

# FY 2021 Proposed Consolidated Budget



Town of Bluffton, SC Municipal Government

# Town of Bluffton

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## FY 2021 PROPOSED CONSOLIDATED MUNICIPAL BUDGET

MAYOR

Lisa Sulka

MAYOR PRO TEMPORE

Fred Hamilton

TOWN COUNCIL MEMBERS

Bridgette Frazier

Larry Toomer

Dan Wood

TOWN MANAGER

Marc Orlando, ICMA-CM

# Town of Bluffton

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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

# Town of Bluffton

## 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.

# Town of Bluffton

## 2020 ECONOMIC FACTORS

**SIZE**  
54-square miles



### ESTIMATED POPULATION

24,000  
28% increase since 2015  
Median age - 37 years



**PER CAPITA INCOME**  
\$37,204  
13% increase since 2017

### LARGEST LOCAL ECONOMIC DRIVERS

**HOUSEHOLD INCOME**  
Approximately \$83,077  
19% increase since 2017



**ACCOMMODATION & FOOD**  
13.3%



**HEALTHCARE**  
13.2%



**MEDIAN RENT**  
\$1,571  
15+% increase since 2015



**CONSTRUCTION**  
11.7%



**RETAIL**  
11%

**MEDIAN HOME VALUE**  
\$266,200  
25+% increase since 2015



- 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

# Town of Bluffton

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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

# Town of Bluffton

## FY 2021 PROPOSED CONSOLIDATED BUDGET OVERVIEW

### FOUR MAJOR FUNDS



General Fund

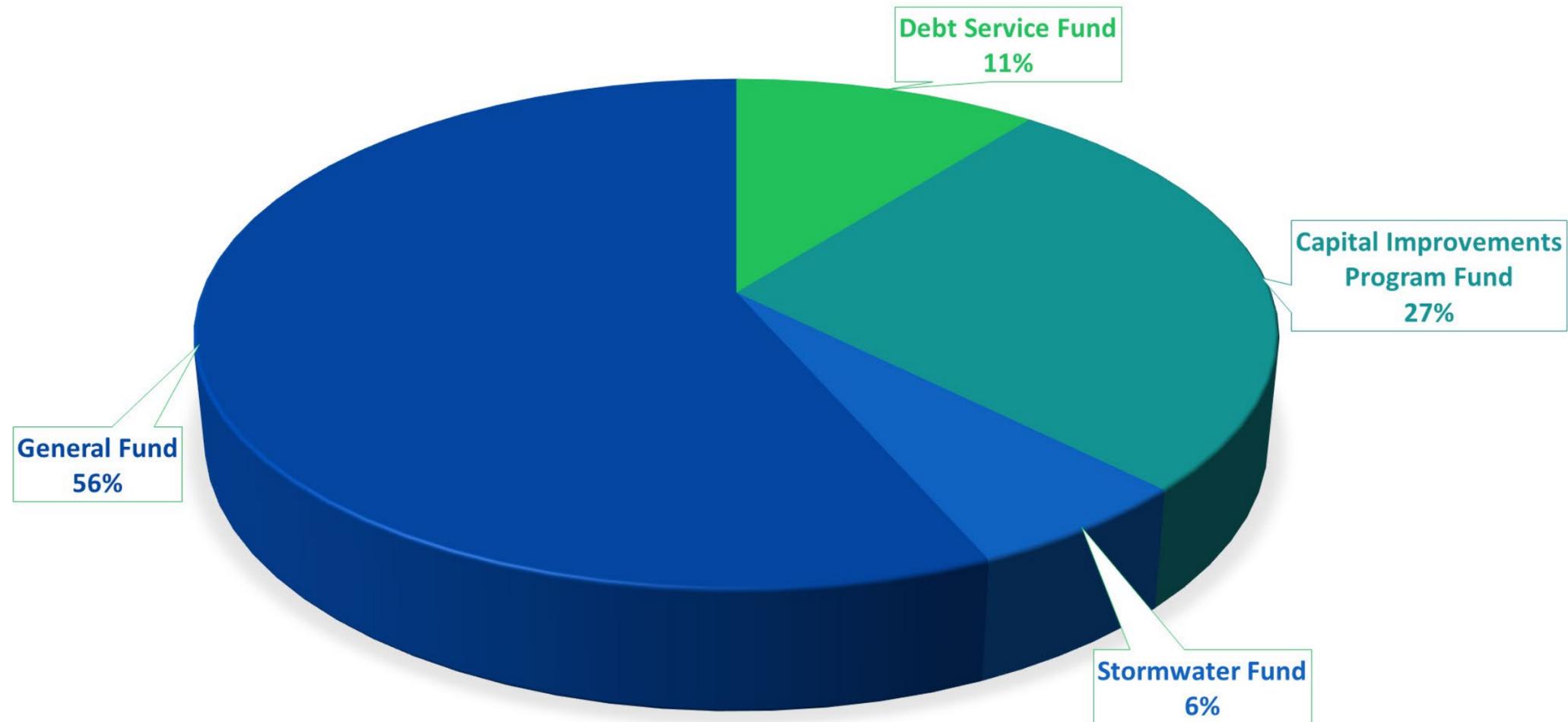
Stormwater Utility Fund

Capital Improvements Program  
(CIP) Fund

Debt Service Fund

# Town of Bluffton

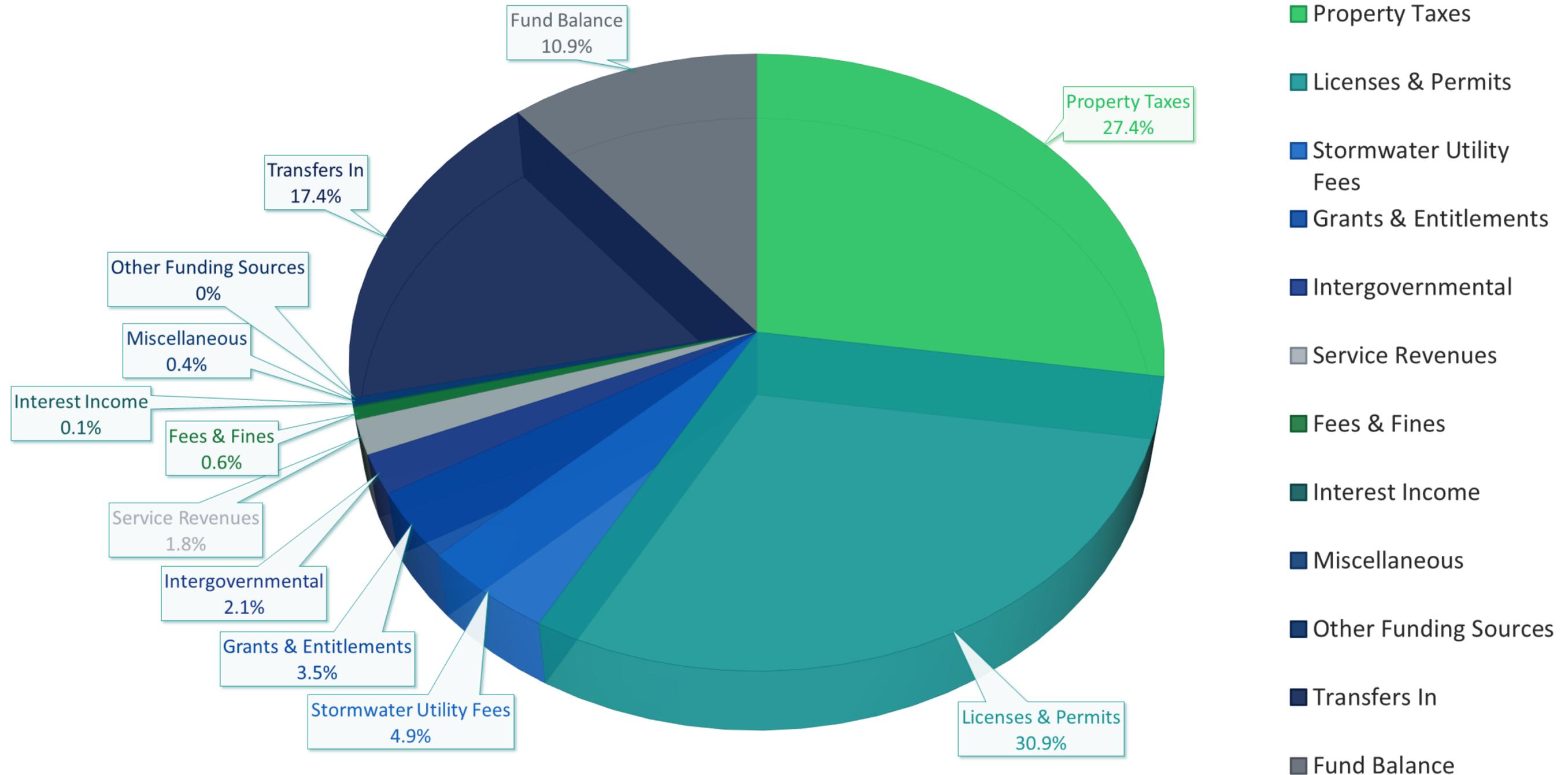
## FY 2021 PROPOSED CONSOLIDATED BUDGET



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	<b>\$19,363,015</b>	\$ (826,099)	-4.1%
Stormwater Utility Fund	2,051,695	2,022,752	1,410,444	<b>2,043,817</b>	21,065	1.0%
Capital Improvements Program Fund	9,661,470	11,895,271	7,455,021	<b>9,185,407</b>	(2,709,864)	-22.8%
Debt Service Fund	3,195,475	3,195,475	3,274,002	<b>3,631,628</b>	436,153	13.6%
Consolidated Budget	<u>\$34,941,440</u>	<u>\$37,302,612</u>	<u>\$31,499,608</u>	<u><b>\$34,223,867</b></u>	<u>\$ (3,078,745)</u>	<u>-8.3%</u>

# Town of Bluffton

## FY 2021 PROPOSED CONSOLIDATED BUDGET REVENUES



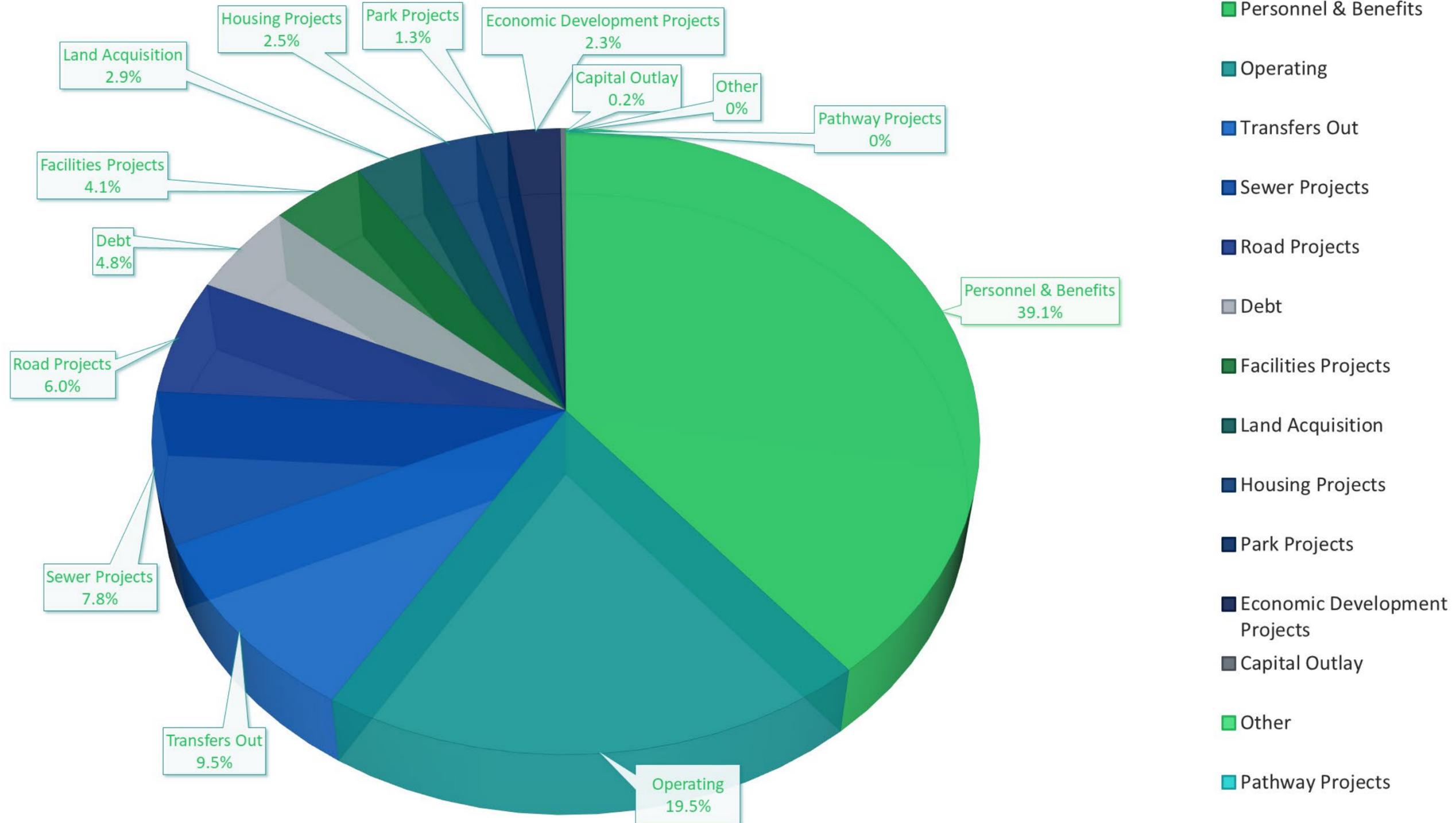
# Town of Bluffton

## 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	\$10,162,375	\$10,564,520	4.0%	30.9%
Stormwater Utility Fees	\$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%
Transfers In	\$6,458,585	\$5,969,798	-7.6%	17.4%
Fund Balance	\$3,686,219	\$3,744,790	1.6%	10.9%
<b>Total Revenues</b>	<b>\$37,302,612</b>	<b>\$34,223,867</b>	<b>-8.3%</b>	<b>100.0%</b>

# Town of Bluffton

## FY 2021 PROPOSED CONSOLIDATED BUDGET EXPENDITURES



# Town of Bluffton

## 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%
<b>Total Expenditures</b>	<b>\$37,302,612</b>	<b>\$34,223,867</b>	<b>-8.3%</b>	<b>100.0%</b>

# Town of Bluffton

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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

# Town of Bluffton

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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

# Town of Bluffton

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## FY 2021 CONSOLIDATED BUDGET HIGHLIGHTS

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

# 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

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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

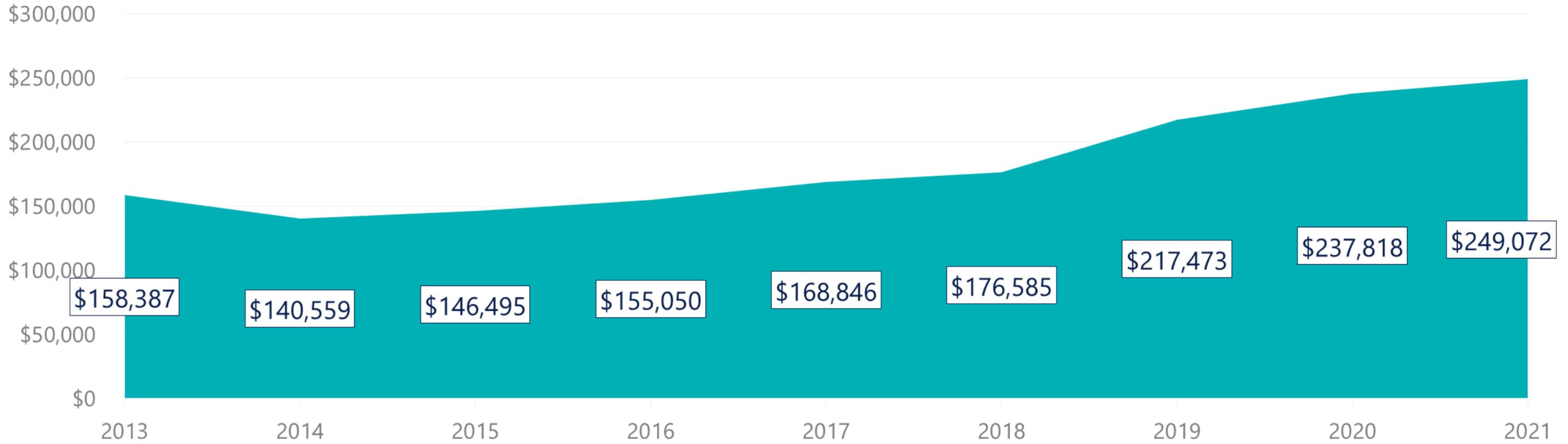
# Town of Bluffton

## 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

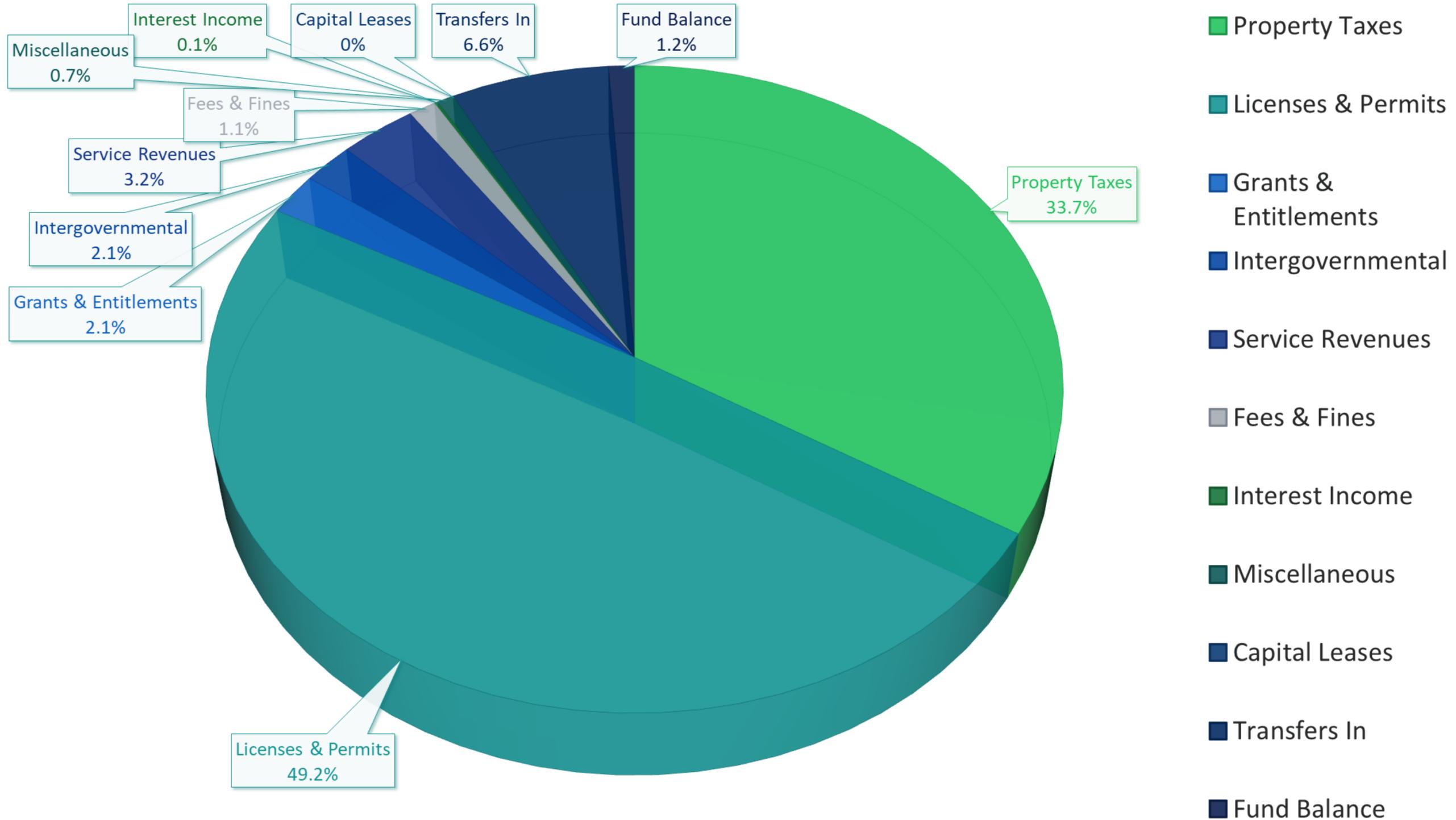
# Town of Bluffton

## MILLAGE VALUE



# Town of Bluffton

## FY 2021 PROPOSED GENERAL FUND BUDGET REVENUES



# Town of Bluffton

## FY 2021 PROPOSED GENERAL FUND BUDGET REVENUES

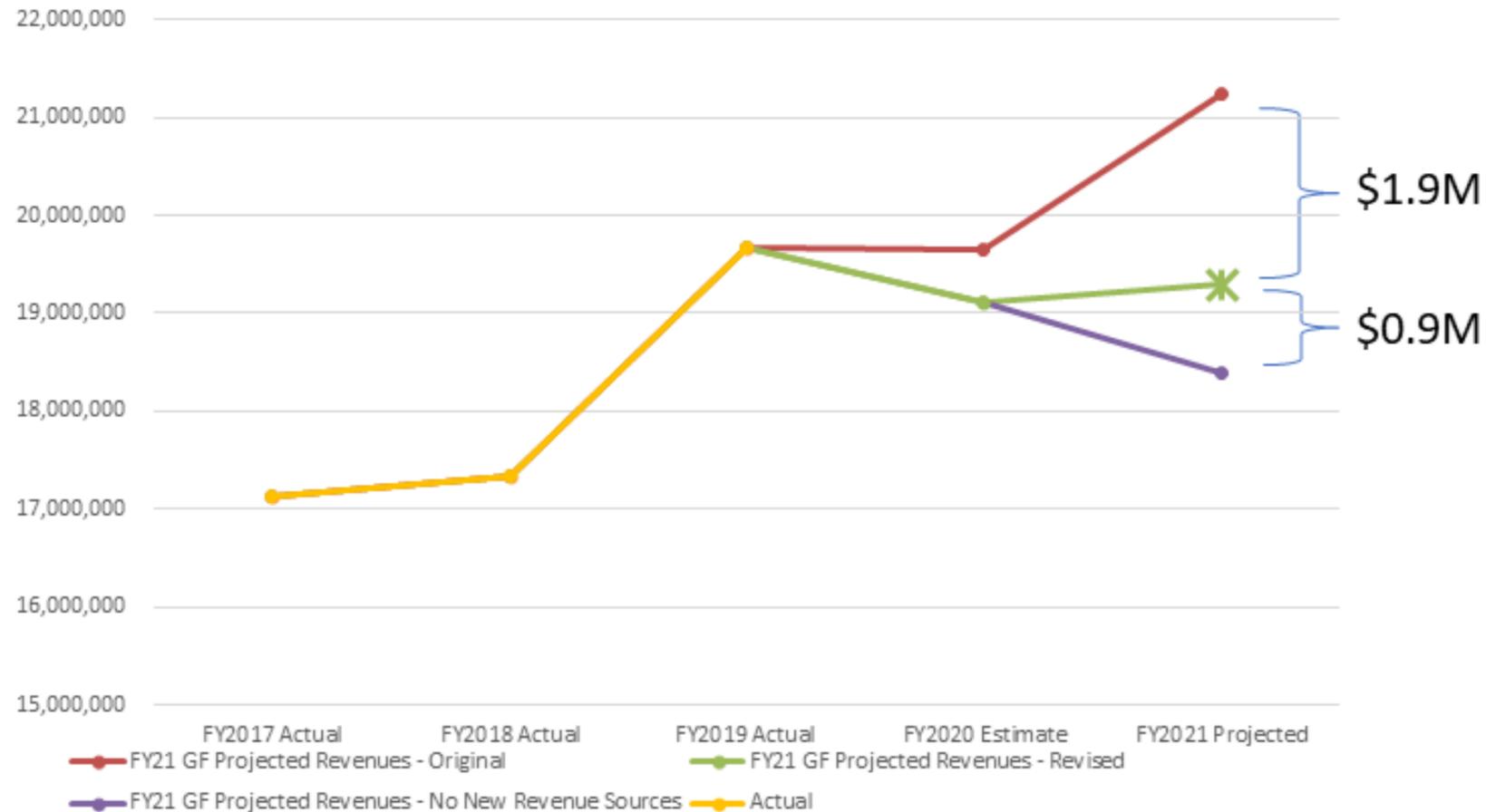
Where the Town's funding comes from:

	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%
<b>Total Revenues</b>	<b>\$20,189,114</b>	<b>\$19,363,015</b>	<b>-4.1%</b>	<b>100.0%</b>

# Town of Bluffton

## FY 2021 PROPOSED GENERAL FUND REVENUES

- INITIAL VS. REVISED



### Cost reductions:

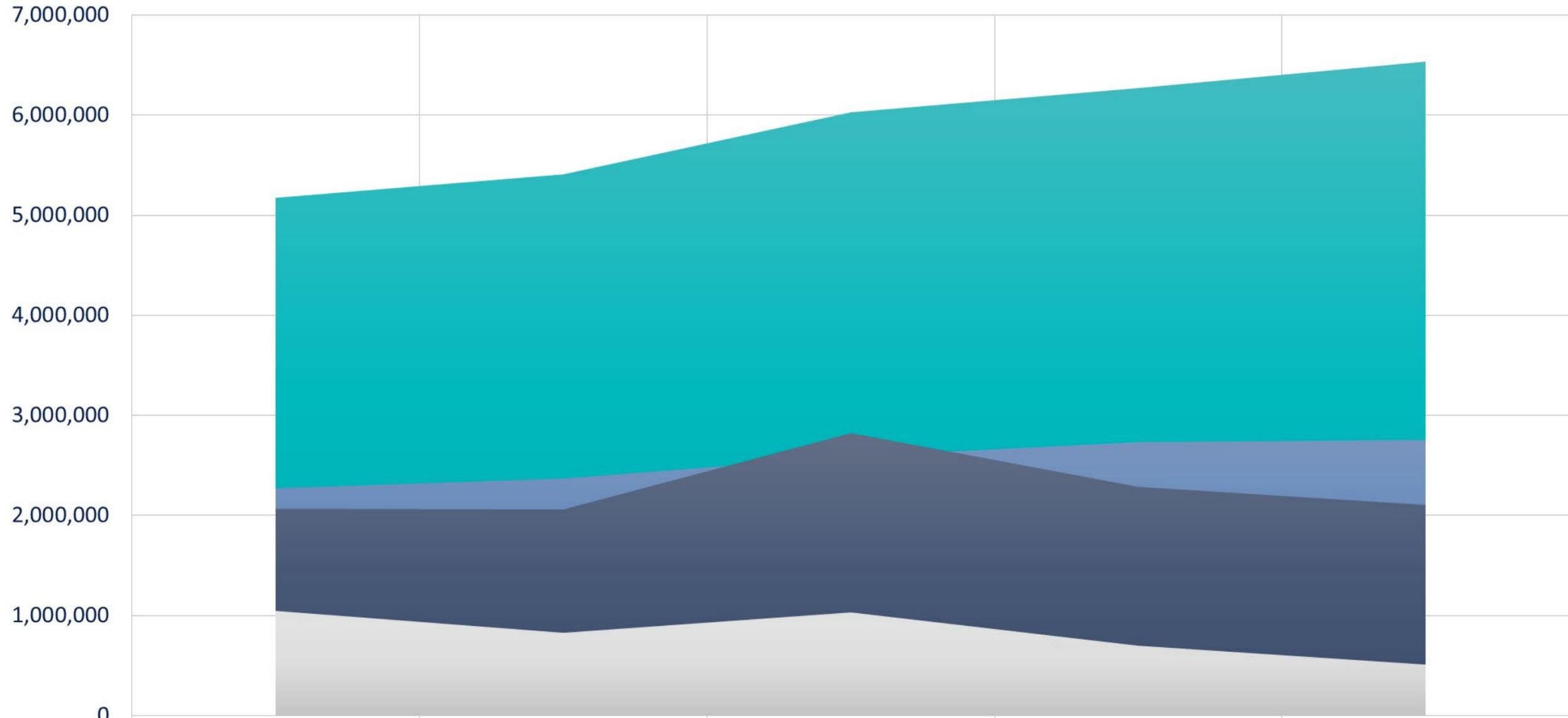
- No COLA or merit increases
- OPEN position freezes
- No in-state or out of state travel
- No new or replacement vehicles

### 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

# Town of Bluffton

## 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

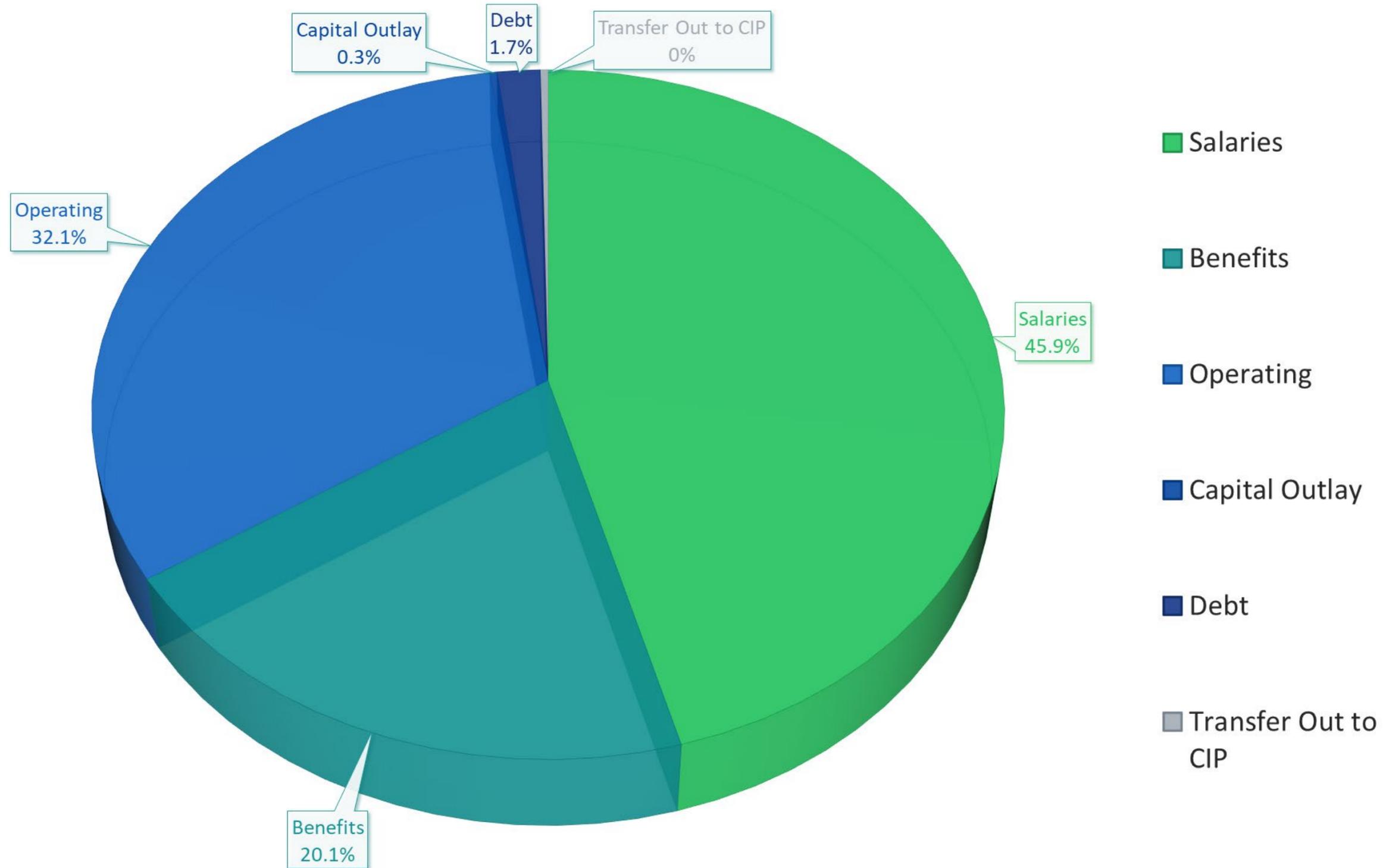
# Town of Bluffton

## 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%

# Town of Bluffton

## FY 2021 PROPOSED GENERAL FUND BUDGET EXPENDITURES



# Town of Bluffton

## 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%	
<b>Total Expenditures &amp; Transfer Out</b>	<b>\$20,189,114</b>	<b>\$19,363,015</b>	<b>-4.1%</b>	

# Town of Bluffton

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## FY 2021 GENERAL FUND BUDGET EXPENDITURES HIGHLIGHTS

- ✓ Eliminated performance-based/COLA salary adjustments
- ✓ Eliminated in-state/out-of-state travel, except for MASC Legislative Action Day and annual MASC conference
- ✓ Current open positions on hold
- ✓ 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

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## FY 2021 GENERAL FUND BUDGET EXPENDITURES HIGHLIGHTS

- ✓ Supports online professional development and staff certifications
- ✓ Support 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 Don Ryan Center for Innovation Program
  - ❑ Business Incubation
  - ❑ Business Retention, Expansion and Recruitment
  - ❑ Buckwalter Place Commerce Park
  - ❑ Town of Bluffton COVID-19 Small Business Resiliency Plan

# Town of Bluffton

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## 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

## 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

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## 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

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## 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

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## 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

## FY 2021 PROPOSED STORMWATER FEE COMPARISON

Property Description	Option E \$98	Option E \$115
Tier 1 Single-Family Unit ( $\leq 2,521$ SF)	\$58.50	\$72.50
Tier 2 Single-Family Unit (2,522 -7,265 SF)	\$98.00	\$115.00
Tier 3 Single-Family Unit ( $\geq 7,266$ 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

## 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
<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

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

## 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
<b>TOTALS</b>	<b>0.27520</b>	<b>10,650</b>	<b>1,838.78</b>

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
<b>TOTALS</b>	<b>0.27520</b>	<b>10,650</b>	<b>1,855.78</b>

Annual Change \$ 17.00

# Town of Bluffton

## NPDES PLAN REVIEW & INSPECTION FEE COMPARISON

Municipal Separate Storm Sewer System (MS4) Jurisdiction	National Pollutant Discharge Elimination System (NPDES) <sup>1</sup> 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 <sup>2</sup>	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 <sup>3</sup> 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	

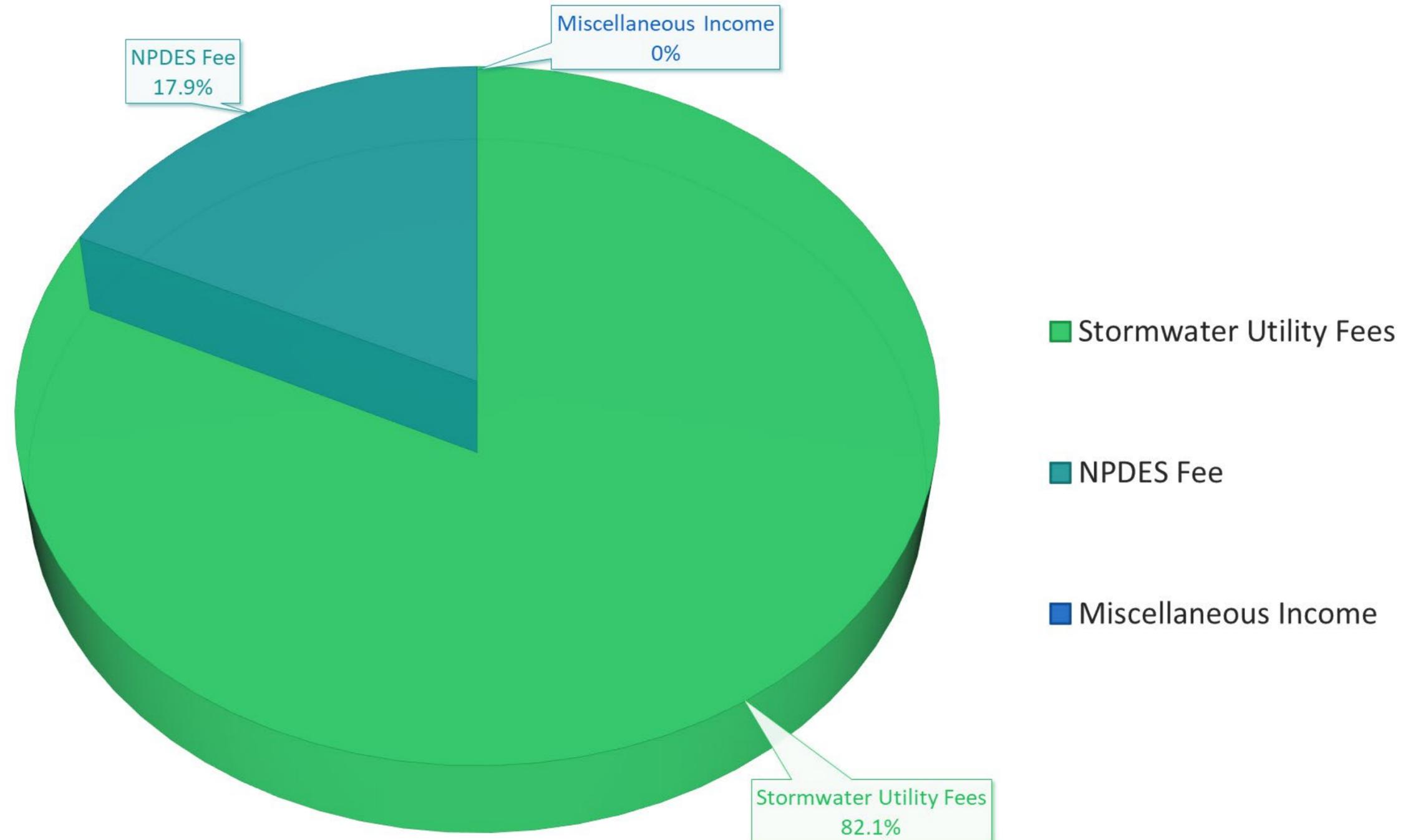
<sup>1</sup> SCDHEC charges \$125 application fee for all applications, and \$100/disturbed acre (\$2,000 max) plan review fee for non-MS4 regulated areas

<sup>2</sup> 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.

<sup>3</sup> 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

## FY 2021 PROPOSED STORMWATER UTILITY FUND BUDGET REVENUES



# Town of Bluffton

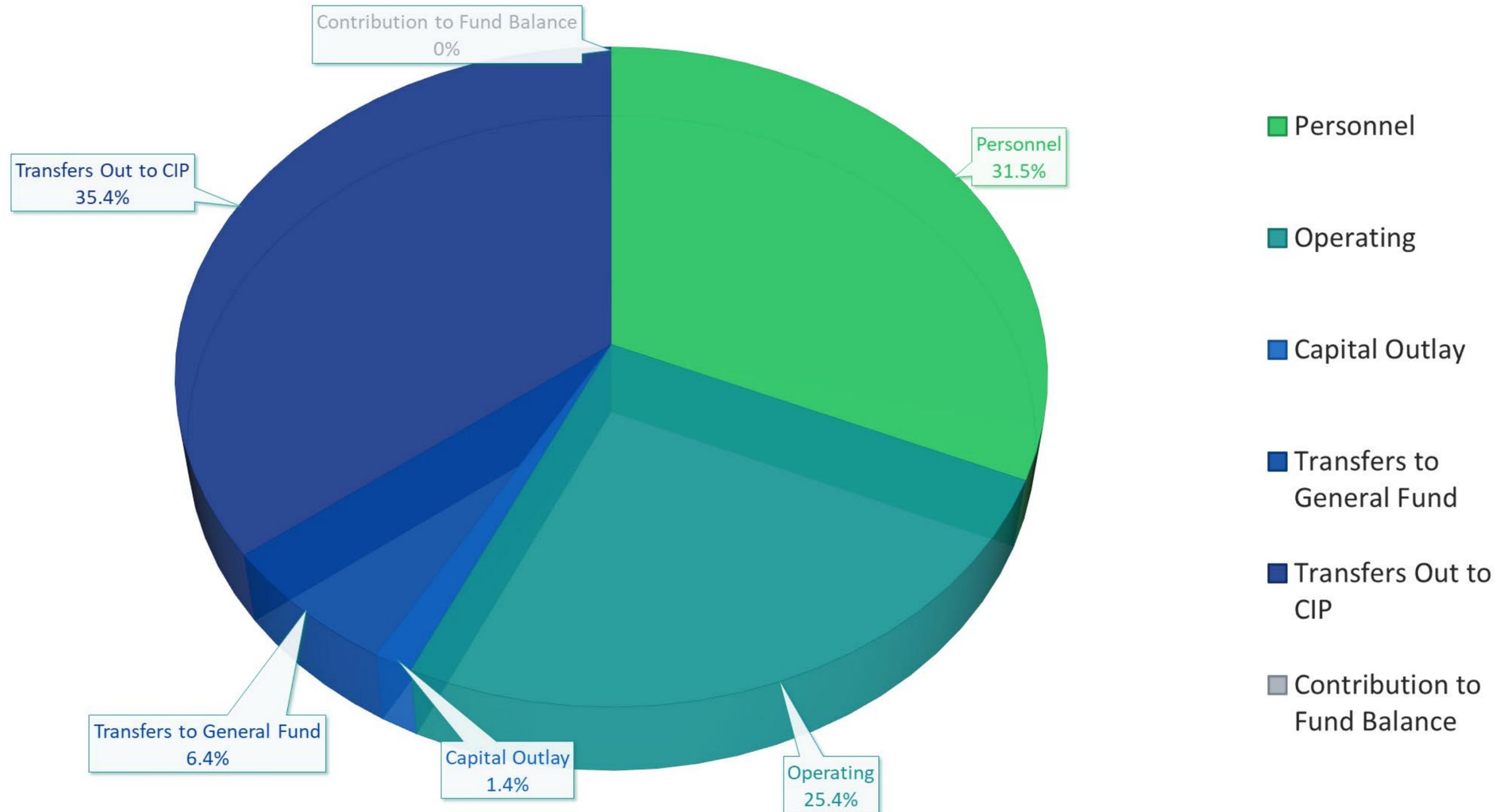
## FY 2021 PROPOSED STORMWATER UTILITY FUND BUDGET REVENUES

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	-	\$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%
<b>Total Revenues</b>	<b>\$2,022,752</b>	<b>\$2,043,817</b>	<b>1.0%</b>	<b>100.0%</b>

National Pollutant Discharge Elimination System (NPDES) Fee

# Town of Bluffton

## FY 2021 PROPOSED STORMWATER UTILITY FUND BUDGET EXPENDITURES



# 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%
<b>Total Expenditures</b>	<b>\$2,022,752</b>	<b>\$2,043,817</b>	<b>1.0%</b>	<b>100.0%</b>

# Town of Bluffton

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## FY 2021 STORMWATER FUND BUDGET HIGHLIGHTS

- ✓ Supports May River Watershed Action Plan and MS4 Program Implementation
- ✓ Stormwater Utility Fee increase from \$98 to \$115
  - potential \$256,000 revenue generation for FY2021
- ✓ Establish National Pollutant Discharge Elimination System (NPDES) plan review and inspection fees
  - potential \$365,000 revenue generation for FY2021

# Town of Bluffton

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## FY 2021 STORMWATER FUND BUDGET HIGHLIGHTS

- ✓ Supports drainage & ditch maintenance for Town performed, routine drainage maintenance work in conjunction with SCDOT and Beaufort County
- ✓ Supports University of South Carolina Beaufort (USCB) Water Quality Monitoring Services - \$120,000
- ✓ Supports the Water Quantity model and projects - \$90,000
- ✓ Provides replacement vehicle for Watershed Management staff for inspections and water collections for testing

# Town of Bluffton

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## FY 2021 STORMWATER FUND BUDGET HIGHLIGHTS

- ✓ Capital Improvements Program support including:
  - ❑ 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

## 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

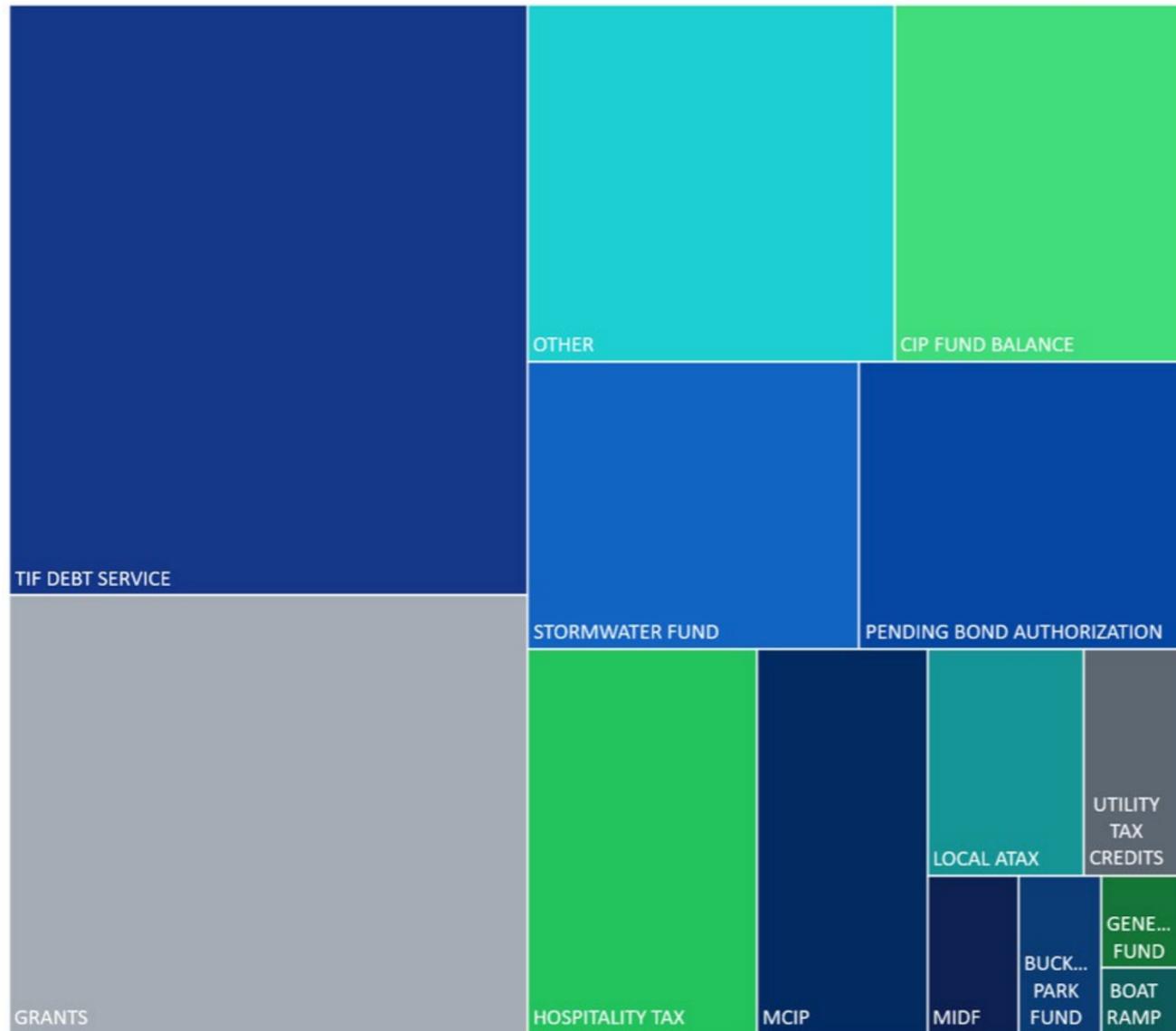
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## CAPITAL IMPROVEMENTS PROJECT (CIP) FUND

- ❑ Accounts for and reports the 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 whose threshold is \$50,000
- ❑ Sources of revenue are state and federal grants, hospitality taxes, stormwater fees and other restricted revenues for capital improvements

# Town of Bluffton

## FY 2021 PROPOSED CIP SOURCE OF FUNDS

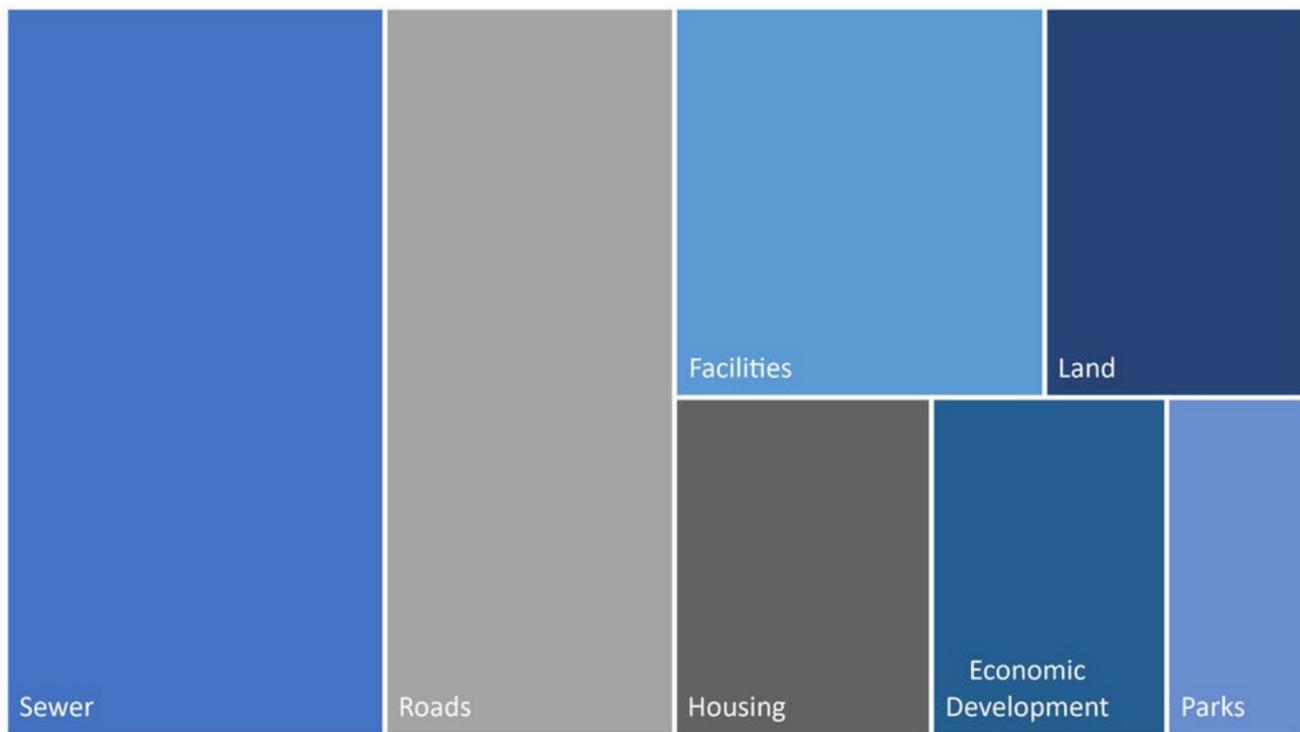


Source of Funds	FY 2021 Proposed Budget	% of Budget
Hospitality Tax	\$672,830	7.3%
Local ATAX	\$269,314	2.9%
Stormwater Fund	\$722,677	8.0%
Pending Bond Authorization	\$708,565	7.7%
TIF Debt Service	\$2,323,526	25.3%
Grants	\$1,729,736	18.8%
General Fund	\$58,000	0.6%
Boat Ramp	\$42,000	0.5%
Buckwalter Park Fund	\$99,751	1.1%
MCIP	\$500,000	5.4%
MIDF	\$110,289	1.2%
Utility Tax Credits	\$171,740	1.9%
CIP Fund Balance	\$783,592	8.5%
Other	\$993,386	10.8%
<b>Total Sources of Funding</b>	<b>\$9,185,407</b>	<b>100.0%</b>

# Town of Bluffton

## FY 2021 PROPOSED CIP

### USE OF FUNDS



Use of Funds	FY 2021 Proposed Budget	% of Budget
Sewer	\$2,677,565	29.2%
Roads	\$2,041,764	22.2%
Facilities	\$1,398,606	15.2%
Land	\$993,386	10.8%
Housing	\$841,592	9.2%
Economic Development	\$771,491	8.4%
Parks	\$461,002	5.0%
<b>Total Use of Funds</b>	<b>\$9,185,407</b>	<b>100.0%</b>

# Town of Bluffton

## FY 2021 PROPOSED CAPITAL IMPROVEMENT PROGRAM FUND

## PROJECTS

	Projects	Total Project Forecast	Prior Years' Expenditure	FY 2020 Estimated Expenditure	FY2021 Budget
	<b>CARRY FORWARD PROJECTS</b>				
00020	Land Acquisition	6,908,086	3,896,137	18,563	993,386
00040	Buckwalter Place Multi-County Commerce Park	4,161,647	1,796,553	630,089	271,491
00042	Calhoun Street Streetscape	3,551,223	215,119	65,000	242,714
00044	Buck Island - Simmonsville Sewer Phase 5	2,185,206	191,488	750,000	1,243,718
00050	Historic District Lighting, Signage, Parking & Streetscape Enhancements	1,291,825	350,727	100,000	188,550
00052	Watershed Management	96,700	61,157	13,343	22,200
00054	BIS Neighborhood Sidewalks & Lighting	1,358,910	211,534	532,374	405,203
00055	Goethe - Shults Neighborhood Improvements Phase 2	1,184,908	36,032	151,427	997,449
00059	Oyster Factory Park	3,071,339	350,589	90,808	26,600
00061	Sewer Connections	852,940	35,940	-	482,000
00062	Calhoun Street Regional Dock	854,550	36,145	609,081	209,324
00065	Wright Family Park	1,624,020	145,103	1,374,614	104,302
00066	Oscar Frazier Park	704,790	386,858	20,832	105,100
00070	Historic District Sewer Extension Phase 1	739,830	46,548	450,000	243,282
00071	Historic District Sewer Extension Phase 2	410,690	25,905	35,845	348,940
00072	Historic District Sewer Extension Phase 3	161,250	-	-	161,250
00073	Historic District Sewer Extension Phase 4	141,125	-	-	141,125
00074	Historic District Sewer Extension Phase 5	126,000	-	-	26,000
00075	Historic District Sewer Extension Phase 6	156,250	-	-	31,250
00077	Law Enforcement Center Facility Improvements	1,268,921	119,263	10,150	1,029,943
00082	Bridge Street Streetscape	1,324,214	-	67,848	72,848
00085	New Riverside Park / Barn Site	325,000	-	100,000	225,000
00087	Town of Bluffton Housing Project	841,592	-	-	841,592
00088	Town Hall Improvements	133,439	-	71,300	62,139
00090	Technical College of the Lowcountry	500,000	-	-	500,000
00091	Community Safety Cameras Phase 6	134,627	-	59,627	75,000
00093	Ghost Roads	69,000	-	49,000	20,000
P108	Boundary Street Streetscape (New Project)	115,000	-	-	115,000
	<b>TOTAL</b>	<b>\$ 34,293,082</b>	<b>\$ 7,905,098</b>	<b>\$ 5,199,901</b>	<b>\$ 9,185,407</b>

# Town of Bluffton

## FY 2021 PROPOSED CAPITAL IMPROVEMENT PROJECTS

## - CONSTRUCTION

Capital Improvement Projects	Proposed Budget
Buck Island – Simmonsville Sewer Phase 5	\$1,243,718
Law Enforcement Center Facility Improvements	\$1,029,943
Goethe -Shults Neighborhood Improvements Phase 2	\$997,449
Calhoun Street Regional Dock	\$209,324
Oscar Frazier Park	\$105,100
Wright Family Park	\$104,302
Community Safety Cameras Phase 6	\$75,000
Town Hall Improvements	\$62,139
Watershed Management	\$22,200

# Town of Bluffton

## FY 2021 PROPOSED CAPITAL IMPROVEMENT PROJECTS & CONSTRUCTION

– DESIGN, PERMITTING

Capital Improvement Projects	Proposed Budget
Town of Bluffton Housing Project	\$841,592
Buckwalter Place Multi -County Commerce Park	\$271,491
Buck Island-Simmons ville Neighborhood Sidewalks & Lighting	\$405,203
Historic District Lighting, Signage, Parking & Streetscape	\$188,550
Historic District Sewer Extension Phase 1	\$243,282
Historic District Sewer Extension Phase 2 *	\$348,940
Historic District Sewer Extension Phase 3 *	\$161,250
Historic District Sewer Extension Phase 4 *	\$141,125
Sewer Connections	\$482,000

*\*Pending bond authorization*

# Town of Bluffton

## FY 2021 PROPOSED CAPITAL IMPROVEMENT PROJECTS PERMITTING

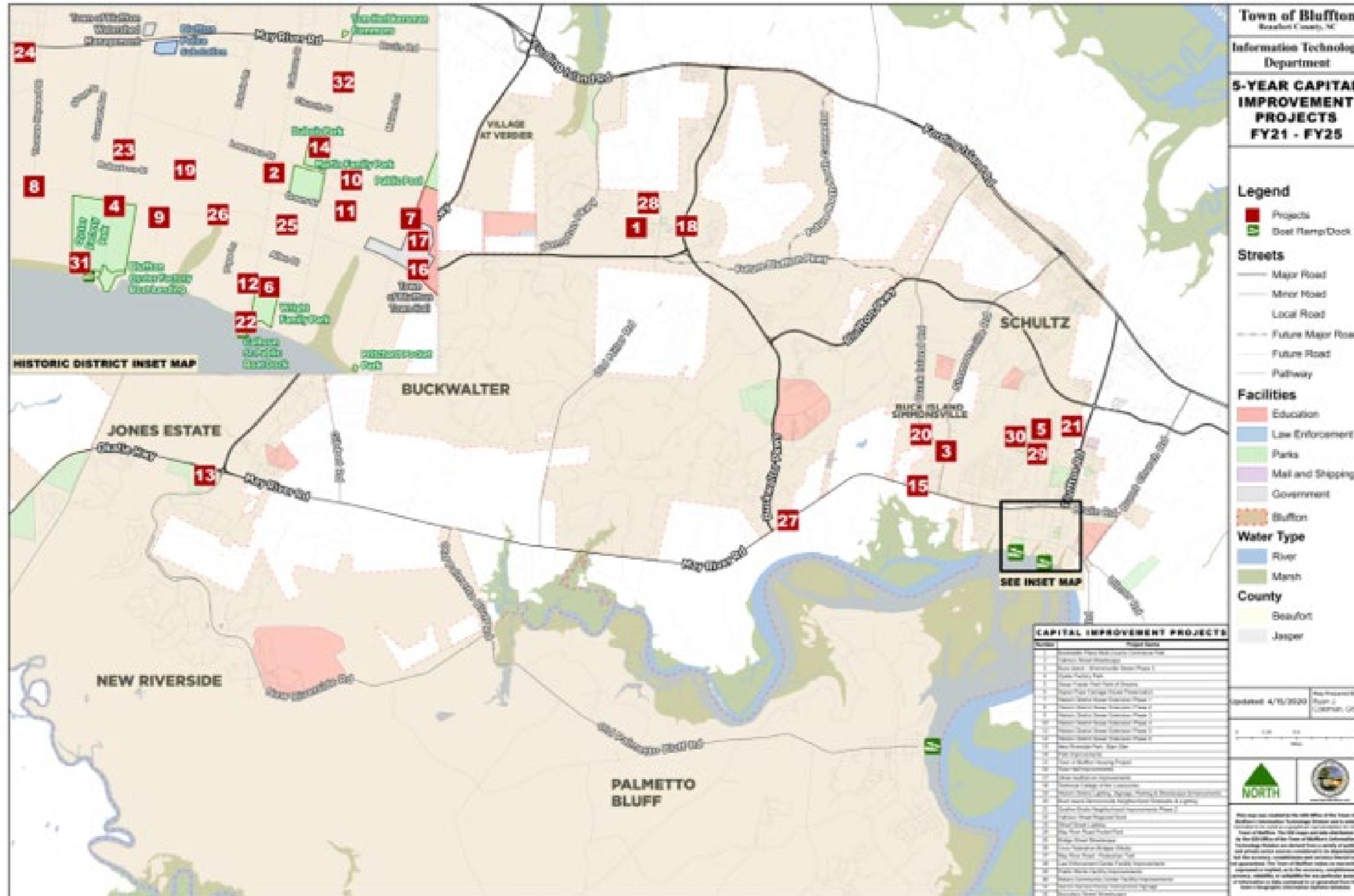
– DESIGN &

Capital Improvement Projects	Proposed Budget
Calhoun Street Streetscape	\$242,714
New Riverside Park/Barn Site	\$225,000
Boundary Street Streetscape	\$115,000
Bridge Street Streetscape	\$72,848
Oyster Factory Park	\$26,600
Historic District Sewer Extension Phase 5 *	\$26,000
Historic District Sewer Extension Phase 6 *	\$31,250

*\*Pending bond authorization*

# Town of Bluffton

## CIP PROJECT LOCATION MAP



# 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

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## 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

## FY 2021 DEBT SERVICE FUND BUDGET HIGHLIGHTS BONDS & TIF SPECIAL REVENUE BONDS

## - GENERAL OBLIGATION

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
<b>Total</b>		<b>\$8,864,167</b>	<b>\$1,018,488</b>	<b>\$289,564</b>	<b>\$1,308,052</b>

### General Obligation Bonds

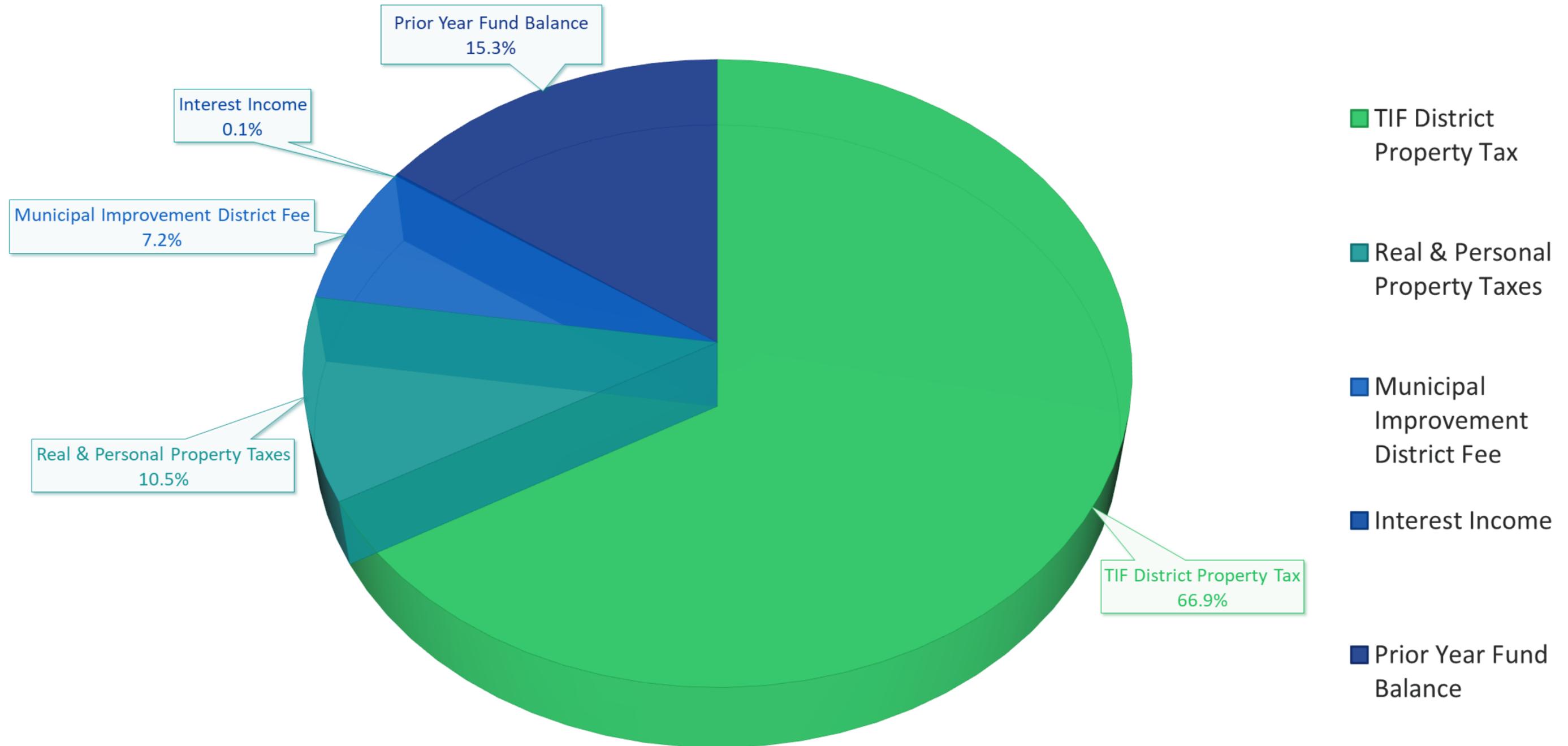
- On July 8, 2010 the Town issued \$6.5 million General Obligation Bonds, Series 2010 A Taxable Build America Bonds backed by the full faith and credit of the Town for the Law Enforcement Center.
- On March 1, 2020 the Town refinanced the General Obligation Refund Bonds, Series 2020, that resulted in 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

## FY 2021 PROPOSED DEBT SERVICE FUND BUDGET REVENUES



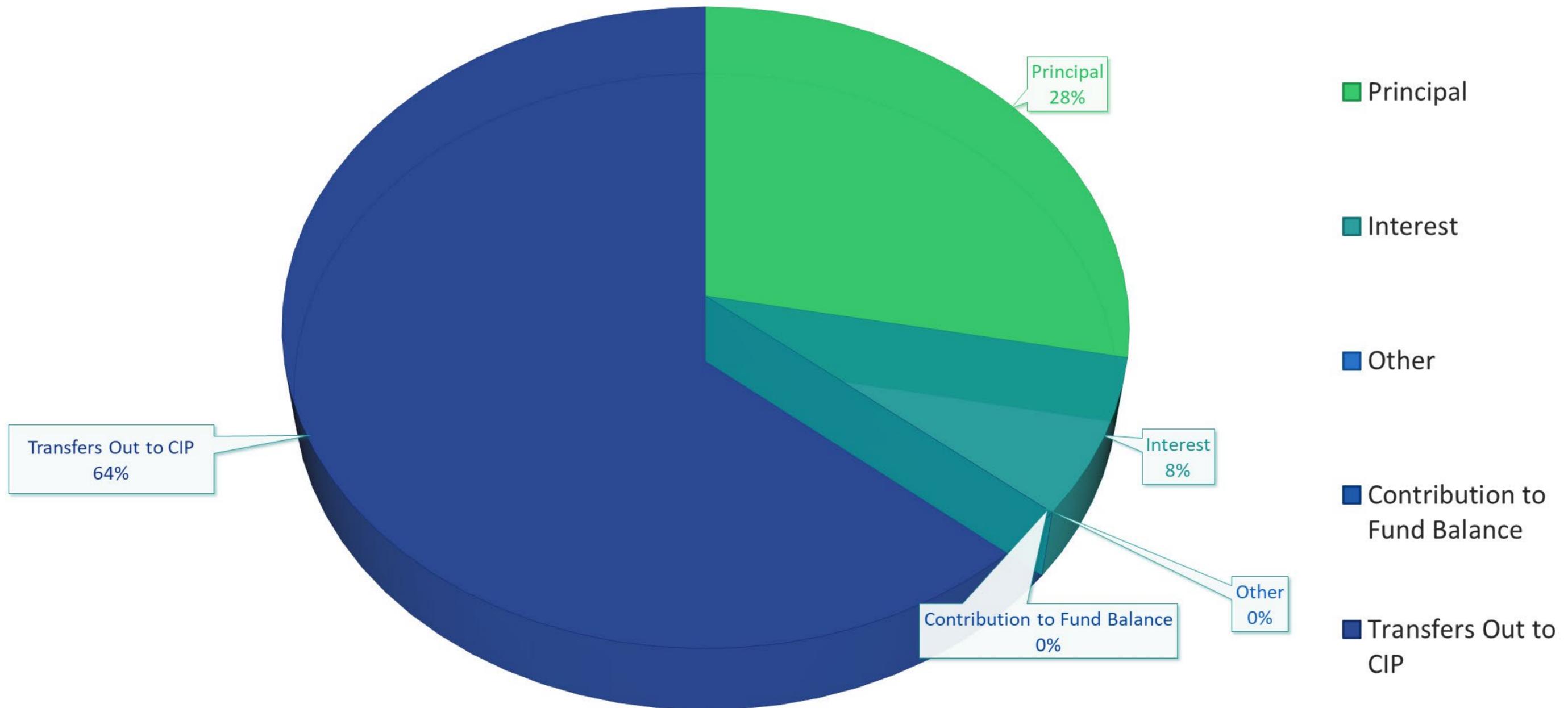
# Town of Bluffton

## 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%
<b>Total Revenues</b>	<b>\$3,195,475</b>	<b>\$3,631,628</b>	<b>13.6%</b>	<b>100.0%</b>

# Town of Bluffton

## FY 2021 PROPOSED DEBT SERVICE FUND BUDGET EXPENDITURES



# Town of Bluffton

## 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%
<b>Total Expenditures</b>	<b>\$3,195,475</b>	<b>\$3,631,628</b>	<b>13.6%</b>	<b>100.0%</b>

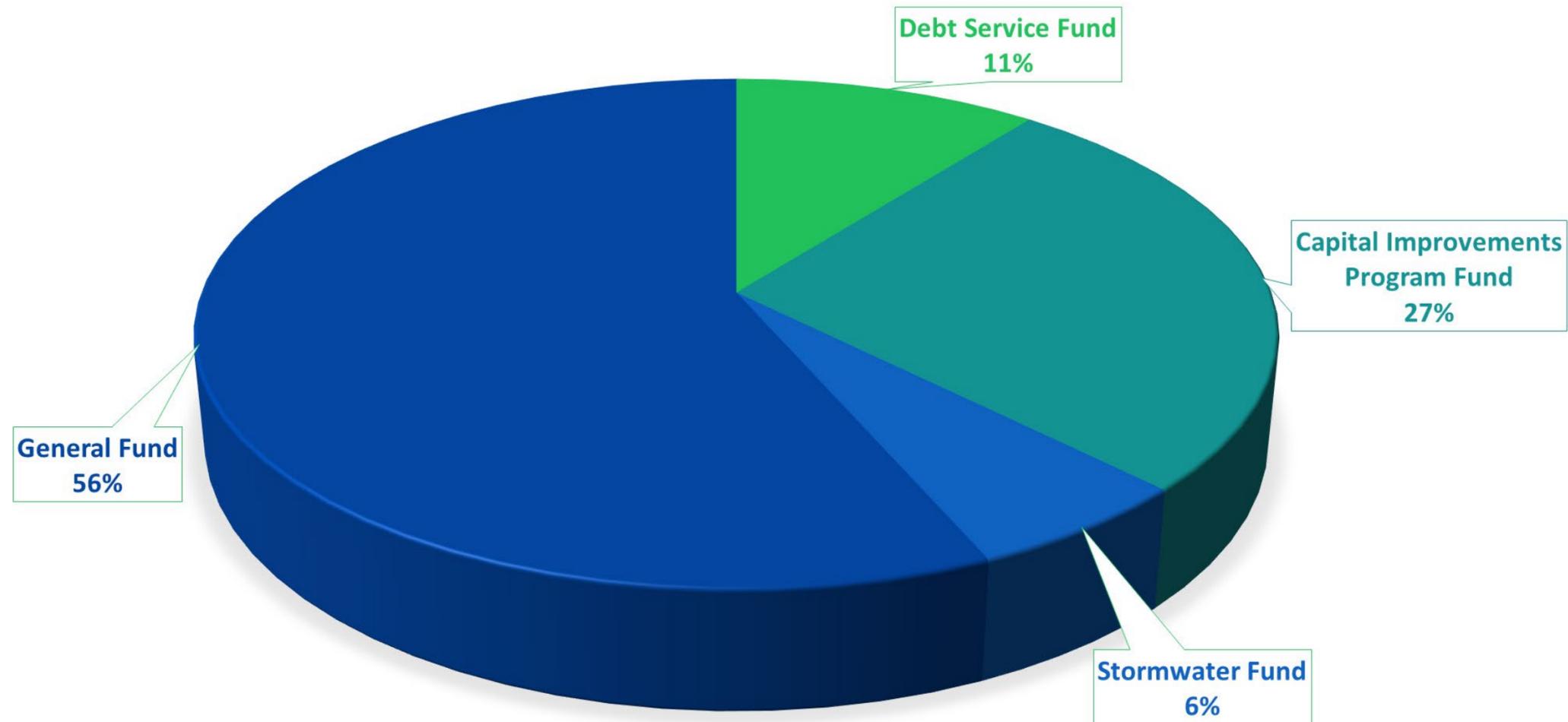
# Town of Bluffton

## FUND BALANCE

FUND	FY 19 ACTUAL	FY 20 ESTIMATE	FY 21 PROJECTED
General Fund	\$14,855,927	\$14,534,916	\$14,326,716
Stormwater Utility Fund	\$1,639,543	\$1,644,099	\$1,644,456
CIP Fund	\$4,110,987	\$3,965,922	\$984,614
Debt Service Fund	\$3,527,410	\$4,350,413	\$3,750,692
Local Hospitality Tax Fund	\$2,105,828	\$509,167	\$1,507,337
Local Accommodations Tax Fund	\$768,797	\$733,197	\$659,297
State Accommodations Tax Fund	\$491,952	\$305,852	\$136,652
Seized and Forfeited Assets Fund	\$26,029	\$34,829	\$38,329
Boat Ramp Fund	\$89,280	\$109,280	\$87,280
<b>TOTAL OF ALL FUNDS</b>	<b>\$27,615,753</b>	<b>\$26,187,675</b>	<b>\$23,135,373</b>

# Town of Bluffton

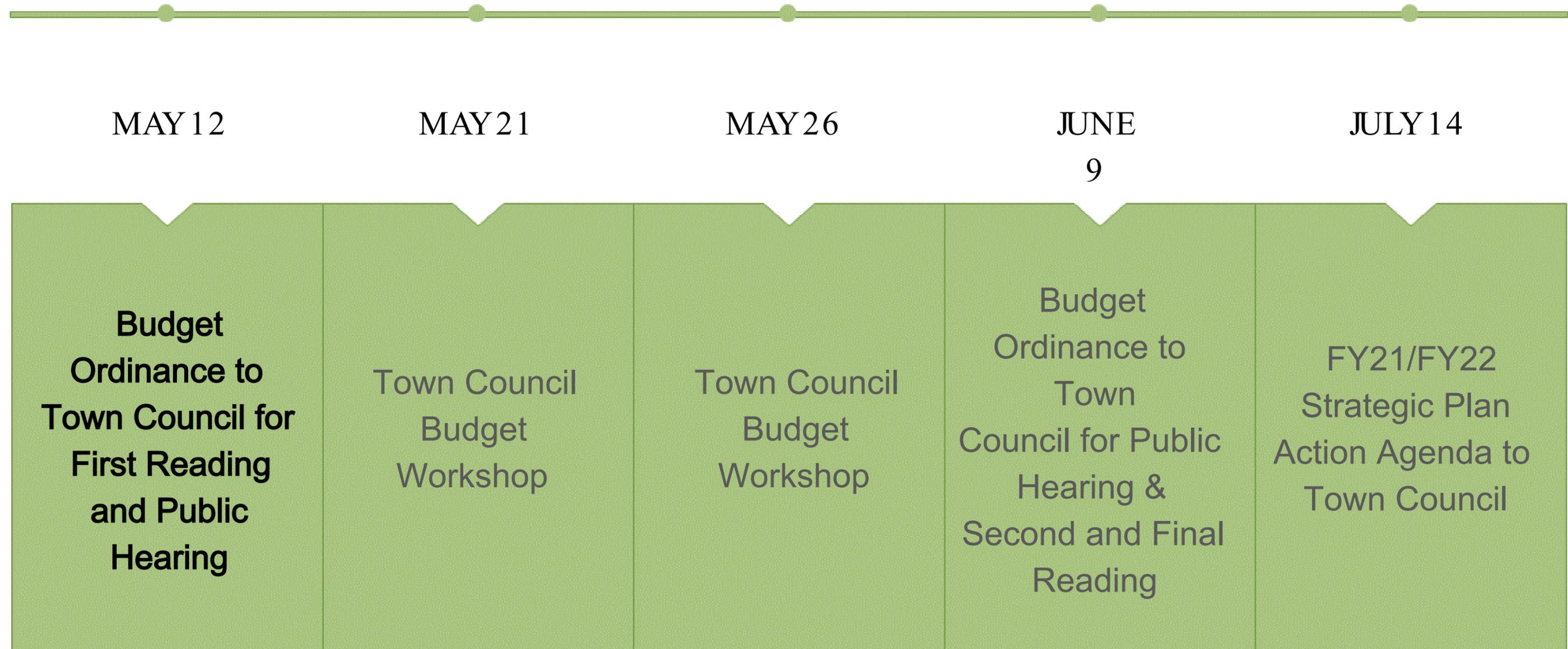
## FY 2021 PROPOSED CONSOLIDATED BUDGET



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	<b>\$19,363,015</b>	\$ (826,099)	-4.1%
Stormwater Utility Fund	2,051,695	2,022,752	1,410,444	<b>2,043,817</b>	21,065	1.0%
Capital Improvements Program Fund	9,661,470	11,895,271	7,455,021	<b>9,185,407</b>	(2,709,864)	-22.8%
Debt Service Fund	3,195,475	3,195,475	3,274,002	<b>3,631,628</b>	436,153	13.6%
Consolidated Budget	<u>\$34,941,440</u>	<u>\$37,302,612</u>	<u>\$31,499,608</u>	<b><u>\$34,223,867</u></b>	<u>\$ (3,078,745)</u>	<u>-8.3%</u>

# Town of Bluffton

## FY 2021 CONSOLIDATED BUDGET REVIEW & APPROVAL PROCESS



# Town of Bluffton

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## RECOMMENDED MOTION

Move to approve FY2021 Proposed Consolidated Budget on First Reading