLIGHTS

- ✓ Supports May River Watershed Action Plan and MS4 Program Implementation
  - ❑ Policy adoption and implementation
  - ❑ Water quality monitoring
  - ❑ Growth Management permit review and construction site inspections
  - ❑ Capital Improvement Project planning and implementation including $5 million GO Bond authorization

- ✓ Stormwater Utility Fee increase from $98 to $115
  - ❑ SWU fee revenue of $1,422,667 at $98 per SFU compared to SWU fee revenue of $1,678,667 at $115 per SFU
  - ❑ Potential $256,000 net revenue generation for FY2021

- ✓ Establish National Pollutant Discharge Elimination System (NPDES) plan review and inspection fees
  - ❑ Potential $365,000 revenue generation for FY2021 (based upon FY2021 projected post COVID-19 development activity)

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 STORMWATER FUND BUDGET HIGHLIGHTS

- ✓ Supports General Fund transfer for Water quality operation initiatives - $130,000
  - ❑ Supports drainage & ditch maintenance for Town performed routine drainage maintenance work in conjunction with SCDOT and Beaufort County
  - ❑ Supports enhanced development plan review program

- ✓ Supports Stormwater Management personnel, operating and capital outlay - $1,190,783
  - ❑ Personnel salaries and benefits - $644,702
  - ❑ Supports MS4 Program operating costs
  - ❑ Supports University of South Carolina Beaufort (USCB) Water Quality Monitoring Services - $120,000
  - ❑ Supports the Water Quantity model and projects - $90,000
  - ❑ Provides replacement SUV vehicle for Watershed Management staff for inspections and water collections for testing – $27,700

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 STORMWATER FUND BUDGET HIGHLIGHTS

- ✓ Capital Improvements Program support including $722,677 for the following projects:
  - ❑ Buck Island – Simmonsville Sewer Phase 5 - construction
  - ❑ Watershed Management facility improvements – facility maintenance
  - ❑ Historic District Sewer Extension Phase 1 – design, permitting and construction
  - ❑ Historic District Sewer Extension Phase 2 – design, permitting and construction*
  - ❑ Historic District Sewer Extension Phase 3 – design, permitting and construction*
  - ❑ Historic District Sewer Extension Phase 4 – design, permitting and construction*
  - ❑ Historic District Sewer Extension Phase 5 – design and permitting*
  - ❑ Historic District Sewer Extension Phase 6 – design and permitting*
  - ❑ Law Enforcement Service Center facility improvements – service yard construction
  - ❑ Bridge Street Streetscape – design and permitting

* Pending bond authorization

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED MUNICIPAL BUDGET OVERVIEW

FOUR MAJOR FUNDS

- General Fund
- Stormwater Utility Fund
- Capital Improvements Program (CIP) Fund
- Debt Service Fund

TOWN OF BLUFFTON

Town of Bluffton

DEBT SERVICE FUND

- Accounts for the accumulation of resources for the payment of interest and principal on general long-term debt obligations
- The primary source of revenue is property tax

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 DEBT SERVICE FUND BUDGET HIGHLIGHTS - GENERAL OBLIGATION BONDS & TIF SPECIAL REVENUE BONDS

Description of Debt	Funding Source	FY 21 Debt Outstanding	Fiscal Year 2021		
			Principal	Interest	Total P & I
General Obligation Bonds	Property Tax	$3,685,000	$210,000	$166,371	$376,371
TIF Special Revenue Bonds	TIF District Property Taxes	$5,179,167	$808,488	$123,193	$931,681
	Total	**$8,864,167**	**$1,018,488**	**$289,564**	**$1,308,052**

General Obligation Bonds

- On July 8, 2010 the Town issued $6.5 million General Obligation Bonds, Series 2010 A Taxable Build America Bonds backed by the full faith and credit of the Town for the Law Enforcement Center.
- On March 1, 2020 the Town refinanced the General Obligation Refund Bonds, Series 2020, that resulted in a $59,000 net annual savings.
- The debt service millage is set at 1.7 mills for FY 2021.
- The repayment term on the bonds is 14 years with the GO Bonds set to expire March of 2034
- The Town maintains a bond rating of Aa1 from Moody's and received a AA+ from Standard and Poor's.

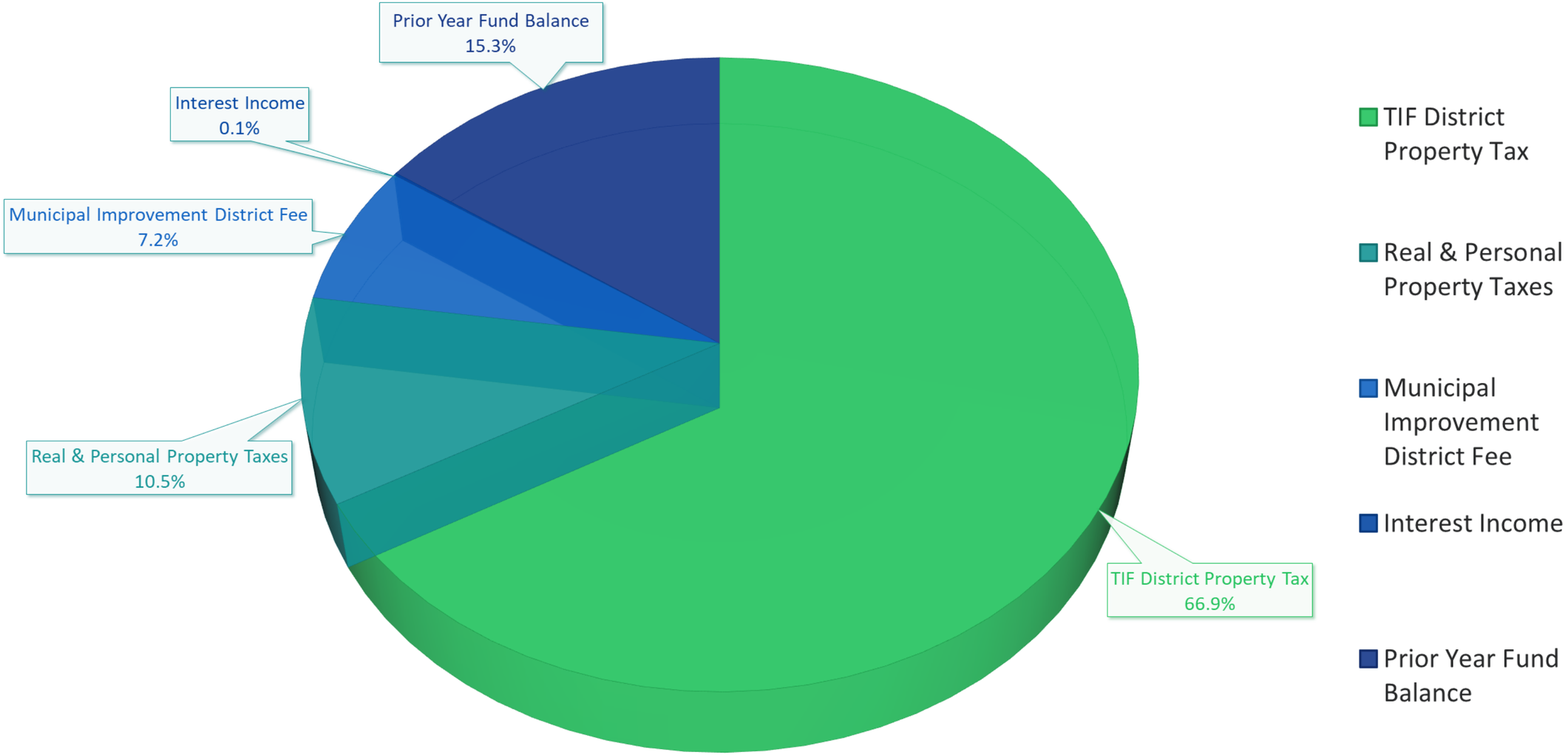
TIF Special Revenue Bonds

- In December 2005 and January 2006 the Town issued $10 million and $4 million tax increment financing bonds respectively for the purpose of financing the redevelopment project costs, including but not limited to Bluffton Parkway, Hampton Parkway, May River Streetscape Phase 1, Buck Island and Old Town Sewer projects.
- These bonds have been refinanced twice consolidating them into one issuance with the most recent occurring in December 2014. Term ending June 2026.
- Revenues for these payments are derived from property taxes collected within the tax increment district (R614) at 50% of the increased assessed value (increment) over the life of the bonds.

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED DEBT SERVICE FUND BUDGET REVENUES



TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED DEBT SERVICE FUND BUDGET REVENUES

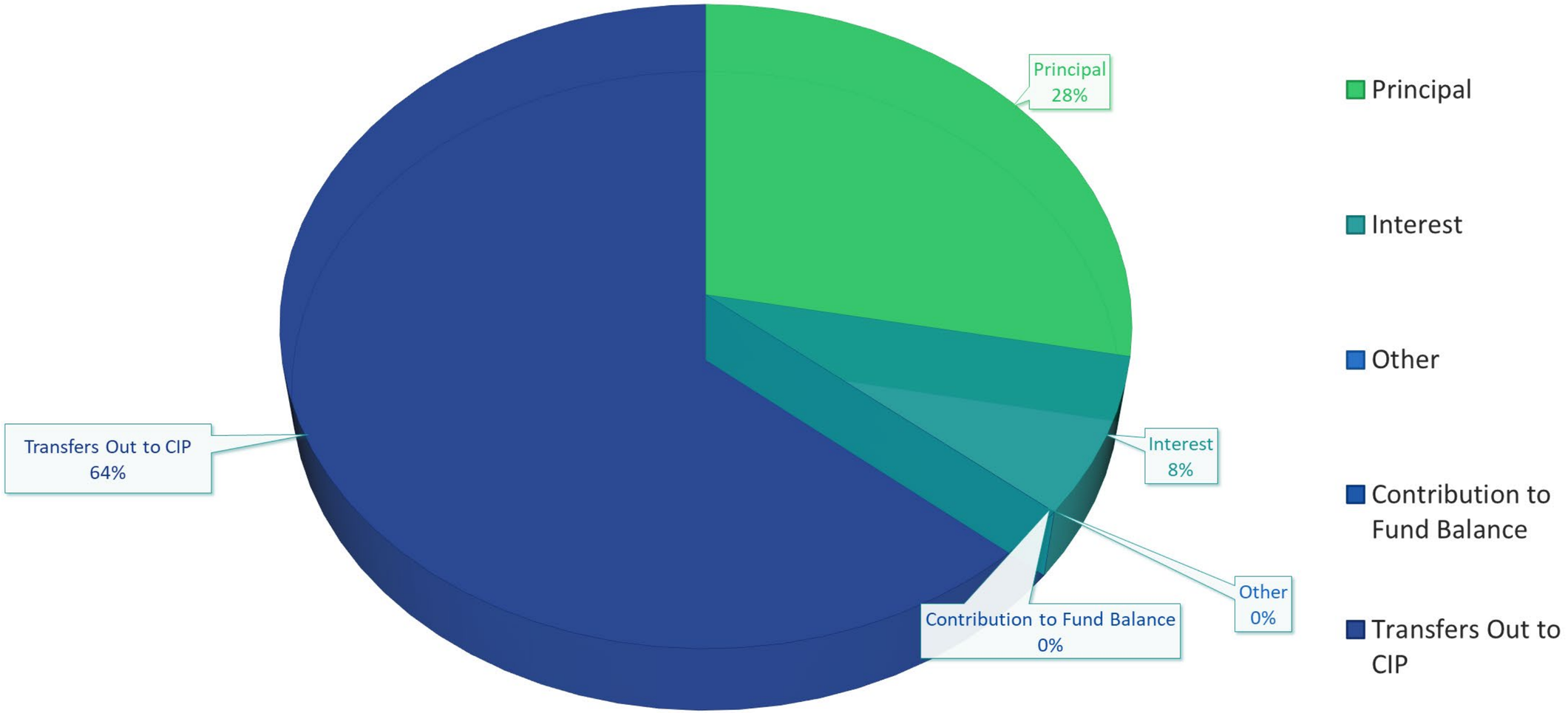
Revenues	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
TIF District Property Tax	$2,299,500	$2,429,000	5.6%	66.9%
Real & Personal Property Taxes	$556,500	$380,507	-31.6%	10.5%
Federal Interest Rebate	$92,300	-	-100.0%	0.0%
Municipal Improvement Dist. Fee	$245,175	$262,440	7.0%	7.2%
Interest Income	$2,000	$4,400	120.0%	0.1%
Prior Year TIF Fund Balance	-	$555,281	100.0%	15.3%
Total Revenues	**$3,195,475**	**$3,631,628**	**13.6%**	**100.0%**

Notes: TIF District Property Tax is derived from 50% of the TIF District tax -payers tax bill to pay for the TIF Special Revenue Bonds payment

TOWN OF BLUFFTON

Town of Bluffton

FY 2021 PROPOSED DEBT SERVICE FUND BUDGET EXPENDITURES



TOWN OF BLUFFTON

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FY 2021 PROPOSED DEBT SERVICE FUND BUDGET EXPENDITURES

Expenditures	FY20 Revised Budget	FY21 Proposed Budget	% Change	% of Budget
Principal	$1,032,895	$1,018,488	-1.4%	28.0%
Interest	$432,401	$289,564	-33.0%	8.0%
Other	$50	$50	0.0%	0.0%
Contribution to Fund Balance	$472,058	-	-100.0%	0.0%
TIF Transfers Out to CIP	$1,258,071	$2,323,526	84.7%	64.0%
Total Expenditures	**$3,195,475**	**$3,631,628**	**13.6%**	**100.0%**

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FY 2021 PROPOSED DEBT SERVICE FUND BUDGET

Description	FY 2020 Budget	FY 2020 Estimate	FY 2021 Proposed	Budget Change $	Budget Change %
Revenues					
Property Taxes					
TIF District Property Tax	$ 2,299,500	$ 2,404,000	$ 2,429,000	$ 129,500	5.63%
Real and Personal Property Taxes (LEC GO BABs)	556,500	525,000	380,507	(175,993)	-31.62%
Licenses, Permits & Fees					
Federal Interest Rebate (LEC GO BABs)	92,300	94,802	-	(92,300)	-100.00%
Intergovernmental Revenue					
Municipal Improvement District (MID) Fees	245,175	245,000	262,440	17,265	7.04%
Miscellaneous Revenue					
Interest Income	2,000	5,200	4,400	2,400	120.00%
Total Revenues	**$ 3,195,475**	**$ 3,274,002**	**$ 3,076,347**	**$ (119,128)**	**-3.73%**
Expenditures					
Series 2014 TIF Bonds Debt Service					
Principal	$ 787,895	$ 787,895	$ 808,488	$ 20,593	2.61%
Interest	143,786	143,786	123,193	(20,593)	-14.32%
Series 2010 GO Build America Bonds Debt Service					
Principal	245,000	245,000	210,000	(35,000)	-14.29%
Interest	288,615	288,615	166,371	(122,244)	-42.36%
Other	50	-	50	-	0.00%
TIF Transfer to Capital Improvement Program Fund	1,258,071	985,703	2,323,526	1,065,455	84.69%
Total Expenditures and Transfers Out	**$ 2,723,417**	**$ 2,450,999**	**$ 3,631,628**	**$ 908,211**	**33.35%**
REVENUE OVER(UNDER) EXPENDITURES	472,058	823,003	(555,281)		
FUND BALANCE , JULY 1	$ 2,088,116	$ 3,527,410	$ 4,350,413		
FUND BALANCE , JUNE 30	$ 2,560,174	$ 4,350,413	$ 3,795,132		

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FUND BALANCE

Fund	FY 2020 Estimate	FY 2021 Projected	Policy Requirements
General Fund	14,534,916	14,326,716	
Emergency Recovery Reserve	2,752,054	2,804,634	Per Town Ordinance strive to maintain a balance equal to 15% of the budgeted GF expenditures
Vehicle and Equipment Reserve	811,050	811,050	Per Fund Balance policy strive to maintain a balance equal 115% of assets prior fiscal year's depreciation cost, capped at $1 million
Restricted Uses	413,555	413,555	E.G. designated funds for trees, police services, leisure trails
Affordable Housing	58,000	-	Per Fund Balance policy unutilitized GF program balance transferred annually to CIP Fund for Housing project
Undesignated Fund Balance	4,586,757	4,811,754	Per Town Ordinance strive to maintain a balance equal to 25% of budgeted GF expenditures
Remaining Undesignated Fund Balance	5,913,500	5,485,723	
Stormwater Utility Fund	1,644,099	1,644,456	E.G. transfer to GF operating and to CIP Fund for sewer infrastructure projects
Capital Improvements Program (CIP) Fu	3,965,922	984,614	E.G. designated funds for Buckwalter Park, leisure trails, tourism projects
Debt Service Fund	4,350,413	3,795,132	E.G. designated for TIF Bond debt service and GO Bond debt service payment and transfer to CIP for infrastructure projects
Local Hospitality Tax Fund	509,167	1,507,337	Per Budget Ordinance transfer to GF and transfer to CIP Fund for tourism related projects
Local Accommodations Tax Fund	733,197	659,297	Per Town Ordiance transfer 51% of annual revenue to CIP Fund for tourism related projects
State Accommodations Tax Fund	305,852	136,652	E.G. tourism events, transfer to GF for tourism related programs, transfer to CIP Fund for tourism related projects
Seized and Forfeited Assets Fund	34,829	38,329	E.G. police services
Boat Ramp Fund	109,280	87,280	E.G. Boat Ramp Repairs, transfer to CIP Fund Boat Repair projects
Total of All Funds	**26,187,675**	**23,179,813**	

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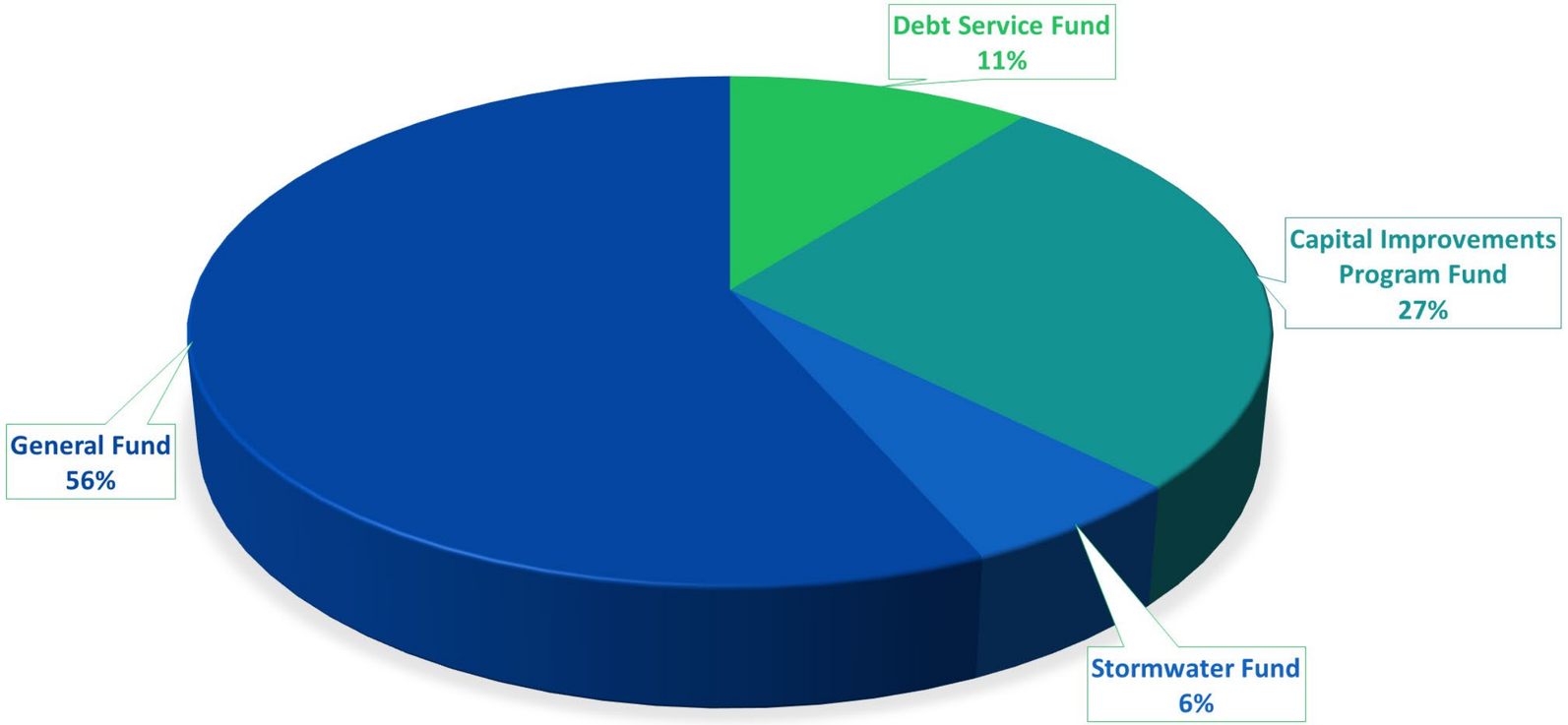
Town of Bluffton

FY 2021 PROPOSED CONSOLIDATED BUDGET



Expenditures	FY 2020 Original Budget	FY 2020 Revised Budget	FY 2020 Year-End Estimate	**FY 2021 Proposed Budget**	$ Change	$ Change
General Fund	$20,032,800	$20,189,114	$19,360,141	**$19,363,015**	$ (826,099)	-4.1%
Stormwater Utility Fund	2,051,695	2,022,752	1,410,444	**2,043,817**	21,065	1.0%
Capital Improvements Program Fund	9,661,470	11,895,271	7,455,021	**9,185,407**	(2,709,864)	-22.8%
Debt Service Fund	3,195,475	3,195,475	3,274,002	**3,631,628**	436,153	13.6%
Consolidated Budget	$34,941,440	$37,302,612	$31,499,608	**$34,223,867**	$ (3,078,745)	-8.3%

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FY 2021 CONSOLODATED BUDGET REVIEW & APPROVAL PROCESS

MAY 12	MAY 21	MAY 26	JUNE 9	JULY 14
Budget Ordinance to Town Council for First Reading and Public Hearing	**Town Council Budget Workshop**	Town Council Budget Workshop	Budget Ordinance to Town Council for Public Hearing & Second and Final Reading	FY21/FY22 Strategic Plan Action Agenda to Town Council

TOWN OF BLUFFTON