

**TOWN OF BLUFFTON MAY RIVER WATERSHED ACTION PLAN ADVISORY  
COMMITTEE**  
Council Chambers, Town Hall  
Thursday, February 27, 2020

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Present: Larry Toomer vice-chair; Emmett McCracken; Al Stokes; Chris Shoemaker

Absent: Wes Jones; Chris Burden

Staff: Beth Lewis; Kim Jones; Bryan McIlwee

Guest: Keith Hall; Chip Collins

Media: None

- I. **CALL TO ORDER**
- II. **NOTICE REGARDING POSTING OF MEETING PER SOUTH CAROLINA FREEDOM OF INFORMATION (FOIA) REQUIREMENTS**
- III. **ROLL CALL AND CONFIRMATION OF QUORUM**
  1. Members introduced themselves.
- IV. **ADOPTION OF AGENDA**
  1. Mr. McCracken moved to adopt the Agenda as presented. Mr. Stokes seconded the motion. Unanimous ayes.
- V. **APPROVAL OF JANUARY 23, 2020 MEETING MINUTES**
  1. Mr. Stokes moved to adopt the Minutes as presented. Mr. Shoemaker seconded the motion. Unanimous ayes.
- VI. **PUBLIC COMMENT**
  1. None
- VII. **OLD BUSINESS**
  1. **Water Quality Monitoring Program (standing item)**

Ms. Lewis provided an update on the following monitoring data:

    1. **Weekly Sampling Update Attachment 1a**
      - a. Ms. Lewis did not include the bacteria geomeans "hotspots" map in this month's presentation. The committee requested this map be included in future presentations. Ms. Lewis stated she would ensure the "hotspot" map was included for future presentations.
    2. **Microbial Source Tracking (MST) Update Attachment 1b**
    3. **SCDHEC Shellfish Data Attachment 1b**
- VIII. **NEW BUSINESS**
  1. **Stormwater Utility Fee (SWU) Fee Rate Discussion**

Mr. McIlwee reviewed a potential Stormwater Utility Fee (SWU) increase with the committee (**Attachment 2**). In order to maintain the Town's current level of service and to continue implementing water quality capital improvement projects, Raftelis, the consultant firm, recommended the Town's SWU fee increase from \$98 to \$148.

Mr. McIlwee asked the committee if they would like to make a recommendation for Town Council's consideration to increase the Town's Stormwater Utility Fee. Mr. Toomer called for discussion. Mr. McCracken inquired if Town Council had heard a recommended dollar amount. Mr. McIlwee and Mr. Toomer responded no.

Mr. Shoemaker made a motion that the WAPAC recommend Town Council consider a Stormwater Utility Fee increase from \$98 to \$150 for Tax Year 2020 with \$5 administrative fee; \$120 impervious area fee, and \$25 gross area fee. Mr. Toomer called for a second. Mr. Stokes seconded the motion. Unanimous ayes.

## **X. ADJOURNMENT**

1. Unanimous decision to adjourn. Next meeting: March 26, 2020 @ 9:00 AM

### **Attachments:**

1. Water Quality Program
  - a. Weekly Sampling Update
  - b. Microbial Source Tracking (MST) Update and SCDHEC Shellfish Data
2. Stormwater Utility (SWU) Fee Rate Discussion



# Weekly Sampling Update

WAPAC

# Sampling Program Update

- Dr. Alan Warren, with the University of South Carolina Beaufort Water Quality Laboratory, to provide analysis of the Town's routine water quality data
  - Town staff is working to compile the data in the format requested by Dr. Warren
  - Once received, Dr. Warren will provide analysis.



# Microbial Source Tracking (MST) and SCDHEC Data Update WAPAC

# Sample Collection Update

- Town staff collected MST and bacteria samples on Wednesday, 02/05/20.
- SC Department of Health and Environmental Control (SCDHEC) collected Area 19 samples from the May River on Monday, 02/24/20.
  - SCDHEC and MST results from this sampling event are pending.
- Town staff collected MST and bacteria samples Wednesday, 02/26/20, following ~0.50 inches of rainfall.
  - USCB and MST results from this sampling event are pending.



# Town of Bluffton Stormwater Utility Fee Discussion

Presentation to WAPAC

Bryan McIlwee & Kim Jones, Department of Engineering

February 27, 2020



# Background

- 2019 WAPAC recommended Town SWU Fee should be calculated consistently with all other jurisdictions as Option E. Comprised of:
  1. Administrative Fee,
  2. Impervious Area Fee, and
  3. Gross Area Fee with declining block rate
- Town Council adopted SWU Fee Rate Option E in Calendar Year 2019 with no rate increase.



# Background

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
<b>Totals</b>	<b>\$100.00</b>	<b>\$135.00</b>	<b>\$60.00</b>	<b>\$150.00</b>	<b>\$98.00*</b>

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

The gross area charge is calculated in equivalent units as follows:

First 2 acres	\$X
For every acre above 2 acres and up to 10 acres	0.5 x \$X
For every acre above 10 acres, and up to 100 acres	0.4 x \$X
For every acre above 100 acres	0.3 x \$X

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

Gross area charge unit = (X)



# Discussion

- 1/4/2019 Memo from Raftelis, SWU Fee Rate Model consultants, recommended the Option E - \$148 per SFU beginning in FY20:
  1. Administrative Fee - \$5
  2. Impervious Area Fee - \$118
  3. Gross Area Fee with declining block rate - \$25
- Meets standard projected inflation rates.
- Provides for no increase in current Level or Extent of Service and no additional Capital Projects for the next 5 years.



# Discussion

- Revenue requirements projected to be:

Town of Bluffton				
Stormwater Revenue Requirements				
	FY 2021	FY 2022	FY 2023	FY 2024
<b>Total Revenue Requirements</b>	<b>\$ 2,199,265</b>	<b>\$ 1,970,873</b>	<b>\$ 2,009,786</b>	<b>\$ 1,866,470</b>

# Discussion

- Revenue detail

Stormwater Revenue Requirements	FY 2021	FY 2022	FY 2023	FY 2024
<b>Personnel Costs (Salaries &amp; Benefits)</b>				
Stormwater Management Department	\$625,572	\$656,980	\$689,960	\$724,098
Public Works Department & Planning	\$40,000	\$40,000	\$40,000	\$40,000
<b>Total Personnel Costs</b>	<b>\$665,572</b>	<b>\$696,980</b>	<b>\$729,960</b>	<b>\$764,098</b>
<b>Operating Costs</b>				
Shared Cost: Utility Administration	\$57,940	\$59,099	\$60,281	\$61,486
Shared Cost: Outreach	\$0	\$0	\$0	\$0
Drainage & Ditch Maintenance	\$44,190	\$46,400	\$48,719	\$51,155
Facilities Maintenance	\$12,920	\$13,566	\$14,244	\$14,957
May River Watershed Action Plan	\$373,500	\$392,175	\$411,784	\$432,373
Stormwater Management	\$105,000	\$110,250	\$115,763	\$121,551
Neighborhood Assistance Program for Septic	\$0	\$0	\$0	\$0
Equipment	\$132,750	\$169,388	\$147,857	\$155,250
Contract Services	\$65,240	\$68,502	\$71,927	\$75,523
Utilities	\$30,252	\$31,765	\$33,353	\$35,020
Other Stormwater Operating Costs	\$94,353	\$99,071	\$104,024	\$109,225
<b>Total Operating Costs</b>	<b>\$916,145</b>	<b>\$990,214</b>	<b>\$1,007,952</b>	<b>\$1,056,541</b>
<b>Total Personnel and Operating</b>	<b>\$1,581,717</b>	<b>\$1,687,194</b>	<b>\$1,737,912</b>	<b>\$1,820,639</b>
<b>Additional Program Enhancement Costs</b>				
Additional Stormwater Infra & Maint Costs	\$0	\$0	\$0	\$0
Additional Stormwater Infra & Maint Costs (Cartegraph)	\$0	\$0	\$0	\$0
Additional MS4 Program Costs	\$0	\$0	\$0	\$0
<b>Total Additional Program Enhancement Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Depreciation Expense</b>				
Vehicles/Equipment Depreciation	\$21,631	\$46,329	\$47,024	\$45,981
<b>Total Depreciation Expense</b>	<b>\$21,631</b>	<b>\$46,329</b>	<b>\$47,024</b>	<b>\$45,981</b>
<b>Capital Projects</b>				
Watershed Sewer Master Plan	\$0	\$0	\$0	\$0
Stoney Creek Wetlands Restoration	\$0	\$0	\$0	\$0
319 Grant Phase 2	\$0	\$0	\$0	\$0
Rate Funded Capital	\$596,066	\$237,500	\$225,000	\$0
Debt Service	\$0	\$0	\$0	\$0
<b>Total Capital Projects</b>	<b>\$596,066</b>	<b>\$237,500</b>	<b>\$225,000</b>	<b>\$0</b>
<b>Total Revenue Requirements</b>	<b>\$2,199,265</b>	<b>\$1,941,846</b>	<b>\$2,009,786</b>	<b>\$1,831,248</b>





# Discussion

- Comparison of revenues of \$148 vs. \$98 vs. \$150

	FY 2021	FY 2022	FY 2023	FY 2024
Projected Revenue Requirement	\$2,199,265	\$1,970,873	\$2,009,786	\$1,866,470
Raftelis Rate Structure (\$148)	\$2,030,946	\$2,042,280	\$2,053,674	\$2,065,127
	(\$168,319)	\$71,407	\$43,888	\$198,657
Current Rate Structure (\$98)	\$1,323,937	\$1,330,998	\$1,338,091	\$1,345,215
	(\$875,328)	(\$639,875)	(\$671,695)	(\$521,255)
\$150 SWU Fee	\$2,058,301	\$2,069,772	\$2,081,303	\$2,092,895
	(\$140,964)	\$98,899	\$71,517	\$226,425



# Examples

Property Description	Option E \$98	Option E \$148	Option E \$150
1. Tier 1 Single-family Unit (≤2,521 SF)	\$58.50	\$89	\$90
2. Tier 2 Single-family Unit (2,522 - 7,265 SF)	\$98.00	\$148	\$150
3. Tier 3 Single-family Unit (≥7,266 SF)	\$145.50	\$219.50	\$222.50
4. Mobile Home	\$47.44	\$72.48	\$73.20
5. Apartments (ex. The Crowne 17 Ac. & 378,764 SF IA)	\$688.78	\$1,038.36	\$1,052.40
6. Townhouses	\$66.40	\$100.80	\$102.00
7. Condominiums - Residential	\$40.33	\$74.36	\$74.90
8. Commercial ([Imp. Area/4,906 SF] * \$Fee) ex. 78,101 SF commercial bldg.	\$1,260.64	\$1,883.50	\$1,915.34
9. Golf/Vac/Ag/Legacy Rule (over-ride factor) ex. 5,872 SF IA	\$38.12	\$71.06	\$71.54
10. Agriculture/Forest ex. 4,220.07 Ac.	\$10,876.68	\$10,876.68	\$10,876.68



## Next Steps

- Formal recommendation from WAPAC to Council for SWU Fee Rate increase in Tax Year 2020.
- Recommended motion language:

“I move that the WAPAC recommend Town Council consider a Stormwater Utility Fee increase from \$98 to \$**XX** for Tax Year 2020 with \$5 administrative fee; \$**XX** impervious area fee; and \$25 gross area fee.”



# Examples

## 1. Tier 1 Single-family Unit ( $\leq 2,521$ sq. ft.) – Bluffton Park

SFU Calculation (SFUs equal):				
Tier 1 SFU ( $\leq 2,521$ SF)		Dwelling units x 0.5		
Tier 1	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	1,440 SF	\$79 *.5 = \$39.50	\$118 *.5 = \$59	\$120 *.5 = \$60
Gross Area	0.14 Ac.	\$16	\$25	\$25
<b>Total</b>		<b>\$58.50</b>	<b>\$89</b>	<b>\$90</b>



R610 039 000 1075 0000



# Examples

## 2. Tier 2 Single-family Unit (2,522 - 7,265 SF) – Hampton Hall

SFU Calculation (SFUs equal):				
Tier 2 SFU (2,522-7,265 SF)		Dwelling units x 1		
Tier 1	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	3,647 SF	\$79 * 1 = \$79	\$118 *1 = \$118	\$120 * 1 = \$120
Gross Area	0.43 Ac.	\$16	\$25	\$25
<b>Total</b>		<b>\$98</b>	<b>\$148</b>	<b>\$150</b>



R614 038 000 1316 0000



# Examples

## 3. Tier 3 Single-family Unit (≥7,266 sq. ft.) – Rose Dhu Creek

SFU Calculation (SFUs equal):				
Tier 3 SFU (≥7,266 SF)		Dwelling units x 1.5		
Tier 3	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	12,898 SF	\$79 * 1.5 = \$118.50	\$118 * 1.5 = \$177	\$120 * 1.5 = \$180
Gross Area	2.73 Ac.	\$16 + \$8 = \$24	\$25 + \$12.50 = \$37.50	\$25 + \$12.50 = \$37.50
<b>Total</b>		<b>\$145.50</b>	<b>\$219.50</b>	<b>\$222.50</b>



R610 037 000 0148 0000



# Examples

## 4. Mobile Home – Goethe Road Area with improvements

SFU Calculation (SFUs equal):				
Mobile Home		Dwelling units x 0.36		
MH	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	7,004 SF	\$79 *.36 = \$28.44	\$118*.36 = \$42.48	\$120*.36 = \$43.20
Gross Area	0.5 Ac.	\$16	\$25	\$25
<b>Total</b>		<b>\$47.44</b>	<b>\$72.48</b>	<b>\$73.20</b>



R610 039 000 0276 0000



# Examples

## 5. Apartments – The Crowne HOA Commercial (\$0 Residential)

SFU Calculation (SFUs equal):				
Apartments – HOA Commercial (\$0 Res.)		Dwelling units x 7.02		
Apt – HOA	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	378,764 SF	\$79 *7.02 = \$554.58	\$118 *7.02 = \$828.36	\$120 *7.02 = \$842.40
Gross Area	17.73 Ac.	\$16 + (\$8*8) + (\$6.40*8) = \$131.20	\$25 + (\$12.50*8) + (\$10*8) = \$205	\$25 + (\$12.50*8) + (\$10*8) = \$205
<b>Total</b>		<b>\$688.78</b>	<b>\$1,038.36</b>	<b>\$1,052.40</b>



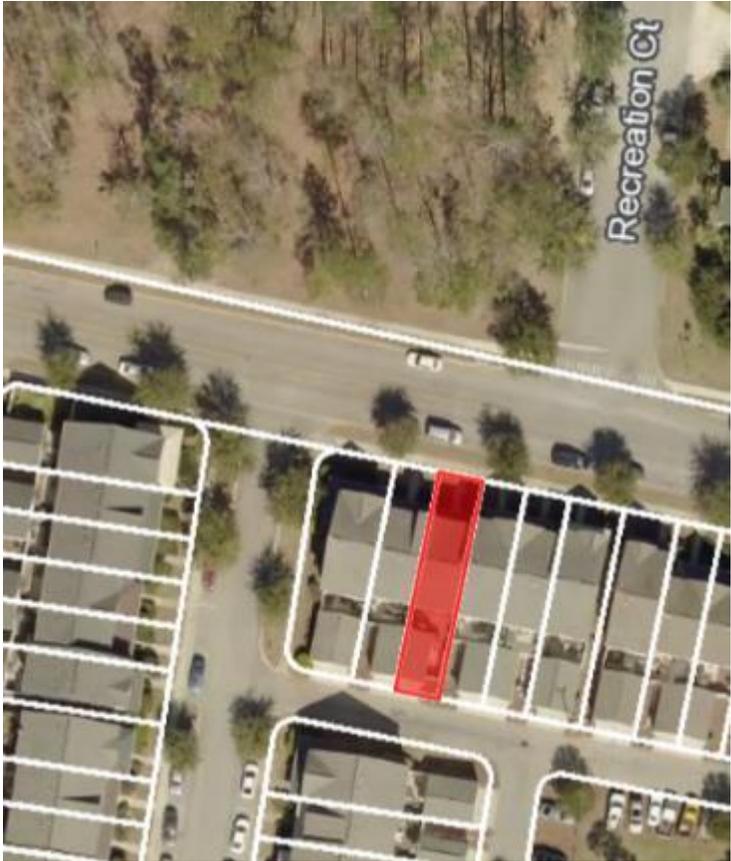
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# Examples

## 6. Townhouses – Bluffton Park along 8<sup>th</sup> Avenue

SFU Calculation (SFUs equal):				
Townhouses		Dwelling units x 0.6		
TH	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	1,151 SF	\$79 *.6 = \$47.40	\$118 *.6 = \$70.80	\$120 *.6 = \$72
Gross Area	0.05 Ac.	\$16	\$25	\$25
<b>Total</b>		<b>\$66.40</b>	<b>\$100.80</b>	<b>\$102.00</b>



R610 039 000 1017 0000



# Examples

## 7. Condominiums – Residential Hampton Lake

SFU Calculation (SFUs equal):				
Condominiums – Res.		Dwelling units x 0.27		
Condo – Res.	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	31,963 SF	\$79 *.27 = \$21.33	\$118 *.27 = \$31.86	\$120 *.27 = \$32.40
Gross Area	2.1 Ac.	\$16 + \$8 = \$24	\$25 + \$12.50 = \$37.50	\$25 + \$12.50 = \$37.50
<b>Total</b>		<b>\$40.33</b>	<b>\$74.36</b>	<b>\$74.90</b>



R614 037 000 0761 0000



# Examples

## 8. Commercial ([Imp. Area/4,906 sq. ft.] \* \$Fee) – 1225 MRR

SFU Calculation (SFUs equal):				
Commercial		(Impervious area / 4,906 SF)* Fee		
Tier 1	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	78,101 SF	(78,101/4,906)* \$79 = \$1,257.64	(78,101/4,906)* \$118 = \$1,878.50	(78,101/4,906)* \$120 = \$1,910.34
Gross Area	0 Ac.	\$0	\$0	\$0
<b>Total</b>		<b>\$1,260.64</b>	<b>\$1,883.50</b>	<b>\$1,915.34</b>



R610 039 000 0121 0000



# Examples

## 9. Golf/Vac/Ag/Legacy Rule (over-ride factor) – Parkside Open Space

SFU Calculation (SFUs equal):				
Ag Exemption		Dwelling units x 0.242		
Golf/Vac/ Ag/Legacy	Parcel	\$98	\$148	\$150
Admin Fee		\$3	\$5	\$5
Imp. Area	596 SF (pond)	\$79 * .242 = \$19.12	\$118 * .242 = \$28.56	\$120 * .242 = \$29.04
Gross Area	2.73Ac .	\$16 + \$8 = \$24	\$25 + \$12.50 = \$37.50	\$25 + \$12.50 = \$37.50
<b>Total</b>		<b>\$38.12</b>	<b>\$71.06</b>	<b>\$71.54</b>



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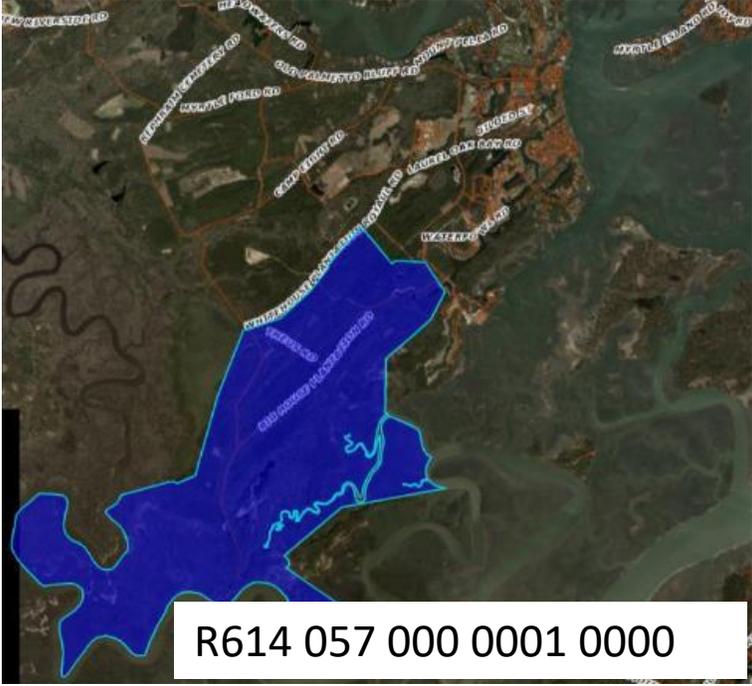


# Examples

## 10. Agriculture/Forest – Palmetto Bluff

Ag/Forest - Disturbed	Parcel	\$98	\$148	\$150
Admin Fee		\$3		
Imp. Area	0 SF	$\$79 * 0 = \$0$		
Gross Area	4,220.07 Ac.	$\$16 + (\$8 * 8) + (\$6.40 * 90) + (4.80 * 4,121)$		
<b>Total</b>		<b>\$20,436.80**</b>	<b>**</b>	<b>**</b>

\*\* - Timberland Tract, thus exempted from rate increases. Change in fee structure results in \$0 Increase



The gross area charge is calculated in equivalent units as follows:

First 2 acres	\$X
For every acre above 2 acres and up to 10 acres	0.5 x \$X
For every acre above 10 acres, and up to 100 acres	0.4 x \$X
For every acre above 100 acres	0.3 x \$X

Gross area charge unit = (X)