

FY 2022 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

INTERIM TOWN MANAGER

DIRECTOR OF FINANCE & ADMINISTRATION

Chris Forster, MPA, CPFO, CGFM

Town of Bluffton

FY 2022 PROPOSED CONSOLIDATED BUDGET OUTLINE

- ❑ Town of Bluffton Economic Factors
- ❑ FY22 Budget Goals
- ❑ FY22 Proposed Budget Overview
- ❑ FY22 Budget Review & Approval Process

Town of Bluffton

FY 2022 CONSOLIDATED BUDGET GOALS

- Deliver Town Council Strategic Plan Priorities – Vision and Mission based
- Support continuous operational improvements
- Enable excellent customer service
- Facilitate innovation
- Promote recruitment and retention of town staff
- Invest in infrastructure

Town of Bluffton

FY 2022 PROPOSED CONSOLIDATED BUDGET OVERVIEW

FOUR MAJOR FUNDS



General Fund

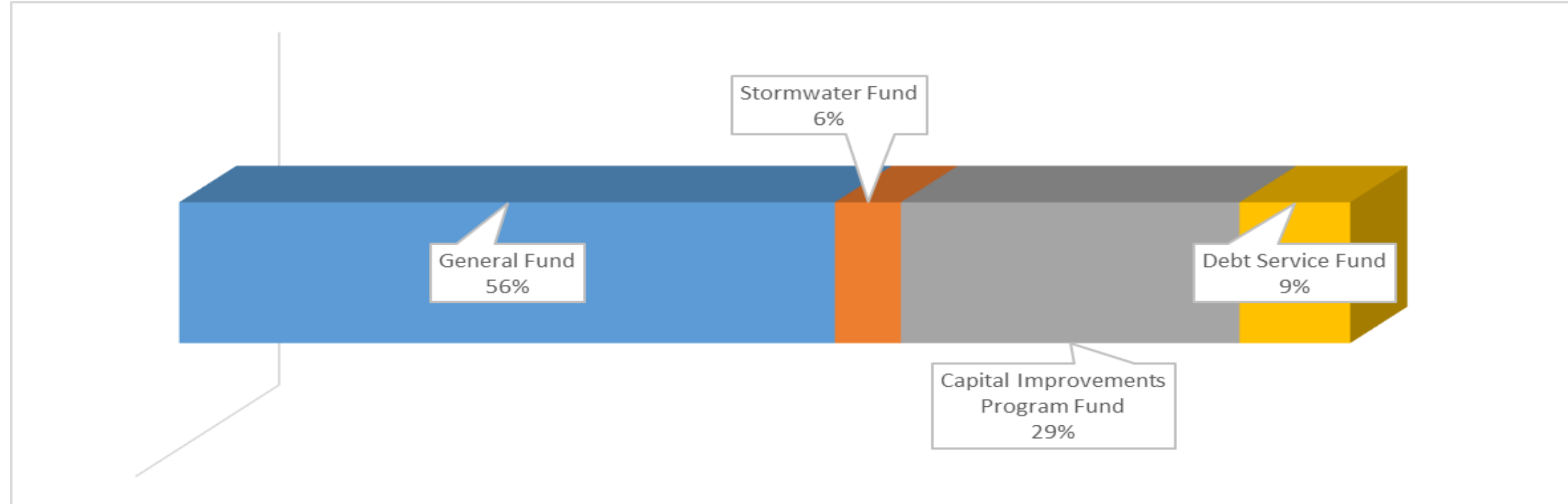
Stormwater Fund

Capital Improvements Program
(CIP) Fund

Debt Service Fund

Town of Bluffton

FY 2022 PROPOSED CONSOLIDATED BUDGET



Fund	FY 2021 Revised Budget	% of Budget	FY 2022 Proposed Budget	% of Budget	Budget \$ Change	Budget % Change
General Fund	\$ 19,501,476	44.5%	\$ 22,445,764	55.9%	\$ 2,944,288	15.1%
Stormwater Fund	2,538,882	5.8%	2,259,570	5.6%	(279,312)	-11.0%
Capital Improvements Program Fund	16,699,161	38.1%	11,595,468	28.9%	(5,103,693)	-30.6%
Debt Service Fund	5,125,119	11.6%	3,831,268	9.6%	(1,293,851)	-25.2%
Total Consolidated Budget	\$ 43,864,638	100.0%	\$ 40,132,070	100.0%	\$ (3,732,568)	-8.5%

Town of Bluffton

CAPITAL IMPROVEMENTS PROGRAM (CIP) FUND

The Capital Improvement Program (CIP) Fund accounts for and reports financial resources that are restricted, committed, or assigned to expenditures for capital outlays including the land acquisition and/or construction of capital facilities and other capital assets. Capital projects are primarily non-recurring in nature. All capital categories require a unit cost threshold of greater than \$5,000, except roads, buildings, and computer software (recorded in the general fund) whose threshold is \$50,000. The CIP budget is 28.9% of the consolidated budget at \$11,595,468 and supports diversified projects throughout our Bluffton neighborhoods.

Town of Bluffton

CAPITAL IMPROVEMENTS PROGRAM PROCESS

1. Guiding documents
 - a. Strategic Plan
 - b. Comprehensive Plan
 - c. May River Watershed Sewer Master Plan (with BJWSA)
 - d. Old Town Master Plan
 - e. Buckwalter Place Commerce Park Master Plan
 - f. SC46 Corridor Plan
 - g. Neighborhood Plans
 - h. Project Maintenance/Improvement Needs Assessment
2. Staff review of current needs and available funding sources
3. Town Council consideration and prioritization of CIP Projects at Annual Strategic Planning Workshop
4. Planning Commission review and recommendations to Town Council
5. Town Council consideration and approval during annual Fiscal Year
6. Project Work – Planning / Construction / Maintenance
 - a. Planning and Design
 - b. Community Engagement for Major Projects through Town Council Quarterly Workshops
 - c. Acquisition, Permitting, Construction
 - d. Ownership and Maintenance

Town of Bluffton

CAPITAL PROJECT IMPACT ON GENERAL FUND EXPENDITURES

General Fund Expenditure	FY 2022 Proposed	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Estimate	FY 2026 Estimate
Operations	41,270	51,302	78,279	137,720	142,434
Maintenance	121,057	156,188	245,961	266,164	261,569
Total General Fund Expenditure Impact	\$162,327	\$207,490	\$324,240	\$403,884	\$404,003

Town of Bluffton

FY 2022 CIP SOURCES AND USES

	Revised FY 2021 Budget	Proposed FY 2022 Budget	\$ Budget Change	% Budget Change
Revenues				
Licenses & Permits	\$ 409,000	\$ 376,600	\$ (32,400)	-7.9%
Grants and Entitlements	800,000	600,000	(200,000)	-25.0%
Intergovernmental	300,000	500,000	200,000	66.7%
Total Revenues	1,509,000	1,476,600	(32,400)	-2.1%
Other Financing Sources				
Transfers In	5,080,000	-	(5,080,000)	-100.0%
Hospitality Tax	1,197,698	1,446,495	248,797	20.8%
Local Accommodations Tax	287,193	325,730	38,537	13.4%
Stormwater Fund	1,124,691	161,500	(963,191)	-85.6%
TIF	2,713,609	2,229,437	(484,172)	-17.8%
General Fund	159,461	1,280,000	1,120,539	702.7%
Boat Ramp	42,000	-	(42,000)	-100.0%
CIP Fund Balance	4,585,509	4,675,706	90,197	2.0%
Total Other Financing Sources & Transfers In	15,190,161	10,118,868	(5,071,293)	-33.4%
Total Revenues and Other Financing Sources	\$ 16,699,161	\$ 11,595,468	\$ (5,103,693)	-30.6%
Expenditures				
Stormwater and Sewer Projects	\$ 4,272,178	\$ 2,833,060	\$ (1,439,118)	-33.7%
Economic Development Projects	500,000	2,604,190	2,104,190	420.8%
Park Projects	544,372	2,162,650	1,618,278	297.3%
Road Projects	2,323,842	1,485,730	(838,112)	-36.1%
Land Acquisition	993,386	998,386	5,000	0.5%
Housing Projects	880,321	880,321	-	0.0%
Information Technology Infrastructure Projects	76,197	338,500	262,303	344.2%
Facilities Projects	2,028,865	292,631	(1,736,234)	-85.6%
Total Project Expenditures	11,619,161	11,595,468	(23,693)	-0.2%
Other Funding Uses				
Issuance of Bonds Expenditure	77,000	-	(77,000)	-100.0%
Contribution to Fund Balance	5,003,000	-	(5,003,000)	-100.0%
Total Transfers	5,080,000	-	(5,080,000)	-100.0%
Total Expenditures and Other Funding Uses	\$ 16,699,161	\$ 11,595,468	\$ (5,103,693)	-30.6%

Town of Bluffton

#	PROJECT NAME	FY 2022 Proposed	Strategic Focus Area	Notes / Comments
Stormwater and Sewer				
00052	Watershed Management Facility	8,500	Infrastructure and Town Organization	On-going maintenance; Construction in FY22
00061	Sewer Connections Policy	329,300	Infrastructure and May River & Surrounding Watersheds	Construction ongoing
00071	Historic District Sewer Extension Phase 2	299,716	Infrastructure and May River & Surrounding Watersheds	Design Phase Complete; Anticipate Construction starting late FY21.
00072	Historic District Sewer Extension Phase 3	170,665	Infrastructure and May River & Surrounding Watersheds	Design Phase underway. Construction in FY22.
00073	Historic District Sewer Extension Phase 4	112,500	Infrastructure and May River & Surrounding Watersheds	Design Phase underway. Construction in FY22.
00074	Historic District Sewer Extension Phase 5	138,095	Infrastructure and May River & Surrounding Watersheds	Design Phase underway. Construction in FY22.
00075	Historic District Sewer Extension Phase 6	2,450	Infrastructure and May River & Surrounding Watersheds	Design Phase underway. Construction in FY23.
00082	Bridge Street Streetscape	1,379,034	Economic Growth and Infrastructure	Design & Acquisition Phase; Construction to start in FY22.
00099	Comprehensive Drainage Plan Improvements - NEW	153,000	Infrastructure and May River & Surrounding Watersheds	New Project; Design scope and implementation to begin in FY22.
00100	Buck Island Road Drainage Improvements - NEW	229,800	Infrastructure and May River & Surrounding Watersheds	Planning & Design Phase; Construction in FY22.
00102	Stoney Crest Campground/Old Palmetto Bluff Rd - NEW	10,000	Infrastructure and May River & Surrounding Watersheds	Multi-jurisdictional project pending approval
Roads				
00042	Calhoun Street Streetscape	228,704	Economic Growth and Infrastructure	Design Phase; Concept Master Plan approved, engineering design underway.
00050	Historic District Lighting, Signage, Parking & Streetscape Enhancements	192,878	Community Quality of Life	Planning, Design, Acquisition Phase; AME construction in FY21. Multiyear project
00054	BIS Neighborhood Sidewalks & Lighting	425,751	Infrastructure and Community Quality of Life	Design Phase; Two phases remaining. Construction in FY21 & FY22.
00055	Goethe - Shults Neighborhood Improvements Phase 2	538,197	Infrastructure and Community Quality of Life	CDBG Grant (80/20); Construction to be complete in FY22
00068	Wharf Street Lighting	9,000	Infrastructure and Community Quality of Life	Planning Phase, Construction to be complete in FY24
00093	Ghost Roads	11,200	Economic Growth and Infrastructure	Acquisition Phase; Quit Claims Deeds & Owner negotiation underway.
00094	Boundary Street Streetscape	80,000	Community Quality of Life and Economic Growth	Design Phase; Engineering Design underway
Facilities				
00067	Squire Pope Carriage House	52,850	Community Quality of Life	Design Phase complete; Building stabilization in FY22. Construction TBD
00077	Law Enforcement Center Facility Improvements	85,398	Infrastructure and Town Organization	Construction Phase; Service yard & parking construction to be complete in FY22.
00078	Public Works Facility Improvements	66,900	Infrastructure and Town Organization	On-going maintenance; Construction to begin FY22
00079	Rotary Community Center Facility Improvements	33,500	Infrastructure and Town Organization	On-going maintenance; Construction to begin FY22
00081	Garvin-Garvey House Interpretive Signage	53,983	Community Quality of Life and Economic Growth	Design Phase complete; Construction in FY23.
Land				
00020	Land Acquisition	998,386	Infrastructure and Economic Growth	On-going land acquisition
Housing				
00087	Affordable Housing Project	880,321	Housing	Joint Venture Partnership Contract Negotiation Phase; Design in FY22
Economic Development				
00098	Buckwalter Place Multi-County Commerce Park Phase 2	2,604,190	Economic Growth	Design Phase; Engineering Design underway. Construction in FY 22-23.
Parks				
00059	Oyster Factory Park	292,575	Infrastructure	Design Phase; Master Plan approved. Design & Construction in FY22-23
00066	Oscar Frazier Park	76,350	Community Quality of Life	On-going construction at the Field of Dreams in FY22-23
00080	May River Pocket Park	141,330	Community Quality of Life	Planning and construction of park
00085	New Riverside Park / Barn Site	1,381,095	Community Quality of Life	Design Phase, Master plan approved. Phase 1 Engineering Design underway. Grant pending approval.
00086	Park Improvements	83,800	Community Quality of Life	On-going construction improvements at various parks in FY22-23
00092	New River Trail	187,500	Community Quality of Life	New Project, Conceptual Master Planning and Phase 1 Design in FY22.
Information Technology Infrastructure				
00091	Community Safety Cameras Phase 6 - NEW	58,500	Infrastructure and Community Quality of Life	On-going upgrades & replacements of Safety Cameras. Construction in FY22.
00104	Document Management - Phase 1 - NEW	100,000	Infrastructure	New Project; Planning and implementation to start FY22.
00103	Network Improvements - NEW	180,000	Infrastructure	New Project; Planning and implementation to start FY22.
TOTAL CIP FY 2022 PROPOSED BUDGET		11,595,468		

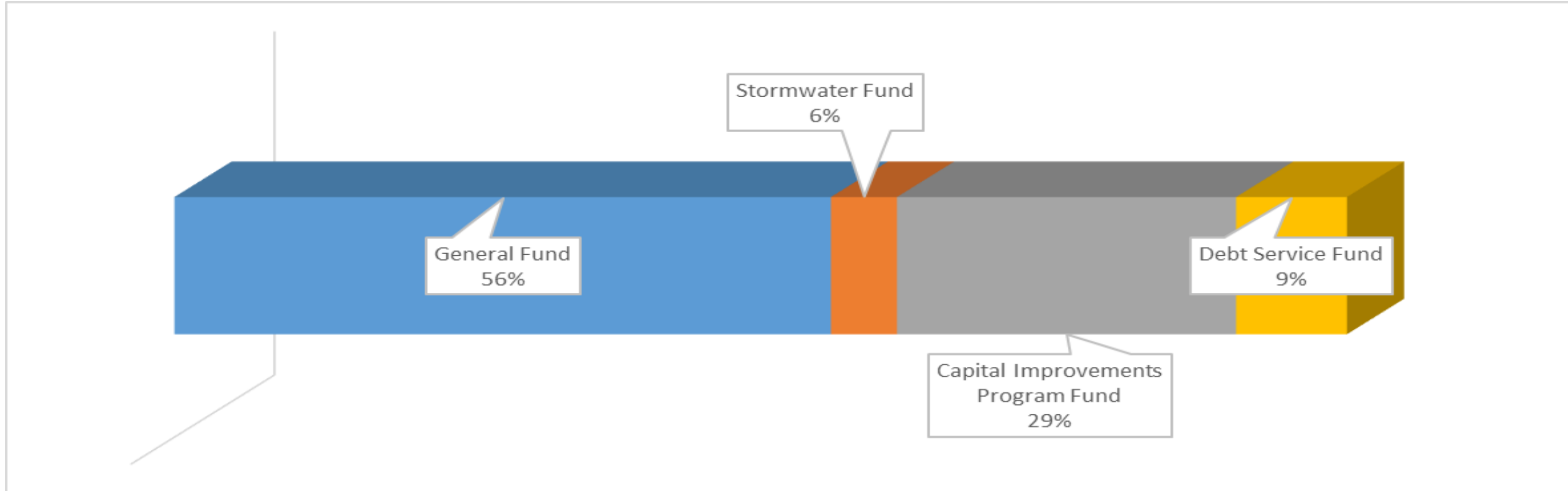
Town of Bluffton

TOWN OF BLUFFTON

#	PROJECT NAME	Prior Years	FY 2021 Estimate	FY 2022 Proposed	FY 2023 Estimate	FY 2024 Estimate	FY 2025 Proposed	FY 2026 Proposed	Total Project
Stormwater and Sewer									
00052	Watershed Management Facility	127,364	24,093	8,500	-	-	-	-	159,957
00061	Sewer Connections Policy	36,006	223,200	329,300	201,000	-	-	-	789,506
00071	Historic District Sewer Extension Phase 2	25,905	85,069	299,716	-	-	-	-	410,690
00072	Historic District Sewer Extension Phase 3	-	27,670	170,665	-	-	-	-	198,335
00073	Historic District Sewer Extension Phase 4	-	28,625	112,500	-	-	-	-	141,125
00074	Historic District Sewer Extension Phase 5	-	19,190	138,095	-	-	-	-	157,285
00075	Historic District Sewer Extension Phase 6	-	28,800	2,450	273,790	-	-	-	305,040
00082	Bridge Street Streetscape	44,328	119,714	1,379,034	512,557	-	-	-	2,055,633
00099	Comprehensive Drainage Plan Improvements - NEW	-	-	153,000	162,000	272,400	147,900	113,400	848,700
00100	Buck Island Road Drainage Improvements - NEW	-	-	229,800	179,000	-	-	-	408,800
00102	Stoney Crest Campground/Old Palmetto Bluff Rd - NEW	-	-	10,000	341,658	740,838	740,837	-	1,833,333
Roads									
00042	Calhoun Street Streetscape	237,020	285,812	228,704	954,302	971,582	929,802	-	3,607,222
00050	Historic District Lighting, Signage, Parking & Streetscape Enhancements	391,693	247,584	192,878	173,878	142,000	148,793	-	1,296,826
00054	BIS Neighborhood Sidewalks & Lighting	588,740	361,920	425,751	-	-	-	-	1,376,411
00055	Goethe - Shults Neighborhood Improvements Phase 2	114,403	532,308	538,197	-	-	-	-	1,184,908
00068	Wharf Street Lighting	-	-	9,000	-	237,060	-	-	246,060
00093	Ghost Roads	44,941	22,909	11,200	-	-	-	-	79,050
00094	Boundary Street Streetscape	-	115,000	80,000	-	-	-	-	195,000
Facilities									
00067	Squire Pope Carriage House	64,850	45,508	52,850	1,403,012	-	-	-	1,566,220
00077	Law Enforcement Center Facility Improvements	142,838	1,006,215	85,398	-	-	98,395	-	1,332,846
00078	Public Works Facility Improvements	63,676	-	66,900	-	-	-	-	130,576
00079	Rotary Community Center Facility Improvements	41,991	7,400	33,500	-	-	-	-	82,891
00081	Garvin-Garvey House Interpretive Signage	89,802	-	53,983	-	-	-	-	143,785
00089	Ulmer Auditorium Improvements	143,515	-	-	118,217	-	-	-	261,732
00097	Buckwalter Place Park Restrooms	-	62,991	-	257,199	-	-	-	320,190
P101	Sarah Riley Hooks Cottage	-	-	-	45,680	-	-	-	45,680
Land									
00020	Land Acquisition	3,914,700	495,000	998,386	500,000	500,000	500,000	500,000	7,408,086
Housing									
00087	Affordable Housing	1,450	-	880,321	-	-	-	-	881,771
Economic Development									
00098	Buckwalter Place Multi-County Commerce Park Phase 2	-	68,750	2,604,190	-	-	-	-	2,672,940
Parks									
00059	Oyster Factory Park	364,298	42,708	292,575	2,371,759	-	-	-	3,071,340
00066	Oscar Frazier Park	409,325	97,000	76,350	197,500	-	-	-	780,175
00080	May River Pocket Park	-	-	141,330	-	-	-	-	141,330
00085	New Riverside Park / Barn Site	84,158	268,313	1,381,095	3,082,241	1,989,800	3,590,527	715,000	11,111,134
00086	Park Improvements	5,113	-	83,800	55,000	144,000	-	-	287,913
00092	New River Trail	30,094	10,906	187,500	-	-	-	-	228,500
Information Technology Infrastructure									
00091	Community Safety Cameras Phase 6 - NEW	58,430	76,197	58,500	-	-	-	-	193,127
00104	Document Management - Phase 1 - NEW	-	-	100,000	120,000	150,000	-	-	370,000
00103	Network Improvements - NEW	-	-	180,000	195,000	185,000	-	-	560,000
TOTAL CAPITAL IMPROVEMENT PROGRAM 5-YEAR PLAN		7,024,640	4,302,882	11,595,468	11,143,793	5,332,680	6,156,254	1,328,400	46,884,117

Town of Bluffton

FY 2022 PROPOSED CONSOLIDATED BUDGET



Fund	FY 2021 Revised Budget	% of Budget	FY 2022 Proposed Budget	% of Budget	Budget \$ Change	Budget % Change
General Fund	\$ 19,501,476	44.5%	\$ 22,445,764	55.9%	\$ 2,944,288	15.1%
Stormwater Fund	2,538,882	5.8%	2,259,570	5.6%	(279,312)	-11.0%
Capital Improvements Program Fund	16,699,161	38.1%	11,595,468	28.9%	(5,103,693)	-30.6%
Debt Service Fund	5,125,119	11.6%	3,831,268	9.6%	(1,293,851)	-25.2%
Total Consolidated Budget	\$ 43,864,638	100.0%	\$ 40,132,070	100.0%	\$ (3,732,568)	-8.5%

Town of Bluffton

FY 2022 CONSOLIDATED BUDGET REVIEW & APPROVAL PROCESS

