

**AN ORDINANCE OF THE TOWN OF BLUFFTON  
ORDINANCE NO. 2018-06  
FISCAL YEAR 2019 BUDGET**

**TO PROVIDE FOR THE LEVY OF TAX FOR THE TOWN OF BLUFFTON FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019; TO PROVIDE FOR EXECUTION OF AND TO PUT INTO EFFECT THE CONSOLIDATED BUDGET; AND TO PROVIDE BUDGETARY CONTROL OF THE TOWN'S FISCAL AFFAIRS.**

**BE IT ORDERED AND ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA:**

**SECTION 1. APPROPRIATION.**

Funds are hereby appropriated as shown in the Consolidated Budget, the documents attached hereto and incorporated for reference as Attachments A, B, C, and D establishing a Consolidated Budget of \$33,580,489 consisting of the General Fund of \$20,116,576; the Stormwater Fund of \$1,752,265; the Capital Improvements Program Fund of \$8,844,153; and the Debt Service Fund of \$2,867,495.

**SECTION 2. ESTABLISHMENT OF PROPERTY TAX LEVY.**

A tax to cover the period from July 1, 2018, through June 30, 2019, inclusive, for the sums and in the manner hereinafter mentioned, is and shall be levied, collected and paid into the Treasury of the Town of Bluffton for its uses at a rate of mills on assessed value of real estate and personal property of every description in the Town of Bluffton, except such property as is exempt from taxation under the United States Constitution and laws of the State of South Carolina. Said tax levy shall be collected by Beaufort County Treasurer and paid into the County Treasury for the credit of the Town of Bluffton for its corporate purposes a general fund levy of 35.30 mills and a debt service fund levy of 3.20 mills for at a total levy of 38.50 mills. However, Town Council reserves the right to modify these millage rates at its August 14, 2018 Council meeting.

**SECTION 3. ESTABLISHMENT OF A MASTER FEE SCHEDULE.**

A Master Fee Schedule listing all fees charged by the Town for Fiscal Year 2019 is included and incorporated for reference as Attachment E.

#### **SECTION 4. OUTSTANDING BALANCE APPROPRIATION AND ENCUMBRANCES.**

The unobligated balance remaining from the prior fiscal year hereby remains in the fund and will be available for Fiscal Year 2019 appropriations.

Fiscal Year 2018 encumbrances of the Fund Balance will be provided for through a subsequent amendment of this budget ordinance to increase the funds from previous years and increase the appropriated budget expenditures.

#### **SECTION 5. TRANSFER OF FUNDS AND AMENDMENTS.**

The Town Manager or his designee is authorized to transfer any sum from one budget line item to another or from one department or division to another provided that no such transfer be made from one fund to another fund, conflict with any existing Bond Ordinance, or conflict with any previously adopted policy of Council. Changes or amendments that alter the total expenditures of any fund must be approved by Council.

#### **SECTION 6. CONTRACTS.**

The Town Manager or his designee is authorized to execute contracts on behalf of the Town within budgeted amounts. Contract amounts greater than that budgeted shall be subject to Council approval. All contracts greater than \$100,000 shall be subject to Council approval.

#### **SECTION 7. RATE OF EXPENDITURES.**

The Town Manager shall control the rate of expenditures within the Consolidated Budget so as not to exceed the amount of funds on hand. Any proposed tax and/or revenue anticipation notes shall be subject to specific Council approval prior to issuance.

#### **SECTION 8. RESERVE FUNDS.**

The following Designated Reserve Funds are established and fully funded:

**Emergency Recovery Fund** – This fund shall be funded at an amount equal to or greater than fifteen (15) percent of the current fiscal year General Fund expenditure amount. For Fiscal Year 2019, this amount is established at \$2,804,634.

**Vehicle and Equipment Replacement Reserve Fund** – This reserve shall be funded at an amount equal to 115% of the designated assets' prior completed fiscal year's depreciation cost from uncommitted Fund Balance. This funding will occur in years in which there is a positive net change in the prior year's fund balance. In addition, any insurance proceeds from totaled vehicles and proceeds from the sale of vehicles and equipment will be designated as reserved for future vehicle or equipment purchases. Debt Service requirements (lease principal and interest payments) are charged to Department Cost Centers and reduce the Vehicle and Equipment Replacement Reserve each year. For Fiscal Year 2019, this amount is established at \$811,050.

**SECTION 9. SEVERABILITY.**

Should any section, phrase, sentence or portion of this Ordinance be found invalid by a court or competent jurisdiction, such finding shall not invalidate the remaining portions of this Ordinance.

**SECTION 10. EFFECTIVE DATE.**

This Ordinance shall be effective on July 1, 2018.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF BLUFFTON ON THIS 13<sup>th</sup> DAY OF June, 2018.**



\_\_\_\_\_  
Lisa Sulka, Mayor

ATTEST:

  
\_\_\_\_\_  
Kimberly Chapman, Town Clerk

First Reading: May 8, 2018

Second and Final Reading: June 13, 2018

**Town of Bluffton**  
**General Fund Proposed Budget**  
**Fiscal Year Ending June 30, 2019**

	FY 2018	FY 2019	\$	% of
	Current	Proposed	Budget	Budget
	Budget	Budget	Change	Change
<b>Revenues</b>				
<b>Property Taxes</b>	\$ 4,965,000	\$ 5,700,000	\$ 735,000	14.8%
<b>Licenses &amp; Permits</b>				
Business Licenses	1,944,300	1,750,000	(194,300)	-10.0%
MASC Telecommunications	67,500	62,500	(5,000)	-7.4%
MASC Insurance Tax Collection	1,670,000	1,980,000	310,000	18.6%
Franchise Fees (electric, gas, water, telephone, cable)	2,266,000	2,500,000	234,000	10.3%
Building Safety Permits	1,900,000	2,500,000	600,000	31.6%
Application Fees	70,000	80,000	10,000	14.3%
Administrative Fees	44,000	44,000	-	0.0%
Total Licenses & Permits	<u>7,961,800</u>	<u>8,916,500</u>	<u>954,700</u>	<u>12.0%</u>
<b>Intergovernmental</b>	1,018,516	1,013,105	(5,411)	-0.5%
<b>Service Revenues</b>	911,000	966,100	55,100	6.0%
<b>Fines &amp; Fees</b>	315,000	290,000	(25,000)	-7.9%
<b>Miscellaneous Revenues</b>	93,010	190,000	96,990	104.3%
<b>Total Revenues</b>	<u>15,264,326</u>	<u>17,075,705</u>	<u>1,811,379</u>	<u>11.9%</u>
<b>Other Financing Sources</b>	-	274,215	274,215	100.0%
<b>Transfers In</b>	<u>5,598,645</u>	<u>2,766,656</u>	<u>(2,831,989)</u>	<u>-50.6%</u>
<b>Total Other Financing Sources &amp; Transfers In</b>	<u>5,598,645</u>	<u>3,040,871</u>	<u>(2,557,774)</u>	<u>-45.7%</u>
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 20,862,971</u>	<u>\$ 20,116,576</u>	<u>\$ (746,395)</u>	<u>-3.6%</u>
<b>Expenditures</b>				
Town Council	\$ 162,435	\$ 169,705	\$ 7,270	4.5%
Executive	843,178	999,830	156,652	18.6%
Economic Development	378,736	386,045	7,309	1.9%
Human Resources	290,579	349,259	58,680	20.2%
Police	6,367,808	6,572,127	204,319	3.2%
Municipal Judges	58,820	61,530	2,710	4.6%
Municipal Court	279,640	309,945	30,305	10.8%
Finance	857,862	1,029,155	171,293	20.0%
Information Technology	1,061,207	1,491,256	430,049	40.5%
Customer Service Center	286,875	221,175	(65,700)	-22.9%
Planning & Community Development	1,247,101	1,772,765	525,664	42.2%
Building Safety	741,925	735,425	(6,500)	-0.9%
Project Management	1,027,593	1,145,902	118,309	11.5%
Public Works	1,169,582	1,551,725	382,143	32.7%
Non-Departmental (Townwide)	1,514,548	1,901,716	387,168	25.6%
<b>Total Expenditures</b>	<u>16,287,889</u>	<u>18,697,560</u>	<u>2,409,671</u>	<u>14.8%</u>
<b>Other Financing Uses</b>				
Transfers Out to Capital Improvements Program Fund	<u>4,575,082</u>	<u>1,419,016</u>	<u>(3,156,066)</u>	<u>-69.0%</u>
<b>Total Transfers</b>	<u>4,575,082</u>	<u>1,419,016</u>	<u>(3,156,066)</u>	<u>-69.0%</u>
<b>Total Expenditures and Other Financing Uses</b>	<u>\$ 20,862,971</u>	<u>\$ 20,116,576</u>	<u>\$ (746,395)</u>	<u>-3.6%</u>

**Town of Bluffton**  
**Stormwater Fund**  
**Fiscal Year Ending June 30, 2019**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>\$</b>	<b>% of</b>
	<b>Current</b>	<b>Proposed</b>	<b>Budget</b>	<b>Budget</b>
	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>
<b>Revenues</b>				
<b>Licenses &amp; Permits</b>				
Stormwater Fees	\$ 1,344,080	\$ 1,400,000	\$ 55,920	4.2%
Total Licenses & Permits	<u>1,344,080</u>	<u>1,400,000</u>	<u>55,920</u>	<u>4.2%</u>
<b>Miscellaneous Revenues</b>				
Interest Income	150	150	-	0.0%
Total Miscellaneous Revenues	<u>150</u>	<u>150</u>	<u>-</u>	<u>0.0%</u>
<b>Total Revenues</b>	<u>1,344,230</u>	<u>1,400,150</u>	<u>55,920</u>	<u>4.2%</u>
<b>Other Financing Sources</b>				
Prior Year Fund Balance	1,841,655	352,115	(1,489,540)	-80.9%
<b>Total Other Financing Sources</b>	<u>1,841,655</u>	<u>352,115</u>	<u>(1,489,540)</u>	<u>-80.9%</u>
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 3,185,885</u>	<u>\$ 1,752,265</u>	<u>\$ (1,433,620)</u>	<u>-45.0%</u>
<b>Expenditures</b>				
<b>Operating</b>				
Watershed Management	\$ 930,481	\$ 1,137,909	\$ 207,428	22.3%
<b>Total Expenditures</b>	<u>930,481</u>	<u>1,137,909</u>	<u>207,428</u>	<u>22.3%</u>
<b>Other Financing Uses</b>				
<b>Transfers Out</b>				
Capital Improvements Program Fund	2,185,404	498,456	(1,686,948)	-77.2%
General Fund	<u>70,000</u>	<u>115,900</u>	<u>45,900</u>	<u>65.6%</u>
Total Transfers	2,255,404	614,356	(1,641,048)	-72.8%
<b>Total Expenditures and Other Financing Uses</b>	<u>\$ 3,185,885</u>	<u>\$ 1,752,265</u>	<u>\$ (1,433,620)</u>	<u>-45.0%</u>

**TOWN OF BLUFFTON  
FY2019 CAPITAL IMPROVEMENTS PROGRAM FUND BUDGET**

CURRENT PROJECT LIST						FUNDING SOURCES FOR FY2019 BUDGET												
Projects	Total Project Forecast	Prior Years' Expenditures	FY 2018 Adjusted Budget	FY 2018 Estimated Expenditures	FY 2019 Proposed Budget	Hospitality Tax	Local Accom Tax	SWU	CIP MIDF	Grants	TIF Transfers	CIP Fund Balance	General Fund Fund Balance	MCIP FILOT	Utility Tax Credits	Other	TBD	
Land Acquisition	5,873,086	2,837,953	535,133	535,133	500,000	-	-	-	-	-	-	-	-	-	-	-	500,000	
May River Watershed Action Plan Implementation	371,760	9,554	95,857	31,000	331,206	-	-	111,106	-	220,100	-	-	-	-	-	-	-	
Buckwalter Place Multi-County Commerce Park	1,900,000	625,992	1,274,008	508,319	765,689	-	-	-	-	-	-	-	-	660,206	105,483	-	-	
Calhoun Street Streetscape	3,233,724	152,690	44,586	44,586	50,000	50,000	-	-	-	-	-	-	-	-	-	-	-	
Buck Island - Simmonsville Sewer Phase 5	1,940,960	122,295	1,483,665	427,065	1,391,600	-	-	202,850	384,215	520,000	166,700	117,835	-	-	-	-	-	
Historic District Lighting, Signage, Parking & Streetscape Enhancements	515,000	80,237	434,763	101,535	333,228	233,228	-	-	100,000	-	-	-	-	-	-	-	-	
Town Hall Renovation	4,697,593	222,733	4,474,860	3,005,244	1,469,616	50,600	-	-	-	-	-	-	1,419,016	-	-	-	-	
Watershed Management Facility Improvements	74,500	-	47,500	47,500	27,000	-	-	27,000	-	-	-	-	-	-	-	-	-	
Buck Island - Simmonsville Neighborhood Sidewalks & Lighting	1,050,000	20,914	119,086	119,086	240,460	-	-	-	-	-	240,460	-	-	-	-	-	-	
Oyster Factory Park	1,885,528	8,453	310,695	310,695	20,000	-	20,000	-	-	-	-	-	-	-	-	-	-	
Don Ryan Center for Innovation Upfit	209,240	9,732	199,508	10,000	189,508	-	-	-	-	50,268	-	-	-	-	-	139,240	-	
Sewer Connections	1,317,324	33,572	311,428	33,572	250,000	-	-	-	-	250,000	-	-	-	-	-	-	-	
Calhoun Street Regional Dock	750,000	-	750,000	547,591	202,409	202,409	-	-	-	-	-	-	-	-	-	-	-	
68 Boundary Street Park	884,105	-	200,000	200,000	684,105	684,105	-	-	-	-	-	-	-	-	-	-	-	
184 Bluffton Road Parking Improvements/Housing	618,524	-	80,000	80,000	488,524	488,524	-	-	-	-	-	-	-	-	-	-	-	
Wright Family Park	1,191,742	-	50,000	50,000	1,141,742	360,592	100,000	-	128,000	500,000	53,150	-	-	-	-	-	-	
Squire Pope Carriage House Preservation	705,000	-	-	-	80,000	-	50,000	-	-	30,000	-	-	-	-	-	-	-	
Boundary Street Lighting	183,500	-	-	-	183,500	-	-	-	25,000	-	158,500	-	-	-	-	-	-	
Historic District Sewer Extension Phase 1	586,750	-	-	-	111,750	-	-	99,750	-	-	12,000	-	-	-	-	-	-	
Historic District Sewer Extension Phase 2	342,750	-	-	-	67,750	-	-	57,750	-	-	10,000	-	-	-	-	-	-	
Community Safety Cameras Phase 4	93,676	-	-	-	93,676	-	-	-	93,676	-	-	-	-	-	-	-	-	
Law Enforcement Center Facility Improvements	200,400	-	233,000	23,000	72,400	-	-	-	72,400	-	-	-	-	-	-	-	-	
Public Works Facility Improvements	91,800	-	-	-	51,400	-	-	-	51,400	-	-	-	-	-	-	-	-	
Rotary Community Center Facility Improvements	63,000	-	-	-	20,000	-	-	-	20,000	-	-	-	-	-	-	-	-	
Garvin-Garvey House Interpretive Signage	91,701	-	23,701	13,111	78,590	10,590	38,000	-	-	30,000	-	-	-	-	-	-	-	
<b>Grand Total</b>	<b>\$ 42,639,382</b>	<b>\$ 9,614,917</b>	<b>\$ 17,073,920</b>	<b>\$ 12,345,515</b>	<b>\$ 8,844,153</b>	<b>\$ 2,080,048</b>	<b>\$ 208,000</b>	<b>\$ 498,456</b>	<b>\$ 874,691</b>	<b>\$ 1,600,368</b>	<b>\$ 640,810</b>	<b>\$ 117,835</b>	<b>\$ 1,419,016</b>	<b>\$ 660,206</b>	<b>\$ 105,483</b>	<b>\$ 139,240</b>	<b>\$ 500,000</b>	

**TOWN OF BLUFFTON  
DEBT SERVICE FUND  
FOR THE YEAR ENDING JUNE 30, 2019**

	FY 2018 Current Budget	FY 2019 Proposed Budget	\$ Budget Change	% of Budget Change
<b>Revenues</b>				
<b>Property Taxes</b>				
TIF District	\$ 1,560,000	\$ 2,080,715	\$ 520,715	33.4%
GO BABs	445,597	451,455	5,858	1.3%
Total Property Taxes	<u>2,005,597</u>	<u>2,532,170</u>	<u>526,573</u>	<u>26.3%</u>
<b>Licenses, Permits &amp; Fees</b>				
MID Fee	170,400	238,140	67,740	39.8%
<b>Intergovernmental</b>				
Federal Interest Rebate	99,800	96,910	(2,890)	-2.9%
<b>Miscellaneous</b>				
Interest	225	275	50	22.2%
<b>Total Revenues</b>	<u>2,276,022</u>	<u>2,867,495</u>	<u>591,473</u>	<u>26.0%</u>
<b>Other Financing Sources</b>				
Prior Year Fund Balance	329,246	-	(329,246)	-100.0%
<b>Total Other Financing Sources</b>	<u>329,246</u>	<u>-</u>	<u>(329,246)</u>	<u>-100.0%</u>
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 2,605,268</u>	<u>\$ 2,867,495</u>	<u>\$ 262,227</u>	<u>10.1%</u>
<b>Expenditures</b>				
<b>Series 2014 TIF Bonds Debt Service</b>				
Principal	\$ 748,268	\$ 767,826	\$ 19,558	2.6%
Interest	183,413	163,855	(19,558)	-10.7%
<b>Series 2010 GO Build America Bonds Debt Service</b>				
Principal	235,000	240,000	5,000	2.1%
Interest	307,625	298,695	(8,930)	-2.9%
<b>Miscellaneous</b>				
	50	50	-	0.0%
<b>Total Expenditures</b>	<u>1,474,356</u>	<u>1,470,426</u>	<u>(3,930)</u>	<u>-0.3%</u>
<b>Other Financing Uses</b>				
Contribution to Fund Balance	-	756,259	756,259	100.0%
Transfers Out to Capital Improvement Project Fund	1,130,912	640,810	(490,102)	-43.3%
Total Other Financing Uses	<u>1,130,912</u>	<u>1,397,069</u>	<u>266,157</u>	<u>23.5%</u>
<b>Total Expenditures and Other Financing Uses</b>	<u>\$ 2,605,268</u>	<u>\$ 2,867,495</u>	<u>\$ 262,227</u>	<u>10.1%</u>

**TOWN OF BLUFFTON**  
**CONSOLIDATED BUDGET**  
**FOR THE YEAR ENDING JUNE 30, 2019**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>\$</b>
	<b>Current</b>	<b>Proposed</b>	<b>Budget</b>
	<b>Budget</b>	<b>Budget</b>	<b>Change</b>
<b>Revenues</b>			
General Fund	\$ 20,862,971	\$ 20,116,576	\$ (746,395)
Stormwater	3,185,885	1,752,265	(1,433,620)
Capital Improvements Program Fund	17,073,920	8,844,153	(8,229,767)
Debt Service	2,605,268	2,867,495	262,227
<b>Total Revenue</b>	<u>\$ 43,728,044</u>	<u>\$ 33,580,489</u>	<u>\$ (10,147,555)</u>
<b>Expenditures</b>			
General Fund	\$ 20,862,971	\$ 20,116,576	\$ (746,395)
Stormwater	3,185,885	1,752,265	(1,433,620)
Capital Improvements Program Fund	17,073,920	8,844,153	(8,229,767)
Debt Service	2,605,268	2,867,495	262,227
<b>Total Expenditures</b>	<u>\$ 43,728,044</u>	<u>\$ 33,580,489</u>	<u>\$ (10,147,555)</u>