

## BLUFFTON TOWN COUNCIL BUDGET WORKSHOP MEETING MINUTES

May 16, 2018

Mayor Sulka called the meeting to order at 6:00 p.m. Council members present were Mayor Pro Tempore Larry Toomer, Harry Lutz, Dan Wood, and Fred Hamilton. Town Manager Marc Orlando, Deputy Town Manager Scott Marshall, Director of Engineering Bryan McIlwee, Director of Growth Management Heather Colin, Interim Chief of Police Scott Chandler, and Town Attorney Terry Finger were also in attendance.

### Public Comments – Pertaining only to Agenda Items:

There were no public comments.

### Workshop Items:

#### Town of Bluffton Fiscal Year 2019 Consolidated Budget:

##### **General Fund:**

Orlando gave an overview. Orlando stated that the General Fund accounts for and reports the financial resources for the Town's primary operating fund. Principal sources of revenue are property taxes and licenses and permit fees. The General Fund budget is 61.3% of the consolidated budget at \$20,116,576 and includes a one-time fund balance transfer of \$1.4 million to the Capital Improvement Program fund specifically for Town Hall Renovation.

Highlights for General Fund Revenue include a property tax rollback of millage from 37.00 to 35.30. The total general fund and debt service millage went from 40.35 to 38.50, which is a result of counties in South Carolina appraising real property value to true up the market values of all parcels in the jurisdiction. Reassessment is not intended to raise taxes, but to evenly distribute them more fairly. The Town saw an overall increase in market values therefore a rollback of the millage was necessary to keep property taxes consistent.

Additionally there were amendments to the master fee schedule which included business license fees, residential permit plan review fees and contract police services fees.

The fund balance meets the budget policy of 15% of the emergency reserve fund balance and exceeds 25% of the unassigned fund balance forecast.

Highlights for the general fund expenditures include four additional full time employees, employee merit increases, supports promotions for eligible staff, state insurance premiums and retirement rate benefit cost increases, and continues existing employee programs.

In regard to operating, the general fund supports existing Community Policing, Planning and Community Development, Economic Development, Beautification, Emergency Management, the Affordable Housing Work Plan for the Neighborhood Assistance Program; the USCB Bluffton Ambassador Program; the Memorandum of Understanding (MOU) between the Town of Bluffton and the 14<sup>th</sup> District Solicitor's Office; staff training and continuing education; on-going maintenance contracts for Town facilities; equipment, vehicles and parks; and attorney fees for indigent defense misdemeanor cases. The general fund also supports the capital outlay for equipment and vehicles in Public Works, the Police Department and the Information Technology Department.

**Stormwater Fund:**

The Stormwater Fund accounts for and reports the financial resources of all stormwater-related expenditures including Watershed Management staffing and operations, routine watershed maintenance and capital projects. The primary source of revenue is stormwater utility fees. The Stormwater Fund budget is 5.3% of the consolidated budget at \$1,752,265 and includes a transfer of funds to the Capital Improvement Program Fund for stormwater related projects.

Stormwater expenditure highlights include salary and benefits for the Watershed Management Division, Operating expenditures such as the MS4 program and the May River Watershed Action Plan assessment, update and implementation, and water quality monitoring services with USCB.

The Stormwater Fund offers the General Fund support in regard to drainage and ditch maintenance for Town performed, routine drainage maintenance work, and development review including Certificates of Construction Compliance.

The Stormwater Fund offers the Town's Capital Improvements Program Fund support for May River Watershed Action Plan Implementation, Buck Island Simmonsville Sewer Phase 5, Town facility improvements and the Historic District Sewer Extension Phase 1 and 2.

**Debt Service Fund:**

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 and bond proceeds. The Debt Service Fund budget is \$2,111,236 or 6.4% of the consolidated budget and supports the debt service for the 2014 Tax Increment Revenue Bond, 2010 General Obligation Bond for the Law Enforcement Center at Buckwalter Place, a transfer to the Capital Improvement Program Fund for allowable projects, and future debt payments and allowable expenditures.

Expenditure highlights for the Debt Service Fund include the following: Buck Island Simmonsville Sewer Phase 5, Buck Island Simmonsville Neighborhood Sidewalks and Lighting, the Wright Family Park, Boundary Street Lighting, and Historic District Sewer Extension Phase 1 and 2.

Executive Session:

- a. Discussions Relating to Negotiations and Contractual Matters for Proposed Acquisition of Real Property on May River Road (Pursuant to SC Freedom of Information Act Section 30-4-70 [a][2])

Toomer made a motion to go into Executive Session. Lutz seconded. Executive Session began at 6:32 p.m.

**Toomer moved to adopt a Resolution Authorizing the Purchase and Conveyance of Approximately 40 Acres of Real Property in Bluffton, South Carolina, Commonly Known as New Riverside Parcel 4A-2 Located at 200 New Riverside Road, TMS No. R610-036-000-1319-0000 From New Riverside, LLC, to the Town of Bluffton, South Carolina, for the Purchase Price of \$200,000.00; And, Authorizing the Execution and Recordation of Certain Documents in Connection Therewith. Lutz seconded. The motion carried unanimously.**

Toomer made a motion to adjourn. Meeting adjourned at 6:57 p.m.

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Mayor

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Town Clerk