Regular Town Council Meeting

Tuesday, October 13, 2026 at 5:00 PM

Theodore D. Washington Municipal Building, Henry "Emmett" McCracken Jr. Council Chambers, 20 Bridge Street, Bluffton, SC

AGENDA

This meeting can be viewed live on BCTV, on Sparklight Channel 9 and 417 or on Spectrum Channel 1304.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

IV. ADOPTION OF THE MINUTES

1. Regular Meeting Minutes of 09/08/2026

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. Beaufort County School District Character Student of the Month - Mayor Larry Toomer
2. Bluffton AA All-Stars American 8U - Mayor Larry Toomer
3. National Medicine Abuse Awareness Month – Mayor Larry Toomer
4. Breast Cancer Awareness Month Proclamation – Mayor Larry Toomer

VI. PUBLIC COMMENT

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

VIII. WORKSHOP AGENDA ITEMS

1. Sarah Riley Hooks Operations - Chris Forster, Assistant Town Manager

IX. PUBLIC HEARING & FINAL READING

X. FORMAL AGENDA ITEMS

1. Consideration of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds; and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget - Second and Final Reading - Natalie Majorkiewicz, Director of Finance
2. Consideration of an Intergovernmental Agreement with Beaufort County Related to the Construction of Holly Hill Road - Stephen Steese, Town Manager

3. Consideration of Public Arts Committee Recommendation to Install a Poetry Walk Highlighting Local Poets at Buckwalter Amphitheater Park (Fiscal Impact: $19,000.00) – Chris Forster, Assistant Town Manager

4. Consideration of a Resolution Approving the 2026 Hazard Mitigation Plan - Lieutenant John DeStasio, Special Operations/Emergency Management

XI. CONSENT AGENDA ITEMS

1. Monthly Department Reports: Police, Finance and Administration, Human Resources, Municipal Court, Projects & Watershed Resilience, Public Services, Don Ryan Center for Innovation, and Growth Management

2. Town Manager Monthly Report

3. Community Planning Month Proclamation – Mayor Larry Toomer

4. Cyber Security Awareness Month Proclamation – Mayor Larry Toomer

XII. EXECUTIVE SESSION

1. Personnel Matters Regarding Town Council Appointments of Boards, Committees, and Commissions (Pursuant to Freedom of Information Act 30-4-70 [a][1])

2. Discussions Relating to Proposed Contractual Arrangements, Proposed Sale or Purchase of Property, and Proposed Lease of Property (Pursuant to SC Freedom of Information Act 30-4-70 [a] [2])

   Potential Lease of Town Property

   Potential Lease of Property by the Town

   Proposed Land Acquisition within the Buckwalter PUD

3. Discussion Relating to Legal Advice and Proposed Contractural Matters Relating to the Expiration of the Village at Verdier Development Agreement (Pursuant to SC Freedom of Information Act 30-4-70 [a][2])

4. Discussion of Pending and Potential Claims Covered Under the Attorney-Client Privilege [Pursuant to S.C. Code Ann. §30-4-70(a)(2)] Related to Multiple Cases Filed by Plaintiff C. Hoagland

XIII. ACTION FROM EXECUTIVE SESSION

XIV. ADJOURNMENT

NEXT MEETING DATE: Tuesday, November 10, 2026

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

**Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here: https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60*
Public comment is limited to 3 minutes per speaker.

Regular Town Council Meeting

Theodore D. Washington Municipal Building, Henry "Emmett" McCracken Jr. Council Chambers,
20 Bridge Street, Bluffton, SC
September 08, 2026

I. CALL TO ORDER

Mayor Toomer called the meeting to order at 5:00 PM.

Councilmember Frazier was absent from this meeting.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Toomer.

III. INVOCATION

The Invocation was delivered by Councilmember Wood.

IV. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. South Carolina State Championships - Bluffton 8U All-Stars Baseball and Softball - Mayor Larry Toomer

   Mayor Larry Toomer, on behalf of Town Council, honored the South Carolina State Championships - Bluffton 8U All-Stars Softball Team.

2. Introduction of New Employees, Promotions, and Interns - Anni Evans, Director of Human Resources

   Introduction of New Employees and Recognition of Promotions

   BUILDING SAFETY:

   New Employee – Craig Bowers, Building Safety, Building Inspector I

   Promotions – Stephen Williamson was promoted from Building Inspector I to Building Inspector II effective 03.05.2026.

   Chris Sim was promoted from Building Inspector I to Building Inspector II effective 07.09.2026

   WATERSHED/PROJECT MANAGEMENT:

   New Employee – Marrisa D'Angola, Watershed, Stormwater Technician

   Promotions – Konnor Harrell was promoted from Stormwater Inspector to MS4 Program Manager effective 07.09.2026

   HUMAN RESOURCES:

   2026 Summer Interns -
   Brittany Romero, Human Resources
   Ella Boorom, Finance
   Peyton Chrjapin, Public Services
   Roman Orlando, Police Department
   Samuel Leininger, Finance
   Samuel Thompson, Finance

DRAFT

Sofia Giordani, Don Ryan Center of Innovation
Zoe Stevenson, Events and Venues

INFOMATION TECHNOLOGY:

New Employee – Ethan Greeley, GIS Analyst I

EVENTS AND VENUES:

New Employee – Melissa Beaver, Part-Time Garvin Garvey House Docent

Lydia Davis, Events and Venues / Bluffton 101 Coordinator

POLICE DEPARTMENT:

New Employee – Gordon Henke, Police Department, School Crossing Guard

Promotions – Alejandro Sandoval was promoted from Police Recruit to Police Officer 02/19/2026

William Carter was promoted from Police Recruit to Police Officer 02/19/2026

Kate Cooler was promoted from Police Officer/Victims Advocate to Police Corporal/Victims Advocate effective 04.16.2026

Sarah Partridge was promoted from Police Corporal to Police Sergeant effective 06/25/2026

3. Town of Bluffton Tax Increment Financing District Update - Frannie Heizer, Senior Partner, Burr & Forman

   Frannie Heizer, Senior Partner with Burr & Forman, and Law Partner, Michael Seezen, provided a brief history and update on the Town's Tax Increment Financing (TIF) District, highlighting its growth, successful financing of public infrastructure, and ability to support projects without increasing the Town's millage rate. Michael Season, legal counsel, reviewed the process for any future amendments to the TIF redevelopment plan or issuance of additional TIF debt.

V. ADOPTION OF THE MINUTES

1. Regular Meeting Minutes of 08/11/2026

   A motion was made by Pro Tempore Hamilton and seconded by Councilmember Burden to approve the Regular Meeting Minutes of 08/11/2026.

   All were in favor and the motion passed.

2. Amendment - Regular Town Council Meeting Minutes of 02/11/2025

   A motion was made by Councilmember Wood and seconded by Councilmember Burden to approve the Amendment of the Regular Meeting Minutes of 02/11/2025.

   All were in favor and the motion passed.

VI. PUBLIC COMMENT

Ricky Frazier, 112 Pinecrest Drive - Mr. Frazier, a Pinecrest homeowner, restated the community's opposition to any development on the Pinecrest Golf Club property, citing concerns about aesthetics, safety, traffic, and declining property values. He reported that the property owner

intends to pursue development while performing minimal maintenance. He requested continued council support for preventing any development and acknowledged the mayor's previous assurance that the property's original intended use would be upheld.

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

No communications were reported by Mayor Pro Tempore Hamilton, Councilmembers Wood and Burden.

Mayor Toomer expressed gratitude for the cooler weather.

VIII. WORKSHOP AGENDA ITEMS

1. Discussion of Potential Unified Development Ordinance Amendments Related to Certain Standards and Building Types in Old Town Bluffton Historic District (Sec. 5.15) and Residential Uses in the Light Industrial District (Table 4.3) – Kevin Icard, Director of Growth Management

   Potential Unified Development Ordinance Amendments Related to Certain Standards and Building Types in Old Town Bluffton Historic District (Sec. 5.15) and Residential Uses in the Light Industrial District (Table 4.3). The following items were reviewed for discussion and further direction from Council.

   Sec. 5.15.6.I., Windows

   To require rather than encourage true and simulated divided lites.

   Sec. 5.15.6.K., Fences

   Clarify the minimum transparency requirement.

   Sec. 5.15.8.F., Carriage Houses

   Provide additional requirements to ensure that attached carriage houses are more distinct from the main structure to avoid the appearance of a suburban bonus room over a garage.

   Section 5.15.5 Additional Building Types

   This building type has become the default for most applicants but lacks sufficient standards to prevent building styles and sizes that are out of context.

   Table 4.3, Residential Uses in Light Industrial Zoning District

   Consider removing or restricting multifamily uses in the light industrial zoning district.

IX. PUBLIC HEARING & FINAL READING

X. FORMAL AGENDA ITEMS

1. Consideration of an Ordinance to Amend the Town of Bluffton's Municipal Code of Ordinances, Chapter 13 - Public Property, Article II. Public Park, Dock and Boat Landing Rules to include Dock Rules for the New River Linear Trail - Second and Final Reading - Heather Colin - Assistant Town Manager

   A motion was made by Councilmember Burden and seconded by Mayor Pro Tempore Hamilton to approve the second and final reading of an Ordinance to Amend the Town of Bluffton's Municipal Code of Ordinances, Chapter 13 - Public Property, Article II. Public Park, Dock and Boat Landing Rules to include Dock Rules for the New River Linear Trail.

Town Council unanimously approved the second and final reading of this ordinance.

2. Consideration of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds; and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget - First Reading - Natalie Majorkiewicz, Director of Finance

   A motion was made by Councilmember Wood and seconded by Mayor Pro Tempore Hamilton to approve the first reading of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds; and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget.

   Town Council unanimously approved the first reading of this ordinance.

3. Consideration of Accommodations Tax Advisory Committee Funding Recommendations for Quarter Ending June 30, 2026 - Shannon Milroy, Budget & Procurement Manager

   - Coastal Conservation Association for Conservation Weekend in Bluffton: $10,000
   - Historic Bluffton Arts and Seafood Festival: $80,000
   - Society of Bluffton Artists: $35,000
   - Old Town Bluffton Merchants Society: $15,000
   - Congregation Beth Yam: $7,710
   - BlacQuity SC for the 2026 Roots & Rivers Festival: $25,000

   Coastal Conservation Association for Conservation Weekend in Bluffton: $10,000

   A motion was made by Councilmember Burden and seconded by Mayor Pro Tempore Hamilton to approve a $10,000 grant to the Coastal Conservation Association for Conservation Weekend in Bluffton.

   Town Council unanimously approved the grant.

   Historic Bluffton Arts and Seafood Festival: $80,000

   Mayor Toomer recused himself from this item.

   A motion was made by Councilmember Wood and seconded by Councilmember Burden to approve an $80,000 grant to the Historic Bluffton Arts and Seafood Festival.

   Town Council approved the grant.

   Society of Bluffton Artists: $35,000

   A motion was made by Councilmember Wood and seconded by Mayor Pro Tempore Hamilton to approve a $35,000 grant to the Society of Bluffton Artists.

   Town Council unanimously approved the grant.

   Old Town Bluffton Merchants Society: $15,000

   A motion was made by Mayor Pro Tempore Hamilton and seconded by Councilmember Burden to approve a $15,000 grant to the Old Town Bluffton Merchants Society.

   Town Council unanimously approved the grant.

Congregation Beth Yam: $7,710

A motion was made by Councilmember Burden and seconded by Mayor Pro Tempore Hamilton to approve a $7,710 grant to the Congregation Beth Yam.

Town Council unanimously approved the grant.

BlacQuity SC for the 2026 Roots & Rivers Festival: $25,000

A motion was made by Councilmember Burden and seconded by Mayor Pro Tempore Hamilton to approve a $25,000 grant to BlacQuity SC for the 2026 Roots & Rivers Festival.

Town Council unanimously approved the grant.

4. Consideration of a Resolution Authorizing the Acceptance of a Donation and Conveyance of Approximately 0.11 Acres of Real Property in Bluffton, South Carolina, located at 34 Thomas Heyward Street, TMS No. R610 039 00A 0426 0000 from Southern Coastal Homes, LLC to the Town of Bluffton, South Carolina; and Authorizing the Execution and Recordation of Certain Documents in Connection Therewith – Kevin Icard, Director of Growth Management

   A motion was made by Councilmember Burden and seconded by Councilmember Wood to approve a Resolution authorizing the acceptance of a Donation and Conveyance of Approximately 0.11 Acres of Real Property in Bluffton, South Carolina, located at 34 Thomas Heyward Street, TMS No. R610 039 00A 0426 0000 from Southern Coastal Homes, LLC to the Town of Bluffton, South Carolina; and Authorizing the Execution and Recordation of Certain Documents in Connection Therewith.

   Town Council unanimously approved the motion.

5. Consideration of Public Arts Committee Recommendation to Purchase a Sculpture Created by Walter Palmer (Fiscal Impact: $23,000) – Chris Forster, Assistant Town Manager

   A motion was made by Councilmember Wood and seconded by Councilmember Burden to approve the Public Arts Committee Recommendation to Purchase a Sculpture Created by Walter Palmer (Fiscal Impact: $23,000).

   Town council unanimously approved the motion.

XI. CONSENT AGENDA ITEMS

A motion was made by Councilmember Wood and seconded by Councilmember Burden to accept the Consent Agenda as submitted.

Town Council unanimously agreed to the motion to accept as submitted.

1. Monthly Department Reports: Police, Finance and Administration, Human Resources, Municipal Court, Projects & Watershed Resilience, Public Services, Don Ryan Center for Innovation, and Growth Management
2. Town Manager Monthly Report

XII. EXECUTIVE SESSION

A motion was made by Mayor Pro Tempore Hamilton and seconded by Councilmember Wood to enter executive session.

All were in favor and the motion passed.

1. Discussions Relating to Authorizing the Town Manager to Negotiate a Contractual Agreement Between the Town and Affordable Housing Developer (Pursuant to SC Freedom of Information Act 30-4-70 [a] [2])
2. Discussions Relating to the Potential Lease of Property by The Town of Bluffton (Pursuant to SC Freedom of Information Act 30-4-70 [a] [2])
3. Discussion Relating to Legal Advice and Proposed Contractual Matters (Pursuant to SC Freedom of Information Act 30-4-70 [a][2])
    - Willow Run Covenants
    - Expiration of the Village at Verdier Development Agreement

XIII. ACTION FROM EXECUTIVE SESSION

A motion was made by Councilmember Burden and seconded by Mayor Pro Tempore Hamilton to authorize the Town Manager in consultation with the Town Attorney, to negotiate a contract with Woda Cooper Communities, Inc. for a public private partnership to develop affordable housing and associated infrastructure at property located at 115 Bluffton Road in substantially the form of the attached Letter of Intent.

All were in favor and the motion passed.

XIV. ADJOURNMENT

A motion was made by Councilmember Wood and seconded by Mayor Pro Tempore Hamilton to adjourn the meeting at 8:20PM.

Town Council unanimously approved and the motion passed.

DRAFT

TOWN COUNCIL
STAFF REPORT
Department of Finance & Administration

MEETING DATE:	October 13, 2026
PROJECT:	Consideration of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds; and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget – Second & Final Reading
PROJECT MANAGER:	Natalie Majorkiewicz, CGFO, CGFM Director of Finance & Administration

RECOMMENDATION: Town Council approves the proposed ordinance amending the FY 2027 budget by $7,182,916 by increasing the General Fund budget by $2,304,358, decreasing the Local Hospitality Fund budget by $1,022,161, decreasing the Local Accommodations Tax Fund budget by $1,358,858, increasing the Stormwater Fund budget by $714,368, increasing the CIP budget by $3,013,340, and increasing the Debt Service Fund budget by $3,531,869 to reappropriate prior year unspent transfers to Capital Improvements Program Fund (CIP) and use of additional prior year fund balance, to reappropriate prior year unspent encumbrances and expenditures as well as uses of additional prior year fund balance, provide for new programs, use of previously earmarked spending of prior year fund balance, and recognize grant and entitlements revenues.

BACKGROUND:

In FY2026, revenues are projected to be higher than expenditures by approximately $7,035,714. Proposed uses of this additional fund balance included in this budget amendment are described in each fund below.

General Fund - This Budget Amendment proposes a $2,304,358 increase to the General Fund to incorporate several approved and anticipated funding sources. In includes $200,000 in State funding for AED replacements of $100,000 for the Police Department and $100,000 to support the Parks & Recreation study in the Executive Department.

The Town plans to submit a State Accommodations Tax Grant application for $39,000 and increase the transfers in from the Hospitality Tax Fund by $26,000 to support shuttle services through FY2027. Additionally, $118,197 remains in the Police federal technology grant, which is expected to be completed in FY2027.

An increase of $33,032 in transfers in from the Local Accommodations Tax Fund is proposed to support personnel expenses associated with additional Town events and the installation of new doors at the Welcome Center/Squire Pope Carriage House.

The gate at the New Riverside Barn Park was damaged and needs replaced. We are anticipating it to cost $20,500 with insurance covering nearly all, less the $1,000 deductible.

Lastly, this amendment includes the use of $1,868,629 in prior year fund balance for the following:

- Building Safety: Commercial Plan Review Services $40,000
- Parks & Rec Study funding source move to State ($100,000)
- Barn Park Gate deductible $1,000

- Contracts and encumbrances $212,116
- Transfer to CIP $1,715,513
    - Land Acquisition $1,745,263
    - Townwide Wayfinding $22,250
    - FY2026 Project Commitments and Carryforwards:
        - Historic District Overhead Powerline Conversion ($1,200)
        - Hilly Hill Lane ($50,800)

Local Hospitality Tax Fund – This budget amendment includes a decrease to the budget by $1,022,161 to reflect FY 2026 project carryforwards in the CIP Fund and support in the General Fund for shuttle services.

- Transfer to CIP Projects ($1,048,161)
    - Facilities: ($402,428)
    - Parks: ($403)
    - Roads: ($622,540)
    - Sewer: ($22,790)
- Transfer to General Fund: $26,000

Local Accommodations Tax Fund – This budget amendment includes a decrease to the budget by $1,358,858 to reflect FY 2026 project carryforwards in the CIP Fund and support in the General Fund for personnel costs for Town events.

- Transfer to CIP Projects ($1,391,890)
    - Facilities: ($287,520)
    - Parks: ($804,370)
    - Roads: ($300,000)
- Transfer to General Fund: $33,032

Stormwater Fund – This budget includes an increase to the Stormwater Fund budget to reflect project carryforwards and commitments of $719,576 to be completed in FY2027, adding $100,000 for lease, upfit, and utilities for staff, and a reduction of $105,208 in transfers out to Capital Improvements Program Fund.

- Transfer to CIP Projects ($105,208)
    - Public Service Building Expansion & Watershed Facility ($100,000)
    - Comprehensive Drainage Plan Improvements ($5,208)

Capital Improvements Program Fund (CIP) – This budget amendment includes an increase to the CIP budget by $3,013,340 to reflect FY 2026 project carryforwards ($3,034,773), Land Acquisition increase by $5,372,560, potential State Accommodations Tax Fund grant of $300,000, adjustments to projects for completion in FY2027 that total $375,553, and funding source adjustments with additional State support of $1,250,000.

Debt Service Fund – This budget includes an increase to Debt Service fund budget to reflect $3,531,869 of prior year TIF fund balance. These funds will be used for:

- Transfer to CIP Projects
    - Facilities ($108,251)
    - Land $3,860,000
    - Parks ($396,480)
    - Roads: ($275,200)
    - Sewer: $451,800

ATTACHMENTS:

1. Ordinance
    - Attachment A: General Fund Budget
    - Attachment B: Local Hospitality Tax Fund Budget
    - Attachment C: Local Accommodations Tax Fund Budget
    - Attachment D: Stormwater Fund Budget
    - Attachment E: Capital Improvements Program Fund Budget
    - Attachment F: Debt Service Fund Budget
2. FY 2026 Projected Yearend Financial Reports
    - Attachment A: General Fund
    - Attachment B: Stormwater Fund Budget
    - Attachment C: Capital Improvements Program Fund Budget
    - Attachment D: Debt Service Fund Budget
    - Attachment E: Special Revenue Funds
3. Council Motion Recommendation

AN ORDINANCE OF THE TOWN OF BLUFFTON
ORDINANCE NO. 2026-
FISCAL YEAR 2027 BUDGET

TO AMEND THE BUDGET FOR THE TOWN OF BLUFFTON, SOUTH CAROLINA, FOR THE FISCAL YEAR ENDING JUNE 30, 2027;
TO PROVIDE FOR THE EXPENDITURES OF CERTAIN FUNDS;
AND TO ALLOCATE THE SOURCES OF REVENUE FOR THE SAID FUNDS.

WHEREAS, Section 5-7-260 of the Code of Laws of South Carolina requires that a municipal council act by ordinance to adopt a budget and levy taxes, pursuant to public notice; and

WHEREAS, the Town Council did adopt the Budget Ordinance 2026-04 on June 09, 2026; and

WHEREAS, pursuant to Sections 4 and 5 of said budget, the Town Council is desirous of amending the budget so as to provide for budget appropriations for legal encumbrances and certain other commitments from the Fund Balance and other revenues of Fiscal Year 2027; and

WHEREAS, pursuant to Sections 4 and 5 of said budget, the Town Council is desirous of amending the budget so as to provide for additional program appropriations from available FY2026 fund balance and committing funds for capital asset reserves and assigning funds for projects not yet established; and

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA; AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID TOWN COUNCIL:

SECTION 1. AMENDMENT
The adopted fiscal year 2027 budget is amended to make the following changes and additions to the funds from prior year and to the projected revenue and expenditure accounts as follows:

General Fund	
Revenues and Other Sources	
Grants and Entitlements	$ 357,197
Miscellaneious Revenues	19,500
Other Financing Sources	
Transfers In	
Hospitality Tax	26,000
Local Accommodations Tax	33,032
Prior Year Fund Balance	1,868,629
Total Revenues and Other Sources	$ 2,304,358

General Fund (Cont.)	
Expenditures and Other Uses	
Expenditures	
Building Safety	$ 78,452
Communications	23,185
Events & Venues	33,032
Executive	82,055
Human Resources	10,000
Information Technology	16,200
Police	236,161
Public Services	44,760
Town Wide	65,000
Other Uses	
Transfer Out to CIP	1,715,513
Total Expenditures and Other Uses	$ 2,304,358
Local Hospitality Tax Fund	
Revenues and Other Sources	
Transfers In	
Prior Year Fund Balance	$(1,022,161)
Total Revenues and Other Sources	$(1,022,161)
Expenditures and Other Uses	
Other Uses	
Transfer Out to CIP	$(1,048,161)
Transfer Out to General Fund	26,000
Total Expenditures and Other Uses	$(1,022,161)
Local Accommodations Tax Fund	
Revenues and Other Sources	
Transfers In	
Prior Year Fund Balance	$(1,358,858)
Total Revenues and Other Sources	$(1,358,858)
Expenditures and Other Uses	
Other Uses	
Transfer Out to CIP	$(1,391,890)
Transfer Out to General Fund	33,032
Total Expenditures and Other Uses	$(1,358,858)

Stormwater Fund	
Revenues and Other Sources	
Transfers In	
Prior Year Fund Balance	$ 714,368
Total Revenues and Other Sources	$ 714,368
Expenditures and Other Uses	
Watershed Management	$ 819,576
Other Uses	
Transfer Out to CIP	(105,208)
Total Expenditures and Other Uses	$ 714,368
Capital Improvement Fund	
Revenues and Other Sources	
Grants and Entitlements	$ 1,550,000
Transfers In	
Hospitality Tax	(1,048,161)
Local Accommodations Tax	(1,391,890)
Stormwater Utility Tax	(105,208)
TIF	3,531,869
General Fund	1,715,513
Prior Year Fund Balance	(1,238,783)
Total Revenues and Other Sources	$ 3,013,340
Expenditures and Other Uses	
Expenditures	
E0001-Buckwalter Place Multi-County Commerce Park Phase 2	$ (204,143)
F0004-Sarah Riley Hooks Cottage	(433,392)
F0006-New Riverside Barn Park Event Lawn Pavilion	(97,131)
F0007-New Riverside Barn Park Public Service Building	(11,120)
F0008-Public Service Building Expansion & Watershed Facility	(100,000)
F0009-Oscar Frazier Park Pavilion	(19,303)
H0001-Affordable Housing Project	(2,050)
L0001-Land Acquisition	5,372,560
P0001-Park Improvements	(20,946)
P0005-New River Trail	(626,329)
P0008-Buckwalter Place West Park Improvements	(745,737)
P0009-Buck Island Road Park	(403)
P0010-Public Art	(32,085)
P0011-New Riverside Barn Park Ph 2 Trail & Disc Golf	(37,807)

Capital Improvement Fund (Cont.)	
Expenditures and Other Uses	
Expenditures	
R0001-Pathway Pedestrian Safety Improvements	(159,498)
R0002-Calhoun Street Streetscape	(29,471)
R0007-Boundary Street Streetscape	(8,771)
R0008-Townwide Wayfinding Signage System	22,250
R0009-Historic District Overhead Powerline Conversion	(1,200)
R0012-Holly Hill Lane	21,750
S0001-Sewer Connections Policy	(1,099)
S0005-Historic District Sewer Extension Phase 4	(17,647)
S0006-Historic District Sewer Extension Phase 5	(38,733)
S0007-Historic District Sewer Extension Phase 6	(31,202)
S0008-Bridge Street Streetscape	751,800
S0009-Comprehensive Drainage Plan Improvements	(5,208)
S0012-Pritchard Street Drainage Improvements	(531,745)
Total Expenditures and Other Uses	$ 3,013,340
Debt Service Fund	
Revenues and Other Sources	
Transfers In	
Prior Year Fund Balance	$ 3,531,869
Total Revenues and Other Sources	$ 3,531,869
Expenditures and Other Uses	
Other Uses	
Transfer Out to CIP	$ 3,531,869
Total Expenditures and Other Uses	$ 3,531,869

The effect of this amendment will be to increase the General Fund to $45,376,425 (Attachment A), to decrease the Local Hospitality Tax to $7,640,430 (Attachment B), to decrease the Local Accommodations Tax Fund to $2,736,871 (Attachment C), to increase the Stormwater Fund budget to $6,133,056 (Attachment D), to increase the Capital Improvements Program Fund budget to $42,224,220 (Attachment E), and to increase the Debt Service Fund budget to $16,985,902 (Attachment F), for a total Consolidated Budget of $121,096,904.

SECTION 2. SEVERABILITY

If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3. EFFECTIVE DATE
This Ordinance shall be effective upon its enactment by the Town Council for the Town of Bluffton.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF BLUFFTON ON THIS _____ DAY OF _____, 2026.

_____
Larry C. Toomer, Mayor
Town of Bluffton, South Carolina

ATTEST:

_____
Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

Attachments:

A. General Fund Budget
B. Local Hospitality Tax Fund Budget
C. Local Accommodations Tax Fund Budget
D. Stormwater Utility Fund Budget
E. Capital Improvements Program Fund Budget
F. Debt Service Fund Budget

First Reading: September 08, 2026
Second and Final Reading: October 13, 2026

Town of Bluffton
General Fund Budget

	Adopted FY 2027 Budget	Budget Amendment #1	Proposed FY 2027 Budget
Revenues			
Property Taxes	$ 11,556,000	$ -	$ 11,556,000
Licenses & Permits			
Business Licenses	5,000,000	-	5,000,000
Franchise Fees	4,000,000	-	4,000,000
MASC Insurance Tax Collection	5,400,000	-	5,400,000
MASC Telecommunications	45,000	-	45,000
Building Safety Permits	2,241,372	-	2,241,372
Application Fees	60,000	-	60,000
Total Licenses & Permits	16,746,372	-	16,746,372
Grants and Entitlements	1,587,354	357,197	1,944,551
Intergovernmental	702,862	-	702,862
Service Revenues	697,800	-	697,800
Fines & Fees	115,000	-	115,000
Interest Income	500,000	-	500,000
Miscellaneous Revenues	703,472	19,500	722,972
Total Revenues	32,608,860	376,697	32,985,557
Other Financing Sources	-	-	-
Transfers In			
Hospitality Tax	3,245,219	26,000	3,271,219
Local Accommodations Tax	670,200	33,032	703,232
State Accommodations Tax	79,346	-	79,346
Stormwater Utility Fund	774,538	-	774,538
General Fund Prior Year Fund Balance	4,746,728	1,868,629	6,615,357
General Fund PYFB-Capital Asset Reserve	947,176	-	947,176
Total Transfers In	10,463,207	1,927,661	12,390,868
Total Other Financing Sources & Tranfers In	10,463,207	1,927,661	12,390,868
Total Revenues and Other Financing Sources	$ 43,072,067	$ 2,304,358	$ 45,376,425
Expenditures			
Building Safety	$ 1,008,863	$ 78,452	$ 1,087,315
Communications	530,750	23,185	553,935
Customer Service	244,402	-	244,402
Economic Development: DRCI	445,663	-	445,663
Events & Venues	1,080,625	33,032	1,113,657
Executive	2,241,172	82,055	2,323,227
Finance & Administration	1,373,433	-	1,373,433
Human Resources	785,844	10,000	795,844
Information Technology	2,641,702	16,200	2,657,902
Municipal Court	523,883	-	523,883
Municipal Judges	112,328	-	112,328
Planning & Community Development	1,253,515	-	1,253,515
Police	11,685,423	236,161	11,921,584
Project Management	900,333	-	900,333
Public Services	4,170,388	44,760	4,215,148
Town Council	253,624	-	253,624
Town Wide	5,430,037	65,000	5,495,037
Total Expenditures	34,681,985	588,845	35,270,830
Other Funding Uses			
Contribution to Fund Balance	-	-	-
Transfers Out to Capital Improvements Program Fund	8,390,082	1,715,513	10,105,595
Total Other Funding Uses	8,390,082	1,715,513	10,105,595
Total Expenditures and Other Funding Uses	$ 43,072,067	$ 2,304,358	$ 45,376,425

Town of Bluffton
Local Hospitality Tax Fund Fund
Special Revenue

	Adopted FY 2027 Budget	Budget Amendment #1	Proposed FY 2027 Budget
Revenues			
Taxes	$ 4,172,605	$ -	$ 4,172,605
Interest Income	150,000	-	150,000
Total Revenues	4,322,605	-	4,322,605
Other Financing Sources	-	-	-
Transfers In			
Prior Year Fund Balance	4,339,986	(1,022,161)	3,317,825
Total Other Financing Sources & Transfers In	4,339,986	(1,022,161)	3,317,825
Total Revenues and Other Financing Sources	$ 8,662,591	$ (1,022,161)	$ 7,640,430
Expenditures			
Other Funding Uses			
Transfer to Capital Improvements Project Fund	5,417,372	(1,048,161)	4,369,211
Transfer to General Fund	3,245,219	26,000	3,271,219
Total Transfers	8,662,591	(1,022,161)	7,640,430
Total Expenditures and Other Funding Uses	$ 8,662,591	$ (1,022,161)	$ 7,640,430

Town of Bluffton
Local Accommodations Tax Fund Fund
Special Revenue

	Adopted FY 2027 Budget	Budget Amendment #1	Proposed FY 2027 Budget
Revenues			
Taxes	$ 1,630,324	$ -	$ 1,630,324
Interest Income	19,000	-	19,000
Total Revenues	1,649,324	-	1,649,324
Other Financing Sources	-	-	-
Transfers In			
Prior Year Fund Balance	2,446,405	(1,358,858)	1,087,547
Total Other Financing Sources & Transfers In	2,446,405	(1,358,858)	1,087,547
Total Revenues and Other Financing Sources	$ 4,095,729	$ (1,358,858)	$ 2,736,871
Expenditures			
Other Funding Uses			
Transfer to Capital Improvements Project Fund	3,425,529	(1,391,890)	2,033,639
Transfer to General Fund	670,200	33,032	703,232
Total Transfers	4,095,729	(1,358,858)	2,736,871
Total Expenditures and Other Funding Uses	$ 4,095,729	$ (1,358,858)	$ 2,736,871

Town of Bluffton
Stormwater Fund Budget

	Adopted FY 2027 Budget	Budget Amendment #1	Proposed FY 2027 Budget
Revenues			
Stormwater Utility Fee	$ 2,312,842	$ -	$ 2,312,842
Licenses & Permits			
NPDES Plan Review and Inspection Fee	400,000	-	400,000
Total Licenses & Permits	400,000	-	400,000
Grants and Entitlements	-	-	-
Intergovernmental	-	-	-
Service Revenues	-	-	-
Fines & Fees	-	-	-
Interest Income	25,000	-	25,000
Miscellaneous Revenues	-	-	-
Total Revenues	2,737,842	-	2,737,842
Other Financing Sources	-	-	-
Transfers In	-	-	-
Prior Year Fund Balance	2,680,846	714,368	3,395,214
Total Other Financing Sources & Tranfers In	2,680,846	714,368	3,395,214
Total Revenues and Other Financing Sources	$ 5,418,688	$ 714,368	$ 6,133,056
Expenditures			
Watershed Management	$ 3,761,066	$ 819,576	$ 4,580,642
Total Expenditures	3,761,066	819,576	4,580,642
Other Funding Uses			
Transfers Out to Capital Improvements Program Fund	588,784	(105,208)	483,576
Transfers Out to General Fund	774,538	-	774,538
Transfer to Debt Service	294,300	-	294,300
Total Other Funding Uses	1,657,622	(105,208)	1,552,414
Total Expenditures and Other Funding Uses	$ 5,418,688	$ 714,368	$ 6,133,056

Town of Bluffton
Capital Improvements Project Fund

	Adopted FY 2027 Budget	Budget Amendment #1	Proposed FY 2027 Budget
Revenues			
Licenses & Permits	$ 317,000	$ -	$ 317,000
Grants and Entitlements	1,000,000	1,550,000	2,550,000
Intergovernmental	232,990	-	232,990
Service Revenues	-	-	-
Fines & Fees	-	-	-
Interest Income	-	-	-
Miscellaneous Revenues	-	-	-
Total Revenues	1,549,990	1,550,000	3,099,990
Other Financing Sources	-	-	-
Transfers In			
Hospitality Tax	5,417,372	(1,048,161)	4,369,211
Local Accommodations Tax	3,425,529	(1,391,890)	2,033,639
State Accommodations Tax	162,588	-	162,588
Stormwater Utility Tax	588,784	(105,208)	483,576
TIF	11,211,269	3,531,869	14,743,138
General Fund	8,390,082	1,715,513	10,105,595
CIP Fund Balance	8,465,266	(1,238,783)	7,226,483
Total Other Financing Sources & Transfers In	37,660,890	1,463,340	39,124,230
Total Revenues and Other Financing Sources	$ 39,210,880	$ 3,013,340	$ 42,224,220
Expenditures			
Economic Development Projects	$ 1,098,948	$ (204,143)	$ 894,805
Facilities Projects	4,789,983	(660,946)	4,129,037
Housing Projects	1,945,325	(2,050)	1,943,275
Information Technology Infrastructure Projects	40,603	-	40,603
Land Acquisition	11,600,000	5,372,560	16,972,560
Park Projects	6,415,261	(1,463,307)	4,951,954
Road Projects	7,184,948	(154,940)	7,311,114
Stormwater and Sewer Projects	5,818,812	126,166	5,663,872
Total Expenditures	38,893,880	3,013,340	41,907,220
Other Funding Uses			
Transfer to General Fund	-	-	-
Contribution to Fund Balance	317,000	-	317,000
Total Transfers	317,000	-	317,000
Total Expenditures and Other Funding Uses	$ 39,210,880	$ 3,013,340	$ 42,224,220

Town of Bluffton
Debt Service Fund Budget

	Adopted FY 2027 Budget	Budget Amendment #1	Proposed FY 2027 Budget
Revenues			
Property Taxes			
Real & Personal Property Tax (TIF)	$ 5,357,587	$ -	$ 5,357,587
GO Bond Debt Service Property Tax	588,545	-	588,545
Total Property Tax	5,946,132	-	5,946,132
Licenses & Permits			
Municipal Improvement District Fee	390,970	-	390,970
Interest Income	50,000	-	50,000
Total Revenues	6,387,102	-	6,387,102
Other Financing Sources			
Stormwater Utility Fund	294,300	-	294,300
Prior Year Fund Balance	6,772,631	3,531,869	10,304,500
Total Other Financing Sources	7,066,931	3,531,869	10,598,800
Total Revenues and Other Financing Sources	$ 13,454,033	$ 3,531,869	$ 16,985,902
Expenditures			
Series 2022 TIF Bonds Debt Service			
Principal	$ 1,282,293	-	1,282,293
Interest	290,321	-	290,321
Series 2020 GO Bonds Debt Service			
Principal	280,000	-	280,000
Interest	95,800	-	95,800
Series 2020A GO Bonds Debt Service (Projects)			
Principal	180,000	-	180,000
Interest	114,300	-	114,300
Miscellaneous	50	-	50
Total Expenditures	2,242,764	-	2,242,764
Other Funding Uses			
Transfers Out to Capital Improvements Program Fund	11,211,269	3,531,869	14,743,138
Total Other Funding Uses	11,211,269	3,531,869	14,743,138
Total Expenditures and Other Funding Uses	$ 13,454,033	$ 3,531,869	$ 16,985,902

Town of Bluffton
Actual Versus Budget
For Period Ending June 30, 2026

	Month of June 2026					Year-to-Date through June 30, 2026 (Accrual through July 28, 2026)				
	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes	$ 130,538	$ 345,379	$ 214,841	$ 139,368	$ 206,011	$ 10,682,398	$ 11,990,963	$ 1,308,565	$ 11,203,000	$ 787,963
Licenses & Permits										
Business Licenses	182,287	108,276	(74,011)	152,637	(44,361)	5,078,940	4,969,916	(109,024)	4,163,400	806,516
MASC Telecommunications	511	422	(89)	499	(77)	49,136	44,003	(5,133)	48,000	(3,997)
MASC Insurance Tax Collection	5,201,532	3,916,142	(1,285,390)	4,532,171	(616,029)	5,390,705	4,352,621	(1,038,084)	4,697,000	(344,379)
Franchise Fees	2,104,834	1,986,125	(118,709)	1,892,267	93,858	3,735,220	3,746,814	11,594	3,358,000	388,814
Building Safety Permits	287,266	337,671	50,405	111,243	226,428	4,357,927	3,813,671	(544,256)	1,704,259	2,109,412
Application Fees	7,075	6,501	(574)	4,237	2,264	100,200	77,196	(23,004)	60,000	17,196
Total Licenses & Permits	7,783,505	6,355,137	(1,428,368)	6,693,054	(337,917)	18,712,128	17,004,221	(1,707,907)	14,030,659	2,973,562
Grants and Entitlements	217,532	120,613	(96,919)	698,323	(577,710)	1,381,411	2,409,304	1,027,893	1,476,460	932,844
Intergovernmental	-	368,782	368,782	-	368,782	325,559	676,055	350,496	484,688	191,367
Service Revenues	61,880	77,552	15,672	41,975	35,577	1,104,755	973,445	(131,310)	748,000	225,445
Fines & Fees	9,189	11,882	2,693	9,145	2,737	115,558	172,303	56,745	115,000	57,303
Interest Income	119,192	27,831	(91,361)	40,311	(12,480)	887,040	558,180	(328,860)	300,000	258,180
Miscellaneous Revenues	15,917	19,937	4,020	34,775	(14,838)	513,872	303,794	(210,077)	703,472	(399,678)
Total Revenues	8,337,753	7,327,113	(1,010,640)	7,656,951	(329,838)	33,722,721	34,088,266	365,546	29,061,279	5,026,987
Other Financing Sources	21,560	-	(21,560)	-	-	41,264	-	(41,264)	-	-
Transfers In	-	88,578	88,578	-	88,578	4,114,007	6,847,342	2,733,335	9,261,148	(2,413,806)
Total Other Financing Sources & Tranfers In	21,560	88,578	67,018	-	88,578	4,155,271	6,847,342	2,692,071	9,261,148	(2,413,806)
Total Revenues and Other Financing Sources	$ 8,359,313	$ 7,415,691	$ (943,622)	$ 7,656,951	$ (241,260)	$ 37,877,992	$ 40,935,608	$ 3,057,617	$ 38,322,427	$ 2,613,181
Expenditures										
Building Safety	$ 109,435	$ 85,235	$ (24,200)	$ 126,011	$ (40,776)	$ 938,302	$ 720,403	$ (217,899)	$ 1,080,427	$ (360,024)
Communications	144,602	98,104	(46,498)	86,524	11,580	810,923	453,842	(357,081)	485,221	(31,379)
Customer Service	32,151	27,876	(4,275)	36,185	(8,309)	252,364	220,612	(31,752)	284,031	(63,419)
Economic Development	39,556	50,766	11,210	39,556	11,210	486,487	486,487	-	486,487	-
Events & Venues	-	88,744	88,744	111,483	(22,739)	-	652,947	652,947	857,561	(204,614)
Executive	245,486	273,154	27,668	284,176	(11,022)	1,727,627	1,908,926	181,299	1,999,914	(90,988)
Finance & Administration	128,574	152,113	23,539	151,098	1,015	1,124,229	1,263,637	139,408	1,321,174	(57,537)
Human Resources	58,451	67,055	8,604	69,454	(2,399)	576,603	694,133	117,530	685,146	8,987
Information Technology	265,285	228,403	(36,882)	318,019	(89,616)	2,023,994	2,198,164	174,170	2,426,327	(228,163)
Municipal Court	50,486	64,990	14,504	52,719	12,271	496,733	507,384	10,651	518,706	(11,322)
Municipal Judges	16,822	8,469	(8,353)	17,383	(8,914)	107,290	100,282	(7,008)	110,869	(10,587)
Planning & Community Development	202,919	190,388	(12,531)	252,675	(62,287)	1,524,624	1,609,734	85,110	1,898,467	(288,733)
Police	1,270,710	1,197,262	(73,448)	1,443,427	(246,165)	10,205,127	10,529,426	324,299	11,792,303	(1,262,877)
Project Management	95,389	101,584	6,195	105,695	(4,111)	780,659	791,016	10,357	865,004	(73,988)
Public Services	520,694	435,743	(84,951)	646,682	(210,939)	2,988,421	3,150,548	162,127	3,711,502	(560,954)
Town Council	22,654	19,241	(3,413)	38,443	(19,202)	147,740	243,400	95,660	250,710	(7,310)
Town Wide	675,072	613,084	(61,988)	839,880	(226,796)	3,531,662	3,966,721	435,059	4,393,862	(427,141)
Total Expenditures	3,878,286	3,702,211	(176,075)	4,619,410	(917,199)	27,722,785	29,497,662	1,774,877	33,167,711	(3,670,049)
										-
Other Financing Uses										
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	3,266,049	4,402,232	1,136,183	5,154,716	(752,484)
Total Transfers	-	-	-	-	-	3,266,049	4,402,232	1,136,183	5,154,716	(752,484)
Total Expenditures and Other Financing Uses	$ 3,878,286	$ 3,702,211	$ (176,075)	$ 4,619,410	$ (917,199)	$ 30,988,834	$ 33,899,894	$ 2,911,060	$ 38,322,427	$ (4,422,533)

Town of Bluffton
Actual Versus Budget
For Period Ending June 30, 2026

	Month of June 2026					Year-to-Date through June 30, 2026 (Accrual through July 28, 2026)				
	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)
Revenues										
Stormwater Utility Fee	$ 16,681	$ 28,829	$ 12,148	$ 15,222	$ 13,607	$ 2,484,854	$ 2,436,759	$ (48,095)	$ 2,267,492	$ 169,267
Licenses & Permits										
NPDES Plan Review Fee	6,750	10,600	3,850	7,258	3,342	92,998	83,736	(9,262)	100,000	(16,264)
NPDES Inspection Fee	15,750	43,900	28,150	14,147	29,753	334,000	518,207	184,207	300,000	218,207
Total Licenses & Permits	22,500	54,500	32,000	21,405	33,095	426,998	601,943	174,945	400,000	201,943
Interest Income	4,092	3,069	(1,023)	-	3,069	59,224	43,110	(16,114)	-	43,110
Total Revenues	43,273	86,398	43,125	36,627	49,771	2,971,076	3,081,812	110,736	2,667,492	414,320
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Tranfers In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	$ 43,273	$ 86,398	$ 43,125	$ 36,627	$ 49,771	$ 2,971,076	$ 3,081,812	$ 110,736	$ 2,667,492	$ 414,320
Expenditures										
Watershed Management	$ 335,238	$ 201,479	$ (133,759)	$ 952,375	$ (750,896)	$ 1,610,273	$ 2,133,009	$ 522,736	$ 4,574,610	$ (2,441,601)
Total Expenditures	335,238	201,479	(133,759)	952,375	(750,896)	1,610,273	2,133,009	522,736	4,574,610	(2,441,601)
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Transfers Out to General Fund	-	-	-	-	-	-	-	-	-	-
Transfer Out to Debt Service	-	-	-	-	-	296,050	292,800	(3,250)	292,800	-
Contribution to Fund Balance	-	-		-	-	-	-		-	-
Total Transfers	-	-	-	-	-	296,050	292,800	(3,250)	292,800	-
Total Expenditures and Other Financing Uses	$ 335,238	$ 201,479	$ (133,759)	$ 952,375	$ (750,896)	$ 1,906,323	$ 2,425,809	$ 519,486	$ 4,867,410	$ (2,441,601)

Town of Bluffton
Budget and Actual - Capital Improvement Program Fund
For Period Ending June 30, 2026 (Accrual through July 28, 2026)

	YTD Estimated	Adopted Budget	Budget Amendments and Transfers	Revised Budget	Actual vs Budget Difference	Actual as % of Budget
Economic Development						
Buckwalter Place Multi-County Commerce Park Phase 2	$ 264,260	$ 1,514,455	(355,391)	$ 1,159,064	$ 894,804	22.8%
Total Economic Development	**264,260**	**1,514,455**	**(355,391)**	**1,159,064**	**894,804**	**22.8%**
Facilities						
Town Hall Improvements	12,651	-	14,380	14,380	1,729	88.0%
Squire Pope Carriage House	45,659	-	51,805	51,805	6,146	88.1%
Law Enforcement Center Facility Improvements	-	195,000	(36,076)	158,924	158,924	0.0%
Sarah Riley Hooks Cottage	1,080,884	1,162,350	435,401	1,597,751	516,867	67.7%
Town Facilities ADA Compliance Plan	-	100,000	-	100,000	100,000	0.0%
New Riverside Barn Park Event Lawn Pavilion - NEW	1,017,256	111,500	960,000	1,071,500	54,244	94.9%
New Riverside Barn Park Public Service Building - NEW	16,811	99,000	-	99,000	82,189	17.0%
Public Service Building Expansion & Watershed Facility - NEW	4,700	201,000	-	201,000	196,300	2.3%
Oscar Frazer Park Pavilion - NEW	27,975	-	195,000	195,000	167,025	14.3%
Total Facilities	**2,205,936**	**1,868,850**	**1,620,510**	**3,489,360**	**1,283,424**	**63.2%**
Housing						
Affordable Housing Project	487,121	740,816	489,580	1,230,396	743,275	39.6%
Total Housing	**487,121**	**740,816**	**489,580**	**1,230,396**	**743,275**	**39.6%**
Information Technology Infrastructure						
Community Safety Cameras Phase 6	46,988	139,200	-	139,200	92,212	33.8%
Network Improvements	21,109	35,000	26,712	61,712	40,603	34.2%
Total Parks	**68,097**	**174,200**	**26,712**	**200,912**	**132,815**	**33.9%**
Land						
Land Acquisition	8,064,039	9,709,302	3,960,000	13,669,302	5,605,263	59.0%
Total Land	**8,064,039**	**9,709,302**	**3,960,000**	**13,669,302**	**5,605,263**	**59.0%**
Parks						
Park Improvements	122,171	60,000	65,000	125,000	2,829	97.7%
Oyster Factory Park	274,762	973,502	-	973,502	698,740	28.2%
New Riverside Park/Barn Site	799,785	2,142,000	(1,322,399)	819,601	19,816	97.6%
New River Trail	1,813,550	3,661,787	1,247,733	4,909,520	3,095,970	36.9%
Buckwalter Place Park Improvements	1,141,131	1,350,859	91,585	1,442,444	301,313	79.1%
Buck Island - Simmonsville Neighborhood Park - NEW	1,612	198,500	-	198,500	196,888	0.8%
Public Art	78,179	100,000	141,440	241,440	163,261	32.4%
New Riverside Barn Park Phase 2 Trail & Disc Golf - NEW	58,120	135,000	-	135,000	76,880	43.1%
Total Parks	**4,289,310**	**8,621,648**	**223,359**	**8,845,007**	**4,555,697**	**48.5%**
Roads						
Pathway Pedestrian Safety Improvements	409,352	460,235	115,182	575,417	166,065	71.1%
Calhoun Street Streetscape	69,069	427,230	89,593	516,823	447,754	13.4%
Wharf Street Lighting	139,802	69,500	175,060	244,560	104,758	57.2%
Boundary Street Lighting	-	-	23,224	23,224	23,224	0.0%
Boundary Street Streetscape	77,030	3,359,250	(464,038)	2,895,212	2,818,182	2.7%
Townwide Wayfinding Signage System	-	-	72,238	72,238	72,238	0.0%
Historic District Overhead Power Conversion	1,200	74,000	(13,200)	60,800	59,600	2.0%
Ghost Roads	228	376,000	(53,784)	322,216	321,988	0.1%
Washington Square Connector	2,415	-	261,940	261,940	259,525	0.9%
Holly Hill Lane	50,800	-	60,000	60,000	9,200	84.7%
Total Roads	**749,896**	**4,766,215**	**266,215**	**5,032,430**	**4,282,534**	**14.9%**
Stormwater and Sewer						
Sewer Connections Policy	7,134	459,046	150,189	609,235	602,101	1.2%
Historic District Sewer Extension Phase 4	166,456	575,760	3,079	578,839	412,383	28.8%
Historic District Sewer Extension Phase 5	228,299	183,920	332,859	516,779	288,480	44.2%
Historic District Sewer Extension Phase 6	204,534	201,700	442,776	644,476	439,942	31.7%
Bridge Street Streetscape	277,973	1,593,313	118,040	1,711,353	1,433,380	16.2%
Comprehensive Drainage Plan Improvements	30,268	84,500	121,500	206,000	175,732	14.7%
May River Action Plan Impervious Restoration/Water Quality Project	14,677	-	15,000	15,000	323	97.8%
Stoney Crest Campground/Old Palmetto Bluff Rd	962,603	1,352,432	-	1,352,432	389,829	71.2%
Pritchard Street Drainage Improvements	1,032,667	1,224,366	1,318,634	2,543,000	1,510,333	40.6%
Total Stormwater and Sewer	**2,924,611**	**5,675,037**	**2,502,077**	**8,177,114**	**5,252,503**	**35.8%**
Total CIP Expenditures	**$ 19,053,270**	**$ 33,070,523**	**$ 8,733,062**	**$ 41,803,585**	**$ 22,750,315**	**45.6%**

Town of Bluffton
Actual Versus Budget
For Period Ending June 30, 2026

	Month of June 2026					Year-to-Date through June 30, 2026 (Accrual through July 28, 2026)				
	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes										
Real & Personal Property Tax (TIF)	$ 6,918	$ 11,872	$ 4,954	$ 6,759	$ 5,113	$ 4,855,406	$ 5,330,097	$ 474,691	$ 4,744,142	$ 585,955
GO Bond Debt Service Property Tax	13,547	18,011	4,464	14,231	3,780	549,285	615,267	65,982	577,005	38,262
Total Property Tax	20,465	29,883	9,418	20,990	8,893	5,404,691	5,945,364	540,673	5,321,147	624,217
Licenses & Permits										
Municipal Improvement District Fee	1,200	300	(900)	1,187	(887)	395,174	413,689	18,515	390,970	22,719
Interest Income	3,440	1,682	(1,758)	2,125	(443)	80,939	58,818	(22,121)	50,000	8,818
Total Revenues	25,105	31,865	6,760	24,302	7,563	5,880,804	6,417,871	537,067	5,762,117	655,754
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	296,050	292,800	(3,250)	4,967,553	(4,674,753)
Total Other Financing Sources & Tranfers In	-	-	-	-	-	296,050	292,800	(3,250)	4,967,553	(4,674,753)
Total Revenues and Other Financing Sources	$ 25,105	$ 31,865	$ 6,760	$ 24,302	$ 7,563	$ 6,176,854	$ 6,710,671	$ 533,817	$ 10,729,670	$ (4,018,999)
Expenditures										
Series 2014 TIF Bonds Debt Service										
Principal	$ -	$ -	$ -	$ -	$ -	$ 896,386	$ 919,815	$ 23,429	$ 919,815	$ -
Interest	-	-	-	-	-	35,295	11,866	(23,429)	11,866	-
Series 2022 TIF Bonds Debt Service										
Principal	$ -	$ -	$ -	$ -	$ -	$ 327,553	$ 338,887	$ 11,334	$ 338,887	$ -
Interest	-	-	-	-	-	313,380	302,046	(11,334)	302,046	-
Series 2020 GO Bonds Debt Service										
Principal	-	-	-	-	-	255,000	270,000	15,000	270,000	-
Interest	-	-	-	-	-	122,050	109,300	(12,750)	109,300	-
Series 2020A GO Bonds Debt Service										
Principal	-	-	-	-	-	165,000	170,000	5,000	170,000	-
Interest	-	-	-	-	-	131,050	122,800	(8,250)	122,800	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	2,245,714	2,244,714	(1,000)	2,244,714	-
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	714,304	-	(714,304)	1,416,545	(1,416,545)	4,364,304	3,063,566	(1,300,738)	3,063,566	-
Total Transfers	714,304	-	(714,304)	1,416,545	(1,416,545)	4,364,304	3,063,566	(1,300,738)	3,063,566	-
Total Expenditures and Other Financing Uses	$ 714,304	$ -	$ (714,304)	$ 1,416,545	$ (1,416,545)	$ 6,610,018	$ 5,308,280	$ (1,301,738)	$ 5,308,280	$ -

Town of Bluffton
Special Revenue Accounts
For Period Ending June 30, 2026 (Accrual through July 28, 2026)

FY2026

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	512	616	659	542	280,235	483	266,375	365	467	431	190,145	572,511	-	1,313,341	1,097,875
Local Accommodations Tax	2,117	164,745	133,309	118,983	195,878	173,927	149,358	78,220	103,865	235,560	286,924	251,062	191,564	2,085,512	1,322,792
Hospitality Tax	4,562	336,180	358,387	355,891	379,408	400,676	357,198	325,989	346,505	430,013	450,990	431,592	389,749	4,567,140	4,261,955
Total Revenues	7,191	501,541	492,355	475,416	855,521	575,086	772,931	404,574	450,837	666,004	928,059	1,255,165	581,313	7,965,993	6,682,622

FY2025

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	1,571	1,830	1,559	1,417	271,078	697	632	290,058	673	664	174,809	549	435,462	1,180,999	1,022,605
Local Accommodations Tax	2,700	60,640	138,169	122,416	194,338	192,218	129,925	55,057	93,013	177,747	230,699	217,123	191,598	1,805,643	1,342,930
Hospitality Tax	8,468	281,963	305,218	314,531	351,835	411,775	348,925	294,270	311,950	420,178	370,020	422,794	392,612	4,234,539	4,140,747
Total Revenues	12,739	344,433	444,946	438,364	817,251	604,690	479,482	639,385	405,636	598,589	775,528	640,466	1,019,672	7,221,181	6,506,282

FY2026 VS FY2025 (more / (less)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	(1,059)	(1,214)	(900)	(875)	9,157	(214)	265,743	(289,693)	(206)	(233)	15,336	571,962	(435,462)	132,342
Local Accommodations Tax	(583)	104,105	(4,860)	(3,433)	1,540	(18,291)	19,433	23,163	10,852	57,813	56,225	33,939	(34)	279,869
Hospitality Tax	(3,906)	54,217	53,169	41,360	27,573	(11,099)	8,273	31,719	34,555	9,835	80,970	8,798	(2,863)	332,601
Total Revenues	(5,548)	157,108	47,409	37,052	38,270	(29,604)	293,449	(234,811)	45,201	67,415	152,531	614,699	(438,359)	744,812

FY2024

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	1,533	1,721	1,963	237,553	1,773	2,006	249,085	1,857	2,041	161,350	1,868	1,570	457,086	1,121,406	1,030,150
Local Accommodations Tax	5,551	152,136	108,061	124,885	176,611	171,277	117,868	70,760	89,999	183,177	210,129	186,173	269,837	1,866,464	1,597,500
Hospitality Tax	54,512	340,435	282,100	283,048	355,917	349,776	385,693	223,058	314,287	383,243	392,360	423,103	345,958	4,133,490	3,788,036
Total Revenues	61,596	494,292	392,124	645,486	534,301	523,059	752,646	295,675	406,327	727,770	604,357	610,846	1,072,881	7,121,360	6,415,686

FY2025 VS FY2024 (more / (less)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	38	109	(404)	(236,136)	269,305	(1,309)	(248,453)	288,201	(1,368)	(160,686)	172,941	(1,021)	(21,624)	59,593
Local Accommodations Tax	(2,851)	(91,496)	30,108	(2,469)	17,727	20,941	12,057	(15,703)	3,014	(5,430)	20,570	30,950	(78,239)	(60,821)
Hospitality Tax	(46,044)	(58,472)	23,118	31,483	(4,082)	61,999	(36,768)	71,212	(2,337)	36,935	(22,340)	(309)	46,654	101,049
Total Revenues	(48,857)	(149,859)	52,822	(207,122)	282,950	81,631	(273,164)	343,710	(691)	(129,181)	171,171	29,620	(53,209)	99,821

FY2023

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	400	468	509	256,141	783	897	229,281	916	1,155	145,283	1,388	1,466	484,835	1,123,522	1,175,700
Local Accommodations Tax	614	173,603	126,868	137,517	152,941	158,074	114,639	63,354	83,215	24,975	331,683	187,863	176,432	1,731,779	1,577,800
Hospitality Tax	4,685	255,181	281,079	312,591	335,754	307,857	291,337	235,565	310,100	87,619	491,342	352,679	405,875	3,671,664	2,730,300
Total Revenues	5,699	429,252	408,456	706,249	489,478	466,828	635,257	299,835	394,471	257,876	824,412	542,009	1,067,142	6,526,964	5,483,800

FY2024 VS FY2023 (more / (less)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	1,133	1,253	1,454	(18,588)	990	1,109	19,804	941	886	16,067	480	104	(27,749)	(2,116)
Local Accommodations Tax	4,937	(21,467)	(18,807)	(12,632)	23,670	13,203	3,229	7,406	6,784	158,202	(121,554)	(1,690)	93,405	134,685
Hospitality Tax	49,827	85,254	1,021	(29,543)	20,163	41,919	94,356	(12,507)	4,187	295,624	(98,982)	70,424	(59,917)	461,826
Total Revenues	55,897	65,040	(16,332)	(60,763)	44,823	56,231	117,389	(4,160)	11,856	469,894	(220,055)	68,837	5,739	594,396

Council Motion Recommendation

Consideration of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget – First Reading

"I make a motion to approve the First Reading of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget."

TOWN COUNCIL

STAFF REPORT

MEETING DATE:	October 13, 2026
PROJECT:	Consideration of an Intergovernmental Agreement with Beaufort County Related to the Construction of Holly Hill Road
PROJECT MANAGER:	Stephen Steese Town Manager

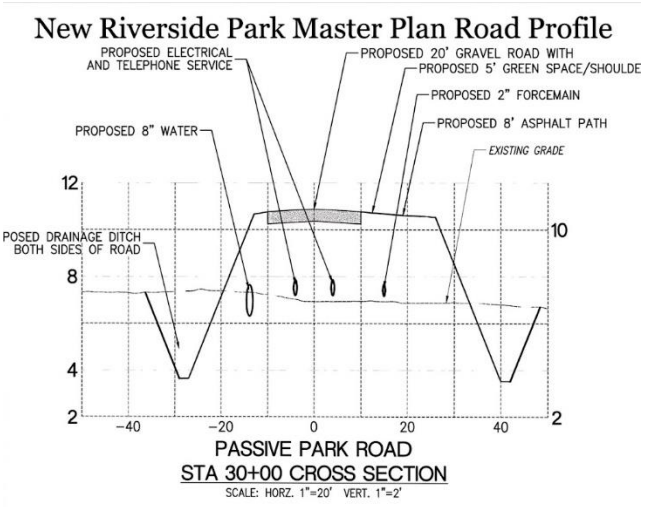
RECOMMENDATION:

Town Council approve the Intergovernmental Agreement with Beaufort County Related to the Construction of Holly Hill Road as included in Attachment 1.

BACKGROUND:

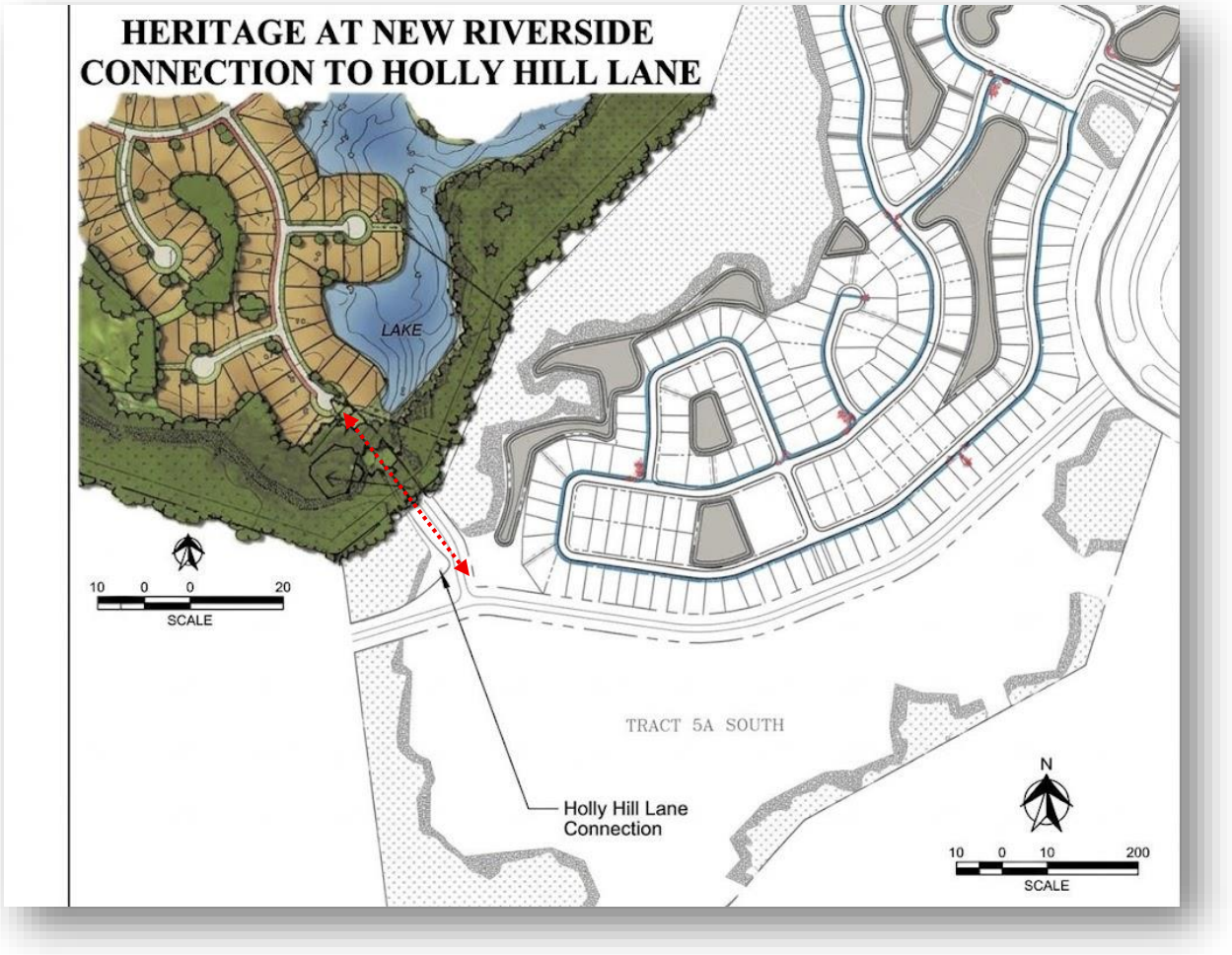
Holly Hill Lane (or sometimes referenced as Holly Hill Road) is currently a recorded right of way owned by New Riverside LLC; however, it is not constructed or a usable road. However, four individual parties, the Town of Bluffton, Beaufort County, Heritage at New Riverside Property Owners Association and Alston Park Phase 3 have interest and development approval obligations to construct portions of the road.

The New Riverside Park Master Plan was approved by Town Council on January 14, 2020 with the condition that prior to the issuance of a development permit, there is an obligation to construct Holly Hill Road as a gravel road from New Riverside Road to the entrance of the park with an 8 foot wide multi-use pathway running the entire length, as shown in the diagram below.



Later in February 2025, Town Council approved the Alston Park Phase 3 Master Plan with the condition that the first phase of development shall be the construction of Holly Hill Lane from New Riverside Road to the development's entrance at Benton Circle.

Furthermore, the Master Plan for Heritage at New Riverside shows a potential future connection from Anthem Drive to Holly Hill Lane, however, no mechanism or additional information was provided as shown on the image below.



In order to improve traffic circulation and improve safety, all directly affected parties, including the Town of Bluffton, Beaufort County and the developer of Alston Park Phase 3 proceeded forward in a mutual agreement to plan and design the road together as a team rather than individual parts. On November 13, 2025 Town Council took action after Executive Session to authorize the Town to pay for the engineering of Holly Hill Lane. The motion to authorize the Town Manager to sign and approve an 'Agreement for Engineering Services' (attachment 2) between the Town, Beaufort County and Village Park Communities LLC for engineering services for the development of plans for the construction of Holly Hill Lane from New Riverside Road to the future entrance of New Riverside Park was unanimously approved.

The engineering services as outlined in the agreement were completed and delivered to the Town and County, August 24, 2026.

NEXT STEPS:

Beaufort County Council is considering approval of the Agreement (attachment 1) at their meeting on October 26th. Once approved and signed by all parties, the Town will work with the County to execute the agreement and construct the entirety of the road.

ATTACHMENTS:

1. Draft Intergovernmental Agreement
2. Agreement for Engineering Services
3. Proposed Motion

STATE OF SOUTH CAROLINA)
)
)
COUNTY OF BEAUFORT)

AGREEMENT FOR CONSTRUCTION OF RIGHT-OF-WAY PROJECT

THIS AGREEMENT FOR CONSTRUCTION OF RIGHT OF WAY ("***Agreement***") is made and entered into as of _____, 2026 ("***Effective Date***"), by and between the **TOWN OF BLUFFTON,** a South Carolina municipal corporation (*"**Town**")* and **BEAUFORT COUNTY,** a political subdivision of the State of South Carolina (*"**County**")*; individually as a *"Party"* and collectively as the *"Parties."*

RECITALS:

WHEREAS, the Town of Bluffton Town Council (***"Town Council"***) initially approved the New Riverside Park Master Plan ("***New Riverside MP***"), as shown in ***"Exhibit A"*** attached hereto and incorporated herein by reference, via majority vote on January 14, 2020, which is associated with real property located within the Town's jurisdiction. The New Riverside MP shows a right-of-way connecting New Riverside Drive to property owned by the County identified as Beaufort County TMS No. R610 035 000 0593 0000; and,

WHEREAS, Town Council's approval of the New Riverside MP included the condition that *"Prior to issuance of a development permit, there must be an obligation to construct Holly Hill Road as a gravel road from New Riverside Road to the entrance of New Riverside Park with an 8' multi-use trail running the entire length."*; and,

WHEREAS, Town Council approved the Alston Park Phase 3 Master Plan ("***Alston MP***"), as shown in "***Exhibit B***" attached hereto and incorporated herein by reference, on February 11, 2025, included the following condition:

> *The first phase of development shall be the construction of Holly Hill Lane from New Riverside Road to the development's entrance at Benton Circle, to include connectivity to the Alston Park development to the north. Construction of the road will initially consist of a sub-base and binder course, with the topcoat to be added prior to Final Certificate of Construction Compliance*; and,

WHEREAS, New Riverside, LLC c/o Crescent Resources, LLC currently owns the real property which contains a portion of the future public right-of-way for Holly Hill Lane and Anthem Drive, formerly known as Founders Way, consisting of approximately 7.5 acres, more or less, and identified as Beaufort County TMS No. R610 035 000 0022 0000, identified as Holly Hill Lane 100' R/W and Founders Way 100' R/W on the Plat recorded with the Beaufort County Register of Deeds ("***ROD***") in Plat Book 109 at Page 92 as shown in "***Exhibit C***" attached hereto and incorporated herein by reference; and,

WHEREAS, the developer of Alston Park Phase 3 is constructing the right-of-way from New Riverside Road to Benton Circle as contemplated in the New Riverside MP and Alston MP. The Parties hereto desire to work cooperatively to construct the remaining portion of Holly Hill Lane ("***ROW***") as shown in the engineering plans in "***Exhibit D***", attached hereto and incorporated herein by reference; hereinafter collectively referred to as the "***Project***"; and,

WHEREAS, the Parties agree that the purpose of this Agreement is to formalize the agreed upon responsibilities, covenants and obligations of each Party in order to procure the necessary contracts for construction of the ROW, provide construction management of the Project, and to provide financial oversight of the Project; and,

NOW, THEREFORE, for and in consideration of the mutual promises, undertakings and covenants set forth herein, the receipt and sufficiency of which are hereby acknowledged and affirmed, the Parties hereto agree as follows:

I. RECITALS INCORPORATED. The foregoing recitals are hereby incorporated as though fully set forth herein.

II. TERM. The provisions of this Agreement shall come into full force and effect on the Effective Date. This Agreement shall terminate either: (1) on December 31, 2029; or (2) upon completion of the Project and the Town's receipt of a fully completed ROW as shown in Exhibit D; whichever occurs first. The Parties may mutually agree in writing to extend the term of this Agreement as deemed necessary to complete the Project, and the County Administrator for Beaufort County and the Town Manager for Town of Bluffton have received authority to extend this Agreement for a period of one (1) year without the need to obtain additional authority from any governing body.

III. PROCUREMENT. The Parties agree that all procurement laws and regulations must be adhered to in the procurement of a contractor to complete the Project. The Parties shall work cooperatively to draft the requirements to be used in the procurement process to obtain a contractor. The Town shall be responsible for overseeing the procurement process and ensuring compliance with the Town's procurement ordinance. The County acknowledges and agrees that the contractor for construction of the ROW will be chosen by the Town at the sole discretion of the Town and does not require County approval. The bidder chosen by the Town through the procurement process to complete the Project is hereinafter referred to as the "***Contractor***".

IV. PROJECT MANAGEMENT. The County shall be solely responsible for the oversight and management of the Project including, but not limited to, those obligations and responsibilities established in this section.

a. *Oversight.* The County will oversee and is responsible for ensuring that the Project is constructed in line with the project plans and specifications as shown in Exhibit D. If at anytime there is a significant deviation from the plans shown in Exhibit D, then the County shall communicate with Town and provide a reason and explanation of the deviation and provide written notice of any additional costs incurred due to said deviation.

b. *Inspections*. The Parties acknowledge and agree that the County may contract with and utilize a third-party construction engineering and inspections ("***CEI***") services to provide daily inspections, oversight of construction efforts and tracking of quantities installed. The County shall be solely responsible for procuring and contracting for CEI services in compliance with the County's procurement ordinance.

    i. Cost of CEI Services. The Parties acknowledge and agree that the costs associated with the CEI services shall be paid in equal parts by the Town and County, each being responsible for fifty (50%) percent of the total CEI services cost. The Parties agree that the cost for CEI Services shall not exceed a total cost of Seventy Thousand and 00/100 ($70,000.00) Dollars or Thirty-Five Thousand and 00/100 ($35,000.00) Dollars for either Party.

c. *Access Easement*. Being that the developer of Alston Park Phase 3 is moving forward with constructing a right-of-way from New Riverside Road to Benton Circle, the Parties acknowledge and understand that an access easement may be necessary to access the real property associated with the Project. The

County will be solely responsible for obtaining and executing any documents necessary to gain access to the real property associated with and during the Project.

V. PROPERTY CONVEYANCE. Prior to funds being spent or the commencement of construction related to the Project, the Town shall take all steps necessary to obtain ownership of the property generally located and identified as "Future Holly Hill Lane" in Exhibit B and as shown in Exhibit D. Parties acknowledge and agree that a failure of the Town to obtain ownership of the "Future Holly Hill Lane" real property is not a default by the Town and does not create any obligation for additional compensation to the County. If the Town is unable to obtain ownership of the real property described herein, then the Town shall provide the County with written notice; and following issuance of written notice this Agreement shall automatically terminate. Acceptance of Future Holly Hill Lane is contingent on Town of Bluffton Town Council approval.

VI. FINANCIAL OBLIGATIONS. The Parties agree to be equally responsible for the cost associated with the Project and as detailed in "***Exhibit E***", attached hereto and incorporated herein by reference. Based on the estimate provided by an engineer previously obtained by a separate agreement between the Parties, the total cost associated with the Project is _____ and 00/100 ($_____) Dollars ("***Project Cost***"). Based on the estimated costs, each Party shall pay an amount not to exceed _____and 00/100 ($_____) Dollars. The Parties acknowledge and agree that the costs associated with the CEI services are not included in this Project Cost and that the County is solely responsible for payment of all costs associated with CEI services.

a. *Financial Oversight.* The Parties agree that the funds shall be held by the Town and in a manner that allows for the funds to be identified for this Project. The County agrees to provide the Town with the funds in an amount established in the above Section III within thirty (30) calendar days from the Effective Date. The Town shall be solely responsible for remitting payment to the Contractor pursuant to Section III(b) of this Agreement.

b. *Payment Process*. The County shall be responsible for receiving all invoices from the Contractor and reviewing said invoices for accuracy. Following a review by the County, the invoices shall be submitted to the Town with a cover letter stating that the County has reviewed and approves the payment of the invoice to the Contractor. Upon receipt of the approved invoice, the Town shall make timely payment to the Contractor directly.

Failure by the County to approve an invoice within fourteen (14) calendar days of receipt of an invoice from the Contractor shall result in the County being fully responsible for any fees or costs associated with an untimely payment to the Contractor. Failure by the Town to remit payment to the Contractor within sixteen (16) calendar days of receipt of an approved invoice from the County shall result in the Town being fully responsible for any fees or costs associated with an untimely payment to the Contractor.

c. *Cost Overages*. The Parties agree and acknowledge that the Project Cost as described in Exhibit E have been reviewed and approved by the appropriate governing body. If at any time either Party becomes aware that the Project is going to exceed the Project Cost, then said Party shall notify the other Party in writing within five (5) business days of becoming aware of said cost overages. If the Project exceeds the Project Cost for any reason, then the Parties agree to take all necessary steps to obtain the necessary approval and authority to obtain additional funding as required to complete the Project; where said authority shall be

obtained no later than ninety (90) calendar days following receipt of notice of cost overages as established in this subsection. To the extent possible, any cost overages shall be equally split between the Parties.

VII. PUBLIC RIGHT-OF-WAY DEDICATION. The Parties understand and acknowledge that the real property associated with the Project is intended to be a public right-of-way. Following completion of the Project, the Town shall take all steps necessary to obtain dedication of the ROW and request public dedication of the developer's portion of Holly Hill Lane. Following dedication of the public right-of-way, the Town shall be responsible for continued maintenance of the public right-of-way.

VIII. TERMINATION.

a. *Termination for Convenience.* Any Party may terminate this Agreement for convenience and without cause by providing a thirty (30) day written notice to the other Parties. If at the time of termination there are outstanding costs owed to the Contractor for the Project, the terminating Party shall be responsible for its portion of compensation to the Contractor for those services rendered as of the date of the notice of termination and the Town shall return all remaining funds to the non-terminating Parties.

b. *Termination for Default.* A Party shall be considered in default of its obligations under this Agreement if such party should fail to observe, comply with, or perform any term, condition or covenant contained in this Agreement or any Exhibit hereto. Following receipt of a notice of default, the defaulting party shall have a period of seven (7) calendar days to cure said default. In the event of default and failure to cure said default, the non-defaulting party may terminate this Agreement immediately upon written notice to the other parties and pursue any remedies provided by law or under this Agreement.

c. *Automatic Termination.* The Parties acknowledge and agree that this Agreement shall automatically terminate pursuant to Section V of this Agreement. If terminated due to Section V, then within thirty (30) days of the date of notice, the Town shall provide the County with all of the funds being held by the Town as established in Section VI of this Agreement.

IX. NOTICES. Whenever notice is required or permitted under the terms of this Agreement, it shall be in writing and personally delivered or sent postage or delivery charges prepaid by either (a) United States mail, certified, return receipt requested, in which case notice shall be deemed given on the certified date of delivery or rejection of delivery, or (b) by any national express delivery service which provides evidence of delivery. All notices shall be addressed to the following address (or at such other address as may hereafter be substituted by notice in writing thereof):

The County:
Beaufort County
Attn: Michael Moore, *Administrator*
100 Ribaut Road
Beaufort, SC 29902
Phone: 843.255.2000
Email: Mmoore@bcgov.net

The Town:
Town of Bluffton
Attn: Stephen Steese, *Town Manager*
20 Bridge Street
Bluffton, SC 29910
Phone: 843-706-4500
Email: ssteese@townofbluffton.com

With Copy to:	**Beaufort County Attorney** Attn: Brian Hulbert 100 Ribaut Road Beaufort, SC 29902 Phone: 843.255.2055 Email: brian.hulbert@bcgov.net
With Copy to:	**Finger, Melnick, Brooks & LaBruce, P.A.** Attn: Terry L. Finger, Esq. P.O. Box 24005 Hilton Head Island, SC 29925 Phone: 843.681.7000 Emal: tfinger@fingerlaw.com

X. NON-DISCRIMINATION. The Parties certifies that in the performance of this Agreement, no Party will discriminate any person, client, or subcontractor on account of race, color, sex, age, religion, handicap, or national origin. It is the policy of the Parties to comply with Title VI of the 1964 Civil Rights Act (Title VI) and its related statutes. To this end, the Town and County gives notice to all vendors or businesses that the Town and County assures full compliance with Title VI and its related statues in all programs, activities, and contracts. It is the policy of the Town and County that no person shall be excluded from participation in, denied the benefit of, or subjected to discrimination under any of its programs, activities, or contracts based on race, color, national origin, age, sex, disability, religion, or language. Pursuant to Title VI requirements, any entity that enters into a contract or agreement with the Town including, but not limited to vendors or businesses, may not discriminate based on race, color, national origin, age, sex, disability, religion, or language.

XI. MISCELLANEOUS.

a. *Relationship of the Parties*. Notwithstanding any provision hereof, for the purposes of this Agreement each Party is an independent party and nothing contained in this Agreement shall be construed as creating any agency, partnership, franchise, business opportunity, joint venture, or any other type of agency relationship. The Parties acknowledge, understand and agree that this Agreement does not create a fiduciary relationship between the Parties nor does it create any obligations unless contained in the terms of this Agreement.

b. *Construction of Agreement.* Each Party acknowledges that it has participated in the negotiation and drafting of this Agreement. No provision of this Agreement shall be construed against or interpreted to the disadvantage of any Party hereto or thereto by any court by reason of such Party having or being deemed to have structured, dictated, or drafted any provision in the Agreement.

c. *Sole Agreement, Merger, and Amendments.* This Agreement contains all of the terms and conditions agreed to between the Parties and supersedes all prior agreements, and there are no oral agreements relating to the transaction covered hereby. All other discussions, proposals, agreements or offers are merged into this Agreement. This Agreement cannot be amended, altered, changed or modified unless each such alteration, amendment, change or modification shall have been set forth in writing in its entirety and signed and delivered by each Party.

d. *Counterparts.* This Agreement may be executed in one or more counterparts, all of which taken together shall constitute one and the same instrument.

e. *Good Faith.* The Parties shall act in good faith in performing and discharging their respective duties and obligations hereunder. Any provision requiring the approval of either Party shall not be unreasonably withheld. The Parties shall execute and deliver such other instruments and documents as reasonably may be necessary to implement and effectuate the terms of this Agreement.

f. *Waiver.* No provision, condition or covenant of this Agreement shall be waived by either Party hereto except by a written instrument delivered to the other Party and signed by the Party consenting thereto. If the Town fails to enforce any provision of this Agreement, that failure does not waive the provision or Town's right to enforce it.

g. *Successors and Assigns.* All provisions of this Agreement shall be binding on and inure to the benefit of each Party and each Party's respective heirs, executors, legal representatives, successors, successors in title and assigns. The Parties understand and agree that neither Party may assign nor transfer any rights or obligations under this Agreement without providing written notice to the other Party and obtaining written approval of the assignment from the other Party, where the Parties agree that said approval shall not be unreasonably withheld.

h. *Time of the Essence.* Time is of the essence of this Agreement, although a request for additional time should not be unreasonably withheld when the additional time is needed by a Party to receive the approval and authority required by either local or state law.

i. *Captions.* The section headings appearing in this Agreement are for convenience of reference only and are not intended to any extent for the purpose, to limit or define the test of any section or any subsection hereof.

j. *Severability.* If any provision of this Agreement is held to be illegal, invalid or unenforceable, then this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Agreement, and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement.

k. *Applicable Law.* This Agreement has been made in the State of South Carolina, and shall be interpreted in accordance with South Carolina law, and any enforcement of this Agreement shall be brought in the State of South Carolina.

IN WITNESS WHEREOF, the Parties hereto have affixed their signatures hereto on the Effective Date.

Town of Bluffton:
WITNESSES:

_____

_____

_____
Stephen Steese
Town Manager

Beaufort County:
WITNESSES:

Michael Moore
County Administrator

EXHIBIT A

New Riverside Master Plan

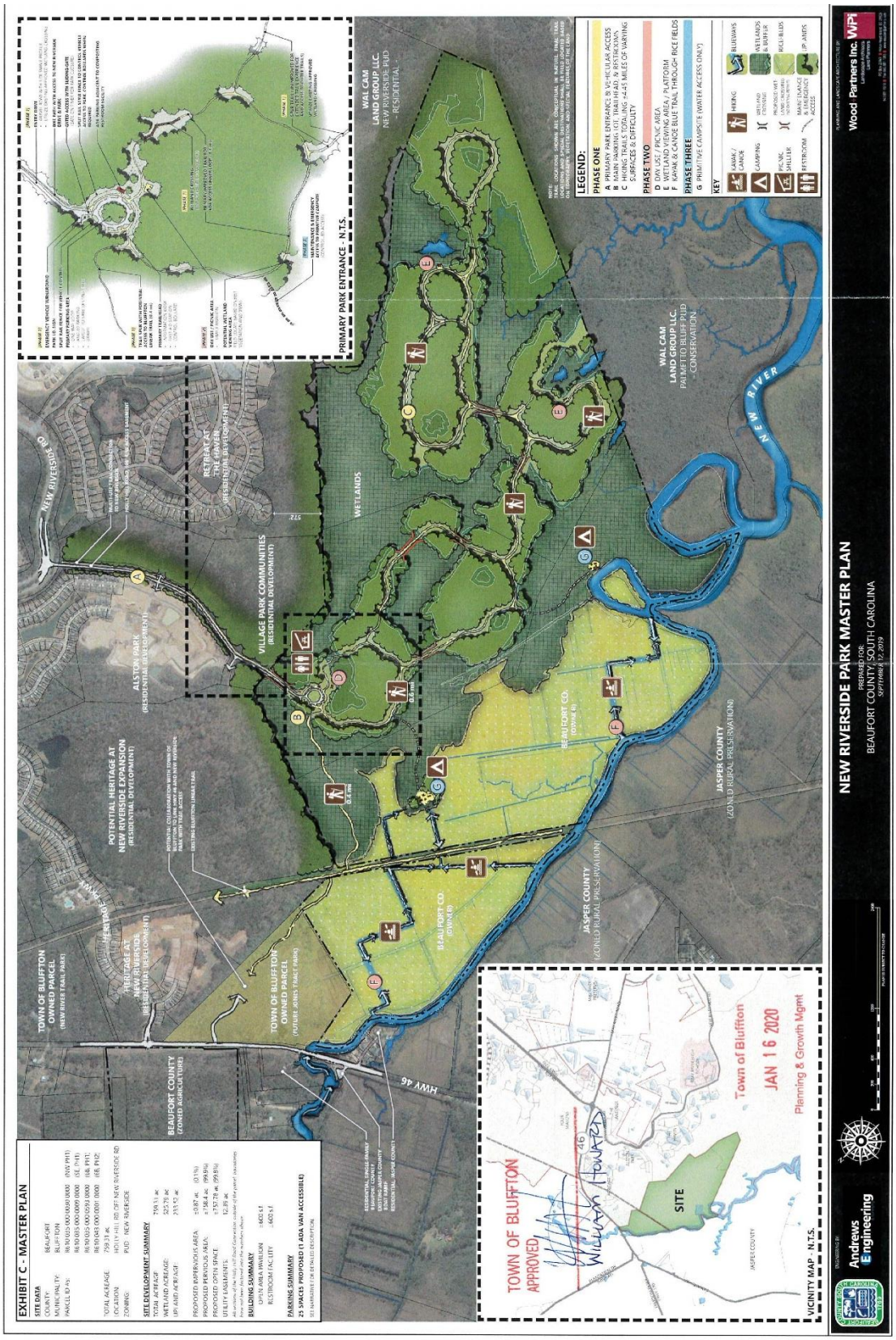


EXHIBIT B

Alston Park Master Plan



EXHIBIT C

Survey; Recorded in Plat Book 109 ag Page 92

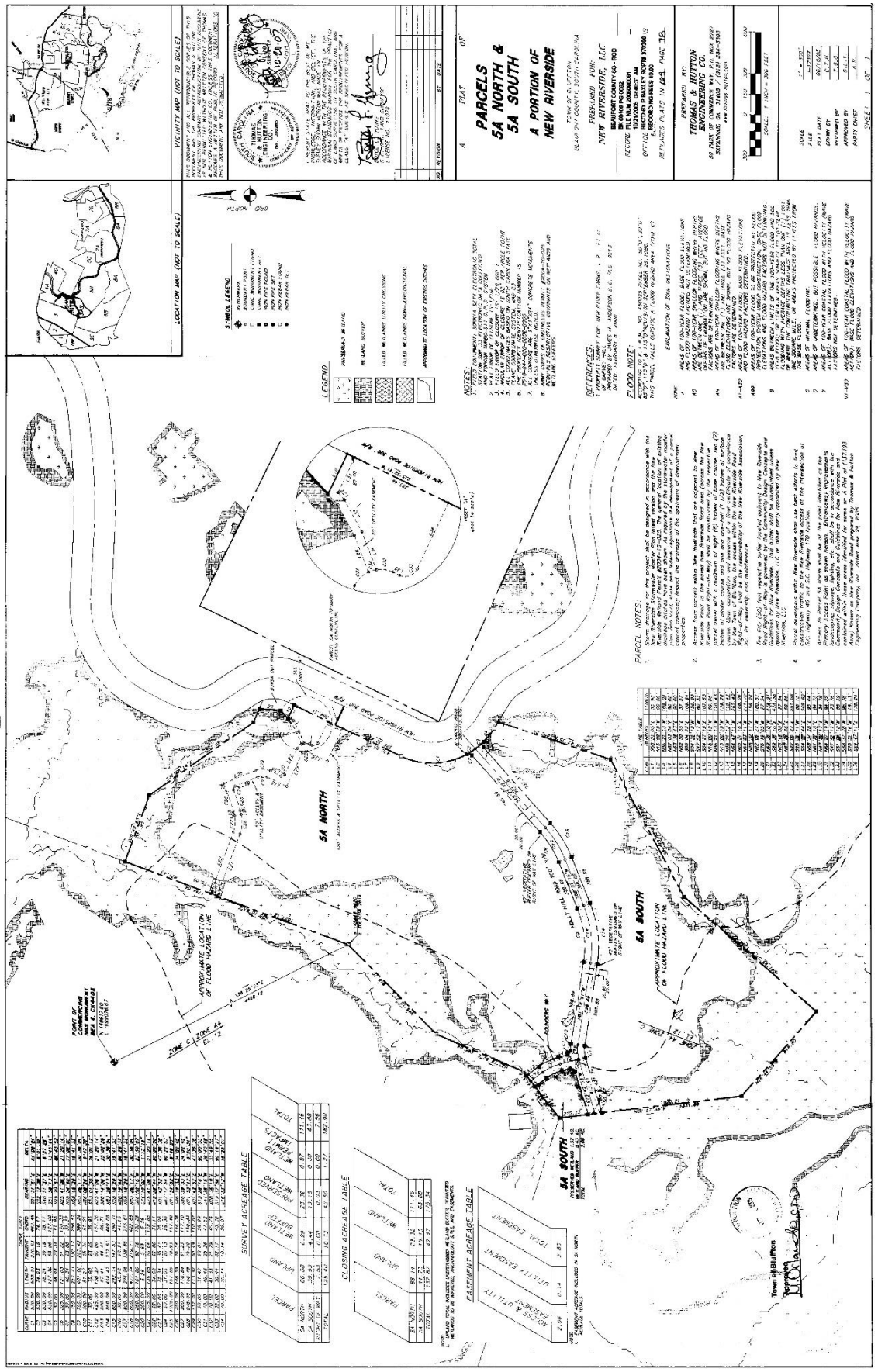


EXHIBIT D

Engineering Plans

EXHIBIT E

Project Costs

STATE OF SOUTH CAROLINA)
)
)
COUNTY OF BEAUFORT)

AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT FOR ENGINEERING SERVICES (*"Agreement"*) is made and entered into as of November 25, 2025 (*"Effective Date"*), by and between the **TOWN OF BLUFFTON,** a South Carolina municipal corporation (*"Town"*), **BEAUFORT COUNTY,** a political subdivision of the State of South Carolina (*"County"*), and **VILLAGE PARK COMMUNITIES, LLC** (*"Developer"*). The Town, County and Developer may be referred to individually as a *"Party"* and collectively as the *"Parties."*

RECITALS:

WHEREAS, the Town of Bluffton Town Council (*"Town Council"*) initially approved the New Riverside Park Master Plan (*"Riverside MP"*), as shown in *"Exhibit A"* attached hereto and incorporated herein by reference, via majority vote on January 14, 2020, which is associated with real property located within the Town's jurisdiction. The Riverside MP shows a right-of-way connecting New Riverside Drive to property owned by the County identified as Beaufort County TMS No. R610 035 000 0593 0000; and,

WHEREAS, Town Council's approval of the Riverside MP included the condition that *"Prior to issuance of a development permit, there must be an obligation to construct Holly Hill Road as a gravel road from New Riverside Road to the entrance of New Riverside Park with an 8' multi-use trail running the entire length."*; and,

WHEREAS, Town Council approved the Alston Park Phase 3 Master Plan (*"Alston MP"*), as shown in *"Exhibit B"* attached hereto and incorporated herein by reference, on February 11, 2025, included the following condition:

> *The first phase of development shall be the construction of Holly Hill Lane from New Riverside Road to the development's entrance at Benton Circle, to include connectivity to the Alston Park development to the north. Construction of the road will initially consist of a sub-base and binder course, with the topcoat to be added prior to Final Certificate of Construction Compliance*; and,

WHEREAS, New Riverside, LLC c/o Crescent Resources, LLC currently owns the real property which contains the future public right-of-way for Holly Hill Lane and Anthem Drive, formerly known as Founders Way, consisting of approximately 7.5 acres, more or less, and identified as Beaufort County TMS No. R610 035 000 0022 0000, identified as Holly Hill Lane 100' R/W and Founders Way 100' R/W on the Plat recorded with the Beaufort County Register of Deeds (*"ROD"*) in Plat Book 109 at Page 92 as shown in *"Exhibit C"* attached hereto and incorporated herein by reference; and,

WHEREAS, New Riverside, LLC c/o Crescent Resources, LLC and Village Park Homes, LLC entered into that certain Land Swap Agreement on March 24, 2025, which is recorded with the ROD in Book 4468 at Page 2866 pertaining to the mitigation of Village Park's encroachment into the Holly Hill Lane and Anthem Drive, formerly known as Founders Way, right-of-way resulting in the Developers conveyance of three properties identified on that certain plat recorded with the ROD in Plat Book 165 at Page 1, as shown in *"Exhibit D"* attached hereto and incorporated herein by reference, to restore the width of said right-of-ways to 100' as follows: 1) Open Space 1 consisting of

0.938 acre identified as Beaufort County TMS No. R610 035 000 1649 0000 conveyed by Limited Warranty Deed recorded with the ROD in Book 4468 at Page 2891; 2) Open Space 2 consisting of 0.521 acre identified as Beaufort County TMS No. R610 035 000 1650 0000 conveyed by Limited Warranty Deed recorded with the ROD in Book 4468 at Page 2891; 3) Open Space D consisting of 0.159 acre identified as Beaufort County TMS No. R610 035 000 1651 0000 conveyed by Quitclaim Deed recorded with the ROD in Book 4468 at Page 2888; and,

WHEREAS, the right-of-ways described above consisting of Holly Hill Lane, Anthem Drive, (formerly known as Founders Way), Open Space 1, Open Space 2, and Open Space D are collectively known hereafter as "***Holly Hill Lane***"; and,

WHEREAS, the Parties desire to work cooperatively to fulfill the requirements and obligations established in the Riverside MP and Alston MP to construct Holly Hill Lane, hereinafter collectively referred to as the "***Project***"; and,

WHEREAS, the Parties agree that the purpose of this Agreement is to formalize the agreed upon responsibilities, covenants and obligations of each Party in order to obtain the engineering services and plans necessary for the completion of the Project.

NOW, THEREFORE, for and in consideration of the mutual promises, undertakings and covenants set forth herein, the receipt and sufficiency of which are hereby acknowledged and affirmed, the Parties hereto agree as follows:

I. **RECITALS INCORPORATED.** The foregoing recitals are hereby incorporated as though fully set forth herein.

II. **TERM.** The provisions of this Agreement shall come into full force and effect on the Effective Date. This Agreement shall terminate either: (i) on December 1, 2026; or (2) upon completion and receipt of the engineering plans, project costs, and fulfilment of all requirements and scope of services from the engineer consultant pursuant to the terms detailed in "***Exhibit E***", attached hereto and incorporated herein by reference, and payment is made pursuant to the terms of this Agreement; whichever occurs first. The Parties may mutually agree in writing to extend the term of this Agreement.

III. **ENGINEERING SERVICES.** The Parties agree to be equally responsible for the cost associated with obtaining the necessary engineering services for the development of plans for the Project and as detailed in Exhibit E. The total cost associated with the engineering is One Hundred Sixty-Eight Thousand Nine Hundred and 00/100 ($168,900.00) Dollars. Each Party shall pay an amount not to exceed Fifty-Six Thousand Three Hundred and 00/100 ($56,300.00) Dollars.

a. *Payment of Engineering Costs.* The County and the Town agree to submit payment in full to the Developer no later than thirty (30) days from the Effective Date. Payment shall be made to the Developer in the form of a check to the address provided for in Section IX. The Developer shall be solely responsible for remitting payment to the engineering consultant as required by the terms detailed in Exhibit E. Failure of Developer to remit payment to engineering consultant shall be deemed a default where no further notice is required and the County and Town may take any and all legal actions necessary to force payment and/or to recover the remitted funds.

IV. TERMINATION.

a. *Termination for Convenience.* Any Party may terminate this Agreement for convenience and without cause by providing a thirty (30) day written notice to the other Parties. If engineering consultant has rendered services and incurred expenses, the terminating Party shall be responsible for its portion of compensation to the engineering consultant for those services rendered as of the date of the notice of termination and Developer shall return all remaining funds to the non-terminating Parties.

b. *Termination for Default.* A Party shall be considered in default of its obligations under this Agreement if such party should fail to observe, comply with, or perform any term, condition or covenant contained in this Agreement or any Exhibit hereto. Following receipt of a notice of default, the defaulting party shall have a period of seven (7) calendar days to cure said default. In the event of default and failure to cure said default, the non-defaulting party may terminate this Agreement immediately upon written notice to the other parties and pursue any remedies provided by law or under this Agreement.

V. NOTICES. Whenever notice is required or permitted under the terms of this Agreement, it shall be in writing and personally delivered or sent postage or delivery charges prepaid by either (a) United States mail, certified, return receipt requested, in which case notice shall be deemed given on the certified date of delivery or rejection of delivery, or (b) by any national express delivery service which provides evidence of delivery. All notices shall be addressed to the following address (or at such other address as may hereafter be substituted by notice in writing thereof):

The County:	**Beaufort County** Attn: Michael Moore, *Administrator* 100 Ribaut Road Beaufort, SC 29902 Phone: 843.255.2000 Email: Mmoore@bcgov.net	*The Town*:	**Town of Bluffton** Attn: Stephen Steese, *Town Manager* 20 Bridge Street Bluffton, SC 29910 Phone: 843-706-4500 Email: ssteese@townofbluffton.com
With Copy to:	**Beaufort County Attorney** Attn: Brian Hulbert 100 Ribaut Road Beaufort, SC 29902 Phone: 843.255.2055 Email: brian.hulbert@bcgov.net	*With Copy to:*	**Finger, Melnick, Brooks & LaBruce, P.A.** Attn: Terry L. Finger, Esq. P.O. Box 24005 Hilton Head Island, SC 29925 Phone: 843.681.7000 Emal: tfinger@fingerlaw.com

To Developer: **VILLAGE PARK COMMUNITIES, LLC**
Attn: John Cardamone
~~4454 Bluffton Park Crescent, Ste. 103~~ 16 BRAMS POINT RD
~~Bluffton, SC 29910~~ HILTON HEAD, SC 29926 &
Ph. 843-~~836-9700~~ 816-7848
Email: jcardamone@vpcommunities.com

VI. INDEMNIFICATION. Developer shall, at its cost and expense, protect, defend, indemnify and hold harmless the Town and County, its directors, officers, employees, and agents, from and against

any and all demands, liabilities, causes of action, costs and expenses (including attorney's fees), claims, judgments, or awards of damages, arising out of or in any way resulting from the acts or omissions of Developer, its directors, officers, employees, or agents, relating in any way to Developer's performance under this Agreement.

VII. **NON-DISCRIMINATION.** The Parties certifies that in the performance of this Agreement, no Party will discriminate any person, client, or subcontractor on account of race, color, sex, age, religion, handicap, or national origin. It is the policy of the Town and County to comply with Title VI of the 1964 Civil Rights Act (Title VI) and its related statutes. To this end, the Town and County gives notice to all vendors or businesses that the Town and County assures full compliance with Title VI and its related statues in all programs, activities, and contracts. It is the policy of the Town and County that no person shall be excluded from participation in, denied the benefit of, or subjected to discrimination under any of its programs, activities, or contracts based on race, color, national origin, age, sex, disability, religion, or language. Pursuant to Title VI requirements, any entity that enters into a contract or agreement with the Town including, but not limited to vendors or businesses, may not discriminate based on race, color, national origin, age, sex, disability, religion, or language.

VIII. **MISCELLANEOUS.**

a. *Relationship of the Parties.* Notwithstanding any provision hereof, for the purposes of this Agreement each Party is an independent party and nothing contained in this Agreement shall be construed as creating any agency, partnership, franchise, business opportunity, joint venture, or any other type of agency relationship. The Parties acknowledge, understand and agree that this Agreement does not create a fiduciary relationship between the Parties nor does it create any obligations unless contained in the terms of this Agreement.

b. *Construction of Agreement.* Each Party acknowledges that it has participated in the negotiation and drafting of this Agreement. No provision of this Agreement shall be construed against or interpreted to the disadvantage of any Party hereto or thereto by any court by reason of such Party having or being deemed to have structured, dictated, or drafted any provision in the Agreement.

c. *Sole Agreement, Merger, and Amendments.* This Agreement contains all of the terms and conditions agreed to between the Parties and supersedes all prior agreements, and there are no oral agreements relating to the transaction covered hereby. All other discussions, proposals, agreements or offers are merged into this Agreement. This Agreement cannot be amended, altered, changed or modified unless each such alteration, amendment, change or modification shall have been set forth in writing in its entirety and signed and delivered by each Party.

d. *Counterparts.* This Agreement may be executed in one or more counterparts, all of which taken together shall constitute one and the same instrument.

e. *Good Faith.* The Parties shall act in good faith in performing and discharging their respective duties and obligations hereunder. Any provision requiring the approval of either Party shall not be unreasonably withheld. The Parties shall execute and deliver such other instruments

and documents as reasonably may be necessary to implement and effectuate the terms of this Agreement.

f. *Waiver.* No provision, condition or covenant of this Agreement shall be waived by either Party hereto except by a written instrument delivered to the other Party and signed by the Party consenting thereto. If the Town fails to enforce any provision of this Agreement, that failure does not waive the provision or Town's right to enforce it.

g. *Successors and Assigns.* All provisions of this Agreement shall be binding on and inure to the benefit of each Party and each Party's respective heirs, executors, legal representatives, successors, successors in title and assigns. The Parties understand and agree that Developer may neither assign nor transfer any rights or obligations under this Agreement without providing written notice to the Town and the County and obtaining written approval of the assignment from the Town and County, where the Parties agree that said approval shall not be unreasonably withheld.

h. *Time of the Essence.* Time is of the essence of this Agreement, although a request for additional time should not be unreasonably withheld when the additional time is needed by a Party to receive the approval and authority required by either local or state law.

i. *Captions.* The section headings appearing in this Agreement are for convenience of reference only and are not intended to any extent for the purpose, to limit or define the test of any section or any subsection hereof.

j. *Severability.* If any provision of this Agreement is held to be illegal, invalid or unenforceable, then this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Agreement, and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement.

k. *Applicable Law.* This Agreement has been made in the State of South Carolina, and shall be interpreted in accordance with South Carolina law, and any enforcement of this Agreement shall be brought in the State of South Carolina.

Signature Page to Follow

IN WITNESS WHEREOF, the Parties hereto have affixed their signatures hereto on the Effective Date.

Town of Bluffton:
WITNESSES:

Stephen Steese
Town Manager

Beaufort County:
WITNESSES:

Cheryl Harris

Michael Moore
County Administrator

Village Park Communities, LLC:
WITNESSES:

John ~~Caradmone~~ CARDAMONE JR
~~*Owner*~~ MANAGER JR

EXHIBIT A

New Riverside Master Plan

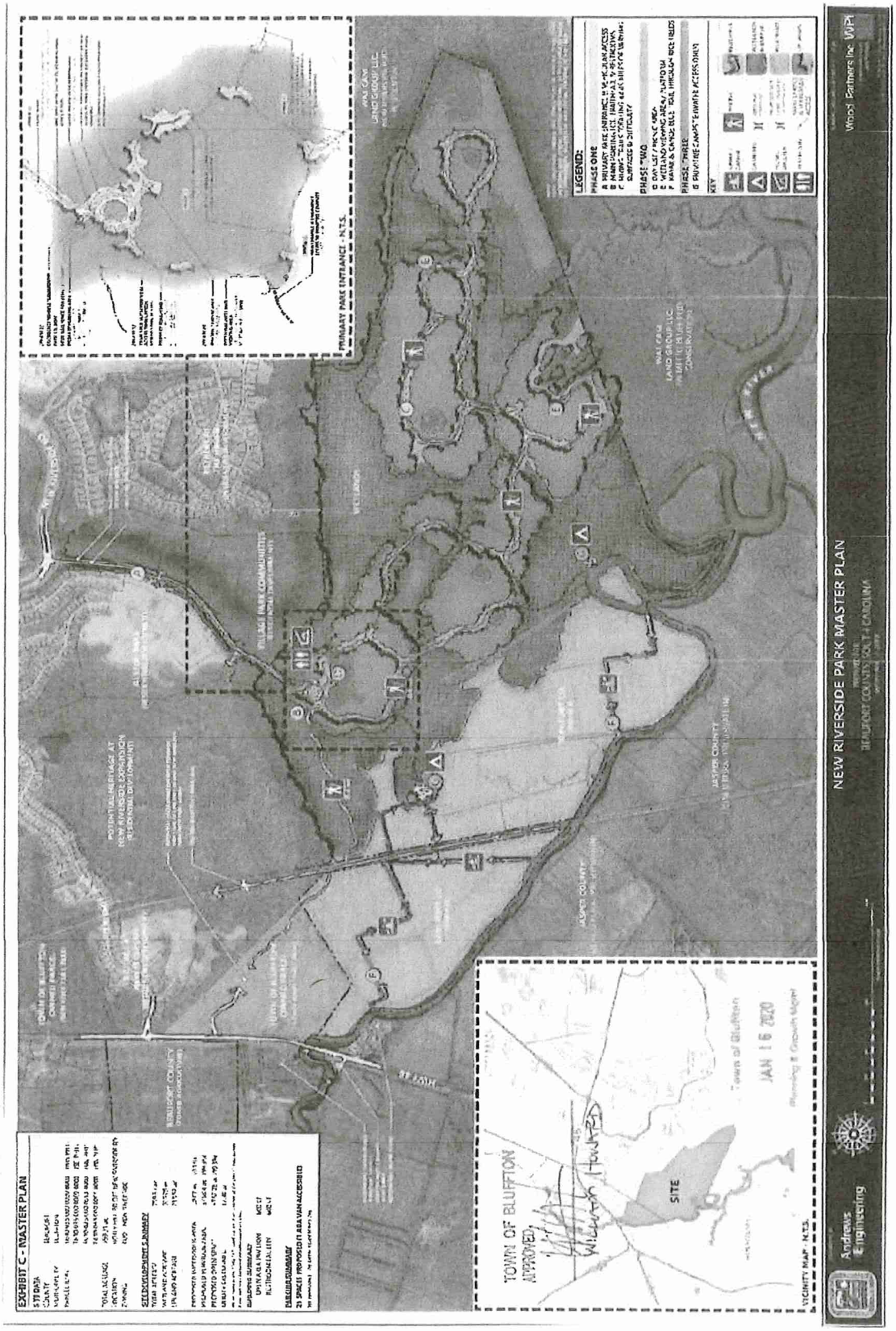


EXHIBIT B

Alston Park Master Plan

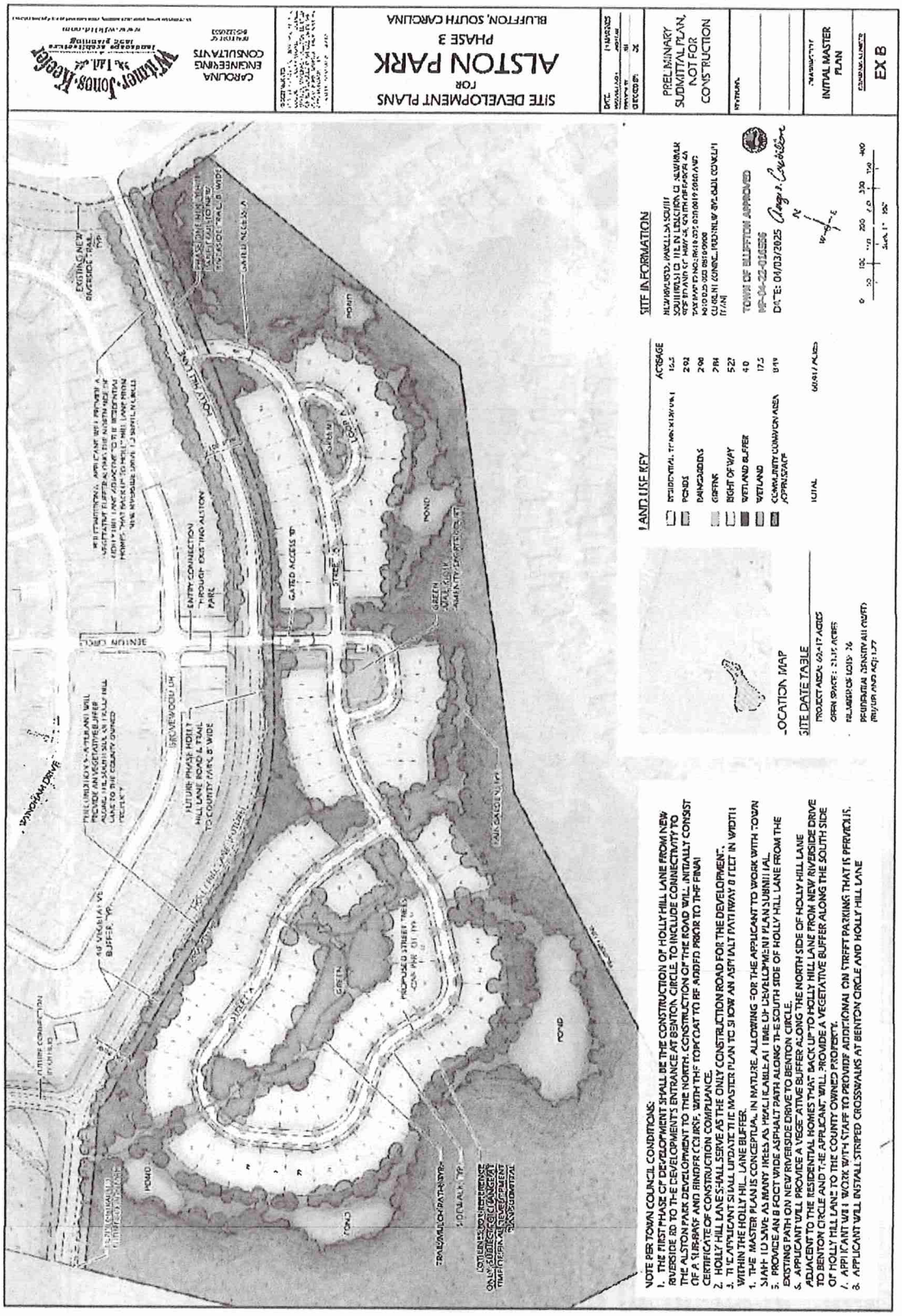


EXHIBIT C

Survey; Recorded in Plat Book 109 ag Page 92

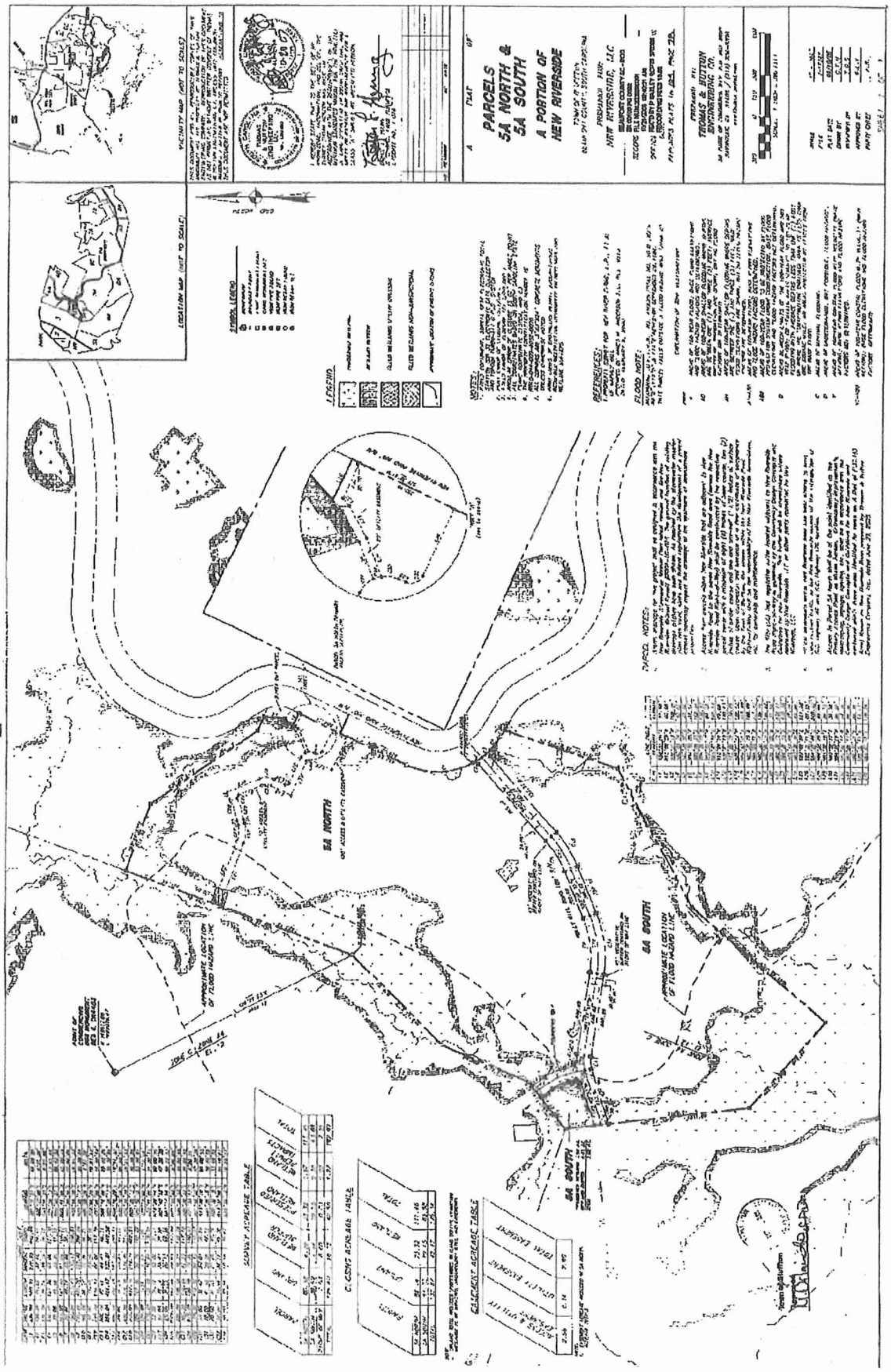
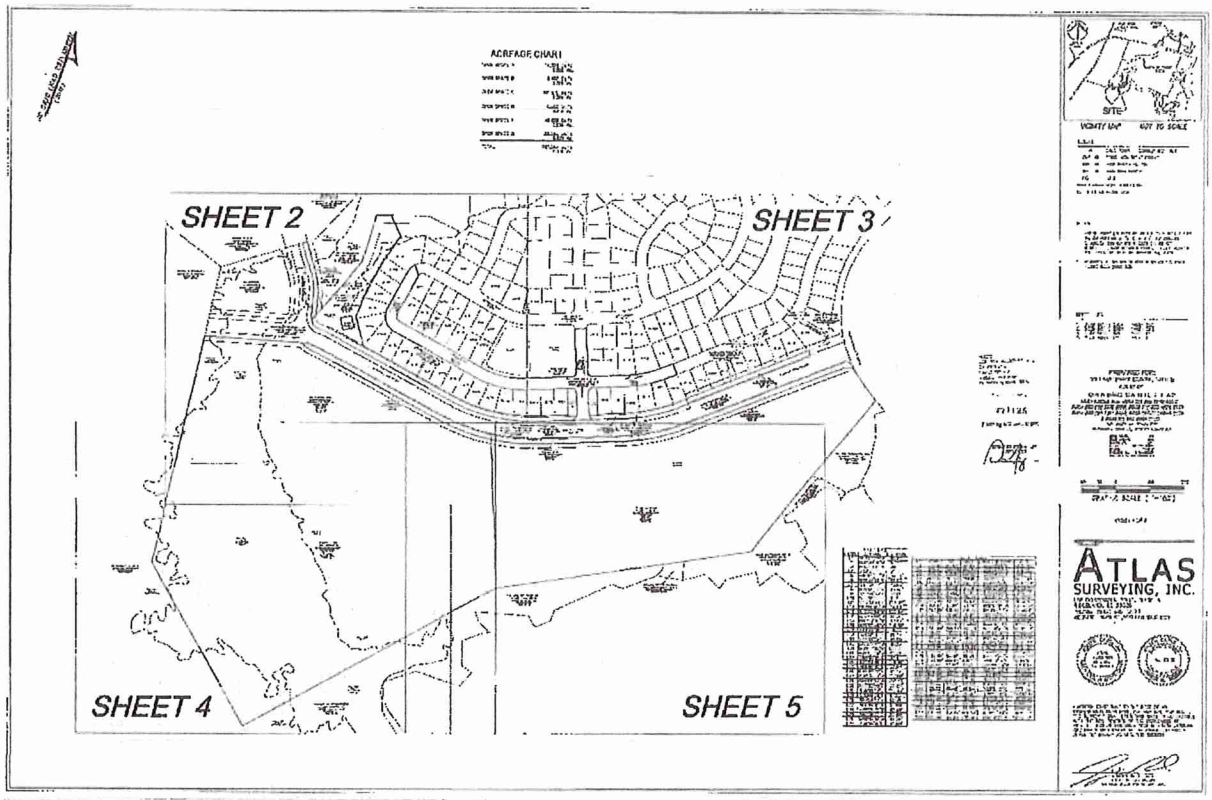


EXHIBIT D

Alston Park Survey, Holly Hill Lane



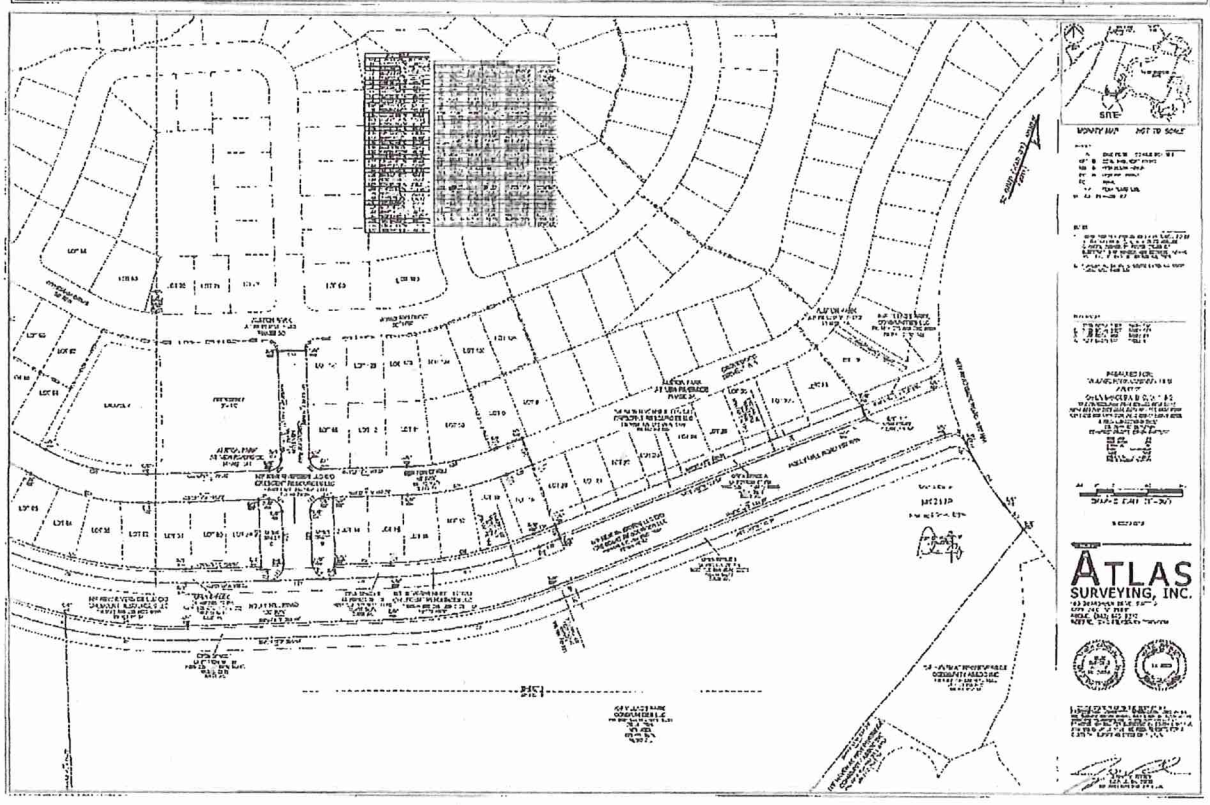
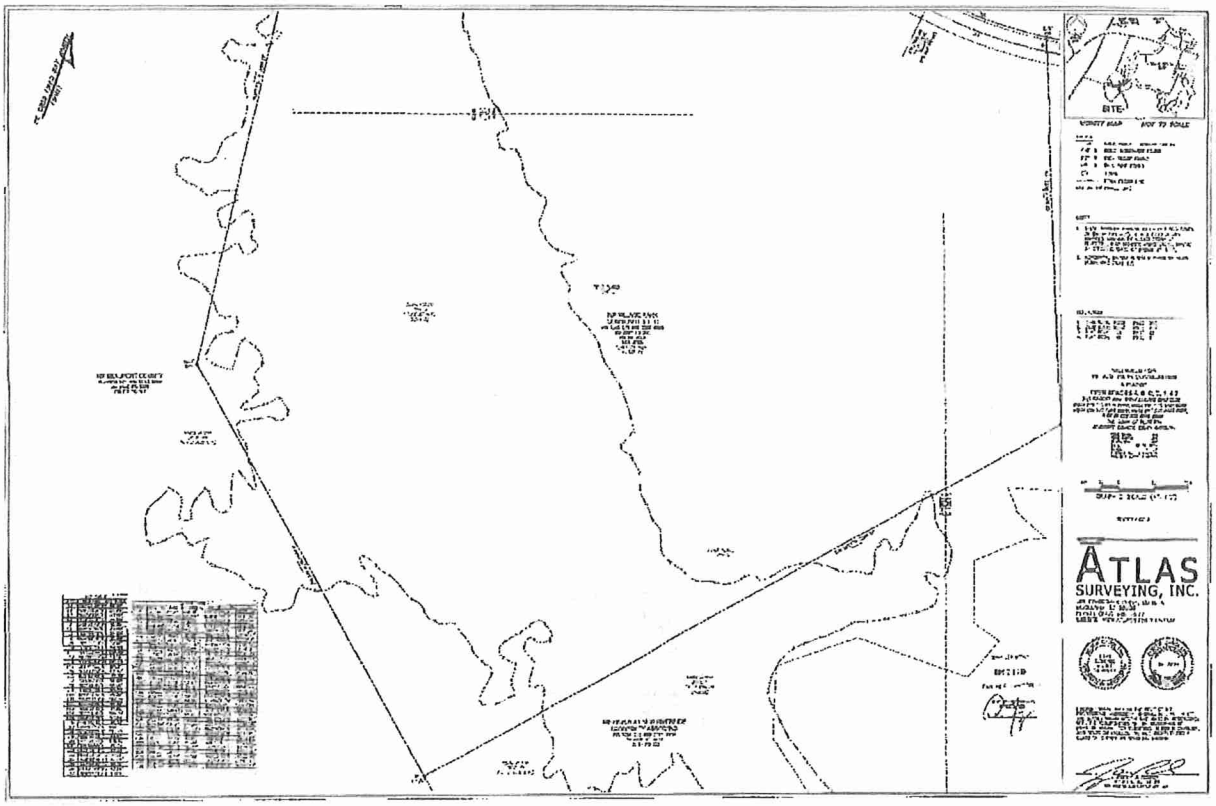


EXHIBIT D



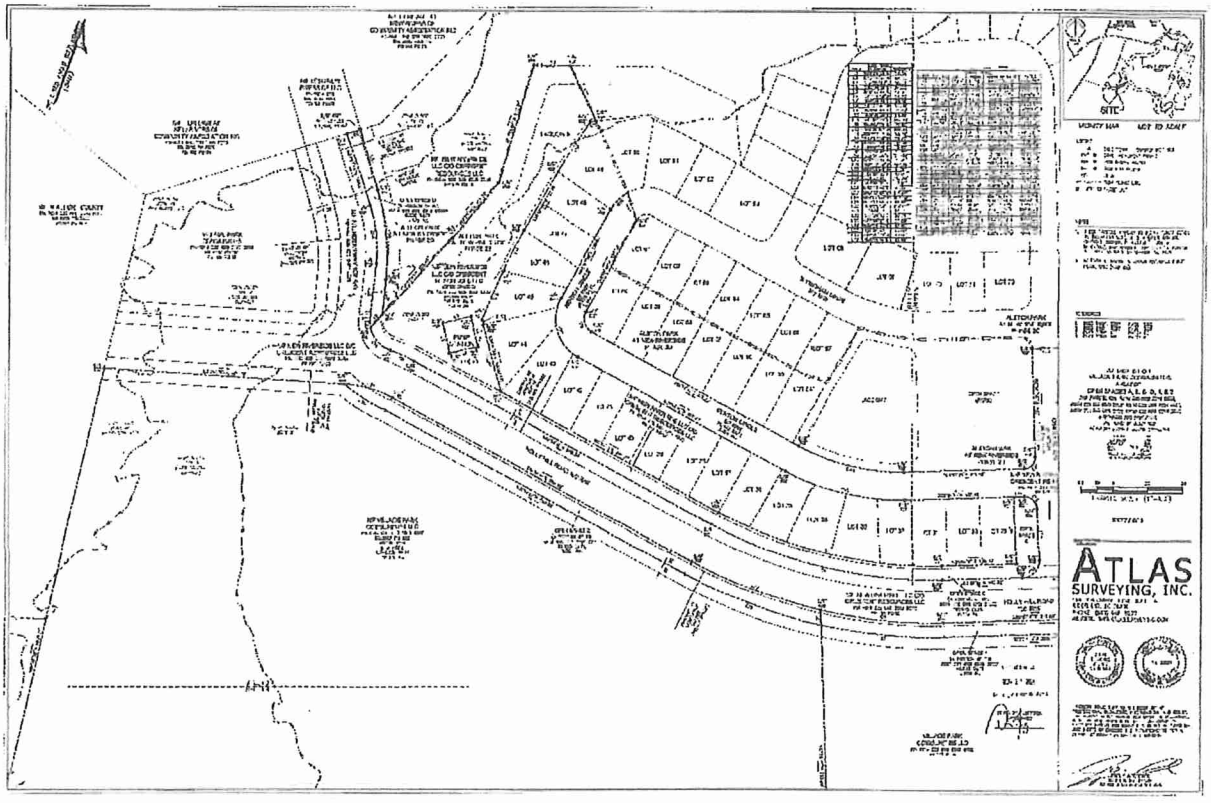


EXHIBIT D

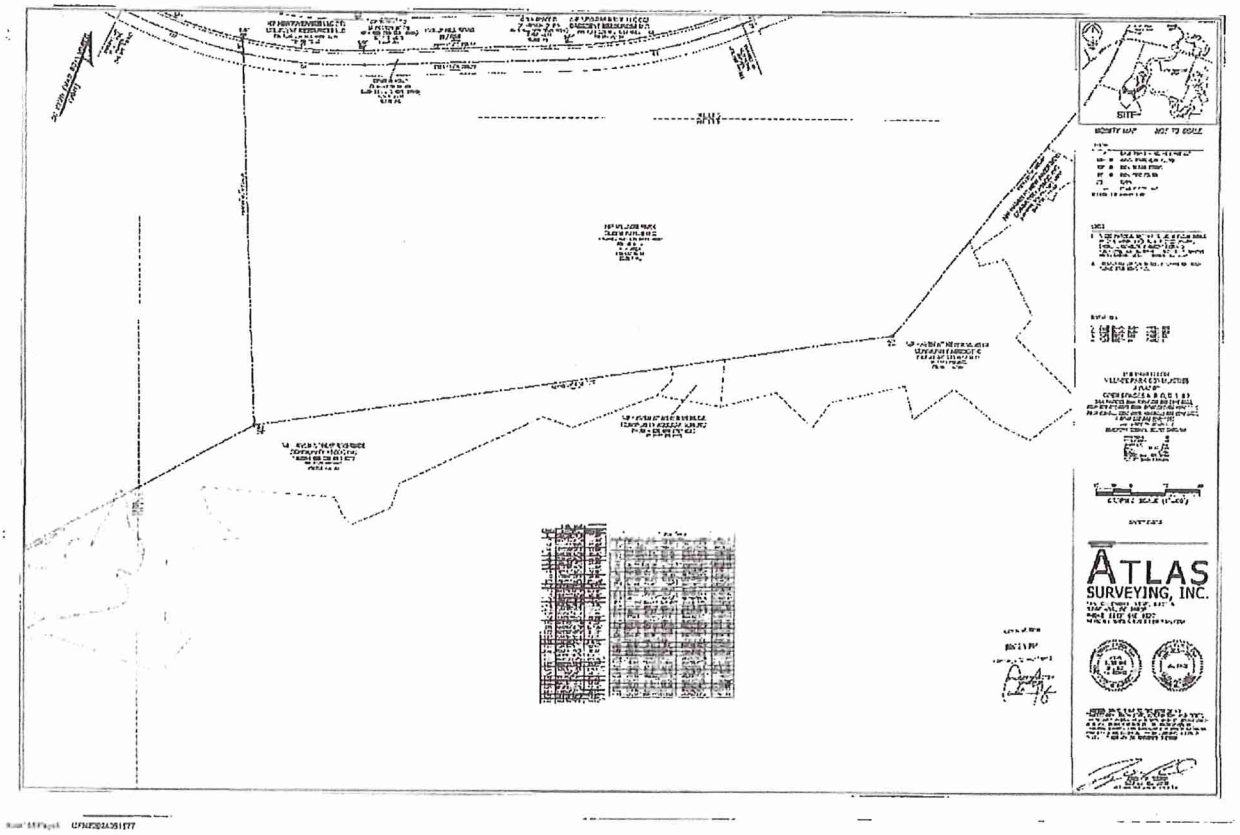


EXHIBIT E

Letter Agreement for Professional Consulting Services

Kimley»Horn

November 5, 2025

Mr. John Cardamone
Owner
Village Park Communities, LLC.
4454 Bluffton Park Crescent Suite103
Bluffton SC, 29910

RE: ***Holly Hill Lane and Anthem Drive Extension***
Bluffton, South Carolina
Letter Agreement for Professional Consulting Services

Dear Mr. John,

Kimley-Horn and Associates, Inc. ("Kimley-Horn", "KHA", "Consultant") is pleased to submit this letter agreement (the "Agreement") to **Village Park Communities, LLC** (the "Client"), for professional civil engineering services related to developing a road and cart path project in Bluffton, South Carolina. The Project Understanding, Scope of Services, and Fee for this project are provided below.

PROJECT UNDERSTANDING

We understand that the Client is developing a 5,000 linear foot road in New Riverside. This includes approximately,1,300 linear feet of road from New Riverside Road to Benton Circle, approximately 3,000 linear feet of road from Benton Circle to the future Beaufort County Park property, and approximately 1,400 linear feet from Holly Hill Lane to Anthem Drive in the Heritage at New Riverside residential neighborhood. The site is positioned southwest of New Riverside Road and south of Alston Park – Phase 2. The Town of Bluffton is the Authority Having Jurisdiction (AHJ). All onsite wetlands have already been located and no changes are anticipated. It also appears that a portion of the project site is in a flood zone AE (5), and X.

It is our understanding that the property is within the Palmetto Bluff Planned Unit Development, otherwise known Mainland Tract.

ASSUMPTIONS

Kimley-Horn assumes the following about the project:

- The property is zoned to allow the intended use (PUD); therefore, changes to the zoning and/or request for variances, special exceptions, or special use permits are not included.
- The project will be built in one phase with one Site Development Permit.
- The project is not adjacent to a state right-of-way and improvements within the right-of-way are not included. As such, permitting and coordination with South Carolina Department of Transportation (SCDOT) is not included.
- Kimley-Horn understands the development is proposed to have 5,700 linear feet of road. The scope of services assumes that a single construction document set of plans for the entire development will be accepted by Town of Bluffton for review. The design of hardscape surfaces in the amenity areas are not included.
- Detention and water quality treatment of the site's runoff will be required per the local jurisdiction. Onsite stormwater routing (i.e. roof drainage, roadway drainage inlets, etc.) are provided within the Construction Documents phase of the project.
- Kimley-Horn assumes that adequate water is supplied by the existing infrastructure. No design or study of off-site improvements to water, sanitary sewer, stormwater drainage, roadways, traffic signals, or any other infrastructure improvement is known at this time and is therefore excluded. Kimley-Horn will notify the Client if such a need is discovered.
- Kimley-Horn assumes no sewer will be required for the road.
- Existing dry utilities (overhead power, telecommunications, etc.) are located adjacent to the project and Kimley-Horn assumes that the design of dry utility infrastructure will be by franchise utility provider.

EXHIBIT E

- The project electrical engineer or power provider (both by others) will design site lighting and provide the required photometric plans.
- Kimley-Horn assumes more than 1.0 acre will be disturbed; thus, NPDES permitting and a three-phased erosion control plan is included in the scope.
- The site development is not anticipated to impact United States Army Corps of Engineers jurisdictional areas or other Environmentally Sensitive Areas.
- Civil documents will be prepared in AutoCAD Civil 3D.
- It is not expected that the proposed development will trigger the Town of Bluffton's threshold for requiring a traffic impact study. Therefore, a full traffic impact study has been excluded from this proposal. If the town decides at a later date (upon receiving more information on the project) to request one, Kimley-Horn will provide the service under a separate agreement.
- Access improvements are limited to driveway connections only. Deceleration or acceleration lanes and modifications to the existing roadway are not anticipated and thus are not included. Kimley-Horn will notify the Client if such a need is discovered and can provide this service in a future amendment.
- Signage will be designed and permitted by others
- Based on existing information, signed and sealed Tree Protection and Replacement plans will be required for the Site Development Permit. Full landscape architecture (LA) services (enhanced landscape, hardscape, streetscape, etc. and irrigation design services are not included in this proposal. Client will provide a signed and sealed tree protection plan.
- Full Landscape Architecture (LA) services including amenity/hardscape design **are not** included in this proposal.
- Effort resulting from changes to the development scope or site plan after commencement of work may require additional services unless such changes arise out of or result from the errors or omissions of Kimley-Horn or of anyone for whom Kimley-Horn is legally responsible.
- The construction documents will be privately bid by the Owner; therefore, administration of bidding is not included such as quantities lists, bid numbers, and bid administration.
- Kimley-Horn has no control over the actions of jurisdictional agencies or other parties. Accordingly, professional opinions as to the status of permits and professional opinions as to the probability and timeframe for approvals are made solely on the basis of professional experience and available data. If permits are issued for this project, the conditions and expiration dates are the sole responsibility of the Client.
- Additional tasks or additional effort may be necessary to complete the project based on Jurisdictional or Client requirements. Specifically, as it relates to permitting tasks, budgets are given based on the task description and recent experience. Due to the unpredictable nature of the review process, additional budget may be required. Kimley-Horn will notify the Client if required.
- Our plans show a drainage system to within five feet of the building and does not include underslab drainage or dewatering. Kimley-Horn is to be notified directly if changes are made regarding drainage during design or construction phases. Connecting all building downspouts and drainage systems along with planter drainage directly to the civil drainage system is good practice to reduce the likelihood of water being introduced into the subgrade and surface ponding.
- The permitting process may result in revisions to the construction documents to address review comments. Therefore, construction pricing and scheduling prior to permit approval may also require revisions.
- Kimley-Horn is to be notified directly if changes are made regarding drainage during design or construction phases. Connecting all building downspouts and drainage systems along with planter drainage directly to the civil drainage system is good practice to reduce the likelihood of water being introduced into the subgrade and surface ponding.
- The Client will provide PDFs and AutoCAD files of the previous survey of the site as well as the concept design plans. Reliance on these documents shall be without risk to Kimley-Horn.
- Kimley-Horn shall be permitted to make such corrections or interpretations as may be necessary for the fulfillment of the intent of the Contract Documents. The Owner shall not allow the Contractor to take advantage of any apparent errors, omissions or discrepancies in the drawings or specifications. In case of any errors, omissions or discrepancies in the drawings or specifications, the Owner shall direct the Contractor to promptly submit the matter to the Owner before the improvements are built. The Owner shall promptly make a determination and issue the necessary instructions to the Contractor in writing. Any adjustment by the Contractor without this determination and instructions shall be at the Contractor's own risk and expense.

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- Kimley-Horn will not be responsible for any construction inspections, special testing, or certifications during or after completion of the project. Kimley-Horn neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

SCOPE OF SERVICES

Kimley-Horn will provide the services specifically set forth below.

PHASE 1: PRE-DESIGN

The following tasks will be performed during the pre-design phase of the project:

TASK 1 – ENGINEERED SITE PLAN

The Consultant will use the approved Conceptual Master Plan (prepared by the Client) and use that as the basis for preparing the Engineered Site Plan in AutoCAD. The Consultant will make the plan dimensionally accurate, parallel, and perpendicular, and suitable for use to prepare the site permit and construction documents. The Consultant will address one (1) round of reasonable Client comments as part of this task. Additional revisions can be provided as an additional service at our current hourly rates.

PHASE 2: FINAL DESIGN

The following tasks will be performed during the final design phase of the project:

TASK 2 – SITE-CIVIL CONSTRUCTION DRAWINGS

The Consultant assumes the approved Engineered Site Plan documents, further developed in the Engineered Site Plan, will serve as the basis for the preparation of the Construction Documents. These documents will then be submitted to review authorities and for incorporation into the Client's package for bid and construction after permit approval. Should revisions to the layout of the approved Engineered Site Plan be required, it can be provided under a separate agreement. At the time of this agreement, the scope and nature of the offsite roadway improvements is unknown. As such, it has been excluded from this letter agreement and once the full scope is determined, an amendment can be created to identify the necessary scope (if necessary). The Construction Documents prepared under this scope of services shall consist of the following:

- Cover Sheet – Showing sheet index, project location map, and contact information.
- Demolition Plan – This plan will identify existing physical features such as pavement, storm pipes, and utilities that must be removed prior to beginning any construction activities. Tree removal will be handled by the Landscape Architect and shown on the civil demolition plan for coordination purposes only.
- Site Plan – This plan will define proposed improvements including driveways, parking lots, sidewalks, site elements, and roadways. Staking information and dimensions will be provided to assist the contractor in site layout of the proposed improvements. The plan will also indicate known or planned easements as well as any required buffers and setbacks.
- Grading and Drainage Plan – This plan will show proposed finished floor elevations, spot elevations, and proposed contour lines interpolated between spot elevations for the site. The civil plans will direct the contractor to the Geotechnical Report provided by the Client for pavement recommendations. All storm pipes and material shall be sized and specified in accordance with local requirements. No offsite utility design or extension to the site is included in the basic services. No modifications to the existing stormwater management ponds or outlet control structures are proposed.
- Stormwater Management Plan – This plan will show proposed stormwater management facilities and infrastructure necessary to comply with the South Carolina Department of Health and Environmental Control (SCDHEC) and Town's stormwater ordinance. Typically, this entails outlet control structure details, stormwater pond cross sections, and necessary notes.
- Utility Plans – This plan will identify on-site domestic water, fire water, and sanitary sewer services required for the project. Franchise utilities can be shown if provided in a timely manner for coordination only. This base scope of services does not include lift station design (see separate task below), additional analysis for limited utility capacity, extensive offsite utility design, or extensions to the site.

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- Erosion and Sediment Control Plans – A three-phase erosion and sediment control plans will be prepared as required by the AHJ and SCDHEC. The location and identification of specific erosion and sediment control measures will be delineated on a plan that will include proposed grading and drainage improvements. These measures will generally reflect guidelines established in the Georgia BMP Handbook and are for the Contractor's guidance. Additional measures may be required during various phases of construction.
- Pipe Profiles – Storm, water, and sanitary sewer profiles will be developed in accordance with current published jurisdictional requirements. It is assumed that water profiles will not be required.
- Construction Details – Typical construction details for proposed site civil engineering improvements will be included. Typically, these details will correspond with the AHJ, DOT, and standard details. Pavement sections will be designed by the project's geotechnical engineer.
- Coordination with Consultants – Kimley-Horn will coordinate with the Client's surveyor, geotechnical engineer, landscape architect, and environmental consultants as necessary. Kimley-Horn will participate in up to two (2) conference calls with these consultants.
- Revisions – Kimley-Horn will provide a draft of the plans to the Client for review. Kimley-Horn will address one (1) round of reasonable Client comments as part of this task. Additional revisions can be provided as an additional service at our current hourly rates.

TASK 3 – WATER ANALYSIS

The Consultant will provide the services specifically set forth below:

- Summarize the flow test data used to create model.
- Determine site-specific fire flow requirements, in accordance with local and state codes.
- Perform average and peak domestic demand calculations.
- Coordinate with utility owner to determine the nearest elevated water storage tank overflow elevation, tank level at time of hydrant flow test, and existing water system pressure zones (if necessary).
- Examine existing water infrastructure using information provided by the utility Owner, as well as performed flow and pressure tests, topographic contours, and survey data.
- Perform hydraulic calculations/build and calibrate a Bentley WaterCAD V8i water model (with an iterative Hazen-Williams method) to determine the available fire flow while maintaining minimum pressure in the local water system.
- Create site vicinity, hydrant vicinity, and site model maps.
- Publish pipe, junction, and node result tables and a fire flow summary table.
- Summarize the findings of the analysis in a technical memorandum, including a determination of whether the system demonstrates the ability to provide adequate fire and domestic flows.
- Address (1) round of comments from review agency.

This task does not include design improvements to the water infrastructure if capacity is found not to be adequate.

TASK 4 - STORMWATER QUALITY/QUANTITY SCM DESIGN

In accordance with the Town of Bluffton stormwater rules and regulations, Kimley-Horn will design the stormwater system and stormwater control measures (SCM) for the Project. The following design information will be considered as part of this design process:

- Establish overall drainage area and soil characteristics to develop runoff calculations.
- Size outlet structure and storm pipe network using hydraulic software to determine pipe configuration.
- Review available site area and surface hydraulics to determine suitable location for SCM systems and adjust pipe layout as necessary to work within site constraints.
- Provide calculations and design details for use by review agencies (Town) and contractor.

Based on existing topography and water features on site, we anticipate that two (2) SCMs will be required.

TASK 5 – STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

The Consultant understands that the project will have greater than one acre of disturbed area or more than 0.5 acre of disturbed area within 0.5 miles of a Coastal Receiving Water and National Pollutant Discharge Elimination System (NPDES) permitting will require a SWPPP to be prepared. The Consultant will prepare

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a Comprehensive SWPPP in accordance with SCDHEC guidelines. The Consultant will also provide information and technical assistance for completion of a Notice of Intent (NOI) application. Site inspections and monitoring are not included and are assumed to be provided by the Client's project Contractor as part of their contract with the owner.

Permitting Disclaimer: Kimley-Horn has no control over the actions of jurisdictional agencies or other parties. Accordingly, professional opinions as to the status of permits and professional opinions as to the probability and timeframe for approvals are made solely on the basis of professional experience and available data. Furthermore, Kimley-Horn does not guarantee the issuance of permits or approvals. If permits are issued for this project, the conditions and expiration dates are the sole responsibility of the Client. Kimley-Horn is not responsible for extending time limited entitlements or permits. Kimley-Horn can provide services to file for extensions, if applicable, provided the Client issues a direct written request for each requested entitlement, prior to the dates of expiration.

TASK 6 - CIVIL PERMITTING ASSISTANCE

The site-civil construction plans and supporting documentation previously prepared will be submitted to the AHJ for their review towards obtaining a Land Development Permit. For the basic scope of services, it is assumed that the plans will be submitted and coordinated for staff level review with the AHJ for planning, zoning, public works, and water/sewer review. For this project, it assumed that the Town of Bluffton is the AHJ. Additional agency reviews, including Beaufort Jaster Water & Sewer Authority (BJWSA) water and sewer reviews, South Carolina Department of Health and Environmental Control (SCDHEC). All fees associated with obtaining a permit (impact, permit, inspection, etc.) are the responsibility of the Client.

The budget for this task consists of the following activities:

- Coordination with the Client for required paperwork
- Submittal for permit to the review agencies listed above
- Coordination with review agency staff to review comments including up to three (3) local meetings
- Response to up to two (2) rounds of comments

Once the technical review is complete, the Client is responsible for providing any paperwork that may be required such as maintenance bonds, indemnity agreements, etc. to the AHJ to obtain the land development permit. The permitted sets of plans will become the Civil documents issued for construction.

TASK 7 – MEETINGS AND COORDINATION

The Consultant will prepare for and attend meetings with the project design team, Town of Bluffton and Beaufort Jasper Water & Sewer Authority staff, and other stakeholders, to the extent requested by the Client and budgeted for in this agreement. These meetings can include a project kick-off meeting, weekly design review meetings and progress meetings. For budgeting purposes, we have assumed up to eight (8) one-hour meetings and/or conference calls with up to two (2) Kimley-Horn professionals within this task. If additional effort is required, these can be provided at our then current hourly rates.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope, as well as any changes in the scope by Client request, will be considered additional services and will be performed at our current hourly rates.

Services Not Included

The following list of activities not included is provided for clarity as well as anything not described in the scope of work. Most can be provided upon request as additional services.

- FEMA CLOMR/LOMR preparation and coordination
- Any Changes in the Design Due to Retro-Actively Applied City Regulations
- Project surveying including ALTA, platting, or construction field staking
- Revisions to the existing Traffic Impact Analysis
  - Geotechnical Report, Soils Testing or Materials Testing
  - Off-Site Utility or Infrastructure Design (other than noted in scope of services above)
  - Off-Site Conceptual Roadway Exhibits or Roadway Design

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- Opinions of Probable Construction Cost (OPCC)
- Retaining Wall, Structural, or Slope Stability Design
- Rendering / 3D Models
- Design of amenity/open space areas
- Entrance signage graphics, wayfinding & directional signage
- LEED Accreditation Effort (or similar)
- Design/Relocation of Existing Water, Sanitary Sewer, Storm Water, Gas, Electric, Telephone, Cable TV Service, or other Utility (other than noted in the Scope of Services above)
- Revision to Plans to Reduce Cost after Bidding
- Landscape / accent lighting design
- Offsite Water Demand or Sanitary Sewer Analysis / Reports
- USACE Jurisdictional Determination, Permitting, etc.
- Stream modeling / floodplain analysis
- Any services beyond those specifically included in the Scope of Services referenced above

INFORMATION PROVIDED BY CLIENT

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including, but not limited to:

- Any existing reports, surveys, design plans, as-builts, etc. of the subject site
- Payment of any review, permit, impact, inspection, or tap fees as may be required
- Geotechnical investigation report with paving sections, utility trenching, and other soils information as may be required for the project.
- Safe and secure access to the project site
- Offsite easements and neighboring property consent, if required.

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FEE AND BILLING

The Consultant will perform the Scope of Services above for the compensation included in the table below. Tasks 1 through 5 will be performed on a total lump sum basis. Tasks 6 through 7 will be performed labor fee plus expense basis (hourly). Labor fee will be billed on an hourly basis according to our then current rates.

Individual task amounts are informational only.

PHASE 1: PRE-DESIGN			
Task	**Description**	**Type**	**Amount**
1	Engineered Site Plan	Lump Sum	$2,500
	PHASE 1 SUBTOTAL		**$2,500**

PHASE 2: FINAL DESIGN AND PERMITTING			
Task	**Description**	**Type**	**Amount**
2	**Site Construction Drawings**	**Lump Sum**	**$102,800**
2A	Holly Hill Ln (from New River side to Benton Circle)		$31,800
2B	Holly Hill Ln Extension to County Park Property		$48,000
2C	Anthem Drive Extension to Holly Hill Ln		$23,000
3	Water Analysis	Lump Sum	$2,500
4	Stormwater Quality/Quantity SCM Design	Lump Sum	$14,100
5	Erosion Control & NPDES Permitting	Lump Sum	$8,000
6	Civil Permitting Assistance	Hourly	$29,500
7	Meetings and Coordination	Hourly	$9,500
	PHASE 2 SUBTOTAL		**$166,400**
	TOTAL		**$168,900**
	OWNER TOTAL		**$56,300**
	TOWN OF BLUFFTON TOTAL		**$56,300**
	BAUFORT COUNTY TOTAL		**$56,300**

Reimbursable expenses: *$9,500*

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Hourly fee estimates are based on the current information and are for general budgeting purposes; actual fees may be less or more than the estimates. For all hourly tasks, a percentage of labor fee will be added to each invoice to cover certain other expenses as to these tasks such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. All permitting, application, and similar project fees will be paid directly by the Client. Any minimal fees Client elects to have Kimley-Horn pay for convenience will be billed at 1.15 times cost.

Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

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CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions in the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, the term "the Consultant" shall refer to Kimley-Horn and Associates, Inc., and the term "the Client" shall refer to **Village Park Communities, LLC.**

The Consultant, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

If you would like for us to proceed with the services, please have an authorized person sign this Agreement below and return to us. We will commence services only after we have received a fully-executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter. We appreciate the opportunity to provide these services to you. Please contact us if you have any questions.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

Jamie Gwaltney, P.E. (GA, NC)
Vice President

Rusty Windsor, P.E. (GA)
Associate

Attachment: Standard Provisions

Agreed to this _____ day of _____, 2025

Village Park Communities, LLC

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

Client's Federal Tax ID: _____
Client's Business License No.: _____
Client's Street Address: _____
_____

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KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS

1) **Kimley-Horn's Scope of Services and Additional Services.** Kimley-Horn will perform only the services specifically described in this Agreement ("Services"). Any services that are not set forth in the scope of Services described herein will constitute additional services ("Additional Services"). If requested by the Client and agreed to by Kimley-Horn, Kimley-Horn will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay Kimley-Horn for any Additional Services an amount based upon Kimley-Horn's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.

2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
   a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
   b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
   c. Provide Kimley-Horn all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which Kimley-Horn may rely upon.
   d. Arrange for access to the site and other property as required for Kimley-Horn to provide its services.
   e. Review all documents or reports presented by Kimley-Horn and communicate decisions pertaining thereto within a reasonable time so as not to delay Kimley-Horn.
   f. Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
   g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
   h. Give prompt written notice to Kimley-Horn whenever the Client becomes aware of any development that affects Kimley-Horn's services or any defect or noncompliance in any aspect of the project.

3) **Period of Services.** Unless otherwise stated herein, Kimley-Horn will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that Kimley-Horn does not control. If such delay or suspension extends for more than six months, Kimley-Horn's compensation shall be renegotiated.

4) **Method of Payment.** Client shall pay Kimley-Horn as follows:
   a. Invoices will be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by Kimley-Horn and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after Kimley-Horn's transmittal of its invoice, Kimley-Horn may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
   b. The Client will remit all payments electronically to:
      Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
      Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104
      Account Number: 2073089159554
      ABA#: 121000248
   c. The Client will send the project number, invoice number and other remittance information by e-mail to payments@kimley-horn.com at the time of payment.
   d. If the Client relies on payment or proceeds from a third party to pay Kimley-Horn and Client does not pay Kimley-Horn's invoice within 60 days of receipt, Kimley-Horn may communicate directly with such third party to secure payment.
   e. If the Client objects to an invoice, it must advise Kimley-Horn in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
   f. If Kimley-Horn initiates legal proceedings to collect payment, it shall recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings. Such expenses shall include the cost, at Kimley-Horn's normal hourly billing rates, of the time devoted to such proceedings by its employees.

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g. The Client agrees that the payment to Kimley-Horn is not subject to any contingency or condition. Kimley-Horn may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of Kimley-Horn to collect additional amounts from the Client.

5) **Use of Deliverables.** All documents, data, and other deliverables prepared by Kimley-Horn are related exclusively to the services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on extensions of this project or on any other project. Any modifications by the Client to any of Kimley-Horn's deliverables, or any reuse of the deliverables without written authorization by Kimley-Horn will be at the Client's sole risk and without liability to Kimley-Horn, and the Client shall indemnify, defend and hold Kimley-Horn harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. Kimley-Horn's electronic files and source code remain the property of Kimley-Horn and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the deliverables prepared by Kimley-Horn, the hardcopy shall govern.

6) **Intellectual Property.** Kimley-Horn may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Kimley-Horn or its affiliates ("Intellectual Property") in the performance of this Agreement. Intellectual Property, for purposes of this section, does not include deliverables specifically created for Client pursuant to the Agreement and use of such deliverables is governed by section 5 of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Kimley-Horn maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Kimley-Horn and its affiliates. If Kimley-Horn's services include providing Client with access to or a license for Kimley-Horn's (or its affiliates') proprietary software or technology, Client agrees to the terms of the Software License Agreement set forth at https://www.kimley-horn.com/khts-software-license-agreement ("the License Agreement") which terms are incorporated herein by reference.

7) **Opinions of Cost.** Because Kimley-Horn does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. Kimley-Horn cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Kimley-Horn's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.

8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. Kimley-Horn shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by Kimley-Horn as a result of such termination.

9) **Standard of Care.** The standard of care applicable to Kimley-Horn's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by Kimley-Horn's performance of services, and it is agreed that Kimley-Horn is not a fiduciary with respect to the Client.

10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and Kimley-Horn, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of Kimley-Horn and Kimley-Horn's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs, attorneys' fees, or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or

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omissions, strict liability or breach of contract or any warranty, express or implied, of Kimley-Horn or Kimley-Horn's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by Kimley-Horn under this Agreement or $50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify Kimley-Horn.

11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.

12) **Construction Costs.** Under no circumstances shall Kimley-Horn be liable for extra costs or other consequences due to changed or unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Kimley-Horn shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before Kimley-Horn has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.

13) **Certifications.** All requests for Kimley-Horn to execute certificates, lender consents, or other third-party reliance letters must be submitted to Kimley-Horn at least 14 days prior to the requested date of execution. Kimley-Horn shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which Kimley-Horn does not have actual knowledge, or that would cause Kimley-Horn to violate applicable rules of professional responsibility.

14) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.

15) **Hazardous Substances and Conditions.** Kimley-Horn shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Kimley-Horn's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. Kimley-Horn will notify the Client of unanticipated hazardous substances or conditions of which Kimley-Horn actually becomes aware. Kimley-Horn may stop affected portions of its services until the hazardous substance or condition is eliminated.

16) **Construction Phase Services.**
   a. If Kimley-Horn prepares construction documents and Kimley-Horn is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against Kimley-Horn in any way connected thereto.
   b. Kimley-Horn shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, equipment maintenance and inspection, sequence, schedule, safety programs, or safety practices, nor shall Kimley-Horn have any authority or responsibility to stop or direct the work of any contractor. Kimley-Horn's visits will be for the purpose of observing construction and reporting to the Client whether the contractors' work generally conforms to the construction documents prepared by Kimley-Horn. Kimley-Horn neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
   c. Kimley-Horn is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and Kimley-Horn for all claims and liability arising out of job site accidents; and that the Client and Kimley-Horn shall be made additional insureds under the contractor's general liability insurance policy.

17) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and Kimley-Horn, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and Kimley-Horn. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Kimley-Horn, without the written consent of Kimley-Horn. Kimley-Horn reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market

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conditions. If Kimley-Horn exercises this right, Kimley-Horn will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.

18) **Confidentiality.** The Client consents to the use and dissemination by Kimley-Horn of photographs of the project and to the use by Kimley-Horn of facts, data and information obtained by Kimley-Horn in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, Kimley-Horn shall use reasonable care to maintain the confidentiality of that material.

19) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State where the Project is located. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by Kimley-Horn. If Client requires Kimley-Horn to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Kimley-Horn or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

Proposed Motion

Consideration of an Intergovernmental Agreement with Beaufort County Related to the Construction of Holly Hill Road.

"I make a motion to authorize the Town Manager to approve the Intergovernmental Agreement with Beaufort County Related to the Construction of Holly Hill Road as included as Attachment 1 in substantial form in consultation with the Town Attorney."

TOWN COUNCIL

STAFF REPORT
Executive Department

MEETING DATE:	October 13, 2026
PROJECT:	Consideration of Public Arts Committee Recommendation to Install a Poetry Walk Highlighting Local Poets at Buckwalter Amphitheater Park (Fiscal Impact: $19,000)
PROJECT MANAGER:	Chris Forster, MPA, CPFO, CGFM, Assistant Town Manager

REQUEST:

Town Council consider approval of the Public Arts Committee (PAC) recommendation to highlight twelve (12) local writers' poetry at the Buckwalter Amphitheater Park.

BACKGROUND:

The Public Arts Committee was established in October 2023 to carry out the Council approved public art policy. The committee is responsible for making recommendations to the Council on publicly funding public art or art to be placed on public property.

The Committee requested staff to put out a call for poetry submissions. The committee selected the top twelve submissions to be highlighted. Three of which were submitted by Bluffton residents under the age of 18. They recommend that they all be displayed on individual pedestals to be installed at various locations around the walking trail within Buckwalter Amphitheater Park.

NEXT STEPS:

Approve, approve with conditions, or deny the recommendation to purchase the sculpture by Walter Palmer.

ATTACHMENTS:

1. Sample Display
2. Selected Poems
3. Proposed Motion

Sample Displays





SELECTED POEMS

ENTRY 3

Nature's pipe organ… there was something about the snap, crackle, and pop tunefully playing within the muddy quietude of the Lowcountry marshes, and the gentle skittle of tiny fiddler-feet, making sideways across the upper shore's sandy terrace. A chorus of shoreside palms fluttered in the wind amongst distant squawks and splashes here and there, each adding to the rhythmic song God had conducted long ago.

Time stood still here, at least for a moment …until the swift pass of a boat breaks the artistry, spilling its wake, rattling the sleep of white clanging shell banks drowning the earlier song of stillness.

ENTRY 4

Mystical Memory Country Road

My memory wanders the country roads of my childhood.
Bare feet covered in ochre dirt as soft as confectioner's sugar,
kick up sweet smelling dust to fill my spirit with summer.

In the May River a pair of dolphins cruise by heading to an estuary
where Spartina grass shimmers in the sunlight
and the pungent scent of pluff mud wafts through the air.

Monarch butterflies perform their aerial ballet
among black-eyed Susan's, Queen Anne's lace and milkweed,
following me down this country road. I enjoy their company.

Thorns scratch my arms as I reach deep into
blackberry bushes to plunder their fruit.
Blackberry juice stains my fingertips and runs down my chin.

A whisper breeze caresses my face.
Summer fills my soul as I travel home to Bluffton
along my mystical, memory country road.

ENTRY 6

A Day in the Life Acrostic

Battered bateau the sandbar scrapes

Listing leeward, cast net draped.

Under unyielding southern sun

Fishing ‘til the day is gone.

Fathers earned their keep this way

Tethered to the River May.

Oysters shucked by aging hands

Need the tides, the sun, the sands.

ENTRY 8

Whoopee

Flip flops, Tank tops.
Long hike, Beach bikes.
Low tide, Oysters fried.
Palm trees, Sultry breeze.
Full moons, Rockin' tunes.
Sandy knees, Ice cream please.
Golf swings, History sings.
Dolphin fest, Turtle nest.
Seabirds croon, Naps at noon.
Good eats, Gullah treats.
Southern town, Slowing down.
Salty kiss, Summer bliss
Bluffton time, State-of-mind.

ENTRY 11

Lowcountry Calling

When the scent of plough mud absorbs you,
and the heron makes you his own,
When oyster beds revealed by tides,
in moonlight are gently shown,

When your gaze over sacred ground,
is joined by a reverence you have found,
for a world unlike any you've ever known,
the Lowcountry is calling you home.

As the palm frond whispers through its days,
As the gull glides and the salt marsh sways,
As you move softly, silently, yet never alone,
the Lowcountry has welcomed you home.

ENTRY 15

A Lowcountry Path

some roll by, or strut; others trot
wrapped in oblivion, unmoving
some blast through like leafblowers
scattering us off their narrow paths

but the wisest saunter, breathe in
listen, as the woodpecker knocks
watch the gator and gray heron
sunning in side by side détente

catch another's eye, stop, and trade
wonderful stories of astonishing pasts
hard-fought wisdoms that warm and teach

avoid the passersby, frozen in mad
scurries and take the prettier
path at a proper lowcountry pace

ENTRY 17 – poet aged 14

River Stories

‘neath nights of starry silver,
The steady May does flow
Far along the coastline into creeks and coves.
Driven by the moon-bound tides
In their celestial trail,
It bears years of stories on each ebbing sail.

Florets of hardship guide new brigadiers,
Until solace and flame shine mirrored in tears.
Unified banners once more line the street,
And we stand, as a town, a single heartbeat.

“Hark!” The wind whispers, it beckons us now,
With ripples on water and moss-laden boughs.
Weave us a tale through the twilit June breeze:
Our stories of rivers and culture and peace.

ENTRY 19 – poets aged 11 and 15 with their mom

My Bluffton

Here among the moss laden trees
Palmettos sway in a Carolina breeze
Sun dances off the water on the May
Fireflies twinkle, illuminating the way
Frogs serenade by the glow of the moon
Gators bask on the banks of the lagoon
Strangers wave and friends give big hugs
Neighbors catch up over coffee-filled mugs
The whole town shows up for a festival, parade
Oyster roast, shrimp boil, fresh lemonade
A Bible study, book club, farmers market in the park
A hometown crowd cheering on their team after dark
Day or night, in every beautiful season
Bluffton is our home, the people are the reason

ENTRY 20

I Hear Bluffton Singing
after Walt Whitman

children skip along tabby walks
at Wright Family Park,
their voices chasing the wind

off the Calhoun Street Dock,
fisherman's lines *whoosh* into the May River,
and pluff mud lingers on the breeze

Spanish moss sways under live oaks,
and teenager swing, their laughter
a song of selfies and sunsets

whispers of a gray-haired couple
mingle in the air, a soft melody
accompanying chimes of Church of the Cross

everyone with their own song,
together –

the heart of Bluffton
singing

ENTRY 21 – poet aged 16

Love found only in Bluffton

This love tasted like sunshine
The cool salty ocean running over my skin
Washing away all doubt
This love tasked like peace
Like tiny crabs peeking out of shells,
Bees bumbling around blooming flowers
This love tasted like home
The tang of seasoned fish melting against my tongue
Cooling my insides and making me feel this warmth
This love tasted like history
Like the Spanish moss clinging to our roots, our branches, our trees
Tastes like the May River, mapping the road to our hearts
This love can only be found in Bluffton

ENTRY 26

Magical Beauty

I hear myself say
The beauty never stops
In summer or winter
With marsh grass green or gold
The tides rolling in and out
The Lowcountry casts a spell
That makes you think
This is where I'm supposed to be

ENTRY 28

Twilight on the May

the old H. E. McCracken band sings out
across the riverbanks, Coach Whitaker
blows the whistle, the track team runs

past the Hilderbrand house, heading down
Main, a quick glance at Tony sitting on his
porch adding some funk to their stride

they round the circle near the Garvey house
sunlight lingers on their brows, pluff mud
fills the air in the one-mile town, where
every front porch is known and
twilight carries their names across
the May

Consideration of Public Arts Committee Recommendation to Install a Poetry Walk at Buckwalter Park.

Proposed Motion

*"I move to **approve (deny)** the recommendation from the Public Arts Committee to install a poetry walk highlighting local poets at Buckwalter Amphitheater Park for a fiscal impact of $19,000."*

TOWN COUNCIL

STAFF REPORT
Police Department

MEETING DATE:	October 13, 2026
PROJECT:	Lowcountry Hazard Mitigation Plan
PROJECT MANAGER:	John DeStasio, Emergency Management Lieutenant

REQUEST: Town Staff requests Town Council to approve a resolution adopting the 2026 Lowcountry Hazard Mitigation Plan. (See Attachment 1)

BACKGROUND: This multi-jurisdictional plan was developed through a comprehensive, collaborative effort led by the Lowcountry Council of Governments (LCOG), bringing together Beaufort, Colleton, Hampton, and Jasper Counties, along with participating municipalities, regional partners, and public stakeholders.

The plan represents a required 5-year update to the 2020 Lowcountry Natural Hazard Mitigation Plan and fulfills the requirements of the Disaster Mitigation Act of 2000 and FEMA hazard mitigation planning regulations under 44 CFR §201.6.

The 2026 Lowcountry Hazard Mitigation Plan serves as the primary regional strategy for reducing long-term risks to life, property, critical infrastructure, local economies, and vulnerable populations from both **natural and human-caused hazards**. Grounded in local hazard profiles and social vulnerability indicators, the plan establishes a unified framework of regional and local mitigation actions.

The 2026 Lowcountry Hazard Mitigation Plan includes 29 mitigation actions for the Town of Bluffton covering flood and stormwater management, critical facility hardening, building code compliance, public outreach, and long-term resilience planning — including development of a Town Resilience Plan targeted for 2028.

For the full list of action items, costs, and implementation schedules, please refer to Appendix J of the attached 2026 Lowcountry Hazard Mitigation Plan.

NEXT STEPS: FEMA-approved hazard mitigation plans are required for local governments to remain eligible for federal Hazard Mitigation Assistance grant programs. Adoption is the final stage of the mitigation planning process and is required to receive FEMA approval. Following

adoption, staff will submit the executed resolution to the Lowcountry Council of Governments (LCOG) for final submission to FEMA.

ATTACHMENTS:

1. 2026 Hazard Mitigation Plan Resolution
2. 2026 Lowcountry Hazard Mitigation Plan
3. Proposed Motion

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF BLUFFTON ADOPTING THE

2026 LOWCOUNTRY HAZARD MITIGATION PLAN

WHEREAS the Town of Bluffton recognizes the threat that hazards pose to people and property within Town of Bluffton; and

WHEREAS pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS the Town of Bluffton has been an "official participant" in the planning process of the natural hazard mitigation plan, hereby known as the 2026 Lowcountry Hazard Mitigation Plan prepared by the Lowcountry Council of Governments in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the 2026 Lowcountry Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long term risk to people and property in Town of Bluffton from the impacts of future hazards and disasters; and

WHEREAS adoption by the Town of Bluffton demonstrates their commitment to the hazard mitigation and achieving the goals outlined in the 2026 Lowcountry Hazard Mitigation Plan.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF BLUFFTON, SOUTH CAROLINA, THAT:

The Town of Bluffton endorses and adopts the 2026 Lowcountry Hazard Mitigation Plan.

In accordance with the Town of Bluffton Municipal Code of Ordinances, the Town of Bluffton adopts the 2026 Lowcountry Hazard Mitigation plan. While content relates to the Town of Bluffton, may require revision to meet the plan approval requirement, and change occurring after adoption will not require Town of Bluffton to re-adopt any further iteration of the plan.

The resolution shall become effective this _____ day of _____, 2026.

By: _____

Larry C. Toomer, Mayor

ATTEST:

By: _____

Marcia Hunter, Town Clerk

2026 LOWCOUNTRY HAZARD MITIGATION PLAN

Regional Strategy & Local Adoption



October 13, 2026 | Town Council Meeting

PLAN OVERVIEW & PURPOSE: 2026 LOWCOUNTRY HAZARD MITIGATION PLAN

1 Regional Risk Reduction Strategy.

Serves as the regional strategy to **reduce long-term risks** to:

- **Life,**
- **Property,**
- **Infrastructure,**
- **Economy**
- **Environment,**

from **natural & human-caused hazards.**



2 Plan Update & Compliance.

A 5-year update to the 2020 Plan.

Fulfills Disaster Mitigation Act of 2000 & FEMA regulations (44 CFR §201.6).



3 Federal Grant Eligibility.

FEMA

FEMA-approved plans are required for local governments to remain eligible for Federal Hazard Mitigation Assistance grant programs.

4 Adoption & Approval.

Adoption is the final stage, required to receive FEMA approval.

2026 LOWCOUNTRY HAZARD MITIGATION PLAN

REGIONAL STRATEGY & LOCAL ADOPTION

1. COLLABORATIVE STRATEGY.

Led by LCOG, uniting four counties & municipalities.

2. COMPREHENSIVE RISK.

Data-driven analysis of natural & human-caused risks.

- Historic Occurrences
- Vulnerability Markers
- Critical Infrastructure Mapping

3. EQUITY INDICATORS.



Identifying populations & critical facilities at greatest risk.

4. FEMA COMPLIANCE.



Actions to secure federal mitigation funding eligibility (HMGP, FMA, BRIC).

ADOPT 2026 LOWCOUNTRY HMP.



Town Council Action: Resolution Adoption – October 13, 2026.

June 27, 2026:
Plan Expires (2020 Plan)

May 2026:
Draft Final Plan Complete

Oct 13, 2
Adopt 2026 Plan

CORE GOALS: 2026 LOWCOUNTRY HAZARD MITIGATION PLAN



1. PROTECT LIVES & SAFETY.

Minimize risks to people and community health.



2. MINIMIZE PROPERTY & INFRASTRUCTURE DAMAGE.

Fortify buildings, utilities, and public assets.



3. PROTECT AT-RISK & VULNERABLE POPULATIONS.

Integrate social vulnerability in planning.



4. SAFEGUARD THE LOCAL ECONOMY & ENVIRONMENT.

Maintain business continuity and natural systems.



5. MAINTAIN FEDERAL GRANT ELIGIBILITY.

Ensure access to HMGP, FMA, BRIC funding.



6. ESTABLISH A REGIONAL FRAMEWORK FOR LOCAL ACTION.

Coordinate efforts across counties and towns.









Early 2023

WORK BEGAN:
HMP Update Grant Efforts Start.

Late 2023 - Early 2024

GRANT SUBMISSIONS
HMGP & BRIC grants submitted to FEMA.

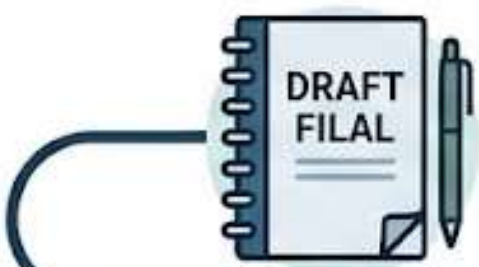
BRIC: Suspend. *(Simplified)*

Late 2025

GRANT AWARDED
Awarded HMGP grant. HMP update process begins.

Early 2026

PLAN PROCESS
Completed draft final plan. Public, Stakeholder & Steering Committee review.





Next Steps







Early 2026

PLAN DRAFT COMPLETE
Completed draft final plan. Public, Stakeholder & Steering Committee review.

June 27, 2026

2020 PLAN EXPIRES
Current Plan expires. Multi-county scope ends.

SUBMISSION
Submit to SCEMD & FEMA.

FINAL APPROVAL
Pending Jurisdiction Adoptions. (BRIC, FMA, HMGP eligibility secured).

LOCAL ADOPTION
Adopt 2026 Lowcountry October 13, 2026.

Proposed Motion

"I move to approve the adoption of the 2026 Lowcountry Hazard Mitigation Plan as prepared by the Lowcountry Council of Governments, and authorizing the Mayor to execute all necessary documents."

2026 PLAN'S TIMELINE

2021

- 2020 Plan for Beaufort, Colleton, Hampton, and Jasper Counties which expires June 27, 2026.

2023

- May 2023 – Began working on HMGP Ian grant submission for the Hazard Mitigation Plan Update.
- November 2023 – Submitted the HMGP grant to FEMA. Began working on BRIC grant submission.

2024

- February 2024 – Submitted the BRIC grant to FEMA.

2025

- March 2025 – BRIC program suspended.
- November 2025 – Awarded HMGP grant and began working on the plan update.

2026

- May 2026 – Completed the draft final plan and distributed to public, stakeholders, and steering committee members for review.
- The plan will be submitted to SCEMD and FEMA. Final approval will be pendi jurisdictions adoptions

Proposed Motion

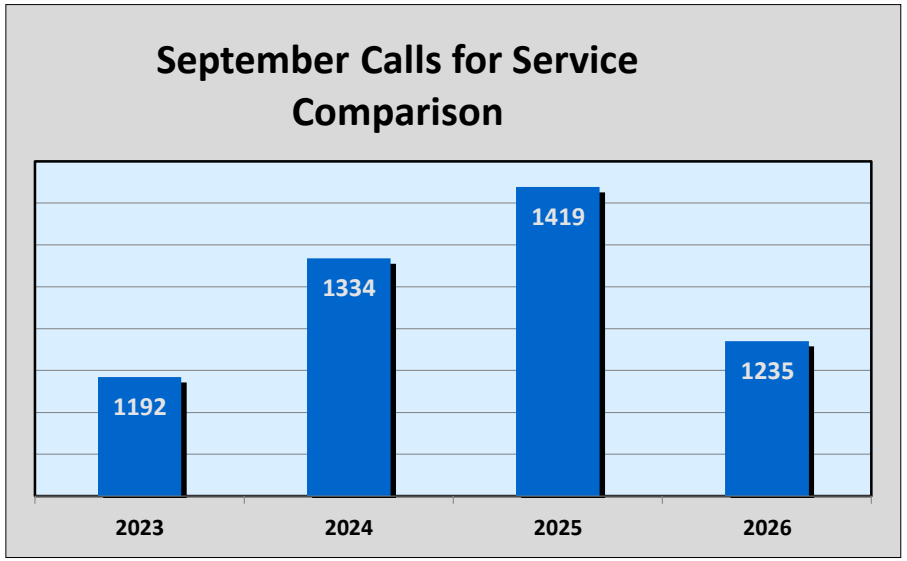
“I move to approve the adoption of the 2026 Lowcountry Hazard Mitigation Plan as prepared by the Lowcountry Council of Governments and authorizing the Mayor to execute all necessary documents.”

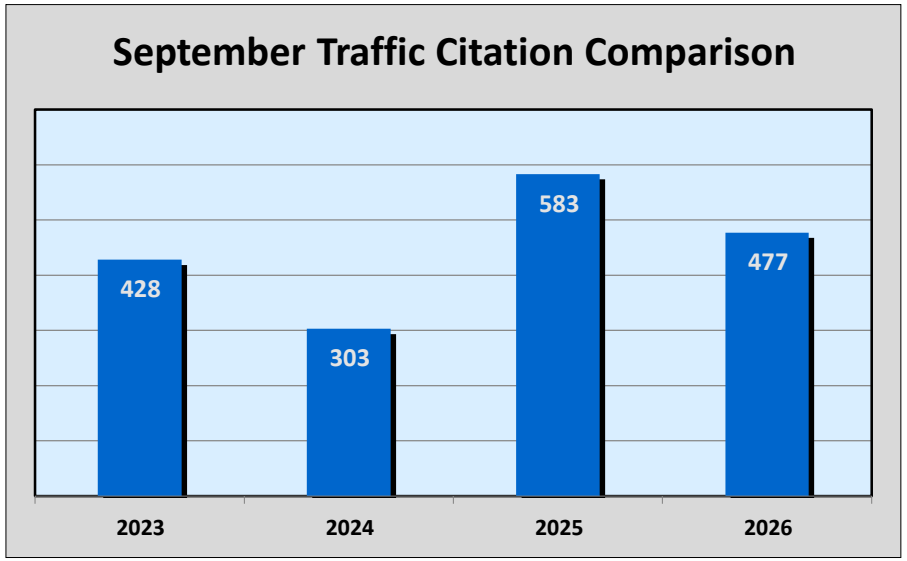
STATISTICAL INFORMATION

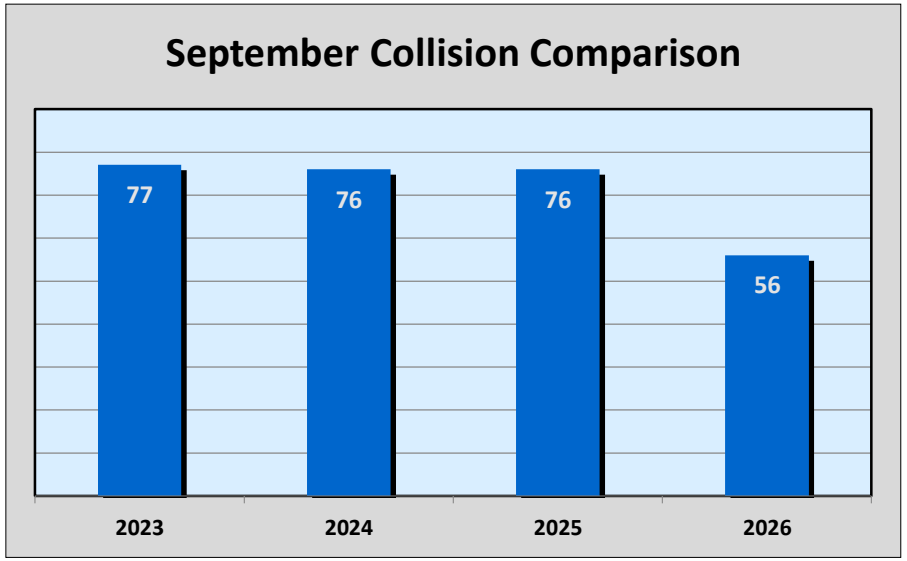
BLUFFTON POLICE DEPARTMENT

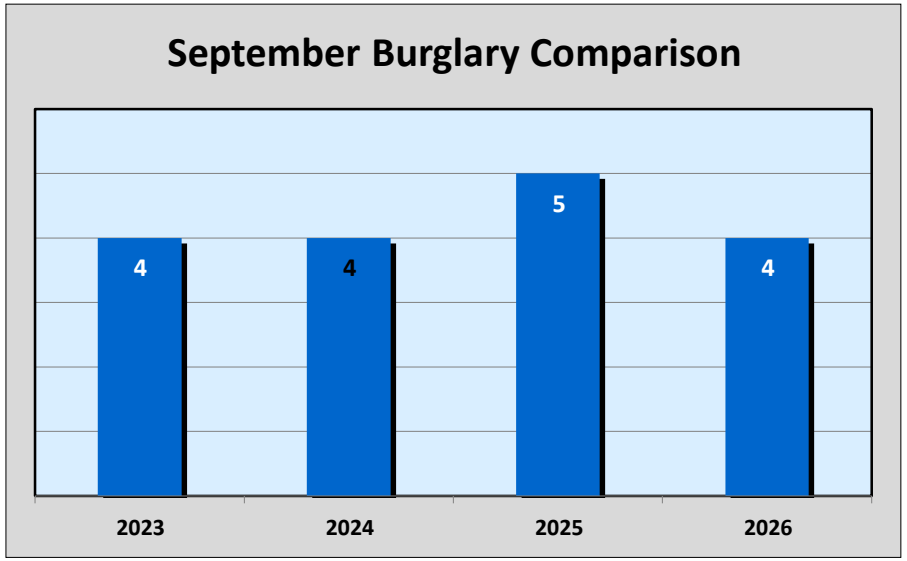
September 30, 2026

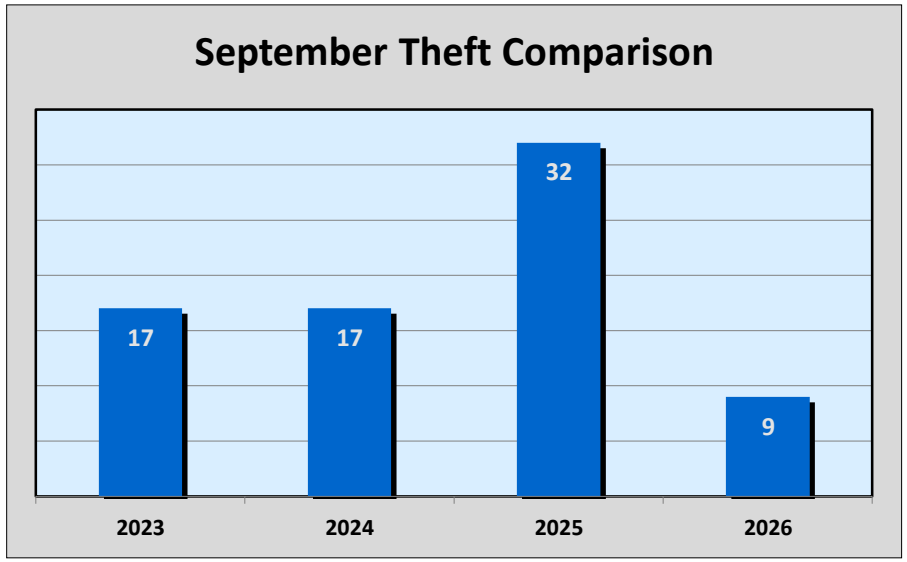
Presented by Chief Joseph Babkiewicz

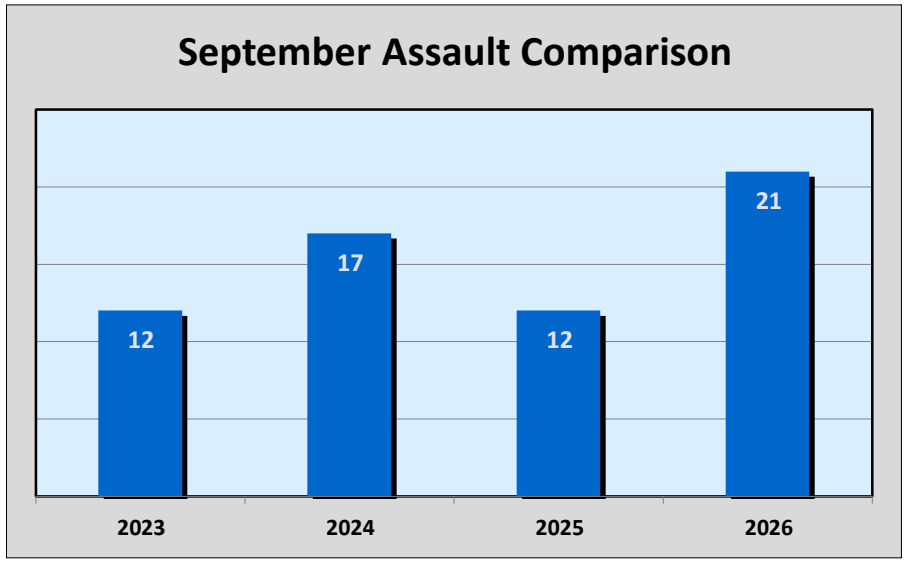

September Calls for Service Comparison
1192
1334
1419
1235
2023
2024
2025
2026

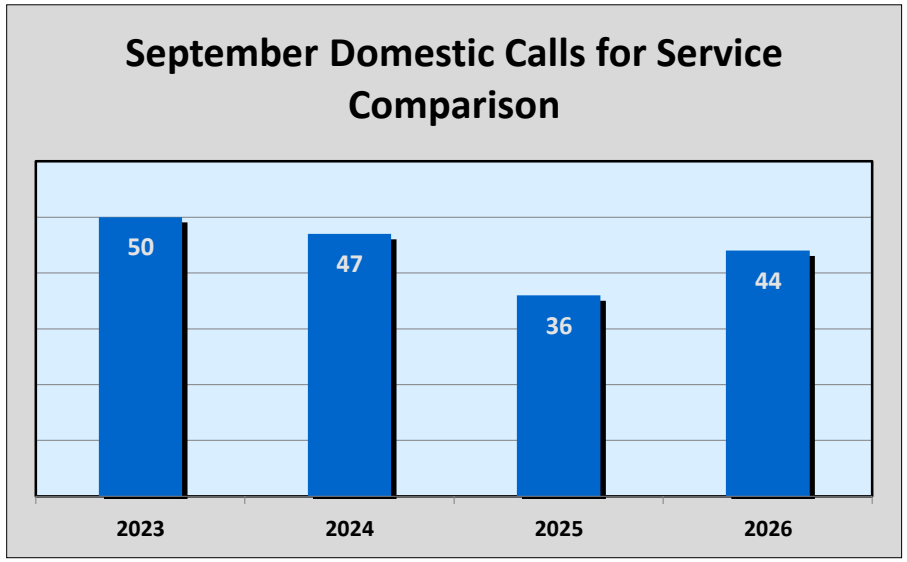

September Traffic Citation Comparison
428
303
583
477
2023
2024
2025
2026

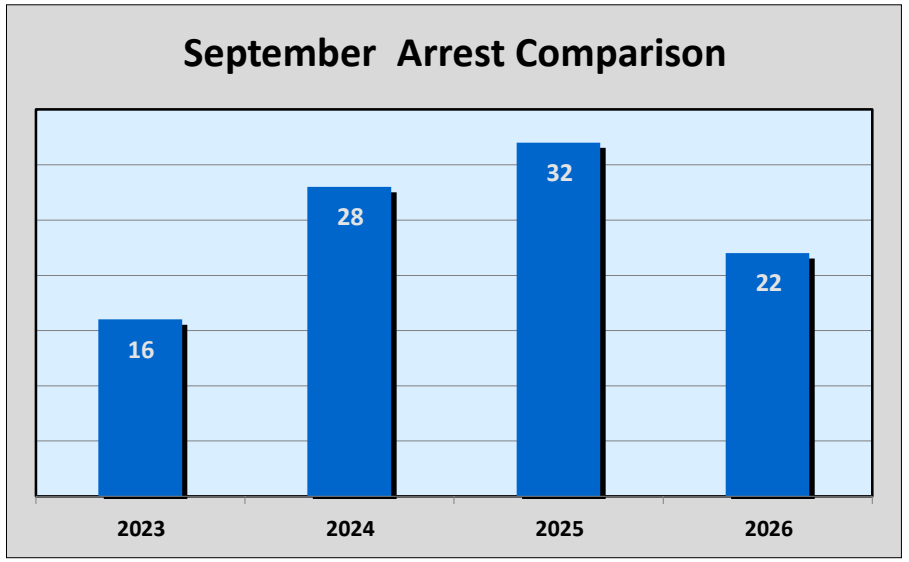

September Collision Comparison
77
76
76
56
2023
2024
2025
2026


September Burglary Comparison
4
4
5
4
2023
2024
2025
2026


September Theft Comparison
17
17
32
9
2023
2024
2025
2026


September Assault Comparison
12
17
12
21
2023
2024
2025
2026

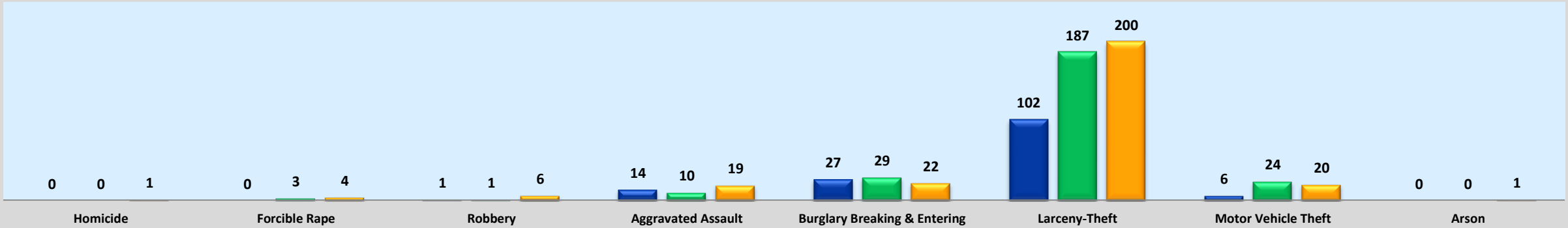

September Domestic Calls for Service Comparison
50
47
36
44
2023
2024
2025
2026


September Arrest Comparison
16
28
32
22
2023
2024
2025
2026

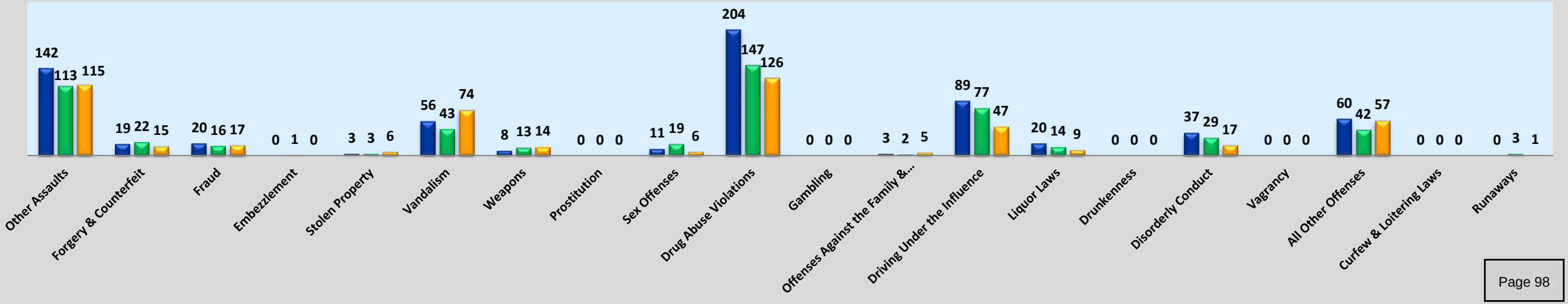
DEPARTMENT HIGHLIGHTS

Year-to-Date
September

Part I Crimes

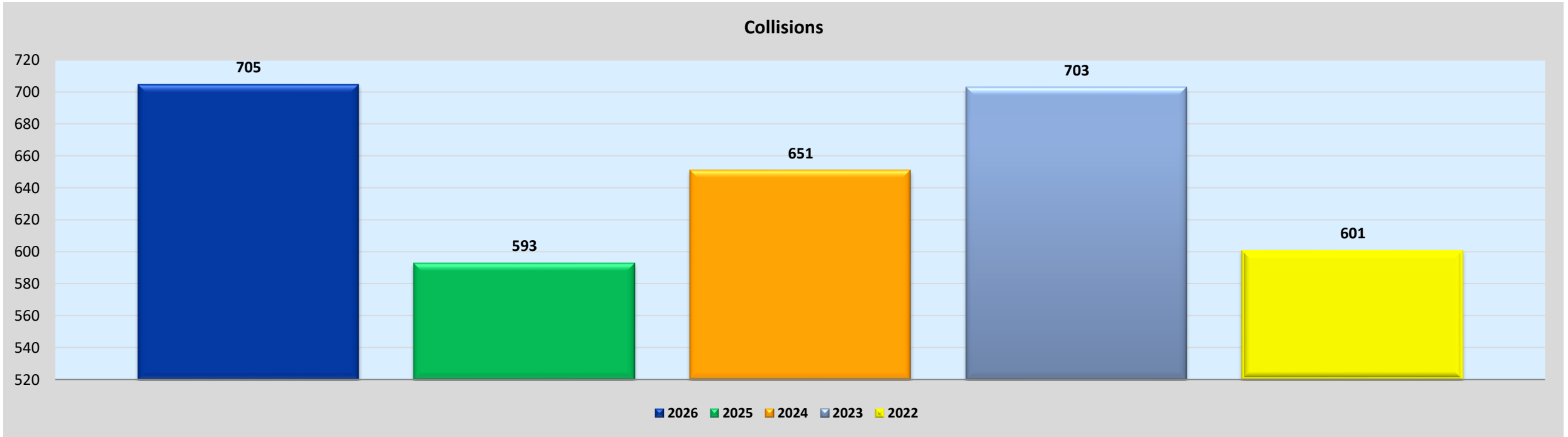


Part II Crimes



DEPARTMENT HIGHLIGHTS

Year-to-Date
September





Law Enforcement Advisory Committee

- Flock Camera Presentation
  - ✓ Stored data – deletion period
  - ✓ Sharing/Accessing between agencies
- County vs Town Jurisdictions
- Mental Health Episodes
- Less Lethal Tools
- E-Bike Campaign

Meetings Attended by Chief Joseph Babkiewicz

Every Wednesday – Senior Staff Communications Meeting
Every Friday – Men's Meeting @ Bible Missionary Baptist Church

Sep 1ST – Command Staff meeting
Sep 1st – Retention/Morale meeting
Sep 2nd – Recruitment Video meeting
Sep 3rd – Meeting with Officer Carter @ Bluffton Middle Schools
Sep 4th – Attend Bluffton High School Groundbreaking Ceremony
Sep 7th – Executive Staff meeting
Sep 8th – Attend Legal meeting
Sep 8th – Attend Town Council meeting
Sep 9th – Meeting with representative designing Strategic Plan report
Sep 9th – Attend Microsoft Teams meeting
Sep 10th – Attend Ribbon Cutting Celebration for the “Den”
Sep 10th – Meeting with Officer
Sep 10th – Monthly Command Staff meeting
Sep 10th – Attend Ribbon Cutting Celebration for One Presidential Mortgage
Sep 11th – Participate in Bluffton Elementary 9/11 High Fives with BTFD
Sep 11th – Attend 9/11 Ceremony @ Veterans Memorial Park
Sep 14th – Executive Staff meeting
Sep 14th – WSAV Interview
Sep 14th – Strategic Planning Committee meeting
Sep 14th – Citizens Police Academy Welcome & Orientation

Meetings Attended by Chief Joseph Babkiewicz cont.

Sep 15th – Attend Boy & Girls Club Golf event @ Palmetto Bluff
Sep 16th – Meeting with Town Manager
Sep 16th – Attend Grand Opening/Ribbon Cutting Ceremony @ The Executive Barber
Sep 17th – Attend Police Applicant PAT
Sep 17th – Attend Grand Opening/Ribbon Cutting Ceremony @ Camellia Art
Sep 17th – Attend September Birthday/Anniversary Celebration
Sep 17th – PD/IT Task Review meeting
Sep 17th – Cookout with Cops @ Baynard Park
Sep 21st – Attend Ivybrook Academy Meet & Greet
Sep 21st – Attend CIP meeting
Sep 21st – Meeting with Officer
Sep 21st – Command Staff Interview
Sep 22nd – Meeting with Town Manager
Sep 23rd – Meeting with Officer
Sep 24th – Chief of Police for a Day activities
Sep 24th – PD/IT Task Review meeting
Sep 25th – BPD Family Night @ The Red Barn
Sep 28th – Executive Staff meeting
Sep 29th – Attend Enterprise meeting
Sep 29th – Microsoft Teams meeting with Town Manager
Sep 30th – Attend Ribbon Cutting Ceremony @ Second Helpings
Sep 30th – Meeting with FBI Agent

Commendations -	**None**
Complaints -	**1 Citizen complaint – under review**

Police Department Demographics as of September 30, 2026

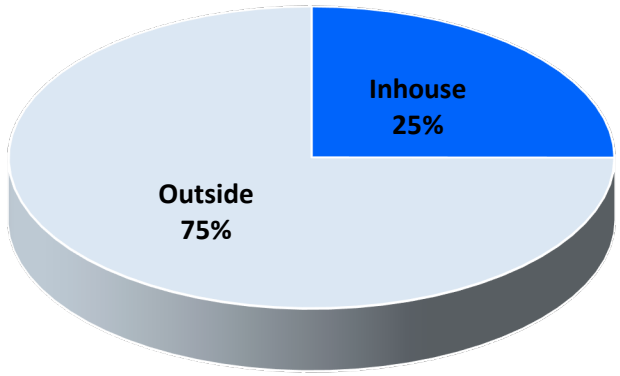
DEPARTMENT	Black	Hispanic	Other	White	Grand Total
Female	2	2	1	16	21
Male	6	5	3	38	52
Grand Total	**8**	**7**	**4**	**54**	**73**

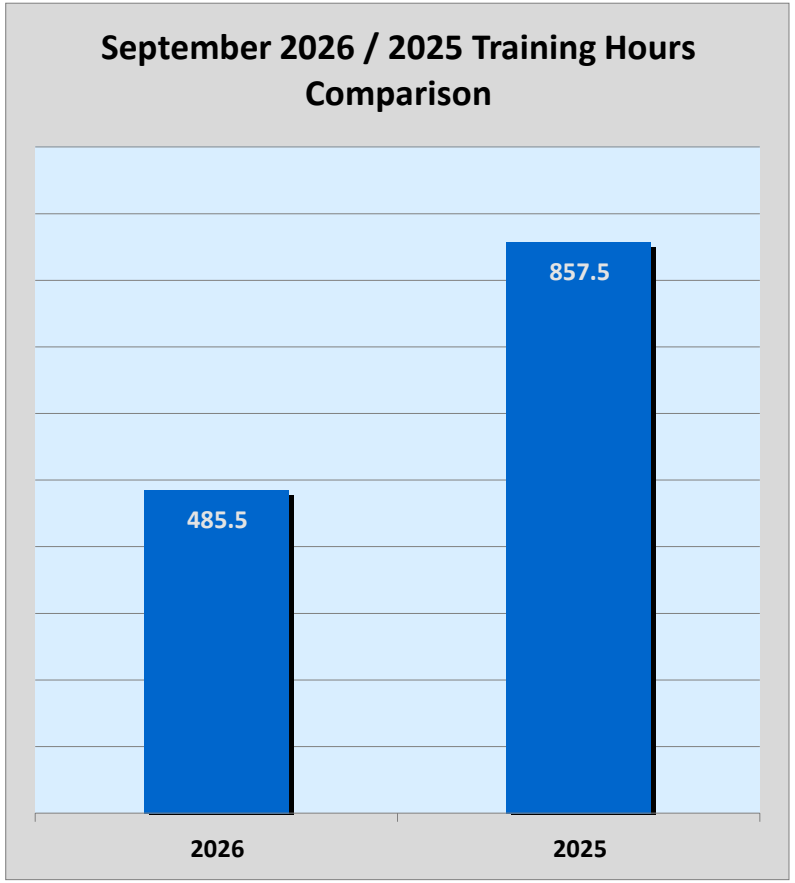
SWORN OFFICERS	Black	Hispanic	Other	White	Grand Total
Female	1			8	9
Male	5	5	3	35	48
Grand Total	**6**	**5**	**3**	**43**	**57**

September Officer Training

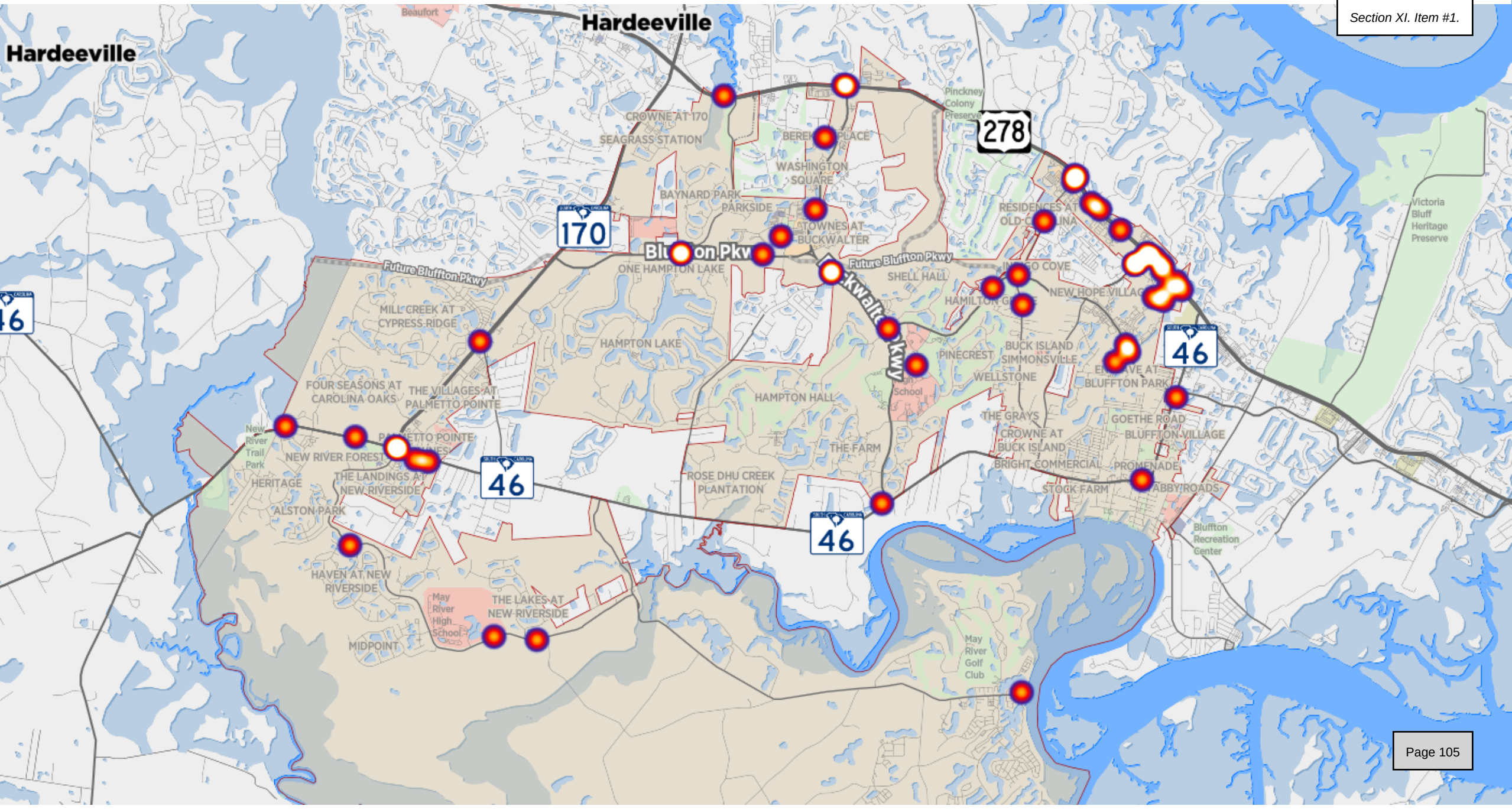
In-House
Officer Liability - 1 Officer
Temporary Holding Facilities - 14 Officers
Hazmat First Responder Awareness (FRA) Level 1
DUI/SFST Recertification - 6 Officers
SMD Operator Recertification - 1 Officer
Taser Recertification - 6 Officers
Low Light Duty Pistol Qualifications - 9 Officers
Night Duty Pistol Qualifications - 8 Officers
Anti-Bias Training for Law Enforcement - 10 Officers

Out-Side
Basic Law Enforcement - 2 Officers
TCI At-Scene Phase 1 - 1 Officer

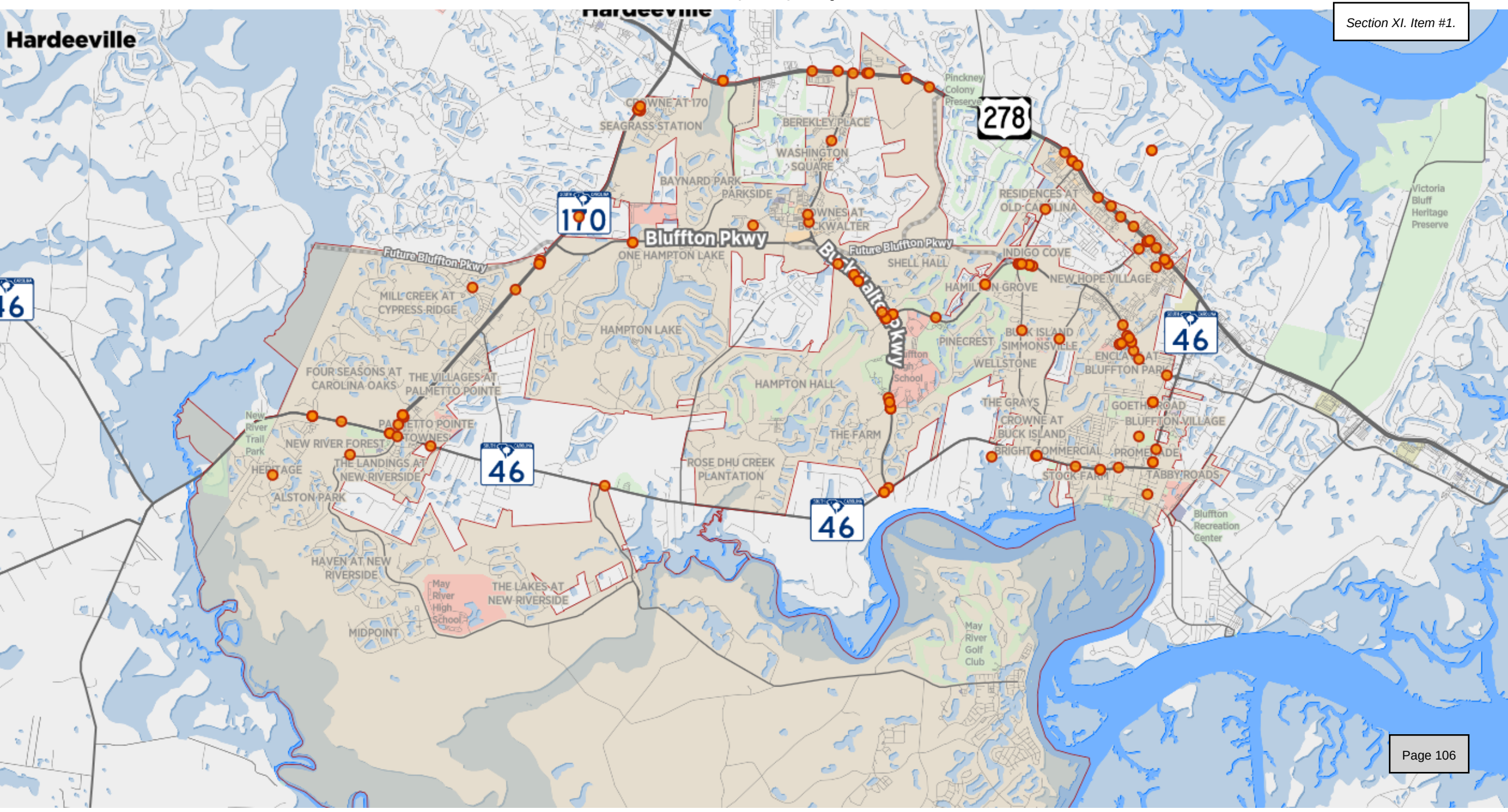




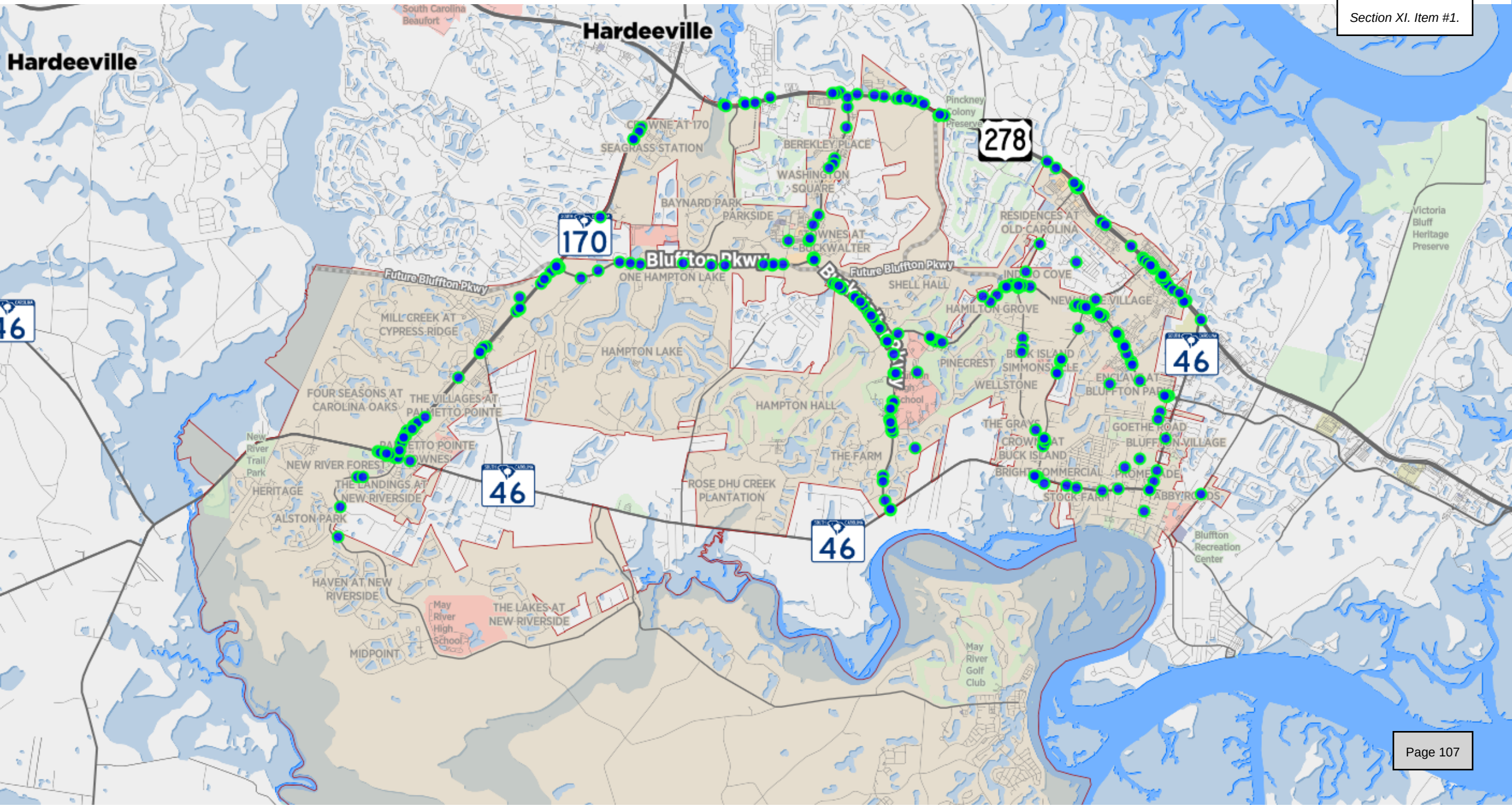
COLLISIONS (56) September 2026



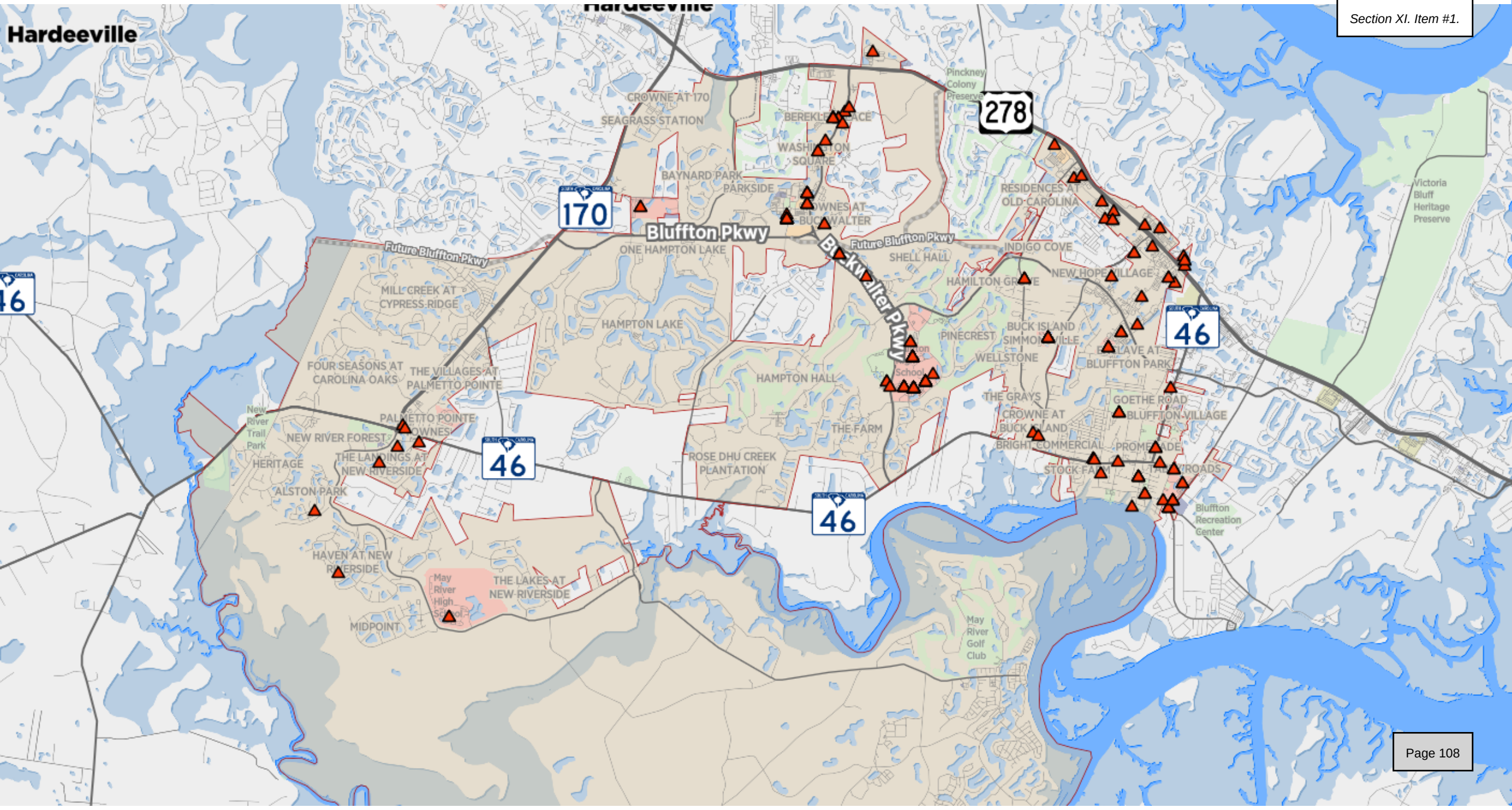
CITATIONS ISSUED (130) September 2026



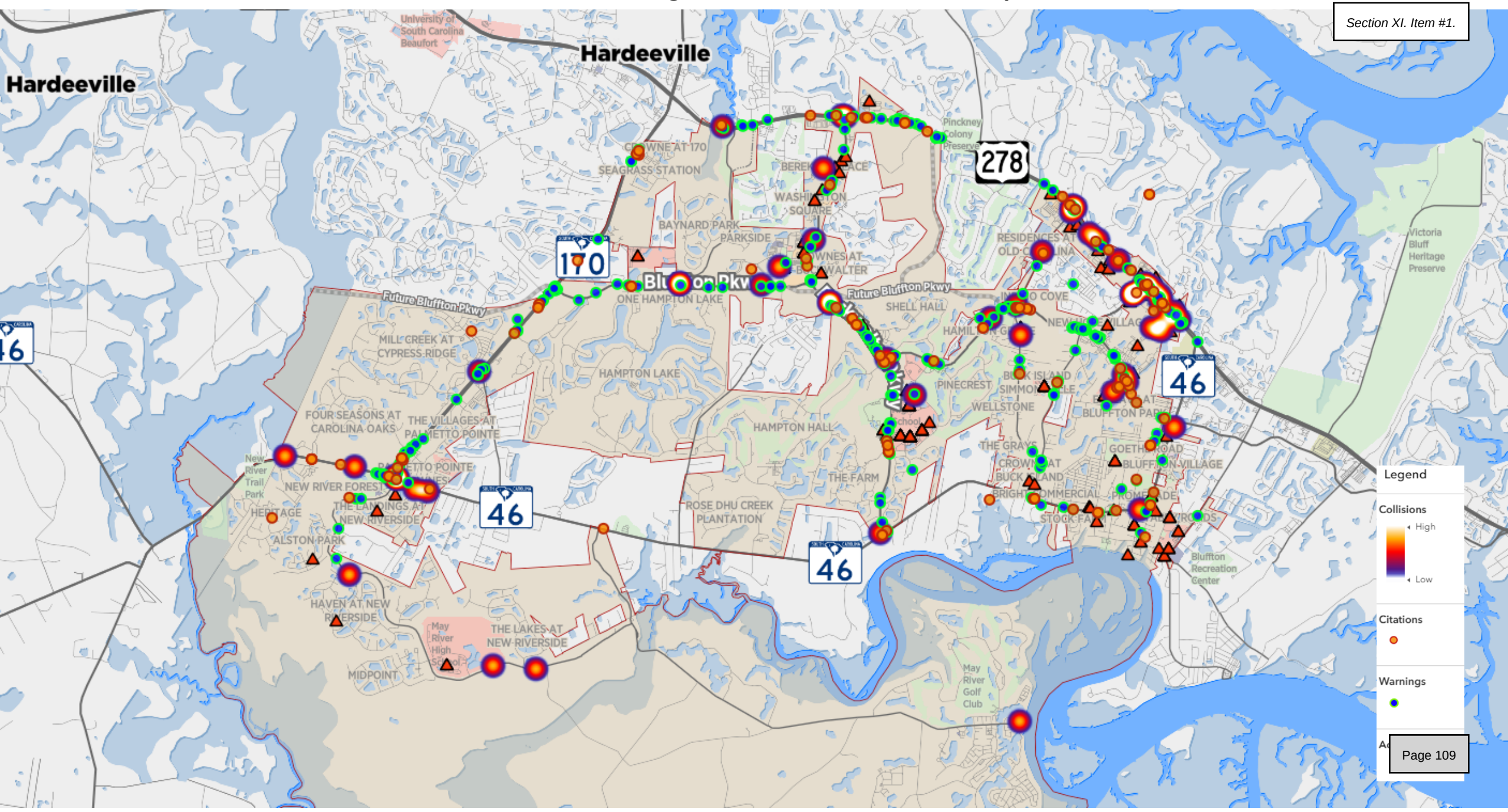
WARNINGS ISSUED (347) September 2026



#1 CALL TYPE – Activated Alarms (218) September 2026



Collisions, Citations, Warnings and Activated Alarms – September 2026



CALLS FOR SERVICE TOP 10 CALL TYPES	
Activated Alarm	218
911 Hang-Up	141
Disturbance	103
Case Follow Up	90
Accident	104
Assist Motorist	51
Reckless Driving	48
Domestic	36
Health Welfare	30
Miscellaneous Calls	32

TOTAL CALLS FOR SERVICE:	1235
AVERAGE PER DAY:	43

PRO-ACTIVE PATROLS	
Extra Patrol - Business	1821
Extra Patrol - Residence	400
Traffic Stop	380
Traffic Enforcement	22

UNIFORM TRAFFIC CITATIONS TOP 10 VIOLATIONS	
Driving Under Suspension; License not Suspended for DUI - 1st Offense	20
Driving without a SC License - 1st Offense	19
Operating Vehicle While License/Registration Expired	13
Possession of 28G (1 oz.) or less of Marijuana - 1st Offense	10
Speeding; more than 15 but less than 25 mph over the speed limit	10
Failure to Return License Plate and Registration upon Loss of Insurance - 1st Offense	6
Speeding; Greater than 25 mph over the speed limit	5
Failure to Maintain Proof of Insurance in Motor Vehicle	4
Driving Under Suspension; License not Suspend for DUI - 2nd Offense	3
Operating Uninsured Motor Vehicle; 1st Offense	3

TOTAL CITATIONS ISSUED: 130

AVERAGE PER DAY: 4

UNIFORM TRAFFIC WARNINGS TOP 10 VIOLATION	
Speeding	91
Vehicle License Violation	64
Defective Equipment	42
Other	36
Improper Lane Use	29
Changing Lanes Unlawfully	19
Improper Lights	16
Improper Turn	13
Disregarding Traffic Signal	11
Disregarding Stop Sign	6

TOTAL WARNINGS ISSUED: 347

AVERAGE PER DAY: 12

CRIMINAL INVESTIGATIONS	
Cases Assigned	23
Incident Reports	0
Supplemental Reports	64
Cases Closed	35
Arrests Made	2
Arrest Warrants	1
Bond Court	6
Case Call Outs	2
Search Warrants	2
Prelims/Grand Jury	3
Family Court Petitions	0

Call-Outs

1. 26BP33314 – Breach of Trust
2. 25BP05545 – Service of Warrant

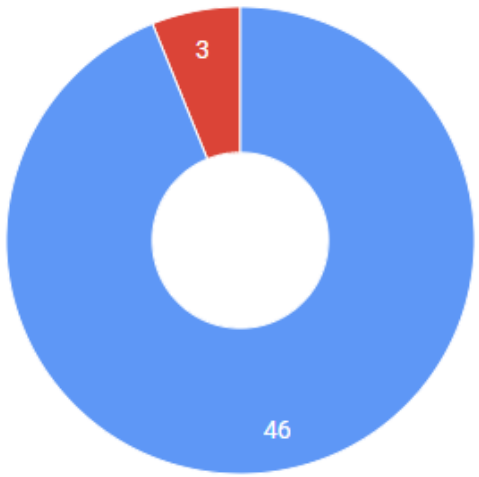
Mental Health Advocate:

CIT: 2
Referrals: 25
Follow Ups: 74
Supplemental Reports: 25

Victim Advocate:

Case Call Outs: 0
Incident Reports: 0
Case Closed: 12
Bond Court: 6
Supplemental Reports: 15
ICAC Cases Assigned: 2
Total ICAC Cases: 7

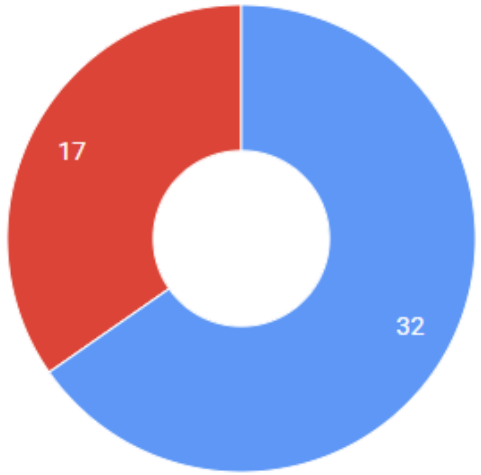
Tickets By Status Last 30 Days



Warning
Issued

Total Count: 49 As of 9/30/2026, 12:00:00 AM

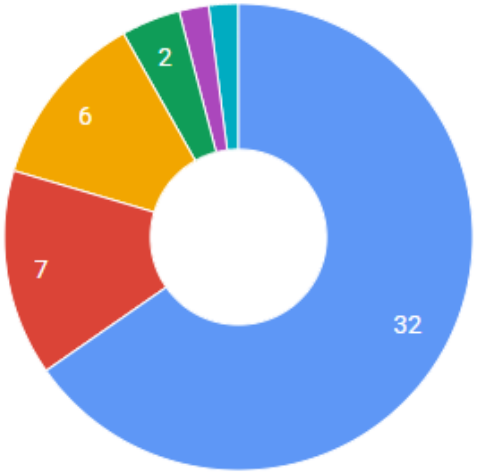
Tickets By Officer Last 30 Days



Pamela Okeefe-Racanello, R8122
Sunny Rogers, R014

Total Count: 49 As of 9/30/2026, 12:00:00 AM

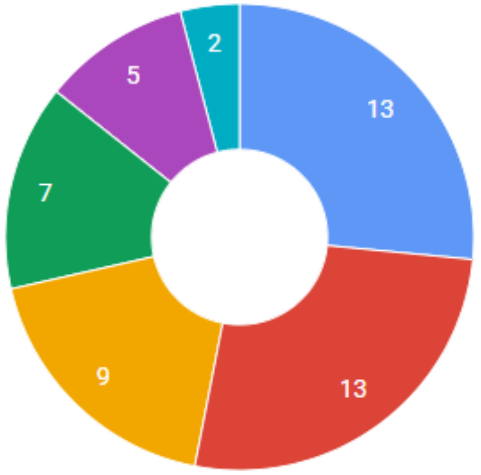
Tickets By Location Last 30 Days



CALHOUN ST
WATER ST
BLUFFTON RD
WHARF ST
THOMAS HEYWARD ST
BOUNDARY RD

Total Count: 49 As of 9/30/2026, 12:00:00 AM

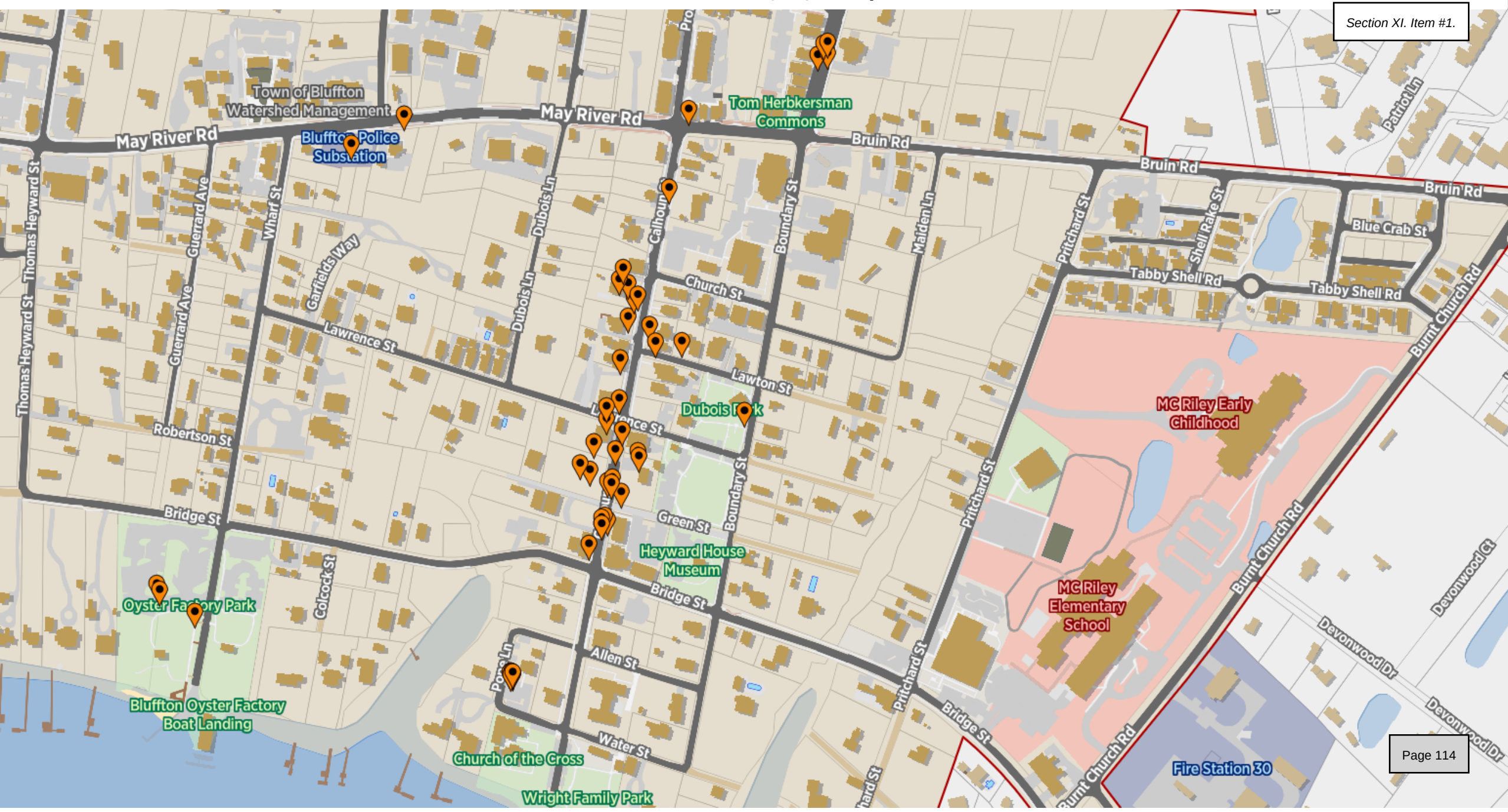
Tickets By Violation Last 30 Days



Parking within a safety zone
Parking on a Sidewalk
Wrong Side of St. / Facing Traffic or 18" or more Away from Curb
Blocking Roadway or Alley
Official Sign Prohibits
Double Parked

Total Count: 49 As of 9/30/2026, 12:00:00 AM

DOWNTOWN CITATIONS (49) – September 2026



Code Enforcement:
William Bonhag

* New York City Pizza due to Code Enforcement involvement; paid their taxes owed to Bluffton Town in the amount of $19,000 .00 plus $1087.50 x 2= $2175.00 summons. Total; $21,175.00
* Due to Failure to re-new their Home-Based Business Licenses Code Enforcement wrote and issued 74 Notices of Violation for No Business License. It appears that several summons will be on the horizon pending compliance.
* 14 Notices of Violation were issued this month of September 2026 for a variety of violations, along with 4 summonses for court appearance.

Complaints / Property Checks / Follow-ups / Ordinance Letters

218 Simmonsville Road

- 3/14/24 Due to several violations, this location was boarded up.
- Property cleaned up, now pending information from Vicky Smalls and Rob Currall Building Official as to their next move regarding this structure.
- 12/26/25 This property is Heirs property, until this property is settled in court no actions can move forward.
- The son Johnny Mitchell is working with Vicky Smalls to secure ownership to obtain permits to fix the house in its entirety. This was discussed on a site visit on Tuesday 5-4-26. Johnny has already cleaned the back area and emptied the house of all contents.
- This property needs to be maintained until conclusion.

41 Thomas Heyward Street

- Kevin Icard Director of Growth Management referred to this matter pertaining to Keith Fisher's previously built Carport at his home, which according to the town appears to be 30 feet over his property line.
- On 6-9-26, an NOV for Sec.7.2.2 Illegal Non-conformities, failure to obtain a permit for this structure.
- This matter for further action is now being reviewed by Town Council on July 21st. Further action by Codes on July 24th is pending the outcome of Council's decision, along with notification by Kevin Icard. Per Kevin Icard, enforcement action has been warranted for code enforcement to issue summons on Friday 8-25-26 to Keith Fisher for UDO 7.2.2 Illegal Nonconformities. Court is scheduled for 9-8-26 at 9am. Due to attorney involvement, this matter has been scheduled for a trial by Jury on November 3rd, 2026.

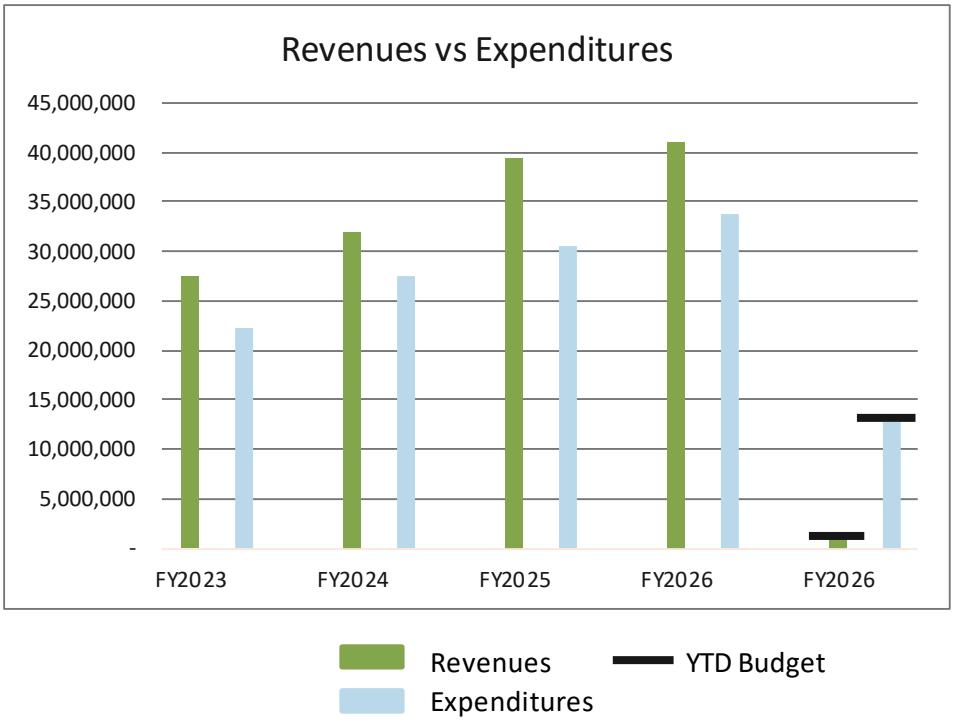
- **S.A.F.E Team currently assigned to Patrol Duties – no data available**

TOWN COUNCIL
STAFF REPORT
Finance & Administration Department

MEETING DATE:	October 13, 2026
PROJECT:	Consent Agenda: Year-to-date Financial Report
PROJECT MANAGER:	Natalie Majorkiewicz, CGFO, CGFM, Director of Finance & Administration

General Fund Financial Overview:

The chart below shows the revenue collections and expenditures trend for the last four full years and FY2027 year-to-date (YTD) through August 2026. Revenues have been higher than expenditures for the last four full years.



FY2027 YTD through August shows General Fund total revenues below the total budgeted in large part due to fewer permits being issued in August, which also impacts Business License Revenue. YTD through August, total expenditures are tracking below the total budgeted amount.

FY27 General Fund Financial Overview

Revenues		Expenditures
$1,348k	*YTD*	$12,742k
94.7%	*% of Budget*	95.3%
$1,424k	*YTD Budget*	$13,372k

ATTACHMENTS:

1. General Fund
2. Stormwater Fund
3. Capital Improvement Program Fund
4. Debt Service Fund
5. Special Revenue Funds
6. Business License Statistics
7. Grant Index
8. Community Foundation of the Lowcountry Fund Balances

Town of Bluffton
Actual Versus Budget
For Period Ending August 31, 2026

	Month of August 2026					Year-to-Date through August 31, 2026				
	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes	$ 119,179	$ 121,274	$ 2,095	$ 116,699	$ 4,575	$ 119,179	$ 121,274	$ 2,095	$ 116,699	$ 4,575
Licenses & Permits										
Business Licenses	71,582	63,180	(8,402)	73,666	(10,486)	183,013	127,668	(55,345)	182,322	(54,654)
MASC Telecommunications	-	-	-	-	-	-	-	-	-	-
MASC Insurance Tax Collection	-	-	-	-	-	-	-	-	-	-
Franchise Fees	102,304	125,718	23,414	109,217	16,501	102,304	125,718	23,414	109,217	16,501
Building Safety Permits	253,318	235,138	(18,180)	207,905	27,233	798,604	525,357	(273,247)	523,980	1,377
Application Fees	6,490	4,450	(2,040)	5,044	(594)	11,605	7,700	(3,905)	9,020	(1,320)
Total Licenses & Permits	433,694	428,486	(5,208)	395,832	32,654	1,095,526	786,443	(309,083)	824,539	(38,096)
Grants and Entitlements	187,983	197,383	9,400	197,300	83	187,983	197,383	9,400	197,300	83
Intergovernmental	-	-	-	-	-	-	-	-	-	-
Service Revenues	65,267	59,912	(5,355)	45,757	14,155	118,074	103,714	(14,360)	82,347	21,367
Fines & Fees	14,752	13,387	(1,365)	11,591	1,796	24,873	31,670	6,797	19,547	12,123
Interest Income	140,639	38,477	(102,162)	125,980	(87,503)	143,348	40,695	(102,653)	128,407	(87,712)
Miscellaneous Revenues	9,268	48,161	38,892	23,173	24,988	18,047	66,663	48,616	54,947	11,716
Total Revenues	970,783	907,080	(63,704)	916,332	(9,253)	1,707,030	1,347,842	(359,188)	1,423,786	(75,944)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Tranfers In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	$ 970,783	$ 907,080	$ (63,704)	$ 916,332	$ (9,253)	$ 1,707,030	$ 1,347,842	$ (359,188)	$ 1,423,786	$ (75,944)
Expenditures										
Building Safety	$ 70,561	$ 74,410	$ 3,849	$ 98,815	$ (24,405)	$ 129,871	$ 117,355	$ (12,516)	$ 181,873	$ (64,518)
Communications	22,070	29,396	7,326	25,810	3,586	73,568	92,560	18,992	86,035	6,525
Customer Service	20,652	18,267	(2,385)	22,879	(4,612)	37,935	33,731	(4,204)	42,026	(8,295)
Economic Development	29,938	30,581	643	28,041	2,540	97,056	96,677	(379)	90,906	5,771
Events & Venues	37,574	89,508	51,934	62,185	27,323	117,639	184,094	66,455	194,692	(10,598)
Executive	121,611	196,302	74,691	142,777	53,525	283,308	346,199	62,891	332,617	13,582
Finance & Administration	89,160	137,869	48,709	96,907	40,962	207,105	234,816	27,711	225,100	9,716
Human Resources	49,841	50,034	193	56,426	(6,392)	118,671	141,629	22,958	134,350	7,279
Information Technology	104,891	117,236	12,345	126,056	(8,820)	319,478	414,198	94,720	383,941	30,257
Municipal Court	30,359	31,510	1,151	31,346	164	64,309	68,151	3,842	66,400	1,751
Municipal Judges	6,041	6,149	108	6,767	(618)	14,087	14,381	294	15,779	(1,398)
Planning & Community Development	102,927	89,172	(13,755)	80,150	9,022	233,104	153,219	(79,885)	181,520	(28,301)
Police	764,546	745,612	(18,934)	1,012,470	(266,858)	1,546,883	1,580,956	34,073	1,903,295	(322,339)
Project Management	60,101	62,781	2,680	68,407	(5,626)	110,576	114,451	3,875	125,857	(11,406)
Public Services	247,695	236,011	(11,684)	327,874	(91,863)	419,407	409,363	(10,044)	555,170	(145,807)
Town Council	11,249	19,179	7,930	11,722	7,457	23,362	39,375	16,013	24,343	15,032
Town Wide	218,569	262,972	44,403	299,199	(36,227)	763,131	917,234	154,103	1,044,649	(127,415)
Total Expenditures	1,987,785	2,196,989	209,204	2,497,831	(300,842)	4,559,490	4,958,389	398,899	5,588,553	(630,164)
										-
Other Financing Uses										
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Transfers Out to Capital Improvements Program Fund	-	7,783,356	7,783,356	7,783,356	-	-	7,783,356	7,783,356	7,783,356	-
Total Transfers	-	7,783,356	7,783,356	7,783,356	-	-	7,783,356	7,783,356	7,783,356	-
Total Expenditures and Other Financing Uses	$ 1,987,785	$ 9,980,345	$ 7,992,560	$ 10,281,187	$ (300,842)	$ 4,559,490	$ 12,741,745	$ 8,182,255	$ 13,371,909	$ (630,164)

Town of Bluffton
Actual Versus Budget
For Period Ending August 31, 2026

	Month of August 2026					Year-to-Date through August 31, 2026				
	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)
Revenues										
Stormwater Utility Fee	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Licenses & Permits										
NPDES Plan Review Fee	2,000	9,600	7,600	2,388	7,212	8,500	17,750	9,250	10,151	7,599
NPDES Inspection Fee	24,200	36,000	11,800	14,010	21,990	73,550	66,050	(7,500)	42,580	23,470
Total Licenses & Permits	26,200	45,600	19,400	16,398	29,202	82,050	83,800	1,750	52,731	31,069
Interest Income	4,775	4,454	(321)	2,769	1,685	8,939	8,315	(624)	5,184	3,131
Total Revenues	30,975	50,054	19,079	19,167	30,887	90,989	92,115	1,126	63,099	29,016
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Tranfers In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	$ 30,975	$ 50,054	$ 19,079	$ 19,167	$ 30,887	$ 90,989	$ 92,115	$ 1,126	$ 63,099	$ 29,016
Expenditures										
Watershed Management	$ 144,378	$ 195,558	$ 51,180	$ 254,577	$ (59,019)	$ 227,842	$ 279,808	$ 51,966	$ 401,746	$ (121,938)
Total Expenditures	144,378	195,558	51,180	254,577	(59,019)	227,842	279,808	51,966	401,746	(121,938)
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Transfers Out to General Fund	-	-	-	-	-	-	-	-	-	-
Transfer Out to Debt Service	-	-	-	-	-	-	-	-	-	-
Contribution to Fund Balance	-	-		-	-	-	-		-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	$ 144,378	$ 195,558	$ 51,180	$ 254,577	$ (59,019)	$ 227,842	$ 279,808	$ 51,966	$ 401,746	$ (121,938)

Town of Bluffton
Budget and Actual - Capital Improvement Program Fund
For Period Ending August 31, 2026

	YTD Estimated	Adopted Budget	Budget Amendments and Transfers	Revised Budget	Actual vs Budget Difference	Actual as % of Budget
Economic Development						
Buckwalter Place Multi-County Commerce Park Phase 2	$ 207,182	$ 1,098,948	-	$ 1,098,948	$ 891,766	18.9%
Total Economic Development	**207,182**	**1,098,948**	**-**	**1,098,948**	**891,766**	**18.9%**
Facilities						
Sarah Riley Hooks Cottage	105,993	1,108,245	-	1,108,245	1,002,252	9.6%
New Riverside Barn Park Event Lawn Pavilion - NEW	-	149,375	-	149,375	149,375	0.0%
New Riverside Barn Park Public Service Building - NEW	-	1,545,209	-	1,545,209	1,545,209	0.0%
Public Service Building Expansion & Watershed Facility - NEW	-	195,250	-	195,250	195,250	0.0%
Oscar Frazer Park Pavilion - NEW	124,711	549,000	-	549,000	424,289	22.7%
Rotary Community Center Facility Improvements	5,682	440,704	-	440,704	435,022	1.3%
Law Enforcement Center HVAC Renovation	25,442	350,000	-	350,000	324,558	7.3%
Oyster Factory Park Restroom Improvements	-	452,200	-	452,200	452,200	0.0%
Total Facilities	**261,828**	**4,789,983**	**-**	**4,789,983**	**4,528,155**	**5.5%**
Housing						
Affordable Housing Project	-	745,325	-	745,325	745,325	0.0%
Affordable Housing Project-115 Bluffton Road	-	1,200,000	-	1,200,000	1,200,000	0.0%
Total Housing	**-**	**1,945,325**	**-**	**1,945,325**	**1,945,325**	**0.0%**
Information Technology Infrastructure						
Network Improvements	-	40,603	-	40,603	40,603	0.0%
Total Parks	**-**	**40,603**	**-**	**40,603**	**40,603**	**0.0%**
Land						
Land Acquisition	10,981,912	11,600,000	-	11,600,000	618,088	94.7%
Total Land	**10,981,912**	**11,600,000**	**-**	**11,600,000**	**618,088**	**94.7%**
Parks						
Park Improvements	-	20,946	-	20,946	20,946	0.0%
New River Trail	1,075,794	3,529,928	-	3,529,928	2,454,134	30.5%
New Riverside Barn Park Phase 3: Sitework		332,700	-	332,700	332,700	0.0%
Buckwalter Place Park Improvements	58,563	941,363	-	941,363	882,800	6.2%
Buck Island - Simmonsville Neighborhood Park - NEW	1,981	592,291	-	592,291	590,310	0.3%
Public Art	20,000	295,346	-	295,346	275,346	6.8%
New Riverside Barn Park Phase 2 Trail & Disc Golf - NEW	1,518	702,687	-	702,687	701,169	0.2%
Total Parks	**1,157,856**	**6,415,261**	**-**	**6,415,261**	**5,257,405**	**18.0%**
Roads						
Pathway Pedestrian Safety Improvements	43,425	1,482,437	-	1,482,437	1,439,012	2.9%
Calhoun Street Streetscape	5,329	804,663	-	804,663	799,334	0.7%
Wharf Street Lighting	-	104,758	-	104,758	104,758	0.0%
Boundary Street Streetscape	-	3,694,515	-	3,694,515	3,694,515	0.0%
Historic District Overhead Power Conversion	-	60,800	-	60,800	60,800	0.0%
Washington Square Connector	-	259,525	-	259,525	259,525	0.0%
Holly Hill Lane	-	778,250	-	778,250	778,250	0.0%
Total Roads	**48,754**	**7,184,948**	**-**	**7,184,948**	**7,136,194**	**0.7%**
Stormwater and Sewer						
Sewer Connections Policy		601,700	-	601,700	601,700	0.0%
Historic District Sewer Extension Phase 4	2,703	416,513	-	416,513	413,810	0.6%
Historic District Sewer Extension Phase 5	-	304,404	-	304,404	304,404	0.0%
Historic District Sewer Extension Phase 6	9,995	457,787	-	457,787	447,792	2.2%
Bridge Street Streetscape	54,017	1,258,588	-	1,258,588	1,204,571	4.3%
Comprehensive Drainage Plan Improvements	-	221,062	-	221,062	221,062	0.0%
Stoney Crest Campground/Old Palmetto Bluff Rd	-	389,829	-	389,829	389,829	0.0%
Pritchard Street Drainage Improvements	121,688	2,068,929	-	2,068,929	1,947,241	5.9%
MRWAP BCSD Impervious Restoration Project	-	100,000	-	100,000	100,000	0.0%
Total Stormwater and Sewer	**188,403**	**5,818,812**	**-**	**5,818,812**	**5,630,409**	**3.2%**
Total CIP Expenditures	**$ 12,845,935**	**$ 38,893,880**	**$ -**	**$ 38,893,880**	**$ 26,047,945**	**33.0%**

Town of Bluffton
Actual Versus Budget
For Period Ending August 31, 2026

	Month of August 2026					Year-to-Date through August 31, 2026				
	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes										
Real & Personal Property Tax (TIF)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
GO Bond Debt Service Property Tax	6,578	6,324	(254)	6,169	155	6,578	6,324	(254)	6,169	155
Total Property Tax	6,578	6,324	(254)	6,169	155	6,578	6,324	(254)	6,169	155
Licenses & Permits										
Municipal Improvement District Fee	-	-	-	-	-	-	-	-	-	-
Interest Income	3,432	5,293	1,861	2,917	2,376	28,291	10,473	(17,818)	24,050	(13,577)
Total Revenues	10,010	11,617	1,607	9,086	2,531	34,869	16,797	(18,072)	30,219	(13,422)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Tranfers In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	$ 10,010	$ 11,617	$ 1,607	$ 9,086	$ 2,531	$ 34,869	$ 16,797	$ (18,072)	$ 30,219	$ (13,422)
Expenditures										
Series 2014 TIF Bonds Debt Service										
Principal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Interest	-	-	-	-	-	-	-	-	-	-
Series 2022 TIF Bonds Debt Service										
Principal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Interest	-	-	-	-	-	-	-	-	-	-
Series 2020 GO Bonds Debt Service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	54,650	47,900	(6,750)	54,650	(6,750)	54,650	47,900	(6,750)	54,650	(6,750)
Series 2020A GO Bonds Debt Service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Total Expenditures	54,650	47,900	(6,750)	54,650	(6,750)	54,650	47,900	(6,750)	54,650	(6,750)
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	$ 54,650	$ 47,900	$ (6,750)	$ 54,650	$ (6,750)	$ 54,650	$ 47,900	$ (6,750)	$ 54,650	$ (6,750)

Town of Bluffton
Special Revenue Accounts
For Period Ending August 31, 2026

FY2027

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	406	359												765	1,086,921
Local Accommodations Tax	1,968	198,583												200,551	1,630,323
Hospitality Tax	3,895	383,407												387,302	4,172,605
Total Revenues	6,269	582,349	-	-	-	-	-	-	-	-	-	-	-	588,618	6,889,849

FY2026

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	512	616	659	542	280,235	483	266,375	365	467	431	190,145	405	572,106	1,313,341	1,097,875
Local Accommodations Tax	2,117	164,745	133,309	118,983	195,878	173,927	149,358	78,220	103,865	235,560	286,924	249,681	181,092	2,073,659	1,322,792
Hospitality Tax	4,562	336,180	358,387	355,891	379,408	400,676	357,198	325,989	346,505	430,013	450,990	430,956	343,114	4,519,869	4,261,955
Total Revenues	7,191	501,541	492,355	475,416	855,521	575,086	772,931	404,574	450,837	666,004	928,059	681,042	1,096,312	7,906,869	6,682,622

FY2026 VS FY2025 (more / (less)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	(106)	(257)												(363)
Local Accommodations Tax	(149)	33,838												33,689
Hospitality Tax	(667)	47,227												46,560
Total Revenues	(922)	80,808	-	-	-	-	-	-	-	-	-	-	-	79,886

FY2025

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	1,571	1,830	1,559	1,417	271,078	697	632	290,058	673	664	174,809	549	435,462	1,180,999	1,022,605
Local Accommodations Tax	2,700	60,640	138,169	122,416	194,338	192,218	129,925	55,057	93,013	177,747	230,699	217,123	191,598	1,805,643	1,342,930
Hospitality Tax	8,468	281,963	305,218	314,531	351,835	411,775	348,925	294,270	311,950	420,178	370,020	422,794	392,612	4,234,539	4,140,747
Total Revenues	12,739	344,433	444,946	438,364	817,251	604,690	479,482	639,385	405,636	598,589	775,528	640,466	1,019,672	7,221,181	6,506,282

FY2026 VS FY2025 (more / (less)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	(1,059)	(1,214)	(900)	(875)	9,157	(214)	265,743	(289,693)	(206)	(233)	15,336	(144)	136,644	132,342
Local Accommodations Tax	(583)	104,105	(4,860)	(3,433)	1,540	(18,291)	19,433	23,163	10,852	57,813	56,225	32,558	(10,506)	268,016
Hospitality Tax	(3,906)	54,217	53,169	41,360	27,573	(11,099)	8,273	31,719	34,555	9,835	80,970	8,162	(49,498)	285,330
Total Revenues	(5,548)	157,108	47,409	37,052	38,270	(29,604)	293,449	(234,811)	45,201	67,415	152,531	40,576	76,640	685,688

FY2024

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	1,533	1,721	1,963	237,553	1,773	2,006	249,085	1,857	2,041	161,350	1,868	1,570	457,086	1,121,406	1,030,150
Local Accommodations Tax	5,551	152,136	108,061	124,885	176,611	171,277	117,868	70,760	89,999	183,177	210,129	186,173	269,837	1,866,464	1,597,500
Hospitality Tax	54,512	340,435	282,100	283,048	355,917	349,776	385,693	223,058	314,287	383,243	392,360	423,103	345,958	4,133,490	3,788,036
Total Revenues	61,596	494,292	392,124	645,486	534,301	523,059	752,646	295,675	406,327	727,770	604,357	610,846	1,072,881	7,121,360	6,415,686

FY2025 VS FY2024 (more / (less)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	38	109	(404)	(236,136)	269,305	(1,309)	(248,453)	288,201	(1,368)	(160,686)	172,941	(1,021)	(21,624)	59,593
Local Accommodations Tax	(2,851)	(91,496)	30,108	(2,469)	17,727	20,941	12,057	(15,703)	3,014	(5,430)	20,570	30,950	(78,239)	(60,821)
Hospitality Tax	(46,044)	(58,472)	23,118	31,483	(4,082)	61,999	(36,768)	71,212	(2,337)	36,935	(22,340)	(309)	46,654	101,049
Total Revenues	(48,857)	(149,859)	52,822	(207,122)	282,950	81,631	(273,164)	343,710	(691)	(129,181)	171,171	29,620	(53,209)	99,821

FY2023

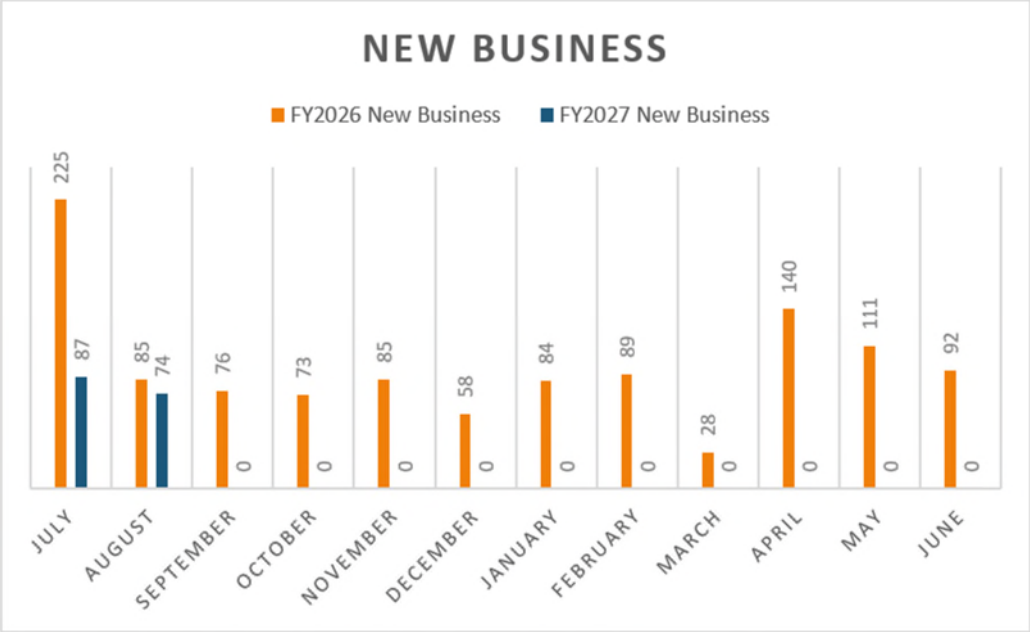
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	Original Estimate
Revenues															
State Accommodations Tax	400	468	509	256,141	783	897	229,281	916	1,155	145,283	1,388	1,466	484,835	1,123,522	1,175,700
Local Accommodations Tax	614	173,603	126,868	137,517	152,941	158,074	114,639	63,354	83,215	24,975	331,683	187,863	176,432	1,731,779	1,577,800
Hospitality Tax	4,685	255,181	281,079	312,591	335,754	307,857	291,337	235,565	310,100	87,619	491,342	352,679	405,875	3,671,664	2,730,300
Total Revenues	5,699	429,252	408,456	706,249	489,478	466,828	635,257	299,835	394,471	257,876	824,412	542,009	1,067,142	6,526,964	5,483,800

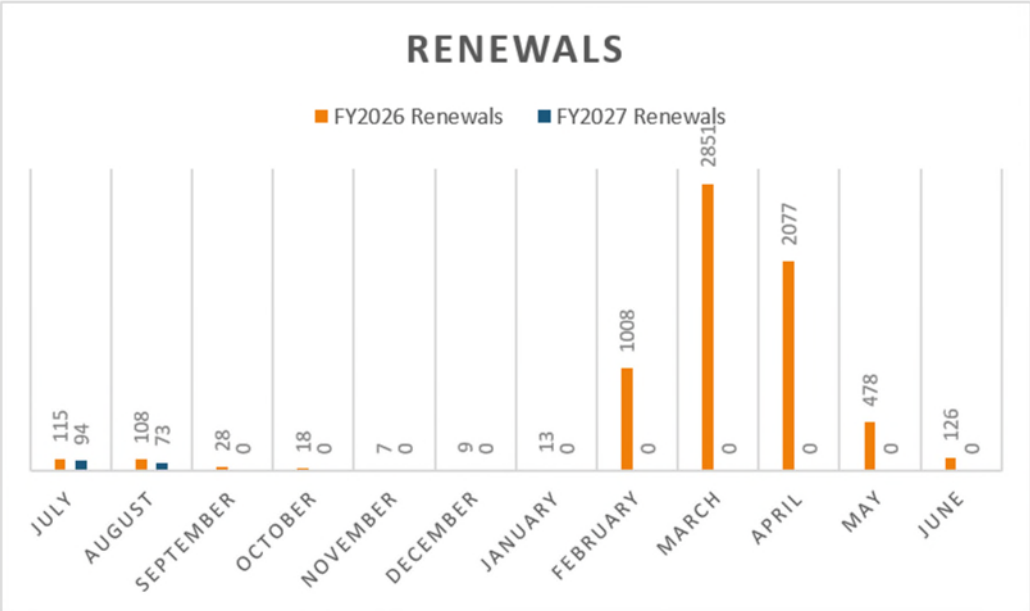
FY2024 VS FY2023 (more / (less)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	1,133	1,253	1,454	(18,588)	990	1,109	19,804	941	886	16,067	480	104	(27,749)	(2,116)
Local Accommodations Tax	4,937	(21,467)	(18,807)	(12,632)	23,670	13,203	3,229	7,406	6,784	158,202	(121,554)	(1,690)	93,405	134,685
Hospitality Tax	49,827	85,254	1,021	(29,543)	20,163	41,919	94,356	(12,507)	4,187	295,624	(98,982)	70,424	(59,917)	461,826
Total Revenues	55,897	65,040	(16,332)	(60,763)	44,823	56,231	117,389	(4,160)	11,856	469,894	(220,055)	68,837	5,739	594,396

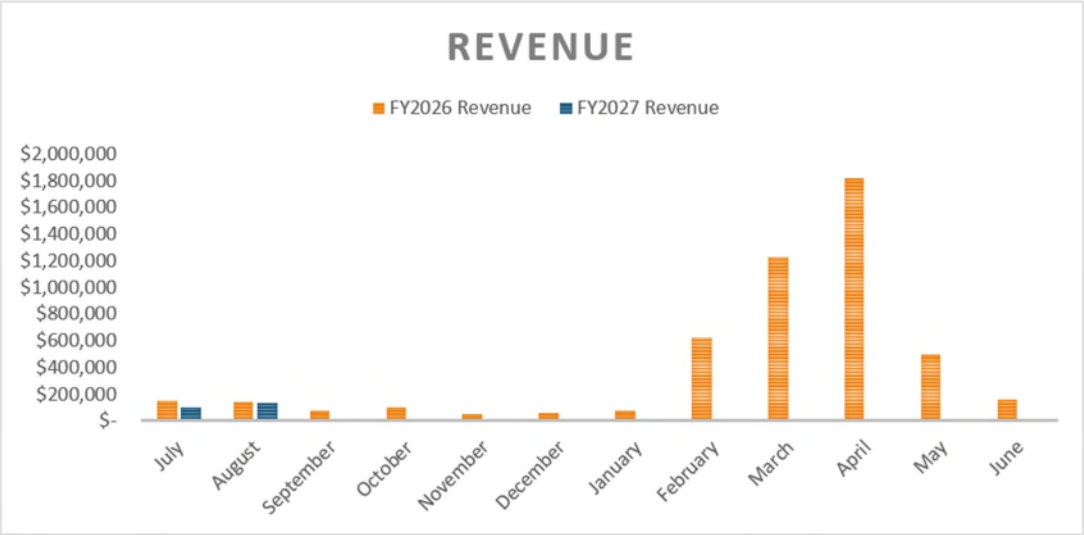
Business License Statistics:

Business License applications for FY2027 through August total 328 (161 new business and 167 renewals) compared to FY2026's total of 533 (310 new business and 223 renewals).





Business license renewals reflect a decrease of 32% or 35 and revenue collections decreased 3% or $2,091 for the month of August when compared to last year. Business license revenue generated through permits also decreased by 14% or $9,320.



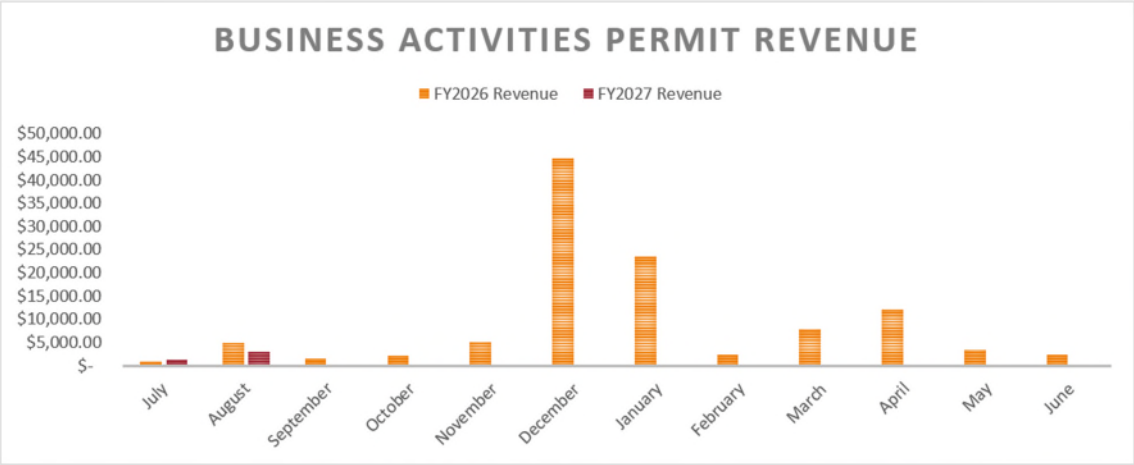
The amended ordinance that went into effect January 1st, 2019 included additional incentives for new businesses and businesses with multiple locations within the Town. For the 2026 business license renewals, there were one thousand, three hundred, and two (1,302) renewals eligible for an incentive.

Incentive	Number of Businesses	Gross Income Deducted	Total Incentive Amount
10%	241	$ 5,134,732	$ 531,246
20%	251	12,866,160	19,022
40%	301	14,308,742	21,155
CAP	9	220,321,680	245,611
2+	500	22,454,222	25,810
Grand Total	**1,302**	**$ 275,085,536**	**$ 842,844**

Rate Class	Number of Businesses	Total Incentive Amount
1	179	$ 210,427
2	50	7,317
3	59	3,203
4	132	15,056
5	55	3,605
6	2	64
7	789	542,778
8.1	35	52,617
8.6	-	-
9.3	1	7,777
Grand Total	**1,302**	**$ 842,844**

Included in the Business License Revenue are permits for both Mobile Vending and Short-Term Rental.

- Mobile Vending Permit (MVP): $50
  - One (1) MVPs issued in August
  - Fifty-four (54) are compliant
  - Three (3) are non-compliant
  - Zero (0) are in-process
  - There are fifty-seven (57) identified Mobile Vending businesses
- Short-Term Rental Permit (STRP): $325
  - Nine (8) STRPs issued in August
  - Two hundred and sixty-five (265) STRPs are compliant with a permit
  - Seventeen (17) are non-compliant
  - Six (6) are in-process
  - There are two hundred and eighty-eight (288) properties identified



Grant Program / Name	Federal/ State/ Other	Grant #	Town Project Description	Department	Status	Amount Funded by Grant	Town's Match	Total Project Amount	Date of Award	Grant Start Date	Grant Expiration
South Carolina Infrastructure Investment Program (SCIIP)	Federal	A-23-C015	Stoney Crest area septic to sewer; local match split equally among Town, Beauf.Co, and BJWSA.	Stormwater	**AWARDED TO BJWSA**	$ 5,925,000.00	$1,975,000 divided equally among Town, County, and BJWSA	$ 7,900,000.00	04/27/23	04/24/23	6/1/2026
American Rescue Plan Act (ARPA) grant from the State and Local Fiscal Recovery Fund (SLFRF)	Federal	SLT-5134	coronavirus recovery, Entitlement community with Tier 5 reporting	Finance	Active	$ 1,982,471.00	none	$ 1,982,471.00	05/27/21	03/03/21	obligated by 12/31/2024 expended by 12/31/2026
Nonpoint Source Implementation Program - Section 319(h) of the Clean Water Act	Federal	EQ-3-544	May River Watershed Action Plan, Phase VI - stormwater retrofit (Pritchard St)	Stormwater / CIP	Active	$ 124,577.00	$ 83,398.00	$ 207,975.00	11/16/22	11/16/22	7/12/2026 Extension
Nonpoint Source Implementation Program - Section 319(h) - Clean Water Act	Federal	EQ-4-318	May River Phase VII - HD Sewer Phases 4-6	CIP	Active	$ 529,850.00	$ 367,920.00	$ 897,770.00	6/16/2023	2/29/2024	9/30/2027
FY24 COPS Technology and Equipment Program Invitational Solicitation	Federal	15JCOPS-24-GG-02292	equipment for PD	Police	Active	$ 1,348,000.00	none	$ 1,348,000.00	9/30/2024	3/9/2024	12/31/2026 extension
FY23 State and Local Cybersecurity Grant Program	Federal	23SLCGP14	cybersecurity project	IT	Active	$ 79,500.00	$ 15,900.00	$ 95,400.00	6/18/2025	6/1/2025	5/31/2026

FY24 State Appropriation Act	State	none	New River Linear Trail	CIP	Active	$ 2,000,000.00	$ 705,172.00	$ 2,705,172.00	10/16/2023	10/16/2023	10/15/2026
National Opioid Guaranteed Political Subdivision Subfund	State	none	Opioid settlement money	Exec	Active	$ 33,120.00	none	$ 33,120.00	3/5/2026	4/1/2026	3/31/2027
State of South Carolina and Subrecipient Public Assistance Funding - Hurricane Helene	State	Agreement A47118	4829, Helene	Exec	Active	$ 14,564.28	none	see Federal project	4/15/2025	9/29/2024	until FEMA closes
State of South Carolina and Subrecipient Public Assistance Funding - Tropical Storm Debby	State	Agreement 6882F6	4835, Debby	Exec	Active	$ 22,036.82	none	see Federal project	4/18/2025	9/29/2024	until FEMA closes
School Safety Program FY27 (School Resource Officer)	State	SR-014-C0702-27	continued funding for six SROs in FY26	Police	Active	$ 598,490.00	none	$ 598,490.00	6/15/2026	7/1/2026	6/30/2027
Palmetto Pride Tree Grant	Local/Non-Profit	none	Tree grant for 257 trees	Public Works	Active				9/30/2025	10/1/2025	9/30/2026
						$ 6,732,609.10					

Hazard Mitigation Grant Program	Federal		Historic District drainage	Watershed	State approved; At FEMA for review	$ 287,625.00	$ 95,875.00	$ 383,500.00			
Land and Water Conservation Fund	Federal		New Riverside Barn Park Phase 2	CIP	Approved by State; at NPS for review. Expected Octber 2026	$ 1,000,000.00	$ 1,000,000.00	$ 2,000,000.00			

As of August 2026

	Bluffton Police Department Benevolence Fund		Mayor's Stay Safe Bluffton Scholarship Fund		Town of Bluffton Parks & Public Art Fund	
	August 2026	FY through August 2026	August 2026	FY through August 2026	August 2026	FY through August 2026
Beginning Balance	$ 172,573.43	$ 172,086.60	$ 39,260.53	$ 35,205.37	$ 24,167.19	$ 24,098.63
Contributions & Investement Activity						
Contributions to Fund	$ -	$ -	$ -	$ 3,955.00	$ -	$ -
Interest & Dividend Income	186.49	1,515.15	42.15	315.50	26.12	213.24
Investment Income & Losses	302.01	(539.58)	68.26	(104.89)	42.29	(76.23)
Total Contributions & Investment Activity	488.50	975.57	110.41	4,165.61	68.41	137.01
Expenses						
Distributions - Grants	-	-	-	-	-	-
Distributions - Program Expenses	-	-	-	-	-	-
Fees - Administrative & Investment	0.12	0.36	0.03	0.07	0.02	0.06
Fees - Credit Card Processing	-	-	-	-	-	-
Total Expenses	0.12	0.36	0.03	0.07	0.02	0.06
Net Change to Fund Balance	$ 488.38	$ 975.21	$ 110.38	$ 4,165.54	$ 68.39	$ 136.95
Pending Contributions						
Total Pending Contributions		$ -		$ -		$ -
Pending Expenses						
Total Pending Expenses		-		-		-
Projected Ending Balance		$ 173,061.81		$ 39,370.91		$ 24,235.58

TOWN COUNCIL

STAFF REPORT
Human Resources Department

MEETING DATE:	October 13, 2026
PROJECT:	September 2026 Activity Report
PROJECT MANAGER:	Anni Evans, Director of Human Resources

Human Resources Summary:

New Hire:
Jose Coto Marin
Title: Public Services II – Grounds Maintenance
Date: September 17, 2026
Department: Public Services

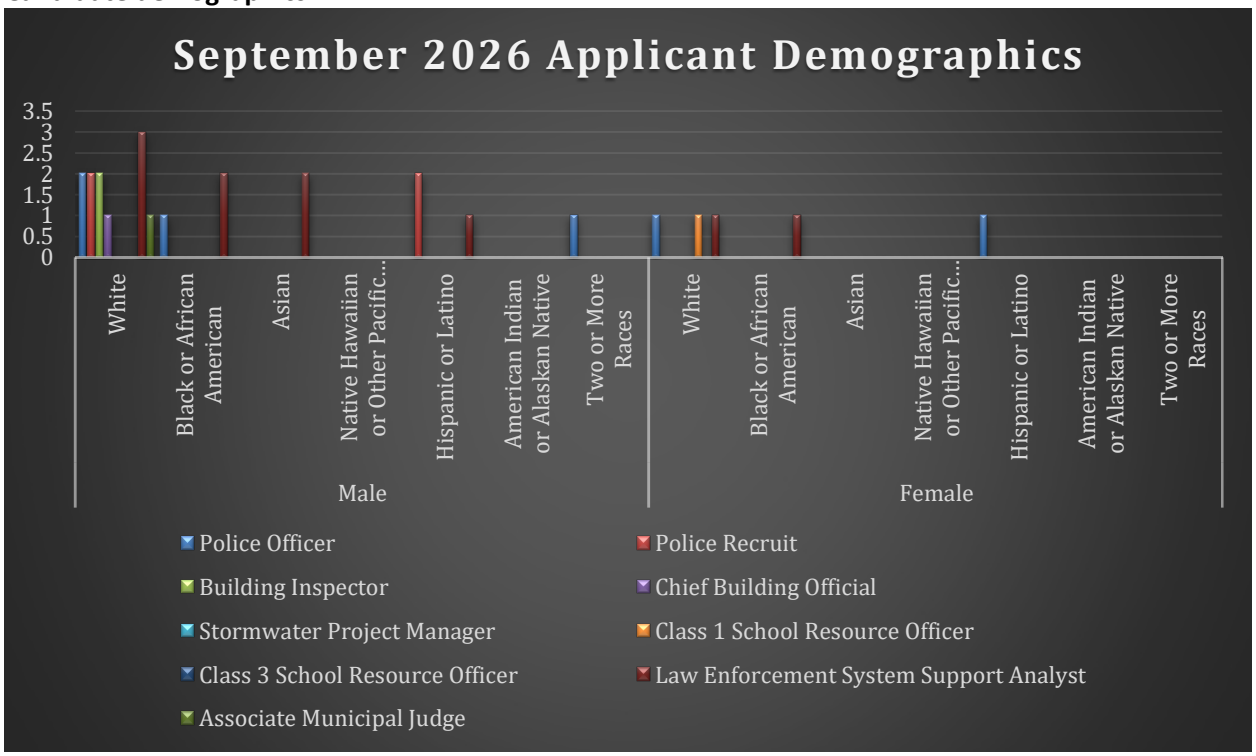
Exits: 1
Gabrielle Pagano
Title: Police Officer
Date: September 23, 2026
Department: Police Department

Jobs posted:

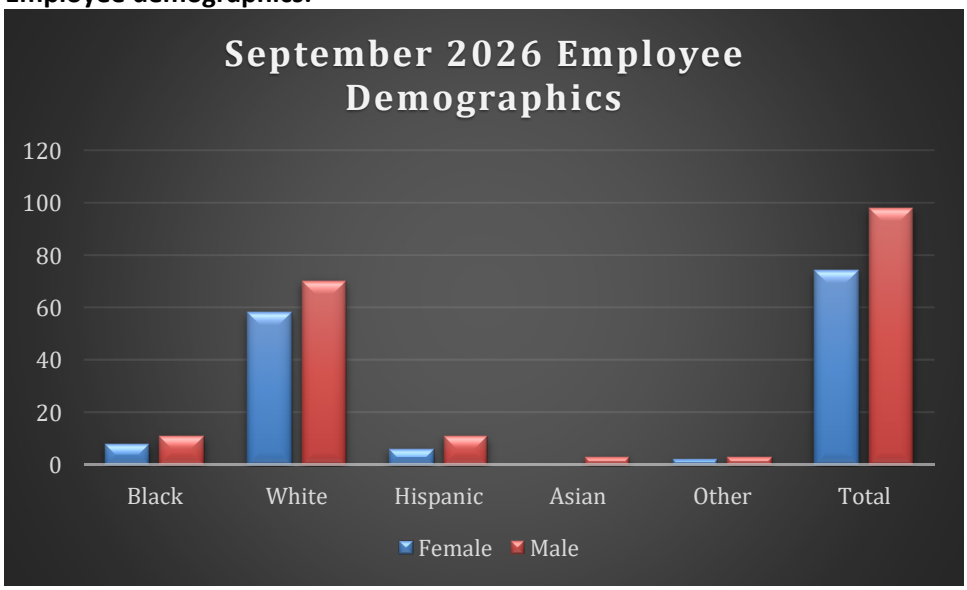
Police Officer
Police Recruit
Building Inspector
Chief Building Official
Law Enforcement System Support Analyst
School Resource Officer, Class 1 and 3
Public Services Worker II – Grounds Maintenance
Stormwater Project Manager

- Birthday/Anniversary Celebration – 9/17 Daily Drip Coffee Food Truck
- NeoGov: Learn implementation
- September Wellness Events:
    - Health Fair Events:
        - 9/9 – Protecting Your Digital Assets
        - 9/9 – Keys to Communicating with a Person Living with Dimentia
        - 9/23 – Financial Wellness: Building your Retirement
        - 9/23 – Financial Wellness: Protecting your Retirement
        - 9/24 – Biometric Screening
        - 9/24 – Vendor Booths and giveaways

Candidate demographics:



Employee demographics:



TOWN COUNCIL

STAFF REPORT
Municipal Court Department

MEETING DATE:	October 13, 2026
PROJECT:	August Activity Report
PROJECT MANAGER:	Lisa Cunningham, Clerk of Court

Court Summary

Town of Bluffton Municipal Court convenes every Tuesday morning. In August 2026 there was a total of four morning sessions. The Municipal Court currently has 554 cases pending, which is a combination of 504 criminal/traffic cases, 29 jury trial requests, and 21 defendants enrolled in alternative programs.

Indigent Defense cases

Town of Bluffton currently contracts with the Law Office of Carol Miller to provide Indigent Defense Counsel to all defendants who meet the Annual Federal Poverty Guidelines. Year to date our Indigent Defense Attorney has 40 pending as of August 2026.

Alternative Programs

Defendants are sometimes offered the opportunity to complete Alternative Programs in lieu of convictions on their traffic and/or criminal record.

There are currently 4 active participants in the Conditional Discharge Program. The Conditional Discharge Program requires the completion of 40 hours of community service as well as a drug and alcohol program. Participants must also pay a program fee of $150.00 upon completion.

There are currently 8 active participants in the Alive@25 classes which are offered through the National Safety Council. Alive@25 classes are for traffic offenders under 25 years of age who have never had a traffic infraction and the current charge pending carries no more than 4 points.

Traffic Education Program referred to as TEP has 6 active participants. The TEP Program cost is $280.00 plus the cost of online driving class. It is designed for offenders who have pending moving violations except for Driving under the Influence, Driving under Unlawful Alcohol Concentration, and Reckless Driving.

Alcohol Education Program referred to as AEP has 0 active participants. AEP is only inclusive for alcohol related charges such as minor in procession of alcohol or false identification for offenders between the ages of 17-21. AEP costs $250.00 plus the cost of online driving class and alcohol education classes.

Pre-Trial Intervention referred to as PTI has 3 active participants. PTI is a program for first-time offenders charged with non-violent crimes all charges are accepted in the program except for Driving Under Influence (DUI) or Driving under Unlawful Alcohol Concentration (DUAC). Program cost $350.00 plus the cost of online driving class, counseling and/or drug testing.

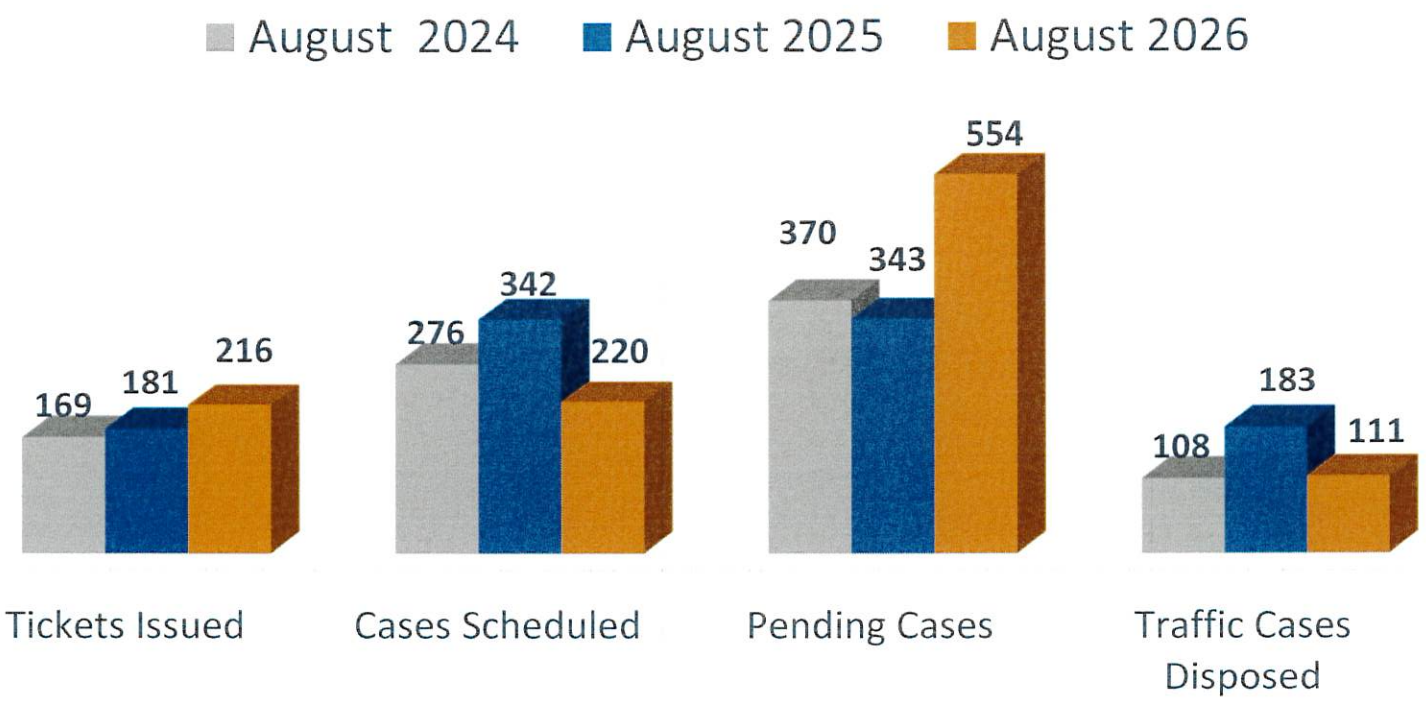
TEP, AEP, and PTI are directly managed through the Solicitors office. The Court provides a referral and the Solicitors Office provides a completion or termination report upon completion date.

Town of Bluffton Municipal Court

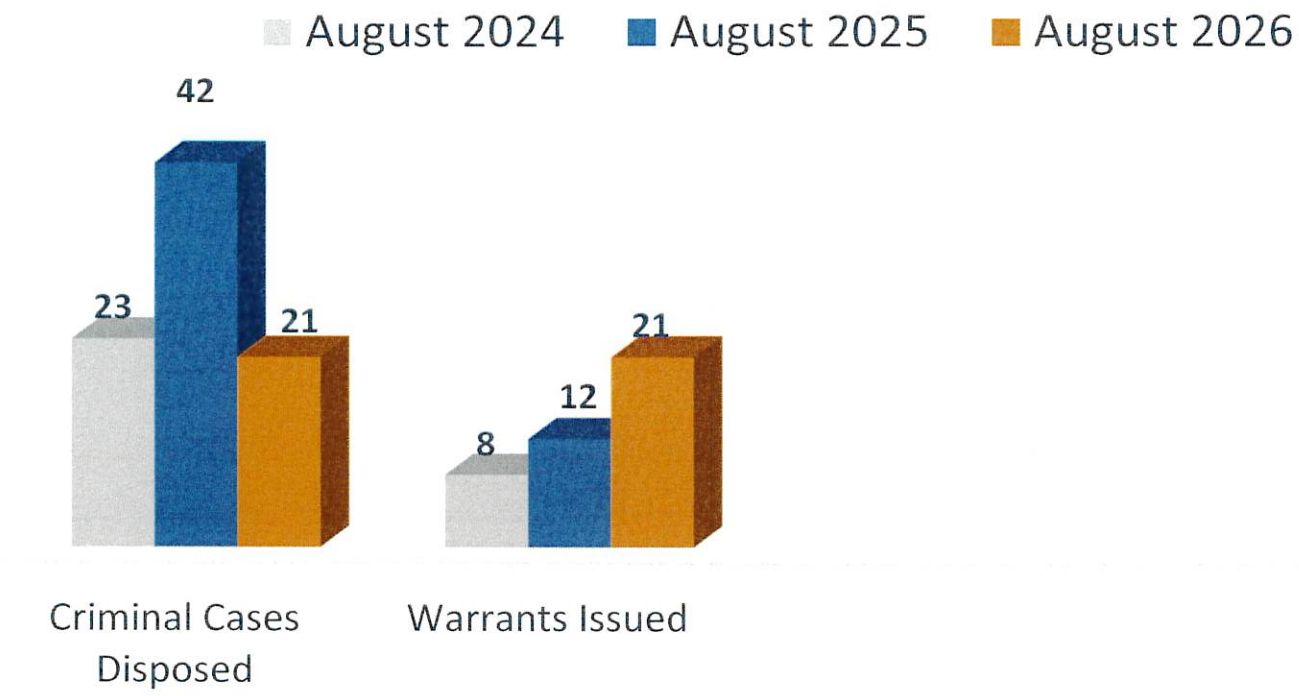
Statistics for August 2026

Presented by:
Lisa Cunningham, Clerk of Court

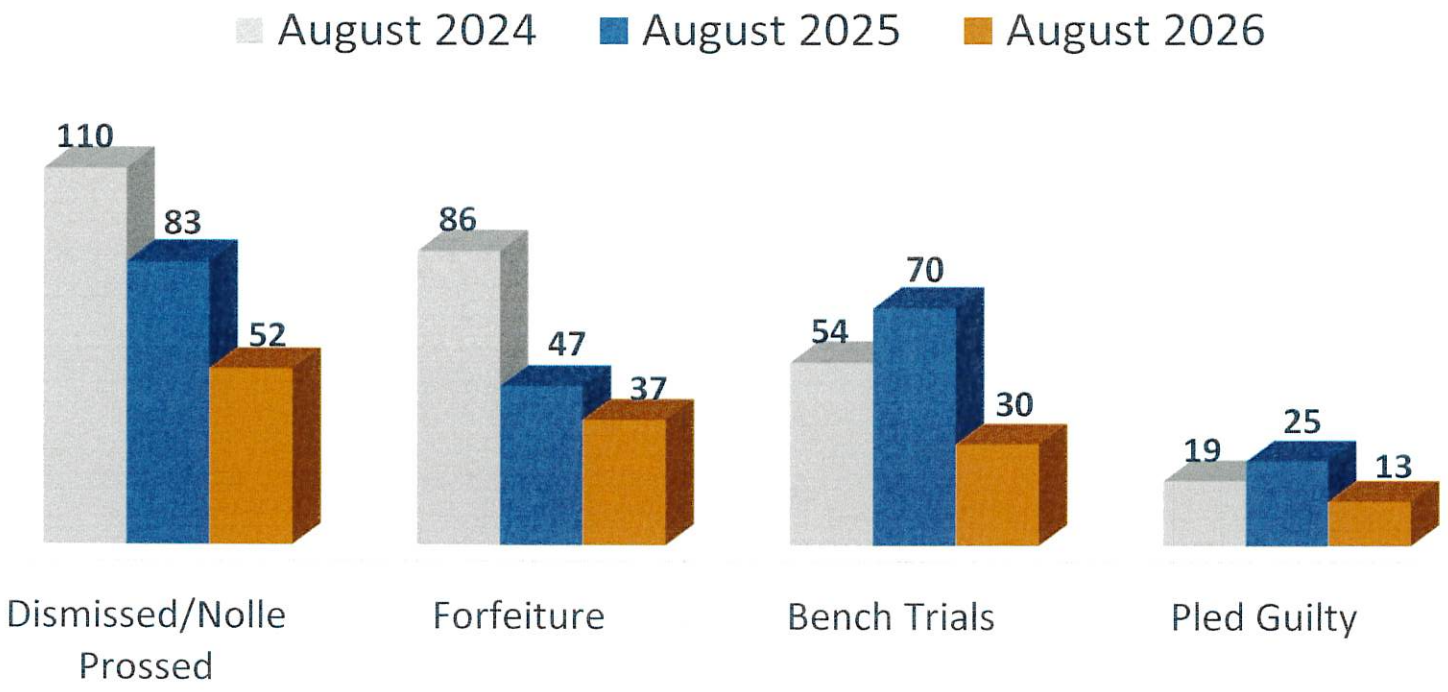
Town of Bluffton Municipal Court



Town of Bluffton Municipal Court



Town of Bluffton Municipal Court



Town of Bluffton Municipal Court

Terminology

- **Disposition** the ruling of the court, the final outcome of the violation.
- **Dismissed** no prosecution because either a program was completed, or motion granted.
- **Nolle Prosequi** the prosecutor or officer did not wish to prosecute the case.
- **Forfeiture** the bond was posted, and defendant did not appear for court, so it was converted to a fine.
- **Guilty Bench Trial** the Judge ruled in favor of the State.
- **Not Guilty Bench Trial** the Judge ruled in favor of the Defendant.
- **Pled Guilty** the defendant did not contest the violations.
- **Disposed** the case is no longer pending and a disposition has been indicated.
- **Pending** the cases awaiting trial or currently enrolled in a program

TOWN COUNCIL

STAFF REPORT
Projects and Watershed Resilience Department

MEETING DATE:	October 13, 2026
SUBJECT:	Projects and Watershed Resilience Department Monthly Report
PROJECT MANAGER:	Kimberly Washok-Jones, Department Director

CAPITAL IMPROVEMENTS PROGRAM (CIP) UPDATES

Administrative Update

- No activity to report.

FACILITIES

1. **Law Enforcement Center Facility Improvements**
   - PS coordinating emergency procurement of HVAC.
2. **Sarah Riley Hooks Cottage**
   - Building construction complete except for final clean up and water connections.
   - Nix Construction began site construction in June 2026.
   - **Next Steps:**
     - Site construction to be completed in conjunction with the Bridge Street boardwalk construction and expected to be completed in January 2027.
3. **New Riverside Barn Park – Public Services Building**
   - Architectural Plans, Site Development Plans and easements are ***complete*****.**
   - **Next Steps:**
     - Prepare bid solicitations in October 2026 for building and site development construction in FY27.
4. **Public Services Expansion and New Watershed Facility**
   - Obtained wetland surveys to evaluate developable land for expansion.
   - No response received from ACOE on jurisdictional wetland determination.
   - **Next Steps:**
     - Exploring alternative locations for Watershed Resilience due to parcel deed restrictions on the Creech Study proposed site.
5. **Oyster Factory Park**
   - Bids received for restroom expansion were over budget.
   - **Next Steps:**
     - Redesign and re-bid pavilion construction for restroom expansion in October 2026.

HOUSING

1. **Town of Bluffton Affordable Housing Projects – The May & 115 Bluffton Rd.**
   - The May – WorkForce State of Mind partnership to construct 12 units at 1095 May River Rd. to be completed in 2027.
   - **Next Steps:**
     - WorkForce State of Mind submitted The May subdivision application to GM for internal review. Review comments were sent back to the applicant on 7/21/26.
     - Solicitation for next Workforce Housing project at 115 Bluffton Road closed 6/11/26. Executive Affordable Housing, Finance and GM team conducting interviews.

PARKS

1. **Oscar Frazier Park – 2nd Pavilion**
   - Completion date is planned for October 2026.
2. **New Riverside Barn Park – Phase 2 Trails & Disc Golf**
   - Disc golf construction continues. Tee boxes and baskets are ***complete***.
   - **Next Steps:**
     - Coordinate Ribbon Cutting for Disc Golf in November.
     - Post solicitation for Phase 2 trails in Fall 2026 with construction in Winter 2026.
3. **New River Linear Trail**
   - BPD enforcing no trespassing until construction is completed in Fall 2026.
   - Asphalt construction is ***complete*** from the New River to Sun City.
   - **Next Steps:**
     - Final grading and hydroseeding underway.
     - Trail anticipated to open at the end of October 2026.
4. **Buckwalter Place Park Improvements**
   - Hilton Head Landscape completed major construction of Phase 2 and 3 site improvements.
   - **Next Steps:**
     - Park is ***complete*** and open to the public.
     - Landscape maintenance continues until 6/20/27.

STORMWATER & SEWER

1. **Historic District Sewer Extension Phases 4 through 6 – Lawrence, Green and Water Streets**
   - Main line sewer construction and pump stations for HD Sewer are ***complete***.
   - **Next Steps:**
     - Update as-builts and submit for approval by BJWSA and DES for a permit to operate.
     - Install service connections and decommission septic tanks.
2. **May River Watershed Action Plan Impervious Restoration Water Quality Projects**
   - Preliminary Design of 9 participating sites ***complete***.
   - 15 additional sites' concept plans ***complete***.
   - Internal discussions and review of Impervious Restoration Program policy document completed and Final Draft in development.
   - **Next Steps:**
     - Finalize Impervious Restoration Program Policy Document.
     - Collaborate with Director of Procurement for BCSD and private owners' agreement to construct impervious restoration projects at school sites.
3. **BJWSA Sewer Projects in May River Watershed**
   - Stoney Creek/Palmetto Bluff/Alljoy Sewer – BJWSA updates can be found here.

ROADS

1. **Pathway Pedestrian Safety Improvements**
   - Bid Bluffton Road and New Riverside Drive RRFB's. No qualified bids were obtained.
   - **Next Steps:**
     - Phase 3 additional design of 26 locations continues. Working with SROs and school officials for crossings near schools.
     - Re-bid Bluffton Road and New Riverside Drive RRFB's with Phase 3 crosswalks.
2. **Bridge Street Streetscape**
   - SCDOT approved lowering speed limit to 25 mph.
   - **Next Steps:**
     - Construction and email communication to stakeholders ongoing.

3. **Calhoun Street Streetscape**
   - Preliminary engineering design is 80% complete and plans submitted to agencies for review and approval.
   - **Next Steps:**
     - Continue easement negotiations with May River Road property owners for main transmission line for underground power.
     - Continue to coordinate underground power layout and modifications with Dominion Energy and CDDC Design.
     - Prepare easement acquisition plats for phase 1 in FY26 and begin easement acquisition.
     - Phased construction planned to begin in FY28 pending budget approval and acquisition of all required easements.
4. **Boundary Street Streetscape**
   - Engineering design is 90% complete and submitted to agencies for review.
   - Submitted and obtained approval of SCDES permit amendment moving Lawrence St. drainage outfall to Green St.
   - **Next Steps:**
     - Prepare easement exhibits, appraisals and continue easement negotiations.
     - Construction to be bid mid-FY27, subject to acquisition of easements and permits.
5. **Pritchard Street Drainage Improvements**
   - BJWSA approval for 8” and 1” water line relocation has been granted, and relocation work is ***complete***. Contractor installing curbing, drainage and performing utility relocation.
   - **Next Steps:**
     - Submit final 319 grant report upon project completion.

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WATERSHED MANAGEMENT/RESILIENCE UPDATES

Administrative Update

- The Stormwater Inspector position, vacated following Harrell's promotion to MS4 Program Manager, has been posted internally.

1. **SC Department of Environmental Services May River Shellfish Harvesting Monitoring Data Year-to-Date and May River Shellfish Harvesting Status Exhibit – *Attachments 1 and 1a***
2. **May River Watershed Action Plan Implementation Summary – *Attachment 2, 2a, 2b, and 3***
   - The next May River Watershed Action Plan Advisory Committee (WAPAC) meeting is 10/22/26. McCormick Taylor, Inc. will present their Action Plan Stormwater Model Work to the committee.
   - MRWAP Impervious Restoration Program (IRP) Water Quality Projects:
     - Reviewing GMC's Final Draft of IRP Policy Document. Staff have compiled comments and will provide feedback to GMC.
   - May River Watershed Action Plan Stormwater Model:
     - Lewis, Quast, Rybak, and Baugher met with McCormick Taylor, Inc. to discuss progress. May River Watershed Action Plan water quality improvement projects were evaluated to help validate anticipated water quality improvements. A final memo detailing these findings has been provided to the Town.
     - A comprehensive findings memorandum for all associated stormwater model work has been delivered to the Town. Under staff review.
   - Water Quality Monitoring:
     - Watershed Management Division staff conducted neighborhood canvassing in response to dog detections, distributing approximately 335 door hangers to residents.
     - Quast and D'Angola conducted routine monthly water quality sampling at fourteen (14) locations. Bacteria and nutrient samples were collected.
     - The South Carolina Department of Environmental Services (SCDES) collected shellfish harvesting and Microbial Source Tracking (MST) samples in September. One dog detection was reported at Station 19-19A. Staff sent an email to HOAs in the area to highlight the importance of picking up pet waste and to encourage participation in the Town's Pet Waste Station Program.
     - Lewis and Quast developed new Harmful Algal Bloom (HAB) Standard Operating Procedure for staff.
     - Targeted MST Sampling Program:
       - Targets potential human, dog, deer, horse, and bird fecal sources.
       - Staff collect samples during five (5) wet and dry weather events to characterize each subwatershed.
       - Includes the collection of MST, bacteria, and nutrient samples, and *in-situ* parameters.
       - All dry sampling events for the current coves have been completed. Additional samples will only be collected during qualifying wet weather conditions.
       - No Targeted MST samples were collected during this reporting period.
3. **Resilience**
   - Resilience Plan:
     - Task 1 and 2 underway. Routine progress meeting held in September.
   - Wetlands and Resiliency Ordinances:
     - Resilience outcomes to be discussed at October Town Council Workshop.
   - Wetland Restoration Study:
     - RFP closed and evaluations ***complete***. The firm has been selected, and contract negotiations are ongoing. Work is expected to commence late October/early November.

- Comprehensive Drainage Plan Improvements:
  - Crooked and Guerrard Coves: Guerrard Cove 2D H/H modeling continues. Drafting Engineering report. J. Bragg proposal for model enhancements received and under review.
  - Huger and Verdier Coves: Study submitted to SCEMD for grant funding and waiting for award notification.
  - Rose Dhu Creek Subwatershed: Anticipate TC contract approval in November.
- Southeast Coastal Ocean Observing Regional Association (SECOORA) article featuring Bluffton; https://secoora.org/at-the-waters-edge-lowcountry-coastlines-in-a-brave-new-world/
- Lewis and Moreno selected to present on Resilience Toolbox at Lowcountry Resilience Conference.
- Jones, Lewis and Moreno participated in panel discussions as part of the Inaugural Sea Islands Resilience Summit.
- Meetings:
  - No activity this month.

Municipal Separate Storm Sewer System (MS4) Program Update

1. **MS4 Minimum Control Measure (MCM) - #1 Public Education and Outreach and MCM – #2 Public Participation and Involvement**
   - Fall Beach Sweep/River Sweep held 9/19/26. Approximately 215 volunteers participated.
   - Moreno presented on the Town's MST program at the Southeast Stormwater Association's Annual Conference.
   - Staff presented at the Town's Quarterly Contractor Meeting.
2. **MS4 MCM – #3 Illicit Discharge Detection and Elimination**
   - E. coli Concentrations Trend Map **– *Attachment 4a***
   - Monthly Microbial Source Tracking (MST) Map **– *Attachment 4b***
   - Illicit Discharge Investigations **– *Attachment 4c***
3. **MS4 MCM – #4 Construction Site Stormwater Runoff Control – *Attachment 5***
4. **MS4 MCM – #5 Stormwater Plan Review and Related Activity – *Attachment 6***
5. **MS4 MCM – #6 Good Housekeeping (Staff Training/Education)**
   - Staff attended the Southeast Stormwater Association's Annual Conference.
   - Watershed Management staff conducted water quality and illicit discharge detection and elimination (IDDE) training.
6. **MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)**
   - Staff conducted inspections of six (6) Town-owned or operated facilities and provided findings to the appropriate parties, as applicable.
   - Public Services performed weekly street sweeping on Calhoun St., Highway 46, Bruin Rd., May River Rd., Pin Oak St., and curbs/medians on Simmonsville and Buck Island Rds.
   - Performed ditch inspections.
     - Buckwalter ditch (917 LF)
     - Arrow ditch (2,569 LF)
     - Red Cedar ditch (966 LF)
     - Buck Island roadside ditch (15,926 LF)
     - Simmonsville roadside ditch (13,792 LF)
   - Ongoing roadside mowing, litter clean-up and maintenance of Masters' Way, McCracken Circle, Hampton Parkway, Buck Island and Simmonsville Rds., Goethe Rd., Shults Rd., Jason and Able Sts., Whispering Pine Rd., May River Rd., and Eagles Field.
7. **Citizen Request for Watershed Management Services & Activities – *Attachment 7***

Attachments

1. SCDES Shellfish Harvesting Monitoring Data Year-to-Date
   a. SCDES May River Shellfish Harvesting Status Exhibit
2. May River Watershed Action Plan Implementation Summary
   a. Cumulative Targeted Microbial Source Tracking (MST) Results Table
   b. Targeted MST Sampling Sites Reference Map
3. May River Watershed Action Plan Advisory Committee – WAPAC Meeting Schedule
4. MS4 Minimum Control Measure #3 – Illicit Discharge Detection and Elimination
   a. *E. coli* Concentrations Trend Map
   b. Monthly Microbial Source Tracking Cumulative Results Map – All Sources
   c. Illicit Discharge Investigations
5. MS4 Minimum Control Measure #4 – Construction Site Stormwater Runoff Control
6. MS4 Minimum Control Measure #5 – Stormwater Plan Review and Related Activity
7. Citizen Request for Watershed Management Services and Activities Map
8. CIP Master Project Schedules

SCDES Shellfish Harvesting Monitoring Data Year-to-Date
May River Headwaters Shellfish Stations

	19-19				19-19A				19-19B				19-19C				19-24				19-16			
	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026
	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)
December	33.0	NS	70.0		33.0	NS	17.0		7.8	NS	2.0		13.0	NS	6.1		7.8	NS	6.8		17.0	NS	2.0	
November	13.0	170.0	13.0		2.0	130.0	23.0		4.5	170.0	4.0		4.5	49.0	4.5		2.0	79.0	46.0		4.5	33.0	4.5	
October	33.0	49.0	70.0		23.0	17.0	170.0		17.0	13.0	70.0		33.0	2.0	70.0		2.0	11.0	79.0		6.8	17.0	13.0	
September	23.0	33.0	31.0	79.0	13.0	240.0	49.0	49.0	13.0	13.0	7.8	49.0	7.8	7.8	14.0	49.0	17.0	22.0	33.0	13.0	13.0	130.0	2.0	33.0
August	23.0	33.0	220.0	33.0	49.0	23.0	49.0	49.0	6.8	23.0	79.0	11.0	13.0	49.0	79.0	7.8	23.0	49.0	33.0	17.0	2.0	13.0	7.8	2.0
July	350.0	31.0	70.0	33.0	920.0	31.0	79.0	23.0	70.0	32.0	350.0	11.0	49.0	32.0	130.0	7.8	33.0	33.0	21.0	4.0	17.0	32.0	11.0	4.5
June	14.0	7.8	170.0	14.0	7.8	7.8	170.0	33.0	23.0	6.8	110.0	7.8	13.0	4.5	49.0	6.8	33.0	2.0	23.0	33.0	13.0	2.0	6.8	7.8
May	23.0	27.0	33.0	22.0	33.0	22.0	170.0	22.0	17.0	23.0	79.0	11.0	13.0	17.0	21.0	11.0	33.0	7.8	49.0	23.0	21.0	4.0	4.5	7.8
April	170.0	49.0	NS	2.0	130.0	17.0	NS	17.0	110.0	17.0	NS	7.8	70.0	4.0	NS	7.8	NS	11.0	NS	11.0	7.8	23.0	NS	2.0
March	23.0	49.0	240.0	49.0	49.0	31.0	46.0	70.0	17.0	11.0	23.0	33.0	17.0	4.5	7.8	17.0	17.0	22.0	13.0	6.8	17.0	4.5	4.0	13.0
February	540.0	49.0	33.0	7.8	350.0	49.0	49.0	2.0	240.0	11.0	79.0	6.8	240.0	22.0	79.0	2.0	33.0	7.8	13.0	1.8	33.0	11.0	17.0	2.0
January	33.0	49.0	NS	23.0	33.0	23.0	NS	4.5	13.0	4.5	NS	4.5	33.0	4.5	NS	7.8	7.8	7.8	NS	1.8	4.5	2.0	NS	2.0
** Truncated GeoMetric Mean	38.0	39.0	47.0	38.0	30.0	30.0	41.0	34.0	17.0	16.0	22.0	19.0	16.0	14.0	18.0	13.0	9.0	10.0	17.0	14.0	8.0	10.0	8.0	7.0
** Truncated 90th Percentile	211.0	187.0	168.0	136.0	152.0	163.0	193.0	130.0	77.0	79.0	111.0	89.0	71.0	74.0	79.0	58.0	44.0	47.0	58.0	53.0	26.0	38.0	31.0	27.0

NS = No Sample

SCDES Regulatory Requirements:

Geometric Mean ≤ 14

90th Percentile ≤ 43

** Town staff calculations utilizing SCDES statistics

Note:

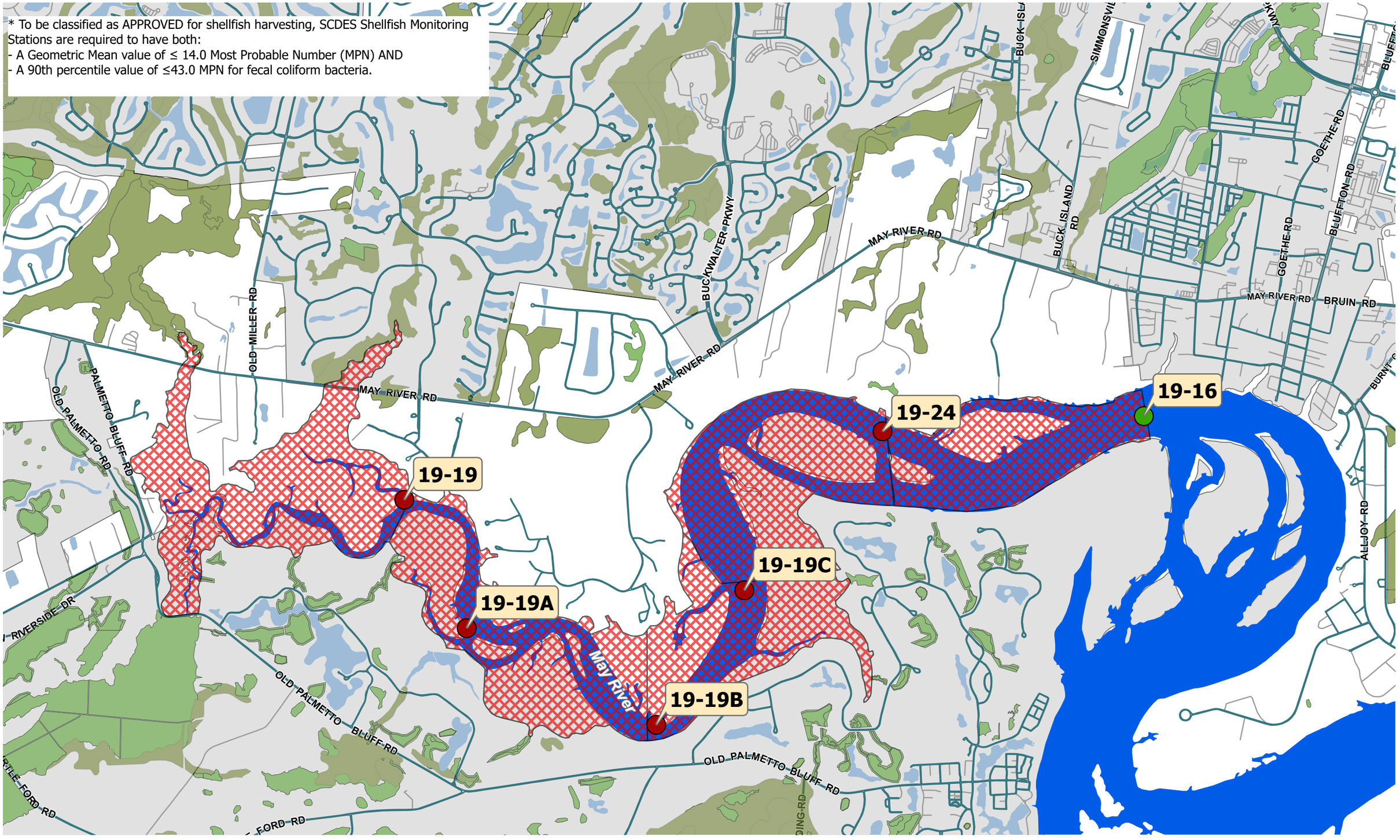
December 2025 ends the data collection period for 2026 shellfish harvesting season.

December 2026 ends the data collection period for 2027 shellfish harvesting season.

2025 fecal coliform data is part of the 2026 classification data collection period.

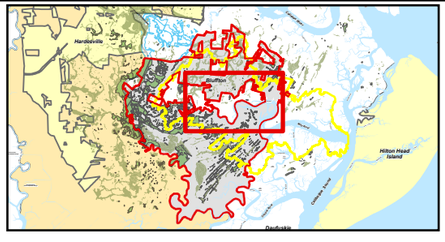
2026 fecal coliform data is part of the 2027 classification data collection period.

* To be classified as APPROVED for shellfish harvesting, SCDES Shellfish Monitoring Stations are required to have both:
- A Geometric Mean value of ≤ 14.0 Most Probable Number (MPN) AND
- A 90th percentile value of ≤43.0 MPN for fecal coliform bacteria.



Town Bluffton Jurisdiction
Beaufort County Jurisdiction
Restricted 2025/2026 Shellfish Season
Streets
Water
Wetlands
Open Shellfish Monitoring Station
Closed Shellfish Monitoring Station

SCDES SHELLFISH HARVESTING STATUS
Town of Bluffton
Beaufort County, SC
Date: 9/17/2025 9:28 AM



0 0.17 0.35 0.7 Miles

N
W
S

May River Watershed Action Plan Update & Modeling Report (MRWAP) Implementation Summary

1. MRWAP Background

- *May River Watershed Action Plan Update & Modeling Report* (MRWAP) was completed November 2020.
- Town Council adopted the MRWAP as a supporting document to the Comprehensive Plan in February 2021.
- The Action Plan Update & Modeling Report included the development of watershed-water quality models (WQ Model) for the four (4) May River Headwaters subwatersheds (Stoney Creek, Rose Dhu Creek, Duck Pond, and Palmetto Bluff) where the shellfish impairments are located.
- The purpose of the modeling effort was to better understand fecal coliform (FC) fate and transport in the Headwaters subwatersheds to develop strategies ultimately intended to open all shellfish stations to harvesting. To capture the variety of storm events and environmental conditions, the Project Team developed a continuous simulation of both water quantity and quality.
- The MRWAP included new water quality improvement projects resulting from the WQ Model. Additionally, the potential fecal bacteria reduction benefits of septic to sewer conversion in the four (4) Headwaters subwatersheds were modeled.

2. Septic to Sewer Project Recommendations/Evaluations

Background:

- The MRWAP evaluated four (4) septic to sewer conversion projects in the Rose Dhu Creek and Stoney Creek subwatersheds:
    - Cahill
    - Gascoigne
    - Stoney Creek
    - Pritchardville
- These projects overlap with 42 subcatchments in the Stoney Creek watershed and 11 in Rose Dhu Creek. Based on WQ Model outputs, these projects alone may potentially reduce FC loading by 3.46x1013 FC per year.
- The estimated septic to sewer conversion costs of these projects is $5.5 million.

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Update: Stoney Creek/Palmetto Bluff Sewer Partnership

- BJWSA is the Project Manager as the awardee of the RIA-SCIIP grant.
- **Next Steps:**
  - BJWSA updates can be found at: https://bjwsa.org/251/Go2Sewer-for-a-Cleaner-Stoney-Creek

3. MRWAP Impervious Restoration Water Quality Projects

Task 1: MRWAP Eleven (11) Proposed Projects Background

- Eleven (11) project sites (incorporating various individual BMPs) were selected in consultation with the Town (prioritizing subcatchments with FC bacteria hotspot and/or large impervious areas). These sites were evaluated in terms of the potential benefits gained by retrofitting to meet the 95th percentile storm retention, to the maximum extent possible, under the proposed Impervious Area Restoration/Stormwater Retrofit Program.
- Based on WQ Model outputs, these projects alone may potentially reduce FC loading by
  - 2.99×1014 FC reduction for the Full SWRv (entire sub-basin drainage area catchment).
  - 2.53×1014 FC reduction for the Reduced SWRv projects (impervious area drainage area of sub-basin catchment).
- The estimated Full SWRv projects costs is $32.7 million and the estimated cost of Reduced SWRv projects is $22.6 million.
- Currently the Towns' Impervious Restoration Program is targeting Reduced SWRv for future projects.

Task 1: MRWAP Eleven (11) Proposed Projects Update

- Eleven (11) proposed project sites Rose Dhu Creek (6 projects) and Stoney Creek (5 projects):
  - All geotechnical work, evaluations, site assessments, planning, engineering, and preliminary designs for the 8 original sites is **complete**.
    - Bluffton Early Learning Center (BELC).
    - Boys and Girls Club of Bluffton (BGC).
    - Benton House (BH).
    - Bluffton High School (BHS).
    - Buckwalter Recreation Center (BRC).
    - ~~Lowcountry Community Church (LCC).~~ **Declined to Participate.**
    - McCracken Middle School/Bluffton Elementary School (MMSBES).
    - May River High School.
    - ~~One Hampton Lake Apartments (OHLA).~~ **Declined to Participate.**
    - Pritchardville Elementary School (PES).

- ~~Palmetto Pointe Townes (PPT).~~ **Declined to Participate.**

- Next Steps:
  - Met with consultant for revisions and continue to finalize Impervious Restoration Program Policy Document.
  - Continue to collaborate with Director of Procurement for an agreement with BCSD and Private Owners to construct impervious restoration projects at school sites.
  - FY27 includes funding for one (1) May River Watershed Action Plan Project.

Task 2: Identify Fifteen (15) New Project Sites Background

- Identify 15 new project sites for Town of Bluffton Impervious Restoration/BMP Retrofit Projects.
- The Town wishes to identify an additional 15 project sites located within the municipal limits of Bluffton for the Impervious Restoration/BMP Retrofit Program. However, the criteria for site selection will be considered to be more "low hanging fruit" based on the following:
  - Within Town of Bluffton Municipal limits.
  - Soils – sandy soils with high infiltration rates offer the biggest bang for the buck for water quality treatment/improvement. Utilizing soil survey and other information target sites where infiltration can be maximized on-site.
  - Public or governmental agency land/property owner (not SCDOT RoW).

Task 2: Identify Fifteen (15) New Project Sites Update

  - 15 project sites concept plan development completed.

- **Next Steps:**
  - Met with consultant for revisions and continue to finalize Impervious Restoration Program Policy Document. Staff have compiled comments and will provide feedback to GMC.
  - Collaborate with the Director of Procurement for the Beaufort County School District and private owners' agreement to construct impervious restoration projects at school sites.

Task 3: MRWAP Impervious Restoration Policy Documents Background

- MRWAP Section 5.4.4. Stormwater BMP Retrofit Projects of the May River Watershed Action Plan Update and Model Report identifies potential Impervious Restoration/BMP Retrofit projects located on Public and Private Land. As mentioned earlier, one of the primary site selection criteria, at time of report development, was to identify sites with large impervious areas so that pollutant load reductions could be estimated and the benefits of such projects on stormwater quality quantified/estimated, if implemented into construction. Generally, Public Funds are not expended to improve private property

nor is Town of Bluffton funding generally expended on Public Land owned by another government entity. In order for such projects identified in Section 5.4.4. to move forward in the interest of improved water quality and for the overall benefit and welfare of the constituents of the Town of Bluffton, Policy Documents need to be formulated that establishes the parameters of such a Program to be initiated and implemented.

Task 3: MRWAP Impervious Restoration Policy Documents Update

- Impervious Restoration Program Policy Document Draft submitted and under review. Fee-in-Lieu Program Policy Document - Adopted into the FY26 Master Fee Schedule at the July 2025 Town Council Meeting.
- As Adopted:
    - As part of the SoLoCo Stormwater Design Manual, developers may submit for MEP when the proposed development site has constraints or limitations to which prevent SoLoCo Stormwater Design Manual requirements from being met, specifically stormwater retention volume (SWRv) requirements. SWRv is the volume of stormwater runoff that a stormwater management system can store and treat to improve water quality. The MEP submittal must provide documentable evidence of the process the applicant has performed that demonstrates the restrictions to the use and implementation of the Best Management Practices (BMPs) to meet the SWRv requirements.
    - When a development project cannot accommodate the required SWRv due to on-site constraints identified in the approved MEP analysis, the developer is required to pay a Fee-In-Lieu (FIL) to the Town of Bluffton for the shortfall according to the FIL fee schedule has been adopted as part of the Master Fee Schedule. Funds collected through FIL payments will then be used by the Town to fund other qualified uses that protect water quality within the same watershed as the original project including:
        - The construction and maintenance of impervious restoration program water quality BMPs;
        - Purchase of land for increased conservation areas, application of Better Site Design to the approved Master Plan, buffers, undisturbed open space, and natural resource of significance areas, and
        - Purchase of development rights.
    - FIL payment is based on and equal to a unit of SWRv in cubic feet or designating a conservation area/easement area that protects a qualified natural resource that would otherwise require the same SWRv treatment if developed. The monetary value for a unit of SWRv is based on the current and typical costs for land as well as associated costs for design, construction, construction management, Town program management, post-construction inspection, and ongoing maintenance of water quality BMPs. The SWRv FIL rate is found in the Town's Master Fee

Schedule, under Section VII "Stormwater Management Fees,", allowing for annual review and updates as needed based on the Consumer Price Index (CPI) or based on updated information regarding the cost of water quality BMP construction and maintenance, changes in the construction industry, availability of supplies, etc. If the developer and/or private property owner take responsibility for maintaining the BMP or provide land, then the associated cost for a unit of SWRv could be lessened accordingly.

Item/Description	Fee
Fee-In-Lieu (FIL) For projects with an approved Maximum Extent Practicable (MEP) submittal, the FIL amount is calculated based on an applicant's shortfall, in cubic feet (CF), of the required Stormwater Retention Volume (SWRv).	$151.92/CF of SWRv

- ToB CIP Project Impervious Restoration Program & Incentives – Draft document in process.
- ToB SWrv Credit Trading Program - (under evaluation)

4. Other, Related MRWAP Recommendations

Background:

- The Town should incorporate volume reduction BMPs (those that encourage infiltration) within existing and future CIP projects to the maximum extent practical (MEP), especially for project locations with well-drained soils (HSG A or B).

Other, Related MRWAP Recommendations Update:

- Town is in progress of incorporating volume reduction BMPs within existing and future CIP projects to the MEP. Specific projects currently in progress include:
  - Bridge Street Streetscape Project
    - Water quality monitoring has been completed.
  - Pritchard Street Streetscape and Drainage Improvement Project
    - Incorporated Infiltration BMPs within the project to capture and treat 1.95" of rainfall over impervious surfaces within the project area, prior to discharge into Heyward Cove.
    - Awarded Section 319 Grant from SCDES to cost-share cost of construction of proposed water quality BMPs. Submitted 319 grant report.
    - Construction and administration are on-going.

5. MRWAP Water Quality Program Recommendations Update

Background:

- Section 5.0 of the MRWAP included recommendations for the Town of Bluffton to improve upon their existing monitoring program (concentration and source typing) and flow.

MRWAP Water Quality Program Recommendations Update:

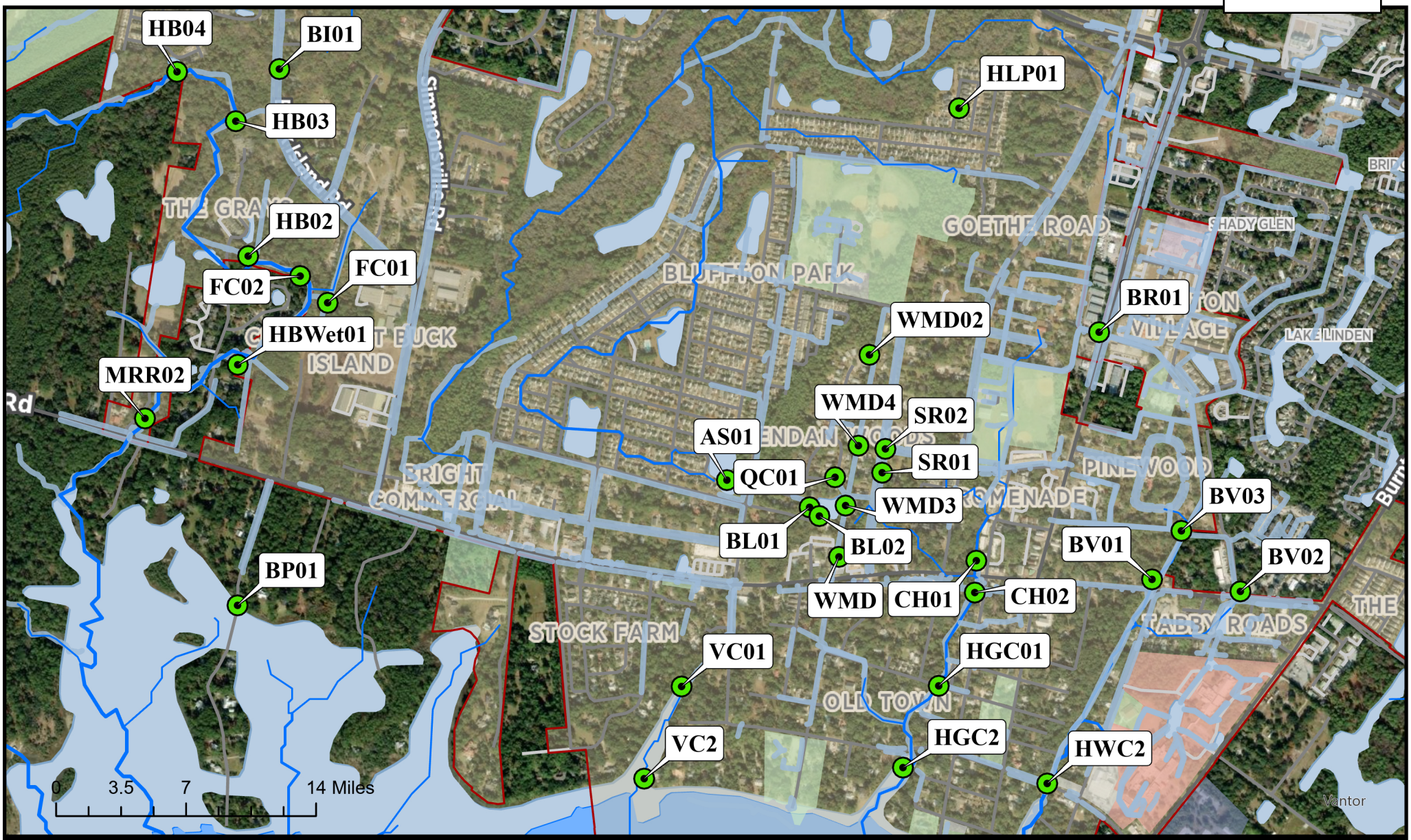
- 5.1.1 In-House Microbial Source Tracking:
    - Staff have collaborated with Dr. Tye Pettay and the USCB Microbial Source Tracking (MST) Laboratory to develop new markers for tracking fecal contamination in the May River Watershed. The primary goal is to identify the sources of bacteria and establish effective mitigation plans. The human genetic marker remains the main focus of the Town's MST sampling program, as it poses the greatest risk to human health.
    - With the introduction of the new MST markers, Town staff have initiated a targeted MST sampling program, starting with the Crooked Cove subwatershed. The Town has now expanded this program into the Heyward, Huger, and Verdier Cove subwatersheds. The MST Program examines multiple potential sources of contamination, including human, dog, deer, horse, and bird waste. Staff are collecting samples during five (5) wet weather events and five (5) dry weather events to characterize each subwatershed.
    - All five (5) dry weather events have been completed for these subwatersheds, leaving only the wet weather events to be collected. Staff continue to focus on interpreting the MST results and developing new educational initiatives before transitioning the MST targeted sampling program to additional subwatersheds.
- 5.1.2 Future (New) Bacteria Monitoring Locations & 5.1.3 Future (New) Water Flow Monitoring Locations
    - Town staff have finalized all bacteria and flow monitoring data collection efforts recommended in sections 5.1.2 and 5.13 of the May River Watershed Action Plan Model Report. These efforts aim to improve/calibrate the Town's stormwater model with a comprehensive dataset.
    - **Previous MRWAP Update:**
        - The contract for work associated with the calibration of the Town's May River Watershed Action Plan model has been executed. Work was awarded to McCormick Taylor, Inc.

- A 1D 2024 PCSWMM Water Quality Model for the May River headwaters (Rose Dhu Creek, Stoney Creek, Palmetto Bluff, and Duck Pond) has been created and delivered to the Town. In-person PCSWMM training was held with the consultant team.

- **Current 5.1.2 &5.1.3 Update**
  - Comparison of PCSWMM model outputs with the Town's 2018 and 2002 XPSWMM Water Quality Models has been completed. A final comparison memo has been provided to the Town.
  - May River Watershed Action Plan water quality improvement projects were evaluated to help validate anticipated water quality improvements. A final memo detailing these findings has also been provided to the Town.
  - A comprehensive findings memorandum for all associated PCSWMM model work has been delivered to the Town. Under staff review.
- **Next Steps:**
  - This initiative is included in the WAPAC FY27-FY28 Strategic Plan.
  - The Town's consultant team is expected to present to WAPAC at the October meeting.
  - One (1) additional PCSWMM training session has been scheduled for early November with McCormick Taylor, Inc. This staff training will provide scenario-based opportunities using the new water quality PCSWMM model.

			Summary of All Targeted Microbial Source Tracking Marker Results To-Date									
			Human		Dog		Bird		Deer		Horse	
Sub-basin	Sampling Location	Location Description	Human (Number Times Detected/ Number Times Analyzed)	Percent of the Time Human Detected at Sampling Location	Dog (Number Times Detected/ Number Times Analyzed)	Percent of the Time Dog Detected at Sampling Location	Bird (Number Times Detected/ Number Times Analyzed)	Percent of the Time Bird Detected at Sampling Location	Deer (Number Times Detected/ Number Times Analyzed)	Percent of the Time Deer Detected at Sampling Location	(Number Times Detected/ Number Times Analyzed)	Percent of the Time Horse Detected at Sampling Location
SCDES May River Shellfish Stations	19-19	May River at First Dock in Headwaters past Bluff	5/89	5.62%	2/24	8.33%	7/24	29.17%	3/25	12.00%	0/19	0.00%
	19-19A	Unnamed Tributary near SW corner of Gascoigne Bluff	3/87	3.45%	5/23	21.74%	4/22	18.18%	3/23	13.04%	0/19	0.00%
	19-19B	Bend in May River nearest the high bluff of Palmetto Bluff	4/87	4.60%	6/23	26.09%	3/21	14.29%	1/22	4.55%	1/19	5.26%
	19-19C	First Unnamed Tributary leading from Gascoigne Bluff	4/87	4.60%	2/23	8.70%	3/21	14.29%	1/22	4.55%	0/19	0.00%
	19-24	May River at Southern End of Crane Island	1/89	1.12%	2/27	7.41%	8/26	30.77%	0/19	0.00%	0/19	0.00%
Crooked Cove	HB04	Wetland area behind The Gray's Apartments	2/5	40.00%	1/5	20.00%	0/5	0.00%	5/5	100.00%	0/5	0.00%
	BI01	Buck Island Road Ditch	0/10	0.00%	6/10	60.00%	0/10	0.00%	6/10	60.00%	0/10	0.00%
	HB03	Wetland area behind The Gray's Apartments	1/7	14.29%	3/7	42.86%	0/7	0.00%	4/7	57.14%	1/7	14.29%
	HB02	Entrance to The Gray's Apartments	3/9	33.33%	5/9	55.56%	0/9	0.00%	3/9	33.33%	0/9	0.00%
	FC02	Frierson's Circle	2/10	20.00%	6/10	60.00%	3/10	30.00%	4/10	40.00%	0/10	0.00%
	HBWET01	Wetland area at Vista View Apartments	3/10	30.00%	3/10	30.00%	1/10	10.00%	3/10	30.00%	0/10	0.00%
	MRR02	Drainage ditch next to Cahill's	1/10	10.00%	8/10	80.00%	0/10	0.00%	4/10	40.00%	0/10	0.00%
	FC01	Frierson's Circle	1/9	11.11%	1/9	11.11%	0/9	0.00%	1/9	11.11%	0/9	0.00%
	BP01	Buck Point Road	0/5	0.00%	4/5	80.00%	0/5	0.00%	1/5	20.00%	0/5	0.00%
Heyward Cove	BR01	Drainage ditch near Taylor's Warehouses on Bluffton Rd	2/10	20.00%	5/10	50.00%	0/10	0.00%	0/10	0.00%	0/10	0.00%
	BV01	Drainage ditch at the intersection of Bruin Rd and Pritchard St	1/10	10.00%	6/10	60.00%	0/10	0.00%	1/10	10.00%	0/10	0.00%
	BV02	Drainage ditch at intersection of Hawkes Rd and Pritchard St	1/9	11.11%	2/9	22.22%	0/9	0.00%	0/9	0.00%	0/9	0.00%
	BV03	Drainage ditch at the end of Hawkes Rd	0/9	0.00%	5/9	55.56%	0/9	0.00%	1/9	11.11%	0/9	0.00%
	HWC2	Heyward Cove overpass on Bridge St	4/6	66.67%	6/6	100.00%	1/6	16.67%	1/6	16.67%	0/6	0.00%
Huger Cove	HGC01	Drainage ditch on Lawrence St	4/10	40.00%	6/10	60.00%	0/10	10.00%	0/10	0.00%	0/10	0.00%
	CH01	Ditch that connects behind the promenade to May River Rd	0/1	0.00%	0/1	0.00%	0/1	0.00%	0/1	0.00%	0/1	0.00%
	CH02	Outfall from May River Rd into promenade drainage system	0/1	0.00%	1/1	0.00%	0/1	0.00%	0/1	0.00%	0/1	0.00%
	HGC2	Huger Cove overpass on Bridge St	3/7	42.86%	5/7	71.43%	0/7	0.00%	0/7	0.00%	0/7	0.00%

Verdier Cove	HLP01	Pond on Honey Locust Ave	0/8	0.00%	3/8	37.50%	0/8	0.00%	0/8	0.00%		
	SR01	Drainage ditch off Shultz Rd	0/4	0.00%	1/4	25.00%	0/4	0.00%	0/4	0.00%	0/4	0.00%
	SR02	Drainage ditch that leads from Shultz Rd to the ditch behind the Watershed Management Division	0/1	0.00%	0/1	0.00%	0/1	0.00%	0/1	0.00%	0/1	0.00%
	AS01	Pond at corner of Able St and Pin Oak St	0/8	0.00%	1/8	12.50%	0/8	0.00%	1/8	12.50%	0/8	0.00%
	WMD	Drainage ditch adjacent to Watershed building	5/6	83.33%	1/6	16.67%	3/6	50.00%	1/6	16.67%	0/6	0.00%
	WMD2	Beginning of drainage ditch running behind the Watershed building	0/3	0.00%	1/3	33.33%	0/3	0.00%	2/3	66.67%	0/3	0.00%
	WMD3	Middle of drainage ditch running behind the watershed building	2/2	100.00%	0/2	0.00%	1/2	50.00%	1/2	50.00%	0/2	0.00%
	WMD4	Middle of drainage ditch running behind the watershed building	0/1	0.00%	0/1	0.00%	0/1	0.00%	0/1	0.00%	0/1	0.00%
	VC01MH	Verdier Cove outfall on Thomas Heyward St	0/8	0.00%	2/8	25.00%	0/8	0.00%	1/8	12.50%	0/8	0.00%
	VC2	Kayak dock in Stock Farm	0/4	0.00%	1/4	25.00%	0/4	0.00%	0/4	0.00%	0/4	0.00%
	BL01	Manhole in front of 12 and 14 Brenden Ln	0/3	0.00%	1/3	33.33%	0/3	0.00%	0/3	0.00%	0/3	0.00%
	QC01	Manhole in front of 6 and 8 Quinn St	0/3	0.00%	1/3	33.33%	0/3	0.00%	0/3	0.00%	0/3	0.00%



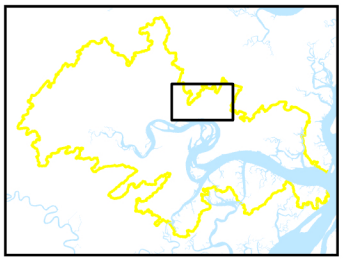
LEGEND:

- Active Location
- Drainage Channel or Pipe
- Streams
- Pond, Lagoon, or River
- Bluffton Jurisdiction
- May River Watershed

Targeted MST Sampling Sites Reference Map

Town of Bluffton

Beaufort County, SC



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TOWN OF BLUFFTON
MAY RIVER WATERSHED ACTION PLAN ADVISORY COMMITTEE
2026 Meeting Schedule

MEETING DATES
January 22, 2026
March 9, 2026, 10am – 12:30pm
April 23, 2026
July 23, 2026
October 22, 2026

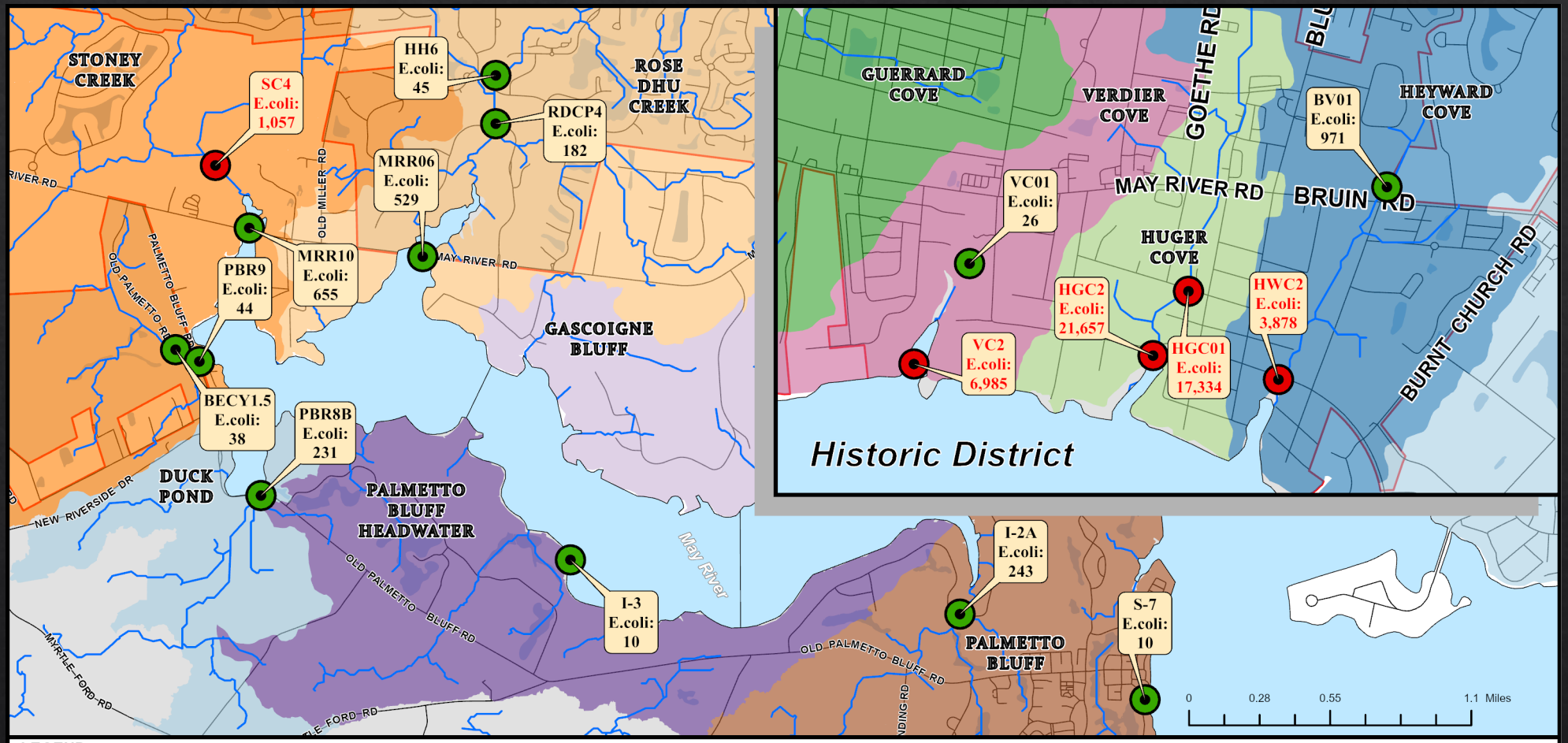
REGULAR MEETINGS ARE HELD THE 4th THURSDAY OF EACH MONTH AT 3:00 P.M.
EXCEPT MARCH

Please Note:

Meetings will be held on scheduled meeting dates unless otherwise advertised with FOIA compliance.

APPROVED

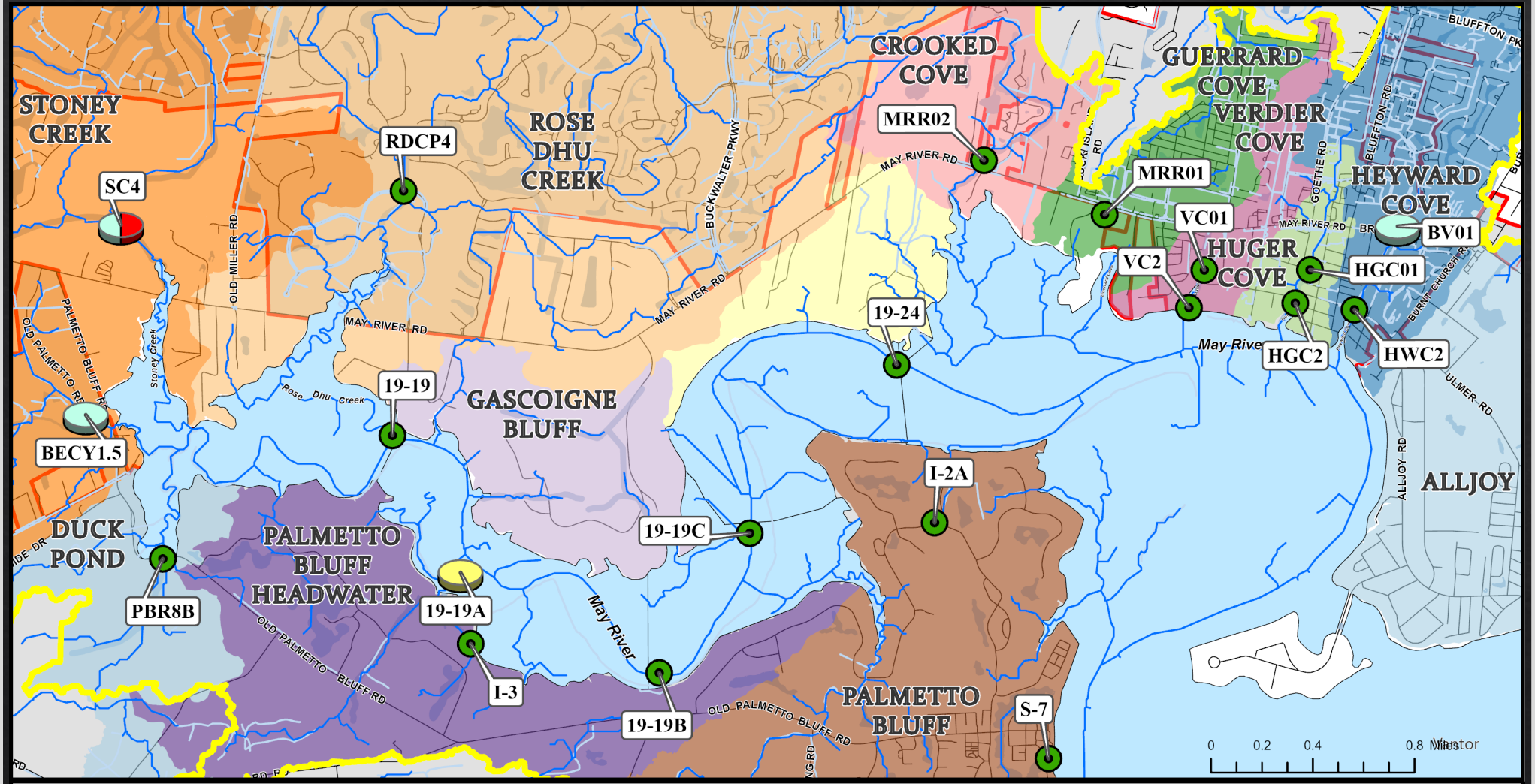
MS4 Minimum Control Measure #3 – IDDE:
E. coli Concentrations Trend Map



	Water Quality (WQ) Samples Collected	USCB-WQ Laboratory Results	Microbial Source Tracking (MST) Samples Collected	USCB-MST Laboratory Results	MS4 Quarterly WQ Samples Collected	MS4 Quarterly WQ Laboratory Results
FY 2027 YTD	158	324	50	250	44	86

Totals exclude *in situ*

MS4 Minimum Control Measure #3 – IDDE:
Microbial Source Tracking (MST) Map – Cumulative Results



LEGEND:

- Bluffton
- Beaufort County
- May River Watershed
- River or Pond
- Stream
- Drainage
- Street or Road

Location With MST Detection and Detected Source:

- Human
- Bird
- Deer
- Dog
- Horse
- Location Without MST Detection

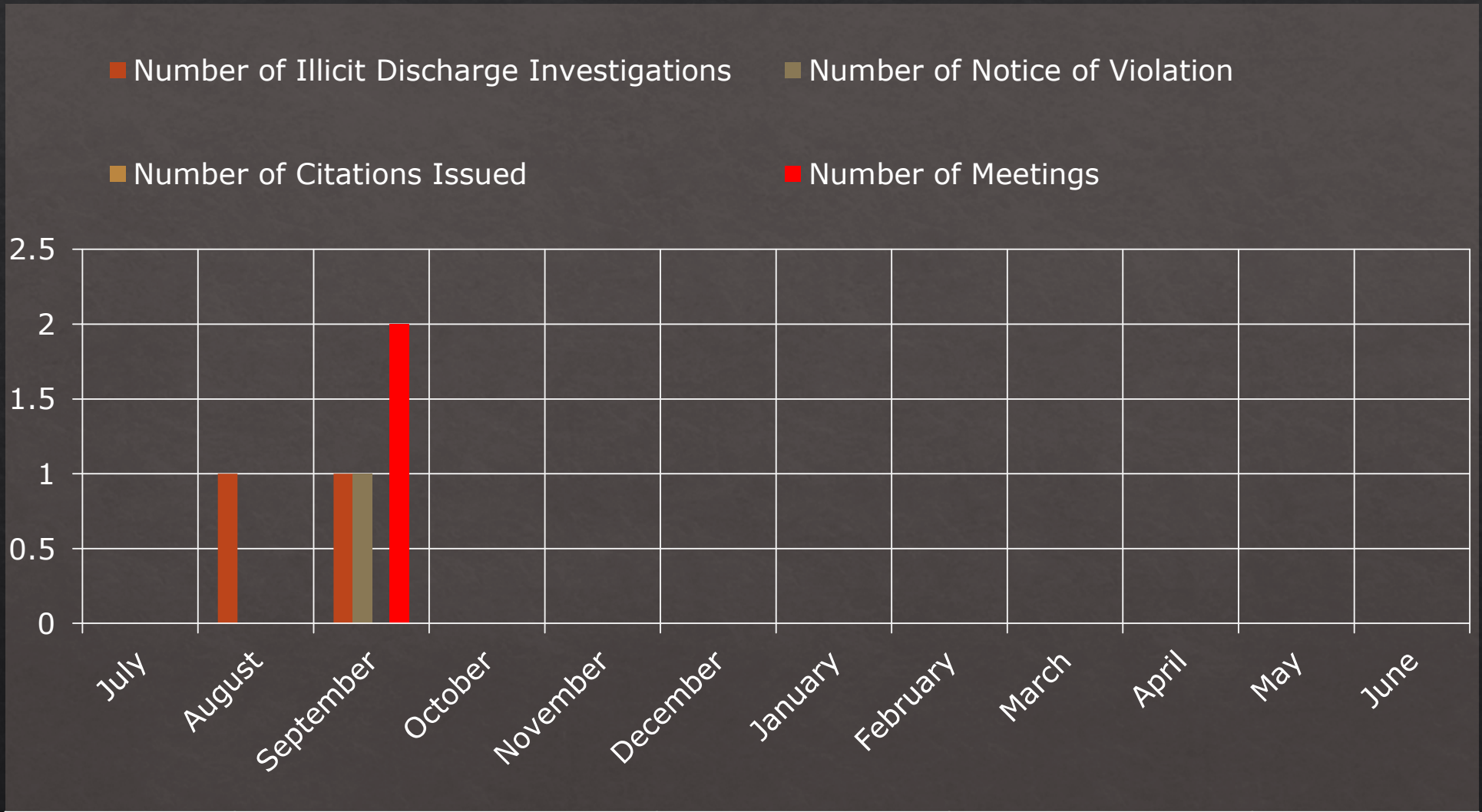
MICROBIAL SOURCE TRACKING (MST)

Sampling Results for Reporting Period

Town of Bluffton

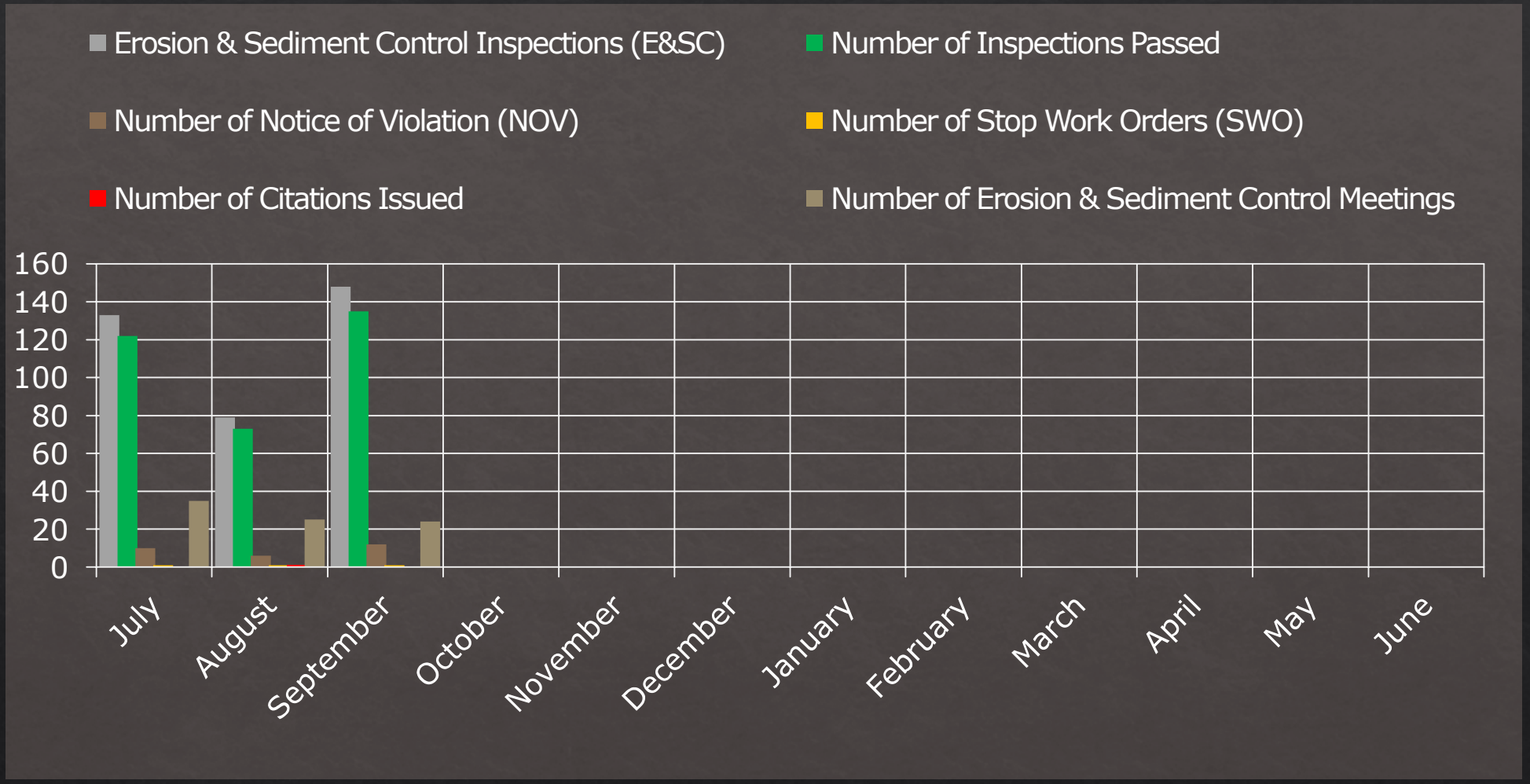
Beaufort County, SC

MS4 Minimum Control Measure #3 – IDDE: Illicit Discharge Investigations



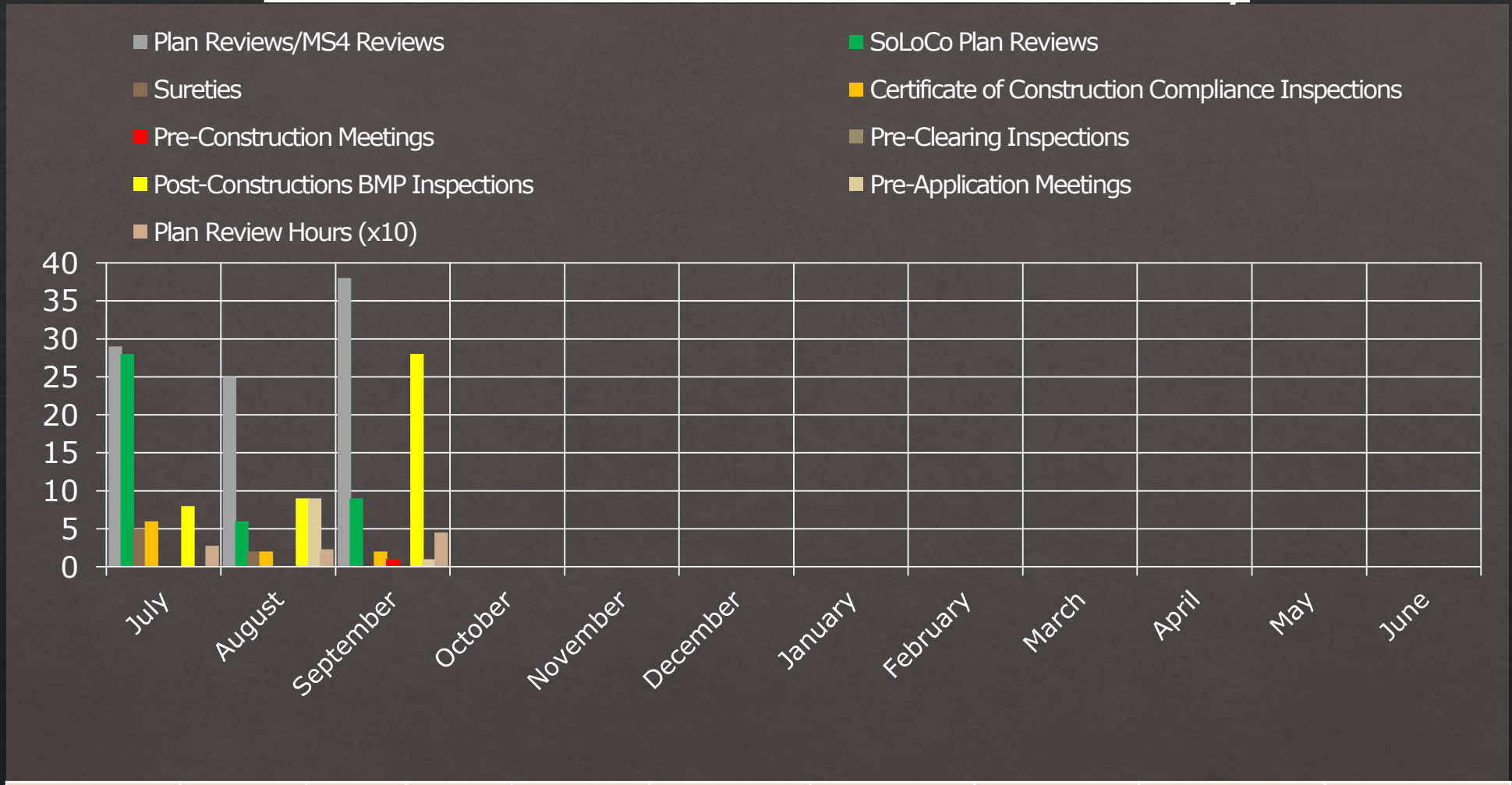
	Number of Illicit Discharge Investigations	Number of Notices of Violation Issued	Number of Citations Issued	Number of Meetings
FY 2027 YTD Totals	2	1	0	2

MS4 Minimum Control Measure #4 - Construction Site Stormwater Runoff Control



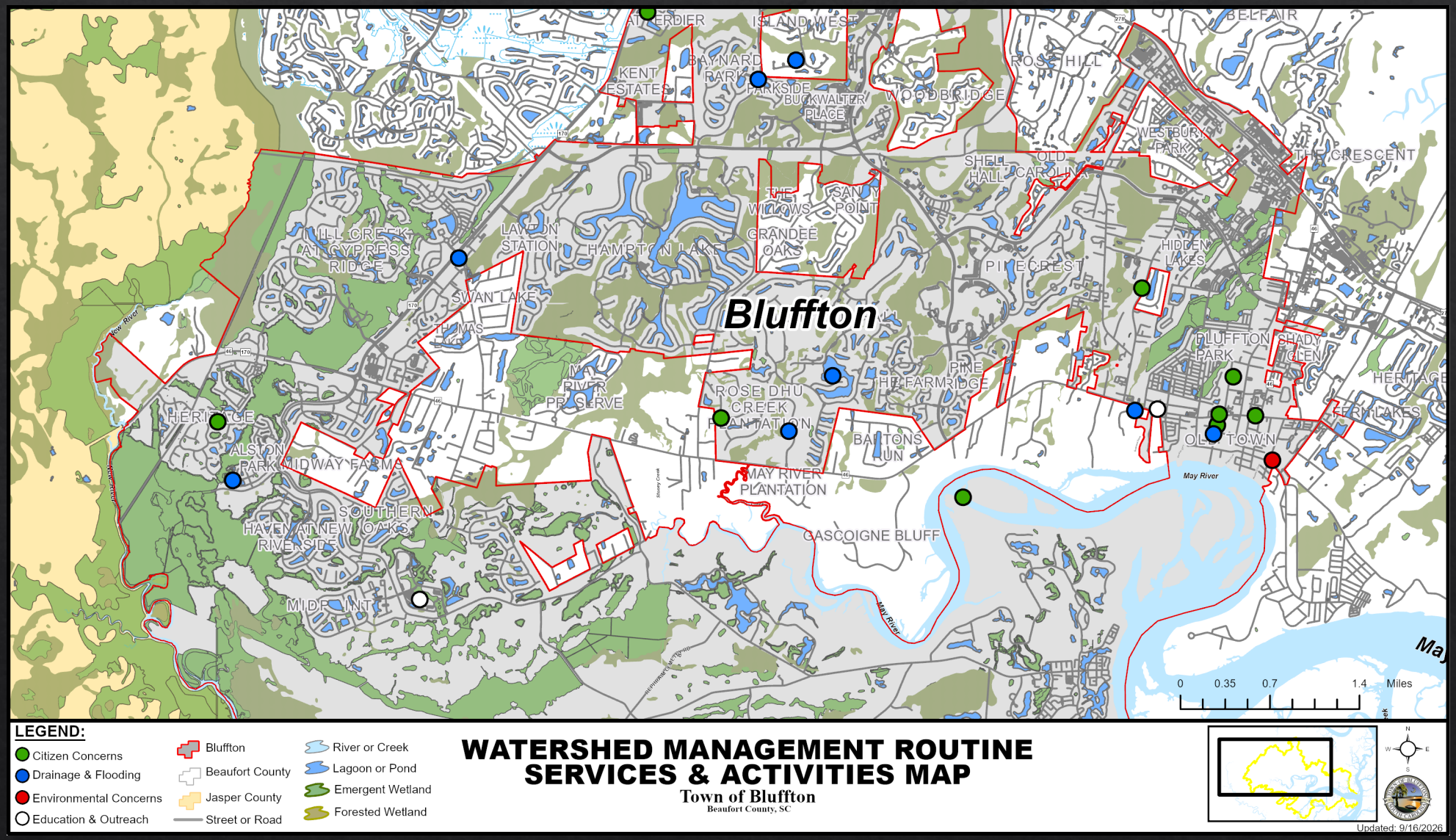
	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NOVs Issued	Number of SWO Issued	Number of Citations Issued	Number of E&SC Meetings
FY 2027 YTD Totals	360	330	28	3	1	84

MS4 Minimum Control Measure #5
Stormwater Plan Review & Related Activity



	Plan Reviews MS4 Reviews	SoLoCo Plan Reviews	Sureties	CCC Inspections	Pre-Construction Meetings	Pre-Clearing Inspections	Post Construction BMP Inspections	Pre-Application Meetings	Total Plan Review Hours
FY 2027 YTD	92	43	7	10	1	0	62	10	95.50

Citizen Request for Watershed Mngt. Services & Activities Map



LEGEND:

- Citizen Concerns
- Drainage & Flooding
- Environmental Concerns
- Education & Outreach
- Bluffton
- Beaufort County
- Jasper County
- Street or Road
- River or Creek
- Lagoon or Pond
- Emergent Wetland
- Forested Wetland

WATERSHED MANAGEMENT ROUTINE SERVICES & ACTIVITIES MAP

Town of Bluffton
Beaufort County, SC

Updated: 9/16/2026

	Number of Citizen Requests Investigated	Number of Meetings
FY 2027 YTD Totals	36	47

FY27
CIP Master Project Schedule



Planning* Design** Construction***

**Planning includes surveying, environmental and cultural investigations, initial master planning and other due diligence reports and studies.*

***Design includes conceptual, preliminary and final design, construction documents, permitting, easement acquisition and bidding.*

****Construction includes contracts, geotechnical reports, all horizontal and vertical construction, construction administration, as-builts and final closeout.*

SUBJECT TO CHANGE

FY27
CIP Master Project Schedule

Project Name		Est Project Completion
Boundary Street Streetscape	Charles	Oct-28
Comprehensive Drainage - Crooked & Guerrard Coves	Dan	Dec-27
Sarah Riley Hooks Cottage & Site Design	Pat	Nov-26
Stoney Crest Campground/ Old Palmetto Bluff Road	Kim	Jun-26
Pritchard Street Drainage	Dan	Sep-26
Affordable Housing - The May	Mark	Dec-26
Affordable Housing - 115 Bluffton Road	Mark	TBD
Buckwalter Place Commerce Park	Mark	Oct-26
New Riverside Barn Park - Public Services Building	Brian	Jun-27
Phase 2 Trails & Disc Golf	Pat	Apr-27
Buck Island Road Park	Pat	Dec-28
Watershed & Public Services Building Renovation	Mark	TBD
Rotary Community Center Improvements	Brian	May-27
MRWAP BCSD Impervious Restoration Project	Dan	Nov-29



Planning* Design** Construction***

**Planning includes surveying, environmental and cultural investigations, initial master planning and other due diligence reports and studies.*

***Design includes conceptual, preliminary and final design, construction documents, permitting, easement acquisition and bidding.*

****Construction includes contracts, geotechnical reports, all horizontal and vertical construction, construction administration, as-builts and final closeout.*

SUBJECT TO CHANGE

TOWN COUNCIL STAFF REPORT
Public Services Department

MEETING DATE:	October 13, 2026
SUBJECT:	Public Services Department Monthly Report
DIRECTOR:	Larry Beckler, Director of Public Services

PUBLIC SERVICES UPDATE

1. MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)

- **Street Sweeping** - Performed weekly street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, Bridge Street, Church Street, Lawton Street, Lawrence Street, Allen Street, Water Street, Boundary Street, and curbs and medians on Simmonsville and Buck Island Roads.
- **Ditch Inspections** - Performed ditch inspections
  - Arrow ditch (2,569 LF)
  - Red Cedar ditch (966 LF)
  - Buck Island roadside ditch (15,926 LF)
  - Simmonsville roadside ditch (13,792 LF)
- **Ongoing Roadside Mowing, Litter Clean-up and Maintenance** of Hampton Parkway, Buck Island and Simmonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road, Bluffton Road, Boundary, Calhoun, Bridge Street, Pritchard Street, Buckwalter Boulevard, Bruin Road, Green Street, James Gadson Drive, Thomas Heyward, Church St, Water St, Lawton St. and Colcock St.

2. FACILITIES

- **Ongoing Maintenance** of Town Hall, Law Enforcement Center, Public Services, Rotary Community Center, Watershed Management, Police Sub-station, Don Ryan Center, The Cove and general repairs of the Garvin House and Sarah Riley.

3. PARKS

- **Ongoing Park Facilities and Landscape Maintenance** of Dubois Park, Martin Family Park, Oscar Frasier, Field of Dreams, Buckwalter Place Park, Oyster Factory Park, Pritchard Pocket Park, May River Pocket Park, Wright Family Park, Eagles Fields, New Riverside Barn, New River Trail, Evercore Park.

4. ROAD MAINTENANCE

- Street Sweeper ran on Fridays
- Graded Town Hall gravel parking lot, Green St, repaired and graded Bridge St. gravel road, Lawton St., Lawrence St
- Added stone and graded New Riverside Barn Parking lots

- Cut overhead tree branches on Pope St.
- Graded Town Hall Parking lot, Oyster Factory Parking Lot, Pritchard St extension & West end of Bridge St.

5. ADDITIONAL ACTIVITIES

- Town signs replaced at Palmetto Bluff Dock
- Lettering Placed on Road Sign and it was Installed at location- May River Rd & Goethe Rd.
- Facilities assisted in removing a downed tree from Bridge Street, across from Oyster Factory
- Began Retaining Wall at NRB
- Began replacing various rotted boards on Handicap Access ramp - RCC
- Addressed Condensation issues at Town Hall – Customer Service area, Taped insulation that had become separated at vents, adjusted interior temperatures by a couple of degrees
- Completed repairs of access control point at Customer Service
- Replaced two Electrical "Gard-N-Posts at NRB park. Ordered additional due to frequency of damage
- Repaired small sink hole created by contractor who was working at Boundary St and Green Street
- Began repair of exterior lights located on bathroom pavilion at Oyster Factory. Need to replace all bulb receptacles
- Replaced two pedestrian yield signs on Mellichamp Rd
- Repaired AED at Amphitheater along with damaged fence. Unknow person placed bench near fence and climbed over said fence into small service yard
- Ice Machine at Watershed was serviced and is now running
- Completed minor tasks as needed at the Welcome center (Door Handle Adjustment, Investigated Access Control ideas, Hooks and File Holders installed).
- Completed all battery replacements for Bath fixtures at all pavilions and parks. Excluding Town Hall which was done in March
- Keys printed and distributed for Breaker boxes at The Cove and NRB Playground Pavilion
- Power issue at RCC resulted in numerous damaged lights and damage to access control. 5 Ceiling lights replaced with several exterior bulbs. Damage was the result of a Bad Ground on Dominions end. Repairs made by Dominion
- USCB Banners removed from poles
- CCA Banner was installed at 4-Way stop
- Hazardous Chemical forms were completed and placed in appropriate containers
- Numerous doors at Town Hall were;Adjusted, Sanded, Painted and had their closers adjusted. We will continue to adjust as the doors fall out of adjustment. The extreme humidity and heat are fighting with the extremely cold settings within the building.
- Lobby door at the LEC was adjusted
- Front and rear door at DRCI was addressed due to minor leaks. Caulking various spots inside and out.
- Small leak from Air Handler in Finance was addressed, leak was stopped and ceiling tile was replaced
- Completed repair of rotted boards on handicap access ramp – RCC
- Remainder of exterior lights at Oyster Pavilion replaced
- Remainder of exterior lights at Oyster Pavilion replaced
- Completed retaining wall at NRB

- Oyster Factory – 8 tons of rip rap placed at dock side of ramp. Water runoff from newly renovated side is plumbed over to opposite side and it was creating a deep and extensive ditch.
- Toilets at Oyster Factory needed to be cleared
- Fence at Oyster required repairs
- Bollards at NRB removed for Chamber Event
- Stone and Cold patch repair of work done by contractor at Boundary and Green
- Stone added and graded at NRB
- Exterior Pole lights repaired by Dominion – Town Hall (no more flashing light)
- Made necessary service to splash pad after pump lost water creating a need to prime system
- Placed stone at corners where vehicle traffic turning right goes off the road and cut away base and creates deep ruts
- Discovered unsecured bathroom doors at Oscar Frazier
- Completed refurbishing of Road Sign for Dr. Mellichamp Drive and Bluffton Rd and remounted said sign
- Generators were PM'd
- New Backer was fabricated for Beautification Committee artwork. Artwork was placed on backer then placed on sidewalk. We will evaluate "longevity"
- Mounting posts for Golf Course trash cans were fabricated. Posts were sunk and cemented, then trash cans were mounted to the posts. All three trash cans labeled for NRB Disc Golf Course installed.
- Two forms for Cement pads (future benches) were fabricated, next is to pour cement pads
- Minor P.M.'s on HVAC equipment (town wide) was completed over 2 days.
- Dock walkway to water adjacent to boat ramp was addressed as a result of drainage runoff. Cement and additional rip rap laid down as flush to curbing as possible.
- Post was placed and cemented in the ground for Kay Lauener's plaque at Oscar Frazier Park
- Began work with Year-Round pool to diagnose electrical problems at splash pad. As a process of elimination, we grounded the pump motor. We also ordered a 40amp breaker to eliminate that as a cause. Awaiting Year-Round Tech to evaluate system and potential timer issue with pump
- Washed exterior kitchen door at NRB. It will now be a monthly maintenance item to address as a result of mold/mildew.
- Installed new irrigation zone around new Pavillion at Oscar Frazier Park
- Repaired convection oven at Red Barn Kitchen
- Changed lightbulbs at LEC
- Removed old conference tables from DRCI to make room for new one
- Started installing USB charging ports at town park pavilions
- Replaced failed breaker at Splash Pad.
- Poured contrite pad for benches at Disc Golf course
- Mock HVAC at Squire Pope for AC repairs
- Landscape Enhancements completed at west side property line of Oyster Factory Park
- Landscape Enhancements completed at Wright Family Park
- Rearranged office system furniture at Finance department including running new power to system furniture

6. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
  - Prepped for Farmers Market- Martin Family Park
  - Prepped for Beaufort County Elections (NRSB 7:00AM-5:00PM)
  - Prepped for Conecta Gala (NRSB 5:30PM-9:30PM)
  - Prepped for American Red Cross Community Blood Drive (RCC 10:00AM-5:30PM
  - Prepped for TOB Concert Series – Tru Gentleman (NRSB 5:30PM-7:30PM)
  - Prepped for Reggae Pon De River 2026 (OYFP 3:00PM-9:00PM)
  - Prepped for 9/11 Ceremony (BWP 8:30AM-10:30AM)
  - Prepped for Taste of Bluffton-Food Truck Edition (NRSB 4:00PM-8:00PM)
  - Prepped for Fit4 Mom Event (FOD 9:00AM-1:00PM)
  - Prepped for Roots & Rivers Festival (OYFP 2:00PM-8:00PM)
  - Prepped for Coastal Conservation Bluffton Chapter Fundraiser (MFP 6:00PM-10:00PM)
  - Prepped for NAACP Hilton Head/Bluffton Gala (NRSB 6:00PM-9:00PM)
  - Prepped for River Sweep (OYFP 9:00AM-11:30AM)
  - Prepped for Society of Bluffton Artists (SOBA) Blufftember Fest Fundraiser (OYFP 3:00PM-8:00PM)

7. EQUIPMENT MAINTENANCE & REPAIR

- Maintenance to Mowers, Weed Eaters and Blowers
- Melvin/Antonio Crew trailer was repaired “tailgate”
- Repairs to stand up blower completed
- Various pieces of Lawn Equipment were repaired
- New Holland tractor battery issue sourced to a constant drain. Battery was charged and a cutoff switch installed to eliminate draw
- Mahindra tractor was serviced and repairs made to lighting
- Routine maintenance to landscaping equipment
- Nifty Lift – Trailer Coupler replaced, Brake light guards were fabricated and installed, trailer plug repaired
- Repaired trailer ramps
- Repair to sweeper hopper
- Prepped New Kubota for use
- Repaired Green Machine tire bead
- Replaced vehicle pressure washer at shop
- Replaced coupler on tow behind blower, now its usable with a standard ball mount
- Repaired trailer drop leg & replaced wheel on Nifty Lift

8. TRAINING

- Staff completed weekly training topics
- Abdiel Maldonado and David Masis Marin completed CE credits for Pesticide Applicator License

9. BEAUTIFICATION COMMITTEE

- Agenda & Minutes Attached

10. ATTACHMENTS

- Public Services Monthly Cost **Report** – (Below)

Public Services Monthly Cost Reports –August 2026 *(Cost Includes Labor & Equipment)*

ASSETS AND EVENTS	COST
FACILITIES	$7,867.00
PARKS	$18,351.00
ROADS AND TRAILS	$7,101.00
SPECIAL EVENTS	$1750.00

Beautification Committee Meeting

Theodore D. Washington Municipal Building, Okatie River Conference Room, 20 Bridge Street, Bluffton, SC

August 20, 2026

I. CALL TO ORDER

Chairman Johnny Bowen called the meeting to order at 9:00 am.

II. ROLL CALL

PRESENT:

Chairman Johnny Bowen

Vice Chair Dot Jeger

Dan Ciuffreda

Jessica Palladino

Hugh Williamson

III. ADOPTION OF MINUTES

Chairman Bowen made a motion do adopt the July 16, 2026, minutes as written.

Vice Chair Jeger seconded the motion.

Voting Yea: Dan Ciuffreda, Jessica Paladino and Hugh Williamson.

All were in favor and the motion passed.

IV. PUBLIC COMMENT

1. JENNA MCCARTY TO DISCUSS IMPROVEMENTS FOR BUTTERFLY GARDEN AND BROADER POLLINATOR INITIATIVES

Jenna McCarty was unable to attend.

V. OLD BUSINESS

1. STORM DRAIN ART PROJECT UPDATE

Committee discussed additional ideas to adhere decals to Town sidewalks including the use of qwikcrete and a marine grade adhesive. Committee also discussed the possibility of moving away from vinyl decals and displaying the storm drain art in another manner such as spray paint stencils, concrete stamps or low-profile signage.

2. CHARGING STATIONS AT PARK PAVILLIONS UPDATE

Charging receptables have been ordered and are awaiting delivery.

3. OSCAR FRAZIER PAVILION & WRIGHT FAMILY PARK WINDOW ART PROJECTS UPDATE

Awaiting response from the Public Art Committee.

VI. NEW BUSINESS

1. PALMETTO PRIDE TREE GRANT

Committee reviewed grant submission package presented by Chairman Johnny Bowen. Public Services Director will submit application.

2. TOUR OF LINEAR TRAIL

Construction is expected to be completed in mid-September. Colleen Hall to coordinate with Constance Clarkson to arrange tour of the trail for Committee's October meeting.

VII. DISCUSSION

BUTTERFLY PLANT SALE IN OLD TOWN

After conducting research, Vice Chair Jeger shared that Mayfest is too late for selling butterfly plants. March and April would be the ideal time frame for this project, and the owners of Bluffton Farm & Flea have agreed to provide the Committee with plants at cost and a booth for the Friday and Saturday markets.

COMMUNICATION BOARD INSTALLATION AT TOWN PARKS

The Committee discussed their interest in exploring ideas for the installation of special needs communication boards at the Town parks. Colleen Hall to conduct research on potential vendors.

VIII. ADJOURNMENT

Vice Chair Jeger moved to adjourn.

Dan Ciuffreda seconded the motion.

Voting Yea: Chairman Johnny Bowen, Jessica Palladino and Hugh Williamson.

All were in favor and the meeting adjourned at 9:41 am.

NEXT MEETING DATE: THURSDAY, SEPTEMBER 17, 2026

Beautification Committee Meeting

Thursday, September 17, 2026 at 9:00 AM

Theodore D. Washington Municipal Building, Okatie River Conference Room, 20 Bridge Street, Bluffton, SC

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. ADOPTION OF MINUTES

IV. PUBLIC COMMENT

V. OLD BUSINESS

1. STORM DRAIN ART PROJECT UPDATE
2. CHARGING STATIONS AT PARK PAVILLIONS UPDATE
3. OSCAR FRAZIER PAVILION & WRIGHT FAMILY PARK WINDOW ART PROJECTS UPDATE
4. PALMETTO PRIDE TREE GRANT UPDATE
5. LINEAR TRAIL TOUR UPDATE
6. BUTTERFLY PLANT SALE UPDATE

VI. NEW BUSINESS

1. COMMUNICATION BOARDS
2. GRANT OPPORTUNITIES

VII. DISCUSSION

VIII. ADJOURNMENT

NEXT MEETING DATE: THURSDAY, OCTOBER 15, 2026

"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or adacoordinator@townofbluffton.com as soon as possible but no later than 48 hours before the scheduled event.

Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

**Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here: https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60*
Public comment is limited to 3 minutes per speaker.

Director's Report – Don Ryan Center for Innovation (DRCI)

September 2026

Overview:

September was a month of continued program growth, facility progress, and expanded regional engagement for the DRC. The team launched the Lowcountry AI Tech Exchange, welcomed and restarted STARTUP companies, advanced major grant initiatives, expanded media and marketing efforts, and continued preparations for The COVE's completion and grand opening. DRC also strengthened its presence in Hardeeville through Founders' Forum and continued collaboration with regional business and economic development partners.

Entrepreneur Program Update

- Conducted diligence meetings with prospective program clients, including St. Gregory the Great Pre-K program, AnkerBlu, and LCN Consulting.
- Restarted ChangePoint in the STARTUP Program and held the first program meeting.
- Began work with Max Xperience as a new STARTUP Program company.
- Held kickoff meetings with new program companies BAF Bombs and Leli Holmes.
- Held a STARTUP Program kickoff meeting with Dream Vacations.

Program Companies

- **OPFOB**
- **AMA Private Dining**
- **Bright Beginnings Academy**
- **Belleau Woods Tavern (HEROES)**
- **Buysight.ai**
- **221B Studios**
- **Rosano**
- **High Tide Pediatric Dentistry**
- **HardeeGreens (Hardeeville)**
- ***New - Oceana Blue**
- ***New – Max Xperience**
- ***New – B.A.F. Bombs**
- ***New – ChangePoint**

- ***New – Dream Vacations**
- ***New – Leli Holmes**

Mentor Program

- Met with prospective mentors to expand support resources for DRC clients.
- Continued mentor engagement and coordination to support new and returning program companies.

Operations, Economic Development, Events and Meetings:

- Scheduled and continued installation of interior signage for The COVE.
- Continued coordination of The COVE second-floor upfit, which is nearing completion, and completed a walkthrough and punch list of remaining items.
- Coordinated lobby furniture installation and setup at The COVE.
- Began the Re-Create upfit at The COVE.
- Participated in planning discussions for The COVE Grand Opening.
- Launched the Lowcountry AI Tech Exchange with 15 participants representing local business, technology, and innovation.
- Hosted Founders' Forum at Rio Chico in Hardeeville, bringing together local business owners for networking and peer discussion.
- Hosted the Greater Bluffton Chamber Lunch & Learn at The COVE.
- Hosted the OneBlood mobile blood drive.
- Attended the Greater Bluffton Chamber State of Growth event and Coffee & Connections networking events.
- Attended the Hispanic Business Association of the Lowcountry Awards Gala.
- Visited local businesses at Bluffton Farm & Flea to support outreach and engagement efforts.
- Met with the Hilton Head Island-Bluffton Chamber to discuss future collaboration and engagement opportunities.
- Continued development of a streamlined EDIP process and tracking system.
- Paul is on the Entertainment Venue Exploratory Workgroup and it's hosted at The COVE twice a month.
- Continued development of the SCRA grant application, supporting materials, project budget, and draft proposal.
- Met with SCRA to discuss potential grant funding opportunities and support for DRC initiatives
- Continued development of the SCRA grant application, supporting materials, project budget, and draft proposal.
- Met with SCRA to discuss potential grant funding opportunities and support for DRC initiatives

Partnerships

Key Collaborations:

- **Hardeeville:** Joint marketing planning efforts with Hardeeville. Founders' Forum held on September 17 in Hardeeville at Rio Chicos.
- **Beaufort County Economic Development Corporation:** Ongoing collaboration on multiple impactful projects. Attended board meeting. Participated in a Beaufort County Economic Development Corporation meeting and presented to LCN Consulting, a company considering relocation to the Lowcountry. Met with the South Carolina Department of Commerce at the invitation of BCEDC and presented DRCI initiatives and opportunities.
- **Greater Bluffton Chamber:** Participated in numerous ribbon cuttings, showcasing the growth and expansion of local businesses and attended. Hosted several GBCC events at The COVE and attended the State of Growth.
- **Hilton Head – Bluffton Chamber:** Participated in ribbon cuttings and networking events, Met to discuss future collaboration and engagement opportunities.
- **Hispanic Business Association of the Lowcountry:** Ongoing membership, Paul Arvantides is a member of the HBA Lowcountry Partnerships Committee. Partnership meeting with HBA to see how we can collaborate more. Attended the HBAL Awards. Recorded Hispanic Heritage month social media reel with the HBAL.
- **Regional Citizens Committee:** Paul Arvantides is attending meetings to help in evaluation and strategy

GROWTH MANAGEMENT UPDATE

October 13, 2026

1. **Town Council Appointed Boards/Commissions/Committees/Citizen Group Meetings:**

   a. **Planning Commission:** September 23, 2026, meeting was cancelled. Next meeting scheduled for Wednesday, October 28, 2026.

   b. **Historic Preservation Commission:** September 2, 2026, meeting was held. Next meeting scheduled for Wednesday, October 7, 2026.

   c. **Board of Zoning Appeals:** September 1, 2026, meeting was held. Next meeting scheduled for Tuesday, October 6, 2026.

   d. **Development Review Committee:** September 23 & 30, 2026, meetings were held. September 2, 9, & 16, 2026 meetings were cancelled. Next meeting scheduled for Wednesday, October 7, 2026.

   e. **Historic Preservation Review Committee:** September 14 & 21, 2026, meetings were held. September 8 & 28, 2026 meetings were cancelled. Next meeting scheduled for Monday, October 5, 2026.

   f. **Construction Board of Adjustment and Appeals:** September 22, 2026, meeting was held. Next meeting scheduled for Tuesday, October 27, 2026.

   g. **Affordable Housing Committee:** September 3, 2026, meeting was cancelled. Next meeting scheduled for Thursday, October 1, 2026.

2. **Community Development / Affordable Housing Committee Work Program:**

   Town Council approved the 2027 Fiscal Year budget for the Neighborhood Assistance Program at $450,000.00.

   A total of 9 homes has received or are on schedule to receive repairs at a total of $124,236.

   These repairs consist of roofing, flooring, stairs and plumbing.
   Applications are being processed as soon as they are submitted, and staff is working diligently to ensure residents are living in their homes safe and dry.

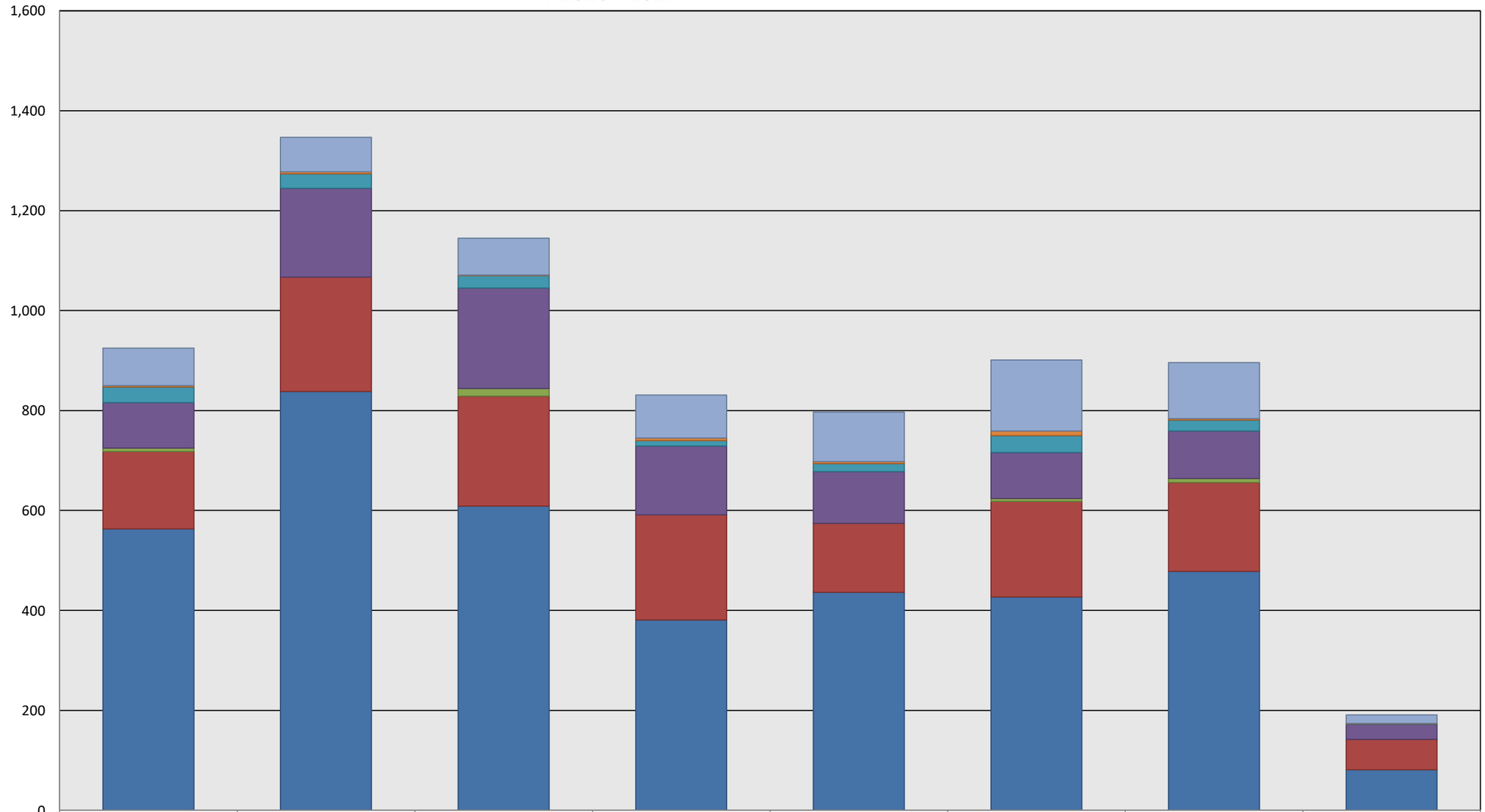
ATTACHMENTS:

1. Building Permits and Planning Applications:

    a. Building Permits Issued FY 2020-2027 (to September 22, 2026).
    b. Building Permits Issued Per Month FY 2020-2027 (to September 22, 2026).
    c. Value of Construction FY 2020-2027 (to September 22, 2026).
    d. New Single Family Residential Building Permits Issued Per Month FY 2020-2027 (to September 22, 2026).
    e. New Single Family Residential Building Permits Issued by Neighborhood FY 2020-2027 (to September 22, 2026).
    f. New Single-Family Certificates of Occupancy Issued by Neighborhood FY 2020-2027 (to September 22, 2026).
    g. New Commercial Construction/Additions Heated Square Footage FY 2020-2027 (to September 22, 2026).
    h. Planning and Community Development Applications Approved FY 2020-2027 (to September 22, 2026).
    i. Multi Family Apartments Value FY 2020-2027 (to September 22, 2026).
    j. Multi Family Apartments Square Footage FY 2020-2027 (to September 22, 2026).
    k. Multi Family Apartments Total Units FY 2020-2027 (to September 22, 2026).

Town of Bluffton
Building Permits Issued
FY 2020 - 2027

Attachment 1a

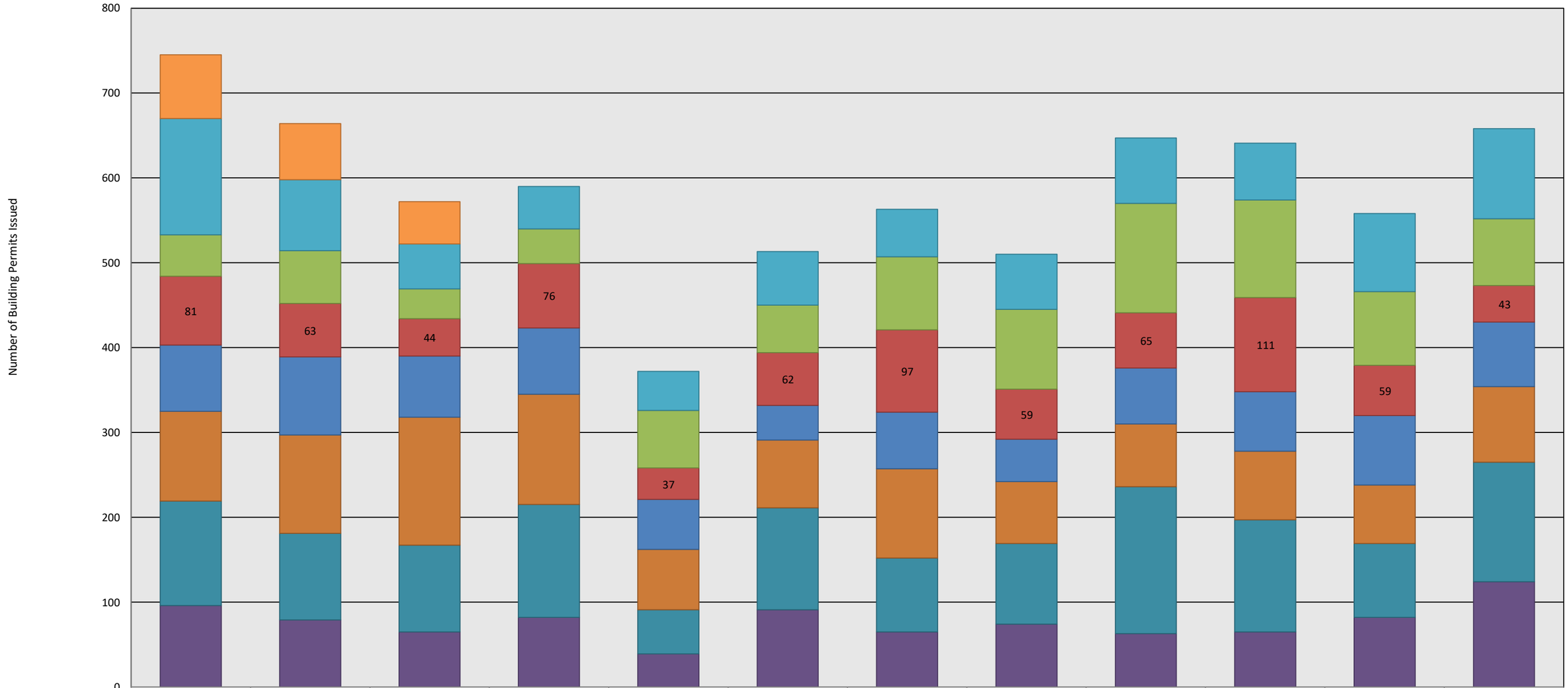


Year	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024- June 2025)	FY 2026 (July 2025 - June 2026)	FY 2027 (July 2026 - June 2027)
Other Commercial	75	69	74	86	99	142	112	17
Commercial Addition	3	4	1	5	4	9	3	1
New Commercial Construction/ Tenant Upfit	31	29	25	11	16	34	22	1
Other Residential	91	178	201	138	104	92	95	30
New Multi Family - Apartments	7	0	15	0	0	6	8	0
Residential Addition	155	229	220	210	138	191	178	61
New Single Family	563	838	609	381	436	427	478	81

Notes: 1. Building Permits Issued excludes those Building Permits which were voided or withdrawn.
2. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.
3. Other residential includes: new accessory structure, new accessory residence.
4. Commerical addition includes: additions, screen enclosure, shell.
5. Other commerical includes: remodel and accessory structure.

Town of Bluffton
Building Permits Issued Per Month
FY 2020 - 2027

Attachment 1b

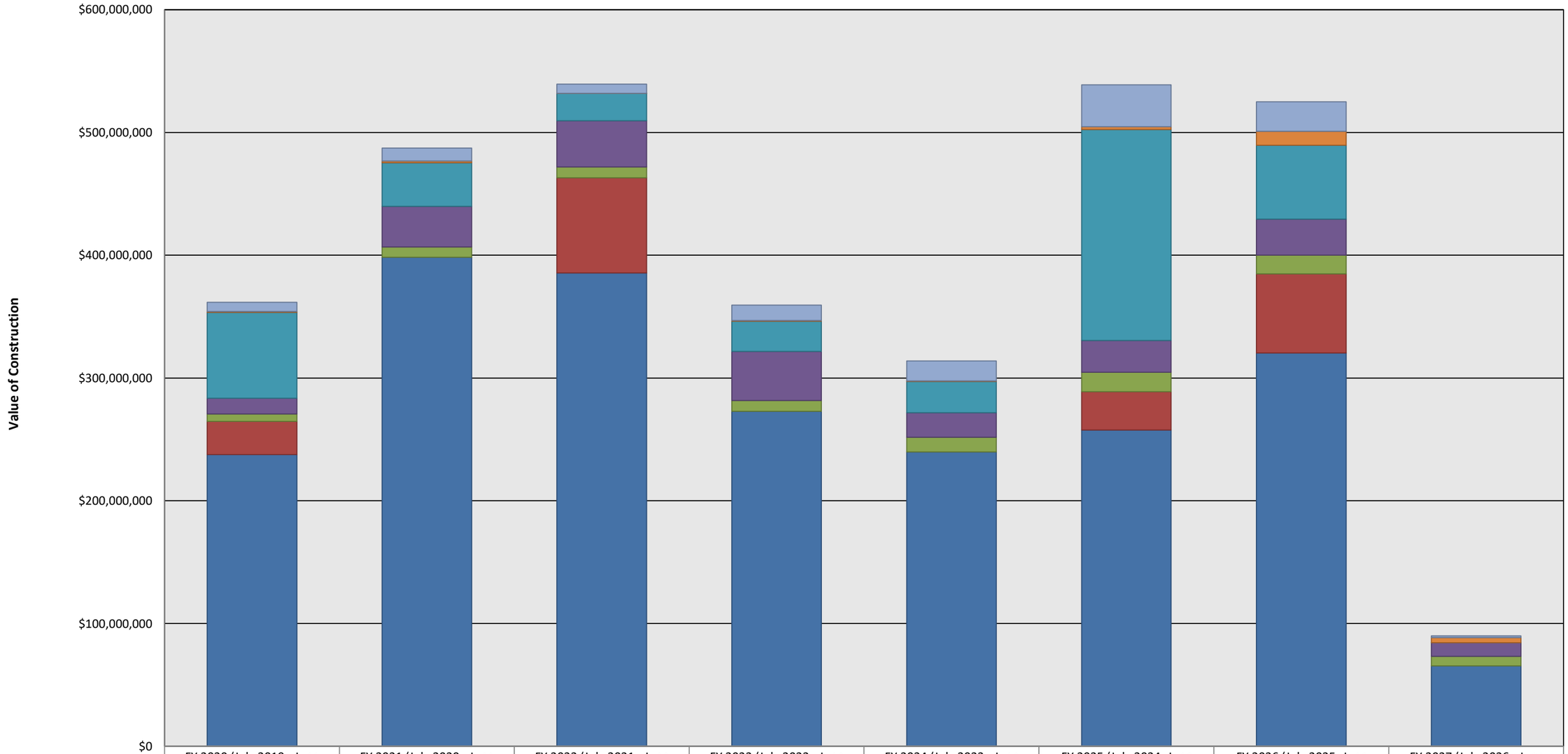


Month	July	August	September	October	November	December	January	February	March	April	May	June
FY 2027 (July 2026 - June 2027)	75	66	50									
FY 2026 (July 2025- June 2026)	137	84	53	50	46	63	56	65	77	67	92	106
FY 2025 (July 2024- June 2025)	49	62	35	41	68	56	86	94	129	115	87	79
FY 2024 (July 2023 - June 2024)	81	63	44	76	37	62	97	59	65	111	59	43
FY 2023 (July 2022 - June 2023)	78	92	72	78	59	41	67	50	66	70	82	76
FY 2022 (July 2021 - June 2022)	106	116	151	130	71	80	105	73	74	81	69	89
FY 2021 (July 2020 - June 2021)	123	102	102	133	52	120	87	95	173	132	87	141
FY 2020 (July 2019 - June 2020)	96	79	65	82	39	91	65	74	63	65	82	124

Notes: 1. Building Permits Issued excludes those Building Permits which were voided or withdrawn.

Town of Bluffton
Value of Construction
FY 2020 - 2027

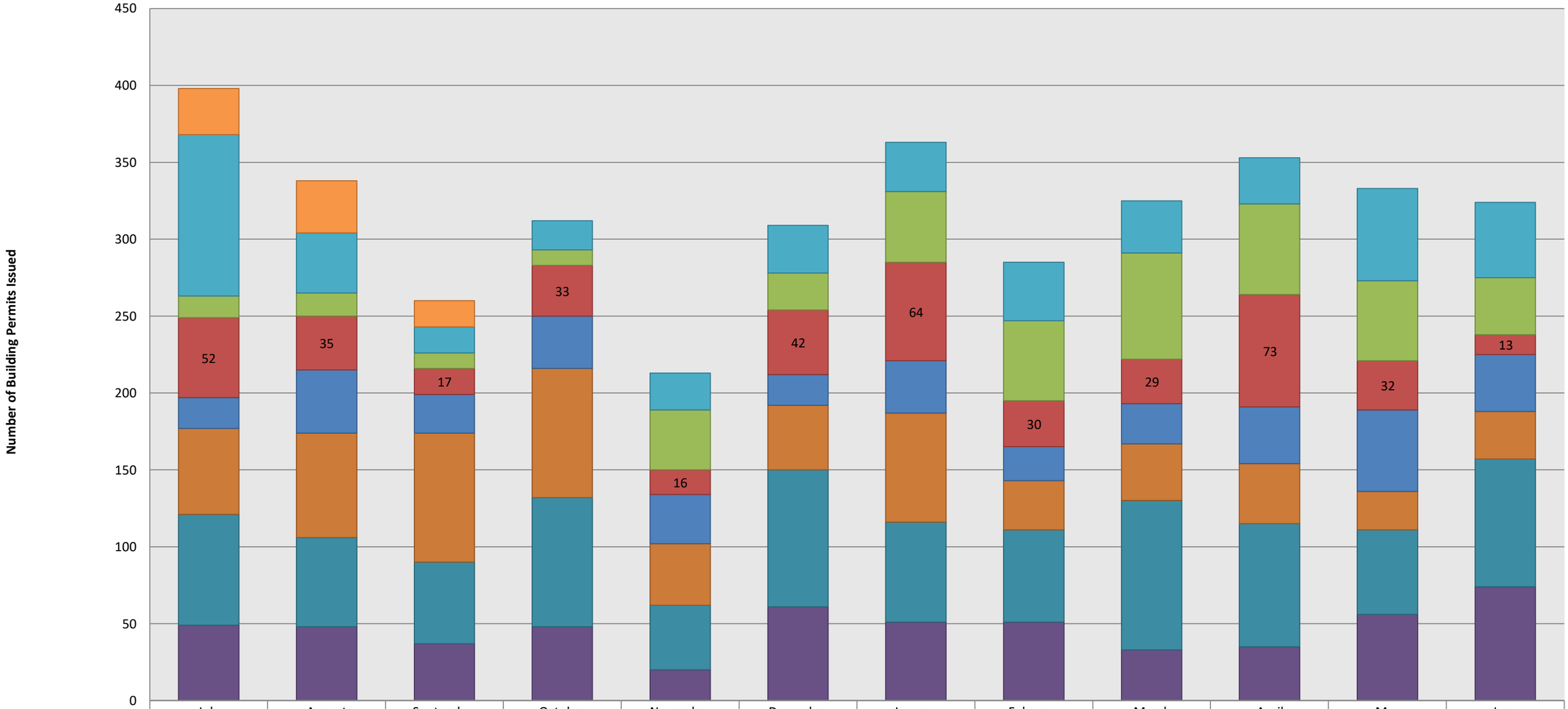
Attachment 1c



Year	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024- June 2025)	FY 2026 (July 2025- June 2026)	FY 2027 (July 2026 - June 2027)
Other Commercial	$7,579,860	$10,412,995	$7,596,115	$12,475,855	$16,317,280	$34,086,632	$24,068,942	$1,494,980
Commercial Additions	$656,000	$1,492,691	$7,550	$526,290	$413,300	$2,244,852	$11,308,165	$4,190,000
New Commercial/ Tenant Upfits	$69,976,821	$35,480,001	$22,266,766	$24,611,903	$25,409,903	$171,813,272	$60,207,937	$18,000
Other Residential	$12,794,241	$33,207,203	$37,696,800	$40,039,634	$19,926,881	$26,021,991	$29,394,835	$11,087,424
Residential Additions/ Renovations	$6,005,043	$8,363,040	$8,762,565	$8,683,202	$11,994,064	$15,775,432	$15,271,168	$7,675,358
New Multi Family - Apartments	$27,045,609	$-	$77,664,502	$-	$-	$31,218,075	$64,463,757	$0
New Single Family	$237,647,960	$398,345,907	$385,446,946	$272,946,813	$239,843,210	$257,635,844	$320,346,949	$65,572,070

Notes: 1. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.
2. Other residential includes: new accessory structure, new accessory residence.
3. Commerical addition includes: additions, screen enclosure, shell.
4. Other commerical includes: remodel and accessory structure.

Town of Bluffton
New Single Family Residential Building Permits Issued Per Month
FY 2020 - 2027

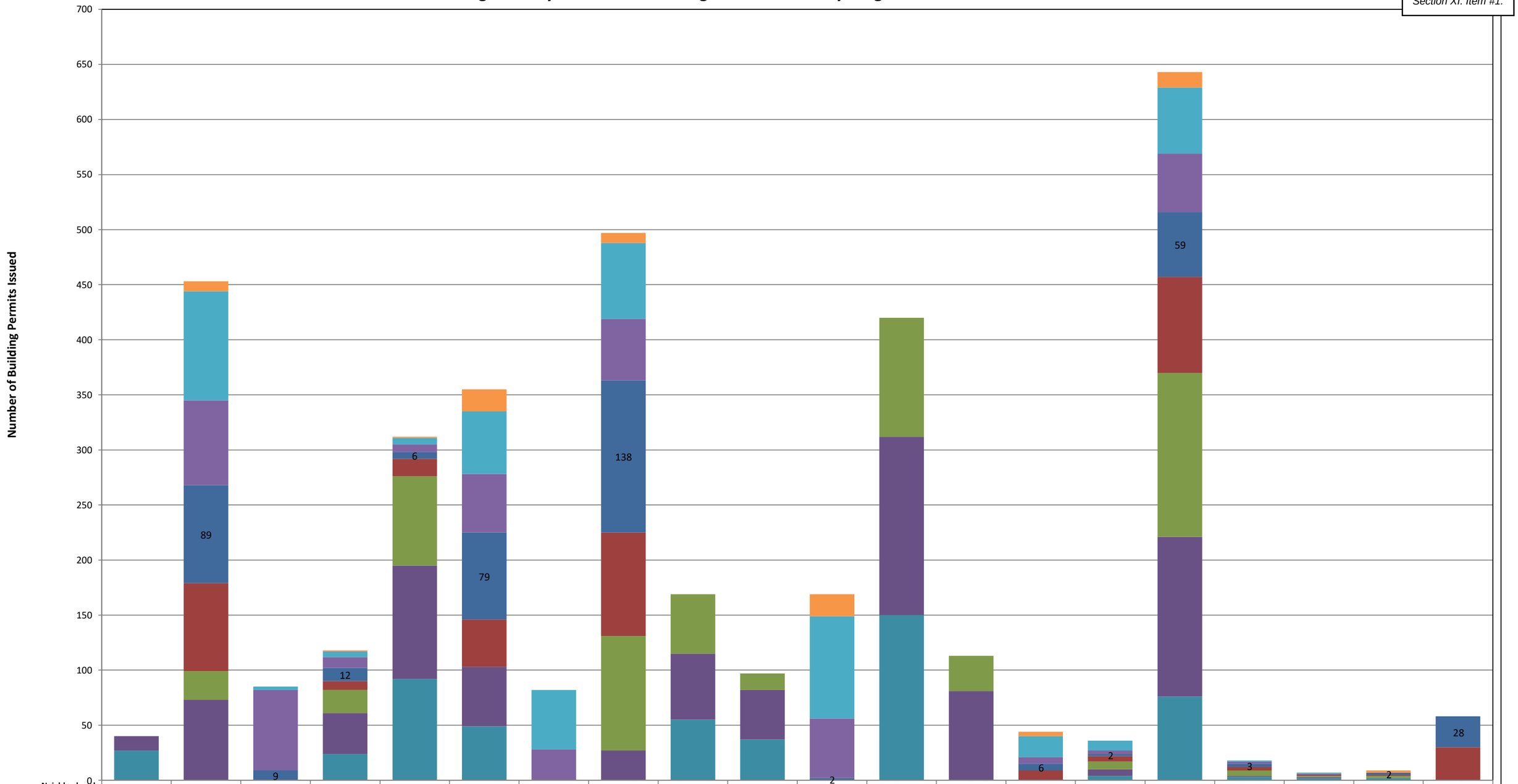


	July	August	September	October	November	December	January	February	March	April	May	June
FY 2027 (July 2026 - June 2027)	30	34	17									
FY 2026 (July 2025- June 2026)	105	39	17	19	24	31	32	38	34	30	60	49
FY 2025 (July 2024- June 2025)	14	15	10	10	39	24	46	52	69	59	52	37
FY 2024 (July 2023 - June 2024)	52	35	17	33	16	42	64	30	29	73	32	13
FY 2023 (July 2022 - June 2023)	20	41	25	34	32	20	34	22	26	37	53	37
FY 2022 (July 2021 - June 2022)	56	68	84	84	40	42	71	32	37	39	25	31
FY 2021 (July 2020 - June 2021)	72	58	53	84	42	89	65	60	97	80	55	83
FY 2020 (July 2019 - June 2020)	49	48	37	48	20	61	51	51	33	35	56	74

Note: Building Permits Issued excludes those Building Permits which were voided or withdrawn.

Town of Bluffton
New Single Family Residential Building Permits Issued by Neighborhood FY 2020 - 2027

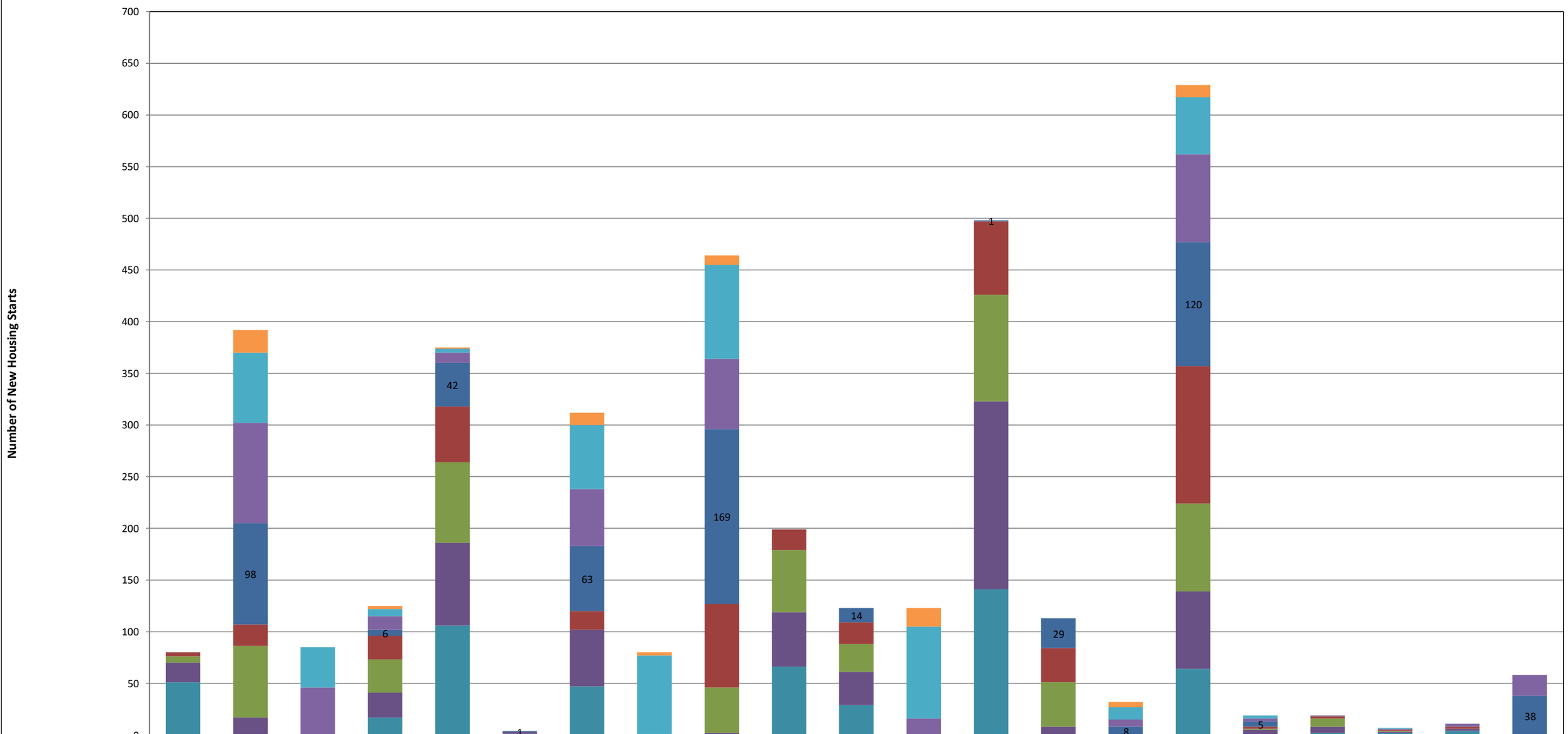
Attachment 1e



Neighborhood	Alston Park	Four Seasons at Carolina Oaks	Hamilton Grove	Hampton Hall	Hampton Lake	Heritage at New Riverside	Indigo Cove	Lakes at New Riverside	Landings at New Riverside	Lawton Station	Midpoint	Mill Creek at Cypress Ridge	New Riverside Forest	New Riverside Village	Old Town-Other	Palmetto Bluff	Rose Dhu Creek Plantation	Stock Farm	Tabby Roads	Washington Square
FY 2027 (July 2026 - June 2027)		9		1	1	20		9			20			4	0	14			2	
FY 2026 (July 2025- June 2026)		99	3	5	6	57	54	69			93			19	9	60	1	1		
FY 2025 (July 2024- June 2025)		77	73	10	7	53	28	56			54			6	3	53	2	1		
FY 2024 (July 2023 - June 2024)		89	9	12	6	79		138			2			6	2	59	3		2	28
FY 2023 (July 2022 - June 2023)		80		8	16	43		94						9	5	87	3	1	1	30
FY 2022 (July 2021 - June 2022)		26		21	81			104	54	15		108	32		7	149	5	1	2	
FY 2021 (July 2020 - June 2021)	13	73		37	103	54		27	60	45		162	81		6	145	1	1		
FY 2020 (July 2019 - June 2020)	27			24	92	49			55	37		150			4	76	3	2	2	

Town of Bluffton
New Single Family Certificates of Occupancy Issued by Neighborhood FY 2020 - 2027

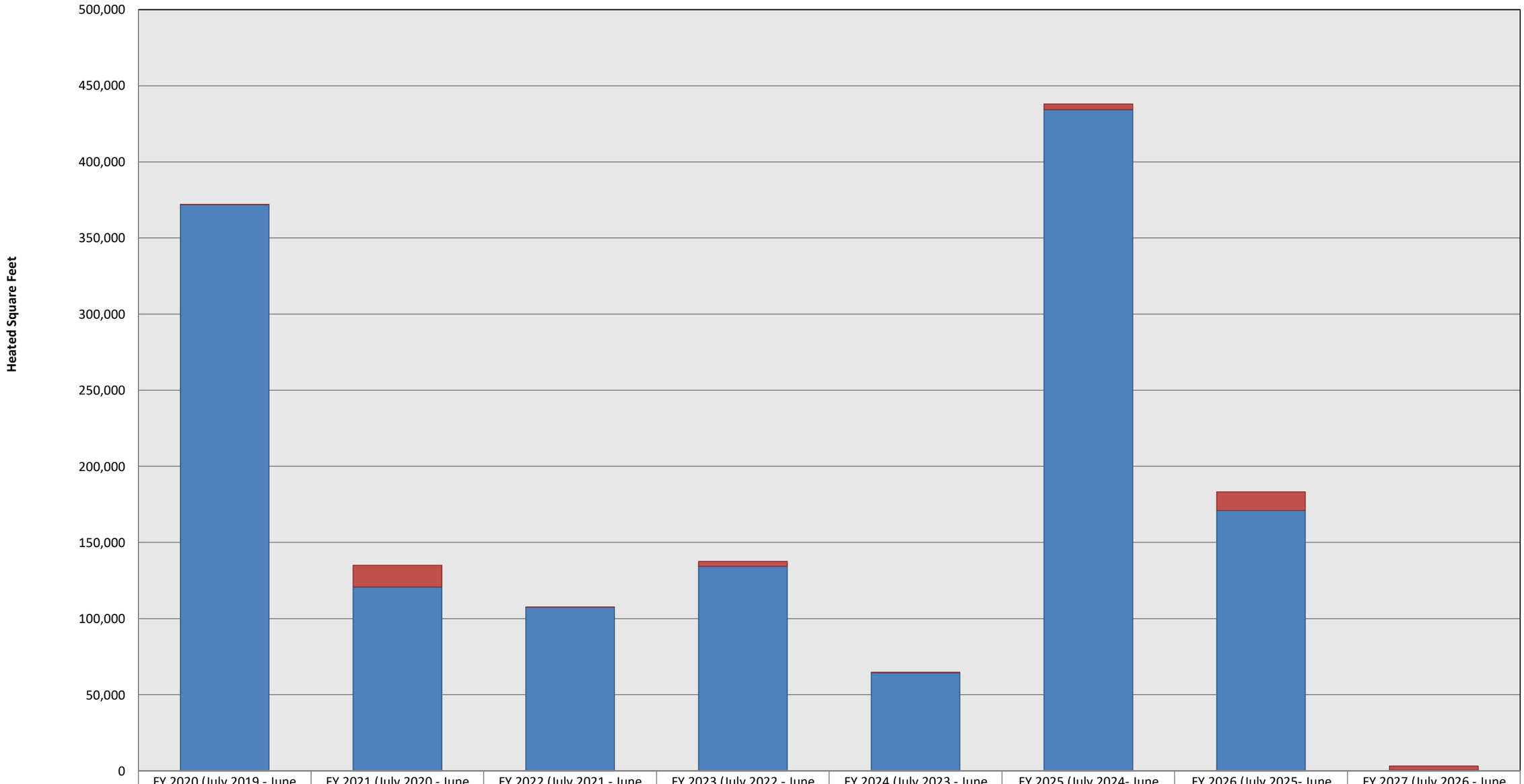
Attachment 1f



	Alston Park	Four Seasons at Carolina Oak	Hamilton Grove	Hampton Hall	Hampton Lake	Haven at New Riverside	Heritage at New Riverside	Indigo Cove	Lakes at New Riverside	Landings at New Riverside	Lawton Station	Midpoint	Mill Creek at Cypress Ridge	New Riverside Forest	New Riverside Village	Palmetto Bluff	Rose Dhu Creek Plantation	Shell Hall	Stock Farm	Tabby Roads	Washington Square
FY 2027 (July 2026 - June 2027)		22		3	1		12	3	9			18			5	12					
FY 2026 (July 2025- June 2026)		68	39	7	4		62	77	91			89			12	55	3		1		
FY 2025 (July 2024- June 2025)		97	46	13	10		55		68			16			7	85	3	1	1	3	20
FY 2024 (July 2023 - June 2024)		98		6	42	1	63		169		14		1	29	8	120	5				38
FY 2023 (July 2022 - June 2023)	4	21		23	54		18		81	20	21		71	33		133	2	2	1	2	
FY 2022 (July 2021 - June 2022)	6	69		32	78				44	60	27		103	43		85	1	8	1		
FY 2021 (July 2020 - June 2021)	19	17		24	80	2	55		2	53	32		182	8		75	5	6	1	2	
FY 2020 (July 2019 - June 2020)	51			17	106	1	47			66	29		141			64		2	2	4	

Town of Bluffton
New Commercial Construction and Additions Heated Square Footage
FY 2020 - 2027

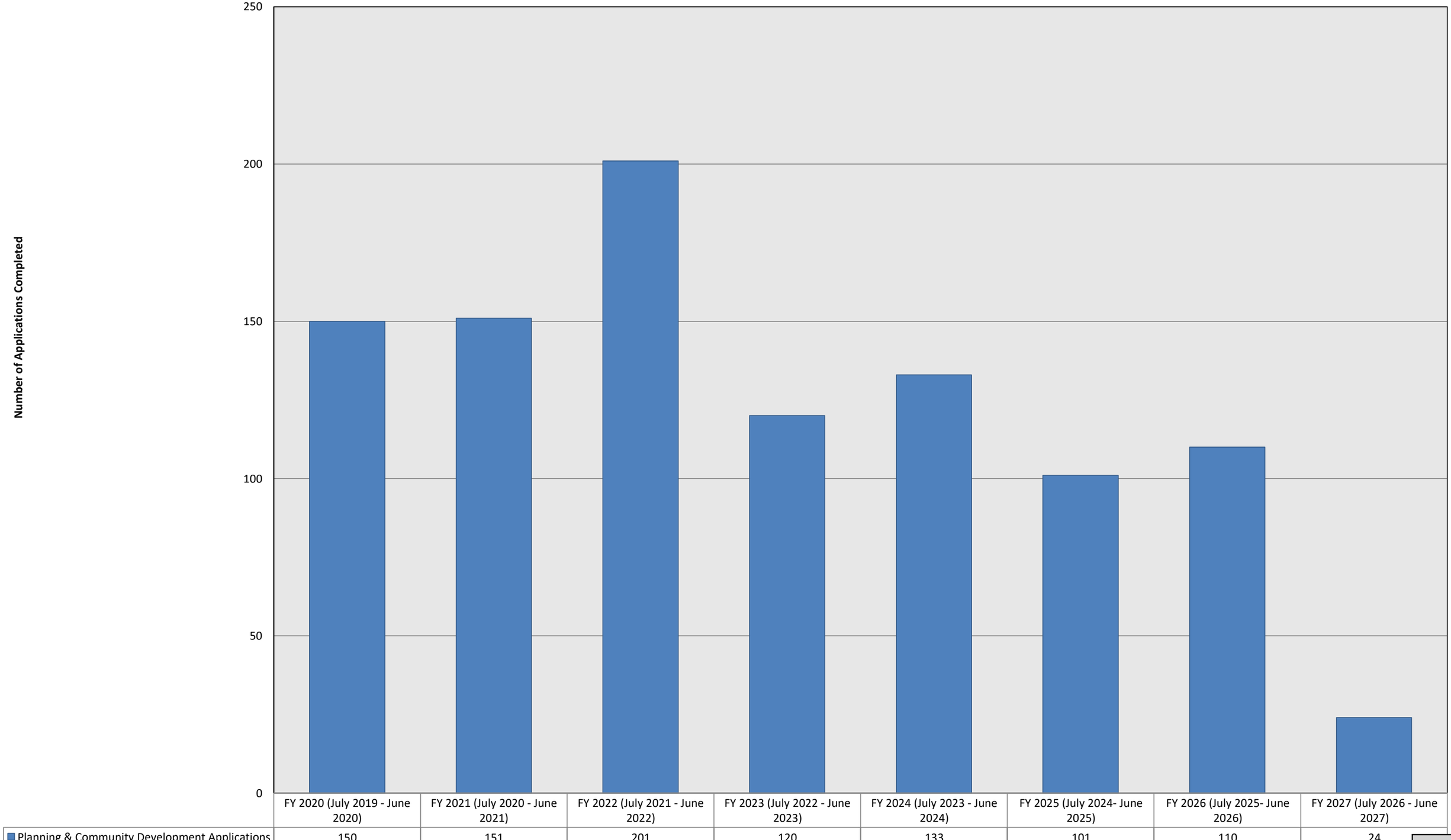
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	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024- June 2025)	FY 2026 (July 2025- June 2026)	FY 2027 (July 2026 - June 2027)
Commercial Additions	66	14,250	108	3,177	428	3,710	12,152	2,677
New Commercial	371,899	120,737	107,572	134,366	64,311	434,315	171,045	400

Town of Bluffton
Planning & Community Development Applications Completed
FY 2020 - 2027

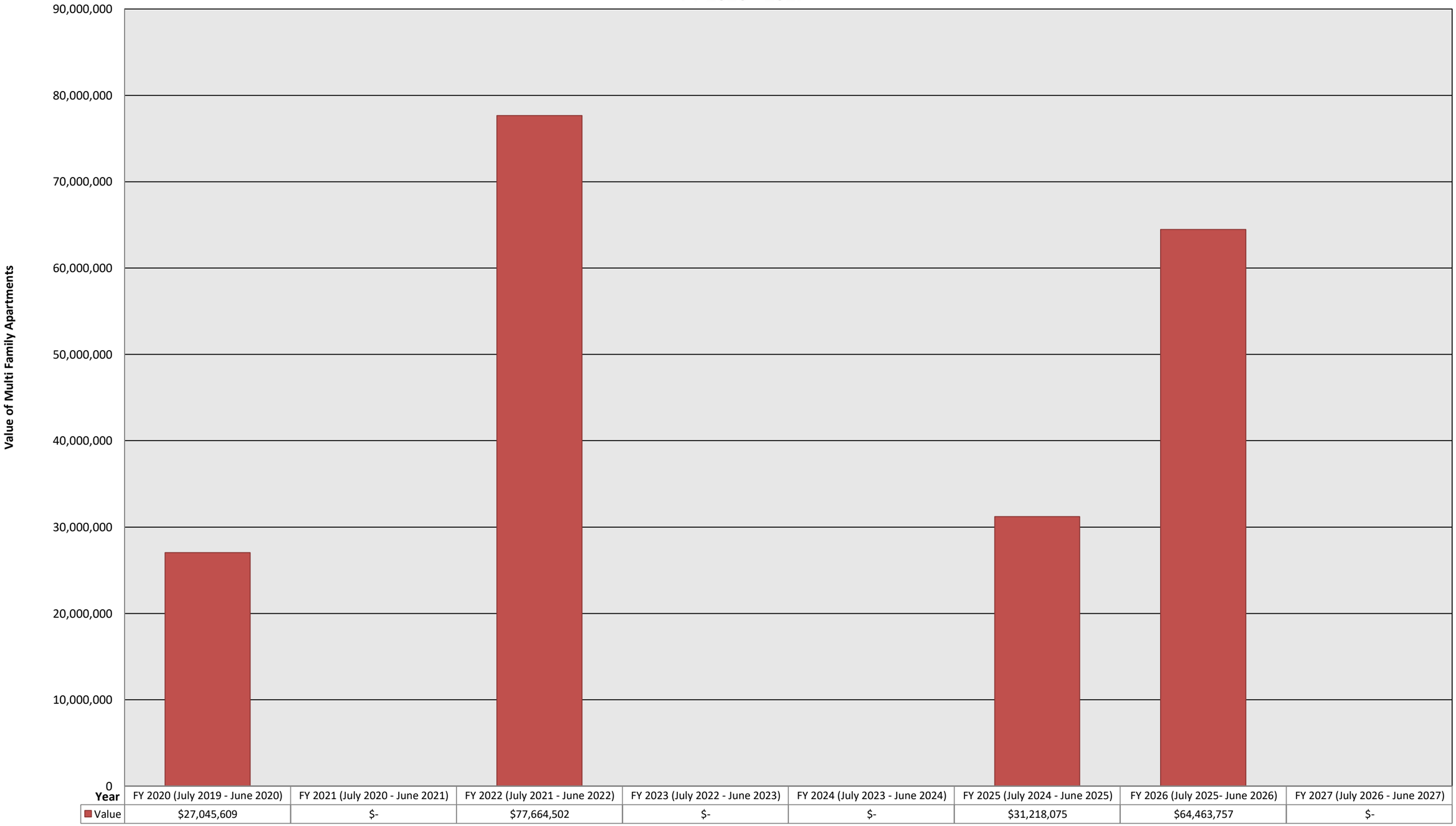
Attachment 1h



	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024- June 2025)	FY 2026 (July 2025- June 2026)	FY 2027 (July 2026 - June 2027)
Planning & Community Development Applications	150	151	201	120	133	101	110	24

Town of Bluffton
Multi Family Apartments Value
FY 2020 - 2027

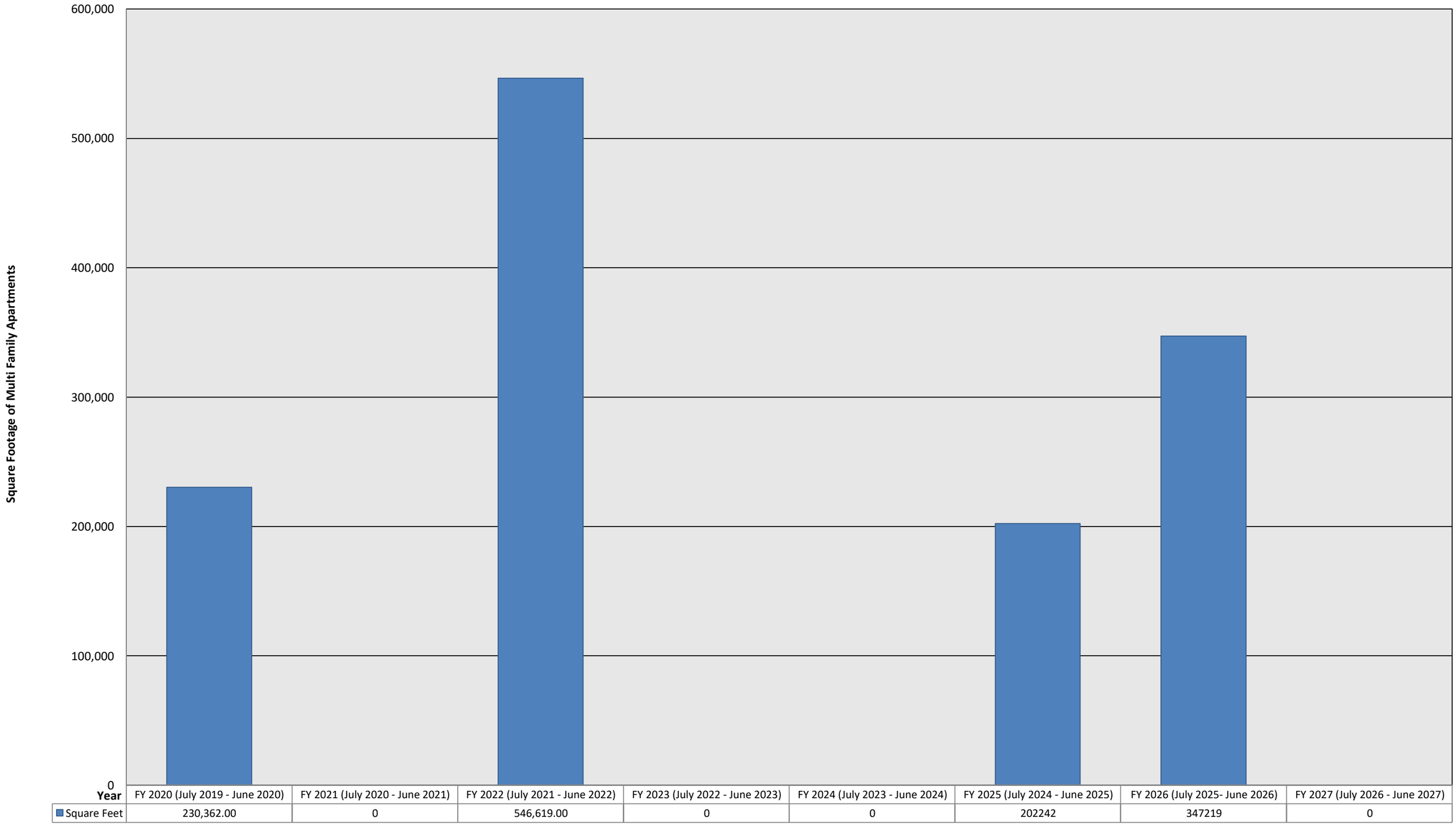
Attachment 1i



Year	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024 - June 2025)	FY 2026 (July 2025- June 2026)	FY 2027 (July 2026 - June 2027)
Value	$27,045,609	$-	$77,664,502	$-	$-	$31,218,075	$64,463,757	$-

Town of Bluffton
Multi Family Apartments Square Footage
FY 2020 - 2027

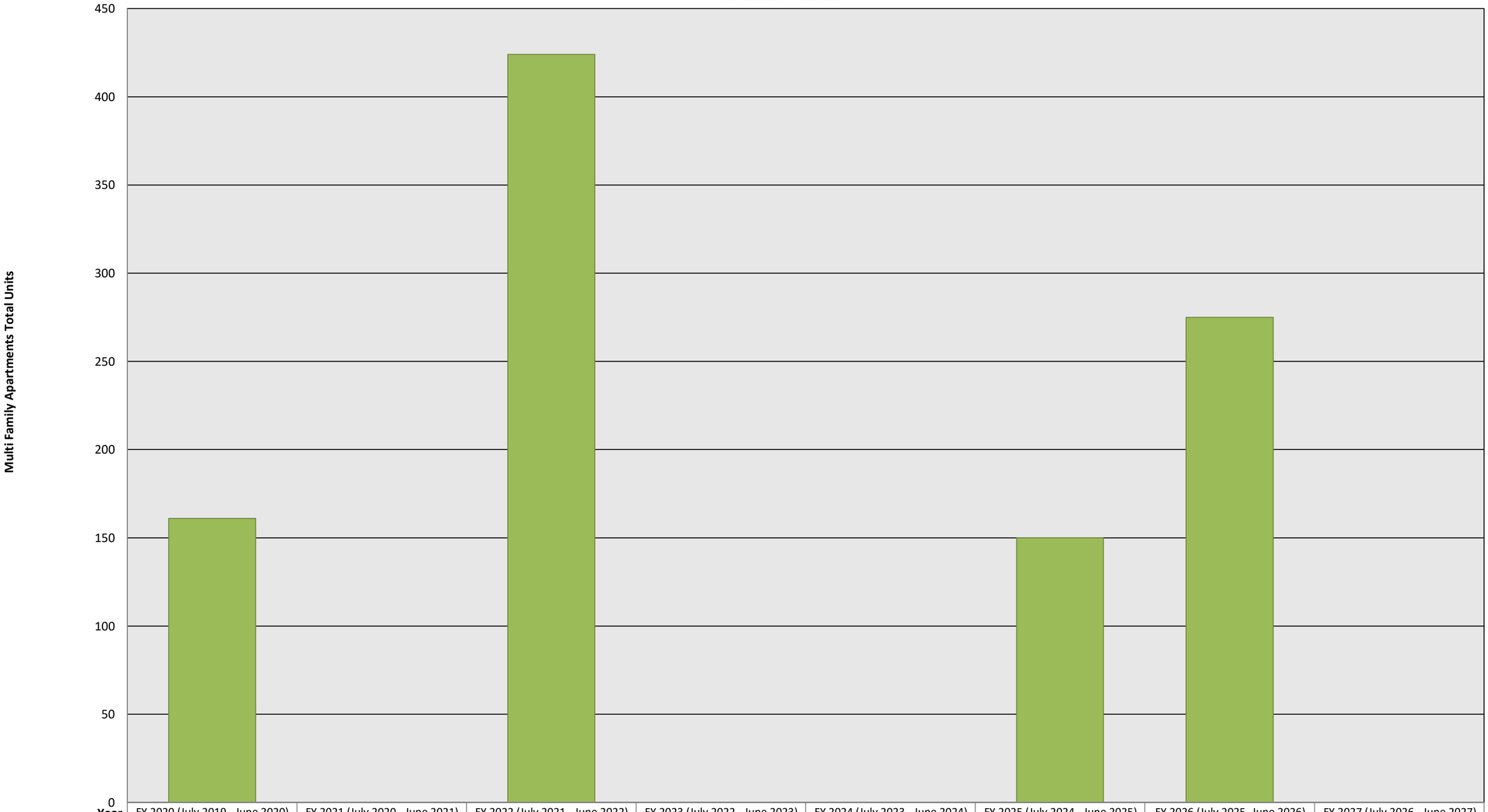
Attachment 1j



Year	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024 - June 2025)	FY 2026 (July 2025- June 2026)	FY 2027 (July 2026 - June 2027)
Square Feet	230,362.00	0	546,619.00	0	0	202242	347219	0

Town of Bluffton
Multi Family Apartments Total Units
FY 2020 - 2027

Attachment 1k



Year	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024 - June 2025)	FY 2026 (July 2025- June 2026)	FY 2027 (July 2026 - June 2027)
Dwelling Units	161	0	424	0	0	150	275	0

Town of Bluffton
20 Bridge St.
PO Box 386
Bluffton, SC 29910
843.706.4500

To: Town Council

From: Stephen Steese, Town Manager

Date: October 2, 2026

Town Operations / Community Meetings

- We had positive progress on two Affordable Housing Projects:
  - 97 Goethe Road recorded their covenants and received their Certificate of Occupation.
  - Council approved the Letter of Intent for 115 Bluffton Road, and it was finalized and executed by all parties.
- The Entertainment Venue Exploratory Committee continues to meet every two weeks. They have heard from venue managers, from fundraising consultants, and from the consultants that completed the feasibility study on the Performing Arts Center. An update will be provided at the October Council Workshop.
- We received the results from our Parks and Recreation Master Planning process. An update will be provided on these results and process at the October Council Workshop.
- The Holly Hill Road and Buckwalter/Washington Square connector road projects continue to move forward. Both have been submitted for review and permitting, and we continue to work with the County and other partners for the funding and construction.
- The Town held our River Sweep on Saturday, September 19th at Oyster Factory Park. We had over 200 participants as they worked to pick up litter around town and in the May River.
- We held Community Meetings for the following:
  - To provide updates on the expiration of the Village at Verdier Development Agreement.
  - To seek input from residents on the Buck Island Road Park Design.

Town Council/Town Attorney Related Meetings

- Weekly Mayor / Mayor Pro Tempore / Manager meetings.
- Mayor Toomer, Mayor Pro-Temp, Council, and staff attended the SOLOCO meeting held in Beaufort on September 22nd. We heard updates from Port Royal and Beaufort on projects and initiatives they are undertaking. We were asked to draft a Joint Resolution asking our State Legislators to fix the Affordable Housing Tax Abatement loophole. We plan to have this ready for the October meeting in Hardeeville.
- Mayor, Council, and staff attended several ribbon-cutting and celebrations throughout the month.
- Mayor Toomer and I attended the quarterly Mayor/Manager meeting. There was discussion on several topics including the single-use plastic ordinance, economic development, and other regional topics.

Updates and Miscellaneous Information

- Town held our September Concert featuring Tru Gentlemen at the New Riverside Barn on September 4th.
- Town held our 9/11 Remembrance Ceremony at the Buckwalter Place Veteran's Memorial.