

BLUFFTON TOWN COUNCIL MEETING MINUTES

BUDGET WORKSHOP

May 18, 2021

Mayor Sulka called the meeting to order at 5 P.M. Council members present were Mayor Pro Tempore Fred Hamilton, Larry Toomer, Bridgette Frazier, and Dan Wood. Interim Town Manager Scott Marshall, Chief of Police Stephenie Price, Director of Engineering Bryan McIlwee, Director of Finance and Administration Chris Forster, and Town Clerk Kimberly Chapman, were also present.

Public Comment:

There were none.

Workshop Items:

General Fund, Stormwater Fund, and Debt Service Fund

The proposed consolidated budget consists of four funds, the General Fund, the Stormwater Utility Fund, the Capital Improvements Program (CIP) Fund, and Debt Service Fund.

Forster gave an overview of the General Fund, the Stormwater Fund and Debt Services Fund.

The proposed consolidated budget is a decrease of 8.5% from the FY21 budget which reflects the substantial growth in our area since the onset of the COVID-19 pandemic. The budget keeps the tax millage rate the same at 38.5, which reflects General Fund mills of 36.8 and Debt Service Fund mills of 1.7 mills. There are no proposed increases to any of the existing taxes and fees.

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 55.9% of the consolidated budget at \$22,445,764.

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 5.6% of the consolidated budget at \$2,259,570 and includes a transfer to the Debt Service Fund to pay the principal and interest on General Obligations bonds issued for stormwater and sewer projects.

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 \$3,831,268 or 9.6% of the consolidated budget and supports the debt service for the 2014 Tax Increment Revenue Bond, 2020 General Obligation Bond for the Law Enforcement Center at Buckwalter Place, 2020A General Obligation Bond for Stormwater Capital Projects, a transfer to the Capital Improvement Program Fund for allowable projects, and future debt payments and allowable expenditures.

Executive Session:

1. Personnel Matters Relating to the Town Manager Contract (Pursuant to SC Freedom of Information Act 30-4-70 [a][1])
2. Personnel Matters Relating to Naming an Interim Town Manager (Pursuant to SC Freedom of Information Act 30-4-70 [a][1])

Toomer made a motion to move into Executive Session at 6:06 PM to discuss the aforementioned items. Frazier seconded. The motion was unanimous.

Town Council exited Executive Session at 6:16 PM. No motions were made, and no votes were taken during Executive Session.

Toomer made a motion to accept the Town Manager contract for Stephen Steese with Steese beginning his tenure at the Town of Bluffton on June 14, 2021. Frazier seconded. The motion was unanimous.

Toomer made a motion to name Chris Forster as Interim Town Manager during the dates of May 19, 2021 through June 13, 2021. Hamilton seconded. The motion was unanimous.

Hamilton made a motion to adjourn 6:18 PM. Wood seconded. The motion carried unanimously.

Lisa Sulka, Mayor

Kimberly Chapman, Town Clerk