



Town Council Quarterly Workshop

Tuesday, July 21, 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 06/09/2026

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

VI. PUBLIC COMMENTS

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

VIII. WORKSHOP AGENDA ITEMS

1. Wayfinding Master Planning Study to the July Workshop Agenda - CJ Wilson, Sky Design
- [2.](#) Update and Discussion Related to Proposed Uses at the Buck Island Road Park - Pat Rooney, Capital Improvement Program Manager

IX. PUBLIC HEARING & FINAL READING

X. FORMAL AGENDA ITEMS

- [1.](#) Consideration of an Ordinance for Certain Amendments to the Town of Bluffton’s Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance (UDO), Article 3 – Application Process, Sec. 3.18, Certificate of Appropriateness-Historic District and Sec. 3.19, Site Feature-Historic District Permit, Related to Relocation and Demolition of Non-contributing Resources in Old Town Bluffton Historic District – First Reading – Dan Frazier, Planning and Community and Development Manager

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.](#) Consideration of a Resolution Authorizing the Renewal of a Stormwater Management and Utility Intergovernmental Agreement between Beaufort County and the Town of Bluffton - Andrea Moreno, Watershed Division Manager
4. Reappointment of William Ricketts to Serve as a Member of the Beaufort County Bluffton Township Fire District Board for a Full-Term with the Expiration Date of June 30, 2030 - Marcia Hunter, Town Clerk

XII. EXECUTIVE SESSION

1. Discussion of Negotiations Regarding the Contractual Agreements and Proposed Sale, Lease or Purchase of Property (Pursuant to SC Freedom of Information Act 30-4-70[a][2])
 - Related to Property Usage in Ghost Road Right-of-Way
 - Related to Contractual Matters of Proposed Land Acquisition in the Area within the Buckwalter PUD
2. Legal Advice Related to Potential Resolution (Pursuant to SC Freedom of Information Act 30-4-70[a][2])

XIII. ACTION FROM EXECUTIVE SESSION**XIV. ADJOURNMENT**

NEXT MEETING DATE: Tuesday, August 11, 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

June 09, 2026

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Toomer.

III. INVOCATION

The Invocation was delivered by Councilmember Frazier.

IV. ADOPTION OF THE MINUTES

1. Regular Meeting Minutes of 05/12/2026

A motion was made by Councilmember Wood and was seconded by Mayor Pro Tempore Hamilton to approve the Regular Meeting Minutes of 05/12/2026.

All were in favor and the motion passed.

2. Budget Workshop Minutes of 05/21/2026

A motion was made by Mayor Pro Tempore Hamilton and was seconded by Councilmember Frazier to approve the Budget Workshop Minutes of 05/21/2026.

All were in favor and the motion passed.

3. Budget Workshop Minutes of 05/28/2026

A motion was made by Mayor Pro Tempore Hamilton and was seconded by Councilmember Wood to approve the Budget Workshop Minutes of 05/28/2026.

All were in favor and the motion passed.

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. Beaufort County School District Character Student of the Month - Mayor Larry Toomer

Mayor Larry Toomer, on behalf of Town Council, honored Bluffton High School 12th-grade student, Camille Johnson, for the character trait of forgiveness.

2. Juneteenth Proclamation - Mayor Larry Toomer

Mayor Larry Toomer, on behalf of Town Council, presented the Juneteenth Proclamation to Bluffton MLK Observance Committee member Angela Douglas.

3. Carolina Days Proclamation - Mayor Larry Toomer

Mayor Larry Toomer, on behalf of Town Council, presented the Carolina Days Proclamation to Bluffton 250 Committee Member Michael Williams.

4. Update of Beaufort County Transportation Penny Tax Advisory Committee (TAC) - Lisa Sulka

An update of Beaufort County Transportation Penny Tax Advisory Committee (TAC) was presented to council by Lisa Sulka.

VI. PUBLIC COMMENT

Ms. Robin Otterbine, 12 Pine Ridge Drive, expressed concerns about unsafe operation of e-bikes and scooters in local neighborhoods, noting widespread disregard for pedestrian and vehicle safety rules.

Ms. Otterbine recommended forming a committee to consider a local ordinance, similar to golf cart regulations, addressing safety, infrastructure, education, and user responsibility. She reported near-miss incidents involving reckless e-bike use on sidewalks and expressed her willingness to assist in developing a solution.

Council acknowledged the issue and stated they are exploring potential approaches.

Mr. David Cowart, 23 Pinecrest Way, thanked Council for not supporting recent redevelopment proposals for the Pinecrest golf course and surrounding properties. He reported that a group has approached the POA president with interest in purchasing the pub building and adjacent land, with the intent to reopen it as a restaurant and potentially construct approximately 20 homes, noting this was a confirmed inquiry.

Mr. Cowart also stated that the golf course owners are making a good-faith effort to maintain the property and that it does not appear derelict. He expressed appreciation for Council's continued support.

Mr. Drew Lonker, 101 Mercer Rd., Savannah, GA, civil engineer with Thomas & Hutton, spoke regarding proposed updates to the Town's wetland and stormwater ordinances. He requested clearer criteria for the variance process, noting that wetland permitting often involves lengthy timelines and multiple agencies, and applicants need consistency in how permits will be evaluated.

He also raised concerns about wetland buffer requirements extending onto adjacent properties and asked that this issue be clarified in the ordinance revisions.

Mr. Lonker commended staff for their work and encouraged further review of these items before adoption.

Ms. Catherine "Cat" Donaldson, Palmetto Beach Lane, addressed Council regarding two concerns. She questioned the projected cost of the planned disc golf course and recommended seeking local business sponsorships for each of the 18 holes, noting she would participate as an early sponsor.

Ms. Donaldson also expressed concerns on behalf of nearby business owners regarding the proposed May River Road closure for the Juneteenth celebration and other Town events. She noted financial impacts experienced during last year's closure and asked the Town to consider the economic effects and evaluate alternative locations or routes that could accommodate large crowds without requiring road closure.

Will Howard - 65 Red Cedar Street - Mr. Howard spoke regarding the proposed wetland ordinance. He noted that, as a member of the Planning Commission, he did not support the ordinance in the

form previously presented. Mr. Howard stated that the draft lacked clear, quantitative criteria for the waiver process and for any additional permit conditions the Town might impose beyond those issued by the South Carolina Bureau of Coastal Management. He expressed concern that the ordinance, as written, was overly subjective and could create uncertainty for property owners and developers who have already met state permitting requirements.

He also noted that coastal counties, including Bluffton, still require state permits for impacts to non-jurisdictional wetlands. Mr. Howard requested that any revised ordinance remove subjectivity and include objective, measurable standards for evaluating wetland impacts.

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

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

Councilmember Frazier addressed public comments regarding the Bluffton Juneteenth Festival, emphasizing its historical significance and noting that no businesses have reported direct negative impacts to the MLK Observance Committee or Town Council. She stated the event follows required state and local protocols, provides offsite parking and trolleys, and benefits nearby businesses. Councilmember Frazier encouraged anyone with concerns to contact the committee or Council.

Mayor Toomer expressed support for Bluffton Juneteenth Festival but suggested Council should review road closure impacts due to increasing traffic on May River Road.

VIII. WORKSHOP AGENDA ITEMS

There were no Workshop Agenda Items to report.

IX. PUBLIC HEARING & FINAL READING

1. Consideration of an Ordinance Approving the Town of Bluffton Fiscal Year 2027 Proposed Consolidated Budget – Public Hearing & Final Reading – Stephen Steese, Town Manager

A motion was made by Councilmember Wood and was seconded by Mayor Pro Tempore Hamilton approving the second and final reading of the Town of Bluffton Fiscal Year 2027 Proposed Consolidated Budget.

Town Council unanimously approved the Fiscal Year 2027 Proposed Consolidated Budget and the motion passed.

X. FORMAL AGENDA ITEMS

1. Consideration of an Ordinance Authorizing an Economic Development Incentive Agreement between the Town of Bluffton and Sterling Corporation (d/b/a Sterling Helicopter) Second and Final Reading – Paul Arvantides, CEO, Don Ryan Center for Innovation

A motion was made by Councilmember Burden and was seconded by Councilmember Wood approving the second and final reading of an Ordinance Authorizing an Economic Development Incentive Agreement between the Town of Bluffton and Sterling Corporation (d/b/a Sterling Helicopter).

Town Council unanimously approved and the motion passed.

2. Consideration of a Resolution to Install a 4-way Stop Sign at the Intersection of Boundary and Lawrence Streets – Stephen Steese, Town Manager

A motion was made by Councilmember Wood and was seconded by Mayor Pro Tempore Hamilton to approve a resolution to install a 4-way stop sign at the Intersection of Boundary and Lawrence Streets.

Town Council unanimously approved and the motion passed.

3. Consideration of a Resolution Authorizing an Extension of the Validity Period for the Purchase and Sale of a Parcel of Real Property located in Bluffton, SC of Approximately 55.18 Acres Owned by Inland Bluffton, LLC - Stephen Steese, Town Manager

A motion was made by Mayor Pro Tempore Hamilton and was seconded by Councilmember Burden to approve a resolution authorizing an extension of the validity period for the purchase and sale of a parcel of real property located in Bluffton, SC of approximately 55.18 Acres owned by Inland Bluffton, LLC.

Town Council unanimously approved and the motion passed.

4. Consideration of a Resolution to Establish an Entertainment Venue Exploratory Workgroup – Chris Forster, Assistant Town Manager

A motion was made by Councilmember Wood and was seconded by Councilmember Burden to approve a resolution establishing an Entertainment Venue Exploratory Workgroup.

Town Council unanimously approved and the motion passed.

5. Consideration of an Ordinance to Amend Town of Bluffton Code of Ordinances, Chapter 23 - Unified Development Ordinance, Article 5 - Design Standards, Sec. 5.10 (Stormwater); and Article 9 - Definitions and Interpretation, Sec. 9.2 (Defined Terms) - First Reading - Andrea Moreno, Watershed Division Manager

A motion was made by Councilmember Frazier and was seconded by Mayor Pro Tempore Hamilton to approve the first reading of an ordinance to amend Town of Bluffton Code of Ordinances, Chapter 23 - Unified Development Ordinance, Article 5 - Design Standards, Sec. 5.10 (Stormwater); and Article 9 - Definitions and Interpretation, Sec. 9.2 (Defined Terms).

Town Council unanimously approved and the motion passed.

6. Consideration of Accommodations Tax Advisory Committee Funding Recommendations for Quarter Ending March 31, 2026 - Shannon Milroy, Budget & Procurement Manager

- Farmer's Market of Bluffton requesting a supplemental \$9,375 to assist with facility rental fees during the 2026 Market Season

A motion was made by Councilmember Wood and was seconded by Councilmember Burden to approve a \$9,375 supplemental grant to The Farmer's Market of Bluffton for additional facilities support during the 2026 Market Season.

Town Council unanimously approved and the motion passed.

- Hilton Head Symphony Orchestra requesting \$46,818 for the 2026 Bluffton Concerts
A motion was made by Councilmember Burden and was seconded by Councilmember Wood to approve a \$46,818 grant to the Hilton Head Symphony Orchestra for the 2026 Bluffton Concerts.

Town Council unanimously approved and the motion passed.

- Beaufort Water Search and Rescue requesting \$21,875 for the purchase of a replacement boat- ATAC Recommendation of no award - \$0
A motion was made by Mayor Pro Tempore Hamilton and was seconded by Councilmember Wood to support the recommendation made by ATAC of no award to Beaufort Water Search and Rescue for the purchase of a replacement boat.

Town Council unanimously approved and the motion passed.

- Beaufort Water Search and Rescue requesting \$7,500 for a targeted FY2026 Tourism Safety Awareness & Marketing Campaign - ATAC Recommendation of no award - \$0
A motion was made by Councilmember Wood and was seconded by Mayor Pro Tempore Hamilton to support the recommendation made by ATAC of NO AWARD to Beaufort Water Search and Rescue for the FY2026 Targeted Marketing Campaign.

Town Council unanimously approved and the motion passed.

- Bluffton MLK Observance Committee requesting \$20,000 for the 11th Annual Juneteenth Festival

A motion was made by Mayor Pro Tempore Hamilton and was seconded by Councilmember Wood to approve a \$20,000 grant to The Bluffton MLK Observance Committee in support of the 11th Annual Juneteenth Celebration Weekend.

Councilmember Frazier currently serves on the Bluffton MLK Observance Committee and has recused herself from this item.

In a 3-1 vote, Council approved the grant request.

Voting Yea: Mayor Toomer, Mayor Pro Tempore Hamilton and Councilmember Wood

Voting Nay: Councilmember Burden

- Historic Bluffton Foundation requesting \$50,000 for Heyward House Museum's FY2027 Operations

A motion was made by Mayor Pro Tempore Hamilton and was seconded by Councilmember Wood to approve a \$50,000 grant to the Historic Bluffton Foundation in support of FY2027 operating expenses related to the Heyward House Museum.

Town Council unanimously approved and the motion passed.

7. Approval to Authorize a Construction Contract with Nix Construction Company, Inc. for New Riverside Barn Park Disc Golf Course (Fiscal Impact: \$229,385.03) - Pat Rooney, Capital Improvements Program Manager

A motion was made by Councilmember Burden and was seconded by Councilmember Wood to authorize the Town Manager to enter into a contract with Nix Construction Company, Inc. for New Riverside Barn Park Disc Golf Course (Fiscal Impact: \$229,385.03)

Town Council unanimously approved and the motion passed.

8. Consideration of a Resolution for Fiscal Year 2027 Annual Marketing Plan Presented by the Destination Marketing Organization - Ariana Pernice, Vice-President Visitor & Convention Bureau, Hilton Head Island-Bluffton Chamber of Commerce and Natalie Majorkiewicz, Director of Finance & Administration

A motion was made by Councilmember Frazier and was seconded by Councilmember Wood to approve a resolution authorizing Fiscal Year 2027 Annual Marketing Plan Presented by the Destination Marketing Organization

Town Council unanimously approved and the motion passed.

XI. CONSENT AGENDA ITEMS

A motion was made by Mayor Pro Tempore Hamilton and was 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
3. Consideration of Emergency Procurement of HVAC System for the Law Enforcement Center (Fiscal Impact \$374,459.00) - Larry Beckler, Director of Public Resources
4. Consideration of a Resolution Authorizing Acceptance of Amended Easement Donation from Beaufort County School District Necessary to Complete Portions of the Pritchard Street Streetscape and Drainage Project - Kimberly Washok-Jones, Director of Projects and Watershed Resilience
5. Consideration of a Resolution Authorizing the Renewal of a Three-Party Intergovernmental Agreement for Indigent Defense Representation at the Town of Bluffton Municipal Court with the Law Office of Carol A. Miller and City of Beaufort - Lisa Cunningham, Clerk of Court
6. Consideration of Authorization for the Town Manager to Engage in Negotiations for a New Bluffton Municipal Court Prosecutor - Chief Joe Babkiewicz, Bluffton Police Department
7. Consideration of Memoranda of Agreement or IGA Annual Renewals - Chris Forster, Assistant Town Manager
 - Bluffton Township Fire District for Vehicle Maintenance
 - Beaufort County School District for School Resource Officers and Crossing Guards
 - South Carolina Department of Juvenile Justice for Detention Services

XII. EXECUTIVE SESSION

A motion was made by Mayor Pro Tempore Hamilton and was seconded by Councilmember Frazier to enter into 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])

XIII. ACTION FROM EXECUTIVE SESSION

A motion was made by Councilmember Burden and seconded by Mayor Pro Tempore Hamilton to Appoint the following citizens with terms expiring June 30, 2029:

Michael LaPorte to the Accommodations Tax Advisory Committee - Hospitality seat

Lindsay Hartman to the Don Ryan Center for Innovation Board - Director seat

Josh Tiller to the Board of Zoning Appeals

Sarah Witcher to the Public Arts Committee

Ashely Feaster, Charlie Wetmore, David Johnson, Lisa Sulka, Joel Taylor, Lynn Hummel, and Houssam Aboukhater to the Entertainment Venue Exploratory Committee

Reappoint the following citizens with terms expiring June 30, 2029:

Christy Parker, Nate Pringle and Scott Thrasher to the Accommodations Tax Advisory Committee

Jessica Palladino to the Beautification Committee

Denolis Polite, Doug Magill and Meg James to the Affordable Housing Committee

Tim Dolnik and Gerry Workman to the Board of Zoning Appeals

Joe Nix, Rob Marino, and Kari Miller to the Construction Board of Adjustments and Appeals

Joe DePauw, Carletha Frazier, Jim Hess and Debbie Wunder to the Historic Preservation Commission

Michael Brock and Lydia DePauw to the Planning Commission

Michael Frazier, Reginald Howard, Mayra Rivera-Vasquez and Tabor Vaux to the Law Enforcement Citizens Advisory Committee

Town Council unanimously approved and the motion passed.

XIV. ADJOURNMENT

A motion was made by Councilmember Wood and was seconded by Mayor Pro Tempore Hamilton to adjourn the meeting at 8:32 PM.

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

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

DRAFT

TOWN COUNCIL QUARTERLY WORKSHOP



STAFF REPORT
Projects and Watershed Resilience Department

MEETING DATE:	July 21, 2026
PROJECT:	Update and Discussion Related to the Buck Island Road Park
PROJECT MANAGER:	Patrick Rooney, Capital Improvements Program Manager

REQUEST: Staff requests that Town Council review the results of public engagement surveys and provide input related to the proposed recreational uses for the Buck Island Road Park.

BACKGROUND: Town Council approved the purchase of 15.12 acres at 140 Buck Island Road on 3/4/2024. The purpose of the acquisition was to reduce residential density within Buck Island/Simmons ville Neighborhood area and provide a location for a future neighborhood park. The need for a neighborhood park is identified in the Buck Island-Simmons ville Neighborhood Plan Update (2024) Action Plan – Land Use & Zoning Strategy #3, “[Explore the potential to purchase land and develop a community park](#)” (pg. 64).

The property is currently vacant and consists of 8.53 acres of upland and 6.59 acres of wetland (Attachment 1). With the adoption of the FY26 Consolidated Budget, Town Council allocated funding for the park’s design. Subsequently, Staff engaged with Wood + Partners to lead the public engagement process and provide conceptual design services.

Public engagement to identify desired park features began in Spring 2025. Town Staff presented the results of a survey obtained from Bluffton Middle School students at the 10/21/2025, Quarterly Workshop. The survey included 563 responses from the students indicating their preferred recreational uses to be included at the park (Attachment 2).

At the October 2025 Workshop, Council requested Staff solicit additional input from a broader age group of citizens living in the adjacent neighborhoods. Two public engagement efforts have since been completed including a Public Open House/Input Session at the Rotary Center on 2/25/2026 (Attachment 3) and a mailed survey sent in April 2026 to 900 area residents within the Buck Island, Simmons ville Rd. and Pinecrest neighborhoods. The results of the two additional public engagement exercises will be presented at the 7/21/2026 Town Council Workshop (Attachment 4).

NEXT STEPS: Based on input received from Town Council at this Workshop, the Capital Improvements Program Staff will work with a multidisciplinary design team - including civil engineers, architects and landscape architects - to prepare a final master plan, construction

documents and obtain necessary regulatory permits for the park. Design and permitting tasks are anticipated to be substantially completed in 2027. The construction schedule will be determined based on funding allocations provided in future fiscal year budgets.

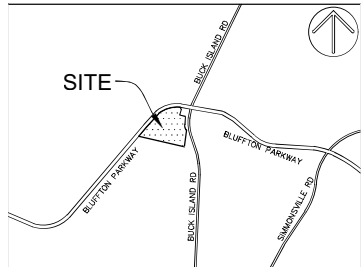
SUMMARY: This project was an identified need in the Buck Island-Simmons ville Neighborhood Plan Update (2024) and originated with the adoption of the Town of Bluffton FY26 Consolidated Budget and aligns with the following **Strategic Focus Areas and Guiding Principles** identified in the FY25-FY26 Strategic Plan:

- **Community Quality of Life – Guiding Principle #4:** Foster and support place-based initiatives and evaluate community policies, programs, and gathering places, and events that promote healthy and quality lifestyles for our diverse citizenry
- **Infrastructure – Guiding Principle #3:** Establish long-term planning, prioritization and investments strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.

Consistent with these guiding principles, staff request Town Council to review public engagement surveys and provide direction regarding the preferred recreational elements for the proposed Buck Island Road Park to allow for master planning and final design to proceed.

ATTACHMENTS:

1. Site Location Map
2. Bluffton Middle School Survey Results
3. Public Open House/Public Input Session Results
4. Mailed Survey Results



VICINITY MAP
SCALE: NOT TO SCALE



SITE INFORMATION:
PARCEL #: R610 031 000 0003 0000
ADDRESS: 140 BUCK ISLAND ROAD
ZONING: RG (RESIDENTIAL GENERAL)

- NOTES:
- WETLAND SETBACK SHOWN AS 20'. TO BE VERIFIED.

Amenity	Grade 6	Grade 7	Grade 8	Total	Rank
Sand Volleyball Court	25	32	45	102	1
Artificial Turf Open Space	16	45	19	80	2
Zipline	25	17	15	57	3
Playground Equipment	12	29	12	53	4
Wetland Wildlife Viewing	14	26	9	49	5
Pump Track	14	11	22	47	6
Adventure Free Play	4	27	10	41	7
Ninja Fitness Equipment	14	19	5	38	8
Soccer Field	7	0	6	27	9
Basketball Covered				26	10
Natural Grass Open Space	6	2	17	25	
Bicycle/Multi-Use Trails	4	4	8	16	
Covered Basketball Court	0	0	15	15	
Open Space Amphitheatre	4	0	10	14	
Nature Based Shelter	4	3	4	11	
Outdoor Table Tennis	0	6	1	7	
Basketball Court	0	6	1	7	
Bases for W/B Ball	5	0	0	5	
Big Kid Zipline	0	0	4	4	
Batting Cage	0	0	3	3	
Permanent Corn Hole	0	2	0	2	
Trampoline	0	2	0	2	
Bocce	0	1	0	1	
Putt-Putt	0	1	0	1	

Amenity	Votes	Rank
Multipurpose Field (natural or artificial)	6	1
Basketball Court	6	1
Picnic Shelters & Open Space Amphitheater	6	1
Indoor Community Center	4	2
Playground Equipment, Outdoor Fitness Equip, Zipline	4	2
Wetland Boardwalks & Wildlife Viewing	3	3
Trails for Jogging/Walking/Bicycle	3	3
Volleyball	2	4
Dog Park	1	5
Cornhole	1	5

Buck Island Road Park Community Input Survey Results

	Extremely	Very	Somewhat	Not Much	Not at All
Trails: Jogging, Walking, Biking, Pump Track	133	39	16	4	8
Nature: Wetland, Boardwalk, Wildlife Viewing	132	34	18	6	9
Play: Zipline, Open Space, Playground	42	39	47	32	35
Sports: Sport courts, Volleyball, Fitness	38	30	56	34	46
Community: Stage, Meeting Space, Picnic Shelters	38	39	38	30	51
Leisure: Bocce, Horseshoe, Cornhole	22	29	47	38	53

Other Ideas:

Reclaimed water ponds	Bird houses	Parking options available 2	No ebikes 3	Viewing platforms
Splash pad 7	Leave natural & untouched 5	Skate park	Walking trails only	Handicap access
Pump track 3	Shade sails 3	Mini golf	Pavilion	Keep clean
Boardwalk/nature trail 5	Pergolas	Benches 2	Abundent lighting	Adults only park
Golf course	Oval running track	Restrooms 2	Community garden	Swimming pool 2
Disc golf	Amphitheater 2	Food truck areas 4	Fishing ponds	Rollercoaster
Zipline 2	Skating rink	Farmers market 2	Gardens	
Tennis practice wall	Tennis/Pickleball 8	Water park	Butterfly garden	
Dog park 9	Open lawn 4	Sports complex	Bee polynation garden	
Pet waste stations 3	Playground 2	Bottle filler	Natural playground features	

TOWN COUNCIL

STAFF REPORT
Growth Management Department



MEETING DATE:	July 14, 2026
PROJECT:	Amendments to the Town of Bluffton Code of Ordinances Chapter 23 – Unified Development Ordinance, Article 3 (Application Process) – Sec. 3.18 (Certificate of Appropriateness-Historic District) and Sec. 3.19 (Site Feature-Historic District Permit) as it Relates to Demolition of Non-Contributing Structures in Old Town Bluffton Historic District
PROJECT MANAGER:	Kevin Icard, AICP Director of Growth Management

REQUEST: Approve First Reading of an Ordinance Amending the Town of Bluffton Code of Ordinances Chapter 23, Unified Development Ordinance, Article 3 (Application Process) – Sec. 3.18 (Certificate of Appropriateness-Historic District) and Sec. 3.19 (Site Feature-Historic District Permit) as it Relates to Demolition of Non-Contributing Structures in Old Town Bluffton Historic District.

BACKGROUND: In 2024, the Town amended the UDO to add or refine processes and review criteria for the relocation and demolition of structures within Old Town Bluffton Historic District. This amendment distinguished contributing and non-contributing structures. Those that are contributing add to the “historic associations [and] architectural qualities...that relate to the documented significance of Old Town Bluffton Historic District” and have a higher standard of review.

The 2024 amendment changed the demolition review criteria to be less stringent for non-contributing structures than the criteria for contributing structures, but it maintained the Certificate of Appropriateness (COFA) application requirement, which is reviewed by the Historic Preservation Commission (HPC). The intent was to provide an opportunity to possibly preserve structures that may qualify for contributing status that had not previously been identified. However, with the recent 2025 historic resources survey update, Town Staff is confident all structures that contribute to Old Town Historic District have been identified. Therefore, the process to demolish a non-contributing structure should not require a more lengthy and rigorous review by the HPC.

The proposed amendments would allow demolition of non-contributing structures to be reviewed by the UDO Administrator (or designee) through the Site Feature Permit application process. Town Staff can request information about the structure to document its history to have a more complete record of Old Town’s development history. The review would be conducted within five business days as opposed the COFA process which requires a pre-application meeting, concept plan review by Historic Preservation Review Committee, and final plan review at a public Historic Preservation Committee meeting. The process for the relocation of non-contributing structures would not change as it is reviewed as new construction through the COFA process.

PROPOSED AMENDMENTS: See Attachment 1 for proposed amendments.

REVIEW CRITERIA & ANALYSIS: When assessing an application for UDO Text Amendments, Town Council is required to consider the criteria set forth in UDO Section 3.5.3, Application Review Criteria. These criteria are provided below, followed by a Finding.

1. **Section 3.5.3.A.** Consistency with the Comprehensive Plan or, if conditions have changed since the Comprehensive Plan was adopted, consistency with the overall intent of the Plan, recent development trends and the general character of the area.

Finding. The proposed amendment has no relationship to this criterion.

2. **Section 3.5.3.B.** Consistency with demographic changes, prevailing economic trends, and/or newly recognized best planning practices.

Finding. While not newly recognized, it is always a best practice to streamline the Town's review processes.

3. **Section 3.5.3.C.** Enhancement of the health, safety, and welfare of the Town of Bluffton.

Finding. The proposed amendment has no relationship to this criterion.

4. **Section 3.5.3.D.** Impact of the proposed amendment on the provision of public services.

Finding. The proposed amendment has no relationship to this criterion.

5. **Section 3.5.3.E.** The application must comply with applicable requirements in the Applications Manual.

Finding. The application complies with all applicable requirements of the Applications Manual.

PLANNING COMMISSION RECOMMENDATION: On June 24, 2026, the Planning Commission recommended approval to Town Council of the proposed Text Amendments as submitted.

TOWN COUNCIL ACTIONS: As granted by the powers and duties set forth in Section 2.2.6.C.4 of the UDO, the Planning Commission has the authority to take the following actions with respect to this application:

1. Approval of the application as submitted;
2. Approval of the application with amendments; or
3. Denial of the application as submitted by the Applicant.

NEXT STEPS

UDO Text Amendment Procedure	Date	Complete
Step 1. Planning Commission Public Hearing and Recommendation	June 24, 2026	✓
Step 2. Town Council – 1st Reading	July 14, 2026	✓
Step 3. Town Council Meeting – Second/Final Reading and Public Hearing	August 11, 2026	✓

ATTACHMENTS:

- 1: Ordinance & Recommended Text Amendments
- 2: Motion Template

ORDINANCE NO. 2026 – _____

TOWN OF BLUFFTON, SOUTH CAROLINA

AN ORDINANCE AMENDING THE TOWN OF BLUFFTON'S MUNICIPAL CODE OF ORDINANCES, CHAPTER 23, UNIFIED DEVELOPMENT ORDINANCE; ARTICLE 3, APPLICATION PROCESS – SEC. 3.18 (CERTIFICATE OF APPROPRIATENESS-HISTORIC DISTRICT) AND SEC 3.19 (SITE FEATURE-HISTORIC DISTRICT PERMIT) AS IT RELATES TO DEMOLITION OF NON-CONTRIBUTING STRUCTURES IN OLD TOWN BLUFFTON HISTORIC DISTRICT

WHEREAS, the Town of Bluffton desires to improve the general safety, welfare, health and properties of the citizens of the Town of Bluffton; and,

WHEREAS, to establish the necessary provisions to accomplish the above, the Town of Bluffton has authority to enact resolutions, ordinances, regulations, and procedures pursuant to South Carolina Code of Laws 1976, Section 5-7-30; and,

WHEREAS, the Town of Bluffton's Town Code and Ordinances provide guidance and requirements for development within the Town of Bluffton through regulations set forth to protect and promote the health, safety, and welfare of the Town's citizens, as espoused through the provisions of the Town of Bluffton Comprehensive Plan and as authorized by the South Carolina Local Government Comprehensive Planning Enabling Act of 1994, Title 6, Chapter 29 of the Code of Laws for South Carolina; and

WHEREAS, the Town of Bluffton Town Council adopted the aforementioned standards, which are known as the Unified Development Ordinance, Chapter 23 of the Code of Ordinances for the Town of Bluffton, South Carolina on October 11, 2011 through Ordinance 2011-15; and

WHEREAS, the Unified Development Ordinance unifies the subdivision, land use, development/design regulations, as well as the Old Town Bluffton Historic District Code into a single set of integrated, updated, and streamlined standards; and

WHEREAS, the Town Council shall from time to time examine ordinances to ensure that they are properly regarded, enforced, sufficient and satisfactory to the needs of the community and can further suggest changes as deemed appropriate; and,

WHEREAS, the Strategic Plan for Fiscal Year 2025-26 ("Strategic Plan") serves as a road map for activities and initiatives to implement the Town's Vision and Mission Statement to ensure that Bluffton is poised to capitalize on opportunities that advance key goals, which includes amendments to the Unified Development Ordinance to support these goals; and

WHEREAS, revisions to certain sections of the UDO is necessary from time to time to advance the Strategic Plan; and

WHEREAS, the Town of Bluffton Town Council held a workshop on February 10, 2026 to discuss the proposed amendments; and

WHEREAS, the Historic Preservation Commission held a meeting on June 3, 2026 to discuss the proposed amendments; and

WHEREAS, the Planning Commission held a public hearing on June 24, 2026 to review and recommend the amendments Exhibit A to Town Council; and in

WHEREAS, the Town of Bluffton Town Council desires to amend the Unified Development Ordinance to adopt the amendments listed below in Section 1, Amendments.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA, in accordance with the foregoing, the Town hereby amends the Code of Ordinances for the Town of Bluffton, Chapter 23, Unified Development Ordinance as follows:

SECTION 1. AMENDMENTS. The Town of Bluffton hereby amends the Code Ordinances for the Town Of Bluffton, South Carolina by adopting and incorporating amendments to the Town of Bluffton's Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance as provided in Exhibit A;

SECTION 2. REPEAL OF CONFLICTING ORDINANCES. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 3. ORDINANCE IN FULL FORCE AND EFFECT. This entire Ordinance shall take full force and effect upon adoption.

DONE, RATIFIED AND ENACTED this _____ day of _____, 2026.

This Ordinance was read and passed at first reading on this _____ day of _____, 2026.

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

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

A public hearing was held on this Ordinance on this _____ day of _____, 2026.

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

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

This Ordinance was passed at second reading held on this _____ day of _____, 2026.

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

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

EXHIBIT A**3.18 Certificate of Appropriateness – Historic District (HD)****3.18.5 Demolition****A. Non-contributing Structures**

~~The below items shall be provided by the Applicant and reviewed by the Historic Preservation Commission in its consideration of a request for demolition of any structure, in whole or in part, in Old Town Bluffton Historic District that is not designated as a Contributing Resource:~~

- ~~1. The construction date, history of ownership, development, use(s), and the reason for the demolition request; and,~~
- ~~2. Compliance with all applicable requirements in the Applications Manual.~~

See Sec. 3.19, Site Feature-Historic District (HD) Permit.

B. Contributing Resources

The demolition of a Contributing Resource, either in whole or in part, is detrimental to the integrity and status of Old Town Bluffton Historic District and, where applicable, the Bluffton National Register Historic District, as significance of these districts is embodied by their contributing resources. Demolition of a Contributing Resource that is individually listed in the National Register of Historic Places, contributes to the Bluffton National Register Historic District, or that was designated as contributing to the Old Town Bluffton Historic District on or after June 19, 2007, shall not be permitted except in extraordinary circumstances and when all preservation alternatives have been exhausted.

1. The Historic Preservation Commission shall consider the following in its consideration of an application for a Certificate of Appropriateness-HD for demolition, either in whole or in part:
 - a. The construction date, history of ownership, development, use(s), and other pertinent history of the Contributing Resource, and the reason for the request;
 - b. A report prepared by a State of South Carolina registered professional structural engineer with demonstrated experience in historic preservation detailing the structural soundness of the Contributing Resource supported by findings, including clear and convincing evidence that demolition is necessary, in whole or in part, to alleviate a threat to public health or public safety;
 - c. Evidence that demolition is required to avoid exceptional practical difficulty or undue hardship upon the owner of the property and that no other reasonable alternatives to demolition exist, including but not limited to relocation. If exceptional practical difficulty or undue hardship is claimed, evidence shall be provided to demonstrate that the applicant did not have the opportunity to discover the nature of the difficulty or undue hardship and that application of the standards would deprive the applicant of reasonable use and economic return on the property.
 - d. Consistency with applicable principles set forth in the Old Town Bluffton Master Plan and Town of Bluffton Comprehensive Plan; and,

e. Compliance with all applicable requirements in the Applications Manual.

2. Delay of Decision Regarding Demolition

In considering the criteria for demolition, the Historic Preservation Commission may find that the preservation and protection of the Contributing Resource and the public interest will best be served by postponing a decision for a designated period not to exceed 180 days. During the period of postponement, the Historic Preservation Commission shall consider what alternatives to demolition may exist. Consideration by the Historic Preservation Commission shall include:

- a. Alternatives for preservation of the structure, either in whole or in part, including consultation with civic groups, interested private citizens, and other boards or agencies (both public and private); and,
- b. If other alternatives for preservation cannot be identified, including relocation, and the preservation of the Contributing Resource is clearly in the interest of the general welfare of the community, investigation of the potential of the Town to acquire the property.

3. Effect of Approval

- a. In granting a Certificate of Appropriateness-HD for demolition, the Historic Preservation Commission may impose such reasonable and additional conditions, which may include deconstruction of historic building components for re-use.
- b. The process for demolishing a Contributing Resource, including documentation to be provided, shall comply with demolition guidelines approved by Town Council.

3.19 Site Feature – Historic District (HD) Permit

3.19.2 Applicability

- A. Permit Required. A Site Feature - Historic District (HD) Permit is required for the following:
1. Sign, to include new signs, modifications to existing signs, or replacement of existing signs. Certain signs, as indicated in Sec. 5.13.3, are exempt from the Site-Feature-Historic District (HD) Permit requirement.
 2. Modifications or improvements to site elements such as changes to parking lots, sidewalks, landscaping, and lighting;
 3. Garden Structures and Sheds; as specified in Sec. 5.15.5;
 4. Maintenance or repair of any features of an existing structure or building that do not alter such features or change the design, architectural character, or outward appearance, as determined by the UDO Administrator. Any replacement material shall be like-for-like, or an equivalent material that is approved by the UDO Administrator; and
 5. Minor, non-structural exterior modifications to existing structures and buildings that do not alter the architectural character. Examples of such work include, but are not limited to, the addition of screens or balustrades to an existing porch, the addition of a deck without a roof, and accessibility improvements for compliance with the Americans with Disabilities Act. To preserve the outward appearance of a building or structure, such work is discouraged on the principal façade.

6. Demolition of a non-contributing structure.

3.19.3 Application Review Criteria

As applicable, the following shall be considered in reviewing an application for a Site Feature - Historic District (HD) Permit:

- A. Conformance with applicable provisions provided in *Article 5, Design Standards*;
- B. For signs, conformance with the following applicable provisions:
 - 1. Sec. 5.12, Lighting;
 - 2. Sec. 5.15.6.Q., Signs; and,
 - 3. Sec. 7.10, Nonconforming Signs;
- C. For ~~historic structures~~ Contributing Resources, in addition to the above and as applicable, conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties.
- D. For demolition of non-contributing structures, the construction date, history of ownership and uses (if known), and property survey (if available). ~~Compliance with applicable requirements in the Applications Manual.~~
- E. Compliance with applicable requirements in the Applications Manual.

3.19.4 Effect and Expiration of Approvals

- A. **Approval.** The issuance of a Site Feature – Historic District (HD) Permit shall authorize the Applicant to either install, modify, replace, or ~~replace~~ demolish the site feature as specified by the permit. When a Building Permit is required to install, modify, or replace a site feature, an approved Site Feature – Historic District (HD) Permit shall be provided at time of Building Permit application.

Suggested Motion

*“I move to [**Approve, Approve with changes, Deny**] amendments to the Town of Bluffton Code of Ordinances Chapter 23 – Unified Development Ordinance, Article 3, Application Process – Sec. 3.18 (Certificate of Appropriateness-Historic District) and Sec. 3.19 (Site Feature-Historic District Permit) as it relates to demolition of non-contributing structures in Old Town Bluffton Historic District.”*



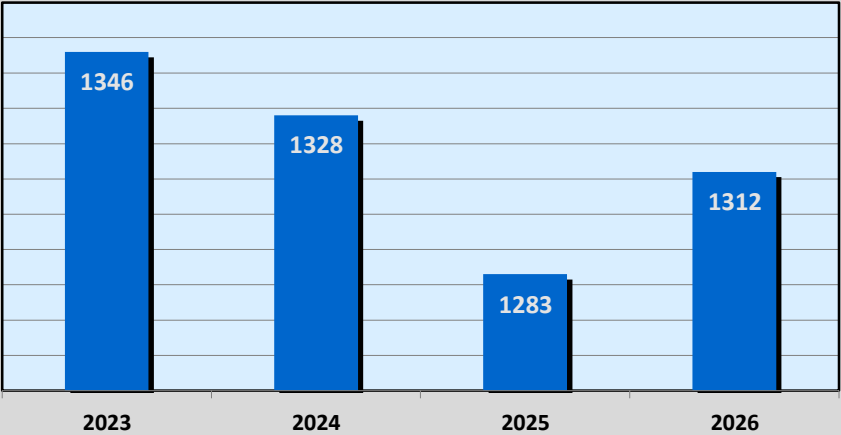
STATISTICAL INFORMATION

BLUFFTON POLICE DEPARTMENT

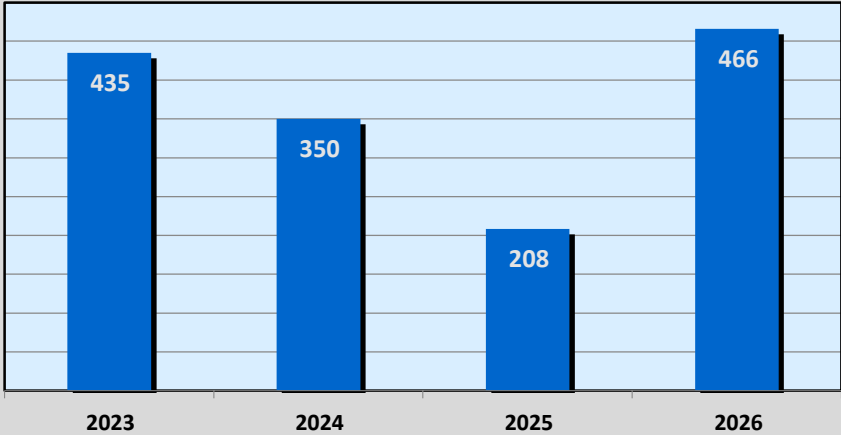
June 30, 2026

Presented by Chief Joseph Babkiewicz

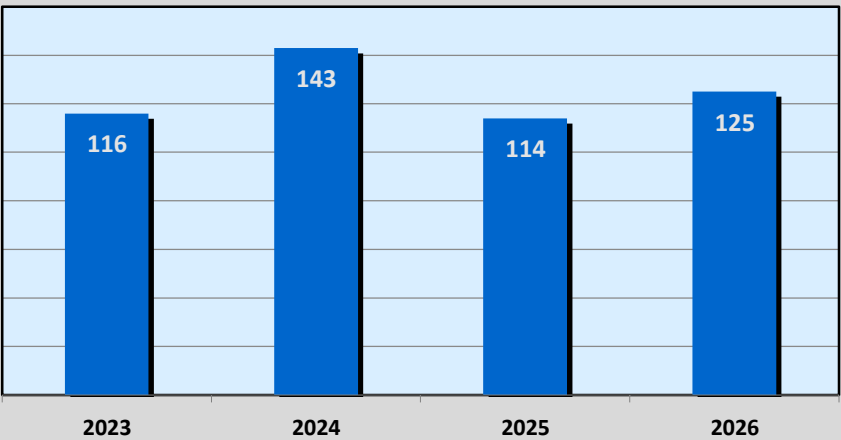
June Calls for Service Comparison



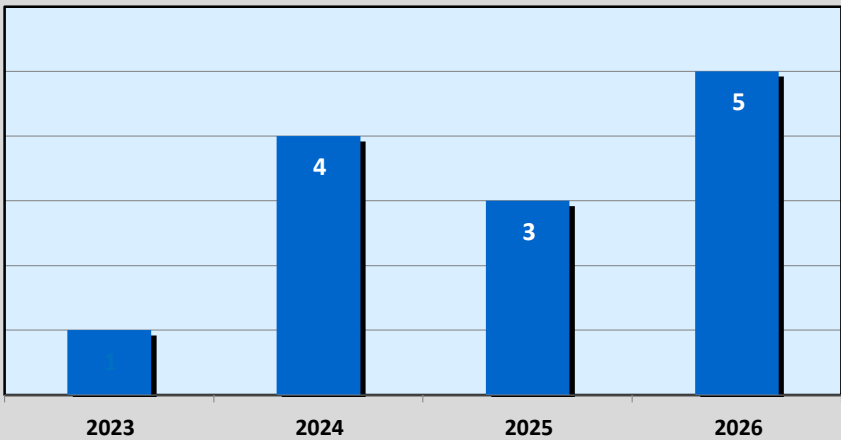
June Traffic Citation Comparison



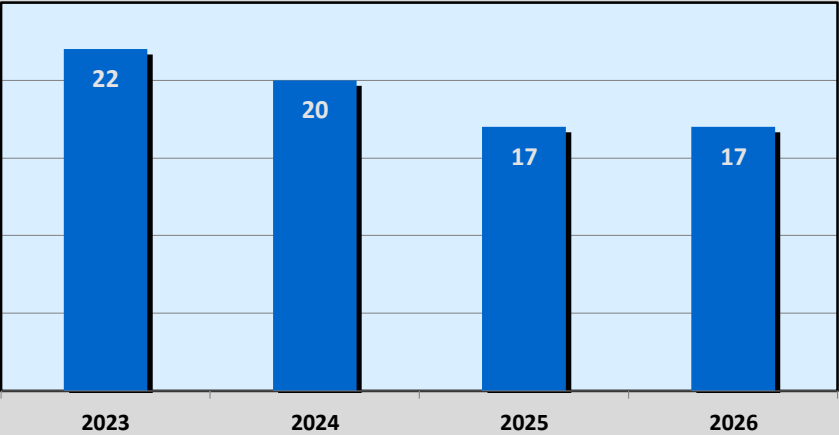
June Collision Comparison



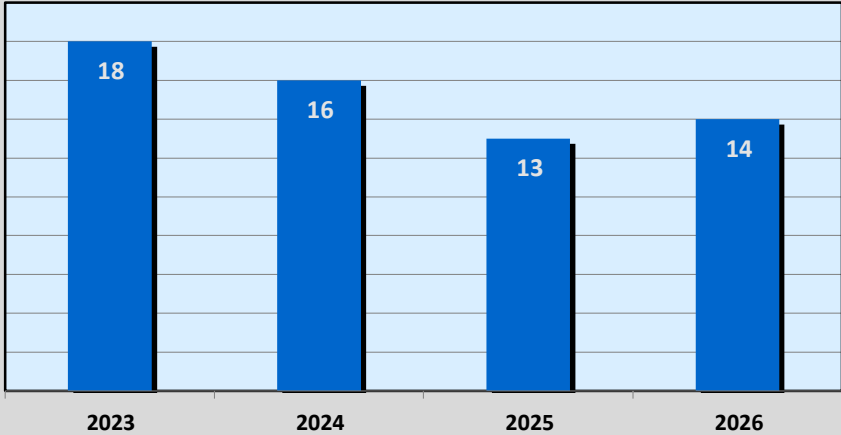
June Burglary Comparison



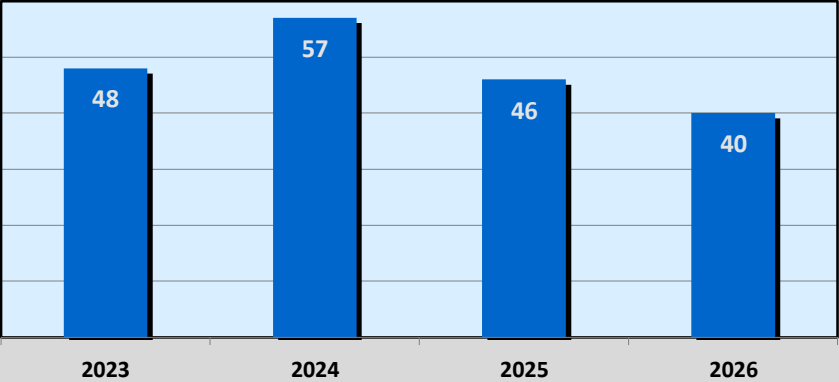
June Theft Comparison



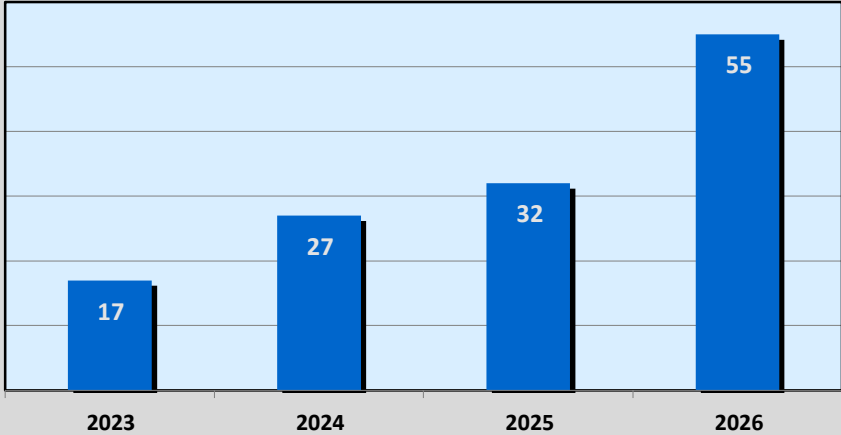
June Assault Comparison



June Domestic Calls for Service Comparison



June Arrest Comparison



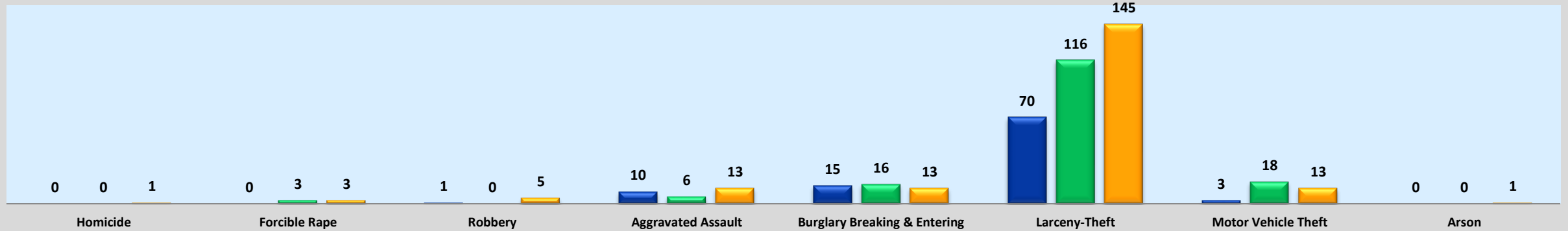
DEPARTMENT HIGHLIGHTS

Section 11. Item # 5.

Year-to-Date
June

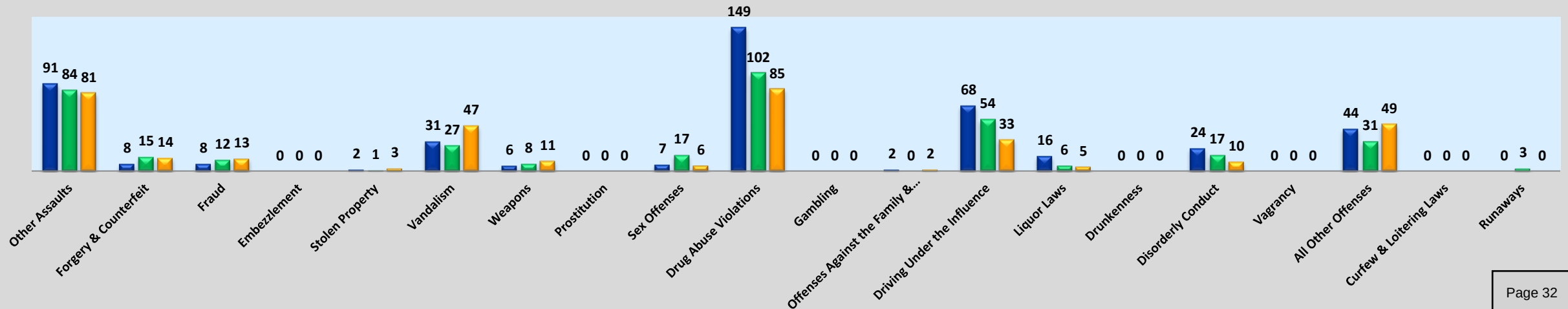
Part I Crimes

■ 2026 ■ 2025 ■ 2024



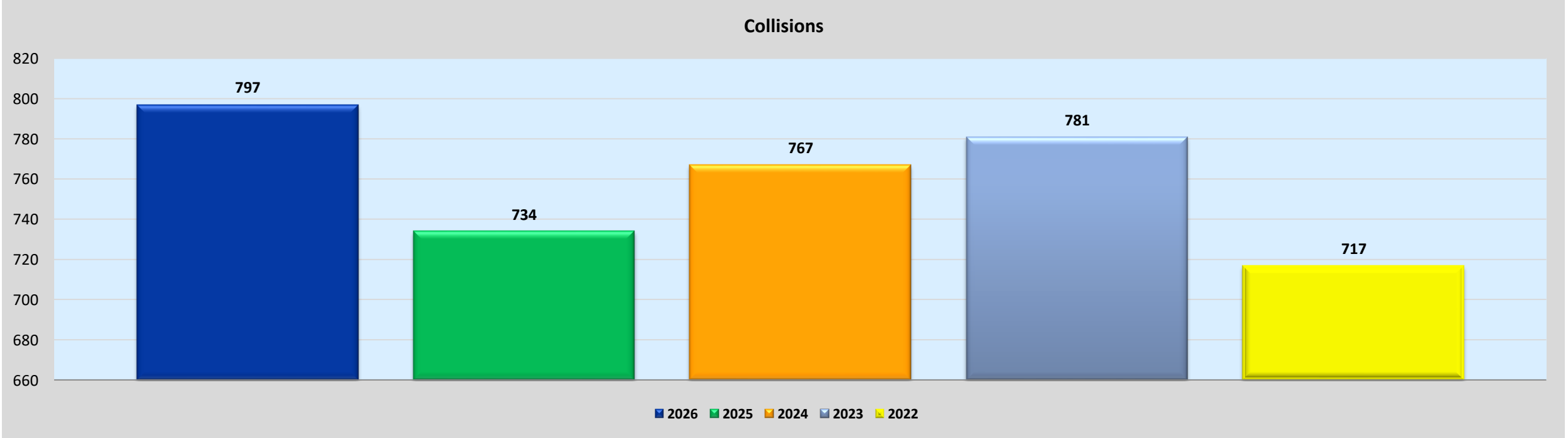
Part II Crimes

■ 2026 ■ 2025 ■ 2024



Year-to-Date
June

Collisions



Law Enforcement Advisory Committee

- No meeting for the month of June

Meetings Attended by Chief Joseph Babkiewicz

Every Wednesday – Senior Staff Communications Meeting

Every Friday – Men's Meeting @ Bible Missionary Baptist Church

Jun 1st – Executive Staff meeting

Jun 1st – Attend CIP meeting

Jun 1st – Attend TOB Safety Committee – 1st meeting

Jun 2nd – Lunch with Citizen

Jun 2nd – Attend Bi-Weekly Legal Meeting

Jun 2nd – Attend Russo's Fresh Seafood Ribbon Cutting Ceremony

Jun 3rd – Attend Police Grant meeting

Jun 3rd – Attend Goddard School Groundbreaking Ceremony

Jun 3rd – Meeting with Corporal Partridge

Jun 3rd – Attend Resiliency Training

Jun 3rd – Attend 2026 Leadership Class Graduation

Jun 4th – Attend Mobile Town Hall @ Four Seasons

Jun 6th – Attend Blessing Box 2nd Anniversary Celebration event

Jun 8th – Executive Staff meeting

Jun 9th – Attend Police Applicant PAT

Jun 9th – Attend NYC Pizza Discussion @ Town Hall

Jun 9th – Attend Town Council meeting

Jun 10th – Retention / Morale meeting

Jun 11th – Attend Meet & Greet Interns Breakfast

Jun 11th – Attend Livewell Terrace by BMH Groundbreaking Ceremony

Meetings Attended by Chief Joseph Babkiewicz cont.

Jun 11th – Attend Monthly Command Staff and HR meeting
Jun 11th – Cookout with Cops @ The Townes at Buckwalter
Jun 15th – Executive Staff meeting
Jun 15th – Attend June Wellness meeting
Jun 15th – Attend CIP meeting
Jun 16th – Attend Candidate Prosecutor Interview
Jun 16th – Attend Bi-weekly Legal meeting
Jun 17th – Sergeant Promotion Ceremony
Jun 18th – Attend Police Applicant PAT
Jun 18th – Attend TOB 5th Annual Employees Juneteenth Luncheon
Jun 18th – PD/IT Task Review meeting
Jun 22nd – Executive Staff meeting
Jun 23rd – Safety Presentation @ Burn Bootcamp
Jun 23rd – Rebuttal Review meeting
Jun 24th – Lunch with Bluffton Explorers
Jun 25th – Attend Urban SDK meeting
Jun 25th – Presentation at Moss Creek Golf Club
Jun 26th – Attend Bluffton Explorers Graduation
Jun 29th – Executive Staff meeting
Jun 29th – Interview with WHHI TV News
Jun 30th – Interns Meet & Greet Tour
Jun 30th – Bi-weekly Legal meeting
Jun 30th – Command Staff meeting

Commendations -	None
Complaints -	None

Police Department Demographics as of June 30, 2026

DEPARTMENT	Black	Hispanic	Other	White	Grand Total
Female	2	2	1	17	22
Male	6	5	3	38	52
Grand Total	8	7	4	55	74

SWORN OFFICERS	Black	Hispanic	Other	White	Grand Total
Female	1			9	10
Male	5	5	3	35	48
Grand Total	6	5	3	44	58

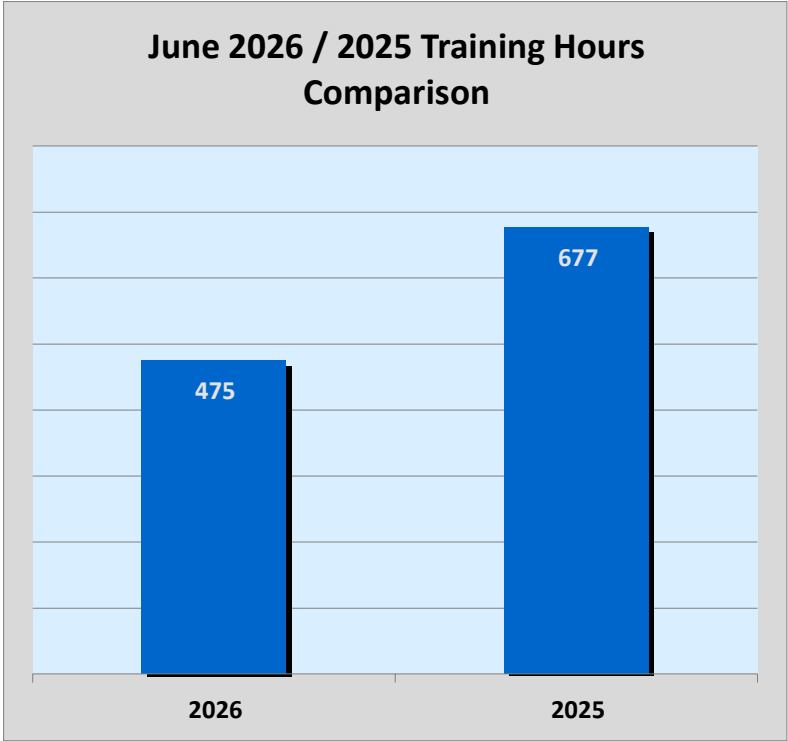
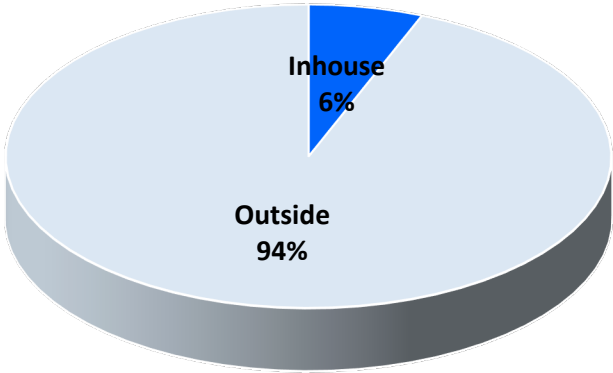
June Officer Training

In-House

- Bloodborne Pathogens for First Responders - 1 Officer
- Defensive Driving Basics - 3 Officers
- CDV - Annual DV 2024 - Back to Basics - 7 Officers
- Hazmat First Responder Awareness (Level 1) - 3 Officers
- Safewrap - 3 Officers
- Line Up 2026 May-June - 3 Officers

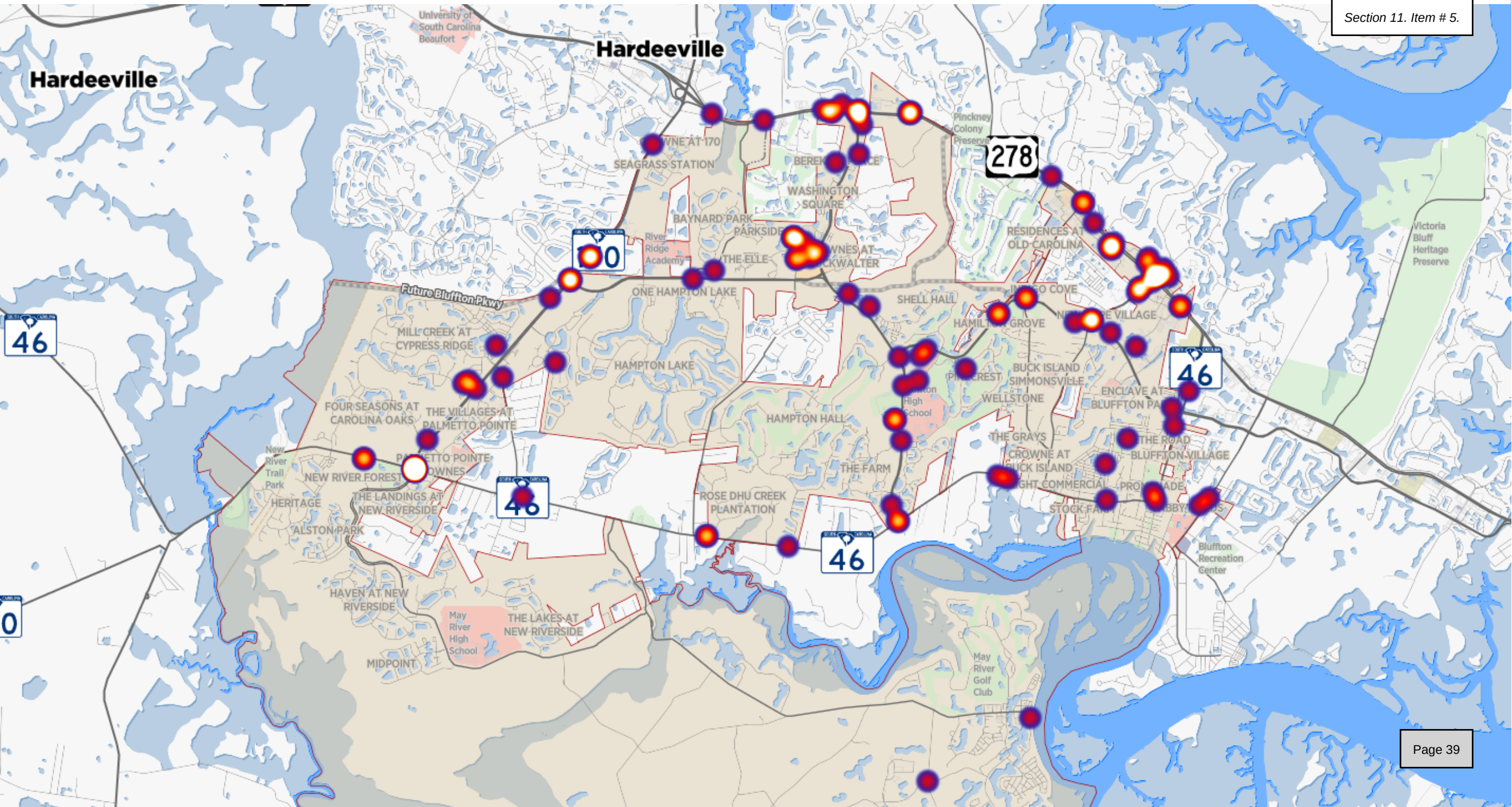
Outside

- ARIDE - 1 Officer
- Active Shooter - 33
- Emergency Vehicle Operations - 28 Officers
- NASRO Basic SRO Course - 2 Officers
- Violence Against Women Act - 2026 - 1 Officer
- Frame Video Evidence Investigation Course - 1 Officer
- CSI & Forensic Investigation - 2 Officers
- Magnet Gateway AX 250 - 1 Officer



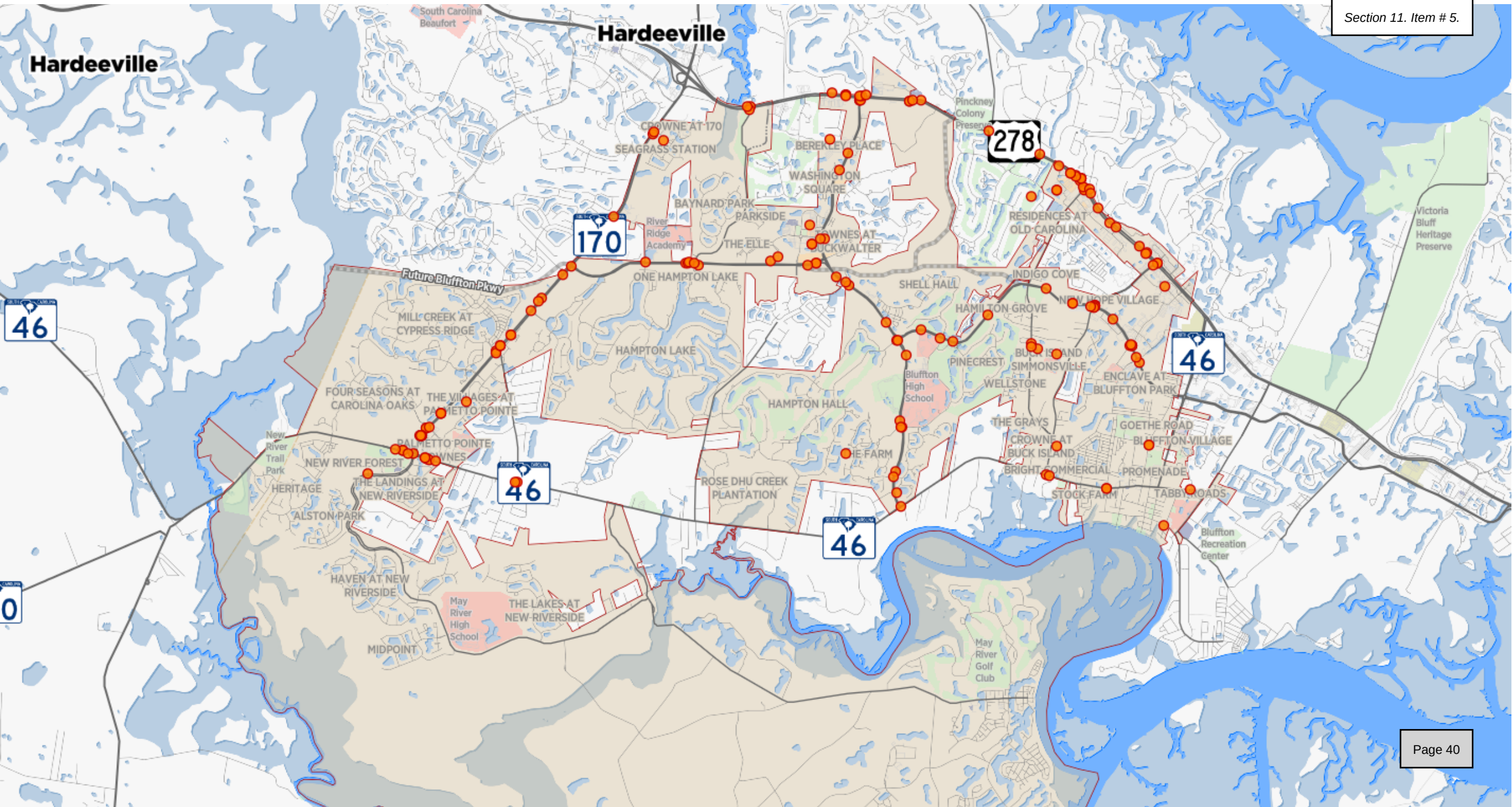
COLLISIONS (125) June 2026

Section 11. Item # 5.



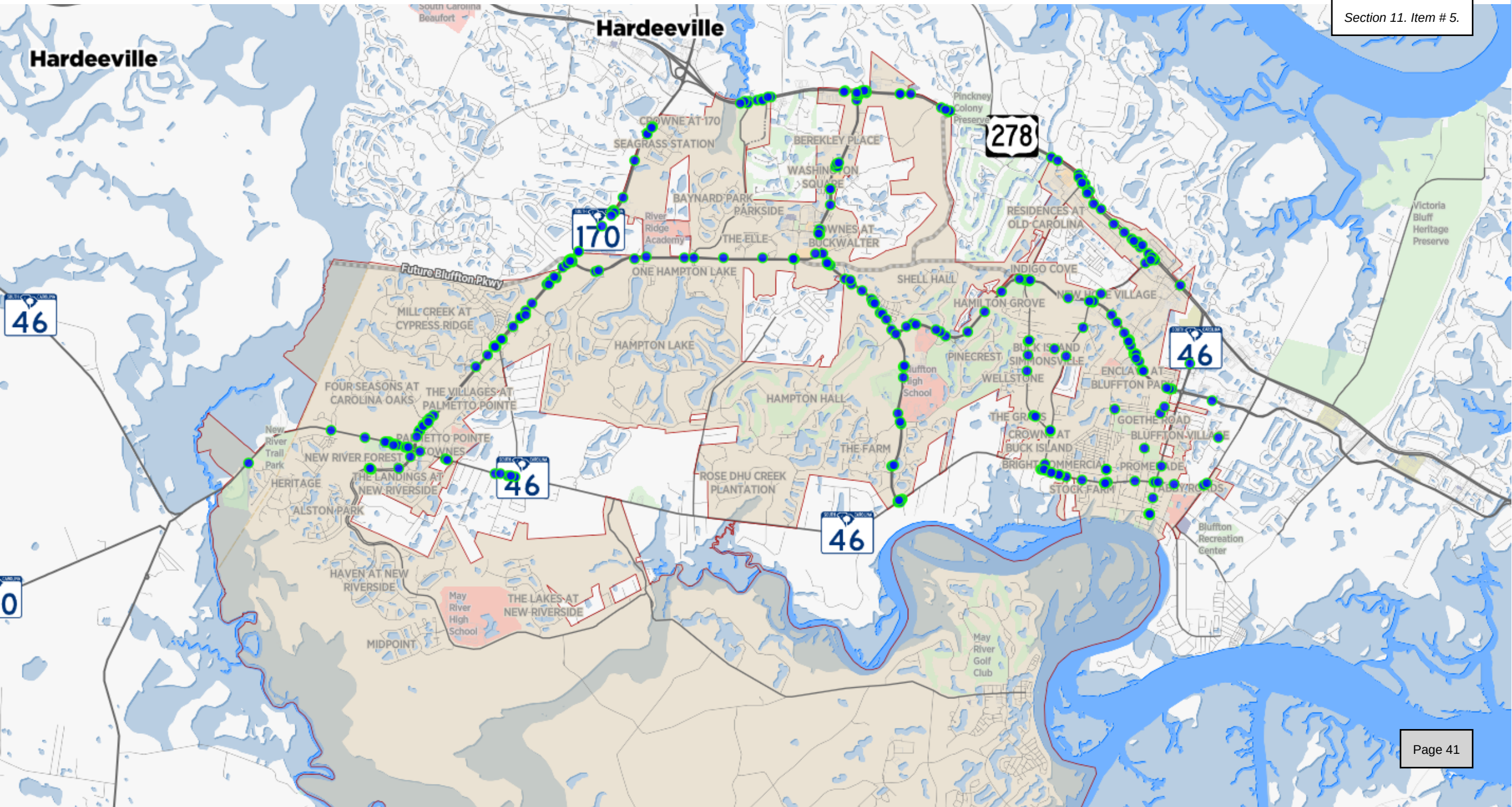
CITATIONS ISSUED (167) June 2026

Section 11. Item # 5.



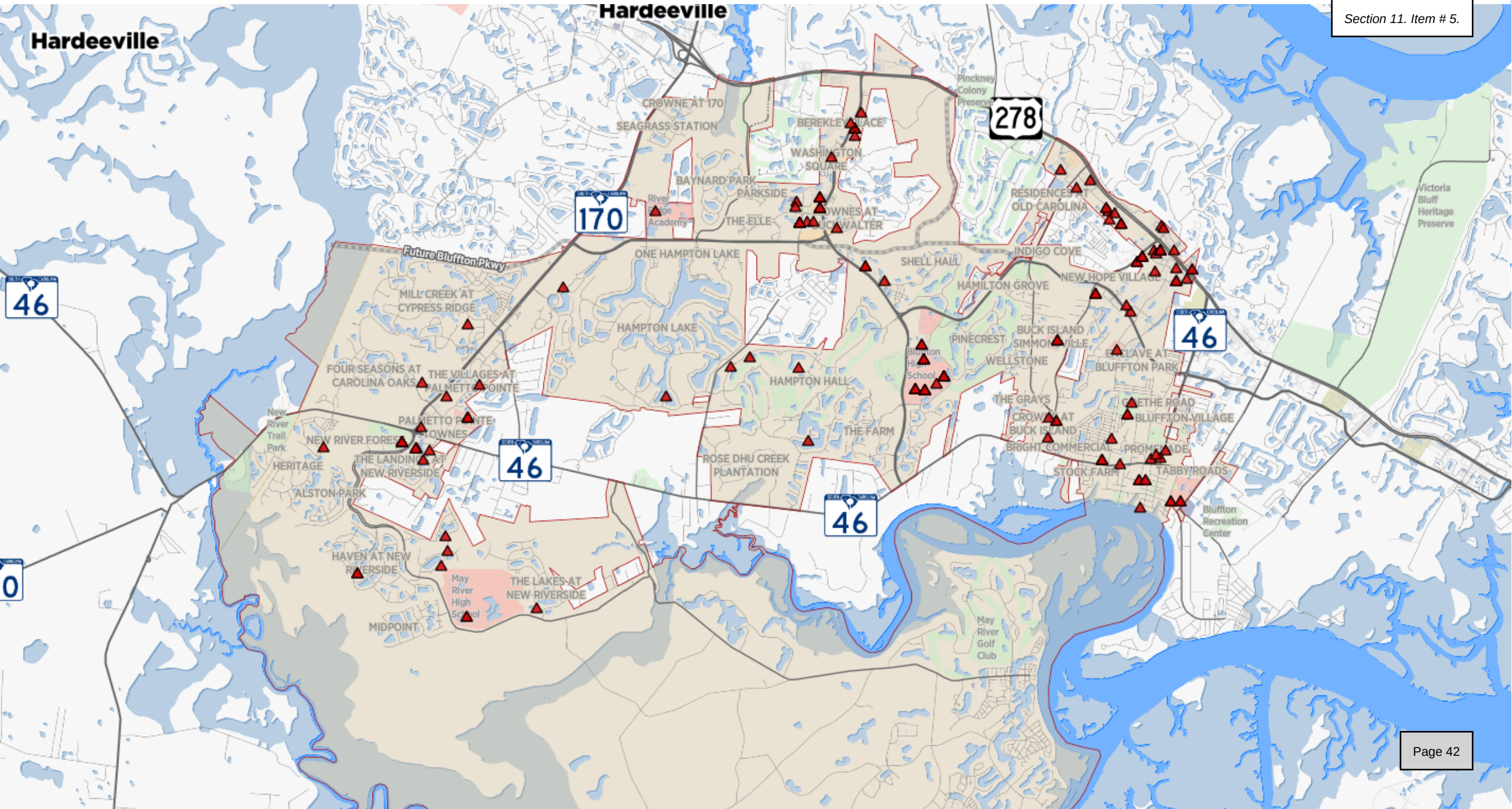
WARNINGS ISSUED (299) June 2026

Section 11. Item # 5.



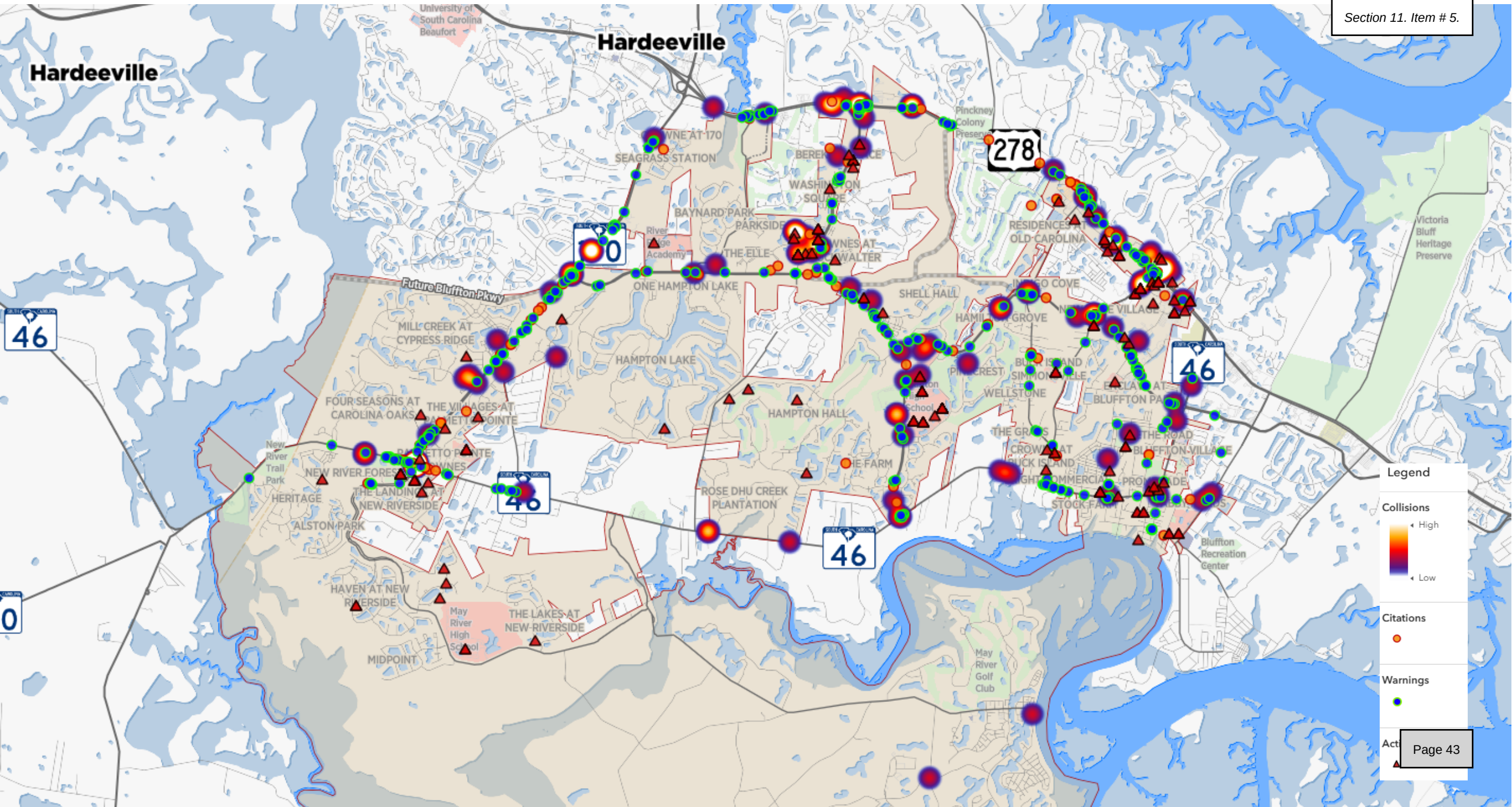
#1 CALL TYPE – Activated Alarms (172) June 2026

Section 11. Item # 5.



Collisions, Citations, Warnings and Activated Alarms – June 2026

Section 11. Item # 5.



Legend

Collisions

High

Low

Citations

Warnings

Activated Alarms

CALLS FOR SERVICE TOP 10 CALL TYPES	
Activated Alarm	172
Disturbance	139
911 Hang-Up	134
Case Follow Up	111
Reckless Driving	64
Assist Motorist	41
Traffic Hazard	37
Suspicious Vehicle	36
Noise Complaint	34
Domestic	30

TOTAL CALLS FOR SERVICE: 1312

AVERAGE PER DAY: 44

PRO-ACTIVE PATROLS	
Extra Patrol - Business	2284
Extra Patrol – Residence	535
Traffic Stop	428
Traffic Enforcement	22

UNIFORM TRAFFIC CITATIONS TOP 10 VIOLATIONS	
Operating Vehicle While License/Registration Expired	27
Speeding; More Than 15 but less than 25 MPH over the speed limit	16
Driving Under Suspension; License not suspended for DUI	18
Possession of 28G (1 oz) or less of Marijuana - 1st offense	12
Driving Without a SC License - 1st offense	11
Permitting or Operating Vehicle which is not registered and licensed	8
Failure to Obey Traffic-Control Devices	6
Failure to Return License Plate and Registration upon Loss of Insurance	5
Failure to Maintain Proof of Insurance in Motor Vehicle	5
Driving Under the Influence; 16 or higher	5

TOTAL CITATIONS ISSUED: 167

AVERAGE PER DAY: 6

UNIFORM TRAFFIC WARNINGS TOP 10 VIOLATIONS	
Speeding	72
Defective Equipment	59
Other	54
Vehicle License Violation	49
Improper Lane Use	27
Changing Lanes Unlawfully	26
Disregarding Traffic Signal	12
Disregarding Stop Sign	11
Improper Turn	10
Improper Lights	7

TOTAL WARNINGS ISSUED: 299

AVERAGE PER DAY: 10

CRIMINAL INVESTIGATIONS	
Cases Assigned	21
Incident Reports	2
Supplemental Reports	46
Cases Closed	14
Arrests Made	2
Arrest Warrants	1
Bond Court	6
Case Call Outs	0
Search Warrants	0
Prelims/Grand Jury	1
Family Court Petitions	0

Call-Outs

1. none

Mental Health Advocate:

CIT: 2

Referrals: 13

Follow Ups: 42

Supplemental Reports: 20

Victim Advocate:

Case Call Outs: 0

Incident Reports: 1

Case Closed: 7

Bond Court: 4

Supplemental Reports: 13

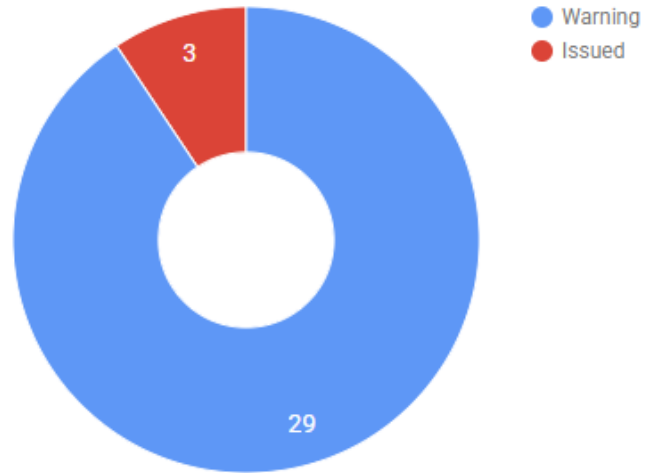
ICAC Cases Assigned: 1

Total ICAC Cases: 9

COMMUNITY SERVICE ASSISTANTS

Section 11. Item # 5.

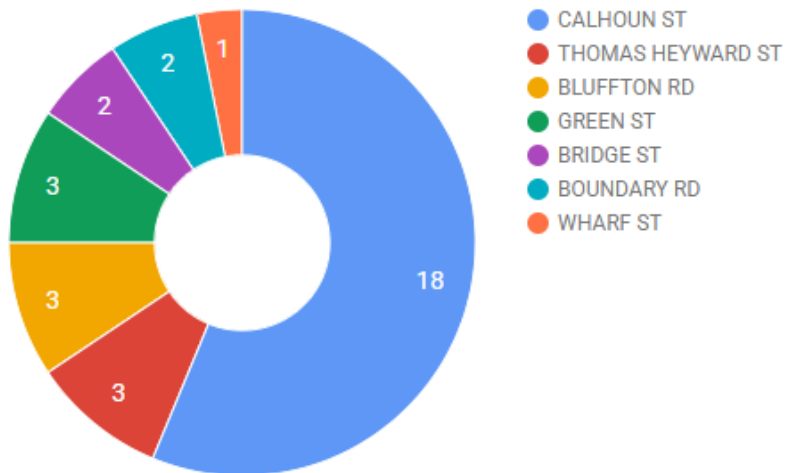
Tickets By Status Last 30 Days



Total Count: 32

As of 6/30/2026, 12:00:00 AM

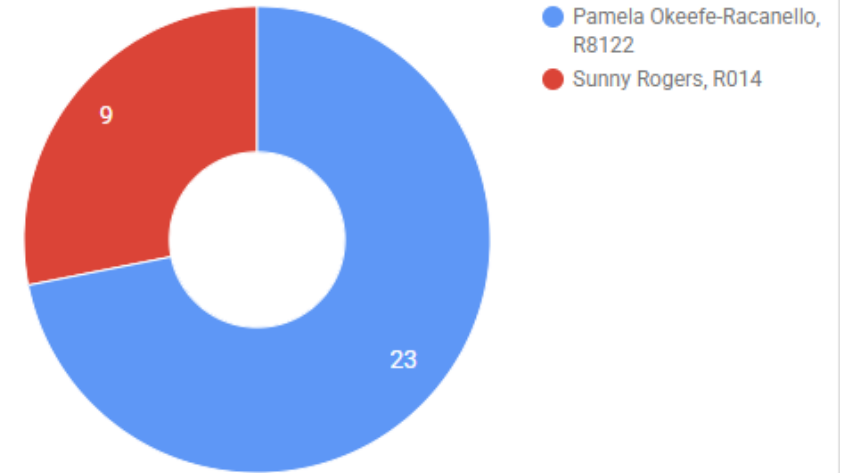
Tickets By Location Last 30 Days



Total Count: 32

As of 6/30/2026, 12:00:00 AM

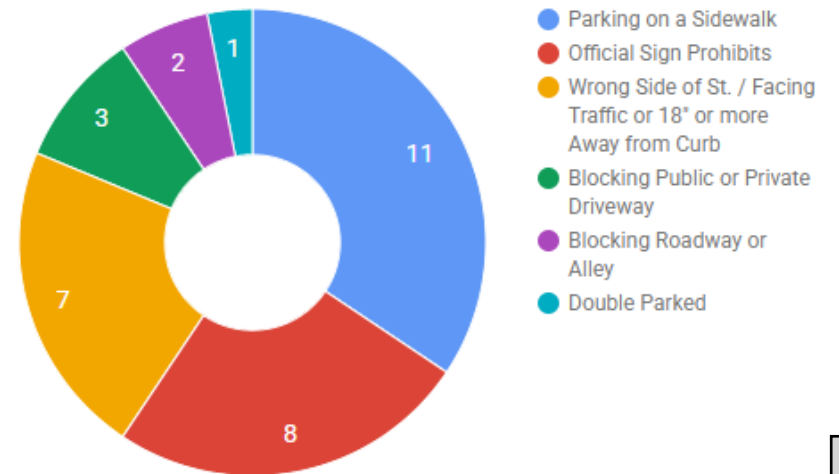
Tickets By Officer Last 30 Days



Total Count: 32

As of 6/30/2026, 12:00:00 AM

Tickets By Violation Last 30 Days

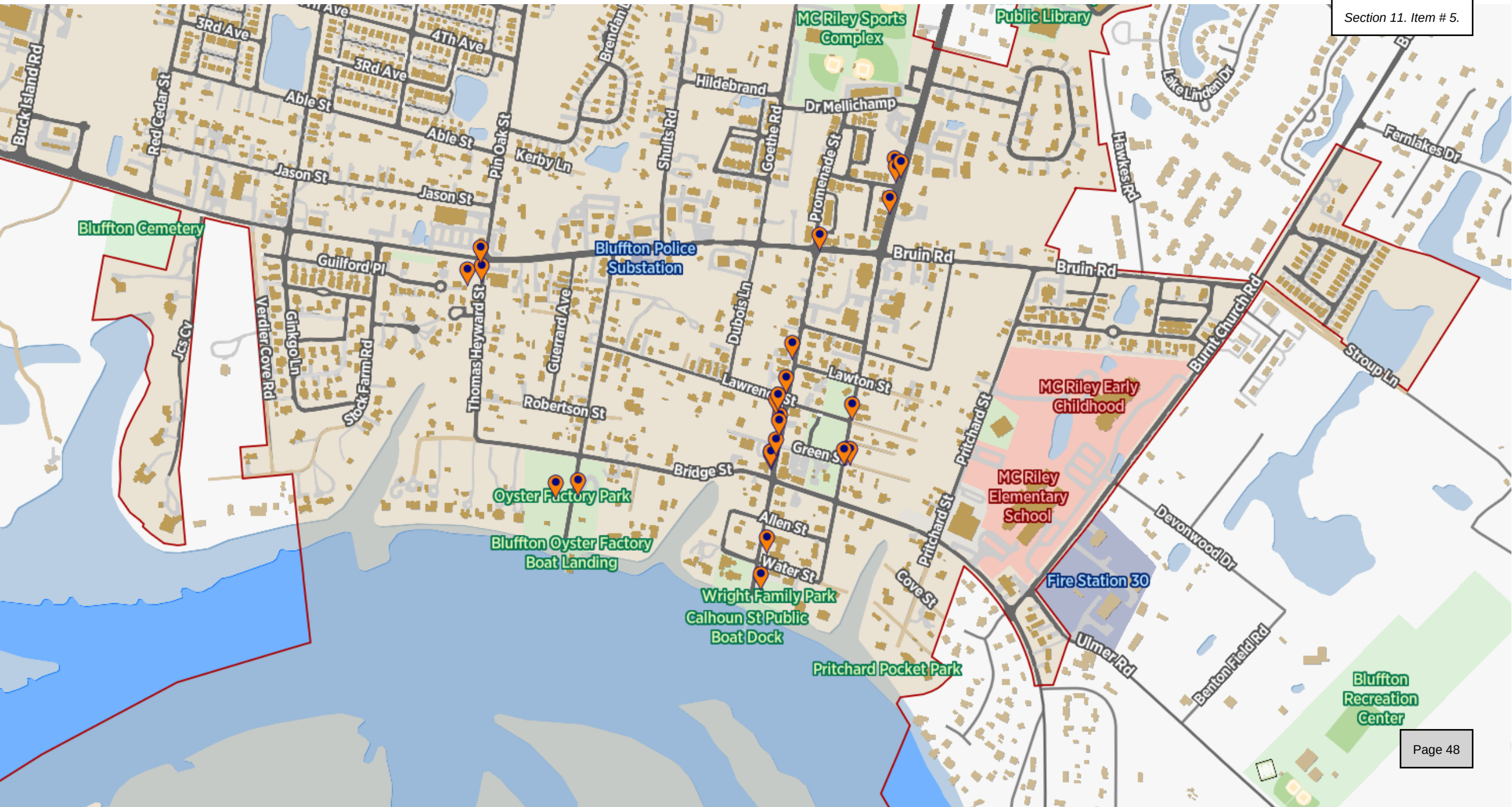


Total Count: 32

As of 6/30/2026, 12:00:00 AM

DOWNTOWN CITATIONS (32) – June 2026

Section 11. Item # 5.



Code Enforcement:

William Bonhag

- 6 Notices of Violation were issued this month of June.

*Note: Jason Lee FD investigator along with Matt Kazmierczak Inspector Dept of Agriculture joined forces with Codes to stop vehicles from selling/serving foods and products from the back of their vans and cars, these actions are being continued as we find them at construction sites throughout Bluffton.

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.

269 Buck Island

- This location has been an ongoing matter with Moctezuma Landscaping that has BL for 709 Shady Pine Lane address, NOT this area as its residential only.
- On 4-2-26, Moctezuma was issued 2x NOV, one for no BL and the other for accumulations on property NO DUMPING, Compliance date is set for June 1st relocating to commercial property for all equipment.
- Juan Moctezuma scheduled for court on 6-30-26 for 2 summonses.

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 14th. Further action by Codes on July 17th is pending the outcome of Council's decision.

Code Enforcement continued:

11 Oliver Court – Mid Guard Storage Facility

- Complaint was received on Tuesday 5-12-26 from Rick Stezer pertaining to infestation of rodent urine and feces, along with dead rats and mice in his unit 2033,2034,2036 in building 11A.
- Fire investigator Jason Lee and I visited the location to check out the status of this complaint only to find exactly what Mr. Stezer stated as we put on masks and gloves for protection.
- Codes issued NOV for Sec.12-25 (a) Public Health Nuisances, declaration, offensive acts or conditions.
- FD issued an NOV as well with compliance by 5-21-26.
- We have been following up with the VP for the company and the Regional Manager on site.
- They have hired a professional company to come clean and disinfect all of their buildings, especially these units mentioned.
- We will continue to visit until this matter is resolved to our liking according to codes.
- Jason Lee FD checked for compliance and a cleaning company out of NY were on site cleaning, Thursday 5-28-26 will be completed. Follow up was checked by codes and all appeared cleaned.

8 Pin Oak/Red Stripes

- Complaint received for 2 banners placed above their fence line for advertising.
- 6-8-26, Notice of violations issued to owner for compliance regarding his banners and sign affixed to the tree.
- NO Permits were obtained for his banners or sign affixed to his tree.
- 6-16-26, Banners and sign removed in accordance with 5.13.4 Prohibited Signs.

Kidd Lane

- Complainant stated that he is the owner of Kidd Lane along with #68 trailer home. This person fails to identify himself via emails as Bill Bixby. The situation falls back on the owner regarding 2 cars parked on his property along with an engine on the roadway. Since he owns the property, it's the owner's responsibility to have removed in accordance to Sec. 26-112 Unlicensed, salvage, repair on private property.

S.A.F.E Team	
-	
Attended Town Council Meeting	CONDUCTED TRAFFIC ENFORCEMENT AREAS:
Attended May River High School Graduation	Hwy 278/Fording Island Road
Attended Lowcountry Community Church Young Adult Ministry	May River Rd
Conducted tour of Substation to May River Montessori Summer camp	Okatie Highway 170/Traffic Circle
	New Riverside
	Bluffton Parkway
	Bluffton School Zones
	Buckwalter Parkway
	HE McCracken Circle

TRAFFIC STATS:	
Traffic Stops	138
Tickets:	89
Warnings:	82
Warrants:	19
Reports:	28
Arrest:	15
Transport:	0
Drugs:	10

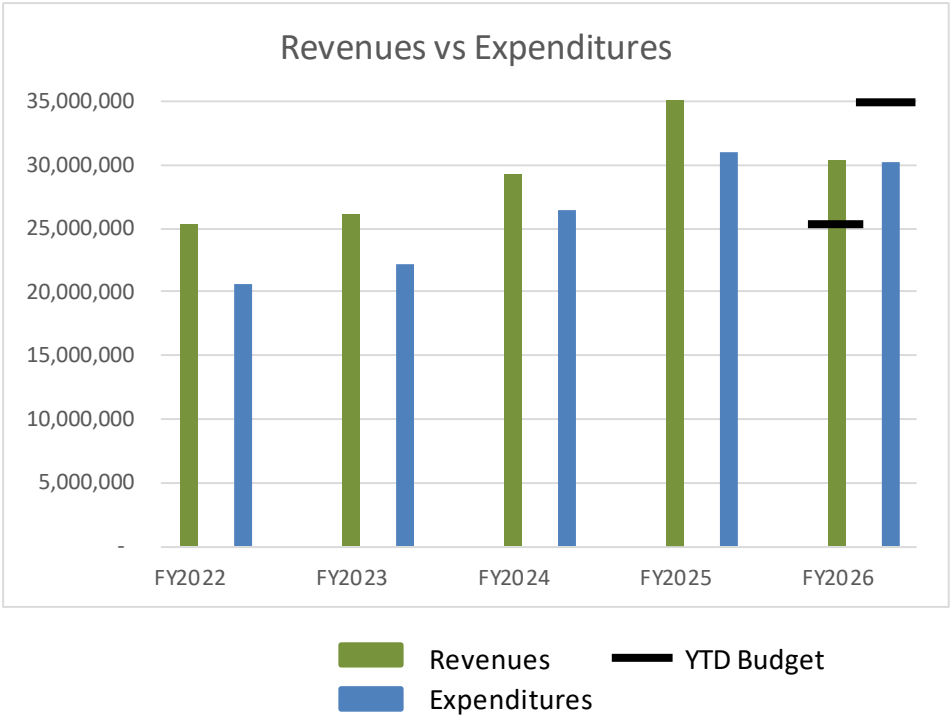
TOWN COUNCIL
STAFF REPORT
Finance & Administration Department



MEETING DATE:	July 14, 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 FY2026 year-to-date (YTD) through May 2026. Revenues have been higher than expenditures for the last four full years.



FY2026 YTD through May shows General Fund total revenues above the total budgeted amount. Building Safety Permits and Grants & Entitlements are showing the largest impact for the fiscal year. Total expenditures for May are below the total budget for all departments

FY26 General Fund Financial Overview

Revenues		Expenditures
\$30,292k	<i>YTD</i>	\$30,150k
121.1%	<i>% of Budget</i>	86.0%
\$25,016k	<i>YTD Budget</i>	\$35,044k

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 May 31, 2026

Section 11. Item # 5.

	Month of May 2026					Year-to-Date through May 31, 2026				
	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes	\$ 158,664	\$ 165,097	\$ 6,433	\$ 169,397	\$ (4,300)	\$ 10,551,860	\$ 11,645,584	\$ 1,093,724	\$ 11,063,632	\$ 581,952
Licenses & Permits										
Business Licenses	510,778	489,464	(21,314)	427,698	61,766	4,886,203	4,846,921	(39,282)	4,010,763	836,158
MASC Telecommunications	-	-	-	-	-	48,625	43,581	(5,044)	47,501	(3,920)
MASC Insurance Tax Collection	117,892	339,475	221,583	102,721	236,754	189,173	436,479	247,306	164,829	271,650
Franchise Fees	305,010	384,796	79,786	274,207	110,589	1,630,386	1,760,689	130,303	1,465,733	294,956
Building Safety Permits	348,703	387,612	38,909	136,503	251,109	4,070,661	3,476,000	(594,661)	1,593,016	1,882,984
Application Fees	10,520	6,020	(4,500)	6,299	(279)	93,125	70,695	(22,430)	55,763	14,932
Total Licenses & Permits	1,292,903	1,607,367	314,464	947,428	659,939	10,918,173	10,634,365	(283,808)	7,337,605	3,296,760
Grants and Entitlements	-	9,533	9,533	9,533	-	1,163,879	2,288,691	1,124,812	707,000	1,581,691
Intergovernmental	-	-	-	-	-	325,559	307,273	(18,286)	484,688	(177,415)
Service Revenues	112,194	116,137	3,943	76,231	39,906	1,042,875	895,893	(146,982)	706,025	189,868
Fines & Fees	9,982	16,652	6,670	9,933	6,719	106,369	160,422	54,053	105,855	54,567
Interest Income	(23,144)	24,452	47,596	(7,827)	32,279	767,848	533,825	(234,023)	259,689	274,136
Miscellaneous Revenues	7,140	16,144	9,004	49,461	(33,317)	497,955	283,857	(214,098)	668,697	(384,840)
Total Revenues	<u>1,557,739</u>	<u>1,955,382</u>	<u>397,643</u>	<u>1,254,156</u>	<u>701,226</u>	<u>25,374,518</u>	<u>26,749,910</u>	<u>1,375,393</u>	<u>21,333,191</u>	<u>5,416,719</u>
Other Financing Sources	9,304	-	(9,304)	-	-	19,704	-	(19,704)	-	-
Transfers In	56,583	852,613	796,030	104,276	748,337	231,784	3,542,314	3,310,530	3,682,944	(140,630)
Total Other Financing Sources & Transfers In	<u>65,887</u>	<u>852,613</u>	<u>786,726</u>	<u>104,276</u>	<u>748,337</u>	<u>251,488</u>	<u>3,542,314</u>	<u>3,290,826</u>	<u>3,682,944</u>	<u>(140,630)</u>
Total Revenues and Other Financing Sources	<u>\$ 1,623,626</u>	<u>\$ 2,807,995</u>	<u>\$ 1,184,369</u>	<u>\$ 1,358,432</u>	<u>\$ 1,449,563</u>	<u>\$ 25,626,006</u>	<u>\$ 30,292,224</u>	<u>\$ 4,666,219</u>	<u>\$ 25,016,135</u>	<u>\$ 5,276,089</u>
Expenditures										
Building Safety	\$ 73,261	\$ 52,363	\$ (20,898)	\$ 84,358	\$ (31,995)	\$ 828,867	\$ 635,817	\$ (193,050)	\$ 732,124	\$ (96,307)
Communications	70,644	23,230	(47,414)	42,270	(19,040)	666,321	355,763	(310,558)	398,697	(42,934)
Customer Service	19,275	16,843	(2,432)	21,694	(4,851)	220,213	192,736	(27,477)	247,846	(55,110)
Economic Development	33,555	34,543	988	33,555	988	446,931	435,721	(11,210)	446,931	(11,210)
Events & Venues	-	62,230	62,230	68,605	(6,375)	-	564,203	564,203	746,078	(181,875)
Executive	128,419	143,537	15,118	144,139	(602)	1,482,141	1,635,772	153,631	1,836,015	(200,243)
Finance & Administration	75,560	88,775	13,215	88,797	(22)	995,655	1,111,524	115,869	1,306,243	(194,719)
Human Resources	43,942	64,201	20,259	52,214	11,987	518,152	627,078	108,926	745,123	(118,045)
Information Technology	151,019	175,194	24,175	181,039	(5,845)	1,758,709	1,969,761	211,052	2,361,313	(391,552)
Municipal Court	32,484	41,170	8,686	33,921	7,249	446,247	442,394	(3,853)	461,963	(19,569)
Municipal Judges	5,918	8,152	2,234	6,115	2,037	90,468	91,813	1,345	94,876	(3,063)
Planning & Community Development	216,443	132,992	(83,451)	262,417	(129,425)	1,321,705	1,419,346	97,641	1,720,827	(301,481)
Police	792,014	767,364	(24,650)	913,647	(146,283)	8,934,417	9,335,343	400,926	10,911,600	(1,576,257)
Project Management	59,260	61,408	2,148	65,663	(4,255)	685,270	689,432	4,162	763,921	(74,489)
Public Services	235,877	305,259	69,382	292,950	12,309	2,467,727	2,715,555	247,828	3,372,613	(657,058)
Town Council	12,453	18,916	6,463	21,132	(2,216)	125,086	224,159	99,073	380,391	(156,232)
Town Wide	208,784	238,311	29,527	259,430	(21,119)	2,856,590	3,353,637	497,047	4,167,152	(813,515)
Total Expenditures	<u>2,158,908</u>	<u>2,234,488</u>	<u>75,580</u>	<u>2,571,946</u>	<u>(337,458)</u>	<u>23,844,499</u>	<u>25,800,054</u>	<u>1,955,555</u>	<u>30,693,713</u>	<u>(4,893,659)</u>
Other Financing Uses										
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	4,350,000	4,350,000	4,350,000	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,350,000</u>	<u>4,350,000</u>	<u>4,350,000</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 2,158,908</u>	<u>\$ 2,234,488</u>	<u>\$ 75,580</u>	<u>\$ 2,571,946</u>	<u>\$ (337,458)</u>	<u>\$ 23,844,499</u>	<u>\$ 30,150,054</u>	<u>\$ 6,305,555</u>	<u>\$ 35,043,713</u>	<u>\$ (4,893,659)</u>



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

Section 11. Item # 5.

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	Month of May 2026					Year-to-Date through May 31, 2026				
	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)	FY 2025	FY 2026	More/(Less)	Budget	Over / (Under)
Revenues										
Stormwater Utility Fee	\$ 16,997	\$ 22,710	\$ 5,713	\$ 15,510	\$ 7,200	\$ 2,468,173	\$ 2,407,930	\$ (60,243)	\$ 2,252,270	\$ 155,660
Licenses & Permits										
NPDES Plan Review Fee	5,800	6,475	675	6,237	238	86,248	73,136	(13,112)	92,742	(19,606)
NPDES Inspection Fee	28,950	20,900	(8,050)	26,003	(5,103)	318,250	474,307	156,057	285,853	188,454
Total Licenses & Permits	34,750	27,375	(7,375)	32,240	(4,865)	404,498	547,443	142,945	378,595	168,848
Interest Income	4,426	2,500	(1,926)	-	2,500	55,132	40,041	(15,091)	-	40,041
Total Revenues	56,173	52,585	(3,588)	47,750	4,835	2,927,803	2,995,414	67,611	2,630,865	364,549
 Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Transfers In	-	-	-	-	-	-	-	-	-	-
 Total Revenues and Other Financing Sources	<u>\$ 56,173</u>	<u>\$ 52,585</u>	<u>\$ (3,588)</u>	<u>\$ 47,750</u>	<u>\$ 4,835</u>	<u>\$ 2,927,803</u>	<u>\$ 2,995,414</u>	<u>\$ 67,611</u>	<u>\$ 2,630,865</u>	<u>\$ 364,549</u>
 Expenditures										
Watershed Management	\$ 160,507	\$ 185,386	\$ 24,879	\$ 455,983	\$ (270,597)	\$ 1,275,035	\$ 1,931,530	\$ 656,495	\$ 3,622,235	\$ (1,690,705)
Total Expenditures	160,507	185,386	24,879	455,983	(270,597)	1,275,035	1,931,530	656,495	3,622,235	(1,690,705)
 Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Transfers Out to General Fund	-	-	-	-	-	-	-	-	-	-
Transfer Out to Debt Service	230,525	231,400	875	227,994	3,406	296,050	292,800	(3,250)	292,800	-
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Total Transfers	230,525	231,400	875	227,994	3,406	296,050	292,800	(3,250)	292,800	-
 Total Expenditures and Other Financing Uses	<u>\$ 391,032</u>	<u>\$ 416,786</u>	<u>\$ 25,754</u>	<u>\$ 683,977</u>	<u>\$ (267,191)</u>	<u>\$ 1,571,085</u>	<u>\$ 2,224,330</u>	<u>\$ 653,245</u>	<u>\$ 3,915,035</u>	<u>\$ (1,690,705)</u>



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

Section 11. Item # 5.

	Month of May 2026					Year-to-Date through May 31, 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)	\$ 35,762	\$ 30,795	\$ (4,967)	\$ 34,942	\$ (4,147)	\$ 4,848,488	\$ 5,318,225	\$ 469,737	\$ 4,737,383	\$ 580,842
GO Bond Debt Service Property Tax	8,274	8,680	406	8,692	(12)	535,738	597,256	61,518	562,774	34,482
Total Property Tax	44,036	39,475	(4,561)	43,634	(4,159)	5,384,226	5,915,481	531,255	5,300,157	615,324
Licenses & Permits										
Municipal Improvement District Fee	1,575	975	(600)	1,558	(583)	393,974	413,389	19,415	389,783	23,606
Interest Income	4,228	1,945	(2,283)	2,612	(667)	77,499	57,136	(20,363)	47,875	9,261
Total Revenues	<u>49,839</u>	<u>42,395</u>	<u>(7,444)</u>	<u>47,804</u>	<u>(5,409)</u>	<u>5,855,699</u>	<u>6,386,006</u>	<u>530,307</u>	<u>5,737,815</u>	<u>648,191</u>
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	230,525	231,400	875	61,400	170,000	296,050	292,800	(3,250)	122,800	170,000
Total Other Financing Sources & Transfers In	<u>230,525</u>	<u>231,400</u>	<u>875</u>	<u>61,400</u>	<u>170,000</u>	<u>296,050</u>	<u>292,800</u>	<u>(3,250)</u>	<u>122,800</u>	<u>170,000</u>
Total Revenues and Other Financing Sources	<u>\$ 280,364</u>	<u>\$ 273,795</u>	<u>\$ (6,569)</u>	<u>\$ 109,204</u>	<u>\$ 164,591</u>	<u>\$ 6,151,749</u>	<u>\$ 6,678,806</u>	<u>\$ 527,057</u>	<u>\$ 5,860,615</u>	<u>\$ 818,191</u>
Expenditures										
Series 2014 TIF Bonds Debt Service										
Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 896,386	\$ 919,815	\$ 23,429	\$ 919,815	\$ -
Interest	11,866	-	(11,866)	-	-	35,295	11,866	(23,429)	11,866	-
Series 2022 TIF Bonds Debt Service										
Principal	\$ 327,553	\$ 338,887	\$ 11,334	\$ 338,887	\$ -	\$ 327,553	\$ 338,887	\$ 11,334	\$ 338,887	\$ -
Interest	313,380	302,046	(11,334)	302,046	-	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	-	165,000	170,000	5,000	170,000	-
Interest	65,525	61,400	(4,125)	61,400	-	131,050	122,800	(8,250)	122,800	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Total Expenditures	<u>883,324</u>	<u>872,333</u>	<u>(10,991)</u>	<u>872,333</u>	<u>-</u>	<u>2,245,714</u>	<u>2,244,714</u>	<u>(1,000)</u>	<u>2,244,714</u>	<u>-</u>
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	3,650,000	3,063,566	(586,434)	3,063,566	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,650,000</u>	<u>3,063,566</u>	<u>(586,434)</u>	<u>3,063,566</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 883,324</u>	<u>\$ 872,333</u>	<u>\$ (10,991)</u>	<u>\$ 872,333</u>	<u>\$ -</u>	<u>\$ 5,895,714</u>	<u>\$ 5,308,280</u>	<u>\$ (587,434)</u>	<u>\$ 5,308,280</u>	<u>\$ -</u>



Town of Bluffton
Budget and Actual - Capital Improvement Program Fund
For Period Ending May 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	\$ 114,979	\$ 1,514,455	(355,391)	\$ 1,159,064	\$ 1,044,085	9.9%
Total Economic Development	114,979	1,514,455	(355,391)	1,159,064	1,044,085	9.9%
Facilities						
Town Hall Improvements	12,651	-	14,380	14,380	1,729	88.0%
Squire Pope Carriage House	42,386	-	51,805	51,805	9,419	81.8%
Law Enforcement Center Facility Improvements	-	195,000	(36,076)	158,924	158,924	0.0%
Sarah Riley Hooks Cottage	808,046	1,162,350	435,401	1,597,751	789,705	50.6%
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	12,895	-	195,000	195,000	182,105	6.6%
Total Facilities	1,914,745	1,868,850	1,620,510	3,489,360	1,574,615	54.9%
Housing						
Affordable Housing Project	486,059	740,816	489,580	1,230,396	744,337	39.5%
Total Housing	486,059	740,816	489,580	1,230,396	744,337	39.5%
Information Technology Infrastructure						
Community Safety Cameras Phase 6	18,879	139,200	-	139,200	120,321	13.6%
Network Improvements	21,109	35,000	26,712	61,712	40,603	34.2%
Total Parks	39,988	174,200	26,712	200,912	160,924	19.9%
Land						
Land Acquisition	7,930,175	9,709,302	3,960,000	13,669,302	5,739,127	58.0%
Total Land	7,930,175	9,709,302	3,960,000	13,669,302	5,739,127	58.0%
Parks						
Park Improvements	119,421	60,000	65,000	125,000	5,579	95.5%
Oyster Factory Park	272,082	973,502	-	973,502	701,420	27.9%
New Riverside Park/Barn Site	797,726	2,142,000	(1,322,399)	819,601	21,875	97.3%
New River Trail	1,667,643	3,661,787	1,247,733	4,909,520	3,241,877	34.0%
Buckwalter Place Park Improvements	1,043,361	1,350,859	91,585	1,442,444	399,083	72.3%
Buck Island - Simmonsville Neighborhood Park - NEW	1,612	198,500	-	198,500	196,888	0.8%
Public Art	77,258	100,000	141,440	241,440	164,182	32.0%
New Riverside Barn Park Phase 2 Trail & Disc Golf - NEW	53,967	135,000	-	135,000	81,033	40.0%
Total Parks	4,033,070	8,621,648	223,359	8,845,007	4,811,937	45.6%
Roads						
Pathway Pedestrian Safety Improvements	377,365	460,235	115,182	575,417	198,052	65.6%
Calhoun Street Streetscape	63,235	427,230	89,593	516,823	453,588	12.2%
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	58,088	3,359,250	(464,038)	2,895,212	2,837,124	2.0%
Townwide Wayfinding Signage System	-	-	72,238	72,238	72,238	0.0%
Historic District Overhead Power Conversion	-	74,000	(13,200)	60,800	60,800	0.0%
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	7,500	-	60,000	60,000	52,500	12.5%
Total Roads	648,633	4,766,215	266,215	5,032,430	4,383,797	12.9%
Stormwater and Sewer						
Sewer Connections Policy	6,035	459,046	150,189	609,235	603,200	1.0%
Historic District Sewer Extension Phase 4	163,134	575,760	3,079	578,839	415,705	28.2%
Historic District Sewer Extension Phase 5	223,834	183,920	332,859	516,779	292,945	43.3%
Historic District Sewer Extension Phase 6	204,534	201,700	442,776	644,476	439,942	31.7%
Bridge Street Streetscape	238,819	1,593,313	118,040	1,711,353	1,472,534	14.0%
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	-	-	15,000	15,000	15,000	0.0%
Stoney Crest Campground/Old Palmetto Bluff Rd	962,603	1,352,432	-	1,352,432	389,829	71.2%
Pritchard Street Drainage Improvements	585,713	1,224,366	1,318,634	2,543,000	1,957,287	23.0%
Total Stormwater and Sewer	2,414,940	5,675,037	2,502,077	8,177,114	5,762,174	29.5%
Total CIP Expenditures	\$ 17,582,589	\$ 33,070,523	\$ 8,733,062	\$ 41,803,585	\$ 24,220,996	42.1%



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

Section 11. Item # 5.

FY2026														Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	512	616	659	542	280,235	483	266,375	365	467	431	190,145			740,830
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			1,642,886
Hospitality Tax	4,562	336,180	358,387	355,891	379,408	400,676	357,198	325,989	346,505	430,013	450,990			3,745,799
Total Revenues	7,191	501,541	492,355	475,416	855,521	575,086	772,931	404,574	450,837	666,004	928,059	-	-	6,129,515

FY2025														Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
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
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
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
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

FY2026 VS FY2025 (more / (less))													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13
Revenues													
State Accommodations Tax	(1,059)	(1,214)	(900)	(875)	9,157	(214)	265,743	(289,693)	(206)	(233)	15,336		(4,158)
Local Accommodations Tax	(583)	104,105	(4,860)	(3,433)	1,540	(18,291)	19,433	23,163	10,852	57,813	56,225		245,964
Hospitality Tax	(3,906)	54,217	53,169	41,360	27,573	(11,099)	8,273	31,719	34,555	9,835	80,970		326,666
Total Revenues	(5,548)	157,108	47,409	37,052	38,270	(29,604)	293,449	(234,811)	45,201	67,415	152,531	-	568,472

FY2024														Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
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
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
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
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

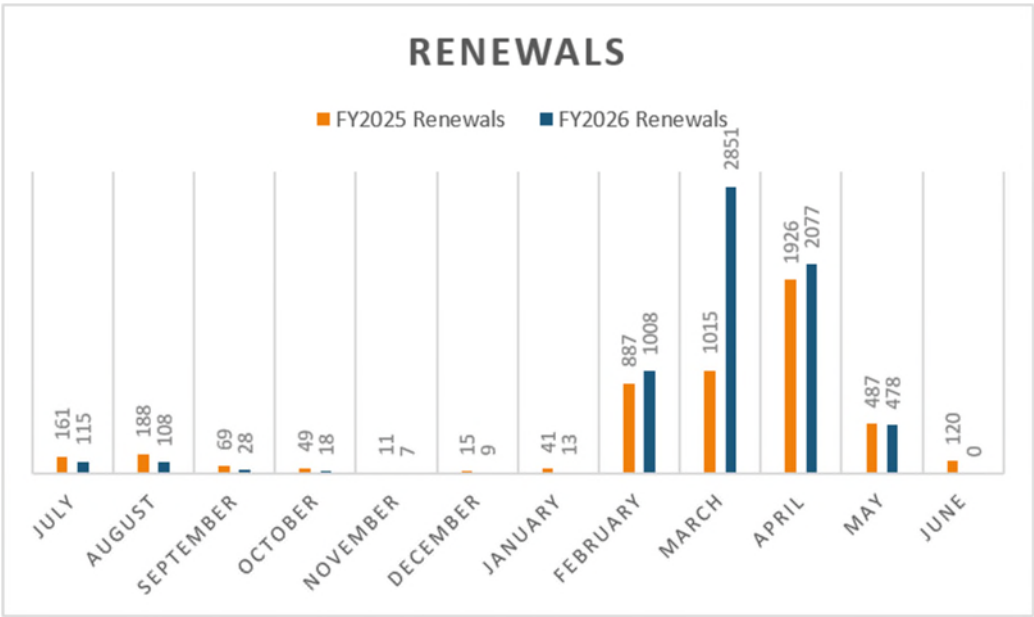
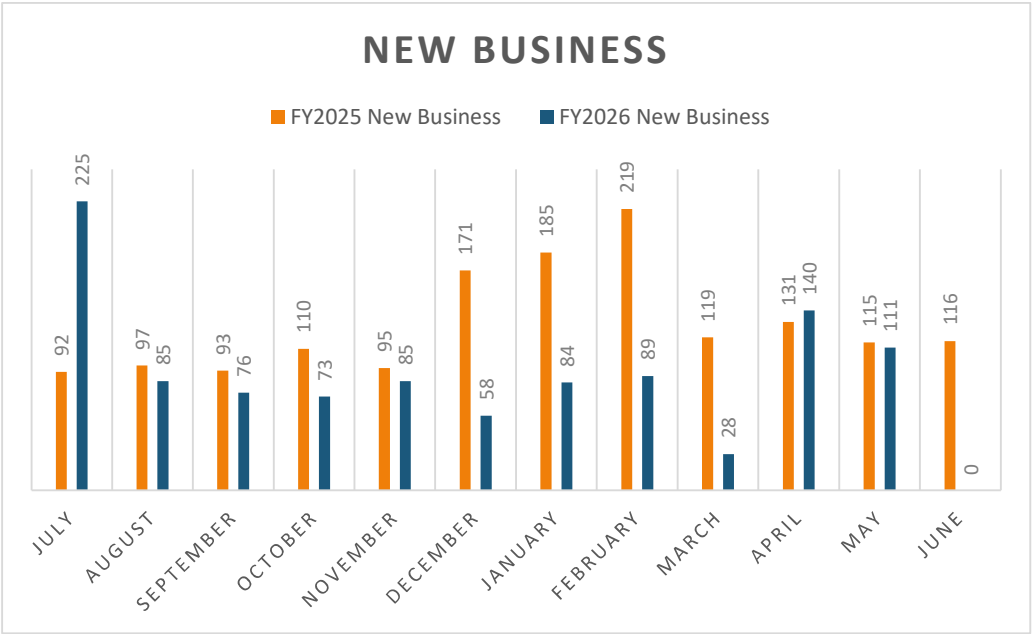
FY2025 VS FY2024 (more / (less))													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13
Revenues													
State Accommodations Tax	38	109	(404)	(236,136)	269,305	(1,309)	(248,453)	288,201	(1,368)	(160,686)	172,941	(1,021)	(21,624)
Local Accommodations Tax	(2,851)	(91,496)	30,108	(2,469)	17,727	20,941	12,057	(15,703)	3,014	(5,430)	20,570	30,950	(78,239)
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
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)

FY2023														Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
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
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
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
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

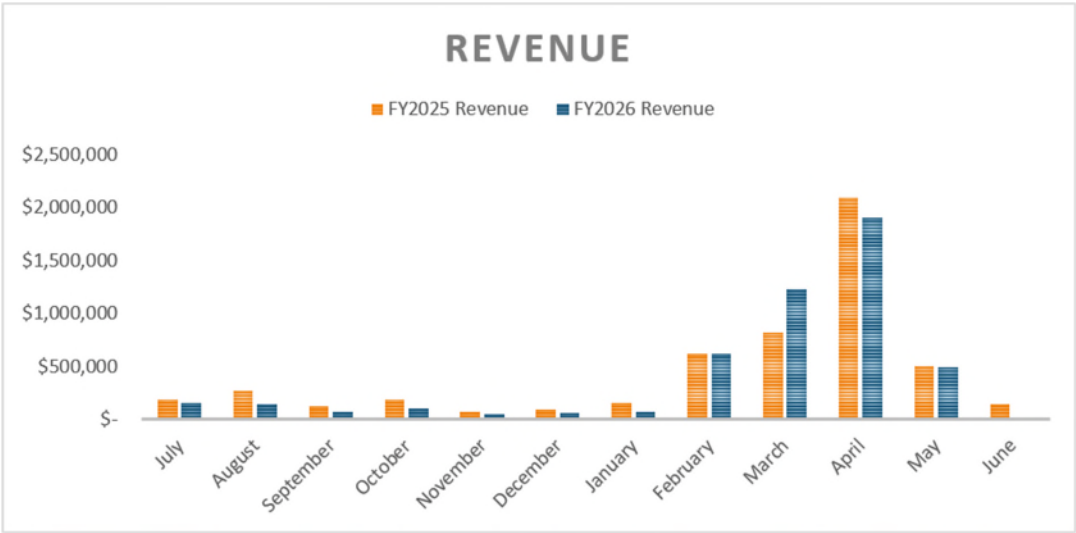
FY2024 VS FY2023 (more / (less))													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13
Revenues													
State Accommodations Tax	1,133	1,253	1,454	(18,588)	990	1,109	19,804	941	886	16,067	480	104	(27,749)
Local Accommodations Tax	4,937	(21,467)	(18,807)	(12,632)	23,670	13,203	3,229	7,406	6,784	158,202	(121,554)	(1,690)	93,405
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)
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

Business License Statistics:

Business License applications for FY2026 through May total 7,177 (943 new business and 6,234 renewals) compared to FY2025’s total of 5,674 (1,312 new business and 4,362 renewals).



Business license renewals reflect a decrease of 2% or 9 and revenue collections decreased 13% or \$56,612 for the month of May when compared to last year. Business license revenue generated through permits increased by 50% or \$41,225.



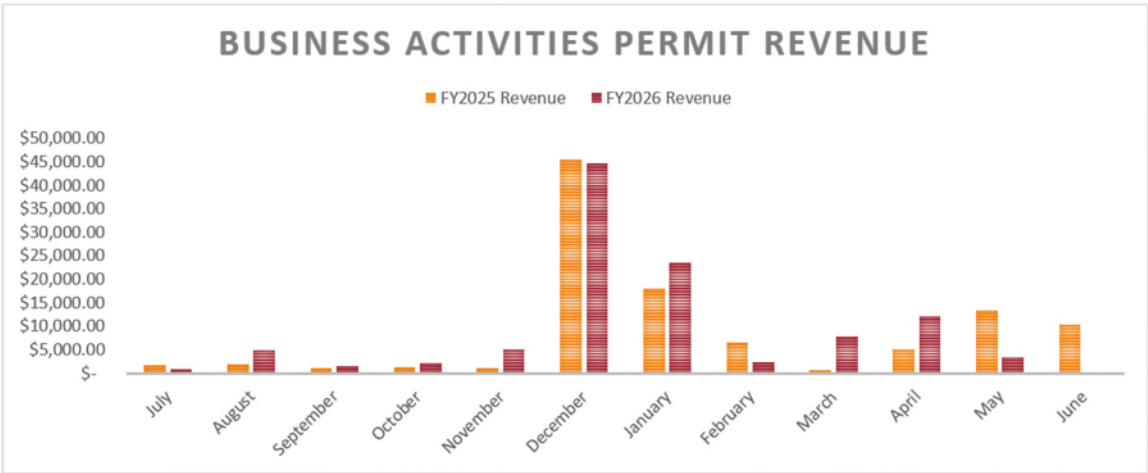
The amended ordinance that went into effect January 1st, 2019 included additional incentives for new businesses and businesses with multiple locations within the Town. For the 2026 business license renewals, there were one thousand, three hundred, and two (1,302) renewals eligible for an incentive.

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
 - o Fourteen (14) MVPs issued in May
 - o Forty-three (43) are compliant
 - o Six (6) are non-compliant
 - o Four (4) are in-process
 - o There are fifty-three (53) identified Mobile Vending businesses
- Short-Term Rental Permit (STRP): \$325
 - o Thirty-two (32) STRPs issued in May
 - o Two hundred and forty-six (246) STRPs are compliant with a permit
 - o Thirty (30) are non-compliant
 - o Fourteen (14) are in-process
 - o There are two hundred and ninety (290) 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
Community Development Block Grant (CDBG)	Federal	4-A-19-001	BIS sanitary sewer, Phase 5	CIP	submitted for closure	\$ 500,000.00	\$ 3,002,282.00	\$ 3,502,282.00	10/14/19	10/14/19	12/30/2023; extended to 12/31/2024
Land and Water Conservation Fund	Federal	45-01131	New Riverside Barn Park	CIP	submitted for closure	\$ 500,000.00	\$ 500,000.00	Phase I > \$1M	10/18/21	10/19/21	10/31/2023; extended to 12/31/2024
Section 319(h) Nonpoint Source Pollution, Assistance Program	Federal	EQ-0-263	May River Watershed Action Plan Phase IV; sewer connections (Poseys Court, Pritchard Street, Bridge Street)	Stormwater / CIP	closed	\$ 365,558.36	\$ 243,830.00	\$ 609,388.36	06/21/19	09/25/19	7/24/2023; extended to 9/30/2024
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	11/15/2025
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	\$ 1,348,178.00	\$ -	\$ 1,348,178.00	9/30/2024	3/9/2024	3/31/2026

FY24 Park and Recreation Development Fund (PARD)	State	Project Number 2023057	New River Trail Restroom Shelter	CIP	Active	\$ 26,000.00	\$ 6,500.00	\$ 32,500.00	05/08/23	05/08/23	5/8/2026
School Safety Program FY24 (School Resource Officer)	State	SR-076-C0702-24	SRO funding for six officers	Police	closed	\$ 893,422.29	none	\$ 893,422.29	6/16/2023	7/1/2023	6/30/2024; extended until 12/31/2024 for final expenditures
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	none
FY24 State Appropriation Act	State	none	Agility Course	Police	closed	\$ 50,000.00	none	\$ 50,000.00	9/8/2023	9/8/2023	6/15/2024; extended until 6/15/2025
StimulateSC	State	2024SSC-01	DRCI Artificial Intelligence Training Program	DRCI	closed	\$ 10,450.00	\$ 10,450.00	\$ 20,900.00	1/2/2024	1/15/2024	10/15/2024
National Opioid Guaranteed Political Subdivision Subfund	State	none	Opioid settlement money	Police	Active	\$ 30,400.00	none	\$ 30,400.00	7/15/2024	7/1/2024	6/30/2025
School Safety Program FY25 (School Resource Officer)	State	SR-113-C0702-25	continued funding for six SROs	Police	Active	\$ 522,025.00	none	\$ 522,025.00	8/6/2024	7/1/2024	6/30/2025
South Carolina Power Team Site Readiness Fund (SRF) Grant	Local	n/a	economic development for Buckwalter MCIP, Building A	Exec	Active	\$ 1,000,000.00	\$ 2,715,365.00	\$ 4,045,365.00	6/25/2024	11/13/2024	12/31/2025
FY25 State Appropriation Act	State	none	K9 program	Police	Active	\$ 50,000.00	none	\$ 50,000.00	7/24/2024	7/1/2024	6/15/2025
Home Repair Program	Local	none	Home Repair Assistance (NAP)	Growth Management	Active	\$ 144,000.00	none	\$ 144,000.00	8/22/2024	8/22/2024	6/30/2025

\$ 8,882,931.65

Building Resilient Infrastructure and Communities (BRIC)	Federal	CANCELLED BY FEDERAL GOVERNMENT APRIL 2025	Historic District drainage	Watershed	submitted 12/14/2023	\$ 278,550.00	\$ 30,950.00	\$ 309,500.00			36 months from date of award
Sen Graham appropriation FFY25 / National Park Service	Federal		New River Linear Trail ADA Enhancement Phase II	CIP	submitted 4/29/2024; look for Congress to pass appropriation legislation between Oct and Dec 2024	\$ 500,000.00	\$ 1,492,056.00	\$ 1,992,056.00			
Hazard Mitigation Grant Program	Federal		Historic District drainage	Watershed	pre-app approved 5/5/25; full application due 8/29/25	\$ 327,318.75	\$ 109,106.25	\$ 436,425.00			

	As of May 2026					
	Bluffton Police Department Benevolence Fund		Mayor's Stay Safe Bluffton Scholarship Fund		Town of Bluffton Parks & Public Art Fund	
	May 2026	FY through May 2026	May 2026	FY through May 2026	May 2026	FY through May 2026
Beginning Balance	\$ 141,400.10	\$ 139,272.80	\$ 31,455.90	\$ 25,473.25	\$ 24,066.68	\$ 3,945.09
Contributions & Investement Activity						
Contributions to Fund	\$ -	\$ 1,100.00	\$ 3,265.46	\$ 9,112.38	\$ -	\$ 20,000.00
Interest & Dividend Income	73.34	2,404.76	16.89	507.96	12.48	235.39
Investment Income & Losses	303.15	593.71	69.83	121.79	51.59	32.38
Total Contributions & Investment Activity	376.49	4,098.47	3,352.18	9,742.13	64.07	20,267.77
Expenses						
Distributions - Grants	-	-	-	-	-	-
Distributions - Program Expenses	-	-	-	-	-	-
Fees - Administrative & Investment	0.09	1,579.97	0.02	330.38	0.02	82.13
Fees - Credit Card Processing	-	14.80	62.77	139.71	-	-
Total Expenses	0.09	1,594.77	62.79	470.09	0.02	82.13
Net Change to Fund Balance	\$ 376.40	\$ 2,503.70	\$ 3,289.39	\$ 9,272.04	\$ 64.05	\$ 20,185.64
Pending Contributions						
Total Pending Contributions		\$ -		\$ -		\$ -
Pending Expenses						
Total Pending Expenses		-		-		-
Projected Ending Balance		\$ 141,776.50		\$ 34,745.29		\$ 24,130.73

TOWN COUNCIL



STAFF REPORT
Human Resources Department

MEETING DATE:	July 14, 2026
PROJECT:	June 2026 Activity Report
PROJECT MANAGER:	Anni Evans, Director of Human Resources

Human Resources Summary:

New Hires: 2

Benjamin Gramarosa
Title: Police Recruit
Date: June 11, 2026
Department: Police

Noah Kramer
Title: Police Recruit
Date: June 25, 2026
Department: Police

Exits: 1

David Nelems
Title: Director of Special Projects
Date: June 30, 2026
Department: DRCI

Promotions: 1

Sarah Partridge
Title: Police Sergeant
Date: June 25, 2026
Department: Police

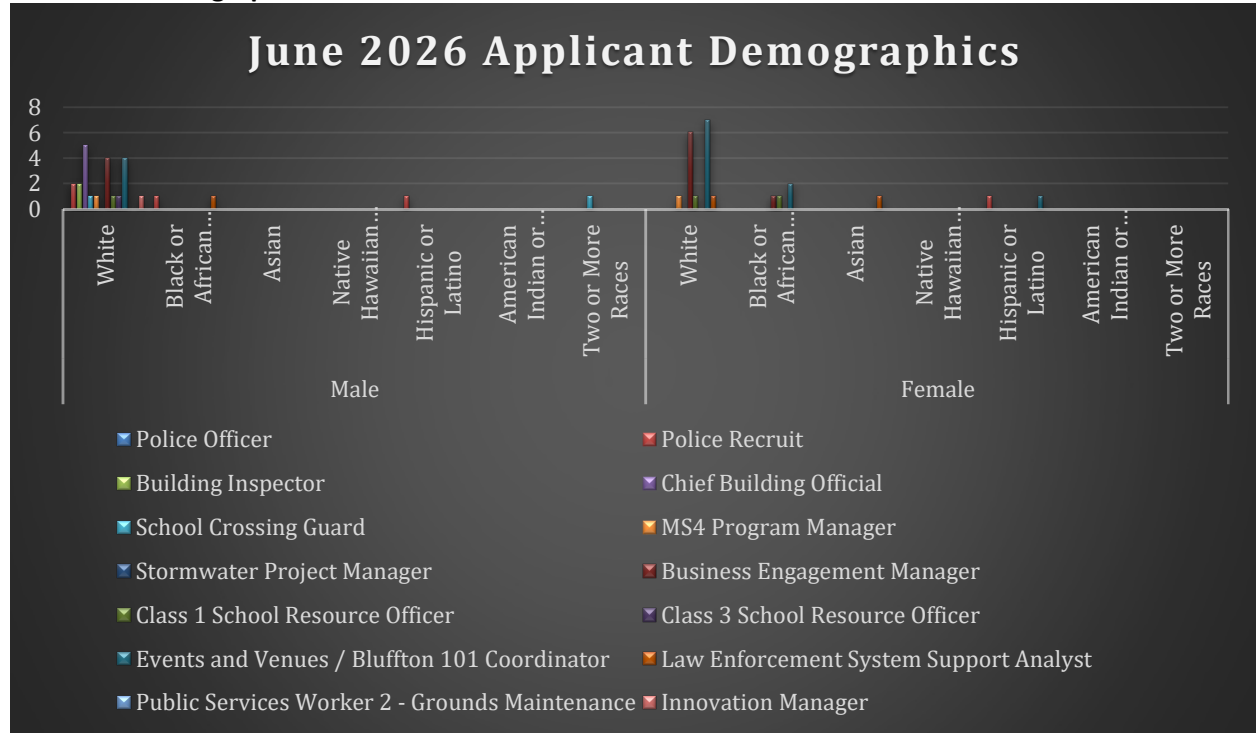
Jobs posted:

Police Officer
Police Recruit
Building Inspector
Chief Building Official

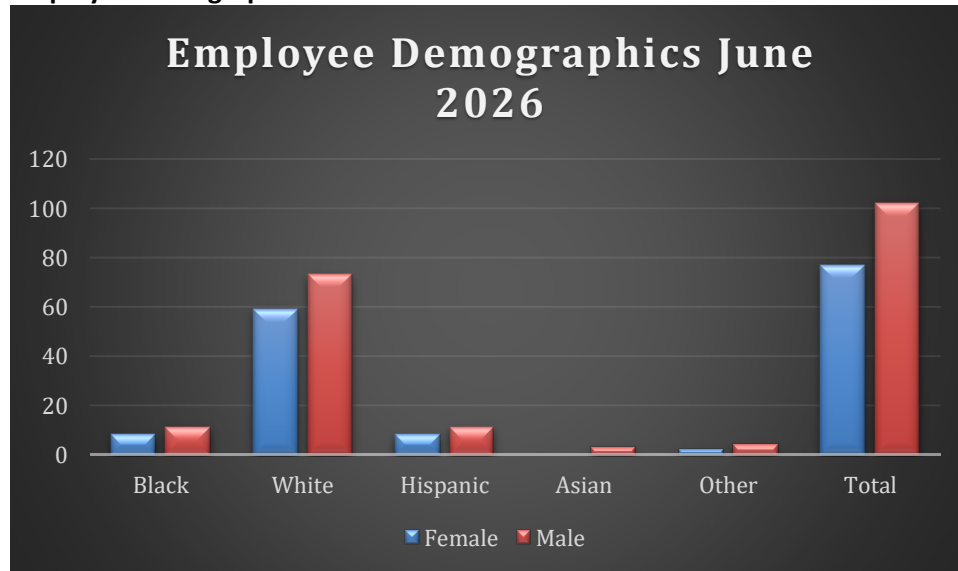
School Resource Officer
Crossing Guard

- Birthday/Anniversary Celebration – 6/16 Lowcountry Soda Truck
- June Wellness Events:
 - Alzheimer’s and Brain Health Awareness Month: More Good Days Together presentation: 5/27
 - Email campaigns for:
 - Brain Health Awareness Month
 - Alzheimer’s Awareness Month
- Town of Bluffton – employee Safety Committee Meeting: June 1, 2026
 - Defensive Driving Course (4-hour) – June 25
- Intern Events:
 - Meet & Greet Breakfast: 6/11
 - Palmetto Bluff Tour: 6/22
 - May River Tour: 6/25
- Career Fair: TRS (Transition Readiness) 6/10
- Position Control: Module in ERP (HRIS) Go Live: 6/25 – successful

Candidate demographics:



Employee demographics:



TOWN COUNCIL



STAFF REPORT
Municipal Court Department

MEETING DATE:	July 14, 2026
PROJECT:	May Activity Report
PROJECT MANAGER:	Lisa Cunningham, Clerk of Court

Court Summary

Town of Bluffton Municipal Court convenes every Tuesday morning. In May 2026 there was a total of five morning sessions. The Municipal Court currently has 442 cases pending, which is a combination of 394 criminal/traffic cases, 15 jury trial requests, and 33 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 31 pending as of May 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 5 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 13 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 8 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 1 active participants. AEP is only inclusive for alcohol related charges such as minor in possession 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 6 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.

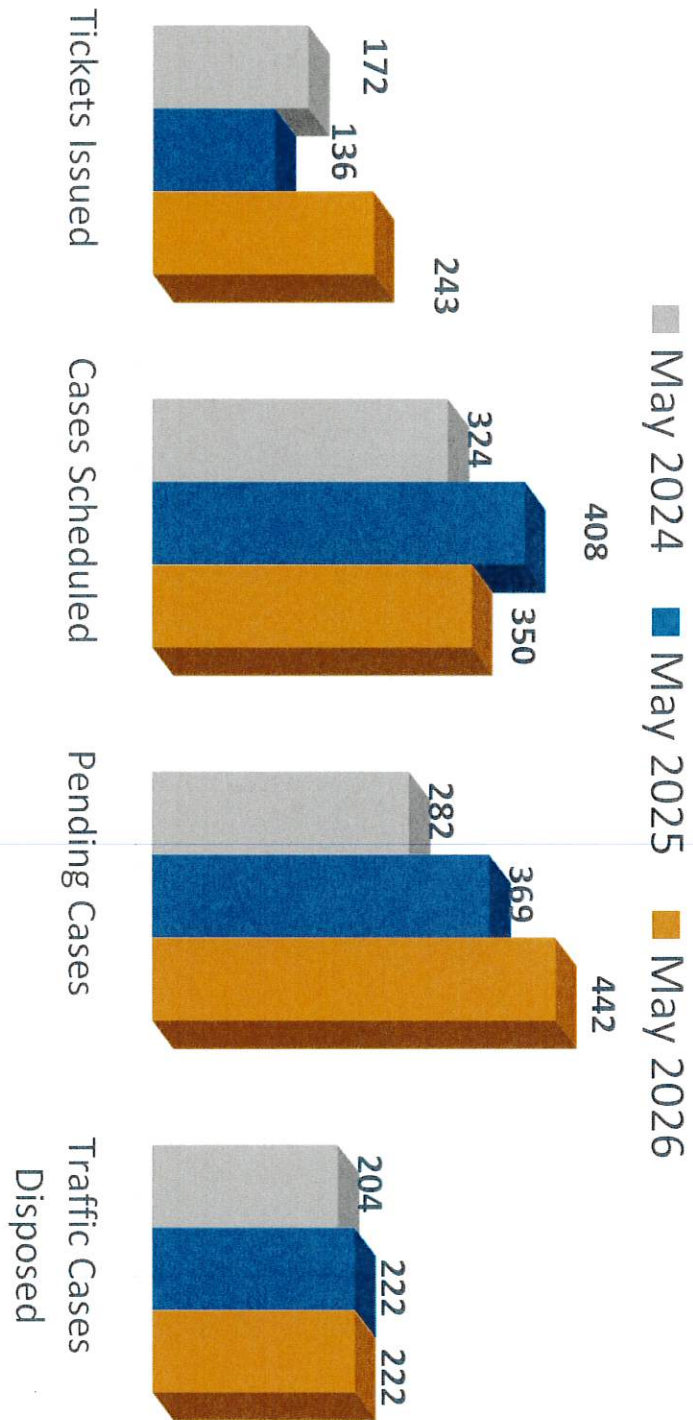
Town of Bluffton Municipal Court Statistics for May 2026

Presented by:
Lisa Cunningham, Clerk of Court





Town of Bluffton Municipal Court



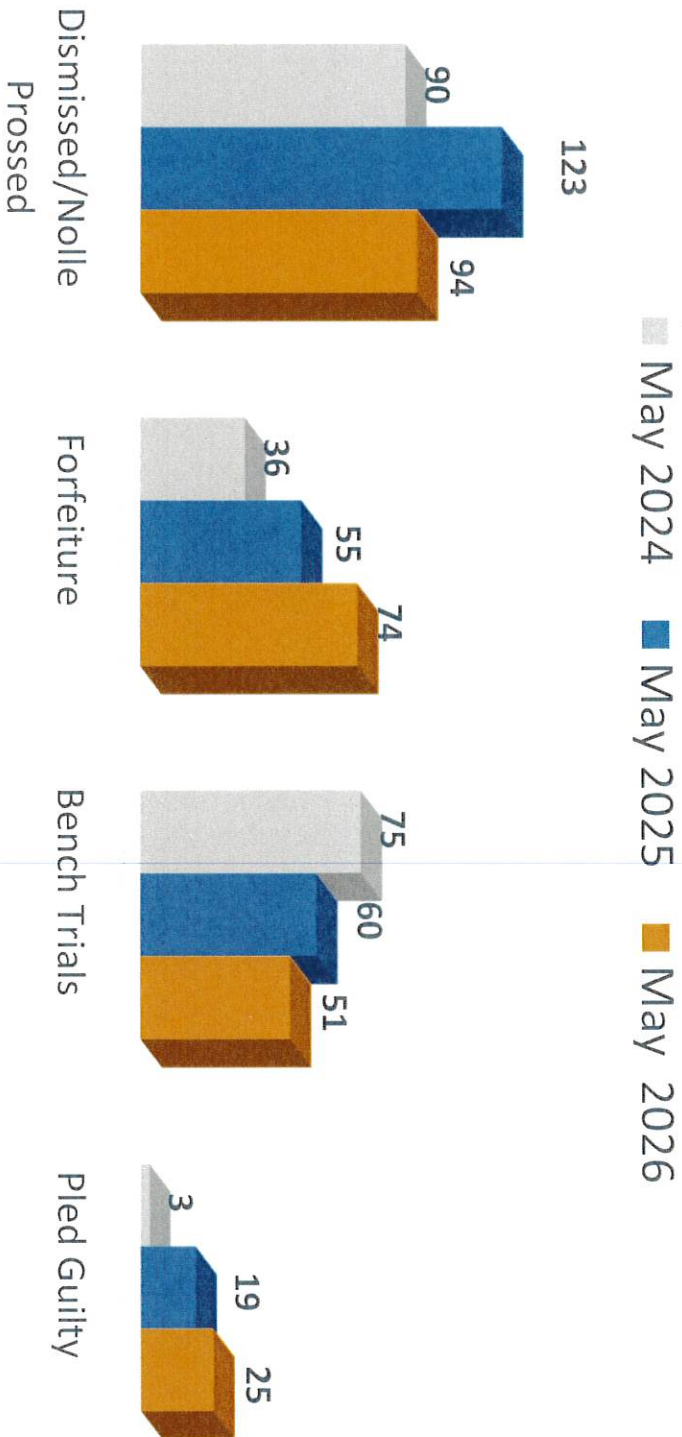


Town of Bluffton Municipal Court





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:	July 14, 2026
SUBJECT:	Projects and Watershed Resilience Department Monthly Report
PROJECT MANAGER:	Kimberly Washok-Jones, Department Director

CAPITAL IMPROVEMENTS PROGRAM (CIP) UPDATE

Administrative Update

- No activity to report.

FACILITIES

1. Law Enforcement Center Facility Improvements

- PS emergency procurement of HVAC underway.

2. Sarah Riley Hooks Cottage

- Interior trim, utility connections, and mechanical hook ups are underway.
- Nix Construction began site construction in May 2026.
- **Next Steps:**
 - o Site construction to be completed in the Fall 2026.

3. New Riverside Barn Park – Public Services Building

- Architectural Plans, Site Development Plans and easements are **complete**.
- **Next Steps:**
 - o Prepare bid solicitations in Summer 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.
- **Next Steps:**
 - o Special PM awaiting wetland determination from ACOE to determine site capacity of upland property for future PS expansion.

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:**
 - o WorkForce State of Mind submitted The May subdivision application to GM with internal review due 7/21/26.
 - o Solicitation closed 6/11/26 for next Workforce Housing project at 115 Bluffton Road. Executive, Affordable Housing, Finance and GM team reviewing proposals for tentative award by Council 8/11/26.

PARKS**1. Park Improvements**

- Landscape modifications at Wright Family Park are **complete** and project to be closed on 6/30/26.

2. Oyster Factory Park

- Pavilion repairs **complete**.
- Bids received for restroom expansion were over budget.
- **Next Steps:**
 - o Value engineer design and re-bid pavilion contract for restroom construction.

3. Oscar Frazier Park

- Begin construction of a second pavilion in June 2026.

4. New Riverside Barn Park – Phase 2 Trails & Disc Golf

- Construction contract awarded in May 2026 for disc golf.
- **Next Steps:**
 - o Post solicitation for Phase 2 trails in Summer 2026 with construction in Fall 2026.

5. New River Linear Trail

- BPD enforcing no trespassing until construction is completed in Fall 2026.
- **Next Steps:**
 - o Construction of 10' paved pathway ongoing.

6. Buckwalter Place Park Improvements

- Hilton Head Landscape has completed major construction of Phase 2 and 3 site improvements.
- **Next Steps:**
 - o Park is open except Glomist station due to incorrect component shipment. Completion anticipated by mid-July.

STORMWATER & SEWER**1. Historic District Sewer Extension Phases 4 through 6 – Lawrence, Green and Water Streets**

- Main line sewer construction and as-builts for HD Sewer are **complete**.
- **Next Steps:**
 - o BJWSA approved testing of main line system. Awaiting permit to operate from DES.
 - o Begin service connections and pump stations construction.

2. Comprehensive Drainage Plan Improvements

- Draft Engineering Report for Crooked Cove **completed** and comments provided. Field meeting was held to discuss recommended projects and alternatives.
- Additional flow data to calibrate H/H 2D model for Crooked and Guerrard Coves is in process.
- **Next Steps:**
 - o Guerrard Cove Engineering Report submittal.
 - o Rose Dhu Creek RFQu closed 6/22/26.
 - o SCEMD HMGP Grant Application for Huger/Verdier Cove Watershed Study pending.

3. May River Watershed Action Plan Impervious Restoration Water Quality Projects

- Preliminary Design of 9 participating sites **complete**.
- 15 additional sites' concept plans **completed**.
- Internal discussions and review of Impervious Restoration Program policy document completed and Final Draft in development.
- **Next Steps:**
 - o Finalize Impervious Restoration Program Policy Document.
 - o Collaborate with Director of Procurement for BCSD and private owners' agreement to construct impervious restoration projects at school sites.

4. BJWSA Sewer Projects in May River Watershed

- Stoney Creek/Palmetto Bluff Sewer Partnership - BJWSA is the Project Manager as RIA-SCIIP grant recipient; updates can be found [here](#). Project was anticipated to be completed by BJWSA by 6/30/26.
- BJWSA invited Council to Alljoy Sewer Project groundbreaking at 10:00 AM, 7/22/26 at 2 Mullet St.

ROADS

1. Pathway Pedestrian Safety Improvements

- **Completed** Historic District for ADA compliance and May River Road RRFB crossings.
- **Next Steps:**
 - o Bluffton Road, New Riverside Road, and phase 3 additional design of 30 locations continues. Working with SROs and school officials for crossings near schools.

2. Bridge Street Streetscape

- Public information meeting held 4/23/26.
- **Next Steps:**
 - o Silt fencing and traffic count devices installed.
 - o 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:**
 - o Continue easement negotiations with May River Road property owners for main transmission line for underground power.
 - o Continue to coordinate underground power layout and modifications with Dominion Energy and CDDC Design.
 - o Prepare easement acquisition plats for phase 1 in FY26 and begin easement acquisition.
 - o 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 SCDES permit amendment moving Lawrence St. drainage outfall to Green St.
- **Next Steps:**
 - o Prepare easement exhibits, appraisals and continue easement negotiations.
 - o Construction to be bid mid-FY27, subject to acquisition of easements and permits.

5. Pritchard Street Drainage Improvements

- Design submittal for relocation of sidewalk north of MC Riley Early Childhood Learning Center to reduce tree removals **completed** and pending Proposal from Contractor.
- **Next Steps:**
 - o Submit final 319 grant report upon project completion.

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WATERSHED MANAGEMENT UPDATE

Administrative Update

- Moreno was invited to participate in revisions to the Low-Impact Development (LID) Manual for Coastal SC.
 - Two (2) FY27 positions for MS4 Program Manager and Stormwater Project Manager posted.
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 7/23/26.
 - Lewis and Quast met with McCormick Taylor, Inc. to discuss deliverables to implement the May River Watershed Action Plan Update and Model Report.
 - SCDES collected shellfish harvesting and Microbial Source Tracking (MST) samples in June. Results pending.
 - Finalizing Microbial Source Tracking (MST) Memorandum of Understanding (MOU) with the University of South Carolina Beaufort.
 - Partnered with the Bluffton Rotary Satellite Club by providing dog leash bag holders, educational handouts, and pet waste magnets to support pet waste solutions.
 - MST Sampling Program targets potential human, dog, deer, horse, and bird fecal sources.
 - Collect five (5) wet and dry weather events for each subwatershed.
 - All dry sampling events for the coves have been completed. Additional samples will only be collected during qualifying wet weather conditions.
 - No targeted MST samples collected during this reporting period.
 3. **Resilience**
 - Resilience Plan:
 - Project kickoff meeting held and Task 1 underway.
 - Furman University's students' heat action plan report submitted to the Town. Staff reviewing.
 - Lewis met with Furman University to discuss on-going resilience initiatives.
 - Lewis attended the Southern Lowcountry Resilience Collaborative (SLRC) meeting.
 - Wetlands and Resiliency Ordinances:
 - McCormick Taylor and Center for Watershed Protection continue wetland and resilience work. Deliverables under review.

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**
 - Lewis and Moreno spoke at the SC Mitigation Association's Quarterly Meeting on the Town's Wetland Protections Ordinance.
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)**
6. **MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)**
 - Public Services performed weekly street sweeping on Calhoun St., Highway 46, Bruin Rd.

River Rd., Pin Oak St., and curbs/medians on Simmonsville and Buck Island Rds.

- Performed ditch inspections.
 - o Buckwalter ditch (917 LF)
 - o Arrow ditch (2,569 LF)
 - o Red Cedar ditch (966 LF)
 - o Buck Island roadside ditch (15,926 LF)
 - o 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 Microbial Source Tracking (MST) Results for Targeted Sampling
 - b. Targeted MST Sampling Sites Map
3. May River Watershed Action Plan Advisory Committee – 2026 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 Trend 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

	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		13.0	240.0	49.0		13.0	13.0	7.8		7.8	7.8	14.0		17.0	22.0	33.0		13.0	130.0	2.0	
August	23.0	33.0	220.0		49.0	23.0	49.0		6.8	23.0	79.0		13.0	49.0	79.0		23.0	49.0	33.0		2.0	13.0	7.8	
July	350.0	31.0	70.0		920.0	31.0	79.0		70.0	32.0	350.0		49.0	32.0	130.0		33.0	33.0	21.0		17.0	32.0	11.0	
June	14.0	7.8	170.0		7.8	7.8	170.0		23.0	6.8	110.0		13.0	4.5	49.0		33.0	2.0	23.0		13.0	2.0	6.8	
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	33.0	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	147.0	152.0	163.0	193.0	140.0	77.0	79.0	111.0	99.0	71.0	74.0	79.0	62.0	44.0	47.0	58.0	56.0	26.0	38.0	31.0	28.0

NS = No Sample

SCDES Regulatory Requirements:

Geometric Mean ≤ 14

90th Percentile ≤ 43

** Town staff calculations utilizing SCDES statistics

Note:

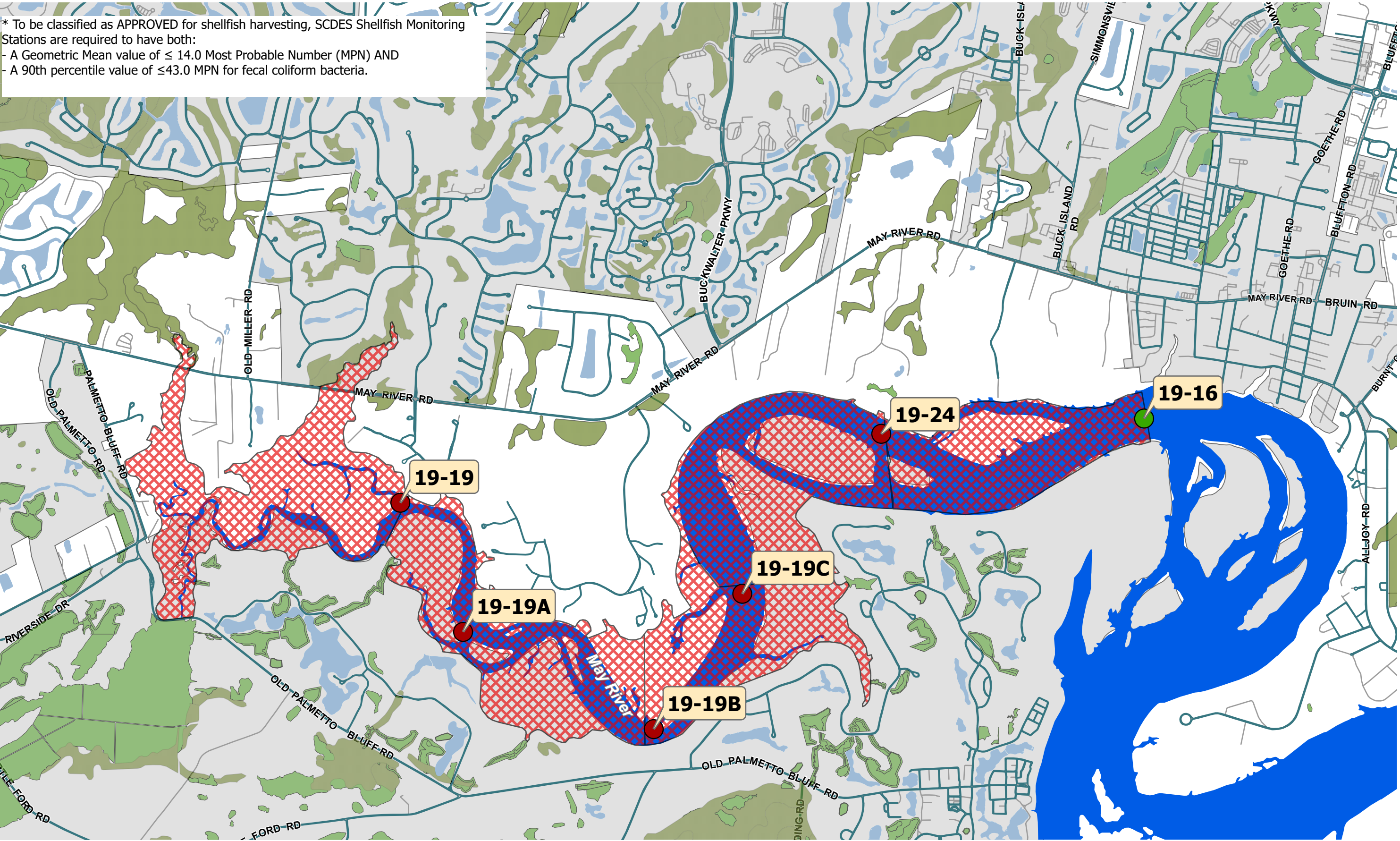
December 2025 ends the data collection period for 2026 shellfish harvesting season.

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.

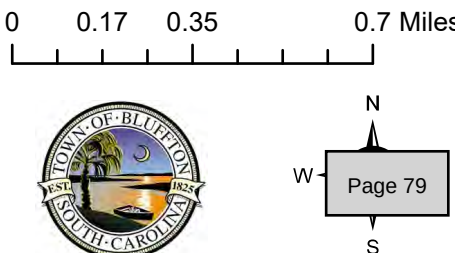
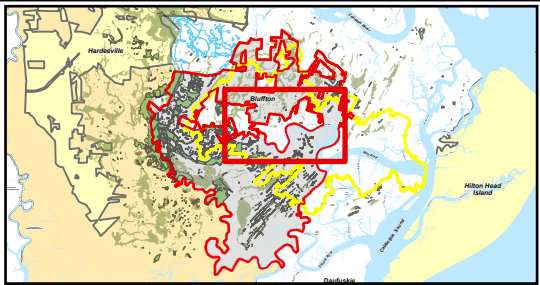
2026 fecal coliform data is part of the 2027 classification data collection period.

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

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



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:
 - o Cahill
 - o Gascoigne
 - o Stoney Creek
 - o 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
 - 2.99×10^{14} FC reduction for the Full SWRv (entire sub-basin drainage area catchment).
 - 2.53×10^{14} 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.
 - 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.
 - 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 5.1.3 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.

O Current 5.1.2 & 5.1.3 Update

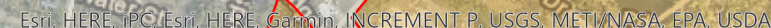
- Compare PCSWMM model outputs with the Town's 2018 and 2002 XPSWMM Water Quality Models in process. Met with consultant team in June 2026 to discuss staff comments and upcoming work.

O Next Steps:

- Analyze proposed May River water quality improvement projects as designed to validate anticipated improvements.
- This initiative is part of the WAPAC FY27-FY28 Strategic Plan. The Town's consultant team is expected to present to the WAPAC at the October meeting.

			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	Horse (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	5/81	6.17%	2/17	11.76%	7/17	41.18%	3/15	20.00%	0/12	0.00%
	19-19A	Unnamed Tributary near SW corner of Gascoigne Bluff	3/82	3.66%	5/18	27.78%	4/17	23.53%	3/13	23.08%	0/12	0.00%
	19-19B	Bend in May River nearest the high bluff of Palmetto Bluff	4/80	5.00%	6/14	42.86%	3/14	21.43%	1/15	6.67%	1/11	9.09%
	19-19C	First Unnamed Tributary leading from Gascoigne Bluff	4/82	5.26%	2/18	11.11%	8/21	38.10%	0/14	0.00%	0/14	0.00%
	19-24	May River at Southern End of Crane Island	1/82	1.22%	2/20	10.00%	1/2	50.00%	0/9	0.00%	0/9	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	2/9	22.22%	4/9	44.44%	0/9	0.00%	0/9	0.00%	0/9	0.00%
	BV01	Drainage ditch at the intersection of Bruin Rd and Pritchard St	1/9	11.11%	5/9	55.56%	0/9	0.00%	1/9	11.11%	0/9	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	4/9	44.44%	6/9	66.67%	1/9	11.11%	0/9	0.00%	0/9	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%
	HGC2	Huger Cove overpass on Bridge St	3/6	50.00%	5/6	83.33%	0/6	0.00%	0/6	0.00%	0/6	0.00%

Verdier Cove	HLP01	Pond on Honey Locust Ave	0/7	0.00%	2/7	28.57%	0/7	0.00%	0/7	0.00%	0/7	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	0/7	0.00%	1/7	14.29%	0/7	0.00%	1/7	14.29%	0/7	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	0/7	0.00%	2/7	28.57%	0/7	0.00%	1/7	14.29%	0/7	0.00%
	VC2	Kayak dock in Stock Farm	0/3	0.00%	1/3	33.33%	0/3	0.00%	0/3	0.00%	0//3	0.00%
	BL01	Manhole in front of 12 and 14 Brenden Ln	0/2	0.00%	0/2	0.00%	0/2	0.00%	0/2	0.00%	0/2	0.00%
	QC01	Manhole in front of 6 and 8 Quinn St	0/2	0.00%	0/2	0.00%	0/2	0.00%	0/2	0.00%	0/2	0.00%



Targeted MST Sampling Locations

Drainage Channels

BEAUFORT COLLEGE

Page 89

Town of Bluffton

Targeted MST Sampling Locations



TOWN OF BLUFFTON

MAY RIVER WATERSHED ACTION PLAN

ADVISORY COMMITTEE

2026 Meeting Schedule

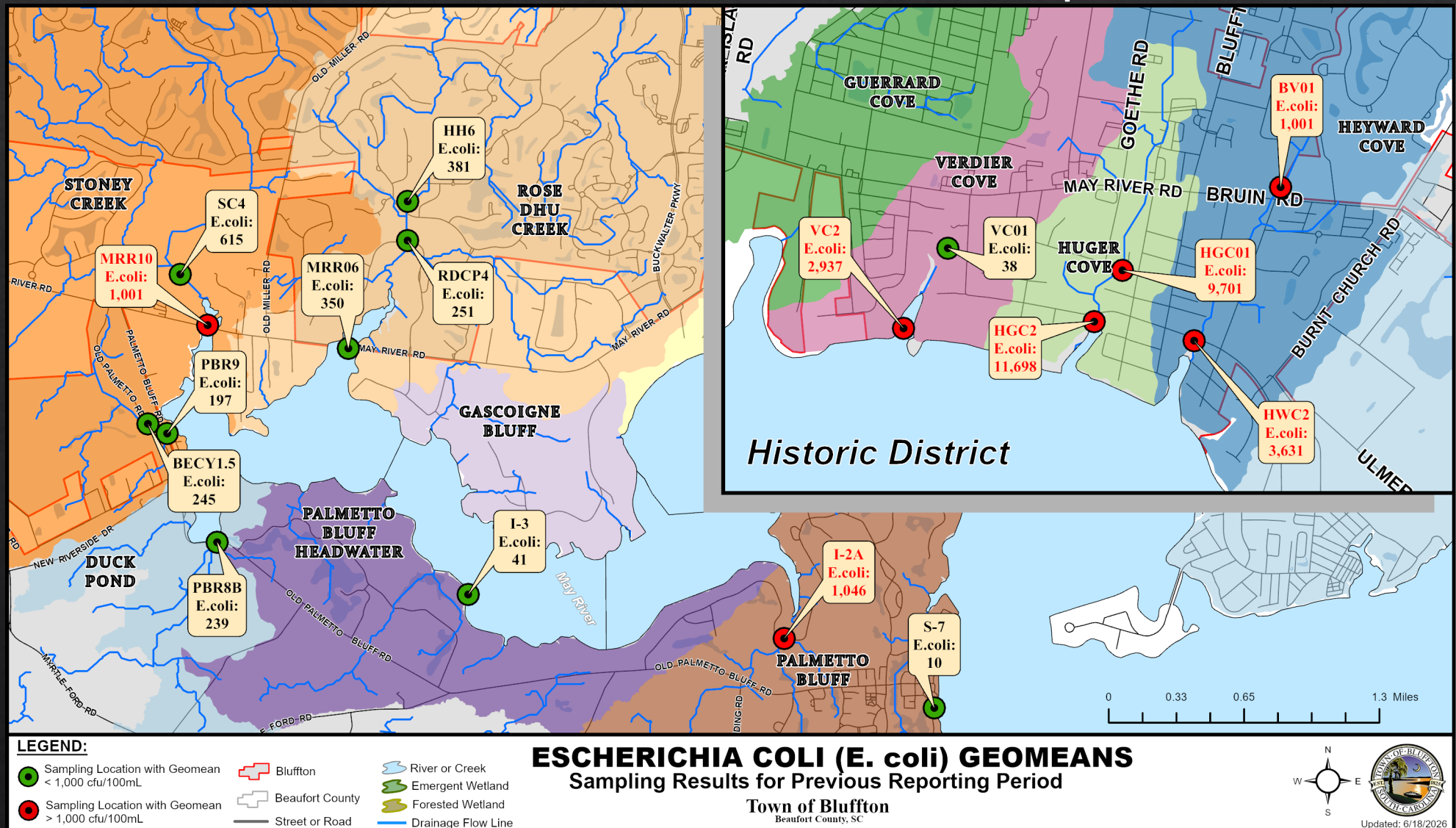
MEETING DATES
January 22, 2026
March 9, 2026, 10am – 12:30pm
April 23, 2026
July 23, 2026
October 22, 2026

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

Please Note:

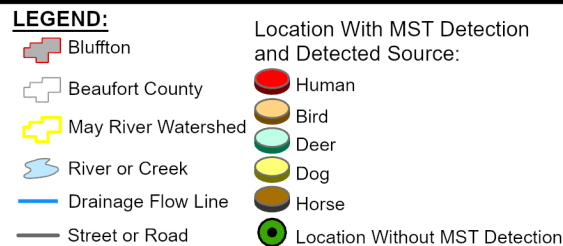
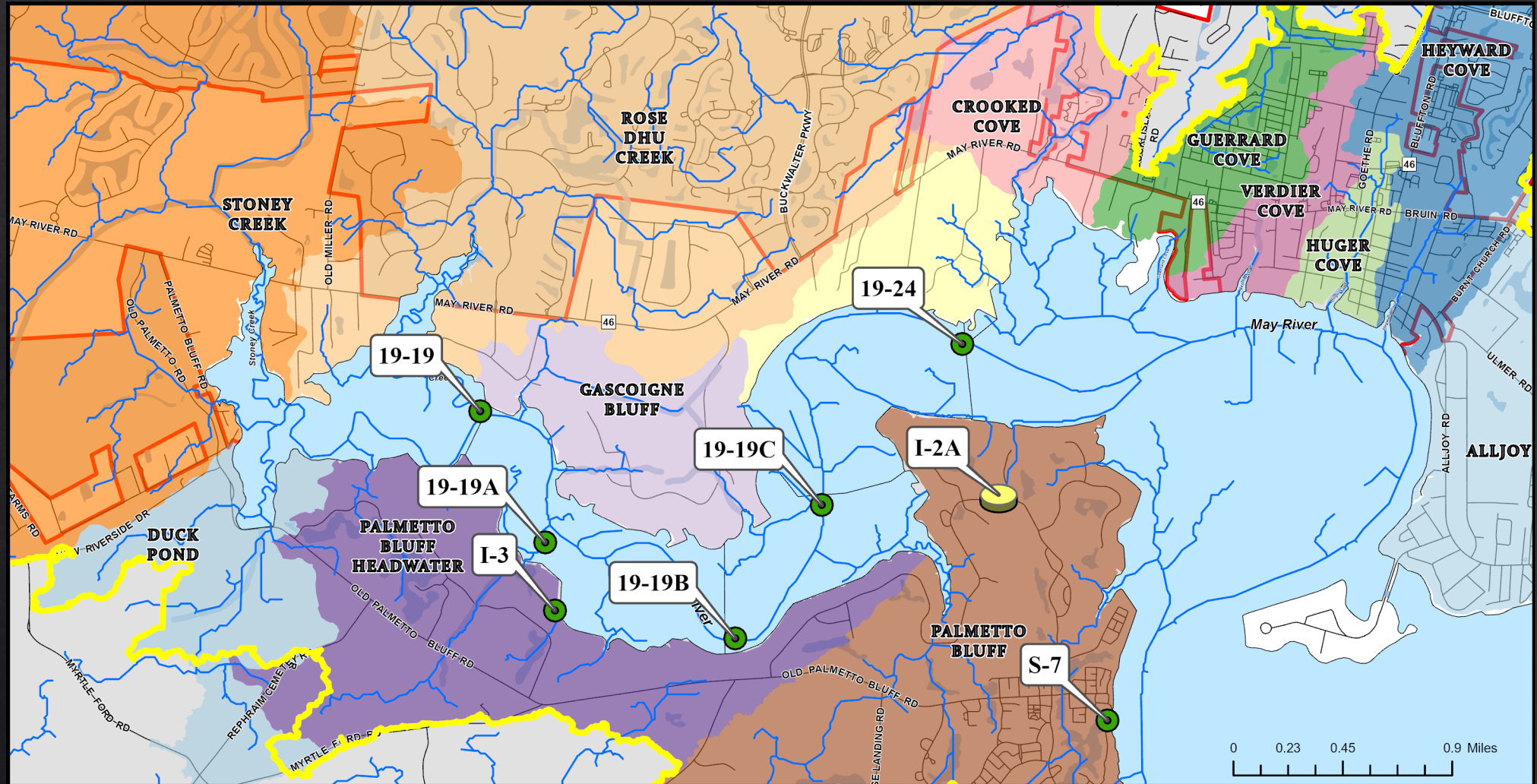
Meetings will be held on scheduled meeting dates unless otherwise advertised with FOIA compliance.

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

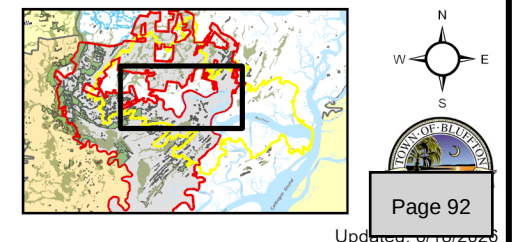


	USCB Water Quality Samples	Microbial Source Tracking Samples	MS4 Quarterly Samples Collected
FY 2026 YTD Totals	1,431	228	101

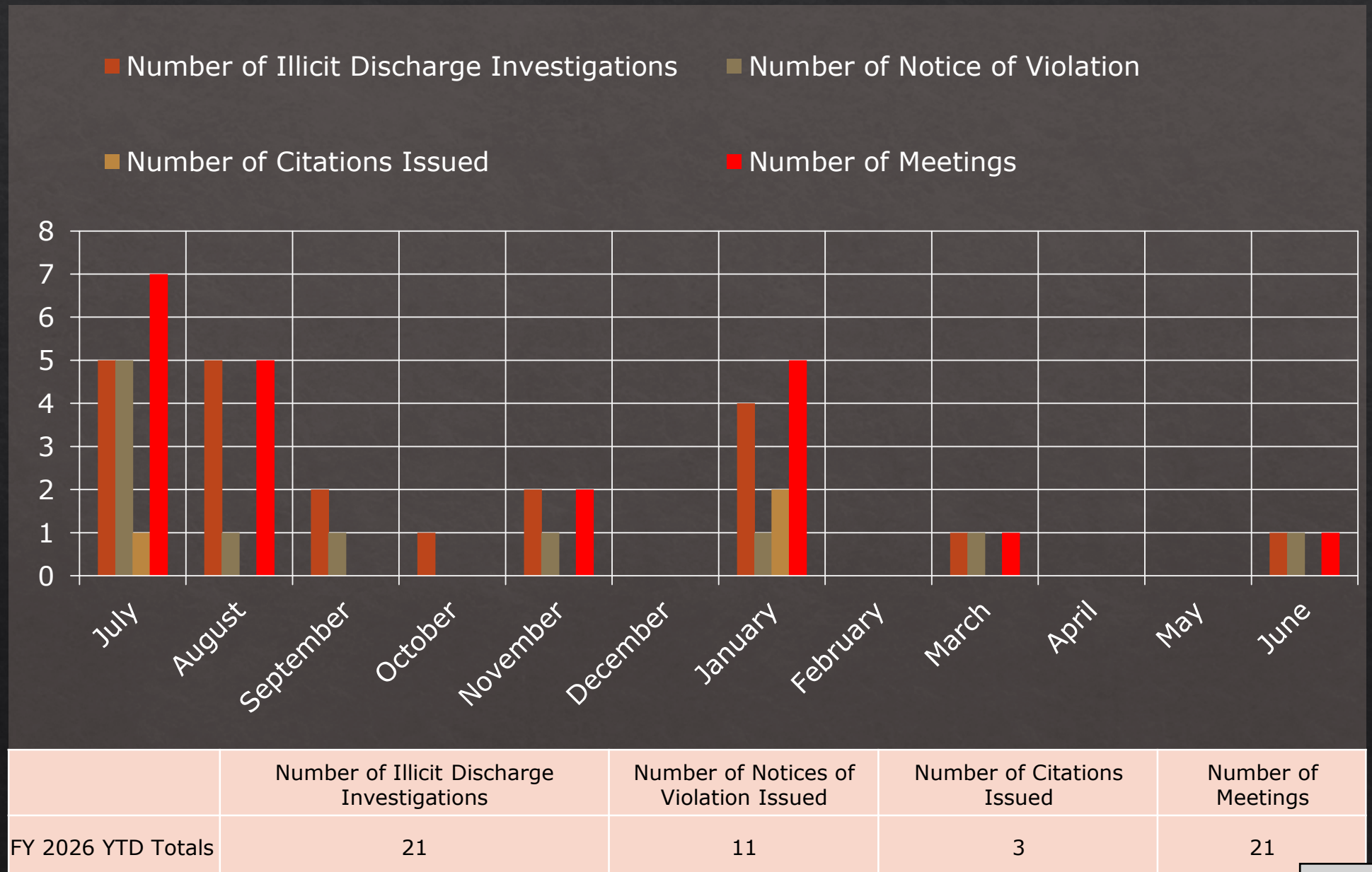
MS4 Minimum Control Measure #3 – IDDE: Microbial Source Tracking (MST) Map – By Markers Sources



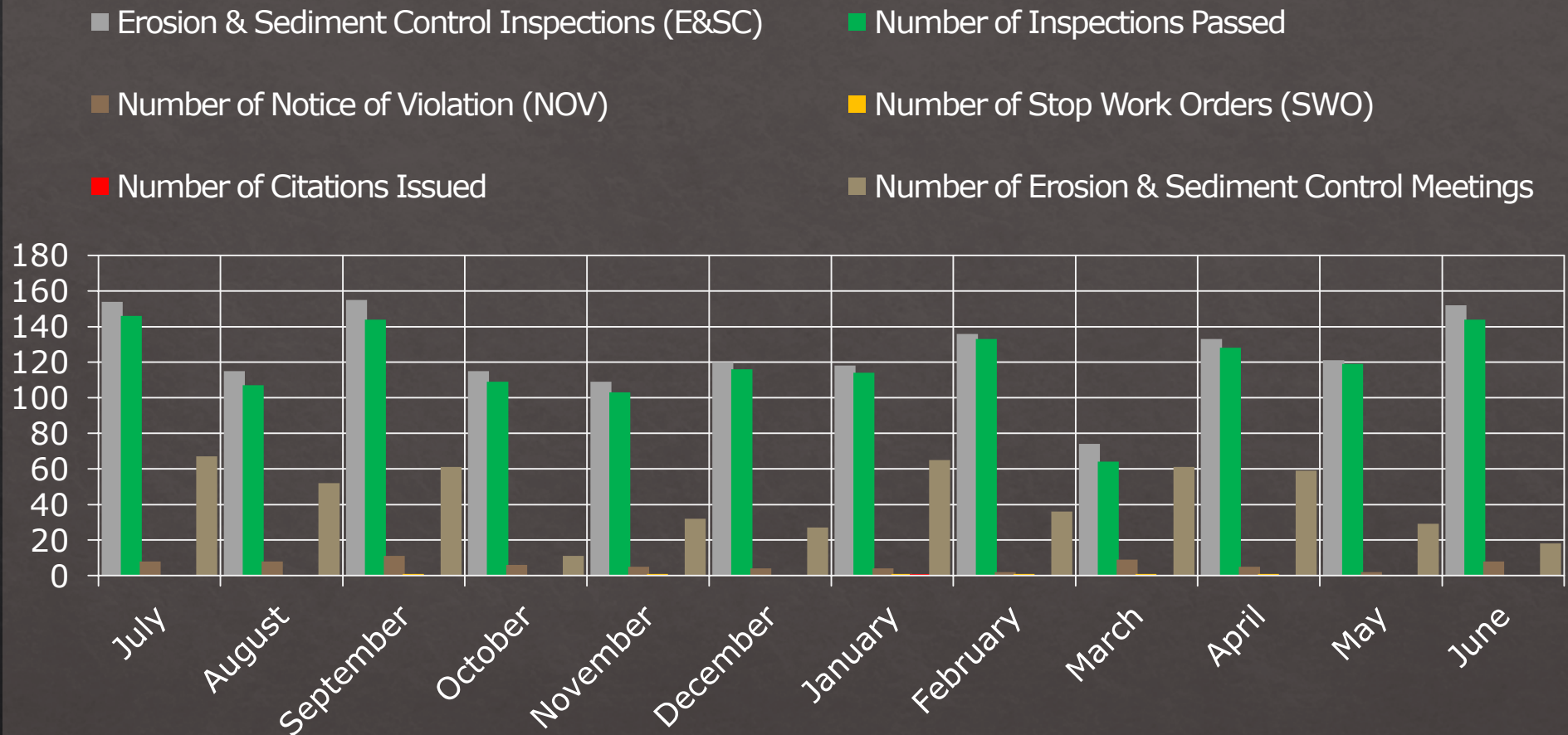
MICROBIAL SOURCE TRACKING (MST) Sampling Results for Previous Reporting Period Town of Bluffton Beaufort County, SC



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



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



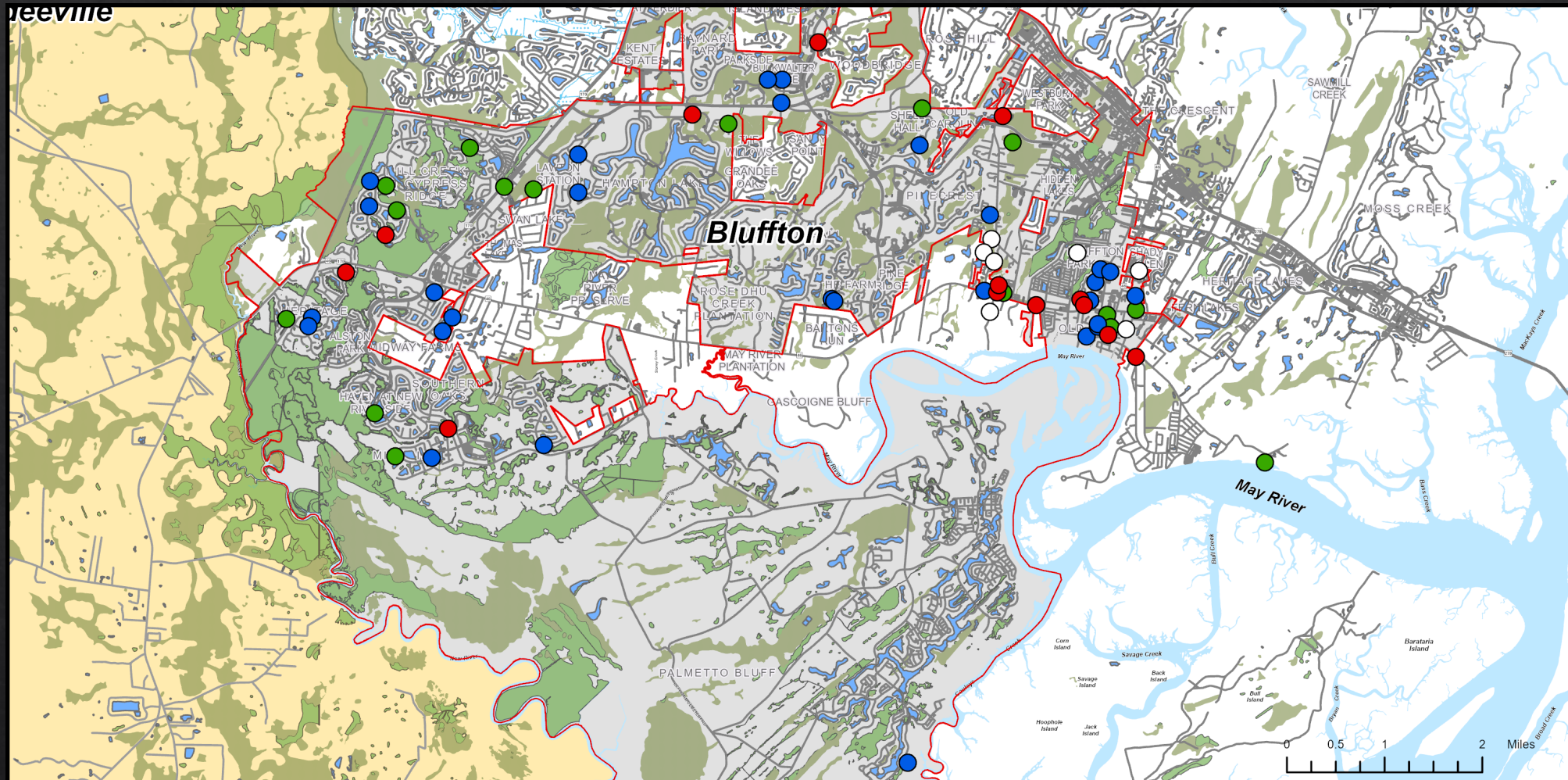
	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NOV's Issued	Number of SWO Issued	Number of Citations Issued	Number of E&SC Meetings
FY 2026 YTD Totals	1,502	1,427	72	6	1	518

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 2026 YTD	392	82	37	72	15	13	105	51	402 Hrs.

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: 6/18/2026

Number of Citizen Requests Investigated

Number of Meetings

FY 2026 YTD Totals

108

79

FY27

CIP Master Project Schedule



Planning*

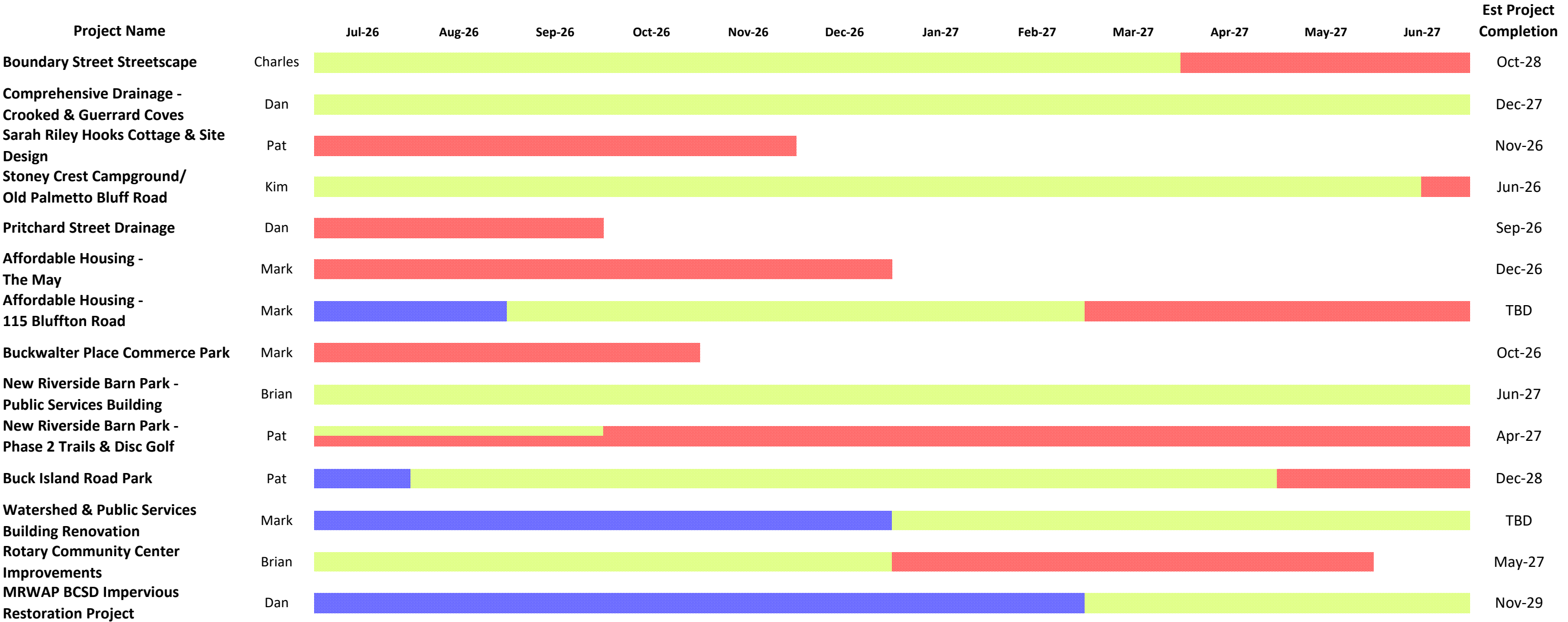
Design**

Construction***

SUBJECT TO CHANGE

FY27

CIP Master Project Schedule



Planning*

Design**

Construction***

TOWN COUNCIL STAFF REPORT

Public Services Department



MEETING DATE:	July 14, 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
 - o Arrow ditch (2,569 LF)
 - o Red Cedar ditch (966 LF)
 - o Buck Island roadside ditch (15,926 LF)
 - o 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**
 - Robinson Street graded and stone added and spread
 - Lawrence Street graded and stone added and spread
 - Green Street graded and stone added and spread
 - Cut tree overgrowth back along Hampton Parkway
5. **ADDITIONAL ACTIVITIES**
 - Watershed signs were installed at Oscar Frazier Park and New River Side Barn, per Andrea's Locations.
 - Barricades and Signs placed at Martin for Landscaping upgrades

- TV Mounted at Watershed
- Old Desk removed and New Desk assembled and Set Up at Watershed
- Golf Parking Signs Assembled and Installed at Martin Family Park along Boundary Street. This after more vehicles used the grass to park on.
- 8 Garbage Cans assembled, Mounts in ground installed and Garbage Cans installed at sites. 4 – New River Side Barn and 4 – at Oyster Factory Park
- 2 – New dog stations installed at Oyster Factory Park
- Additional Bollard installed at Oyster Factory Park where Gold Carts were Squeezing thru a “Closed Off” area
- Fence repairs at Oyster
- Juneteenth Banners Installed on May River Road
- Large Juneteenth Banner Installed at 4 – Way stop
- Playground equipment repaired at Buckwalter Park
- Playground equipment (Shrimp Boat) repaired at Dubois
- New safety pads were installed at all parks where there are swings or equipment that rotates
- Main entrance door handle adjusted, mount installed for hanging vacuum at Welcome Center
- Addressed Electrical issue at the Live Oak tree in front of Welcome Center
- Doors to Council Chambers (Rear of Chambers) were adjusted to close without assistance.
- Smoke detectors replaced at Garvin Garvey House
- Martin Family Park was aerated, top dressed and seeded. – It will be closed for four weeks
- New Bench Pad Completed at Oyster Factory by Garvin Garvey
- Temp repair to Misting Station at Red Barn, have follow up call with manufacturer for final resolution
- Began prepping step area at Oyster
- New Lighting installed at Buckwalter traffic circle. Palms were addressed.
- Additional flag mounts installed along Bluffton Rd.
- Old flag mounts on Calhoun St. (Square) removed and new mounts installed.
- Patriotic Banners installed along Calhoun St.
- Water feature at Splash Pad repaired
- Hooks installed at Watershed
- Sidewalk Pads were power washed in prep for Vinyl “Art” stickers
- Bollards at May & Goethe and May & Wharf installed
- All town structures were sprayed for Wasp’s
- Flags and Ropes replaced at LEC
- New Thermostats installed at RCC
- All Flags - U.S., State and Town replaced at remaining poles
- Playground equipment at NRB replaced/Repaired
- Bench transferred to new pad and a new bench placed in its spot
- Repair Electrical issues @ NRB
- Assemble Tables and swap locations at DRCI
- Installed window blinds @ DRCI
- Fences at Oyster Factory Park Repaired
- Addressed Misting Pad issues with the manufacturer
- New Gun Lockers installed at the PD

- Barnacles scraped at Calhoun Dock
- Bumpers repaired at Oyster factory Dock
- Wall of Honor @ Town Hall was re-organized along with display case
- New Latch and Lock placed on gate at LEC adjacent to Conex Lot
- Light replaced at DRCI
- Lights replaced at LEC
- Crossbar for Fence Jump at the LEC obstacle course repaired
- Barricades transported to predesignated locations for Juneteenth event on May River
- Warning Labels and Safety stickers installed on all playground equipment at NRB Playground
- Juneteenth banners removed from May River and Patriotic Banners installed
- Intersection Banner for Juneteenth removed, and 4th of July Banner installed
- Drainage at Oyster Factory Bathrooms addressed and Corrected
- Podium for DRCI was assembled
- “Do Not Block” sign assembled and placed per Constances request at location she selected
- Boat Launch Ramps at Oyster were cleared of debris
- Electrical issues at NRB addressed, breaker 20 outlets near podium were damaged during construction, Osborne and Jamie notified. Awaiting resolution.
- Assisted Welcome center with mounting items
- NRB bathroom pad was power washed to clear mold and mildew
- Kitchen door entrance to NRB was soaked in cleaner, scrubbed then rinsed off. Heavy Mold issues
- Additional wear pads placed at Buckwalter playground
- Outlets at NRB and Veterans were checked for upcoming events
- Dock pilings at Oyster Factory were scraped to remove oyster shells and barnacles
- Barricades from Juneteenth event were removed and returned to service yard
- Storm Grates cleaned at Oyster Factory
- Benches relocated from DRCI to Cove
- Back filled excavation work at the Substation
- Town Signs and Street Signs at Martin, Dubois and Wright were cleaned
- Park entry gates to playground portion of NRB, needed to be reset 3x last week. I have reached out to Brian Osborne (Who handles repairs) and Pete Ocasio (what is the schedule). Fix in the works

6. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
 - o Farmers Market- Martin Family Park
 - o Prepped for Summers Out Let’s Celebrate (Wright Family Park 10-5)
 - o Prepped for Town of Bluffton Jump into Summer Waterslide Event (Field of Dreams 9-12)
 - o Set up for SoLoCo
 - o Prepped for Town of Bluffton Movie Night (New Riverside Event Lawn 5-8)
 - o Prepped for Black Food Truck Friday (New Riverside Barn Event Lawn 5:00 pm – 10:00 pm)
 - o Prepped for Juneteenth Celebration, Ma Daisy’s Porch (1255 May River Road) 4:00 pm – 10:00 pm)
 - o Prepped for Board of Elections Dropping Polling Equipment

7. Equipment Maintenance & Repair

- Assembled Trash cans for Barn park & Oyster factory Park

- Assembled two new park benches
- Red Tractor repaired due to rodent damage to wiring
- Exhaust on UTV repaired
- Trailer wiring repair
- Trailer Shelf and tire mount welded/installed
- Mower repairs
- Blue Tractor – Replace/repair throttle cable

8. Training

- Staff completed weekly training topics
- Staff completed Snake Identification Class
- Public Services Team Building event at Station 300
- Training on adjusting slack line at NR

9. BEAUTIFICATION COMMITTEE

- Agenda & Minutes Attached

10. ATTACHMENTS

- Public Services Monthly Cost Report – (Below)

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

ASSETS AND EVENTS	COST
FACILITIES	\$8,030.00
PARKS	\$19,266.00
ROADS AND TRAILS	\$17,008.00
SPECIAL EVENTS	\$2000.00

Beautification Committee Meeting

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

May 21, 2026

I. CALL TO ORDER

Chairman Johnny Bowen called the meeting to order at 9:05 AM.

II. ROLL CALL

PRESENT

Chairman Johnny Bowen

Vice Chair Dot Jeger

Dan Ciufreda

Jessica Palladino

Hugh Williamsonh

III. ADOPTION OF MINUTES

Chairman Johnny Bowen made a motion to approve the April 16, 2026 minutes as written.

Motion was seconded by Dan Ciufreda.

Voting Yea: Vice Chair Jeger, Jessica Palladino and Hugh Williamson.

All were in favor and the motion passed.

IV. PUBLIC COMMENT

V. OLD BUSINESS

1. Storm Drain Art Project Update

Town council approved the project. Pavement stickers were ordered and should arrive by the end of May.

2. Linear Trail Renovation Update

Construction delayed. Estimated completion of project is now early fall 2026.

3. White Goods Pickup Update

This event was not as successful as the Public Services Department had hoped. Less than a dozen residents called to schedule pickup of their white goods.

4. Arbor Day Tree Planting Update

Planted 2 8inch caliper oak trees at Town Hall in celebration of Arbor Day on Friday, April 24th.

5. Rotary Center Pet Waste Donation Update

Rotary has approved of project and plans to order pet waste stations. Public Services to match donation.

6. Solar Powered Charging Stations

Committee discussed the possibility of a collaboration with Palmetto Breeze Bus Company to create shaded bus stops with charging stations.

7. Replacement of Oscar Frazier Pavilion Mural

Vice Chair Jeger's letter to be put on Town Letterhead and forwarded to Chris Forster for presentation to Arts Committee.

VI. NEW BUSINESS**1. FY 2026 Budget Expenditure Review****VII. DISCUSSION****1. Committee discussed the possibility of using FY 2027 funds to create a public Town Garden.****VIII. ADJOURNMENT**

Chairman Bowen adjourned the meeting at 9:39 AM.

NEXT MEETING DATE: THURSDAY, JUNE 18, 2026



Beautification Committee Meeting

Thursday, June 18, 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. ROTARY CENTER PET WASTE STATIONS DONATION UPDATE
3. OSCAR FRAZIER PAVILION MURAL UPDATE
4. PALMETTO BREEZE BUS STOP COLLABORATION UPDATE

VI. NEW BUSINESS

1. JESSICA PALLADINO RE-INSTATED FOR SECOND TERM
2. PUBLIC GARDEN PROJECT
3. FY 2027 BUDGET REVIEW

VII. DISCUSSION

VIII. ADJOURNMENT

NEXT MEETING DATE: THURSDAY, JULY 16, 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)

June 2026

Overview:

June was a month focused on community engagement, strategic planning, business recruitment, and continued activation of The COVE. Significant progress was made in developing the Lowcountry AI Tech Exchange initiative, expanding DRCI's mentor and entrepreneur network, and strengthening regional partnerships.

Entrepreneur Program Update

- Continued strategic planning with AMA Private Dining/Lucky Fig regarding physical location launch.
- Conducted diligence reviews and meetings with prospective STARTUP clients.
- Conducted one-on-one meetings with entrepreneurs and business owners.
- Researched newly licensed businesses for outreach and recruitment efforts.

STARTUP Companies

- OPFOB
- Part of the Family
- AMA Private Dining
- Bright Beginnings Academy
- Belleau Woods Tavern (HEROES)
- Buysight.ai
- 221B Studios
- Rosano
- Airbana
- High Tide Pediatric Dentistry
- Keora Finance

GROWTH Companies

- Effervescence Yoga (Graduated)

THRIVE Companies

Ongoing long-term work with established Growth companies

- **Universal Bookkeeper (Graduated)**
- **HardeeGreens (Hardeeville)**
- **Delta Roofing**

Mentor Program

- Met with prospective mentors to expand support resources for DRC clients.
- Continued recruitment efforts to strengthen mentor expertise across key industries.

Operations, Economic Development, Events and Meetings:

- Continued lease development and tenant onboarding activities at The COVE.
- Chase Bank moved into The COVE Landing Pad office.
- Mashburn Construction moved into The COVE Landing Pad office.
- Supported the EDIP second reading for Sterling Helicopter at Town Council.
- Attended the groundbreaking ceremony for The Goddard School.
- Hosted the Greater Bluffton Chamber Annual Meeting at The COVE.
- Hosted and attended the Greater Bluffton Chamber Lunch & Learn.
- Participated in networking events, ribbon cuttings, and community celebrations.
- Participated in FY27 strategic planning discussions.
- Created the framework for the Lowcountry AI Tech Exchange initiative.
- Continued development of the AI Tech Community concept.
- Continued refinement of DRCI logo concepts and branding updates.
- Met with Bob Manning regarding marketing video development.
- Developed script concepts for the DRCI Alumni Company video project.
- Met with WHHI regarding potential collaboration opportunities.
- Continued refinement of DRCI logo concepts and branding updates.
- Met with Bob Manning regarding marketing video development.
- Developed script concepts for the DRCI Alumni Company video project.
- Met with WHHI regarding potential collaboration opportunities.
- Onboarded summer intern Sofi Giordani.
- Posted jobs for full-time Innovation Manager and Business Engagement Manager position.
- Successfully hosted the Second Founders' Forum sponsored by Southern Barrel Brewing.
- Reviewed program structure and new engagement levels.
- Continued strategic planning efforts for organizational growth.

Partnerships

Key Collaborations:

- **Hardeeville:** Continued joint marketing planning efforts with Hardeeville. Working on Shop Local Video and Lunch, Learn for October, researching venue options for a Founders Forum in September in Hardeeville.
- **Beaufort County Economic Development Corporation:** Ongoing collaboration on multiple impactful projects. Attended board meeting.
- **Greater Bluffton Chamber:** Participated in numerous ribbon cuttings, showcasing the growth and expansion of local businesses and attended. Hosted several GBCC events at The HUB and The COVE.
- **Hilton Head – Bluffton Chamber:** Participated in ribbon cuttings and networking events
- **Hispanic Business Association of the Lowcountry:** Ongoing membership, Paul Arvantides is a member of the HBA Lowcountry Partnerships Committee
- **Beaufort County Airport Board:** David Nelems is a member of this Board



GROWTH MANAGEMENT UPDATE

July 14, 2026

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

- a. **Planning Commission:** June 24, 2026, meeting was held. Next meeting scheduled for Wednesday, July 22, 2026.
- b. **Historic Preservation Commission:** June 3, 2026, meeting was held. Next meeting scheduled for Wednesday, July 1, 2026.
- c. **Board of Zoning Appeals:** June 2, 2026, was held. Next meeting scheduled for Tuesday, July 7, 2026.
- d. **Development Review Committee:** June 3 & 17, 2026, meetings were held. June 10 & 24, 2026 meetings were cancelled. Next meeting scheduled for Wednesday, July 1, 2026.
- e. **Historic Preservation Review Committee:** June 1, 15 & 22, 2026, meetings were held. June 8 & 29, 2026 meetings were cancelled. Next meeting scheduled for Monday, July 6, 2026.
- f. **Construction Board of Adjustment and Appeals:** June 23, 2026, meeting was cancelled. Next meeting scheduled for Tuesday, July 28, 2026.
- g. **Affordable Housing Committee:** June 4, 2026, meeting was held. Next meeting scheduled for Thursday, July 2, 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.

To date there are no current or pending jobs to report on.

Seven proposals were submitted for the 115 Bluffton Road project and meetings with the top four submittals are being scheduled for the week of July 13th.

ATTACHMENTS:

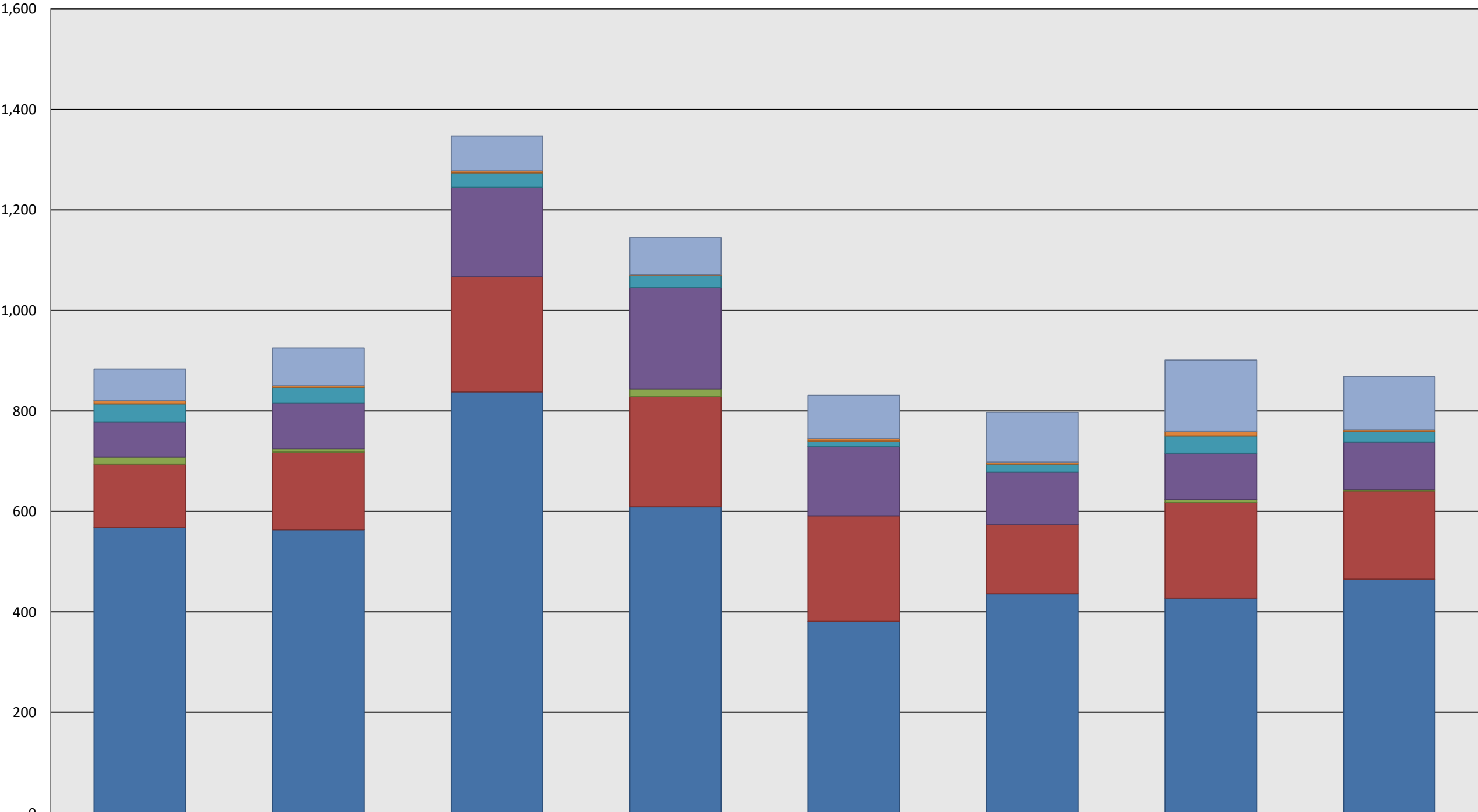
1. Building Permits and Planning Applications:
 - a. Building Permits Issued FY 2019-2026 (to June 26, 2026).
 - b. Building Permits Issued Per Month FY 2019-2026 (to June 26, 2026).
 - c. Value of Construction FY 2019-2026 (to June 26, 2026).
 - d. New Single Family Residential Building Permits Issued Per Month FY 2019-2026 (to June 26, 2026).
 - e. New Single Family Residential Building Permits Issued by Neighborhood FY 2019-2026 (to June 26, 2026).
 - f. New Single-Family Certificates of Occupancy Issued by Neighborhood FY 2019-2026 (to June 26, 2026).
 - g. New Commercial Construction/Additions Heated Square Footage FY 2019-2026 (to June 26, 2026).
 - h. Planning and Community Development Applications Approved FY 2019-2026 (to June 26, 2026).
 - i. Multi Family Apartments Value FY 2019-2026 (to June 26, 2026).
 - j. Multi Family Apartments Square Footage FY 2019-2026 (to June 26, 2026).
 - k. Multi Family Apartments Total Units FY 2019-2026 (to June 26, 2026).

Town of Bluffton
Building Permits Issued
FY 2019 - 2026

Attachment 1a

Section 11. Item # 5.

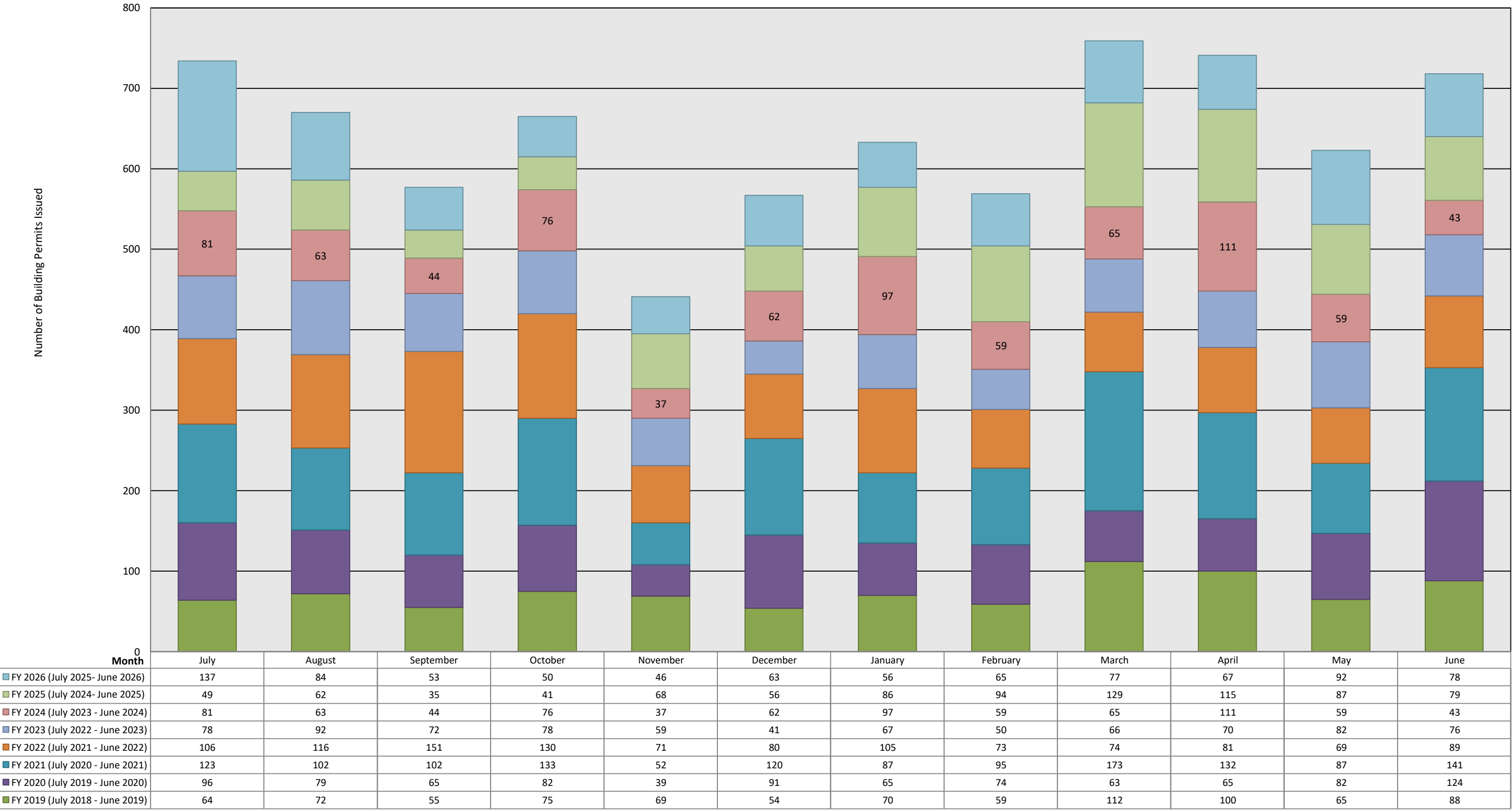
Number of Building Permits Issued



Year	FY 2019 (July 2018 - June 2019)	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)
Other Commercial	62	75	69	74	86	99	142	106
Commercial Addition	7	3	4	1	5	4	9	3
New Commercial Construction/ Tenant Upfit	36	31	29	25	11	16	34	21
Other Residential	70	91	178	201	138	104	92	94
New Multi Family - Apartments	14	7	0	15	0	0	6	3
Residential Addition	126	155	229	220	210	138	191	176
New Single Family	568	563	838	609	381	436	427	465

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 2019 - 2026

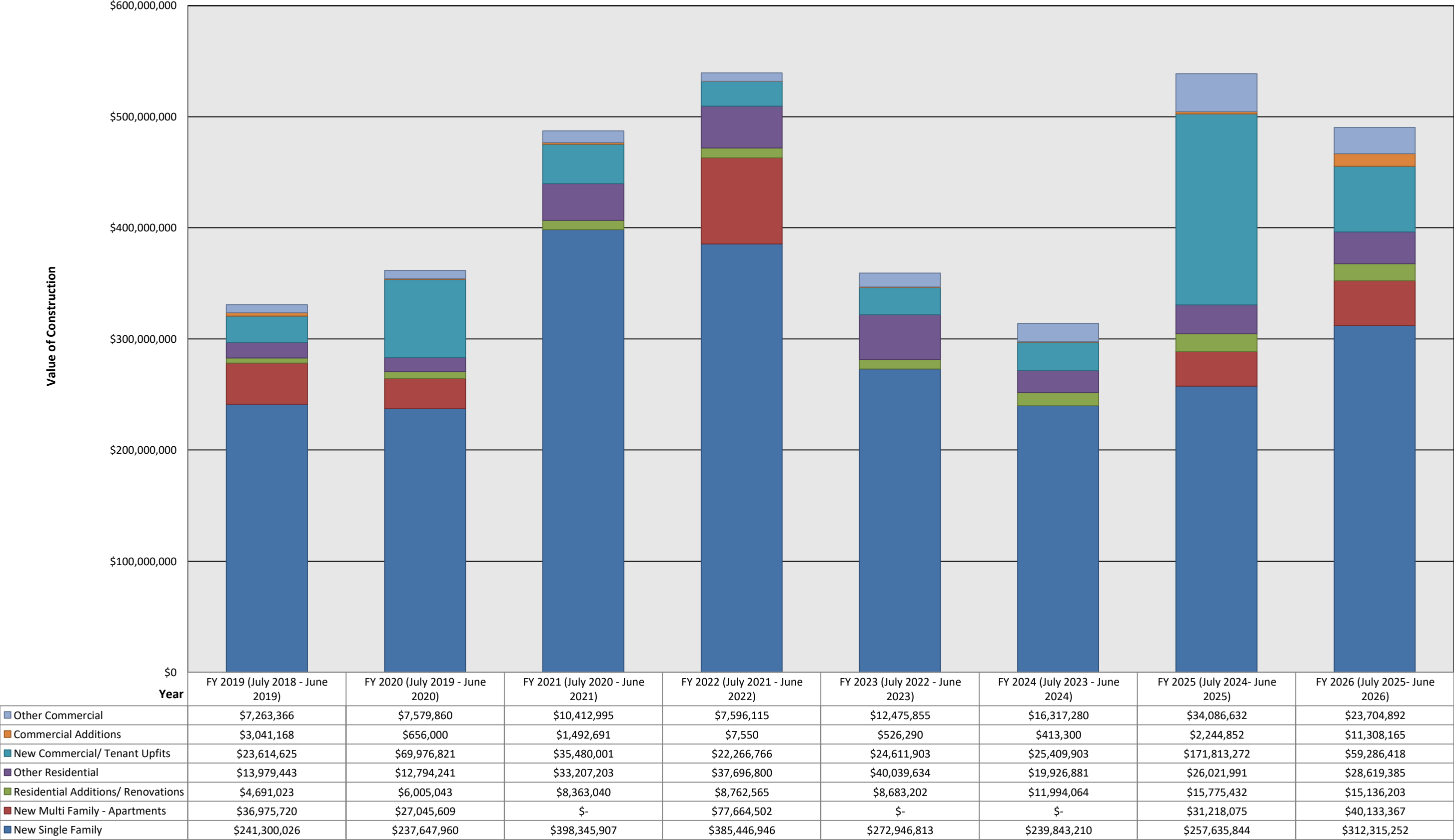


Notes: 1. Building Permits Issued excludes those Building Permits which were voided or withdrawn.

Town of Bluffton
Value of Construction
FY 2019 - 2026

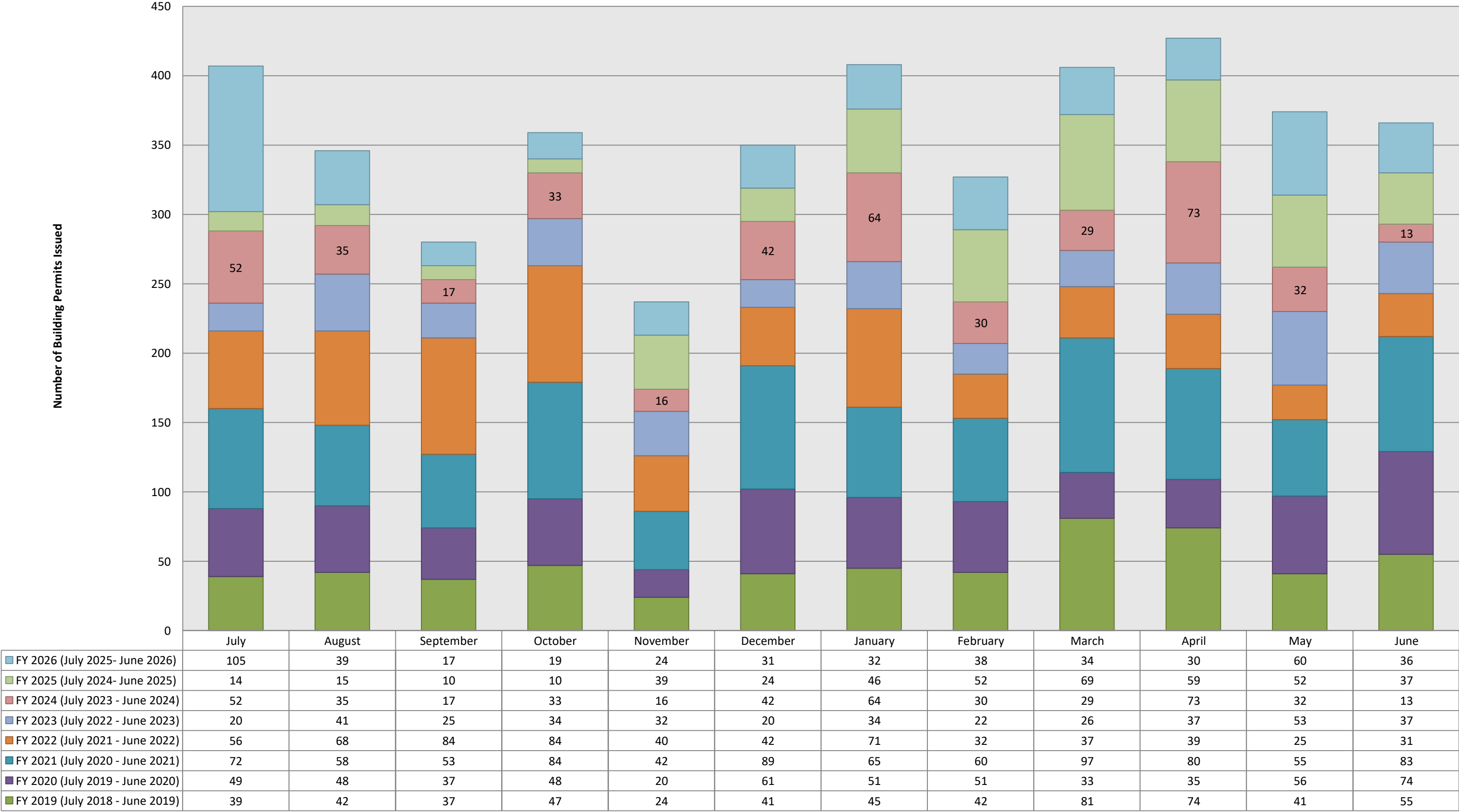
Attachment 1c

Section 11. Item # 5.



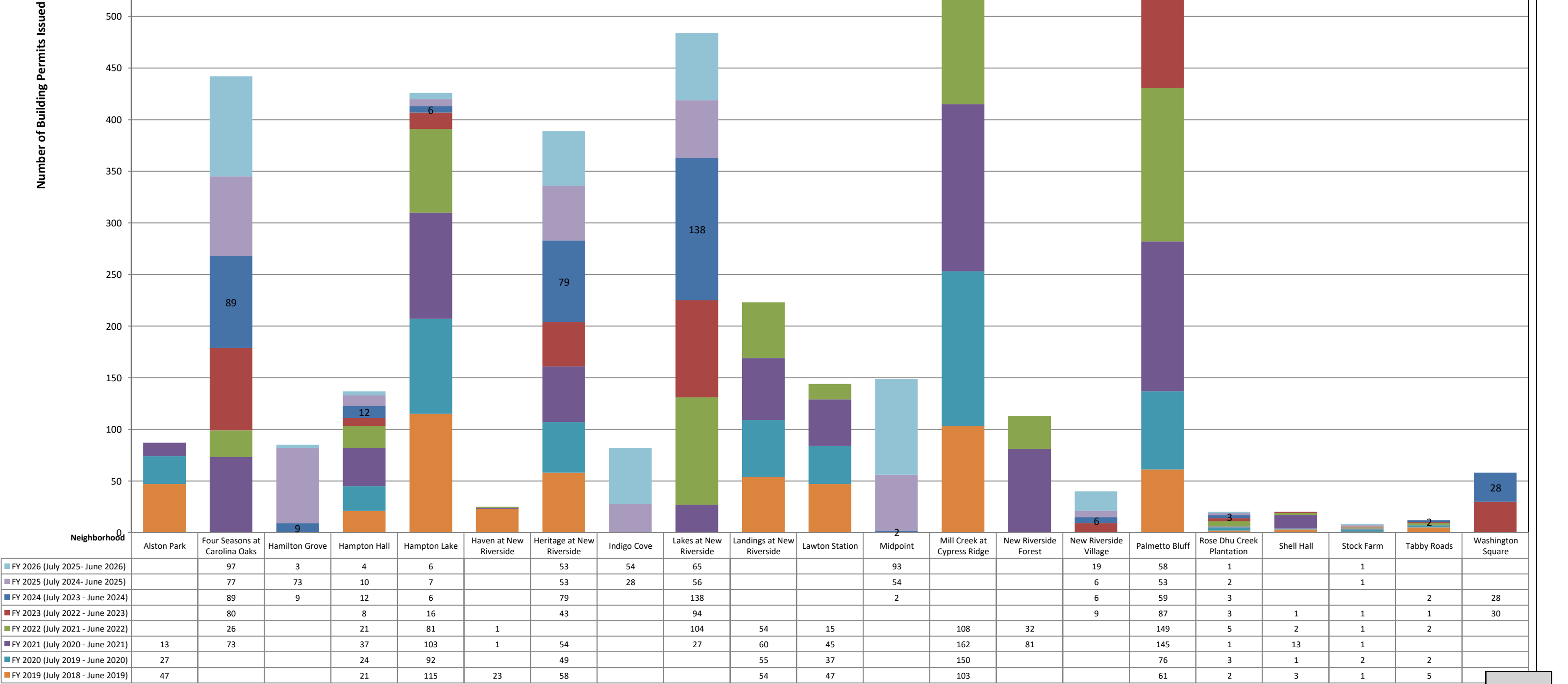
Notes: 1. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.
2. Other residential includes: new accessory structure, new accessory residence.
3. Commerical addition includes: additions, screen enclosure, shell.
4. Other commerical includes: remodel and accessory structure.

Town of Bluffton
New Single Family Residential Building Permits Issued Per Month
FY 2019 - 2026



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

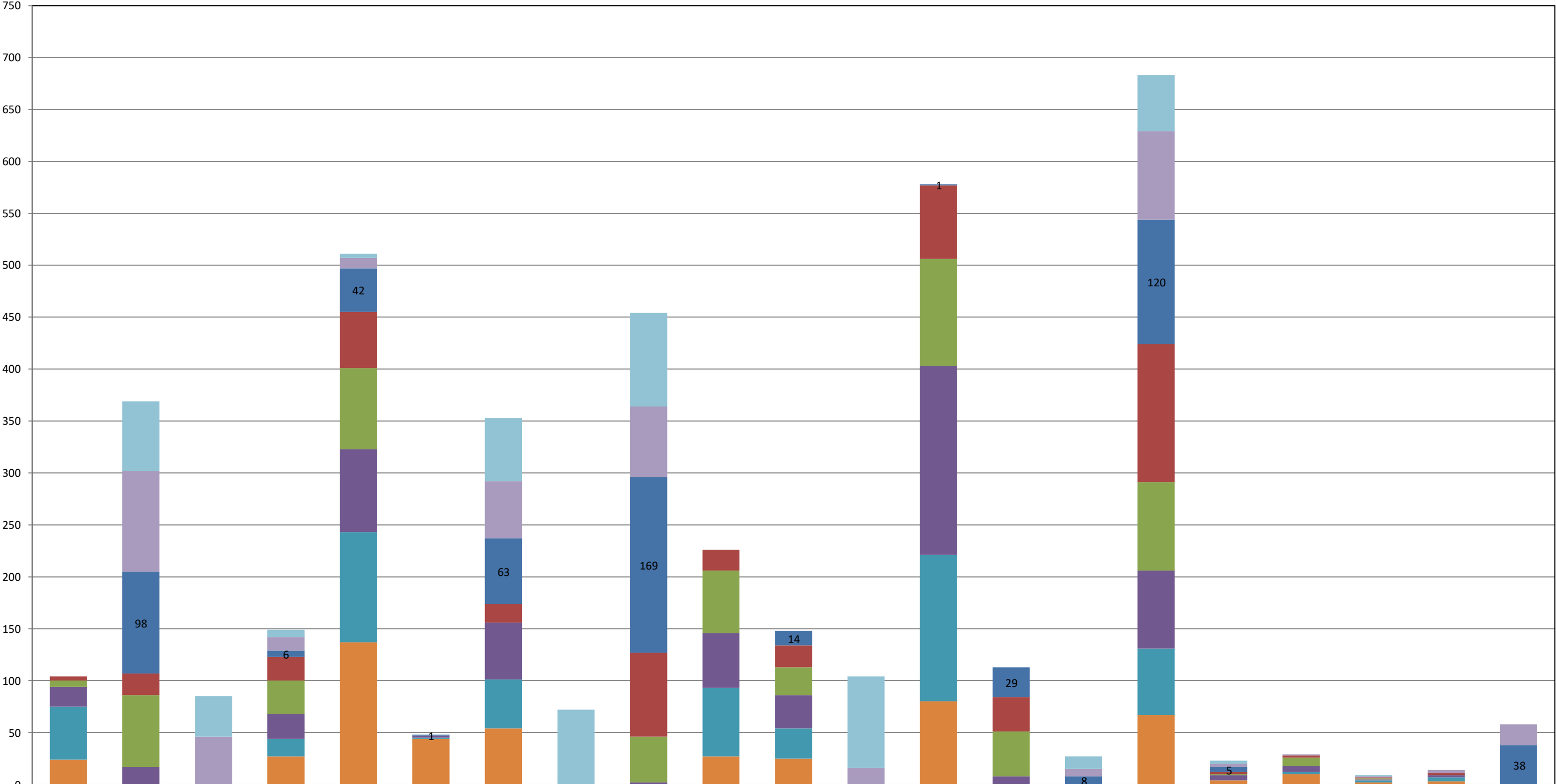
Town of Bluffton
New Single Family Residential Building Permits Issued by Neighborhood FY 2019 -2026



Town of Bluffton

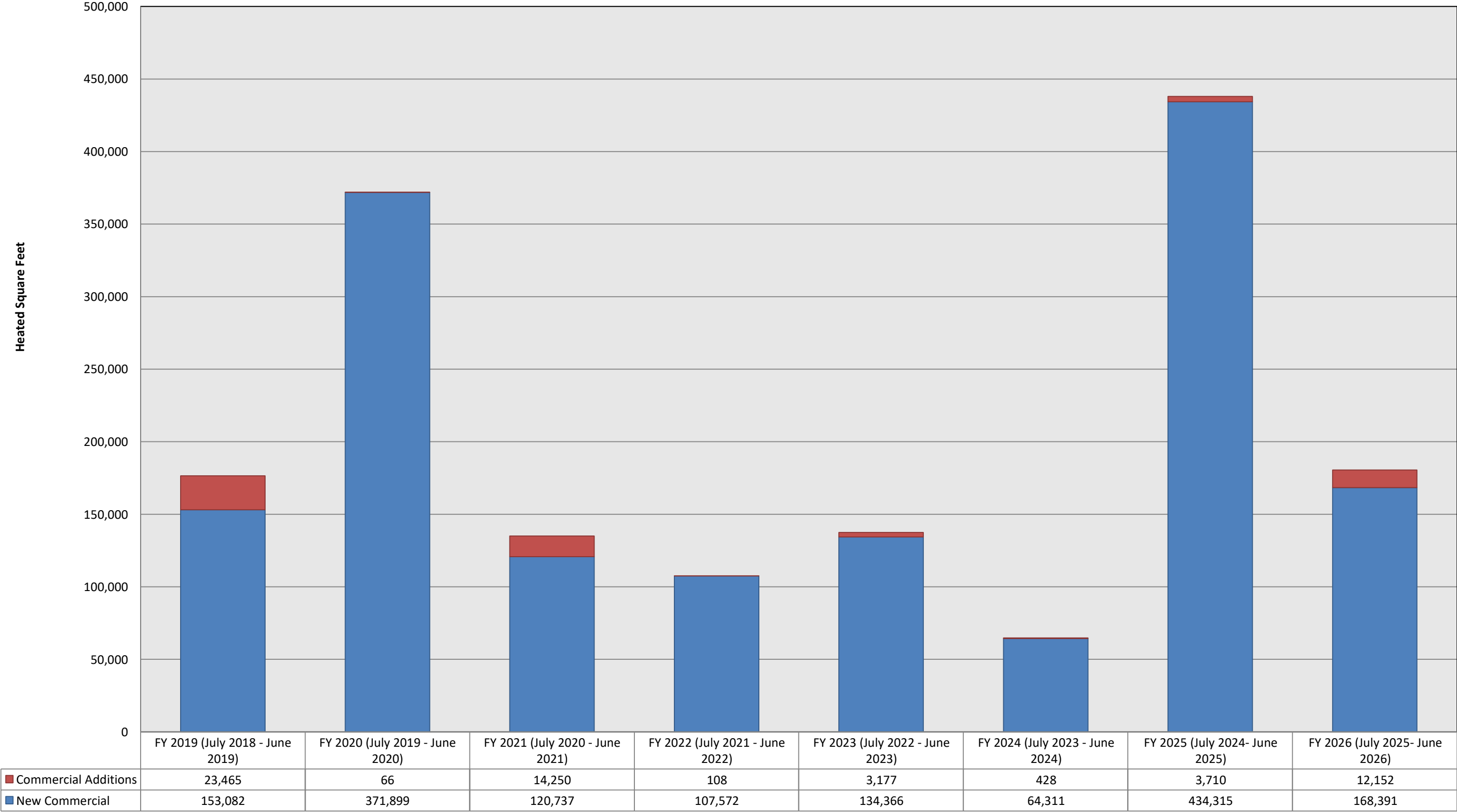
New Single Family Certificates of Occupancy Issued by Neighborhood FY 2019 - 2026

Number of New Housing Starts



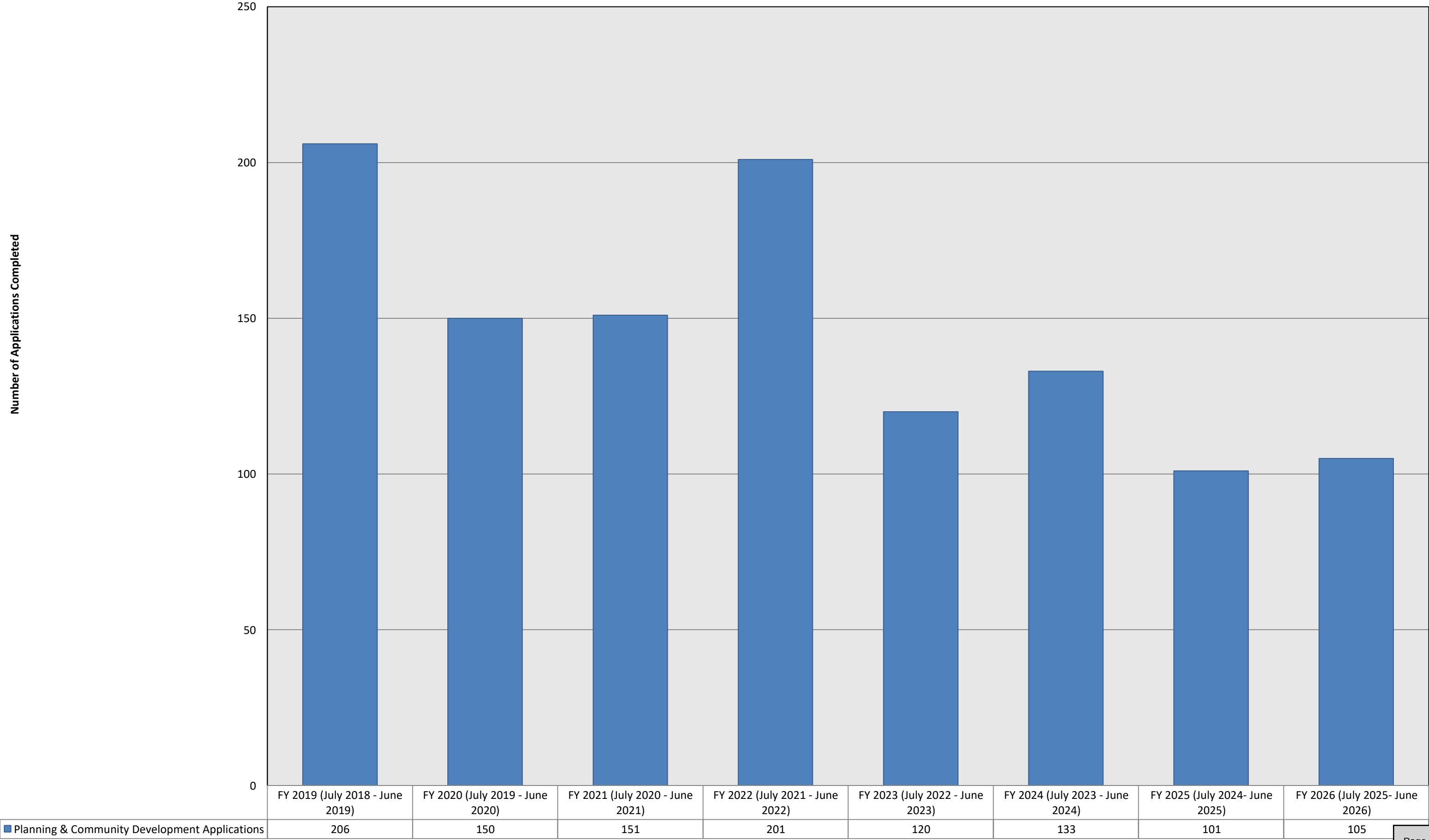
FY 2026 (July 2025- June 2026)		67	39	7	4		61	72	90		88			12	54	3		1		
FY 2025 (July 2024- June 2025)		97	46	13	10		55		68		16			7	85	3	1	1	3	20
FY 2024 (July 2023 - June 2024)		98		6	42	1	63		169	14		1	29	8	120	5				38
FY 2023 (July 2022 - June 2023)	4	21		23	54		18		81	20	21	71	33		133	2	2	1	2	
FY 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	
FY 2019 (July 2018 - June 2019)	24			27	137	44	54			27	25	80			67	4	10	2	3	

Town of Bluffton
New Commercial Construction and Additions Heated Square Footage
FY 2019 - 2026



Town of Bluffton
Planning & Community Development Applications Completed
FY 2018 - 2025

Number of Applications Completed

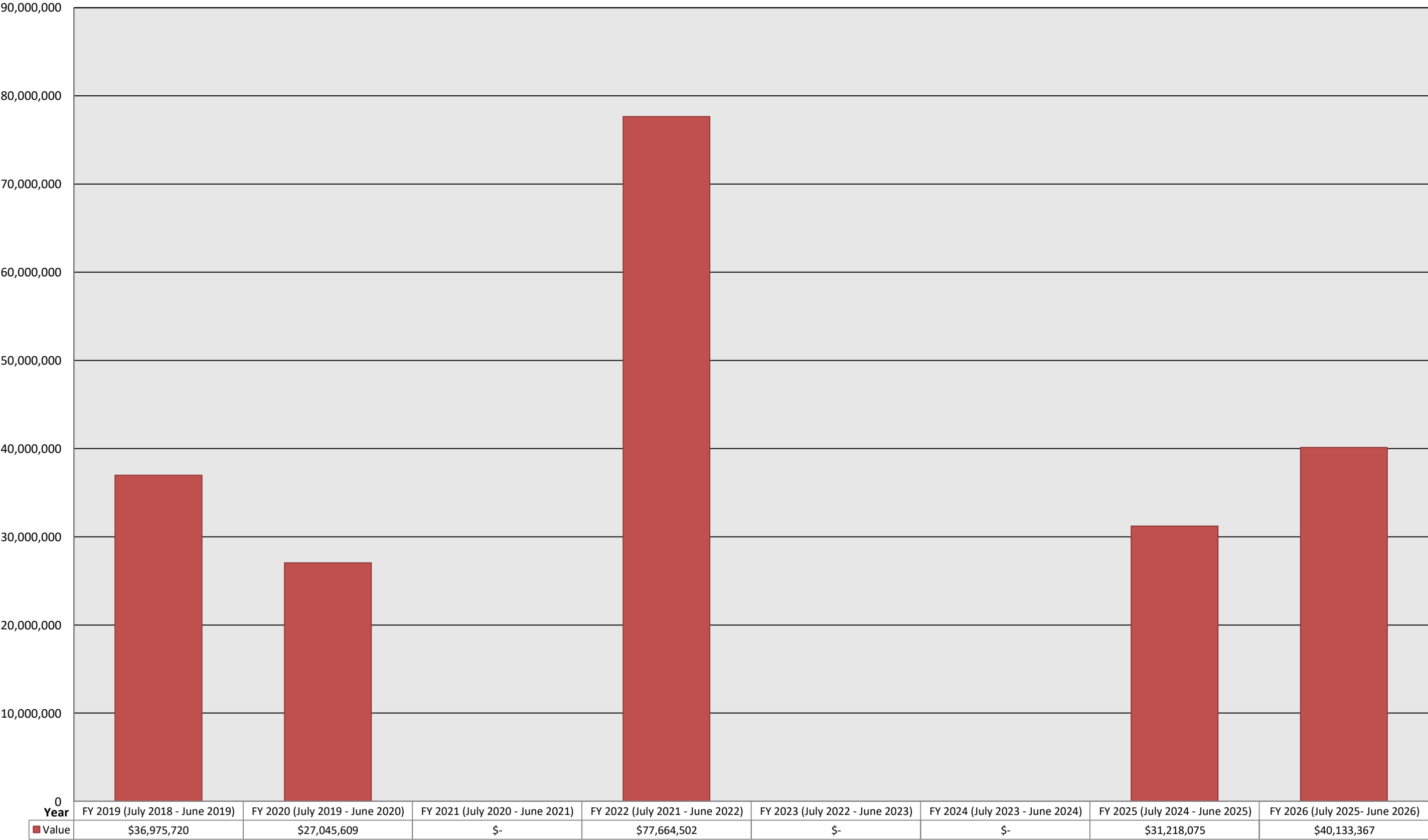


Town of Bluffton
Multi Family Apartments Value
FY 2018 - 2025

Attachment 1i

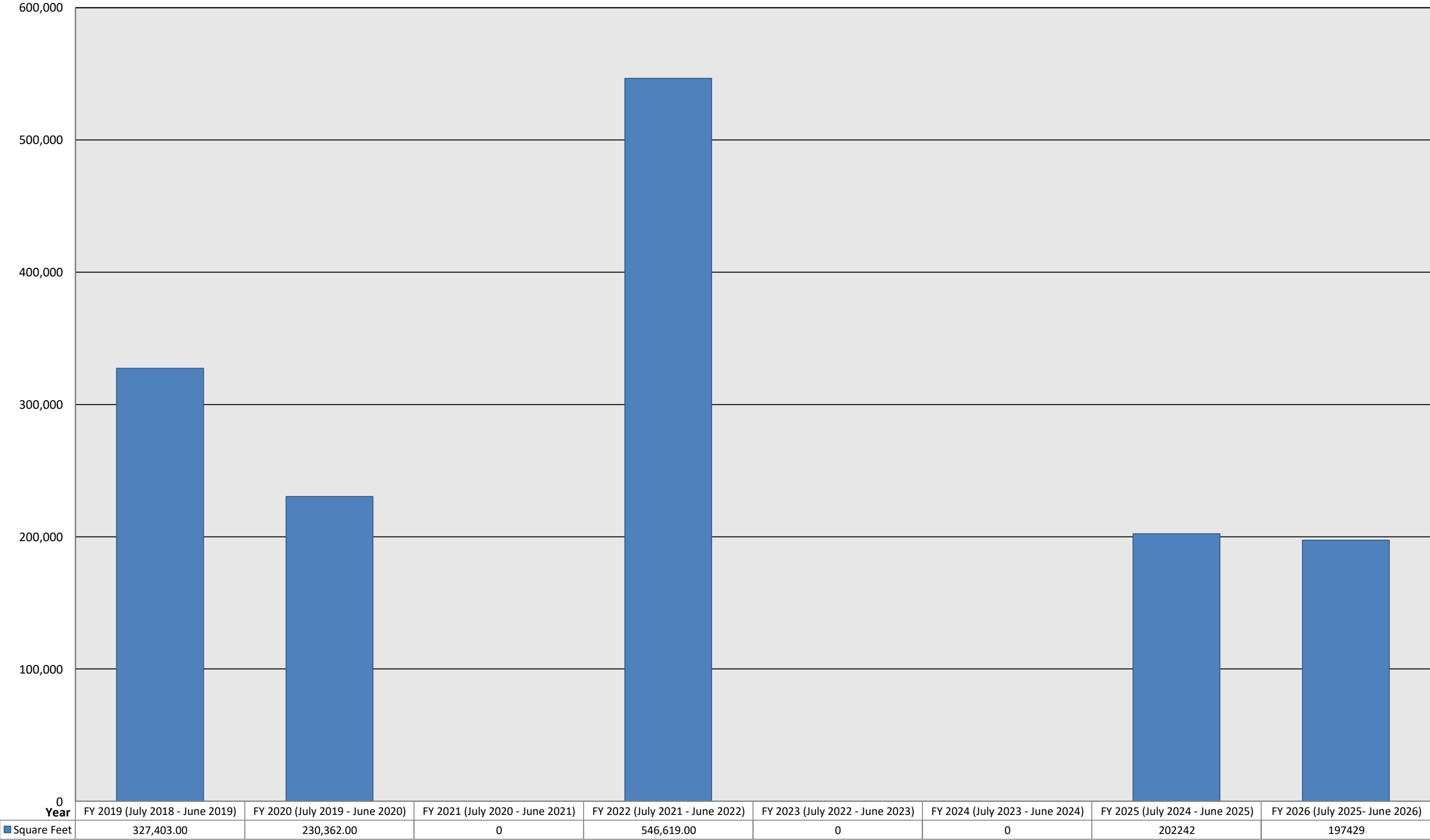
Section 11. Item # 5.

Value of Multi Family Apartments



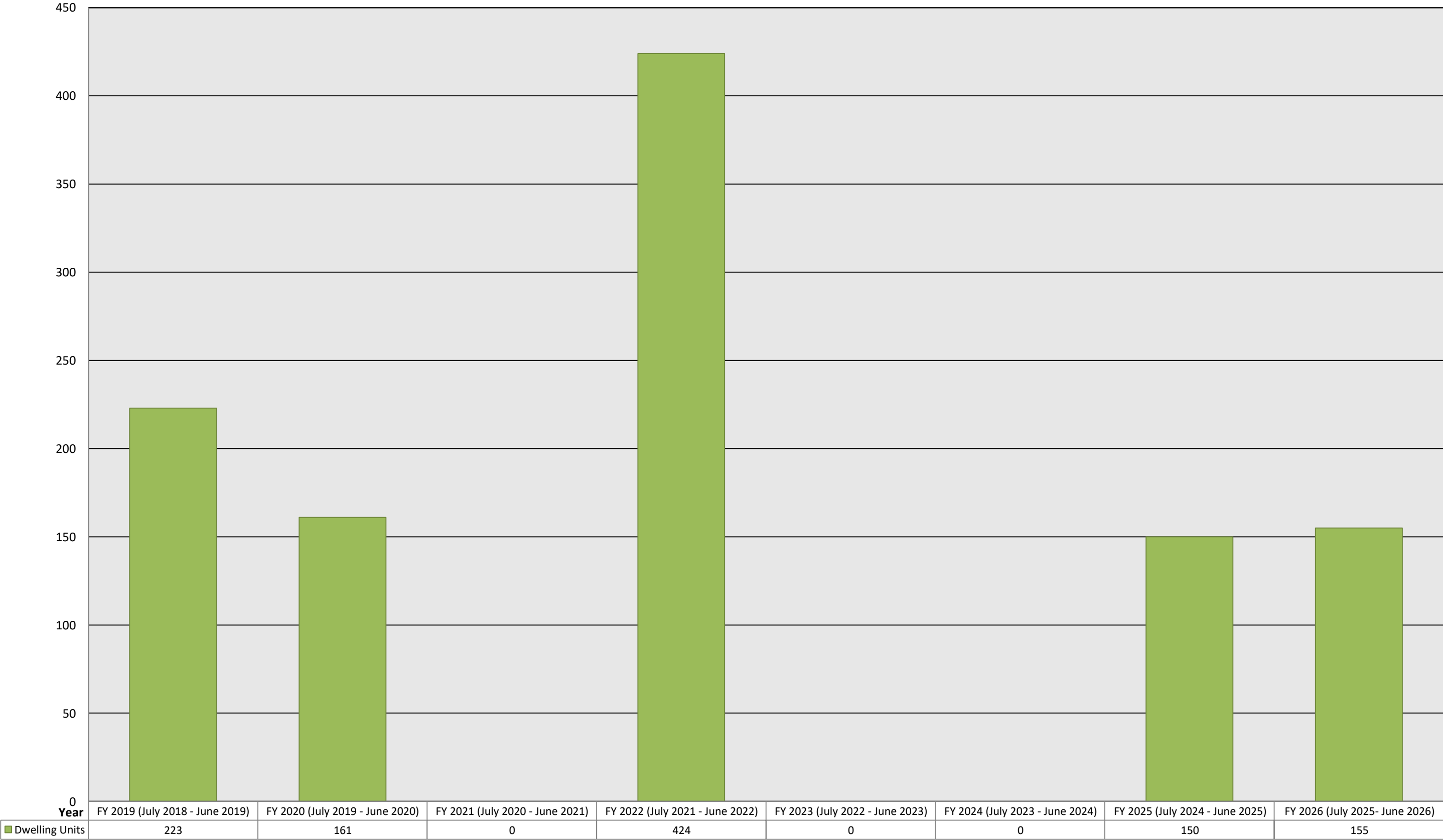
Town of Bluffton
Multi Family Apartments Square Footage
FY 2018 - 2025

Square Footage of Multi Family Apartments



Town of Bluffton
Multi Family Apartments Total Units
FY 2018 - 2025

Multi Family Apartments Total Units





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

To: Town Council

From: Stephen Steese, Town Manager

Date: July 2, 2026

Town Operations / Community Meetings

- We held a Mobile Town Hall at the Four Seasons Community. There were around 50 residents in attendance, and they were appreciative of the history, background, and information that staff provided. They did have questions regarding future road improvements and growth in the region.
- We started our Parks and Recreation Master Planning process with community input. The consultants were here to receive feedback from Councilmembers, staff, regional partners, and residents. We have worked with them on the community survey, which will be distributed during the week of July 4th.
- Town held our Annual Juneteenth Luncheon on June 18th at the Rotary Center.
- We transitioned from the FY 25-26 Budget Year to the FY 26-27 Budget Year July 1st.
- We received seven proposals for Affordable Housing at 115 Bluffton Road. We are completing the initial review and will move forward with interviews as we work to find a partner for affordable housing on this site.

Town Council/Town Attorney Related Meetings

- Weekly Mayor / Mayor Pro Tempore / Manager meetings.
- Mayor, Council, and staff attended the SOLOCO meeting held in Hardeeville on June 23rd. There was a presentation from a ferry manufacturer that is interested in locating in the region and the potential of setting up ferry services. They received numerous questions on how the service would work and they would overcome some of the issues that have prevented these types of ferry systems in the past. Councilman Wood also discussed working across the region to address litter.
- Mayor Toomer and I attended the regional Mayor/Manager Meeting for the quarter. Much of the conversation was around the Transportation Penny Referendum, the potential Trishare Pilot Program Funding, and SC State Legislative items.
- Mayor, Council, and staff attended several ribbon-cutting and celebrations throughout the month.

Updates and Miscellaneous Information

- Town held our Waterslide Event at Oscar Frazier Park on June 6th.
- Town held our Movie Night on June 12th at Buckwalter Park.
- Offices were closed on Friday, June 19th in observance of Juneteenth.
- Offices were closed on Friday, July 3rd in observance of Independence Day.
- Town held our 5th Annual Independence Day Celebration starting with a 250th Celebration and Flag Ceremony. Stay Safe Bluffton 5k, and new Drone Show on the 2nd. We also had our Pre-Fireworks Celebration and Firework on the May River on the 3rd.

TOWN COUNCIL

STAFF REPORT
Projects and Watershed Resilience Department



MEETING DATE:	July 14, 2026
PROJECT:	Consideration of a Resolution Authorizing the Renewal of a Stormwater Management and Utility Intergovernmental Agreement between Beaufort County and the Town of Bluffton
PROJECT MANAGER:	Andrea Moreno, Watershed Division Manager

REQUEST: Staff requests Town Council approve a Resolution to authorize the renewal of a Stormwater Management and Utility Intergovernmental Agreement (IGA) between Beaufort County and the Town of Bluffton.

BACKGROUND:

The Town of Bluffton (“Town”) and Beaufort County (“County”) previously entered into a Stormwater Management and Utility IGA on July 1, 2016, (“Original IGA”) with the purpose of defining the roles, responsibilities and financial relationship between the County and the Town with respect to the establishment, administration and operation of the county-wide stormwater utility, which is operated by the County.

Upon expiration of the Original IGA, the Town and County have negotiated an “Amended and Restated Stormwater Management and Utility Intergovernmental Agreement” to amend and restate the Original IGA in its entirety. A copy of the IGA is attached as Exhibit “A” to the Resolution (**Attachment 1**).

NEXT STEPS: Upon Town Council review and approval of this request, the Town Manager will renew the Stormwater Management and Utility IGA for an additional ten (10)- year term.

ATTACHMENTS:

1. Resolution with Exhibit A – Amended and Restated Stormwater Management and Utility Intergovernmental Agreement
2. Proposed Motion

RESOLUTION 2026- ____

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A STORMWATER MANAGEMENT AND UTILITY INTERGOVERNMENTAL AGREEMENT WITH BEAUFORT COUNTY; AND OTHER MATTERS RELATING THERETO

WHEREAS, the Town of Bluffton ("Town") is authorized by the South Carolina Constitution and the General Statutes of South Carolina to perform stormwater management in pursuit of its responsibility to protect and preserve the public health, safety, and welfare of the community and to protect the natural resources of the county; and

WHEREAS, Town of Bluffton Town Council has determined that the development of the Town presents continuing stormwater management challenges, and the future development of the Town is dependent upon effective solutions to these challenges and preservation of the quality of water of the Town; and

WHEREAS, it is the desire of Beaufort County ("County") and the Town to work together to maintain a plan for the operation of Stormwater Management Utility to promote and protect clean water in all of the Town and County's tidal creeks, bays, estuaries, ground water recharge areas and rivers while promoting and enhancing effective drainage within the territorial limits of the utility; and

WHEREAS, the Town has previously entered into a "Stormwater Management and Utility Intergovernmental Agreement" dated July 1, 2016, ("Original IGA") with Beaufort County, South Carolina to outline the relationship of the Parties relating to this shared interest; and

WHEREAS, the Town and the County have negotiated an "Amended and Restated Stormwater Management and Utility Intergovernmental Agreement" the provisions of which amend and restate the Original IGA in its entirety, in the form attached hereto as Exhibit A.

NOW THEREFORE, BE IT RESOLVED, by Town of Bluffton Town Council, duly assembled, does hereby authorize the Town Manager to enter into an Intergovernmental Agreement with Beaufort County for the administration of stormwater in areas affecting the County and Town.

ADOPTED, this 14th day of July, 2026.

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

ATTEST:

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

EXHIBIT A
FORM OF AGREEMENT

AN AMENDED AND RESTATED STORMWATER MANAGEMENT AND UTILITY

INTERGOVERNMENTAL AGREEMENT

BETWEEN BEAUFORT COUNTY, SOUTH CAROLINA, AND

THE TOWN OF BLUFFTON, SOUTH CAROLINA

DATED: _____, 2026

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WHEREAS, this Amended and Restated Stormwater Management and Utility Intergovernmental Agreement Between Beaufort County, South Carolina, and the Town of Bluffton, South Carolina is made on this ___day of _____, 2026, by and between Beaufort County, South Carolina, and the Town of Bluffton, South Carolina, for the purpose of establishing the terms and conditions of the participation by the Town in a county-wide stormwater utility, which utility shall be operated by the County.

ARTICLE 1 - TITLE AND PURPOSE

1.00 *Title:* This intergovernmental agreement between Beaufort County, South Carolina, and the Town of Bluffton, South Carolina, shall be known as the “Stormwater Management and Utility Intergovernmental Agreement Between Beaufort County, South Carolina, and the Town of Bluffton, South Carolina” (this “Agreement”). This Agreement is intended to amend and restate any prior agreements between the parties regarding the stormwater in the County, specifically including that certain agreement entitled “A Stormwater Management and Utility Intergovernmental Agreement between Beaufort County, South Carolina and the Town of Bluffton, South Carolina” dated July 1, 2016 and any other amendment or agreements that pertain to this Agreement herein.

1.01 *Purpose:* This Agreement is made for the purpose of defining the roles, responsibilities and financial relationship between the County and the Town with respect to the establishment, administration and operation of the Stormwater Utility (as defined in Article 2 below), which includes the following:

- (a) Establishment of rates;
- (b) Use of revenue;
- (c) Acquisition of existing stormwater infrastructure;

- (d) Construction of new stormwater infrastructure;
- (e) Maintenance of stormwater infrastructure;
- (f) Operation of stormwater infrastructure;
- (g) Regulation and use of stormwater infrastructure; and,
- (h) Enhancement of water quality.

1.02 *References to County Ordinances:* This Agreement hereby incorporates by reference Beaufort County, South Carolina, Ordinance 2015-24 (as may be amended from time to time) regarding the establishment of a Stormwater Utility, which is codified at Chapter 99 of the County's Code of Ordinances. The Beaufort County Stormwater Implementation Committee ("SWIC") will review this Agreement for any needed revisions upon future amendments to Chapter 99. Amendments to Chapter 99 shall become binding to this Agreement upon SWIC review and duly authorized revisions to this Agreement, if deemed necessary. In the case of any conflict between the provisions of Chapter 99 and this Agreement, the provisions of this Agreement shall control.

ARTICLE 2 - DEFINITIONS

2.00 *Definitions:* When used in this Agreement words with initial capitals shall have the meanings set forth in this Article 2 and as otherwise defined herein.

2.01 *2015 Utility Rate Study:* The study was conducted by the County and Town which was adopted by County Council on August 24, 2015 and submitted by the study consultant to the Town on April 20, 2016 to determine an equitable and appropriate rate structure for Stormwater Utility User Fees within all areas of the County, so that fees charged by the Stormwater Utility will be in compliance with provisions of S. C. Code Ann. §48-14-120(C)(Supp. 2010), and S. C. Regs. 72-310 (Supp. 2010).

2.02 *Agreement:* This Amended and Restated Stormwater Management and Utility Intergovernmental Agreement between Beaufort County, South Carolina, and the Town of Bluffton, South Carolina.

2.03 *Beaufort County Stormwater Implementation Committee (SWIC):* The SWIC shall consist of a technical staff member from each of the following jurisdictions: Unincorporated Beaufort County; Town of Hilton Head Island; Town of Bluffton; Town of Port Royal; and City of Beaufort.

2.04 *Town:* Town of Bluffton, South Carolina.

2.05 *Chapter 99:* Chapter 99 – “Stormwater Management” of the County’s Code of Ordinances.

2.06 *County:* Beaufort County, South Carolina.

2.07 *County Stormwater Management Implementation Guide:* The study conducted by the County to determine the drainage infrastructure and maintenance needs within the various watersheds within the County. This became the County Stormwater Management Implementation Guide dated February 20, 2006. In 2016, the County and the Town entered into an agreement to update the “County Stormwater Management Implementation Guide”. Future amendments of the County Stormwater Management Implementation Guide shall be incorporated by reference once agreed upon by the SWIC. The County Stormwater Management Implementation Guide constitutes a “Stormwater Management Plan” as such term is used in Section 2.15 hereinbelow.

2.08 *GIS:* The County’s geographic information system.

2.09 *NPDES:* The National Pollutant Discharge Elimination System stormwater regulatory program established by the United States Environmental Protection Agency to address pollutants in stormwater discharged to waters of the United States. Phase II of this regulatory program

impacts communities under 100,000 in population, small construction sites between one acre and five acres, and industrial sites owned and operated within communities under 100,000 population.

2.10 *Public Stormwater*: Stormwater runoff which is conveyed through a public drainage easement or public road right of way, and/or which some portion is generated from a public road right of way.

2.11 *State*: State of South Carolina

2.12 *Stormwater Infrastructure*: Real property, interests in real property, improvements to real property such as ditches, drains, pipes, culverts, catch basins, pumps, post-construction best management practices (BMPs), or the like, or any combination of them, used or useful in the collection and disbursement of storm and surface water, or the control of flooding. As used herein, Stormwater Infrastructure does not include drainage systems or facilities that are not publicly owned, and which do not carry Public Stormwater.

2.13 *Stormwater Utility User Fees*: Stormwater Utility User Fees shall mean the service fee imposed pursuant to this Agreement for the purpose of funding costs related to Public Stormwater programs, services, systems, and facilities. Stormwater Utility User Fees will be calculated based upon the residential category for a parcel and/or the nonresidential parcel's impervious area and/or a parcel's gross area and an Administrative Fee, depending on the applicable utility rate structure, pursuant to the provisions of Chapter 99. The Stormwater Utility User Fees include and consist of the following sub-fees:

(A) *Administrative Fee*: Per "Option C or E" of the 2015 Utility Rate Study, the Administrative Fee is a fixed cost per billable account and includes costs to the utility not directly applicable to the improvements of the property, such as administrative costs, public education and

outreach, and water quality monitoring. For "Option C or E" rate structures, the Administrative Fee is determined per Section 4.01 of this Agreement.

(B) *Countywide Infrastructure Fee (CWI)*: Per the 2015 Utility Rate Study, the Countywide Infrastructure Fee is based on GIS data obtained per Article 8 herein. It is a fee applicable to the Town for the operation and maintenance cost of the county owned infrastructure described in Section 5.07, collected and paid directly to the County.

(C) *Gross Area Fee (GA)*: Per "Option C or E" of the 2015 Utility Rate Study, the Gross Area Fee is calculated from the area in acres of a parcel of land as measured from GIS data obtained per Article 8 herein.

(D) *Impervious Area Fee (IA)*: Per "Option C or E" of the 2015 Utility Rate Study, the Impervious Area Fee is based on impervious area measurements calculated in the same manner as the SFU.

(E) *Single Family Unit Rate (SFU)*: Per "Option A" of the 2015 Utility Rate Study, the SFU shall be defined as the impervious area measurements obtained from a statistically representative sample of all detached single-family structures within the County. The representative value will be 4,906 square feet.

2.14 *Stormwater Management*: Control of storm and surface water, erosion, Public Stormwater quality protection and flooding through the use of Stormwater Infrastructure, and the creation and enforcement of development standards related to storm and surface water.

2.15 *Stormwater Management Plan*: The plan or plans, which includes the County Stormwater Management Implementation Guide defined in Section 2.07 above, developed by the County and Town that addresses planning, design and construction of capital improvements to the Stormwater Infrastructure; acquisition of real property or interests in real property for the purposes of

Stormwater Management; maintenance and repair of Stormwater Infrastructure; regulation of the use of Stormwater Infrastructure; acquisition of equipment and other assets; regulation of impacts including any that may be mandated under the NPDES Phase II regulations, contracting with engineering, financial, legal, construction and other professionals for services in support of the Stormwater Utility, emergency preparedness related to storms and hurricanes, acquisition or construction of Stormwater Infrastructure, or any other functions required, useful or prudent for a program of Stormwater Management.

2.16 *Stormwater Utility:* The administrative section of the County's Stormwater Department created for the purposes of planning, designing, overseeing, funding, building, and maintaining Stormwater Infrastructure, either directly or through cooperative arrangements with other governmental bodies; and for administering and managing Stormwater Management throughout the County.

ARTICLE 3 - TERM OF THIS AGREEMENT

3.00 *Term of This Agreement:* The term and duration of this Agreement shall be as follows in this Article 3.

3.01 *Initial Term of this Agreement:* The Initial Term of this Agreement shall be for a period of ten (10) years, commencing on the date the Agreement is signed by both the Town and the County, whichever comes last.

3.02 *Periodic Review of this Agreement:* The SWIC shall conduct periodic review of this Agreement to ensure that it remains current with the state-of-the-art Stormwater Management practices applicable to coastal areas and shall provide recommendations for updates to decrement, if necessary.

3.03 *Extension of this Agreement:* The term of this Agreement may be extended at any time by the mutual agreement of the parties hereto, or upon the expiration of the initial twenty (20) year term set forth in Section 3.01 above.

3.04 *Termination of this Agreement:* Except as provided in Section 3.05 below, this Agreement may be terminated by either party hereto, by delivering written notice of the termination to the other party. Termination under this Article shall only be effective on the final day of any given County fiscal year. The written notice of termination shall be provided by the party terminating the Agreement no less than one hundred eighty (180) days prior to the date the termination will be effective.

3.05 *Indebtedness Affected on Termination:* In the event the Town has outstanding any indebtedness either (i) secured by revenues received under this Agreement, or (ii) payable from revenues received under this Agreement, this Agreement may not be terminated without the written approval of the Town.

3.06 *Effect of Termination:* Upon termination of this Agreement under any provision of this Article 3, or otherwise, all rights and obligations of any party hereto, specifically including but not limited to the right of the County to charge Stormwater Utility User Fees to property owners in the Town, shall immediately end.

3.07 *Conveyance of Assets:* Upon termination of this Agreement under any provision of this Article 3, the County shall convey to the Town all of its right, title and interest in any Stormwater Infrastructure, including any Public Stormwater easements, within the municipal limits of the Town. However, this shall not include Stormwater Infrastructure on County owned parcels or County road rights of way (otherwise described in Section 5.07) within the limits of the Town.

3.08 *Rebate of User Fees:* Upon termination of this Agreement under any provision of this Article 3, the County shall return to the Town any collected but unspent or unobligated Stormwater Utility User Fees collected from within the Town limits.

ARTICLE 4 – FINANCE AND FUNDING

4.00 *Financial and Funding Relationship:* The Town shall provide the County with its Stormwater Utility User Fee rate for its upcoming fiscal year prior to June 30 each year of this Agreement. This will be in the form of a letter to the County Administrator from the Town Manager. In the event the Town fails to timely submit the required letter in accordance with Article 4 of this Agreement, the rate used by the Town for the previous year shall apply. The Town shall also provide to the County an annual report of its Public Stormwater fee expenditures from the previous fiscal year. For each year that this Agreement is in effect, a report shall be prepared and delivered by the Town to the County by the later of (i) January 15, or (ii) as soon as the previous fiscal year's financial records are complete.

4.01 *Use of Revenue:* In accordance with the provisions of S.C. Code Ann. §48-14-120(C) (Supp. 2010), and S.C. Regs. 72-310 (Supp. 2010), all Stormwater Utility User Fees collected within the Town, less the Administrative Fee, shall be returned to the Town. The Administrative Fee is to be calculated as a fixed dollar amount for each unit billed and collected by the Stormwater Utility. The billable unit shall be either a per account charge or a charge per SFU, depending on the applicable utility rate structure. The Stormwater Utility shall define its administrative costs each year during the annual budget process. The SWIC shall conduct annual reviews of the Stormwater Utility's administrative budget and recommend to the municipalities and County any changes to the amount billed per account or SFU and the SWIC and Stormwater Utility shall provide the Town an itemized proposal and a written explanation for adjustments for

the administrative services and deliverables to be provided in the coming fiscal year. This proposal shall be submitted to the Town by February 15 of each calendar year. The Town shall provide a written recommendation of acceptance to the Stormwater Utility by April 1 of the same year. Once agreed upon, this shall serve as the basis for the annual Administrative Fee to be calculated per Town-account or SFU and included in each entity's annual budget.

(a) The Administrative Fee shall be used by the County to defray the County's administrative costs in managing the Stormwater Utility.

(b) The Town shall use Stormwater Utility User Fees to provide Stormwater Management within the Town, including, but not limited to:

(i) The acquisition, design, construction, and maintenance of Stormwater Infrastructure, or repayment of bonded indebtedness issued to fund construction of Stormwater Infrastructure, in so far as the law and covenants of the bonds allow, or for repayment to the Town for general fund or other funds spent by the Town to fund Stormwater Management activities;

(ii) Acquisition of Stormwater Infrastructure. Certain Stormwater Infrastructure in the Town, which includes any easements or other interests in real property, shall be held in the name of the Town;

(iii) Maintenance of Stormwater Infrastructure by the Town and its contractor(s) or by direct services of the Stormwater Utility. Charges for services by the Stormwater Utility shall be negotiated and approved by the County and the Town, as is provided in Articles 4.03, 4.05(a), 5.05, and 5.07 below; the Town shall have the right of non-exclusive use of direct

maintenance services, and there shall be no minimum dollar amount required to be spent annually by the Town on any services provided by the Stormwater Utility;

(iv) Plan review and site inspections related to compliance with Public Stormwater ordinances and standards for development within the Town, as set forth in Articles 4.05 and 4.06 below;

(v) NPDES Phase II permit compliance;

(vi) Payment of bond indebtedness or repayment of funds borrowed from the general fund or any other fund for the purpose of funding Stormwater Management projects or activities; and

(vii) Any other services related or attendant to Stormwater Management.

(c) The Town shall be authorized to revise or amend and/or increase Stormwater Utility User Fees as necessary in order to comply with covenants, promises and other provisions related to any indebtedness secured by or payable from the Stormwater Utility User Fees.

(d) Nothing in this Agreement shall be construed to require the County to become obligated on any of the Town's indebtedness and under no circumstances shall the County be liable to the Town or responsible in any way for the payment or securing of the Town's debt.

4.02 *Further Agreements Authorized:* The Town and the County may negotiate and enter into agreements to share costs and responsibilities related to NPDES permit compliance. Such agreements and cost allocations shall be reflected in each entity's annual budget and must be authorized by the respective governing bodies of the Town and County.

4.03 *Cost of Services:* If the Town chooses to utilize the direct services of the Stormwater Utility, however described, they shall be accounted for at the County's actual cost of the equipment, materials, and personnel utilized in the delivery of the services.

4.04 *Setting of Stormwater Utility User Fee Rate (Per Account, IA, GA, and SFU's):* The Town shall be responsible each year for setting the Stormwater Utility User Fee rates to be assessed on parcels within the Town. The Stormwater Utility User Fee rate shall be set in accordance with the 2015 Utility Rate Study, Chapter 99 and S.C. Code Ann. §48-14-120(C) (Supp. 2010), and S. C. Regs. 72-310(G) (Supp. 2010), or any other applicable law or regulation.

4.05 *Plan Review and Site Inspection:* For all activities that constitute development within Town limits, the Town will provide review of plans and site inspections to ensure compliance with applicable laws, ordinances and regulations related to storm and surface water, erosion control and flooding.

4.06 *Coordination of Services:* The Town shall identify a representative of its staff to serve as the contact person and coordinator for Stormwater Management services, including services provided by the County within the Town, long range planning and water quality initiatives such as the NPDES Phase II requirements compliance, notification of problems, facilitating access within any planned or future planned unit developments within the Town, and advising the County on site-specific conditions within the Town.

ARTICLE 5 – ADMINISTRATION OF STORMWATER UTILITY

5.00 *Stormwater Utility:* The County has established a Stormwater Utility that administers funds and conducts a Stormwater Management program throughout the County.

5.01 *Stormwater Management Plan:* The County and Town shall have the responsibility to develop and maintain a Stormwater Management Plan. The County and the Town have developed

and implemented the County Stormwater Management Implementation Guide as a Stormwater Management Plan and subject document shall be administered by SWIC.

5.02 *Relationship of Plan to Agreement:* The Stormwater Management Plan developed and maintained by the SWIC shall incorporate the obligations of the County and Town under this Agreement. In the case of any conflict between the provisions of the Stormwater Management Plan and this Agreement, the provisions of this Agreement shall control.

5.03 *Stormwater Utility User Fees:* The Stormwater Utility shall bill and collect parcel-based Stormwater Utility User Fees from property owners, tenants, or other appropriate parties, pursuant to its authority and subject to any intergovernmental agreements, including this Agreement, and may also apply for, acquire and use any other funding from any public or private source in support of the County Stormwater Management Implementation Guide as allowed by law.

5.04 *County Responsibilities:* The County, through the Stormwater Utility, shall have the following responsibilities:

- (a) *Collection and Distribution of Fees:* Stormwater Utility User Fees within the Town limits shall be charged and collected by the County in accordance with the provisions of Article 4.0 of this Agreement; the Stormwater Utility User Fees shall be collected in accordance with S. C. Code Ann. §48-14-120(C) (Supp. 2010), and S. C. Regs. 72-310(G) (Supp. 2010), or any other applicable law or regulation, and shall not include provisions for relief from the payment of the Stormwater Utility User Fees; the County shall distribute the Town's Stormwater Utility User Fees less the Administrative Fee, in the same manner as *ad valorem* property taxes are distributed for each year this Agreement is in effect;

- (b) *Provision of Services:* Provision of the services required under this Agreement.
- (c) *Budgeting and Expenditure:* Setting the budget for the Stormwater Utility, and spending the revenues in accordance with any applicable ordinances or agreements, including this Agreement;
- (d) *Administrative Activities:* Managing all administrative activities of the Stormwater Utility, including but not limited to, fee assessment, collection and distribution, maintenance of accounting records, maintenance of Public Stormwater data, implementation of the County Stormwater Management Implementation Guide, acquisition of easements, coordination with other agencies, reporting to the SWIC or other required entities;
- (e) *Accounting:* Maintaining an accounting of revenues and expenditures on a jurisdictional or geographic basis, as may be set or described under any applicable ordinance or agreement, including this Agreement, the County shall provide the Town with an itemized annual accounting of all Stormwater Utility User Fees within the Town limits in the form of a budget report, including but not limited to: how parcel fees were determined, calculated, and assessed; total fees collected; total Administrative Fee retained by the County; total fees in arrears, on a per parcel basis and including the status of the collection attempt(s) on such parcels; fee credits applied for; fee credits paid; and fees that required adjustment since the last billing. This budget report shall be parcel-based and provided to the Town annually prior to each February 1st throughout the term of this Agreement as an electronic document compatible with the most current version of Microsoft Office. The

County shall also maintain an annual accounting of all administrative costs associated with operating the Stormwater Utility. Either the Town or County, at the sole expense of the requesting jurisdiction, may request a professional audit of any of the budget reports;

(f) *Operation and Maintenance:* At the direction and approval of the Town, provide for the operation and maintenance of Stormwater Infrastructure within the Town; and,

(g) *Cooperation on Issue of Debt:* The County covenants and agrees that it will cooperate with the Town in the issuance of any bonds or other obligations proposed to be issued by the Town that are governed by or payable from revenues derived under this Agreement. In connection therewith, the County shall comply with all reasonable requirements of the Town and will, upon request:

1. Make available information about the County, the Stormwater Utility and the Stormwater Infrastructure;
2. Consent to publication and distribution of financial information;
3. Certify that certain general and financial information provided by it is accurate, does not contain an untrue statement of a material fact and does not omit to state a fact necessary in order to make the statements in that information in light of the circumstances under which they were made, not misleading;
4. Provide reasonable certifications and closing documents;
5. Provide opinions of counsel as to the validity of its actions taken with respect to the binding effect of this Agreement, its ability to own and operate

the Stormwater Utility, pending or threatened litigation which could affect performance hereunder and other personally requested opinions; and

6. Such other reasonable information documents and certifications as the Town may request.

5.05 *Delivery of Services:* The County shall coordinate the delivery of services hereunder through the Town Manager or his designee, via a job order process as agreed to by the Town and County. All delivery of Public Stormwater services by the County upon parcels within the Town limits shall be approved in writing by the Town before any work is performed or any funds may be returned to the County, and all delivery of Stormwater Infrastructure services within County right of ways shall be coordinated with the Town.

5.06 *Coordination with Other Jurisdictions:* From time to time a need for coordination between all incorporated jurisdictions within the County is required and it shall be the responsibility of the County to facilitate such coordination. The County will work with designated representatives from all jurisdictions within the County to ensure effective communication regarding issues impacting the Public Stormwater Infrastructure and the County Stormwater Management Implementation Guide.

5.07 *Qualifications and Extents of Service:* Stormwater Infrastructure in public road right of ways, whether State, County or municipal, shall be maintained by the road owner, as these areas are exempt from Stormwater Utility User Fees per Section 99-109 (b) of Chapter 99. The Town shall retain the right to determine the qualifications for, extent of, and level of service required to maintain the Stormwater Infrastructure within the limits of the Town, with the exception of County and State road rights of way, which shall be designed and maintained in accordance with their current standards.

5.08 *Fee Credits:* The Town shall have the authority to review and comment on all Public Stormwater fee credit applications requested to the County upon parcels within the Town limits prior to such adjustments being made.

5.09 *Easements:* The Town and County will allow mutual blanket encroachments upon each other's existing easements, but only to enable the Town and/or County to perform Public Stormwater Utility related work within the limits of the Town.

5.10 *Conflicts:* To the extent any conflict exists between the provisions of this Agreement and Chapter 99, the provisions of this Agreement shall be controlling in all circumstances.

ARTICLE 6: STORMWATER ORDINANCES AND DEVELOPMENT STANDARDS

6.00 *Applicable Standards:* The current hydrologic and hydraulic engineering and design standards of the County and Town shall prevail in the design, construction, operation and maintenance of any portion of the Stormwater Infrastructure within the County and Town, respectively, unless superseded by the hydrologic and hydraulic engineering and design standards of the State, as may be required for specific work performed in State rights of way. In all cases, the County or Town standards shall prevail within the applicable jurisdiction unless determined to be less stringent than State standards.

6.01 *State or Federal Laws or Regulations:* The Town and the County shall at all times comply with any applicable State or Federal laws or regulations relating to Stormwater Management, Stormwater Infrastructure, erosion control or pollution.

6.02 *Regulatory Obligations of the County and Town:* The County and Town shall adopt and enforce ordinances and development standards as necessary to comply with State and Federal standards regarding storm water management, erosion and sedimentation, pollution control, and

flooding. Minimum water quality controls in jurisdictions shall be protective enough to reach and maintain state designated water uses.

6.03 *Plan Review and Site Inspection:* The Town and County shall be responsible for the review and approval of all development plans within their respective jurisdictions, to ensure that all applicable regulations pertaining to construction site erosion, sedimentation, and pollution control as well as post-construction storm water quantity and quality control are met. The County and Town shall be responsible for providing inspections during construction of all County and Town owned storm water systems, respectively. The County and Town will continue its practice of inspection and review of privately owned stormwater systems during construction and upon completion to ensure that construction conforms with the approved development stormwater plan.

ARTICLE 7 – NPDES MS4 PHASE II PERMIT COMPLIANCE

7.00 *NPDES Compliance:* In 2015, Beaufort County, the Town of Bluffton, and the Town of Hilton Head Island were designated by the State for compliance with the NPDES program. The County and the aforementioned towns shall be responsible for the development of the NPDES MS4 Phase II permit application, the development of BMPs required by the permit, and the implementation of the program of BMPs set forth in the permit. Should the City or the Town of Port Royal be designated (at any time) by the State for compliance with the NPDES program, the provisions of this Article shall also apply to the Town.

7.01 *Roles and Responsibilities:* The Town and County shall hold separate NPDES MS4 Phase II permits and shall each be responsible for maintaining compliance with their respective permit requirements. The Town may request to “co-permit” or share MS4 Phase II permitting with the County or another regulated town, as allowed by Article 9 of this Agreement, as allowed by State

law, and as encouraged in the State of South Carolina General Permit for MS4 Phase II communities.

7.02 *Coordination of Activities:* It is expected that some aspects of NPDES MS4 Phase II requirements will lend themselves to coordination and cooperation between the Town and the County. In such instances, coordination between the Town and the County shall be on the basis of a specific Minimum Control Measure (MCM) and shall be established by a separate written agreement that specifies the objectives, product deliverables, schedules, funding distribution, and the roles and responsibilities of each party in addressing these measures.

7.03 *Annual Reporting:* The Town and County will each be responsible for preparing an annual report documenting the activities undertaken in support of NPDES MS4 Phase II permit requirements during the previous year and submitting the report to the South Carolina Department of Environmental Services.

7.04 *Permit Related Costs:* All costs related to the NPDES MS4 Phase II permit shall be borne by the permit holder. In instances where the Town and County coordinate to meet permit requirements, costs may be shared on a basis that is detailed in a separate written agreement.

ARTICLE 8 – DATA ACQUISITION AND MANAGEMENT

8.00 *Roles and Responsibilities:* The Town and County shall each be responsible for acquiring and maintaining data sets that are relevant to Stormwater Management in their respective jurisdictions.

8.01 *Cost Sharing:* Cost sharing agreements for data acquisition may be made between the Town and County on a project-specific basis. The terms and details of any cost sharing agreement shall be detailed in a separate written agreement between the Town and County.

8.02 *Data Sharing:* The Town and County shall share acquired data at the request of the other. In such instances the Town and County will agree to abide by each entity's current data distribution policy.

8.03 *Data Types:* Types of data that the Town and County will acquire, maintain, and may share include but are not limited to, GIS data, aerial photography, LIDAR data, water quality monitoring data, stream gage data, financial and accounting data.

ARTICLE 9 – OTHER AGREEMENTS

9.00 *Scope and Cost Sharing:* From time to time various projects may be shared in scope and/or cost between the County and the Town, or the County and multiple municipalities within the County via memos of agreement, memos of understanding, contracts, and/or joint resolutions.

9.01 *Agreement Recommendations:* SWIC shall be the vehicle whereby agreements of project scope and cost sharing between the County and multiple municipalities within the County are reviewed and recommended to the municipalities and County. It is understood that the SWIC shall have no authority to financially commit the Town or County to any project of any type and only will provide technical recommendations for such projects. For agreements solely between the Town and the County, the SWIC review is not required.

9.02 *Agreement Approvals:* Other agreements between the County and the Town must be approved by the governing bodies of the Town and County, respectively.

9.03 *Funds Distribution:* These Agreements will define how funds are distributed, either by invoice or as part of the Per Account Administrative Fee collected by the County.

ARTICLE 10 - MISCELLANEOUS

10.00 *Provisions Applicable to This Agreement:* The following general provisions are applicable to this Agreement:

10.01 *Binding Effect:* This Agreement shall inure to the benefit of and shall be binding upon the Town and County and their respective successors and assigns, if any are permitted hereunder. The Parties agree that this Agreement constitutes the entire Agreement between the Parties and that no other agreements or representations other than those contained in this Agreement have been made by the Parties to each other. This Agreement shall be amended only in writing, and effective when signed by those authorized by the Parties. This Agreement shall amend and replace the provisions of that certain "Stormwater Management and Utility Intergovernmental Agreement" dated July 1, 2016, in its entirety.

10.02 *Amendment, Changes and Modifications:* Except as otherwise provided herein, this Agreement may not be effectively amended, changed, modified or altered without the written consent of the Town and the County.

10.03 *Severability:* In the event that any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

10.04 *Execution in Counterparts:* This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

10.05 *Applicable Law:* This Agreement shall be governed by and construed in accordance with the laws of the State.

10.06 *Captions:* The captions or headings herein are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

10.07 *Plural/Singular:* Where appropriate, the use of the singular herein shall include and be deemed to be the plural, and the use of the plural herein shall be deemed to include the singular.

10.08 *No Third-Party Beneficiaries:* The Town and the County hereto affirmatively represent that this Agreement is made solely for the benefit of the parties hereto and their respective successors and assigns and not for the benefit of any third party who is not a signature party hereto. No party other than the signature parties and their respective successors and assigns hereto shall have any enforceable rights hereunder, or have any right to the enforcement hereof, or any claim for damages as a result of any alleged breach hereof.

10.09 *Notices:* All notices, applications, requests, certificates or other communications hereunder shall be sufficiently given and shall be deemed given when delivered in person, via electronic mail, or mailed by regular first class mail, postage prepaid (in such case, delivery shall be deemed complete upon mailing), addressed as follows, or to such other place as may be designated in writing by the parties.

To the Town: THE TOWN OF BLUFFTON
 Town Manager
 20 Bridge Street
 Post Office Box 386
 Bluffton, SC 29910

To the County: BEAUFORT COUNTY
 County Administrator
 Post Office Box 1128
 Beaufort, SC, 29902

10.10 *No Waiver:* No failure of either party hereto to exercise any power or right given to such party hereunder, or to insist on strict compliance by any other party to its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof shall constitute a waiver of any party's right to thereafter demand strict compliance with the terms of this Agreement.

10.11 *Further Assurances and Corrective Documents:* The Town and the County agree to do, execute, acknowledge, deliver or cause to be done all such further acts as may be reasonably determined to be necessary to carry out this Agreement and give effect to the provisions hereof.

The Town and the County agree that each shall, upon request, execute and deliver such other or corrective documents as may be reasonably determined to be necessary to carry out this Agreement and each of the provisions hereof.

In Witness Whereof, the Town of Bluffton, South Carolina, and Beaufort County, South Carolina, by and through their duly authorized officers, have set their hands and seals on this ____ day of _____, 2026.

WITNESSES:

TOWN OF BLUFFTON, SOUTH CAROLINA

By: _____
Larry Toomer, Mayor

Attest: _____
Stephen Steese, Town Manager

WITNESSES:

BEAUFORT COUNTY, SOUTH CAROLINA

By: _____
Alice Howard, Chairman

Attest: _____
Michael Moore, County Administrator

Consideration of a Resolution Authorizing the Renewal of a Stormwater Management and Utility Intergovernmental Agreement between Beaufort County and the Town of Bluffton

Proposed Motion

*"I move to **approve** [approve with changes, deny] a Resolution authorizing the Renewal of a Stormwater Management and Utility Intergovernmental Agreement between Beaufort County and the Town of Bluffton."*