



Regular Town Council Meeting

Tuesday, September 08, 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. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. South Carolina State Championships - Bluffton 8U All-Stars Baseball and Softball - Mayor Larry Toomer
2. Introduction of New Employees, Promotions, and Interns - Anni Evans, Director of Human Resources
3. Town of Bluffton Tax Increment Financing District Update - Frannie Heizer, Senior Partner, Burr & Forman

V. ADOPTION OF THE MINUTES

- [1.](#) Regular Meeting Minutes of 08/11/2026
- [2.](#) Amendment - Regular Town Council Meeting Minutes of 02/11/2025

VI. PUBLIC COMMENT

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

VIII. WORKSHOP AGENDA ITEMS

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

IX. PUBLIC HEARING & FINAL READING

X. FORMAL AGENDA ITEMS

1. Consideration of an Ordinance to Amend the Town of Bluffton's Municipal Code of Ordinances, Chapter 13 - Public Property, Article II. Public Park, Dock and Boat Landing Rules to include Dock Rules for the New River Linear Trail - Second and Final Reading - Heather Colin - Assistant Town Manager
2. Consideration of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds; and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget - First Reading - Natalie Majorkiewicz, Director of Finance
3. Consideration of Accommodations Tax Advisory Committee Funding Recommendations for Quarter Ending June 30, 2026 - Shannon Milroy, Budget & Procurement Manager
 - Coastal Conservation Association for Conservation Weekend in Bluffton: \$10,000
 - Historic Bluffton Arts and Seafood Festival: \$80,000
 - Society of Bluffton Artists: \$35,000
 - Old Town Bluffton Merchants Society: \$15,000
 - Congregation Beth Yam: \$7,710
 - BlacQuity SC for the 2026 Roots & Rivers Festival: \$25,000
4. Consideration of a Resolution Authorizing the Acceptance of a Donation and Conveyance of Approximately 0.11 Acres of Real Property in Bluffton, South Carolina, Located at 34 Thomas Heyward Street, TMS No. R610 039 00A 0426 0000 from Southern Coastal Homes, LLC to the Town of Bluffton, South Carolina; and Authorizing the Execution and Recordation of Certain Documents in Connection Therewith – Kevin Icard, Director of Growth Management
5. Consideration of Public Arts Committee Recommendation to Purchase a Sculpture Created by Walter Palmer (Fiscal Impact: \$23,000) – Chris Forster, Assistant Town 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

XII. EXECUTIVE SESSION

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

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

NEXT MEETING DATE: Tuesday, October 13, 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

August 11, 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 Mayor Pro-tempore Hamilton.

IV. ADOPTION OF THE MINUTES

1. Regular Meeting Minutes of 07/21/2026

A motion was made by Councilmember Wood and seconded by Councilmember Frazier to approve the Quarterly Workshop Meeting Minutes of 07/21/2026.

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, recognized Isabella Kaspar, a second-grade student at Pritchardville Elementary School, as the Beaufort County School District’s Character Student of the Month. Isabella was honored for demonstrating the character traits of responsibility and cooperation.

2. USCB Sand Shark Welcome Week Proclamation - Mayor Larry Toomer

Mayor Larry Toomer, on behalf of Town Council, presented a USCB Sand Shark Welcome Week Proclamation for the week of August 17-21. USCB senior and Student Council President Daniela Lopez accepted the proclamation on behalf of the university. The week celebrates the return of more than 2,200 students to the University of South Carolina Beaufort’s regional campuses.

3. Flock Camera Presentation - Chief Joe Babkiewicz, Bluffton Police Department

Bluffton Police Chief Joseph Babkiewicz presented an overview of the history of the department’s Flock camera operations and the accountability standards in place to ensure the technology is used appropriately. He also explained the role of the Law Enforcement Citizens Advisory Committee, which conducts audits of the department’s Flock camera usage. Bluffton’s accountability practices have been shared with other law enforcement agencies through national organizations as a model for responsible use.

VI. PUBLIC COMMENT

Cheryl Rodriguez 11 Driftwood Ct. W - Mrs. Cheryl Rodriguez praised the Town’s Events Planning Team for their efforts to make community events more accessible and welcoming for families with

children and young adults with special needs. She highlighted recent accommodations such as expanded special-needs parking and the availability of sensory bags. Ms. Rodriguez also praised staff for the successful Glow Dance held on August 1, which provided a supportive social experience for teens and young adults with special needs and was supported by local volunteers and businesses. She expressed appreciation on behalf of the special needs community for the Town's leadership and continued commitment to inclusivity.

Marie Kowalchuk 161 Pinecrest Circle - Ms. Marie Kowalchuk, representing the residents of Pinecrest, expressed appreciation for the Town Council's continued opposition to the proposed development of approximately 360 rental units—or any additional development—on the Pinecrest golf course property bordering the neighborhood. She described current traffic challenges affecting Pinecrest and surrounding communities due to increased development in the area and noted safety concerns for students attending nearby schools. Ms. Kowalchuk stated that additional rental housing is already available in the region and questioned the need for further units. She requested that the Town maintain its opposition to development on the driving range or golf course to protect community safety and preserve manageable traffic conditions.

Chris Campbell 47 Oak Grove Plantation Drive - Mr. Chris Campbell, Chairman of Keep Beaufort County Beautiful, spoke about ongoing environmental concerns related to single-use plastics, styrofoam, and litter. He noted that litter issues continue to worsen and increase cleanup costs, and he asked the Council to carefully consider upcoming discussions on reducing environmentally harmful materials. Mr. Campbell expressed appreciation for the opportunity to address the Council.

Bob Crimian 17 Norris Ave - Mr. Crimian thanked the Council for allowing him to speak and expressed appreciation for the Town's efforts related to environmental stewardship. He referenced the Beaufort County plastics ordinance and encouraged the Council to consider actions that support reducing environmentally harmful materials. He concluded by thanking the Council for their work on the issue.

John Acker 147 Station Parkway - Mr. Acker thanked the Mayor and Council for the opportunity to speak and expressed appreciation for the Police Department's presentation. He voiced support for the use of Flock cameras, stating he views them as a beneficial public safety tool rather than an invasion of privacy. Mr. Acker noted the Town's national recognition for its Citizen Advisory Panel and commended the transparency and community involvement it represents. He concluded by thanking the Council for supporting implementation of the Flock camera system.

Kaly Turkowsky 159 Lake Linden Drive - Ms. Turkowsky expressed her opposition to the Town's use of Flock cameras. She stated concerns about privacy, data collection, and the inability of residents to opt out of the system. Ms. Tarkowski referenced differences between Flock technology and other forms of personal data sharing, noting that Flock data is collected automatically and does not require a search warrant for police access. She also raised concerns about the role of artificial intelligence in processing and alerting law enforcement and cited examples of potential misuse and false alerts. Ms. Tarkowski concluded by reiterating her belief that the system poses constitutional and privacy concerns.

Ms. Joan Heyward 95 Boundary Street - Ms. Heyward, speaking on behalf of the Bluffton Historic Bluffton Foundation, thanked the Town and staff for including the item regarding the names of the contributing resources list on the agenda. She emphasized the importance of clear and accurate identification of contributing structures within the Bluffton Historic District. She noted that the Heyward House, built by John J. Cole around 1840, has been known as the Heyward House since 1882, when the Heyward family began residing there continuously until 1998. Ms. Heyward requested that the list of proposed historic names include the column titled "Proposed Name for Signage," with noted corrections, and asked that the Heyward House retain its long-recognized name in the proposed signage. She also expressed concern that several listings beginning with "Site of" do not represent contributing structures and should not be included, with the exception of the Bluffton Oyster Factory. She concluded by thanking the Council for its consideration and expressed willingness to collaborate toward a resolution.

Lisa Sulka 37 Stock Farm Rd - Ms. Sulka thanked the Police Department for its recent presentation and commended the agency for maintaining high professional standards, including its long-standing accreditation and recent meritorious award. Speaking as a member of the Historic Preservation Commission, Ms. Sulka offered several recommendations regarding the proposed historic resource renaming list. She requested that the Bluffton Historic Bluffton Foundation be included in reviewing and verifying proposed names; that the Heyward House retain its historic name; that "Site of" be removed from the Oyster Factory listing; and that several typographical errors be corrected. Ms. Sulka also encouraged Council to consider preservation recommendations outlined in the 2025 Stantec survey, particularly those related to supporting Bluffton's Black historic resources and evaluating individual landmark designations. She concluded by emphasizing the importance of preserving the Town's historic district.

Jen Sommerville 86 White Oaks Circle - Ms. Sommerville, Executive Director of the Historic Bluffton Foundation, underscored the importance of consistent and accurate naming for contributing historic structures. She noted that the Foundation maintains signage throughout the historic district and has delayed replacing certain signs to ensure alignment with the Town's officially recognized names. Ms. Sommerville stated that the Foundation works directly with property owners on sign wording and stressed the need for consensus between the Town and the Foundation to maintain consistent historic identification throughout Bluffton.

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

Councilmember Burden – Councilmember Burden requested Chief Babkiewicz to reach out to Kaly Turkowsky regarding the Flock presentation to address questions and concerns she may have.

Mayor Pro-tempore Hamilton - Mayor Pro-tempore Hamilton welcomed Lyndee Simoneaux back to work. No other communications were noted.

Councilmember Wood - Councilmember Wood congratulated Chief Babkiewicz and the Police Department on achieving an enhanced level of accreditation, recognizing the extensive work involved in the process. Appreciation was also expressed for staff efforts related to recent community initiatives, including programs supporting individuals with special needs and the successful drone show at New Riverside, which drew significant public participation. Staff were commended for their continued dedication to fostering community engagement.

Councilmember Frazier - No comments were noted from Councilmember Frazier.

Mayor Toomer – Mayor Toomer thanked staff, council, and the community for their continued hard work and commitment. He acknowledged the wide range of public opinions that arise on various issues and encouraged everyone to stay focused on doing what is right for the Town. He expressed pride in being part of the team and appreciation for the collective efforts of all involved.

VIII. WORKSHOP AGENDA ITEMS

1. Presentation and Input on Draft Operational Branding Designs - Stephen Steese, Town Manager

Town Manager Stephen Steese presented options for an “operational” logo and brand for the Town of Bluffton. The operational logo would complement the Town’s two existing brands, each of which serves a different purpose.

The Town seal would continue to be reserved for official government business, such as ordinances, proclamations and property-related documents. The “Bluffton: The Heart of the Lowcountry” logo would continue to serve as the Town’s marketing brand, primarily used to promote Bluffton to audiences outside the community.

The new operational logo would be used for the Town’s day-to-day communications and operations, including permits, plans and other materials. It would also provide consistent identification of Town employees and operations on Town vehicles, equipment and other applications.

Town Council directed staff to generate more options.

2. Consideration and Direction on Proposed Amendments to the Town of Bluffton Municipal Code of Ordinances, Chapter 12. Environment, Article VI. Regulations and Requirements Relating to the Use of Single-Use Plastic Bags in the Town of Bluffton - Heather Colin, Assistant Town Manager

Kevin Icard, Director of Growth Management, discussed the ordinance with Town Council in lieu of Heather Colin. Icard emphasized the importance of having consistent ordinances throughout the region to support uniform enforcement across Beaufort County. He also reviewed the proposed timeline for implementing the ordinance, noting that it is contingent upon the other municipalities in Beaufort County adopting parallel ordinances.

IX. PUBLIC HEARING & FINAL READING

1. Consideration of an Ordinance to Amend the Town of Bluffton's Municipal 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) - Public Hearing and Final Reading - Andrea Moreno, Watershed Division Manager

A motion was made Councilmember Wood and seconded by Mayor Pro-Tempore Hamilton to approve the second and final reading to Amend the Town of Bluffton's Municipal 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.

2. 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 - Public Hearing and Final Reading - Kevin Icard, Director of Growth Management

A motion was made Councilmember Burden and seconded by Mayor Pro-tempore Hamilton to approve the second and final reading 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.

Town Council unanimously approved and the motion passed.

X. FORMAL AGENDA ITEMS

1. Consideration of a Resolution to Update the Names on the Contributing Resource List to Accurately Reflect the Names of the Resources as Defined by the National Parks Service - Glen Umberger, Historic Preservationist

A motion was made by Councilmember Burden and seconded by Mayor Pro-tempore Hamilton to table this agenda item until the list can be reviewed by staff, the Bluffton Historic Foundation and the Historic Preservation Committee to refine the list for preservation.

Town Council unanimously approved and the motion passed.

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 an Agreement with Beaufort Water Search and Rescue for Partial Reimbursement of a New Rescue Vessel and Formalization of Coordinated Rescue Efforts - Stephen Steese, Town Manager
4. Approval of a Three-Year Contract Renewal with Holding Seven Community Development Corporation for Public Parking - Stephen Steese, Town Manager
5. Consideration of an Ordinance to Amend the Town of Bluffton's Municipal Code of Ordinances, Chapter 13 - Public Property, Article II. Public Park, Dock and Boat Landing Rules to include Dock Rules for the New Riverside Trail - First Reading - Heather Colin - Assistant Town Manager

Motion 1 - Mayor Pro-tempore Hamilton moved to remove Consent Agenda Item 5 for further discussion. Town Council unanimously approved and the motion passed.

Motion 2 - A motion was made by Councilmember Wood and was seconded by Councilmember Burden to approve Consent Agenda Items 1-4.

Mayor Pro-tempore Hamilton recused himself from Consent Agenda Item 4.

Town Council approved and the motion passed.

Motion 3 - A motion was made by Councilmember Wood and was seconded by Councilmember Burden to approve Consent Agenda Item 5.

Town Council unanimously approved and the motion passed.

XII. EXECUTIVE SESSION

1. Discussions Relating to Authorizing the Town Manager to Negotiate a Contractual Agreement Between the Town and Affordable Housing Developer (Pursuant to SC Freedom of Information Act 30-4-70 [a] [2])

A motion was made by Councilmember Wood and was seconded by Councilmember Burden to move into Executive Session.

Town Council unanimously approved and the motion passed.

XIII. ACTION FROM EXECUTIVE SESSION

No motion or actions were taken.

XIV. ADJOURNMENT

A motion made by Councilmember Wood and seconded by Councilmember Burden to adjourn the meeting at 7:56 PM.

Town Council unanimously approved and the motion passed.

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

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

Regular Town Council Meeting

Theodore D. Washington Municipal Building, Henry “Emmett” McCracken Jr. Council Chambers,
20 Bridge Street, Bluffton, SC
February 11, 2025

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 Hamilton.

IV. ADOPTION OF THE MINUTES

- 1. Regular Meeting Minutes of 01/14/2025

A motion was made by Mayor Pro-Tempore Wood; Seconded by Councilmember Frazier to approve the Regular Meeting Minutes of 01/14/2025 as submitted.

- 2. Quarterly CIP Workshop 01/28/2025

A motion was made by Mayor Pro-Tempore Wood; Seconded by Councilmember Frazier to approve the Quarterly CIP Workshop 01/28/2025 as submitted.

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

- 1. Introduction of New Employees and Recognition of Promotions

Introduction of New Employees and Recognition of Promotions - Anni Evans, Human Resources Manager

New Employees

Sam Barrow – Growth Management – Senior Planner

Brad DeSantis – Building Safety – Building Inspector I

Osmar Sandoval – Public Services – Public Services Worker II – Grounds Maintenance

Vaughn Dyer - Public Services – Public Services Worker IV – Trades Specialist

Abdiel Maldonado – Public Services - Public Services Worker II – Grounds Maintenance

Konnor Harrell – Watershed – Stormwater Inspector

LeeAnn Lennek – Communications and Community Outreach – Welcome Center Coordinator

Melinda Penny – Communications and Community Outreach – Welcome Center Part Time Assistant Coordinator

Thomas McClure – Police Department – School Crossing Guard

Carly Colombero – Police Department – School Crossing Guard

Joe George – Police Department – Quartermaster/Fleet Manager

Eydie Moody – Police Department – Community Relations Manager

Daniel Hopper – Police Department – Police Recruit

William Yostpille – Police Department – School Crossing Guard

Nathan McCallum – Police Department – Class 3 SRO

Christopher Cash – Police Department – Police Recruit

Rodney McFadden – Police Department – Police Sergeant

Brian Kaase – Police Department – Police Lieutenant

Robert Meehan – Police Department – Police Sergeant

Anthony Polo – Police Department – Police Department Intern

Promotions

Jon Story promoted from Building Inspector I to Building Inspector II effective 07/11/2024

Richard Tynon promoted from Public Services Worker II to Public Services Worker III / Asset Manager effective 07/25/2024

William Ayler promoted from Police Recruit to Police Officer effective 02/20/2025

Daniel Hopper promoted from Police Recruit to Police Officer effective 02/20/2025

Lilia Anthony promoted from Police Officer to Police Corporal effective 08/08/2024

Ed King promoted from Police Recruit to Police Office effective 08/22/2024

Christopher Lopez promoted from Police Recruit to Police Officer effective 08/22/2024

Daniel Rickett promoted from Police Corporal to Police Sergeant effective 09/05/2024

Daniel Marciano promoted from Police Sergeant to Police Lieutenant effective 09/19/2024

Craig Karafa promoted from Police Lieutenant to Police Captain effective 10/03/2024

Brandon Cooler promoted from Police Sergeant to Police Lieutenant effective 11/14/2024

Oscar Frazier promoted from Police Corporal to Police Sergeant effective 02/06/2025

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

On behalf of Town Council, Mayor Larry Toomer honored the student of the month, Jameson Meade, for the character trait of Compassion. Jameson is a 4th grader at Okatie Elementary School.

VI. PUBLIC COMMENT

Sharon Brown 163 Buck Island Road - Ms. Brown spoke of racial injustices of the black community, police response on private property and communications with town staff.

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

Councilmember Bridgette Frazier - Councilmember Frazier wished everyone a happy Black History Month. She thanked the town's Public Arts Committee for working with the MLK Observance

Committee, selecting an artist for the banners that are displayed throughout Bluffton recognizing Black History Month.

Mayor Pro-Tempore Dan Wood - Mayor Pro-Tempore Wood referenced the CIP projects within the town. He stated he had visited all the town's public parks. The playground and park at New Riverside Park had many people visiting. He is very proud of the work that has already been done and all the good things that are happening.

Councilmember Fred Hamilton - Councilmember Hamilton commended staff for the outstanding job done at the Squire Pope House. The ribbon cutting was a great success with many members of the community attending the event.

Councilmember Emily Burden - Councilmember Burden advised she wanted to clarify her remarks as mentioned by Ms. Sharon Brown at the time of public comment, even though Brown had already left the meeting. She clarified the development agreement percentage is 92%.

She also wanted to commend the Bluffton Police Department for their support and response to the child that was hit by the car in the vicinity of Buck Island Rd. She commended Bluffton Police Department for their quick response to the child.

Mayor Larry Toomer - Mayor Toomer thanked staff for organizing the employee outing to the Savannah Ghost Pirates Game. He stated it was an honor to be able to drop the puck and attend the event.

VIII. WORKSHOP AGENDA ITEMS

1. Consideration and Direction of Amendments to Chapter 7 - Tour Companies of the Town of Bluffton Code of Ordinances - Natalie Majorkiewicz, Director of Finance

Town Council members discussed this issue with the following subjects/questions:

Whether or not to "cap" the number of businesses in this industry.

Concerns about limiting one business (i.e. food trucks in the Historic District) and not limiting others.

Traffic concerns & public safety.

Concerns about limiting one business (i.e. food trucks in the Historic District) and not limiting others.

Potential regulations for certain areas, such as the Historic District.

Potential regulations for motorized and/or tours involving animals such as a horse-drawn tour.

IX. PUBLIC HEARING & FINAL READING

1. Consideration of Town of Bluffton Needs Assessment for Housing, Public Facilities, and Economic Development – Michelle Knight, Community and Economic Development Director, Lowcountry Council of Governments *Must be after 6:00PM

Michelle Knight, Community and Economic Development Director, Lowcountry Council of Governments, presented a public hearing regarding Bluffton Needs Assessment for Housing, Public Facilities and Economic Development for any possible projects which would align with the SC.

X. FORMAL AGENDA ITEMS

1. Consideration of an Ordinance Amending the Town of Bluffton FY 2025 Budget to Provide for the Expenditures of Certain Funds and to Allocate Sources of Revenue for the Said Funds – Second & Final Reading - Natalie Majorkiewicz, Director of Finance

A motion made by Councilmember Burden, Seconded by Councilmember Hamilton to approve the second and final reading of an Ordinance Amending the Town of Bluffton FY 2025 Budget to provide for the expenditures of certain funds and to allocate sources of revenue for the said funds.

Town Council unanimously approved the Ordinance Amendment.

2. Consideration of Approval of an Initial Master Plan for New Riverside Parcel 5A South Consisting of 76 Single-Family Lots on Approximately 63 Acres of Land Located on the West Side of New Riverside Road South of Existing Alston Park Phase 2 and Zoned New Riverside Planned Unit Development - Kevin Icard, Director of Growth Management

A motion made by Mayor Pro-Tempore Wood; Seconded by Councilmember Frazier to conditionally approve the initial master plan for Alston Park Phase 3 consisting of approximately 63 acres located on the west side of New Riverside Road south of existing Alston Park Phase 2 and zoned New Riverside Planned Unit Development:

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

Holly Hill Lane shall serve as the only construction road for the development.

The Applicant shall update the master plan to show an asphalt pathway 8 feet in width within the Holly Hill Lane buffer.

The master plan is conceptual in nature, allowing for the Applicant to work with Town Staff to save as many trees as practicable at time of development plan submittal.

Provide an 8-foot wide asphalt path along the south side of Holly Hill Lane from the existing path on New Riverside Drive to Benton Circle.

Consider providing a fenced buffer along the north side of Holly Hill Lane adjacent to the residential homes that back up to Holly Hill Lane from New Riverside Drive to Benton Circle.

Town Council conditionally approved the initial master plan for Alston Park Phase 3 in a 4-1 vote. Toomer, Wood, Hamilton and Frazier voted Yea; Burden voted Nay.

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 Acceptance of Easement Donations from Property Owners Necessary to Complete a portion of the Public Safety Cameras Phase 6 Project - Kimberly Washok-Jones, Director of Projects and Watershed Resilience and Joe Babkiewicz, Chief of Police
4. Finalization of 1095 May River Road, Phase 2, Cost and Schedule - Heather Colin, Assistant Town Manager

Amendment to minutes: The minutes of the February 11, 2025, meeting were amended to accurately reflect the action taken by Town Council regarding the removal of Consent Agenda Item 3, as follows:

Motion 1 – Councilmember Hamilton moved to remove Consent Agenda Item 3 for further discussion. The motion was approved unanimously.

Motion 2 – A motion was made by Councilmember Hamilton and was seconded by Mayor Pro-Tempore Wood to approve Consent Agenda Items 1, 2 and 4. Town Council unanimously approved Consent Agenda Items 1, 2, and 4.

Motion 3 – A motion was made by Mayor Pro-Tempore Wood and was seconded by Councilmember Hamilton to approve Consent Agenda Item 3. Town Council unanimously approved Consent Agenda Item 3.

XII. EXECUTIVE SESSION

1. Legal Matters Relating to the Receipt of Legal Advice Regarding Proposed Municipal Code of Ordinance and Unified Development Ordinance Amendments as they Relate to Development Agreements and Potential Litigation (Pursuant to SC Freedom of Information Act 30-4-70[a][2])

A motion made by Councilmember Hamilton; Seconded by Councilmember Burden to enter Executive Session.

XIII. ACTION FROM EXECUTIVE SESSION

No action taken.

XIV. ADJOURNMENT

A motion made by Councilmember Hamilton; Seconded by Councilmember Burden to adjourn at 8:15 PM.

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

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

TOWN COUNCIL

STAFF REPORT
Executive



MEETING DATE:	September 08, 2026
PROJECT:	Amendment – Regular Town Council Meeting Minutes of 02/11/2025
PROJECT MANAGER:	Marcia Hunter, Town Clerk

REQUEST: Town Clerk requests Town Council authorize the amendment of the meeting minutes of 02/11/2025.

BACKGROUND:

Consent Agenda Item 3 was pulled from the agenda for additional discussions –
Consideration of a Resolution Authorizing Acceptance of Easement Donations from Property Owners Necessary to Complete a portion of the Public Safety Cameras Phase 6 Project - Kimberly Washok-Jones, Director of Projects and Watershed Resilience and Joe Babkiewicz, Chief of Police

The meeting minutes as approved at the March 11, 2025 Town Council meeting did not accurately reflect the additional third motion that was stated. The minutes should have stated:

Motion 1 - Councilmember Hamilton moved to remove Consent Agenda Item 3 for further discussion. The motion was approved unanimously.

Motion 2 - A motion was made by Councilmember Hamilton and was seconded by Mayor Pro-Tempore Wood to approve Consent Agenda Items 1, 2 and 4. Town Council unanimously approved Consent Agenda Items 1, 2, and 4.

Motion 3 - A motion was made by Mayor Pro-Tempore Wood and was seconded by Councilmember Hamilton to approve Consent Agenda Item 3.

There was also a procedural error – At the time of Motion 1, there was a lack of calling for a second to pull the item from the consent agenda for a total of six motions for an item. It is recommended the procedural errors not be called out in formal meeting minutes.

Please note – Any time there is a motion, there must be a second.

NEXT STEPS: Approve the amendment as written above.

TOWN COUNCIL



STAFF REPORT

Growth Management Department

MEETING DATE:	September 8, 2026
PROJECT:	Discussion of Potential Amendments to the Town of Bluffton's Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance (UDO), Article 5 (Old Town Bluffton Historic District), Certain Regulations
PROJECT MANAGER:	Kevin Icard, AICP Director of Growth Management

REQUEST: To seek direction from Town Council on potential updates to the UDO related to Old Town Bluffton Historic District.

BACKGROUND: The Historic Preservation Commission, Planning Commission and Town Staff have a list of potential amendments related to the Old Town Bluffton Historic District regulations (UDO Sec. 5.15) and the Table of Uses by Districts (UDO Sec. 4.3). While some amendments are not urgent and will be best addressed following the update of the Old Town Master Plan, others require more immediate attention in anticipation of continued development prior to its completion.

Historic District Related Amendments - These amendments relate to items that have been identified as being of increasing concern, including:

- 1) *Windows* - require rather than encourage true and simulated divided lites, as appropriate.
- 2) *Fences and Walls* - clarify the minimum transparency requirement.
- 3) *Attached Carriage Houses* - provide additional requirements to ensure that attached carriage houses are more distinct from the main structure to avoid the appearance of a suburban bonus room over a garage.
- 4) *Additional Building Types* - this building type has become the default for most applicants but lacks sufficient standards to prevent building styles and sizes that are out of context.

The Old Town UDO requirements were developed based on "...simple principles in order to maintain the quality of environment that has made Bluffton so desirable and to encourage infill to follow this desired pattern." As the current regulations related to these items are inadequate, some newer buildings have windows, for example, that are typical in suburban residential

developments and attached “carriage houses” that lack sufficient distinction from the main house. Minor amendments can ensure that Old Town’s architectural character remains intact with new development.

Multifamily in Light Industrial District – A recent request from Planning Commission is to review and consider amending the Light Industrial zoning district to remove or restrict multifamily uses. Below is a list of key reasons for restricting multifamily uses.

- *Economic & Land Preservation:* Light industrial acreage is a limited resource vital for commercial activity and local employment. Because residential developments yield higher land values, allowing multi-family uses drives up property prices, prices out industrial tenants, and permanently eliminates critical industrial land.
- *Land Use Conflicts & Environmental Compatibility:* Mixing residential and light industrial uses leads to operational friction. Typical industrial impacts—heavy truck traffic, loading dock operations, high-intensity lighting, hours of operation, odors, and minor hazardous material storage—generate frequent nuisance and safety complaints from residents, compromising both public health and ongoing business operations.
- *Infrastructure & Service Demands:* Industrial zones are built for heavy freight logistics and wide turning radii rather than pedestrian safety or residential traffic. Introducing multi-family developments strains local road networks and creates inefficient municipal demands for residential amenities like walkable sidewalks, parks, and tailored utility standards within an industrial corridor.

CONSIDERATION: Does Town Council want Town Staff to move forward with UDO amendments? If yes, Town Staff will work the Historic Preservation Commission and Planning Commission to develop the amendments to present for a recommendation to Town Council. The tentative timeline for these amendments appears on the next page.

TIMELINE:

Amendment Process	Date	Complete
Town Council Workshop	September 8, 2026	✓
Historic Preservation Workshop	October 7, 2026*	
Planning Commission Recommendation & Public Hearing	October 28, 2026*	
Town Council First Reading	November 10, 2026*	
Town Council Final Reading & Public Hearing	December 8, 2026*	

*Tentative Dates

TOWN COUNCIL

STAFF REPORT



MEETING DATE:	September 8, 2026
PROJECT:	Consideration of an Ordinance to Amend the Town of Bluffton’s Municipal Code of Ordinances, Chapter 13 – Public Property, Article II. Public Park, Dock and Boat Landing Rules to include Dock Rules for the New River Linear Trail
PROJECT MANAGER:	Heather Colin, AICP, Assistant Town Manager

REQUEST: Request Town Council’s approval of second and final reading of an Ordinance amending the Town’s Code of Ordinances to include the dock at the New River Linear Trail and to amend general dock and park rules.

ACTION FROM FIRST READING: First Reading was pulled from the consent agenda at the August 11th meeting for discussion and a separate vote. The vote was 5-0 for approval at First Reading. Council wanted additional discussion as a formal item for second reading to outline the amendments.

There were no changes on the proposed amendments.

BACKGROUND: Improvements to the New River Linear Trail have been supported in the Town’s Comprehensive Plan in 2014 and later in Blueprint Bluffton 2020. The trail is a multipurpose 3 mile pathway that originates on the banks of the New River, extends northward along an abandoned railway and powerlines to Sun City.

The project was initially included as a new action agenda item in FY2022 which included improvements to the parking lot, the addition of a restroom, dock, and paving the trail to improve accessibility to all citizens.

In addition to the adoption of dock rules, clarifications are proposed with no substantive changes. Due to changes in technology and trends, the Town has experienced damage to public property with the use of E-bikes and other motorized mobility vehicles in bathrooms, floating docks and on grounds. Potential damage and injury is being addressed with general amendments from people using the dock and structures not as intended, which can either damage public property or endanger the users. The proposed ordinance changes are intended to both educate users and allow clear enforcement.

SUMMARY: The proposed amendments are intended to educate the users and the public for structures located in our parks as well as docks and dock structures. It will also allow law enforcement to educate and enforce the rules to protect the community.

CONSIDERATIONS:

- Approve Second and Final Reading of the Proposed Ordinance
- Approve Second and Final Reading with Modifications of the Proposed Ordinance (substantial modifications may result in a subsequent reading)
- Deny Second and Final Reading of the Proposed Ordinance

ATTACHMENTS:

1. Proposed Ordinance
2. Proposed Motion

ORDINANCE No. 2026-_____

**AN ORDINANCE AMENDING CHAPTER 13 OF THE CODE OF ORDINANCES FOR THE
TOWN OF BLUFFTON, CHAPTER 13 – PUBLIC PROPERTY, ARTICLE II. PUBLIC PARK,
DOCK AND BOAT LANDING RULES, SEC. 13-37. GENERAL PROHIBITIONS AND A NEW
SECTION TO INCLUDE DOCK RULES FOR THE
NEW RIVERSIDE TRAIL**

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

WHEREAS, the Town of Bluffton 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 amendments as they deem appropriate; and

WHEREAS, changes in technology, trends and public use shall require review of Town’s rules and regulations, particularly as they relate to public property; and

WHEREAS, the Town invests in parks, docks, and public spaces through improvements and capital projects and the addition of a dock at the New Riverside Linear Trail necessitates the establishment of rules for its safe and orderly use; and

WHEREAS, the safety of the public requires that persons be prohibited from jumping from, climbing on, or attaching unauthorized items to docks and public structures; and,

WHEREAS, for the reasons stated above, the Town Council desires to amend Chapter 13 of the Town Code to establish regulations for the dock at the New Riverside Linear Trail and to expand on general prohibitions related to all public property, and other matters related thereto, and as shown in “Exhibit A” attached hereto and incorporated herein by reference.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA, AS FOLLOWS:

1. **Amendment.** That Chapter 13 of the Town Code is amended to establish a new section as shown in “Exhibit A” and amend Sec. 13-37, attached hereto and incorporated herein by reference.
2. **Severability.** If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.
3. **Repeal.** All ordinances or parts of ordinances in conflict with this Ordinance, or inconsistent with its provisions, are hereby repealed or superseded to the extent necessary to give this Ordinance full force and effect.
4. **Effective Date.** This Ordinance shall be effective immediately upon its adoption by the Town Council of the Town of Bluffton, South Carolina.

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

This Ordinance was read and passed at first reading on August, 11, 2026.

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

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

This Ordinance was read and passed at Second reading on _____, _____, 2026.

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

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

EXHIBIT A

Chapter 13 – Public Property**Article II – Public Park, Dock and Boat Landing Rules****Sec. 13-37. - General prohibitions.**

The following prohibited activities apply to all public parks, docks and boat landings. Further restriction of these activities may vary by property as noted in subsequent paragraphs of this article.

(1) *Camping*. No overnight camping of any type shall be permitted.

(2) *Litter*. Littering is prohibited per [Section 22-43](#). All garbage, other solid waste, trash or offensive matter must be disposed of in receptacles designated for such use. When such receptacles are full, patrons must remove items from the premises upon exiting.

(3) *Alcohol*. The possession of an open container and/or the consumption of alcohol is prohibited except as permitted in [Chapter 22](#), Article IV.

(4) *Solicitation*. It is prohibited that any person or group of persons sells, solicits sales or offers distribution of any merchandise, handbill or pamphlet unless otherwise approved in writing by the Town Manager.

(5) *Fireworks*. The discharge of fireworks is prohibited except as provided for in [Chapter 14](#), Article IV.

(6) *Fires*. Fires are not permitted. Exceptions to this prohibition are only allowed in accordance with [Section 13-10](#) and [Chapter 14](#).

(7) *Weapons*. Possession, discharging or brandishing a firearm or other weapon is prohibited, with the exception of law enforcement personnel in the normal course of duty.

(8) *Hunting*. Hunting is strictly prohibited.

(9) *Pets*. Pets must be under restraint at all times and in full compliance with [Chapter 4](#). Pet waste must be picked up and disposed of in pet waste containers.

(10) *Parking*. Motorized vehicles and parking are allowed only in designated areas.

(11) *Structural alterations*. No person or agency shall build, maintain, extend or make structural alterations to any Town park, dock or boat landing without first obtaining a written permit to do so from the Town Manager.

(12) *Dock and Related Infrastructure Safety*. The following activities are prohibited at all Town docks, piers, floating docks, gangways, walkways, and associated dock structures:

(a) Jumping or Diving. No person shall jump, dive, or otherwise launch themselves from any Town dock, pier, floating dock, gangway, walkway, railing, piling, or any other dock structure into the water or onto any surface below.

(b) Climbing. No person shall climb on, over, or upon any railing, piling, support structure, roof, canopy, or any other structural component of a Town dock, pier, floating dock, gangway, or walkway, except for the normal and intended use of stairs, ramps and gangways provided for pedestrian access.

(c) Unauthorized Attachment. No person shall tie, fasten, attach, hang, or affix any rope, line, chain, cable, sign, banner, lock, or any other object or material to any Town dock, pier, floating dock, gangway, walkway, railing, piling, or any other structure, except for the purpose of securing a vessel to the dock in accordance to all other provisions and unless approved by the Town Manager. This prohibition includes, but is not limited to, the attachment of hammocks, swings, fishing rod holders, crab traps, signage, decorations, flotation devices for recreational purposes, or personal property of any kind.

(13) *Bicycles, electronic bicycles (e-bikes) and other motorized mobility devices*.

(a) Operation on grass, turf, and unpermitted areas. No person shall ride, operate, or propel any bicycle, electronic bicycle (e-bike), or similar wheeled personal conveyance on any grass, lawn, landscaped area, or any other area within a Town park, dock, or boat landing that is not specifically designated for such use by paved pathway, trail, or posted signage. This prohibition applies to all bicycles, whether manually powered or electrically assisted, including but not limited to pedal-assist e-bikes and throttle-operated e-bikes.

(b) Prohibition in buildings. No person shall bring, wheel, carry, or store any bicycle, electronic bicycle (e-bike), or similar wheeled personal conveyance into or within any Town-owned or Town-operated building, facility, or enclosed structure, including but not limited to community centers, restrooms, pavilions, and other enclosed public facilities. This prohibition does not apply to mobility devices used by persons with disabilities in compliance with the Americans with Disabilities Act.

(c) Designated parking. Where bicycle racks or designated bicycle parking areas are provided, bicycles and e-bikes shall be parked or stored only in such designated areas.

Sec. 13-XXX . New River Linear Trail Dock.

- (1) Hours. Open for public use from sunrise to sunset. Occupying the dock after sunset and prior to sunrise is prohibited.
- (2) Docking. No docking of boats, barges, kayaks, jet skis, wave runners, paddleboards or other recreational or commercial vessel is allowed at the New River Linear Trail dock.
- (3) Smoking. Smoking, as defined in [Section 18-159](#) is prohibited. All provisions of [Chapter 18, Article VII](#) shall apply, to include penalties as set forth in [Section 18-165](#) which shall prevail over [Section 13-49](#).
- (4) Prohibited Uses. The dock shall not be used as a point of commerce, rental or sale of kayaks, paddleboards, wave runners or any other recreational water vehicle or apparatus.
- (5) Alcohol. The possession of an open container and/or the consumption of alcohol is strictly prohibited.
- (6) Fishing. Fishing is allowed from the New River Linear Trail dock as long as it does not interfere with the docking of watercraft, or the loading and unloading of passengers. Boaters shall have priority of use of the New River Linear Trail dock.
- (7) Obstruction of the Dock. It is unlawful to obstruct the dock. Any vessel, vehicle, or other object which obstructs any of the facilities or the access to them may be removed entirely at the risk and expense of the owner.
- (8) Emergency Vehicles. Emergency vehicles shall have priority over all other vehicles at all Town docks, landings and piers.
- (9) Motor Vehicles on Dock. Motorized vehicles are prohibited on the New River Linear Trail dock and walkways with the exception of American Disabilities Act-compliant motorized wheel chairs or Town or Utility Company vehicles as approved by the Town Manager
- (10) Skateboards and Bicycles. Skateboarding, rollerblading, roller skating, use of manually or electronic powered scooters and bicycles shall not be permitted on docks, landings, piers and walkways.
- (11) Fireworks. The discharge of fireworks is strictly prohibited.
- (12) Litter. Littering is prohibited per [Section 22-43](#). All garbage, other solid waste, trash or offensive matter must be disposed of in receptacles designated for such use. When such receptacles are full, patrons must remove items from the premises upon exiting.
- (13) Damages. Any damage to the floating or main dock by a vessel or person shall be paid for by the owner or the responsible person. Such payment shall be the actual amount of the damage and paid to the Town.
- (14) Pets. Pets must be under restraint at all times and in full compliance with [Chapter 4](#). Pet waste must be picked up and disposed of in pet waste containers.

Proposed Motion

Consideration of an Ordinance to Amend the Town of Bluffton's Municipal Code of Ordinances, Chapter 13 – Public Property, Article II. Public Park, Dock and Boat Landing Rules to include Dock Rules for the New River Linear Trail

"I make a motion to approve Second and Final Reading an Ordinance to Amend the Town of Bluffton's Municipal Code of Ordinances, Chapter 13 – Public Property, Article II. Public Park, Dock and Boat Landing Rules to include Dock Rules for the New River Linear Trail."



TOWN COUNCIL
STAFF REPORT
Department of Finance & Administration

MEETING DATE:	September 08, 2026
PROJECT:	Consideration of an Ordinance Amending the Town of Bluffton Fiscal Year 2027 Budget to Provide for the Expenditures of Certain Funds; and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2026 Budget to the FY2027 Budget – First Reading
PROJECT MANAGER:	Natalie Majorkiewicz, CGFO, CGFM Director of Finance & Administration

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

BACKGROUND:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ATTACHMENTS:

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

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

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

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

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

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

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

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

SECTION 1. AMENDMENT

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

General Fund

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

General Fund (Cont.)

Expenditures and Other Uses

Expenditures

Building Safety	\$ 78,452
Communications	23,185
Events & Venues	33,032
Executive	82,055
Human Resources	10,000
Information Technology	16,200
Police	236,161
Public Services	44,760
Town Wide	65,000

Other Uses

Transfer Out to CIP	<u>1,715,513</u>
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Total Expenditures and Other Uses	<u><u>\$ 2,304,358</u></u>
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Local Hospitality Tax Fund

Revenues and Other Sources

Transfers In

Prior Year Fund Balance	<u>\$ (1,022,161)</u>
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Total Revenues and Other Sources	<u><u>\$ (1,022,161)</u></u>
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Expenditures and Other Uses

Other Uses

Transfer Out to CIP	\$ (1,048,161)
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Transfer Out to General Fund	<u>26,000</u>
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Total Expenditures and Other Uses	<u><u>\$ (1,022,161)</u></u>
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Local Accommodations Tax Fund

Revenues and Other Sources

Transfers In

Prior Year Fund Balance	<u>\$ (1,358,858)</u>
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Total Revenues and Other Sources	<u><u>\$ (1,358,858)</u></u>
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Expenditures and Other Uses

Other Uses

Transfer Out to CIP	\$ (1,391,890)
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Transfer Out to General Fund	<u>33,032</u>
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Total Expenditures and Other Uses	<u><u>\$ (1,358,858)</u></u>
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Stormwater Fund

Revenues and Other Sources

Transfers In	
Prior Year Fund Balance	\$ 714,368
Total Revenues and Other Sources	<u>\$ 714,368</u>

Expenditures and Other Uses

Watershed Management	\$ 819,576
Other Uses	
Transfer Out to CIP	(105,208)
Total Expenditures and Other Uses	<u>\$ 714,368</u>

Capital Improvement Fund

Revenues and Other Sources

Grants and Entitlements	\$ 1,550,000
Transfers In	
Hospitality Tax	(1,048,161)
Local Accommodations Tax	(1,391,890)
Stormwater Utility Tax	(105,208)
TIF	3,531,869
General Fund	1,715,513
Prior Year Fund Balance	(1,238,783)
Total Revenues and Other Sources	<u>\$ 3,013,340</u>

Expenditures and Other Uses

Expenditures	
E0001-Buckwalter Place Multi-County Commerce Park Phase 2	\$ (204,143)
F0004-Sarah Riley Hooks Cottage	(433,392)
F0006-New Riverside Barn Park Event Lawn Pavilion	(97,131)
F0007-New Riverside Barn Park Public Service Building	(11,120)
F0008-Public Service Building Expansion & Watershed Facility	(100,000)
F0009-Oscar Frazier Park Pavilion	(19,303)
H0001-Affordable Housing Project	(2,050)
L0001-Land Acquisition	5,372,560
P0001-Park Improvements	(20,946)
P0005-New River Trail	(626,329)
P0008-Buckwalter Place West Park Improvements	(745,737)
P0009-Buck Island Road Park	(403)
P0010-Public Art	(32,085)
P0011-New Riverside Barn Park Ph 2 Trail & Disc Golf	(37,807)

Capital Improvement Fund (Cont.)

Expenditures and Other Uses

Expenditures	
R0001-Pathway Pedestrian Safety Improvements	(159,498)
R0002-Calhoun Street Streetscape	(29,471)
R0007-Boundary Street Streetscape	(8,771)
R0008-Townwide Wayfinding Signage System	22,250
R0009-Historic District Overhead Powerline Conversion	(1,200)
R0012-Holly Hill Lane	21,750
S0001-Sewer Connections Policy	(1,099)
S0005-Historic District Sewer Extension Phase 4	(17,647)
S0006-Historic District Sewer Extension Phase 5	(38,733)
S0007-Historic District Sewer Extension Phase 6	(31,202)
S0008-Bridge Street Streetscape	751,800
S0009-Comprehensive Drainage Plan Improvements	(5,208)
S0012-Pritchard Street Drainage Improvements	(531,745)
Total Expenditures and Other Uses	<u>\$ 3,013,340</u>

Debt Service Fund

Revenues and Other Sources

Transfers In	
Prior Year Fund Balance	\$ 3,531,869
Total Revenues and Other Sources	<u>\$ 3,531,869</u>

Expenditures and Other Uses

Other Uses	
Transfer Out to CIP	\$ 3,531,869
Total Expenditures and Other Uses	<u>\$ 3,531,869</u>

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

SECTION 2. SEVERABILITY

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

SECTION 3. EFFECTIVE DATE

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

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

Larry Toomer, Mayor
Town of Bluffton, South Carolina

ATTEST:

Marcia Hunter, Town Clerk
Town of Bluffton, South Carolina

Attachments:

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

First Reading: September 08, 2026

Second and Final Reading:



**Town of Bluffton
General Fund Budget**

Section X. Item #2.

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



**Town of Bluffton
Local Hospitality Tax Fund Fund
Special Revenue**

At Section X. Item #2.

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



Town of Bluffton
Local Accommodations Tax Fund Fund
Special Revenue

At Section X. Item #2.

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



**Town of Bluffton
Stormwater Fund Budget**

At Section X. Item #2.

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



Town of Bluffton
Capital Improvements Project Fund

At Section X. Item #2.

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



**Town of Bluffton
Debt Service Fund Budget**

At Section X. Item #2.

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



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

Section X. Item #2.

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



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

Section X. Item #2.

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



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

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



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

Section X. Item #2.

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



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

Section X. Item #2.

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	572,511	-	1,313,341
Local Accommodations Tax	2,117	164,745	133,309	118,983	195,878	173,927	149,358	78,220	103,865	235,560	286,924	251,062	191,564	2,085,512
Hospitality Tax	4,562	336,180	358,387	355,891	379,408	400,676	357,198	325,989	346,505	430,013	450,990	431,592	389,749	4,567,140
Total Revenues	7,191	501,541	492,355	475,416	855,521	575,086	772,931	404,574	450,837	666,004	928,059	1,255,165	581,313	7,965,993

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	571,962	(435,462)
Local Accommodations Tax	(583)	104,105	(4,860)	(3,433)	1,540	(18,291)	19,433	23,163	10,852	57,813	56,225	33,939	(34)
Hospitality Tax	(3,906)	54,217	53,169	41,360	27,573	(11,099)	8,273	31,719	34,555	9,835	80,970	8,798	(2,863)
Total Revenues	(5,548)	157,108	47,409	37,052	38,270	(29,604)	293,449	(234,811)	45,201	67,415	152,531	614,699	(438,359)

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

Council Motion Recommendation

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

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

TOWN COUNCIL



STAFF REPORT
Finance & Administration Department

MEETING DATE:	September 8, 2026
PROJECT:	Consideration of Accommodations Tax Advisory Committee Funding Recommendations for Quarter Ending June 30, 2026
PROJECT MANAGER:	Shannon Milroy, Budget & Procurement Manager

REQUEST:

Town Staff requests Town Council to consider the Accommodations Tax Advisory Committee’s (ATAC) recommendations for grant awards as presented below:

Requesting Organization	Amount Requested	Amount Recommended
Coastal Conservation Association: 2026 Conservation Weekend in Bluffton	\$ 10,000	\$ 10,000
Historic Bluffton Arts & Seafood Festival: 2026 Arts & Seafood Festival	80,000	80,000
Old Town Bluffton Merchants Society: Marketing Bluffton as a Destination	15,000	15,000
Society of Bluffton Artists: FY2027 Getting the Word Out-Part 3	35,000	35,000
Congregation Beth Yam: 2026 Hanukkah Celebration in Bluffton	7,710	7,710
BlacQuity SC: 2026 Roots & Rivers Festival	25,000	25,000
Total for Quarter Ending June 30, 2026	\$ 172,710	\$ 172,710

BACKGROUND:

In accordance with the grant process, the Accommodations Tax Advisory Committee (ATAC) held a meeting on August 18, 2026 to review the quarterly applications. There were six (6) applications to review and make funding recommendations to Town Council.

Funds Currently Available for Distribution:

When comparing the State Accommodations Tax collections for the quarter ending June 2026 to the same quarter of last year, the revenues increased \$136,644 or approximately 31.4%.

Total estimated State Accommodations Tax funds currently available for distribution are \$676,984 as outlined in the following chart:

State ATAX	
Remaining from Previous Quarters	\$ 390,931
3 rd Quarter Revenue	572,106
First \$25k to General Fund*	N/A
5% to General Fund	(28,605)
30% to DMO	(171,632)
15% to Town of Bluffton – Housing	(85,816)
Lapsed Grants	-
Total State ATAX Funds Remaining for Distribution	\$ 676,984

* First \$25k taken in 1st Quarter of Fiscal Year and Not Applicable (N/A) to the remaining quarters.

Funds Requested for Distribution:

☐ **Coastal Conservation Association requests \$10,000 to support advertising and promotion of tourism for Celebrating Conservation Weekend in Bluffton.**

- The request comprises 7% of the event's budget and will be used towards marketing expenses
- This event is scheduled to be held September 11-13, 2026 in Old Town Bluffton
- Approximately 29% of attendees were from out of town for the 2025 event
- Eligible tourism-related expenses as presented in the application include:
 - o Advertising & Promotion: radio, television print, digital, and social media ads, as well as direct mailers and e-blasts/e-newsletter

The committee voted unanimously to recommend a total award of \$10,000.

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category		Recommended ATAX Funds
Advertising & Promotion of Tourism for Arts and Cultural Events	\$ 11,090		\$ 10,000
Facilities for Civic and Cultural Events:	23,495		-
Public Facilities:	-	*	-
Municipality and County Services:	500	*	-
Tourist Transportation:	-	*	-
Other/Ineligible Project Expenses	103,495		N/A
Total	\$ 138,580		\$ 10,000

* Based on percentage directly related to tourist attendance

N/A – Not Applicable

❑ **Historic Bluffton Arts & Seafood Festival Inc. requests \$80,000 to support advertising and promotion, facilities for civic and cultural events, municipal and county services, public facilities, and tourist transportation service expenses for the 2026 Arts & Seafood Festival.**

- The request comprises 43% of the \$185,200 budget
- This year's event takes place over ten days, to be held October 9-18, 2026
- Total tourism for the 2025 festival was approximately 55%
- Eligible tourism-related expenses as presented in the application include:
 - Advertising & Promotion: radio, television, social media, digital and print advertising (including Southern Living Magazine), e-blasts, signage/banners, online festival listings and the HHI-Bluffton Chamber of Commerce Vacation Planner
 - Facilities for Civic and Cultural Events: rentals of stages, tents, tables, chairs
 - Public Facilities: temporary/portable restrooms, dumpster rental/trash hauling
 - Municipality Services: event security
 - Tourist Transportation: event shuttles

The committee voted unanimously to recommend a total award of \$80,000.

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category		Recommended ATAX Funds
Advertising & Promotion of Tourism for Arts and Cultural Events	\$ 72,000		\$ 65,000
Facilities for Civic and Cultural Events	12,000		6,000
Public Facilities	6,000		3,000
Municipality and County Services	6,000	*	3,000
Tourist Transportation	7,000	*	3,000
Other/Ineligible Project Expenses	82,200		N/A
Total	\$ 185,200		\$ 80,000

* Based on percentage directly related to tourist attendance

N/A – Not Applicable

❑ **Old Town Bluffton Merchants Society requests \$15,000 in support of advertising costs related to Marketing Bluffton as a Destination.**

- The total budget is \$35,800 with approximately 42% or \$15,000 being requested
- All requested funds will be used towards marketing expenses to attract visitors to Bluffton
- Eligible tourism-related expenses as presented in the application include:
 - Advertising & Promotion: radio, social media, print and digital advertising as well as posters, signs and the Bluffton Tourist Maps

The committee voted unanimously to recommend a total award of \$15,000.

(Old Town Bluffton Merchants Society, continued)

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category		Recommended ATAX Funds
Advertising & Promotion of Tourism for Arts and Cultural Events	\$ 25,900		\$ 15,000
Facilities for Civic and Cultural Events	-		-
Public Facilities	-		-
Municipality and County Services	-	*	-
Tourist Transportation	-	*	-
Other/Ineligible Project Expenses	9,900		N/A
Total	\$ 35,800		\$ 15,000

* Based on percentage directly related to tourist attendance

N/A – Not Applicable

□ Society of Bluffton Artists is requesting \$35,000 in support of the marketing campaign “Getting the Word Out – Part 3” from September 1, 2026 through August 31, 2027.

- The total operating budget for the fiscal year is \$205,175 with \$35,000, or 17% being requested for marketing expenses
- This request is from September 2026 through August 2027 to align with the organization’s fiscal year, which begins September 1
- Eligible tourism-related expenses as presented in the application include:
 - Advertising & Promotion: print and digital advertising as well as social media ads, eblasts, mailers, flyers, postcards and posters

The committee voted unanimously to recommend a total award of \$35,000.

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category		Recommended ATAX Funds
Advertising & Promotion of Tourism for Arts and Cultural Events	\$ 35,000		\$ 35,000
Facilities for Civic and Cultural Events	-		-
Public Facilities	-		-
Municipality and County Services	-	*	-
Tourist Transportation	-	*	-
Other/Ineligible Project Expenses	170,175		N/A
Total	\$ 205,175		\$ 35,000

* Based on percentage directly related to tourist attendance

N/A – Not Applicable

❑ **Congregation Beth Yam is requesting \$7,710 to support advertising and promotion of tourism, facilities for civic and cultural events and municipality services for the 2026 Hanukkah Celebration in Bluffton.**

- The event will be held on December 12, 2026 at Martin Family Park
- The 2025 Hanukkah event drew approximately 45% tourist attendance
- Requested funds comprise 72% of the total event budget of \$10,710
 - This event also receives monetary support from the Town's Events & Venues Department
- Eligible tourism-related expenses as presented in the application include:
 - Advertising and Promotion: newspaper, magazine and social media ads and posters/signage
 - Facilities for Civic and Cultural Events: rental of tables, chairs, tents and audio equipment
 - Municipality and County Services: security to be provided by the Bluffton Police Department and possibly additional private security

The committee voted unanimously to recommend a total award of \$7,710.

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category		Recommended ATAX Funds
Advertising & Promotion of Tourism for Arts and Cultural Events	\$ 3,200		\$ 3,200
Facilities for Civic and Cultural Events	3,250		3,250
Public Facilities	-	*	-
Municipality and County Services	1,260	*	1,260
Tourist Transportation	-	*	-
Other/Ineligible Project Expenses	3,000		N/A
Total	\$ 10,710		\$ 7,710

* Based on percentage directly related to tourist attendance

N/A – Not Applicable

❑ **BlacQuity SC is requesting \$25,000 to support advertising and promotion of tourism, facilities for civic and cultural events, public facilities, municipal services and tourist transportation for the 2026 Roots & Rivers Festival.**

- Requested funds of \$25,000 comprise 70% of the event's total budget of \$35,290; of that amount, \$14,500 is planned for marketing expenses
- This event will be held on September 12, 2026 at Oyster Factory Park from 2-8 pm
- The 2025 event hosted visitors from Savannah, Charleston, Alanta, Jacksonville, and Columbia that made up 53% of the attendees.
- Eligible tourism-related expenses as presented in the application include:
 - Advertising & Promotion: newspaper, magazine, social media, radio and television ads, billboards, email/text blasts, postcards, posters, and event website
 - Facilities for Cultural Events: venue, stage and tent rentals
 - Public Facilities: Port-o-Lets and handwashing rental, and trash hauling
 - Municipal Services: security to be provided by Bluffton Police Department and other security
 - Tourist Transportation: event shuttle services

(BlacQuity SC, continued)

The committee voted unanimously to recommend a total award of \$25,000

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category		Recommended ATAX Funds
Advertising & Promotion of Tourism for Arts and Cultural Events	\$ 14,500		\$ 14,500
Facilities for Civic and Cultural Events	5,690		5,600
Public Facilities	2,000		2,000
Municipality and County Services	2,400	*	2,400
Tourist Transportation	1,200	*	500
Other/Ineligible Project Expenses	9,500		N/A
Total	\$ 35,290		\$ 25,000

* Based on percentage directly related to tourist attendance

N/A – Not Applicable

NEXT STEPS:

Town Staff will notify organizations of award amount and requirements.

SUMMARY:

Below are the applications received for quarter ending June 30, 2026 and ATAC's recommendation for each:

Requesting Organization	Amount Requested	Amount Recommended
Coastal Conservation Association: 2026 Conservation Weekend in Bluffton	\$ 10,000	\$ 10,000
Historic Bluffton Arts & Seafood Festival: 2026 Arts & Seafood Festival	80,000	80,000
Old Town Bluffton Merchants Society: Marketing Bluffton as a Destination	15,000	15,000
Society of Bluffton Artists: FY2027 Getting the Word Out-Part 3	35,000	35,000
Congregation Beth Yam: 2026 Hanukkah Celebration in Bluffton	7,710	7,710
BlacQuity SC: 2026 Roots & Rivers Festival	25,000	25,000
Total for Quarter Ending June 30, 2026	\$ 172,710	\$ 172,710

ATTACHMENTS:

1. ATAC draft meeting minutes from August 18, 2026
2. Coastal Conservation Association: 2026 Conservation Weekend in Bluffton ATAC Staff Report, Grant Application, and Scoring Sheet
3. Historic Bluffton Arts & Seafood Festival: 2026 Arts & Seafood Festival ATAC Staff Report, Grant Application, and Scoring Sheet
4. Old Town Bluffton Merchants Society: Marketing Bluffton as a Destination ATAC Staff Report, Grant Application, and Scoring Sheet
5. Society of Bluffton Artists: FY2027 Marketing Campaign ATAC Staff Report, Grant Application, and Scoring Sheet
6. Congregation Beth Yam: 2026 Hanukkah Celebration in Bluffton ATAC Staff Report, Grant Application, and Scoring Sheet
7. BlacQuity SC: 2026 Roots & Rivers Festival ATAC Staff Report, Grant Application, and Scoring Sheet
8. Previously Funded Grant Awards and Expenditures Updates

Accommodation Tax Advisory Committee Meeting

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

August 18, 2026

-
- I. This meeting can be viewed live on [BCTV](#), on Sparklight Channel 9 and 417 or on Spectrum Channel 1304.

II. CALL TO ORDER

Chair Parker called the meeting to order at 6:01 p.m.

III. ROLL CALL

PRESENT

Chairperson Christy Parker
Nate Pringle
Ellen Shumaker
Scott Thrasher

ABSENT

Vice Chair Sam Britt
Michael Garibaldi
Michael LaPorte

IV. ADOPTION OF MINUTES

1. Meeting Minutes of May 19, 2026

Motion to approve minutes as drafted made by Pringle, Seconded by Shumaker.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

V. PUBLIC COMMENT

VI. FINANCIAL REPORT

Shannon Milroy, Budget & Procurement Manager, reported an increase of 31.4% in revenues for the quarter ending June 30, 2026 when comparing to the same quarter last fiscal year. After making the standard allocations, funds available for distribution equal \$676,984. There are six (6) applications to consider this quarter totaling \$172,710 in requested funding.

VII. OLD BUSINESS

VIII. NEW BUSINESS

1. Election of Officers: Chair

Shumaker nominated and motioned for Christy Parker to remain as Chair of the committee.
Seconded by Thrasher.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

2. Election of Officers: Vice-Chair

Shumaker nominated and motioned for Sam Britt to remain as Vice-Chair of the committee.
Seconded by Thrasher.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

3. Grant Application Q&A: Coastal Conservation Association for Conservation Weekend in Bluffton

Motion to recommend award of \$10,000 to Town Council made by Thrasher, Seconded by Shumaker.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

4. Grant Application Q&A: Historic Arts & Seafood Festival for the 2026 Event

Motion to recommend award of \$80,000 to Town Council made by Shumaker, Seconded by Thrasher.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

5. Grant Application Q&A: Old Town Bluffton Merchants Society for Marketing Bluffton as a Destination

Motion to recommend award of \$15,000 to Town Council made by Shumaker, Seconded by Thrasher.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

6. Grant Application Q&A: Society of Bluffton Artists for FY2027 Marketing

Motion to recommend award of \$35,000 to Town Council made by Thrasher, Seconded by Shumaker.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

7. Grant Application Q&A: Congregation Beth Yam for the 2026 Hanukkah Celebration

Motion to recommend award of \$7,710 to Town Council made by Pringle, Seconded by Shumaker.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

8. Grant Application Q&A: BlacQuity SC for the 2026 Roots & Rivers Festival

Motion to recommend award of \$25,000 to Town Council made by Shumaker, Seconded by Thrasher.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

IX. DISCUSSION

X. ADJOURNMENT

Motion to adjourn made by Shumaker, Seconded by Thrasher.

Voting Yea: Chairperson Parker, Pringle, Shumaker, Thrasher

Meeting adjourned at 6:33 p.m.

ACCOMMODATIONS TAX ADVISORY COMMITTEE

STAFF REPORT

Department of Finance & Administration



MEETING DATE: August 18, 2026
 SUBJECT: Coastal Conservation Association: Celebrating Conservation Weekend in Bluffton
 PROJECT MANAGER: Jeremy Bullock, Grants Administrator

Summarized below is the application from the Coastal Conservation Association for Accommodations Tax grant dollars in support of advertising and facilities for the 2026 Celebrating Conservation Weekend in Bluffton event.

Budget numbers provided herein are based on information conveyed on the required Line-Item Budget Form within the applicant's submission.

Total Budget: \$138,580

Requested Amount: \$10,000

Percentage of Request^: 7.2%

^Includes up to 100% for Advertising & Promotion plus up to 50% of remaining expenses

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Budget per Category (based on Budget Form), corrected as needed	
Advertising & Promotion of Tourism or Arts and Cultural Events	\$11,090	
Facilities for Civic and Cultural Events	\$23,495	
Public Facilities	-	*
Municipality and County Services	\$500	*
Tourist Transportation	-	*
Other/Ineligible Project Expenses	\$103,495	
Total	\$138,580	

*Reimbursement will be based on the estimated percentage of tourists provided for

Budgeted Expenses Summary:

Advertising & Promotion:

Total budget \$11,090

- Design of ads, local and regional radio, social media, e-mail, posters/signage, and tv spots.

Facilities for Civic and Cultural Events:

Total budget \$23,495

- Includes venue, tent, tables, and chairs rentals. .

Municipal and County Services:

Total budget \$500

- Security provided by Bluffton PD.

Other/Ineligible Project Expenses:

Total budget \$103,495

- Auctioneer, servers, band, catering, sponsor printing, auction items, gifts

Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)

Amount Requested	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$10,000	12	5	5	2	4	4	32	

Advertising: Of the requested funds, 100% is anticipated to be spent on marketing the event, including radio (106.9 and 107.9), print and digital ads in The Bluffton Sun and The Island Packet, direct mailers to CCA database of 900 members, e-blasts/e-newsletter by SC Living, TV spots on WTOG and social media ads on Facebook.

Festival/Event: The banquet is scheduled to take place the weekend of 9/11/2026 - 9/13/2026.

Tourism Draw %: Approximately 29% of attendees were from out of town during the 2025 event.

Benefit to Tourism: The Saturday evening banquet will be promoted as an opportunity to plan a weekend getaway in Bluffton where visitors can patron local restaurants, shops, and galleries and take advantage of activities such as May River boat excursions or one of the ECO tours.

Self-Sufficiency % (Financial Need): Amount requested is approximately 7.2% of the total budget. Other anticipated revenue streams include sponsorships and proceeds from raffles, as well as live and silent auction items.

Previous Funding Amounts							
Fiscal Year	Requested Amount	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Lapsed	Comments
2026	\$10,000	11%	\$10,000	\$10,000	\$10,000	\$0	Final Report Submitted
2025	\$10,000	13%	\$10,000	\$10,000	\$9,259.13	\$740.87	Final Report Submitted
2024	\$10,000	13%	\$10,000	\$10,000	\$8,971.75	\$1,028.25	Final Report Submitted

Accommodations Tax Committee Recommendations and Comments:

The Committee recommends funding \$10,000 for the Coastal Conservation Weekend in Bluffton event.

Bullock, Jeremy

From: noreply@civicplus.com
Sent: Wednesday, June 17, 2026 2:37 PM
To: ATax Communications
Subject: Online Form Submittal: Accommodations Tax Grant Application

WARNING!
 This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

Accommodations Tax Grant Application

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions	Accommodations Tax Grant Application Instructions
Accommodations Tax Grant Application Instructions	I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.
(Section Break)	
Application Date	6/19/2026
Project Name	CELEBRATING CONSERVATION WEEKEND IN BLUFTON
Project/Event Location	Bluffton
Is this a new project or event?	No
Project/Event Start Date:	9/11/2026
Project/Event End Date	9/13/2026
Multi-Year Project/Event?	No

Total Project Costs	\$138,580.00
Total ATAX Funds Requested	\$10,000
Percent of Total Budget	7%
Date the funds are needed:	8/31/2026
Full Legal Organization Name	COASTAL CONSERVATION ASSOCIATION
Address	3021 MCNAUGHTON DRIVE, SUITE 10
Street Address Line 2	<i>Field not completed.</i>
City	COLUMBIA
State	South Carolina
Zip Code	29223
Applicant must be designated as a non-profit entity to receive ATAX funds. Is your entity a non-profit organization?	Yes

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Organization Primary Point of Contact

First Name	ERIK
Last Name	DELONG
Title	CHAIRMAN
Phone Number	843-540-6241
E-mail Address	apdkings@hotmail.com

(Section Break)

Organization Secondary Point of Contact

First Name	MARY
------------	------

Last Name	O'NEILL
Title	MARKETING CHAIR
Phone Number	843-815-2472
E-mail Address	maryaoneill6@aol.com

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description:	Coastal Conservation Association (CCA) is an organization of strong state chapters comprised of avid recreational fishermen who have banded together to address conservation issues nationally and within their respective states. Our local Bluffton chapter was formed in 2015 and continues to grow each year with strong emphasis on conservation efforts. Our local waterways and their marine life are of utmost importance to us and our very lifestyle. Our conservation efforts include building 3 oyster reefs in the Bluffton area with our 4th coming up in August. Other conservation milestones we have supported in the Bluffton area: the Annual kids fishing tournament during the HBASF which has grown each year since its inception; we have added 2 boats to the near shore reef Betsy Ross and a barge to the Beaufort 45 all within the last 3-4 years. We have made countless donations to Waddell Mariculture Center, research grants and back in 2018-2019 purchased thousands of paper straws which were donated to local restaurants. “We work to protect not only the health, habitat and sustainability of our marine resources, but also the interests of recreational anglers and their access to the resources they cherish.” Since Ecotourism is a driving force in today's world and is an area of tourism that has been growing steadily, we have decided to expand into that realm. Ecotourism often involves travel to destinations where natural resources and cultural heritage are the primary attractions and focuses on local culture, volunteering, personal growth, and learning new ways to live on the planet. Ecotourism can motivate individuals to lead more environmentally conscious lives by giving tourists the chance to learn about and interact with the natural world. This can help to raise awareness about environmental issues and promote sustainable practices more broadly. In conclusion, the role of ecotourism is to promote and preserve the natural environment and both large scale and small scale attractions play an important role in the economy of the surrounding area and of course our area readily fits the bill for successful ecotourism events. We are proposing an advertising campaign that will increase tourism in Bluffton by touting the CCA banquet as the perfect addition to a Lowcountry ECO Weekend! And that will be our
----------------------	--

exact message to our out-of-town visitors: Celebrate Conservation on Saturday night at the CCA Banquet & Auction in a beautiful setting right in the heart of the Bluffton Historic District and plan a weekend getaway around it - enjoy our fine restaurants; take a boat excursion on the May River to see dolphins or beautiful sunsets or take one of the ECO tours offered in our town and learn the importance of conservation; book a fishing charter and gain the bounty of our local waters; visit the Heyward House to glean our history and how the early life here revolved around our waterways; shop our interesting boutiques and galleries; stay in our unique inns or guest rentals and experience all that Bluffton has to offer. Our additional funding for advertising and especially out of town advertising will help not only create more conservation awareness but also will increase ticket sales this year at the CCA Banquet & Auction and hook our newest members on making Bluffton an ECO friendly destination for now and in the future.

List any required permits, if applicable. If none, type "N/A":

ABL AND TENT PERMIT

Describe all planned advertising and marketing for this project/event:

RADIO ADS ON 106.9 AND 107.9; WTOG TV COMMERCIAL AND DIGITAL ADS; SOUTH CAROLINA LIVING MAGAZINE DIGITAL AD NEWSLETTER AND E-BLAST; POSTCARD MAILINGS TO CCA STATE DATA LIST OF 900; POSTERS; NEWSPAPER ADS AND DIGITAL (CITY SUN AND POST & COURIER); E-BLAST HHI-BLUFFTON CHAMBER

Please list all media outlets you intend to utilize for your project/event (i.e. names of magazines, TV and radio stations, etc.):

SEE ABOVE

All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

Impact on or Benefit to Tourism:

THIS REQUEST IS FOR THE FUNDING OF THE PROMOTION/ADVERTISING/RENTALS BUDGET FOR THE CCA BLUFFTON CHAPTER'S "CELEBRATING

CONSERVATION WEEKEND IN BLUFFTON". THE ACTIVITIES SUGGESTED FOR THE GUESTS THROUGHOUT THE WEEKEND OFFER SOMETHING FOR EVERYONE AND SHOWCASE OUR RICH NATURAL RESOURCES, OUR IMPORTANT WATERWAYS, OUR LOCALLY HARVESTED SEAFOOD, DELICIOUS LOW COUNTRY CUISINE, RICH CULTURE AND HISTORY OF OUR AREA WHILE STRESSING THE IMPORTANCE OF CONSERVATION.

THE WHOLE PROJECT IS DESIGNED TO INCREASE TOURISM TO BLUFFTON THROUGH THE WEEKEND CELEBRATION WHICH WILL BE PROMOTED TO OUT OF TOWNERS THROUGH VARIOUS VENUES INCLUDING BUT NOT LIMITED TO PRINT AND DIGITAL ADVERTISING, RADIO, TV SPOTS, WEB SITE, E-BLASTS AND SOCIAL MEDIA. THIS WEEKEND SHOULD NOT ONLY ATTRACT TOURISTS THAT ARE INTERESTED IN CONSERVATION AND RECREATIONAL FISHING BUT BECAUSE OF THE LOCATION SO MUCH MORE, SUCH AS HISTORY, CULTURE, SHOPPING, LOW COUNTRY LIFESTYLE AND CUISINE. THEREFORE, THIS EVENT SHOULD BENEFIT LOCAL BUSINESSES AS WELL AS TEMPT THE TOURIST TO CONSIDER RETURNING OR EVEN RELOCATING.

“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.

“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.

Additional Comments: *Field not completed.*

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

FINANCIAL INFORMATION

To download the Town’s required Line-Item Budget Form, click here:

<https://www.townofbluffton.sc.gov/DocumentCenter/View/4295/ATAX-Grant-Application-Line-Item-Budget-Form>

Download and save the form and hit "Back" in your web browser to return to the application. Once the form is completed, attach it on the following line.

Town’s required Line-Item Budget Form:	2026.02.24 - ATAX Grant Application Line-Item Budget Form 202603101247168067.pdf
Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	CCA financials 2025.pdf
Financial Guarantee	CCA minutes 2026.pdf

Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.

Please attach Budget vs. Actual statements for prior two years events.	Budgets and actuals 2024 and 2025 CCA.pdf
Please attach Budget vs. Actual statements for prior two years events.	Budgets and actuals 2024 and 2025 CCA 1.pdf

(Section Break)

Have you requested, received, or been awarded ATAX funding from other state or local entities for this project/event?	No
Have you received or been awarded ATAX funding from other state or local entities for any other project/event?	No

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?	Yes
Project/Event Name	Celebrating Conservation Weekend in Bluffton
Year Awarded	2025
Amount Awarded	10000
Was a final report submitted?	Yes
What was the total number of tourists?	89
What was the percentage of tourists?	29%
(Section Break)	
Please attach a copy of your organization's IRS Designation Letter showing your non-profit status .	non profit CCA.pdf
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	CCA business license.pdf
Additional Application Documents	CCA SC Pitch 7.22.25.pdf
Additional Application Documents	Field not completed.

Field not completed.

Field not completed.

Field not completed.

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.

Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.

The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

MARY A O'NEILL

Signatory's Title or
Position

MARKETING CHAIR

Email not displaying correctly? [View it in your browser.](#)



Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: November 20, 2000

Coastal Conservation Association
4801 Woodway, Suite 220W
Houston, TX 77056-1805

Person to Contact:
Carol Kraft - #31-01135
Customer Service Specialist
Toll Free Telephone Number:
8:00 a.m. to 9:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
74-1984482

Dear Sir:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in August 1978 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

-2-

Coastal Conservation Association
74-1984482

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

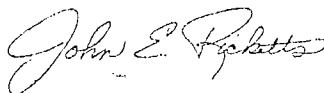
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your organization's exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

TOWN OF BLUFFTON

TOWN OF BLUFFTON -
Expires:04/30/2027

License No.	26-04-5292	Business Name:	Coastal Conservation Association South Carolina
Date Issued:	04/10/2026		
NAICS Title:	All Other Business Support Services	Business DBA Name:	Coastal Conservation Association South Carolina
Business Type:		Physical Address:	
Fundraiser		3021 McNaughton DR Columbia, SC 29223	

NON-TRANSFERABLE | TO BE PLACED IN A CONSPICUOUS PLACE

Section 6-21 Purpose and Duration of Business License

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

John Anderson
Rotary Club of Bluffton
PO BOX 142
BLUFFTON, SC 29910

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

REVENUES

Revenues - Cash

Sponsorships	\$	60,000
Donations	\$	
ATAX Grants/Funding from Other Entities*	\$	
* Do NOT include anticipated award funds requested in this application		
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Vendor Fees	\$	
Registration Fees	\$	
Other Fees (please name):	\$	
Other Fees (please name):	\$	
Mercandise Sales	\$	
Other Sales (please name):	\$	
Other Sales (please name):	\$	
Other Revenue (please name): LIVE AUCTION AND SILENT AUCTION	\$	108,400
Other Revenue (please name): RAFFLE	\$	45,000

Revenues - In-Kind Contributions

Volunteer Hours	\$	720
Donated Items	\$	5,300
Donated Services	\$	
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	
Total All Revenue Sources:	\$	219,420

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Advertising & Promotion of Tourism or Arts and Cultural Events	
Local Newspaper/Digital Advertising	\$ 1,000
Regional Newspaper/Digital Advertising	\$ 2,000
National Newspaper/Digital Advertising	\$
Local Magazine/Digital Advertising	\$
Regional Magazine/Digital Advertising	\$
National Magazine/Digital Advertising	\$
Local Radio Advertising	\$
Regional Radio Advertising	\$ 1,500
National Radio Advertising	\$
Local Television Advertising	\$
Regional Television Advertising	\$ 3,000
National Television Advertising	\$
Billboards	\$
Social Media Advertising	\$ 300
E-mail and/or Text Blasts	\$ 2,675
Postcards/Mailers	\$ 315
Posters/Banners/Signage	\$ 100
Graphic Design of Marketing/Writing or Press Releases	\$ 200
Web Hosting for Event (not organization)	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Advertising/Promotion Budget:	\$ 11,090
Facilities for Civic and Cultural Events	
Rentals: Venue(s)	\$ 500
Rentals: Parking Lots	\$
Rentals: Tables, Chairs, Stages, Tents	\$ 22,995
Rental: Sound, Audio Equipment	\$
Construction/Renovations/Repairs of Buildings/Facilities	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Facilities Budget:	\$ 23,495

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

Amount

Tourist Transportation

Company Name:	\$
Company Name:	\$
Total Transportation Budget:	\$ 0

Public Facilities

Temporary/Portable Restrooms	\$
Dumpster Rental/Trash Hauling	\$
Construction of Permanent Restrooms	\$
Construction of Parks	\$
Construction of Parking Lots	\$
Other (please name):	\$
Other (please name):	\$
Total Public Facilities Budget:	\$ 0

Municipality and County Services

Security Provided by Bluffton Police Department	\$ 500
Security NOT Provided by Bluffton Police Department	\$
Total Municipality/County Services Budget:	\$ 500

Operations *(only applicable to Visitor Centers and/or Cultural Centers/Museums)*

Marketing/Advertising	\$
Utilities <i>(electric, gas, water, phone service, internet, etc.)</i>	\$
Subscriptions <i>(not related to marketing/advertising services)</i>	\$
Supplies <i>(office, janitorial, etc.)</i>	\$
Facility Maintenance <i>(i.e. cleaning, pest control, landscaping, etc.)</i>	\$
Minor Repairs	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Operations Budget:	\$ 0

Total ALL ATAX Eligible Expenses: \$ 35,085

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Other/Ineligible Expenses

Applicants should list all other project/event expenses that are not eligible for ATAX funds and not listed above.

Item	Amount
AUCTIONEER/RAFFLE GIRLS/BARTENDER/WAITRESSES	\$ 10,000
BAND	\$ 1,000
BEVERAGES	\$ 2,600
CATERING	\$ 20,000
RAFFLE REGISTRATION	\$ 50
SPONSOR PRINTING	\$ 2,700
LIQUOR LICENSE	\$ 45
LIVE AUCTION ITEMS	\$ 40,000
PROGRAMS/TRIP BOARDS/SPONSOR BOARDS/COMMITEE SHIRTS	\$ 2,900
RAFFLE ITEMS	\$ 18,000
SPONSOR GIFTS	\$ 3,300
SILENT AUCTION ITEMS	\$ 2,900

Total of Other/Ineligible Expenses: \$ 103,495

Total Project/Event Budget *(all eligible ATAX categories + Ineligible Expenses) :* \$ 138,580

Total Project/Event Profit or Loss *(Total Revenue minus Total Project/Event Budget) :* \$ 80,840

**ANNUAL BANQUET/EVENT
BUDGET WORKSHEET**

Bluffton (Chapter Name)	Bluffton (Name of Banquet/Event)	20-Sep-25 (Date of Event)
A. Revenue		
1 Grant Received in 2026	10,000.00	
2 Games (Beer for a Year)		
3 Live Auction	121,350.00	
4 Raffle	50,340.00	
5 Silent Auction	8,140.00	
6 Sponsorships	67,600.00	
7 Life Memberships		
8 Other Revenue	4,776.50	
9 Total Revenue		\$ 262,206.50 (sum A1 thru A7d)
B. Expenses		
1. Auctioneer	800.00	
2. Bartender/Waitresses	3,905.00	
3. Beverages	2,503.02	
4 CCA Store		
5 Change	400.00	
6 Advertising	7,235.87	
7 Food/Caterer	17,100.00	
8 Raffle Registration	50.00	
9 Invitations - Letters		
10 Sponsor Printing	2,622.06	
11 Liquor License	45.00	
12 Live auction items	43,571.04	
13 Postage		
14 Programs/Trip Boards/Sponsor Board	1,654.96	
15 Raffle items	18,239.72	
16 Rentals other than facility	21,165.89	
17 Sales people (raffle girls)	5,174.00	\$ 5034 + mileage \$140
18 Security/Clean UP	540.00	
19 Signs/Posters		
20 Silent Auction Items	3,363.13	
21 Other (specify)	(a.) 1204.27	Committee Shirts
	(b.) 3,281.08	Sponsor Gifts
	(c.) 1,000.00	Band
	(d.) 350.00	Contract Labor for banquet
22 Total Expenses		134,205.04 (sum B1 thru B20d)
C. Results incl Membership		
		128,001.46 (A8 less B21)
D. Membership incl in Revenue		
1. New/renewal - 223	7,805.00	
2 Associate- 73	1,460.00	
3 Youth - 3	30.00	
4 Life - 1	1,000.00	
5 Star-		
Total Membership		10,295.00 (D1 thru D2)
E. Results net of Membership		
		117,706.46 (C less D3)

Minutes from CCA Bluffton Meeting
May 27, 2026

Present: CHAIRMAN Erik DeLong; TREASURER John Anderson; members: Mary O'Neill, Austin Branch, Tom Bulcock, Adam Walker, Steve Schlter, Yvonne Crum, Zach Hundertmark, Tony Parker

Absent: Chip Chase, Jason Alderson, Joe Cerracchio, Aaron Nelson

Call to Order

Erik DeLong, Chairman called the meeting to order at 6:15 pm.

Treasurer's Report

John Anderson presented financial report including 2025 P&L along with the 2026 proposed budget for ATAX Grant.

Board approved budget.

Discussion

Current estimate is roughly 50 tables needed for Banquet; tent, etc
Auction items and raffle items suggested and reviewed.
Sponsorships reviewed; more are still needed.

Meeting adjourned at 8:00 pm.

ANNUAL BANQUET/EVENT BUDGET WORKSHEET

	Bluffton (Chapter Name)	Bluffton (Name of Banquet/Event)	20-Sep-25 (Date of Event)
A. Revenue			
1	CCA Store		
2	Games (Beer for a Year)		
3	Live Auction	60,000.00	
4	Raffle	30,000.00	
5	Silent Auction	7,500.00	
6	Sponsorships	55,000.00	
7	Life Memberships		
8	Tickets Sold at The Door		
9	Total Revenue		\$ 152,500.00 (sum A1 thru A7d)
B. Expenses			
1.	Auctioneer	800.00	
2.	Bartender/Waitresses	3,200.00	
3.	Beverages	2,000.00	
4	CCA Store		
5	Change		
6	Facilities rental		
7	Food/Caterer	15,000.00	
8	Raffle Registration	50.00	
9	Invitations - Letters		
10	Sponsor Printing		
11	Liquor License	45.00	
12	Live auction items	25,000.00	
13	Postage		
14	Programs/Trip Boards/Sponsor Board		
15	Raffle items	14,000.00	
16	Rentals other than facility	20,000.00	
17	Sales people (raffle girls)		
18	Security/Clean UP		
19	Broadcast Media/Advertising		
20	Silent Auction Items		
21	Other (specify)	(a.) 10000.00	Advertising
		(b.)	
		(c.)	
		(d.)	
22	Total Expenses		90,095.00 (sum B1 thru B20d)
C. Results incl Membership			62,405.00 (A8 less B21)
D. Membership incl in Revenue			
1.	New/renewal - 219		
2	Associate -79		
3	Youth - 2		
4	Life -		
5	Star-		
	Total Membership		0.00 (D1 thru D2)
E. Results net of Membership			62,405.00 (C less D3)

**ANNUAL BANQUET/EVENT
BUDGET WORKSHEET**

	Bluffton (Chapter Name)	Bluffton (Name of Banquet/Event)	20-Sep-25 (Date of Event)
A. Revenue			
1	Grant Received in 2026	10,000.00	
2	Games (Beer for a Year)		
3	Live Auction	121,350.00	
4	Raffle	50,340.00	
5	Silent Auction	8,140.00	
6	Sponsorships	67,600.00	
7	Life Memberships		
8	Other Revenue	4,776.50	
9	Total Revenue		\$ 262,206.50 (sum A1 thru A7d)
B. Expenses			
1.	Auctioneer	800.00	
2.	Bartender/Waitresses	3,905.00	
3.	Beverages	2,503.02	
4	CCA Store		
5	Change	400.00	
6	Advertising	7,235.87	
7	Food/Caterer	17,100.00	
8	Raffle Registration	50.00	
9	Invitations - Letters		
10	Sponsor Printing	2,622.06	
11	Liquor License	45.00	
12	Live auction items	43,571.04	
13	Postage		
14	Programs/Trip Boards/Sponsor Board	1,654.96	
15	Raffle items	18,239.72	
16	Rentals other than facility	21,165.89	
17	Sales people (raffle girls)	5,174.00	\$ 5034 + mileage \$140
18	Security/Clean UP	540.00	
19	Signs/Posters		
20	Silent Auction Items	3,363.13	
21	Other (specify)	(a.) 1204.27	Committee Shirts
		(b.) 3,281.08	Sponsor Gifts
		(c.) 1,000.00	Band
		(d.) 350.00	Contract Labor for banquet
22	Total Expenses		134,205.04 (sum B1 thru B20d)
C. Results incl Membership			128,001.46 (A8 less B21)
D. Membership incl in Revenue			
1.	New/renewal - 223	7,805.00	
2	Associate- 73	1,460.00	
3	Youth - 3	30.00	
4	Life - 1	1,000.00	
5	Star-		
	Total Membership		10,295.00 (D1 thru D2)
E. Results net of Membership			117,706.46 (C less D3)

ANNUAL BANQUET/EVENT
BUDGET WORKSHEET

<u>Bluffton</u>		<u>21-Sep-24</u>
(Chapter Name)	(Name of Banquet/Event)	(Date of Event)
A. <u>Revenue</u>		
1 CCA Store		
2 Games (Beer for a Year)		
3 Live Auction	60,000.00	
4 Raffle	30,000.00	
5 Silent Auction	7,500.00	
6 Sponsorships	45,000.00	
7 Tickets Sold at The Door		
8 Total Revenue	\$	142,500.00
		(sum A1 thru A7d)
B. <u>Expenses</u>		
1 Auctioneer	800.00	
2 Bartender/Waitresses	3,000.00	
3 Beverages	2,000.00	
4 CCA Store		
5 Change		
6 Facilities rental		
7 Food/Caterer	14,000.00	
8 Raffle Registration	50.00	
9 Invitations - Letters		
10 Liquor License	45.00	
11 Live auction items	22,000.00	
12 Postage		
13 Programs/Trip Boards/Sponsor Board		
14 Raffle items	8,000.00	
15 Rentals other than facility	18,000.00	
16 Sales people (raffle girls)		
17 Security/Clean UP		
18 Signs/Posters		
19 Silent Auction Items		
20 Other (specify)	(a) 10,000 (Advertising)	
	(b)	
	(c)	
	(d)	
22 Total Expenses		77,895.00
		(sum B1 thru B20d)
C. <u>Results incl Membership</u>		
		64,605.00
		(A8 less B21)
D. <u>Membership incl in Revenue</u>		
1. New/renewal - 49		
2. Associate - 18		
3. Youth -		
Total Membership		0.00
		(D1 thru D2)
E. <u>Results net of Membership</u>		
		64,605.00
		(C less D3)

PJL 2024

AT

Section X. Item #3.

**ANNUAL BANQUET/EVENT
BUDGET WORKSHEET**

	Bluffton (Chapter Name)	Bluffton (Name of Banquet/Event)	21-Sep-24 (Date of Event)
A. Revenue			
1	CCA Store		
2	Games (Beer for a Year)		
3	Live Auction	79,225.00	
4	Raffle	37,780.00	
5	Silent Auction	9,910.00	
6	Sponsorships	61,650.00	
7	Life Memberships		
8	Tickets Sold at The Door	8,098.52	
9	Total Revenue		\$ 196,663.52 (sum A1 thru A7d)
B. Expenses			
1.	Auctioneer	800.00	
2.	Bartender/Waitresses	3,440.00	
3.	Beverages	2,454.39	
4.	CCA Store		
5.	Change	400.00	
6.	Facilities rental		
7.	Food/Caterer	15,670.14	
8.	Raffle Registration	50.00	
9.	Invitations - Letters		
10.	Sponsor Printing	666.36	
11.	Liquor License	45.00	
12.	Live auction items	29,039.14	
13.	Postage	61.71	
14.	Programs/Trip Boards/Sponsor Board	3,224.35	
15.	Raffle items	14,729.38	
16.	Rentals other than facility	20,380.65	
17.	Sales people (raffle girls)	4,132.00	\$2000 raffle - \$132 mileage
18.	Security/Clean UP	480.00	
19.	Broadcast Media/Advertising	9,409.13	
20.	Silent Auction Items	4,927.87	
21.	Other (specify)	(a) 2339.26	sponsor gifts
		(b) 600.00	committee shirts
		(c) 1,000.00	cash to band
		(d)	
22	Total Expenses		113,849.38 (sum B1 thru B20d)
C.	Results incl Membership		82,814.14 (A8 less B21)
D.	Membership incl in Revenue		
1.	New/renewal - 219	7,665.00	
2.	Associate -79	1,580.00	
3.	Youth - 2	20.00	
4.	Life -		
5.	Star-		
	Total Membership		9,265.00 (D1 thru D2)
E.	Results net of Membership		73,549.14 (C less D3)





FOUR KEY OBJECTIVES

THROUGH ITS HABITAT AND MARINE SCIENCE INITIATIVES,
CCA SOUTH CAROLINA STRIVES TO SUPPORT CONSERVATION AND RESTORATION
PROJECTS THAT ACHIEVE ONE OR MORE OF THE FOLLOWING KEY OBJECTIVES:

R . E . E . L .

1 2 3 4
RESTORATION EDUCATION ENHANCMENTS LEGISLATION





OYSTER HABITAT & RECYCLING

\$300,000+

in oyster recycling equipment donated to SCDNR

- 80 RESTAURANT RECYCLING BINS
- 14 DUMP TRAILERS
- 7 NEW PUBLIC OYSTER DROP OFF SITES
- 3 OYSTER BARGES
- 2 DUMP TRUCKS
- 2 TRAILERS WITH SWING LIFTS

192,103

Bushels of oysters recycled

102

Oyster reef sites created



ARTIFICIAL REEFS

\$1,500,000

invested by CCA South Carolina and conservation partners in nearshore/ offshore reefs since 2010

22

Artificial reef deployments

ADVOCACY

- Nov 2010** Constitutional Amendment protects South Carolinians right to hunt and fish
- June 2012** Spotted Seatrout management measures changing
- June 2012** Sheepshead conservation measures for state waters
- July 2012** Cobia becomes South Carolina's newest gamefish
- July 2013** Conservation measures implemented for South Carolina Tarpon
- June 2013** South Carolina puts state size and creel limits in place for Black Sea Bass
- June 2014** Conservation measures in place for Spot/ Whiting/ Croaker
- June 2018** Management changes enacted for South Carolina's Red Drum
- June 2020** Advocated for open access to public boat ramps during Covid 19 pandemic
- June 2021** Flounder stocking program to begin in South Carolina
- June 2021** South Carolina implements conservation measures for Southern Flounder
- June 2021** Coalition submits formal recommendations on 30 by 30
- May 2022** South Carolina takes steps towards state management of red snapper
- Sept 2022** South Atlantic Rejects Bottom Closures
- June 2023** Rec Fishing and Boating Community oppose Vessel Speed Reduction
- June 2023** Conservation community calls for task force on shark depredation
- Sept 2023** Sportfishing community reacts to NOAA's recreational data collection correction
- June 2024** Angling groups object to NOAA longline plan



SCIENCE

\$200,000

Funded in fisheries research on red drum, cobia and flounder

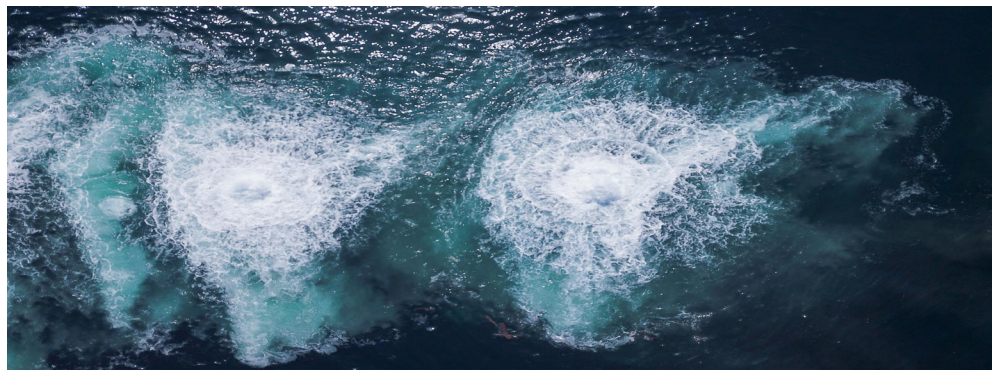


ARTIFICIAL REEFS

The marine environment often needs only a helping hand to create flourishing ecosystems that both increase biomass and provide recreational opportunities for anglers. In an offshore environment, a seemingly barren plain of mud can be transformed in a matter of weeks through the introduction of a variety of reefing materials, including concrete reef pyramids and obsolete ships. In a surprisingly short period of time, new structure can become the focal point of an ecosystem that provides the essential elements for the various life cycles of an array of popular gamefish and forage fish.



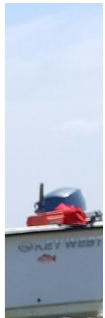
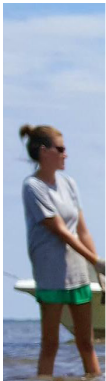
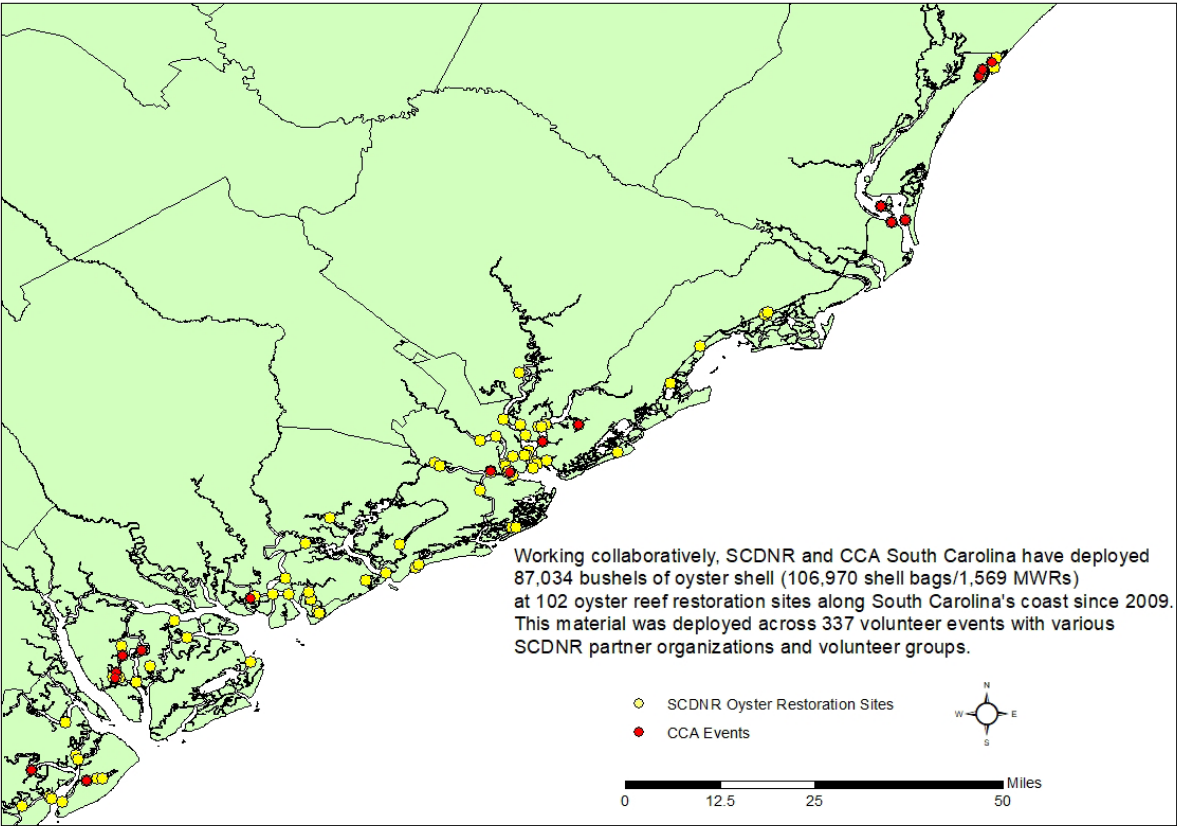
The marine ecosystem off South Carolina has gotten a boost in recent years with the placement of several tugboats and other vessels at various locations all along the state's coast. Offshore artificial reef projects such as these bring together a diverse array of partners to clean up the vessels and turn them into thriving new reefs within easy reach of anglers and divers in anywhere from 50 to 100 feet of water. Reefs of this nature will benefit species ranging from the snapper-grouper complex to highly migratory species, providing a wide abundance of fish and marine life and making it a true destination for recreational anglers and diving enthusiasts.



OYSTER REEFS

Closer to shore, CCA South Carolina is fully engaged in projects to enhance oyster populations which provide a host of ecosystem services. The reefs formed by healthy populations of this keystone species serve as habitat for all kinds of marine life and as breakwaters protecting against wave erosion and storm surge, all while filtering bay waters which can enhance sea grass and marsh growth. CCA South Carolina seeks to reverse oyster population declines and is committed to expanding the state of knowledge on best practices to more efficiently restore oyster populations. CCA South Carolina volunteers have placed thousands of bags of recycled oyster shells on more than a dozen sites in recent years, enhancing existing reefs or creating brand new ones.

S.C.O.R.E. Sites Constructed Utilizing CCA South Carolina Topwater Action Campaign Equipment



OYSTER RECYCLING

Engaging local communities to raise awareness of the importance of marine habitats is a priority for CCA South Carolina. The oyster recycling program was created to provide support for grassroots-driven projects that inspire the public to become more active stewards of the marine environment. CCA South Carolina has undertaken a multi-pronged approach to ensure the public is aware of the role they can play in restoring oyster reefs, and that state managers have the tools to grow these efforts. CCA South Carolina strives to involve local partners and provide opportunities for the public to “get their feet wet and hands dirty” with hands-on projects that teach everyone how they can be a steward of the marine environment.

OYSTER SHELL FLEET AND DROP OFF SITES

CCA South Carolina has helped launch an oyster shell recycling program to educate the public on the need to keep their shells out of landfills. Properly collected, stored, cured and bagged, oyster shells are the best substrate to grow new oyster reefs in areas where this vital shellfish has been depleted. Since the organization’s involvement, oyster shell recycling has increased approximately 30 percent each year. The recycling effort has informed thousands of people on the critical role they can play in the restoration of this keystone ecosystem species. In an effort to support the expansion of this program, CCA South Carolina has donated 16 dump trailers, two dump trucks, three oyster barges to the Department of Natural Resources: over \$300,000 in equipment alone. To support the continued expansion of oyster shell recycling across the state, CCA SC has also committed to fund the construction of dozens of new and renovation of existing oyster drop-off sites .



MARINE SCIENCE

Science is the core of a successful marine habitat program and CCA South Carolina partners with leading marine science institutes to evaluate projects and establish best practices as well as methods to design projects that can benefit different stages of the life cycle for various species. To be successful, CCA South Carolina must also educate a multitude of audiences on the value of marine habitat, including anglers, elected officials, corporate citizens and, perhaps most importantly, the next generation. We provide constant coverage of marine habitat challenges and successes, and highlight the critical support our partners give to these ongoing efforts. Through a commitment to education and communication, CCA South Carolina works to improve the marine environment while capturing the interest and imagination of current and future conservationists.

WADDELL MARICULTURE CENTER



After a record cold weather set in across the Southeast causing a noticeable fish kill along the entire Palmetto State coast, CCA South Carolina helped create Project ReSpeck; an initiative to provide \$25,000 in funding to establish the ability to spawn, grow, and release spotted seatrout into South Carolina's estuaries.

COBIA



The South Carolina Department of Natural Resources is a leader in cobia research and has been tracking the movement of cobia throughout the southeast using acoustic telemetry. In collaboration with long-time habitat partner Sea Hunt Boat Company, CCA South Carolina donated 20 acoustic transmitters and four receivers to SCDNR allowing biologists to increase the number of fish tagged and expand their receiver coverage to new areas off the South Carolina coast. The receiver stations, dubbed the "CCA Triangle" occur on three artificial reefs along the central coast where cobia are commonly encountered.

RED DRUM RESEARCH

Red drum are South Carolina's most iconic recreational fishing species. The wise stewardship and sustainable management of this species plays a vital role in maintaining a healthy, viable stock. CCA South Carolina has embarked on a multiyear collaborative scientific research project with the South Carolina Department of Natural Resources to unravel several aspects of the Red Drum life cycle that despite its popularity remains unknown. This research will allow fisheries managers, lawmakers, and decision makers the ability to incorporate current information into management principles relative to maintaining healthy stocks and sustainable regulations.





con·ser·va·tion

kän(t)-sər-vā-shən

noun

1: a careful preservation and protection of something;
especially : planned management of a natural resource to prevent exploitation, destruction, or neglect

2: the preservation of a physical quantity during transformations or reactions

TOWN OF BLUFFTON ATAX GRANT APPLICATION SCORING SHEET

Entity: Coastal Conservation Association

Project: 2026 Conservation Weekend in Bluffton

Project Type: Event/Festival

Scoring Category	Points Possible	Points Awarded
ADVERTISING	15	
Part 1: Five (5) points possible. Based on how much of the requested funds go toward advertising.		
0% of funds go toward advertising	0 points	
1% - 20% of funds go toward advertising	1 point	
21% - 40% of funds go toward advertising	2 points	
41% - 60% of funds go toward advertising	3 points	
61% - 80% of funds go toward advertising	4 points	
81% - 100% of funds go toward advertising	5 points	
Part 2: Ten (10) points possible. Based on where the advertising is placed.		
None of the funds go toward advertising	0 points	
Local newspapers/periodicals and electronic advertising (ex. Island Packet, The Bluffton Sun)	2 points	
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	4 points	
Larger regional publications and electronic marketing within 100 miles (ex. Charleston or Savannah news outlets)	6 points	
Newspapers/periodicals/electronic marketing to large, metropolitan areas outside of 100 miles away (ex. Atlanta, Charlotte, Washington, D.C., Chicago)	8 points	
Nationally distributed newspapers/periodicals/electronic marketing (ex. USA Today, NY Times, Southern Living Magazine)	10 points	
TOURIST FACILITIES	15	
Higher point value given based on anticipated ratio of tourists to locals		
FESTIVAL/EVENT	5	
Higher point value given to requests for festivals or events		
Length of event/festival should be considered. Is it an all-day event versus a two-hour event? Multi-day event?		
BLUFFTON EVENT	5	
Higher point value given to events held within the town limits of Bluffton and/or spanning multiple locations		
TOURISM DRAW	5	
0% of attendees are tourists based on historical or projected information	0 points	
1% - 20% of attendees are tourists based on historical or projected info	1 point	
21% - 40% of attendees are tourists based on historical or projected info	2 points	
41% - 60% of attendees are tourists based on historical or projected info	3 points	
61% - 80% of attendees are tourists based on historical or projected info	4 points	
81% - 100% of attendees are tourists based on historical or projected info	5 points	
BENEFIT TO TOURISM (LOCAL ECONOMY)	5	
Higher point value given to events that encourage overnight stays and/or have local business participation		
SELF SUFFIECIENCY	5	
100% of budget from ATAX request	0 points	
80% - 99% of budget from ATAX request	1 point	
60% - 79% of budget from ATAX request	2 points	
40% - 59% of budget from ATAX request	3 points	
20% - 39% of budget from ATAX request	4 points	
1% - 19% of budget from ATAX request	5 points	
MISCELLANEOUS	10	
Only use if applicant does not qualify as a festival/event		
Group Average Point Total (out of a possible 40 points)		0
Group Average Percentage		

ACCOMMODATIONS TAX ADVISORY COMMITTEE STAFF REPORT Department of Finance & Administration



MEETING DATE: August 18, 2026
SUBJECT: Historic Bluffton Arts & Seafood Festival: 2026 Arts & Seafood Festival
PROJECT MANAGER: Jeremy Bullock, Grants Administrator

Summarized below is the application from the Historic Bluffton Arts & Seafood Festival for Accommodations Tax grant dollars to support the 2026 Historic Arts & Seafood Festival.

Budget numbers provided herein are based on information conveyed on the required Line-Item Budget Form within the applicant's submission.

Total Budget: \$185,200
Requested Amount: \$80,000
Percentage of Request^: 43.2%

^Includes up to 100% for Advertising & Promotion plus up to 50% of remaining expenses

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category, per budget form	
Advertising & Promotion of Tourism or Arts and Cultural Events	\$72,000	
Facilities for Civic and Cultural Events	12,000	
Public Facilities	6,000	*
Municipality and County Services	6,000	*
Tourist Transportation	7,000	*
Other/Ineligible Project Expenses	82,200	
Total	\$185,200	

*Reimbursement will be based on the estimated percentage of tourists provided for

Budgeted Expenses Summary:

Advertising & Promotion:

Total budget \$72,000

- Print and digital advertising, radio, television, social media, e-blasts, signage and banners, HHI-Bluffton Chamber of Commerce Vacation Planner, online festival listings

Facilities for Civic and Cultural Events:

Total Budget: \$12,000

- Rentals

Public Facilities*:

Total Budget: \$10,500

- Temporary/Portable restrooms, and dumpster rental/trash hauling

Municipality and County Services*:

Total Budget \$6,000

- Security not provided by Bluffton PD (\$6,000)

Tourist Transportation*:

Total Budget \$7,000

- Event Shuttles

Other/Ineligible Project Expenses:

Total budget \$82,200

- Photography, entertainment, 5K Walk/Run, insurance, kids' events, merchandise, soiree dinner, Waddell dinner expenses, other supplies

Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)

Amount Requested	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$80,000	13	5	5	4	5	4	36	

Advertising: Of the requested funds, 90% is anticipated to be spent on marketing the event. Southern Living Magazine, The HHI-Bluffton Chamber of Commerce Vacation Planner and newsletter e-blasts, digital advertising targeting the Atlanta, Asheville, Augusta, Charleston, Charlotte, Columbia and Jacksonville markets and various other magazines and local media are intended for the marketing campaign.

Festival/Event: Nine (9) day event held October 9 - 18, 2026

Bluffton Event: Events held throughout Old Town Bluffton.

Tourism Draw %: 2025 event reported 55% of attendees were tourists.

Benefit to Tourism: The 9-day festival is designed to increase tourism to Bluffton and has been recognized by the Southeast Tourism Society as one of the top 20 events in the southeast.

Self-Sufficiency % (Financial Need): Requesting approximately 43.2% of the total budget. A projected total of \$159,984 is to be collected this year from sponsorships, vendor & registration fees, and merchandise sales. Additionally, an estimated \$20,000 from the Historic Bluffton Arts & Seafood Festival Reserve Balance will be used to cover the 2026 anticipated expenses.

Previous Funding Amounts						
Fiscal Year	Requested Amount	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2026	\$80,000	35%	\$80,000	\$80,000	\$80,000	Final Report Submitted
2025	\$80,000	36%	\$80,000	\$80,000	\$80,000	Final Report Submitted
2024	\$80,000	39%	\$80,000	\$80,000	\$80,000	Final Report Submitted

Accommodations Tax Committee Recommendations and Comments:

The Committee recommends funding \$80,000 for the 2026 Arts & Seafood Festival.

Bullock, Jeremy

From: noreply@civicplus.com
Sent: Saturday, June 20, 2026 2:24 PM
To: ATax Communications
Subject: Online Form Submittal: Accommodations Tax Grant Application

WARNING!
 This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

Accommodations Tax Grant Application

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions	Accommodations Tax Grant Application Instructions
Accommodations Tax Grant Application Instructions	I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.
(Section Break)	
Application Date	6/20/2026
Project Name	HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL
Project/Event Location	BLUFFTON
Is this a new project or event?	No
Project/Event Start Date:	10/9/2026
Project/Event End Date	10/18/2026
Multi-Year Project/Event?	Yes

Total Project Costs	\$185,200
Total ATAX Funds Requested	\$80,000
Percent of Total Budget	43%
Date the funds are needed:	8/31/2026
Full Legal Organization Name	Historic Bluffton Arts & Seafood Festival
Address	32 Spartina Crescent
Street Address Line 2	<i>Field not completed.</i>
City	BLUFFTON
State	South Carolina
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Is your entity a non-profit organization?	Yes

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Organization Primary Point of Contact

First Name	MARY
Last Name	O'Neill
Title	PRESIDENT
Phone Number	843-815-2472
E-mail Address	maryaoneill6@aol.com

(Section Break)

Organization Secondary Point of Contact

First Name	JOHN
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Last Name	ANDERSON
Title	TREASURER
Phone Number	843-422-8780
E-mail Address	janderson@coastalstatesbank.com

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description: THE HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL WAS CREATED TO HELP FURTHER A SENSE OF COMMUNITY AND TO BENEFIT THE CITIZENS, THE LOCAL AREA MERCHANTS AND ARTISTS THROUGH TOURISM. THE WEEKLONG ACTIVITIES CREATE A GREAT DESTINATION VENUE FOR VISITORS AND WAS RECOGNIZED JUST AS THAT BY THE SOUTHEAST TOURISM SOCIETY AS ONE OF THE TOP 20 EVENTS IN THE SOUTHEAST. IT IS TOUTED AS AND TRULY IS THE CELEBRATION “WHERE FINE ART AND THE BOUNTY OF THE SEA COME TOGETHER”! THIS REQUEST IS FOR THE PARTIAL FUNDING OF THE PROMOTION/ADVERTISING/ SECURITY/SHUTTLES/RENTALS, FIREWORKS DISPLAY FOR THE HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL. THE ACTIVITIES SCHEDULED THROUGHOUT THE CELEBRATION OFFER SOMETHING FOR EVERYONE AND SHOWCASE THE LOCALLY HARVESTED SEAFOOD, DELICIOUS LOW COUNTRY CUISINE, RICH CULTURE AND HISTORY, GREAT ART AND SOUTHERN HOSPITALITY FOUND ONLY IN BLUFFTON

List any required permits, if applicable. If none, type “N/A”:

ABL AND TENT PERMITS

Describe all planned advertising and marketing for this project/event:

REGIONAL & BEYOND

- Southern Living Magazine (September ad) \$21, 021

1/2 Vertical Carolina Region

South Carolina/North Carolina Circulation: 272,100

1/2 Vertical Southeast Region

Georgia/Florida Circulation: 389,200

1/2 Vertical Mid-Atlantic Region

DC, DE, MD, NJ, NY, PA, VA Circulation: 398,200

TOTAL Circulation: 1,059,500

Added Value: Listing on Travel Planner page, Listing on BRC card that accompanies the Travel Planner Page, Listing on [//SouthernLiving.com/Travel](http://SouthernLiving.com/Travel) Planner. Leads transmitted weekly

for 12 months from insertion.

From the ads we placed in 2025, we received over 5000 requests for additional information. With the September issue of Southern Living beginning to roll out the second week in August and on the newsstands on 8/24 it is perfect timing to boost the awareness and ticket sales for this year's festival in October!

Bonus: August E Blast by Southern Living – free with ½ page ads

Our newsletter advertising the festival will be sent to the email leads from all previous and current Southern Living ads as well as the leads from the South Carolina Living Magazine ad.

- The Vacation Planner, designed and mailed by the Hilton Head Island- Bluffton Chamber, is mailed out to over 140,000 people. \$5010.00

Hilton Head Island Chamber Newsletter E-Blasts to 144,000 people. \$1000.00

- Our additional Digital Out of Town Advertising is targeted to Atlanta, Asheville, Augusta, Charleston, Charlotte, Columbia and Jacksonville. \$7000

- Carolina Arts \$520
- Sunshine Artist \$900
- Online Festival Listings \$600
- South Carolina Living Magazine \$7175

Includes August & September Eblast to their 30,000 Opt-in travel subscribers

- Savannah Magazine \$2000
- Radio \$1500.00 (\$1500 in kind – Sponsor)
- WTOC \$3000.00
- Post & Courier \$3000.00

Regional Total: \$52,726.00

LOCAL PRINT & ACCOMPANING DIGITAL

- Celebrate Magazine's monthly circulation helps us reach tourists staying in Hilton Head Island vacation spots \$3000
17,000 included in Visitor Check In Packages to Hotels, Short term rentals and Timeshare companies; 15,000 in Magazine Stands located in high traffic areas
- Island Packet/Beaufort Gazette \$3000.00 (\$1000 in kind – sponsor)
- City Sun (23,000 Households) \$3000
- LOCAL LIFE MAGAZINE \$4000
- WHHI NC Sponsor
- Posters \$150

• Festival Guide NC Sponsor
Local Total: \$13,150

SOCIAL MEDIA \$1000.00

Please list all media outlets you intend to utilize for your project/event (i.e. names of magazines, TV and radio stations, etc.):

SEE ABOVE

All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards. The use of the Town’s logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

Impact on or Benefit to Tourism:

THE WHOLE PROJECT/FESTIVAL IS DESIGNED TO INCREASE TOURISM TO BLUFFTON WHICH IS PROMOTED TO OUT OF TOWNERS THROUGH VARIOUS VENUES INCLUDING BUT NOT LIMITED TO PRINT AND DIGITAL ADVERTISING, RADIO, TV SPOTS, CHAMBER VACATION PLANNER, WEB SITE, E-BLAST, CHAMBER NEWSLETTER, AND OTHER SPECIFIC OUT OF TOWN TARGETED MARKET PIECES (DIRECT MAILING, SUNSHINE ARTIST, SOUTH CAROLINA LIVING, SOUTHERN LIVING, SAVANNAH MAGAZINE, ETC.)

OUR ADVERTISING PROGRAMS HAVE BEEN VERY SUCCESSFUL IN BRINGING NEW VISITORS TO OUR AREA. WE STRIVE TO BRING TOURISTS TO BLUFFTON FOR THE FESTIVAL AND STAY IN BLUFFTON HOTELS. WE OFFER LOCAL HOTEL PACKAGES ON OUR WEB SITE TO ENCOURAGE JUST THAT ALONG WITH LOCAL RESTAURANT DEALS. WE BELIEVE THAT BROADENING OUR MARKET WITH ADVERTISING WILL ENCOURAGE VISITORS TO MAKE BLUFFTON A DESTINATION PLACE AND THAT LOCAL HOTELS AND RESTAURANTS WILL THEREFORE PROFIT DURING THE FESTIVAL CELEBRATION. IN FACT THAT WAS THE VERY RATIONALE BEHIND EXPANDING THE FESTIVAL FROM A ONE DAY EVENT IN 2005 TO A WEEKEND IN 2006 AND

THEN TO THE WEEK LONG EVENT STARTING IN 2007. OUR GOAL IS TO FILL BEDS AND HAVE LOCAL BUSINESSES PROSPER AS WE HIGHLIGHT THE “GEMS OF BLUFFTON” (NATURAL BEAUTY OF THE RIVER COMMUNITY; ITS RICH HISTORY; THE PRISTINE MAY RIVER; THE BOUNTY OF THE LOCAL WATERWAYS; AND THE CULTURAL AND ARTISTIC ASPECT OF THE COMMUNITY). SINCE USCB HOSPITALITY STUDENTS CAN NO LONGER CONDUCT THE IPAD SURVEYS, FIVE YEARS AGO WE ADDED ZIPCODE COLLECTION ON THE SHUTTLES AND WE WILL CONTINUE THIS PRACTICE THIS YEAR. THIS METHOD IS MUCH MORE EFFICIENT SINCE MANY GUESTS DO NOT WANT TO COMPLETE THE LONGER IPAD SURVEY. MEALS ON WHEELS VOLUNTEERS FOR THIS COLLECTION.

“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.

“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.

Additional Comments: *Field not completed.*

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

FINANCIAL INFORMATION

To download the Town’s required Line-Item Budget Form, click here:

<https://www.townofbluffton.sc.gov/DocumentCenter/View/4295/ATAX-Grant-Application-Line-Item-Budget-Form>

Download and save the form and hit "Back" in your web browser to return to the application. Once the form is completed, attach it on the following line.

Town’s required Line-Item Budget Form:	2026.02.24 - ATAX Grant Application Line-Item Budget Form_202603101247168067.pdf HBASF.pdf
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Most Recent Fiscal Year

Balance Sheet and Profit and Loss Accounting Statement

[HBASF financials 2025- 2026.pdf](#)

Financial Guarantee

[HBASF minutes 2026.pdf](#)

Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.

Please attach Budget vs. Actual statements for prior two years events.

[HBASF 2024 budget and actuals.pdf](#)

Please attach Budget vs. Actual statements for prior two years events.

[HBASF 2025 budget and actuals.pdf](#)

(Section Break)

Have you requested, received, or been awarded ATAX funding from other state or local entities for this project/event?

No

Have you received or been awarded ATAX funding from other state or local entities for any other project/event?

No

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?	Yes
Project/Event Name	HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVSL
Year Awarded	2025
Amount Awarded	80000
Was a final report submitted?	Yes
What was the total number of tourists?	20,000
What was the percentage of tourists?	55%
(Section Break)	
Please attach a copy of your organization's IRS Designation Letter showing your non-profit status .	HBASF non profit updated.pdf
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	business license HBASF.pdf
Additional Application Documents	HBASF MARKETING 2026.pdf
Additional Application Documents	<i>Field not completed.</i>
Additional Application Documents	<i>Field not completed.</i>
Additional Application Documents	<i>Field not completed.</i>
Additional Comments	<i>Field not completed.</i>

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.

Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.

The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

Signature	MARY A O'NEILL
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Signatory's Title or Position	PRESIDENT
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Email not displaying correctly? [View it in your browser.](#)





Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

HISTORIC BLUFFTON ARTS & SEAFOOD
FESTIVAL INC
PO BOX 2648
BLUFFTON, SC 29910

Date:
01/09/2026
Employer ID number:
20-8455153
Person to contact:
Name: Julie Chen
ID number: 0202990
Telephone: 877-829-5500
Accounting period ending:
December 31
Form 990/990-EZ/990-N required:
Yes
Effective date of exemption:
December 10, 2025
Contribution deductibility:
No
Addendum applies:
No

Dear Applicant:

We determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(4). This letter could help resolve questions on your exempt status.

Donors cannot deduct contributions they make to you under IRC Section 170(c).

If we indicated that you're required to file an annual information return, you must file one of the following:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice, e-Postcard for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ.

If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

What you should know

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Where to find more information

For important information about your responsibilities as a tax-exempt organization:

- Visit **IRS.gov/charities**
- Read Publication 4221-NC, Compliance Guide for Tax-Exempt Organizations (Other than 501(c)(3) Public Charities and Private Foundations)

Find tax forms or publications by visiting **IRS.gov/forms** or calling 800-TAX-FORM (800-829-3676).

Keep a copy of this letter for your records.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

TOWN OF BLUFFTON

TOWN OF BLUFFTON -
Expires:04/30/2027

License No.	26-04-5280	Business Name:	Historic Bluffton Arts & Seafood Festival, Inc
Date Issued:	04/10/2026		
NAICS Title:	Promoters of Performing Arts, Sports, and Similar Events with Facilities	Business DBA Name:	Historic Bluffton Arts & Seafood Festival, Inc
Business Type:	Non Profit - Promoters of Performing Arts, Sports, and Similar Events with Facilities	Physical Address:	32 Spartina Crescent Bluffton, SC 29910

NON-TRANSFERABLE | TO BE PLACED IN A CONSPICUOUS PLACE

Section 6-21 Purpose and Duration of Business License

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

John Anderson
Rotary Club of Bluffton
PO BOX 142
BLUFFTON, SC 29910

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

REVENUES

Revenues - Cash

Sponsorships	\$	20,000
Donations	\$	
ATAX Grants/Funding from Other Entities*	\$	
* Do NOT include anticipated award funds requested in this application		
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Vendor Fees	\$	66,000
Registration Fees	\$	32,100
Other Fees (please name):	\$	
Other Fees (please name):	\$	
Mercandise Sales	\$	9,000
Other Sales (please name):	\$	
Other Sales (please name):	\$	
Other Revenue (please name): RESERVE FROM 2025	\$	20,000
Other Revenue (please name):	\$	

Revenues - In-Kind Contributions

Volunteer Hours	\$	884
Donated Items	\$	4,000
Donated Services	\$	8,000
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	

Total All Revenue Sources:	\$	159,984
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TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Advertising & Promotion of Tourism or Arts and Cultural Events	
Local Newspaper/Digital Advertising	\$ 6,000
Regional Newspaper/Digital Advertising	\$ 10,520
National Newspaper/Digital Advertising	\$
Local Magazine/Digital Advertising	\$ 7,000
Regional Magazine/Digital Advertising	\$ 30,196
National Magazine/Digital Advertising	\$
Local Radio Advertising	\$
Regional Radio Advertising	\$ 1,500
National Radio Advertising	\$
Local Television Advertising	\$
Regional Television Advertising	\$ 3,000
National Television Advertising	\$
Billboards	\$
Social Media Advertising	\$ 1,000
E-mail and/or Text Blasts	\$ 1,000
Postcards/Mailers	\$
Posters/Banners/Signage	\$ 150
Graphic Design of Marketing/Writing or Press Releases	\$ 500
Web Hosting for Event (not organization)	\$
Other (please name): HH/B CHAMBER VACATION PLANNER	\$ 5,010
Other (please name): ONLINE FESTIVAL LISTINGS	\$ 600
Other (please name): ARTIST RECRUITING - SUNSHINE ARTIST	\$ 900
Other (please name): ADDITIONAL ADVERTISING TBD	\$ 4,624
Other (please name):	\$
Total Advertising/Promotion Budget:	\$ 72,000
Facilities for Civic and Cultural Events	
Rentals: Venue(s)	\$ 2,000
Rentals: Parking Lots	\$
Rentals: Tables, Chairs, Stages, Tents	\$ 10,000
Rental: Sound, Audio Equipment	\$
Construction/Renovations/Repairs of Buildings/Facilities	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Facilities Budget:	\$ 12,000

TOWN OF BLUFFTON ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

Amount

Tourist Transportation

Company Name: OLD TOWN TROLLEY SAVANNAH	\$	7,000
Company Name:	\$	
Total Transportation Budget:	\$	7,000

Public Facilities

Temporary/Portable Restrooms	\$	5,000
Dumpster Rental/Trash Hauling	\$	1,000
Construction of Permanent Restrooms	\$	
Construction of Parks	\$	
Construction of Parking Lots	\$	
Other (please name):	\$	
Other (please name):	\$	
Total Public Facilities Budget:	\$	6,000

Municipality and County Services

Security Provided by Bluffton Police Department	\$	
Security NOT Provided by Bluffton Police Department	\$	6,000
Total Municipality/County Services Budget:	\$	6,000

Operations *(only applicable to Visitor Centers and/or Cultural Centers/Museums)*

Marketing/Advertising	\$	
Utilities <i>(electric, gas, water, phone service, internet, etc.)</i>	\$	
Subscriptions <i>(not related to marketing/advertising services)</i>	\$	
Supplies <i>(office, janitorial, etc.)</i>	\$	
Facility Maintenance <i>(i.e. cleaning, pest control, landscaping, etc.)</i>	\$	
Minor Repairs	\$	
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	
Total Operations Budget:	\$	0

Total ALL ATAX Eligible Expenses: \$ 103,000

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Other/Ineligible Expenses	
Applicants should list all other project/event expenses that are not eligible for ATAX funds and not listed above.	
Item	Amount
ART IN THE PARK FO9R CHILDREN	\$ 1,500
WEBSITE	\$ 1,500
PHTOGRAPHY	\$ 500
ENTERTAINMENT	\$ 48,000
5K RUN/HEALTH WALK	\$ 3,000
INSURANCE	\$ 9,000
KIDS FISHING TOURNAMENT	\$ 500
MERCHANDISE	\$ 5,000
MISC SUPPLIES	\$ 1,000
PRINTING	\$ 3,000
SOIREE DINNER AND WADDELL DINNER EXPENSE	\$ 2,000
GENERAL BUSINESS (PHONE, POSTAGE,BANK & CC, FEES, OFFICE SUF	\$ 7,200
Total of Other/Ineligible Expenses:	\$ 82,200
Total Project/Event Budget (all eligible ATAX categories + Ineligible Expenses) :	\$ 185,200
Total Project/Event Profit or Loss (Total Revenue minus Total Project/Event Budget) :	\$ (25,216)

Historic Bluffton Arts and Seafood Festival

AT

Section X. Item #3.

Statement of Activity

May 1, 2025-April 30, 2026

	TOTAL
Revenue	
4000 Sponsorships	\$28,500.00
Kids Fishing Sponsorship	500.00
Total for 4000 Sponsorships	\$29,000.00
4020 Vendor fees	
4030 Food vendors	18,100.00
4040 Artist fees	46,014.99
Total for 4020 Vendor fees	\$64,114.99
4050 Merchandise sales	8,500.00
4080 5K Run/Health Walk	\$8,969.50
4082 Race sponsorships	250.00
Total for 4080 5K Run/Health Walk	\$9,219.50
4095 Author Night Donations	1,260.00
4100 Waddell Fundraiser	630.00
43400 Direct Public Support	80,000.00
Pops in the Park	800.00
Sales of Product Income	1,790.00
Soiree Dinner (Income)	18,870.00
Total for Revenue	\$214,184.49
Gross Profit	\$214,184.49
Expenditures	
5001 Donations	33,000.00
5010 Advertising	71,118.93
5030 Entertainment	41,141.24
5035 Festival Supplies	8,097.32
5036 Waddell Expense	560.00
5040 5K Run/Health Walk expenses	2,624.17
5080 Insurance	8,345.18
5085 Sanitation	5,577.05
5090 Security	4,008.00
5100 Merchandise	4,767.34
5110 Miscellaneous	1,017.39
5115 Subscriptions	195.00
5120 Printing	2,291.47
5125 Office Supplies	317.41
5126 Postage	226.00
5130 Rentals	8,108.27
5140 Transportation	6,591.70
5150 Telephone	822.58
5155 Web Site	734.09
60900 Business Expenses	\$1,500.00
60920 Business Registration Fees	1,300.00
Artist Recruiting	1,456.50
Total for 60900 Business Expenses	\$4,256.50

Historic Bluffton Arts and Seafood Festival

Statement of Activity

May 1, 2025-April 30, 2026

	TOTAL
62100 Contract Services	
62110 Accounting Fees	2,358.60
Total for 62100 Contract Services	\$2,358.60
65000 Operations	
Credit Card Fees	2.97
Penalties - IRS	5,340.00
Total for 65000 Operations	\$5,342.97
65100 Other Types of Expenses	
65120 Insurance - Liability, D and O	698.00
Total for 65100 Other Types of Expenses	\$698.00
Art in the Park	1,200.00
Banner Design	120.00
Hotel Expense	1,410.81
Kids Fishing Tournament	853.71
Soiree Dinner	1,925.24
Square Fees	2,622.17
Unapplied Cash Bill Payment Expense	750.00
Total for Expenditures	\$221,081.14
Net Operating Revenue	-\$6,896.65
Other Expenditures	
Reconciliation Discrepancies-1	0.10
Total for Other Expenditures	\$0.10
Net Other Revenue	-\$0.10
Net Revenue	-\$6,896.75

Historic Bluffton Arts and Seafood Festival

Statement of Financial Position

As of Apr 30, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
1010 CoastalStates Bank	113,498.61
Total for Bank Accounts	\$113,498.61
Other Current Assets	
12000 Undeposited Funds	-30.00
12050 Cash on Hand	0.00
Prepaid Expenses	2,041.77
Total for Other Current Assets	\$2,011.77
Total for Current Assets	\$115,510.38
Total for Assets	\$115,510.38
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2580 Prepaid Artist Fees	4,415.59
Total for Other Current Liabilities	\$4,415.59
Total for Current Liabilities	\$4,415.59
Total for Liabilities	\$4,415.59
Equity	
3000 Retained earnings	5,149.15
32000 Unrestricted Net Assets	112,842.39
Net Revenue	-6,896.75
Total for Equity	\$111,094.79
Total for Liabilities and Equity	\$115,510.38

Minutes from Historic Bluffton Arts & Seafood Festival Board of Directors Meeting
May 18, 2026

Present: PRESIDENT Mary O'Neill; VICE PRESIDENT Larry Toomer; SECRETARY Mary Miller; TREASURER John Anderson; DIRECTOR Tina Toomer; DIRECTOR Gary Jeger.

Absent: DIRECTOR John Kirkland and DIRECTOR Chris Shoemaker

Call to Order

Mary O'Neill, President, called the meeting to order.

Treasurer's Report

John Anderson presented financial report including 2025 P&L along with the 2026 proposed budget for ATAX Grant.

Board approved.

Discussion

Festival Schedule of Events was reviewed and discussed. Each committee head shared their report.

Meeting adjourned at 8:00 pm.

Historic Bluffton Arts & Seafood Festival 2024 BUDGET

INCOME

SPONSORSHIP	\$ 22,000.00
FUNDING GRANTS (HOSPITALITY TAX, ACCOMMODATIONS TAX, ETC.)	\$ 80,000.00
VENDOR FEES	\$ 57,000.00
FOOD VENDORS \$12,000	
ARTISTS \$45,000	
MERCHANDISE SALES	\$ 9,000.00
5K/10K RUN/HEALTH WALK	\$ 10,000.00
RACE REGISTRANT (150 AT \$40.00)	
SOIREE DINNER	\$18,750.00
(125 ATTENDEES @ \$150PP)	
SYMPHONY TABLES	\$2025.00
(15@ \$135.00)	
WADDELL MARICULTURE TOUR & AUTHOR NIGHT	\$3,000.00
TOTAL INCOME	\$ 201,775.00

EXPENSES

ADVERTISING	\$ 70,000.00
PRINT	
Ads	
- Newspaper	
Local -The Island Packet/Beaufort Gazette/Savannah Morning News, City Sun, Post & Courier	
- Magazines	
Local	
Out of Town	
Artist Recruiting	
Posters	
Vacation Planner (Chamber)	
DIGITAL	
RADIO	
SOCIAL MEDIA	
TV	
 DONATIONS	 \$27,600.00
 INTERNET/WEBSITE	 \$ 1500.00
 PHOTOGRAPHY	 \$ 500.00
 ENTERTAINMENT	 \$ 48,500.00
MUSIC \$28,000	
OTHER	
Fireworks \$20,500	
 5K RUN/HEALTH WALK	 \$ 4,000.00
 INSURANCE	 \$ 6,000.00
 KIDS FISHING TOURNAMENT	 \$ 500.00
 LABOR (Security)	 \$8,000.00

MERCHANDISE (Hats, T-shirts, Commemorative Posters)	\$ 4,000.00
MISC. SUPPLIES	\$ 2,500.00
PHONE	\$ 950.00
POSTAGE, MAILING SERVICE	\$ 200.00
PRINTING	\$2,500.00
RENTAL <i>EQUIPMENT(TENTS, STAGES, TABLES, CHAIRS, ETC)</i> <i>PORTABLE TOILETS & DUMPSTERS</i> <i>BARGES FOR FIREWORKS</i>	\$30,000.00
SOIREE DINNER MISC	\$1,000.00
SIGNAGE/BANNERS	\$ 4,000.00
TRANSPORTATION (LRTA Shuttles)	\$ 5,000.00
WADDELL EXPENSE	\$1,500.00
BANK CHARGES	\$1,200.00
BUSINESS FEES	\$1,500.00
TOTAL EXPENSES	\$ 220,950.00
TOTAL INCOME	\$ 201,775.00
HBASF RESERVE BALANCE 2023	\$ 25,000.00
BALANCE	\$ 5,825.00

Statement of Activity

Historic Bluffton Arts and Seafood Festival

May 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
4000 Sponsorships	\$21,500.00
Kids Fishing Sponsorship	500.00
Total for 4000 Sponsorships	\$22,000.00
4020 Vendor fees	0
4030 Food vendors	15,600.00
4040 Artist fees	43,511.08
Total for 4020 Vendor fees	\$59,111.08
4050 Merchandise sales	12,361.00
4080 5K Run/Health Walk	\$8,436.00
4081 Race registrations	80.00
4082 Race sponsorships	250.00
Total for 4080 5K Run/Health Walk	\$8,766.00
4095 Author Night Donations	1,125.00
4100 Waddell Fundraiser	\$1,755.00
4110 ' Waddell Admission	45.00
Total for 4100 Waddell Fundraiser	\$1,800.00
43400 Direct Public Support	80,000.00
47200 Program Income	0
47230 Membership Dues	-980.00
Total for 47200 Program Income	-\$980.00
Pops in the Park	1,280.00
Sales of Product Income	1,275.00
Soiree Dinner (Income)	19,500.00
Total for Income	\$206,238.08
Cost of Goods Sold	
Gross Profit	\$206,238.08
Expenses	
5001 Donations	19,000.00
5010 Advertising	\$77,811.00
Online Targeted Advertising	193.24
Total for 5010 Advertising	\$78,004.24
5015 Bank Charges	49.95
5030 Entertainment	41,179.95
5035 Festival Supplies	\$999.94
Volunteer Tee-Shirts	905.22
Total for 5035 Festival Supplies	\$1,905.16
5036 Waddell Expense	990.00
5040 5K Run/Health Walk expenses	5,763.49
5080 Insurance	5,682.98

Statement of Activity

Historic Bluffton Arts and Seafood Festival

May 1, 2024-April 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
5090 Security	4,980.80
5100 Merchandise	4,374.10
5110 Miscellaneous	2,072.92
5120 Printing	2,939.29
5126 Postage	216.00
5130 Rentals	13,903.88
5140 Transportation	6,394.32
5150 Telephone	848.20
5155 Web Site	638.09
5180 Blessing of the Fleet	100.00
60900 Business Expenses	0
60920 Business Registration Fees	1,516.10
Artist Recruiting	981.30
Total for 60900 Business Expenses	\$2,497.40
62100 Contract Services	0
62110 Accounting Fees	631.30
Total for 62100 Contract Services	\$631.30
65000 Operations	0
Credit Card Fees	359.18
Total for 65000 Operations	\$359.18
65100 Other Types of Expenses	0
65120 Insurance - Liability, D and O	722.43
Total for 65100 Other Types of Expenses	\$722.43
Banner Design	230.58
Hotel Expense	667.52
Kids Fishing Tournament	216.42
Soiree Dinner	390.00
Square Fees	2,177.21
Total for Expenses	\$196,935.41
Net Operating Income	\$9,302.67
Other Income	
Other Expenses	
Net Other Income	0
Net Income	\$9,302.67

Historic Bluffton Arts & Seafood Festival 2025 BUDGET

INCOME

SPONSORSHIP	\$ 20,000.00
FUNDING GRANTS (HOSPITALITY TAX, ACCOMMODATIONS TAX, ETC.)	\$ 80,000.00
VENDOR FEES	\$ 70,000.00
FOOD VENDORS \$23,000	
ARTISTS \$47,000	
MERCHANDISE SALES	\$ 12,000.00
5K/10K RUN/HEALTH WALK	\$ 9,000.00
RACE REGISTRANT (150 AT \$40.00)	
SOIREE DINNER	\$18,750.00
(125 ATTENDEES @ \$150PP)	
SYMPHONY TABLES	\$2025.00
(15@ \$135.00)	
WADDELL MARICULTURE TOUR & AUTHOR NIGHT	\$2,000.00
TOTAL INCOME	\$ 213,775.00

EXPENSES

ADVERTISING	\$ 75,000.00
PRINT	
Ads	
- Newspaper	
Local -The Island Packet/Beaufort Gazette/Savannah Morning News, City Sun, Post & Courier	
- Magazines	
Local	
Out of Town	
Artist Recruiting	
Posters	
Vacation Planner (Chamber)	
DIGITAL	
RADIO	
SOCIAL MEDIA	
TV	
ART IN THE PARK FOR CHILDREN	\$1500.00
DONATIONS	\$19,000.00
INTERNET/WEBSITE	\$ 1500.00
PHOTOGRAPHY	\$ 500.00
ENTERTAINMENT	\$ 48,500.00
MUSIC \$28,000	
OTHER	
Fireworks \$20,500	
5K RUN/HEALTH WALK	\$ 6,000.00
INSURANCE	\$ 7,000.00
KIDS FISHING TOURNAMENT	\$ 500.00

MERCHANDISE (Hats, T-shirts, Commemorative Posters)	\$ 6,000.00
MISC. SUPPLIES	\$ 1,000.00
PHONE	\$ 950.00
POSTAGE, MAILING SERVICE	\$ 250.00
PRINTING	\$3,000.00
RENTAL <i>EQUIPMENT(TENTS, STAGES, TABLES, CHAIRS, ETC)</i> <i>PORTABLE TOILETS & DUMPSTERS</i> <i>BARGES FOR FIREWORKS</i>	\$30,000.00
SECURITY	\$11,000.00
SOIREE DINNER MISC	\$1,000.00
SIGNAGE/BANNERS	\$ 4,000.00
TRANSPORTATION (LRTA Shuttles)	\$ 7,000.00
WADDELL EXPENSE	\$1,000.00
BANK & CC CHARGES	\$3,000.00
BUSINESS FEES	\$2,000.00
TOTAL EXPENSES	\$ 229,700.00
TOTAL INCOME	\$ 213,775.00
HBASF RESERVE BALANCE 2023	\$ 20,000.00
BALANCE	\$ 4,075.00

Historic Bluffton Arts and Seafood Festival

AT

Section X. Item #3.

Statement of Activity May 1, 2025-April 30, 2026

	TOTAL
Revenue	
4000 Sponsorships	\$28,500.00
Kids Fishing Sponsorship	500.00
Total for 4000 Sponsorships	\$29,000.00
4020 Vendor fees	
4030 Food vendors	18,100.00
4040 Artist fees	46,014.99
Total for 4020 Vendor fees	\$64,114.99
4050 Merchandise sales	8,500.00
4080 5K Run/Health Walk	\$8,969.50
4082 Race sponsorships	250.00
Total for 4080 5K Run/Health Walk	\$9,219.50
4095 Author Night Donations	1,260.00
4100 Waddell Fundraiser	630.00
43400 Direct Public Support	80,000.00
Pops in the Park	800.00
Sales of Product Income	1,790.00
Soiree Dinner (Income)	18,870.00
Total for Revenue	\$214,184.49
Gross Profit	\$214,184.49
Expenditures	
5001 Donations	33,000.00
5010 Advertising	71,118.93
5030 Entertainment	41,141.24
5035 Festival Supplies	8,097.32
5036 Waddell Expense	560.00
5040 5K Run/Health Walk expenses	2,624.17
5080 Insurance	8,345.18
5085 Sanitation	5,577.05
5090 Security	4,008.00
5100 Merchandise	4,767.34
5110 Miscellaneous	1,017.39
5115 Subscriptions	195.00
5120 Printing	2,291.47
5125 Office Supplies	317.41
5126 Postage	226.00
5130 Rentals	8,108.27
5140 Transportation	6,591.70
5150 Telephone	822.58
5155 Web Site	734.09
60900 Business Expenses	\$1,500.00
60920 Business Registration Fees	1,300.00
Artist Recruiting	1,456.50
Total for 60900 Business Expenses	\$4,256.50

Historic Bluffton Arts and Seafood Festival

AT

Section X. Item #3.

Statement of Activity May 1, 2025-April 30, 2026

	TOTAL
62100 Contract Services	
62110 Accounting Fees	2,358.60
Total for 62100 Contract Services	\$2,358.60
65000 Operations	
Credit Card Fees	2.97
Penalties - IRS	5,340.00
Total for 65000 Operations	\$5,342.97
65100 Other Types of Expenses	
65120 Insurance - Liability, D and O	698.00
Total for 65100 Other Types of Expenses	\$698.00
Art in the Park	1,200.00
Banner Design	120.00
Hotel Expense	1,410.81
Kids Fishing Tournament	853.71
Soiree Dinner	1,925.24
Square Fees	2,622.17
Unapplied Cash Bill Payment Expense	750.00
Total for Expenditures	\$221,081.14
Net Operating Revenue	-\$6,896.65
Other Expenditures	
Reconciliation Discrepancies-1	0.10
Total for Other Expenditures	\$0.10
Net Other Revenue	-\$0.10
Net Revenue	-\$6,896.75

HISTORIC BLUFFTON ARTS & SEAFOOD FESTIVAL MARKETING PLAN 2026

ADVERTISING BUDGET 2026 \$72,000.00

REGIONAL & BEYOND

- **Southern Living Magazine (September ad) \$21, 021.00**

1/2 Vertical Carolina Region

South Carolina/North Carolina Circulation: 272,100

1/2 Vertical Southeast Region

Georgia/Florida Circulation: 389,200

1/2 Vertical Mid-Atlantic Region

DC, DE, MD, NJ, NY, PA, VA Circulation: 398,200

TOTAL Circulation: 1,059,500

Added Value: Listing on Travel Planner page, Listing on BRC card that accompanies the Travel Planner Page, Listing on SouthernLiving.com/Travel Planner. Leads transmitted weekly for 12 months from insertion.

From the ads we placed in 2025, we received over 5000 requests for additional information. With the September issue of Southern Living beginning to roll out the second week in August and on the newsstands on 8/24 it is perfect timing to boost the awareness and ticket sales for this year’s festival in October!

Bonus: August E Blast by Southern Living – free with ½ page ads

Our newsletter advertising the festival will be sent to the email leads from all previous and current Southern Living ads as well as the leads from the South Carolina Living Magazine ad.

- **The Vacation Planner**, designed and mailed by the Hilton Head Island- Bluffton Chamber, is mailed out to over 140,000 people. **\$5010.00**
Hilton Head Island Chamber Newsletter E-Blasts to 144,000 people. \$1000.00

- Our additional Digital Out of Town Advertising is targeted to Atlanta, Asheville, Augusta, Charleston, Charlotte, Columbia and Jacksonville. **\$7000**

- **Carolina Arts** **\$520**
- **Sunshine Artist** **\$900**
- **Online Festival Listings** **\$600**

- South Carolina Living Magazine \$7175.00

Includes August & September Eblast to their 30,000 Opt-in travel subscribers

- Savannah Magazine \$2000.00
- Radio \$1500.00 (\$1500 in kind – Sponsor)
- WTOC \$3000.00
- Post & Courier \$3000.00

Regional Total: \$52,726.00

LOCAL PRINT & ACCOMPANING DIGITAL

- **Celebrate Magazine’s** monthly circulation helps us reach tourists staying in Hilton Head Island vacation spots \$3000.00

17,000 included in Visitor Check In Packages to Hotels, Short term rentals and Timeshare companies; 15,000 in Magazine Stands located in high traffic areas
- Island Packet/Beaufort Gazette \$3000.00 (\$1000 in kind – sponsor)
- City Sun (23,000 Households) \$3000.00
- LOCAL LIFE MAGAZINE \$4000.00
- WHHI NC Sponsor
- Posters \$150
- Festival Guide NC Sponsor

Local Total: \$13,150

SOCIAL MEDIA \$1000.00

TOWN OF BLUFFTON ATAX GRANT APPLICATION SCORING SHEET

Entity: **Historic Arts & Seafood Festival**

Project: **2026 Arts & Seafood Festival**

Project Type: **Event/Festival**

Scoring Category	Points Possible	Points Awarded
ADVERTISING	15	
Part 1: Five (5) points possible. Based on how much of the requested funds go toward advertising.		
0% of funds go toward advertising	0 points	
1% - 20% of funds go toward advertising	1 point	
21% - 40% of funds go toward advertising	2 points	
41% - 60% of funds go toward advertising	3 points	
61% - 80% of funds go toward advertising	4 points	
81% - 100% of funds go toward advertising	5 points	
Part 2: Ten (10) points possible. Based on <u>where</u> the advertising is placed.		
None of the funds go toward advertising	0 points	
Local newspapers/periodicals and electronic advertising (ex. Island Packet, The Bluffton Sun)	2 points	
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	4 points	
Larger regional publications and electronic marketing within 100 miles (ex. Charleston or Savannah news outlets)	6 points	
Newspapers/periodicals/electronic marketing to large, metropolitan areas outside of 100 miles away (ex. Atlanta, Charlotte, Washington, D.C., Chicago)	8 points	
Nationally distributed newspapers/periodicals/electronic marketing (ex. USA Today, NY Times, Southern Living Magazine)	10 points	
TOURIST FACILITIES	15	
Higher point value given based on anticipated ratio of tourists to locals		
FESTIVAL/EVENT	5	
Higher point value given to requests for festivals or events		
Length of event/festival should be considered. Is it an all-day event versus a two-hour event? Multi-day event?		
BLUFFTON EVENT	5	
Higher point value given to events held within the town limits of Bluffton and/or spanning multiple locations		
TOURISM DRAW	5	
0% of attendees are tourists based on historical or projected information	0 points	
1% - 20% of attendees are tourists based on historical or projected info	1 point	
21% - 40% of attendees are tourists based on historical or projected info	2 points	
41% - 60% of attendees are tourists based on historical or projected info	3 points	
61% - 80% of attendees are tourists based on historical or projected info	4 points	
81% - 100% of attendees are tourists based on historical or projected info	5 points	
BENEFIT TO TOURISM (LOCAL ECONOMY)	5	
Higher point value given to events that encourage overnight stays and/or have local business participation		
SELF SUFFIECIENCY	5	
100% of budget from ATAX request	0 points	
80% - 99% of budget from ATAX request	1 point	
60% - 79% of budget from ATAX request	2 points	
40% - 59% of budget from ATAX request	3 points	
20% - 39% of budget from ATAX request	4 points	
1% - 19% of budget from ATAX request	5 points	
MISCELLANEOUS	10	
Only use if applicant does not qualify as a festival/event		
Group Average Point Total (out of a possible 40 points)		0
Group Average Percentage		

ACCOMMODATIONS TAX ADVISORY COMMITTEE

STAFF REPORT

Department of Finance & Administration



MEETING DATE: August 18, 2026
 SUBJECT: Old Town Bluffton Merchants Society: Bluffton as a Destination
 PROJECT MANAGER: Jeremy Bullock, Grants Administrator

Summarized below is the application from The Old Town Bluffton Merchants Society for Accommodations Tax grant dollars in support of advertising and promotion for the “Bluffton as a Destination” initiative.

Budget numbers provided herein are based on information conveyed on the required Line-Item Budget Form within the applicant’s submission.

Total Budget: \$35,800

Requested Amount: \$15,000

Percentage of Request^: 41.9%

^Includes up to 100% for Advertising & Promotion plus up to 50% of remaining expenses

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category	
Advertising & Promotion of Tourism or Arts and Cultural Events	\$25,900	
Facilities for Civic and Cultural Events	-	
Public Facilities	-	
Municipality and County Services	-	*
Tourist Transportation	-	*
Other/Ineligible Project Expenses	9,900	
Total	\$35,800	

*Reimbursement will be based on the estimated percentage of tourists provided for

Budgeted Eligible Expenses:

Advertising & Promotion:

Total budget \$25,900

- Print and Digital Advertising, Tourist Maps, Radio, Posters, Signs and Social Media

Other/Ineligible Project Expenses:

Total Budget: \$9,900

- Insurance costs, professional fees, web hosting and updating, and miscellaneous event expenses

Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)

Amount Requested	Advertising (15)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Misc. (10)	Total of 40 possible	Comments
\$15,000	11	4	4	3	6	28	

Advertising: Comprises 100% of the requested funds. Specific markets, publications or other vehicles of promotion were not indicated in the application.

Tourism Draw %: Special Events attract a 52/48 ratio of visitors to residents and Art Walks consistently show 48-56% attendees from outside the Bluffton/Hilton Head area. Surveys, zip code collection and guest registry logs of many shops and galleries show attendees from more than 30 different states and Canada.

Benefit to Tourism: The project is designed to focus on Bluffton as a separate entity from Hilton Head Island. Merchants show a marked increase in tourist traffic throughout their stores, restaurants, and galleries.

Self-Sufficiency % (Financial Need): Eligible amount requested is 41.9% of total budget. Anticipated revenue of \$21,000 from membership dues and \$600 from sponsorships.

Previous Funding Amounts						
Fiscal Year	Requested Amount	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2024	\$28,500	61%	\$28,500	\$28,500	\$16,594.48	Final Report submitted
2023	\$14,000	51%	\$14,000	\$14,000	\$14,000.00	Final Report Submitted
2022	\$16,000	49%	\$16,000	\$16,000	\$10,837.65	

Accommodations Tax Committee Recommendations and Comments:

The Committee recommends funding \$15,000 for advertising expenses related to marketing Bluffton as a Destination.

Bullock, Jeremy

From:

Sent:

To:

Subject:

noreply@civicplus.com

Wednesday, June 24, 2026 3:52 PM

ATax Communications

Online Form Submittal: Accommodations Tax Grant Application

Follow Up Flag:

Flag Status:

Follow up

Completed

WARNING!
This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

Accommodations Tax Grant Application

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions	Accommodations Tax Grant Application Instructions
Accommodations Tax Grant Application Instructions	I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.
(Section Break)	
Application Date	6/24/2026
Project Name	BLUFFTON AS A DESTINATION
Project/Event Location	BLUFFTON
Is this a new project or event?	No
Project/Event Start Date:	7/1/2026
Project/Event End Date	6/30/2027

Multi-Year Project/Event?	Yes
Total Project Costs	\$35,8000
Total ATAX Funds Requested	\$15,000
Percent of Total Budget	42%
Date the funds are needed:	8/31/2026
Full Legal Organization Name	OLD TOWN BLUFFTON MERCHANTS
Address	32 Spartina Crescent
Street Address Line 2	<i>Field not completed.</i>
City	BLUFFTON
State	South Carolina
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Is your entity a non-profit organization?	Yes

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Organization Primary Point of Contact	
First Name	MARY
Last Name	O'Neill
Title	SECRETARY/TREASURER
Phone Number	8438152472
E-mail Address	maryaoneill6@aol.com

(Section Break)

Organization Secondary Point of Contact	
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First Name	MICHAEL
Last Name	GONZALEZ
Title	PRESIDENT
Phone Number	843-298-4097
E-mail Address	michael@eraevergreen.com

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description:	THIS REQUEST IS FOR THE PARTIAL FUNDING OF OUR MARKETING CAMPAIGN PROMOTING OLD TOWN BLUFFTON AS A GREAT DESTINATION FOR VISITORS TOUTING IT AS A HISTORIC RIVERFRONT COMMUNITY OFFERING AN ECLECTIC BLEND OF ARTS, HISTORY, CULTURE AND NATURAL BEAUTY. THE PROMOTION INCLUDES ART-CENTRIC EVENTS, SUCH AS THE ART WALKS, SPRING FLING ART WEEKEND, ETC. THE WHOLE PROJECT IS DESIGNED TO INCREASE TOURISM TO BLUFFTON THROUGH THE GENERATION OF REGIONAL PUBLICITY INCLUDING BUT NOT LIMITED TO PRINT ADVERTISING, RADIO, DIGITAL, SOCIAL MEDIA, WEBSITE AND MAPS.
List any required permits, if applicable. If none, type "N/A":	N/A
Describe all planned advertising and marketing for this project/event:	OTBM MARKETING PLAN 2026 - 2027 ADVERTISING/ MARKETING BUDGET 2026 EVENT MARKETING (4 MAJOR ART CENTRIC EVENTS) BUDGET All 4 events will be advertised in local newspapers and magazines, in the Carolina Arts publication, as well as digitally to out of town visitors and through social media, direct email communications, on the Visitors Center Events webpage, and on radio announcements. SOCIAL MEDIA \$5400 EVENT & GENERAL PRINT/DIGITAL MEDIA \$20,000 Chamber Vacation Planner and Web FY26 \$4040 Newspaper Promotional Ads FY26 \$9760 Magazine Promotional Ads FY26 \$6200 RADIO ADVERTISING \$1500 TOURIST MAPS \$4400

2 PRINTINGS @\$2000 EACH \$4000
 Map Graphic Design Update @\$200 (x2) \$400

Please list all media outlets you intend to utilize for your project/event (i.e. names of magazines, TV and radio stations, etc.):	PRINT AND DIGITAL ADVERTISING IN CITY SUN, BLUFFTON TODAY, SAVANNAH MORNING NEWS, POST & COURIER, CAROLINA ARTS, CH2CB2, LOCAL LIFE. PRINT, DIGITAL AND E-BLAST - HH/BLUFFTON CHAMBER VACATION PLANNER RADIO - LOWCOUNTRY RADIO GROUP
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All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards. The use of the Town’s logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

Impact on or Benefit to Tourism:	OUR ADVERTISING AND PROMOTION OF ART AND CULTURAL EVENTS HAVE GONE A LONG WAY TO HELP PUT OLD TOWN BLUFFTON ON THE MAP AS A SEPARATE ENTITY FROM HHI AND WILL CONTINUE TO DO SO. EVERYTHING WE DO IS DESIGNED TO BRAND OLD TOWN AS A FIRST CLASS, SOUTHERN HOSPITALITY EXPERIENCE, WORTHY OF EVERY LOWCOUNTRY TOURIST’S PLANS, TRULY THE HEART OF THE LOWCOUNTRY. THE UNBELIEVABLE GROWTH WE ARE WITNESSING IS A TRUE TESTIMONY TO OUR SUCCESS.
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“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.

“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.

Additional Comments:	OUR ADVERTISING PROGRAMS HAVE BEEN VERY SUCCESSFUL IN BRINGING NEW VISITORS TO OUR AREA. IN CONJUNCTION WITH THE CHAMBER WE STRIVE TO BRING TOURISTS TO BLUFFTON. WE BELIEVE THAT BROADENING OUR MARKET WITH ADVERTISING WILL ENCOURAGE THE CONCEPT OF “MAKING BLUFFTON A DESTINATION PLACE” AND THAT LOCAL SHOPS,
----------------------	--

GALLERIES, HOTELS AND RESTAURANTS WILL PROFIT. AS THE SUCCESS OF THE OLD TOWN DISTRICT CONTINUES TO ATTRACT TOURISTS AND THEIR CONSIDERABLE EXPENDITURES, IT ALSO ATTRACTS POTENTIAL NEW BUSINESSES AND RESIDENTS TO THE AREA. THE QUAINTESS OF THE OLD TOWN DISTRICT HOOKS THE TOURIST TO POTENTIALLY BECOME A RESIDENT AND/OR NEW BUSINESS OWNER. OUR ADVERTISING AND PROMOTION OF ART AND CULTURAL EVENTS HAVE GONE A LONG WAY TO HELP PUT OLD TOWN BLUFFTON ON THE MAP AS A SEPARATE ENTITY FROM HHI AND WILL CONTINUE TO DO SO. EVERYTHING WE DO IS DESIGNED TO BRAND OLD TOWN AS A FIRST CLASS, SOUTHERN HOSPITALITY EXPERIENCE, WORTHY OF EVERY LOWCOUNTRY TOURIST’S PLANS, TRULY THE HEART OF THE LOWCOUNTRY. THE UNBELIEVABLE GROWTH WE ARE WITNESSING IS A TRUE TESTIMONY TO OUR SUCCESS.

- Our maps are now distributed at most state welcome centers (2100 per printing), regional hotels and at the Savannah-Hilton Head Airport (1000 per month).

- Our Special Events have attracted over 1000 - 2000 people each time, many of whom are visitors to our area. Results show more than 30 different states and Canada represented. The Art Walks alone are a huge success and have attracted 500 to 1000 visitors per gallery walk. Of these over 48% - 56% are from outside of Bluffton/Hilton Head area (All shops and galleries keep records).
- The previously held Spring Fling Weekend proved to be very successful and the zip code collection in all shops and galleries throughout the weekend gave stats of 55% visitors. We hope to continue to increase the number as the event grows.
- The Heyward House stats collected from their guest registry also substantiates tourist increases.

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

FINANCIAL INFORMATION

To download the Town’s required Line-Item Budget Form, click here:

<https://www.townofbluffton.sc.gov/DocumentCenter/View/4295/ATAX-Grant-Application-Line-Item-Budget-Form>

Download and save the form and hit "Back" in your web browser to return to the application. Once the form is completed, attach it on the following line.

Town’s required Line-Item Budget Form:	2026.02.24 - ATAX Grant Application Line-Item Budget Form 202603101247168067.pdf OTBM.pdf
Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	OTBM PROFIT AND LOSS 2025.pdf
Financial Guarantee	minutes OTBM 2026.pdf

Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.

Please attach Budget vs. Actual statements for prior two years events.	OTBM budget and actuals 2024.pdf
Please attach Budget vs. Actual statements for prior two years events.	OTBM Budget and Actuals 2025.pdf

(Section Break)

Have you requested, received, or been awarded ATAX funding from other state or local entities for this project/event?	No
Have you received or been awarded ATAX funding from other state or local entities for any other project/event?	No

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?

Yes

Project/Event Name

BLUFFTON AS A DESTINATION

Year Awarded

2024

Amount Awarded

28500

Was a final report submitted?

Yes

What was the total number of tourists?

5600

What was the percentage of tourists?

52%

(Section Break)

Please attach a copy of your organization's IRS Designation Letter showing your non-profit status .

[OTBM NON PROFIT.pdf](#)

Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.

[OTBM business license.pdf](#)

Additional Application Documents

Field not completed.

Additional Application Documents

Field not completed.

Field not completed.

Field not completed.

Field not completed.

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.

Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.

The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

MARY A O'NEILL

Signatory's Title or Position	SECRETARY/TREASURER
-------------------------------	---------------------

Email not displaying correctly? [View it in your browser.](#)



Business Entities Online

File, Search, and Retrieve Documents Electronically

ATT

Section X. Item #3.

BLUFFTON OLDE TOWN MERCHANTS SOCIETY

Corporate Information

Entity Type: Nonprofit

Status: Good Standing

Domestic/Foreign: Domestic

Incorporated State: South Carolina

Important Dates

Effective Date: 11/21/2003

Expiration Date: N/A

Term End Date: N/A

Dissolved Date: N/A

Registered Agent

Agent: ROBERTS VAUX

Address: 1251 MAY RIVER RD
BLUFFTON, South Carolina 29910

Official Documents On File

Filing Type	Filing Date
Incorporation	11/21/2003

For filing questions please contact us at 803-734-2158

Copyright © 2020 State of South Carolina

INTERNAL REVENUE SERVICE
P. O. BOX 2808
CINCINNATI OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 20 2006**

BLUFFTON OLD TOWNE MERCHANTS
SOCIETY
PO BOX 3436
BLUFFTON, SC 29910

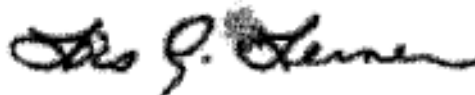
Employer Identification Number:
01 0860544
EIN
1705101041026
Contact Person:
GARY MYNERT 100 31512
Contact Telephone Number
1877 839-5500
Accounting Period Ending
December 31
Form 990 Required:
Yes
Effective Date of Exemption:
November 21, 2003
Contribution Deductibility:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed information for Organizations Exempt Under Sections Other Than 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosure Information for Organizations Exempt Under Sections Other Than 501(c)(3)

Letter 940 (03/03)

TOWN OF BLUFFTON

TOWN OF BLUFFTON -
Expires:04/30/2027

License No.	26-06-7862	Business Name:	Old Town Bluffton Merchants Society
Date Issued:	06/24/2026		
NAICS Title:	Business Associations	Business DBA Name:	OTBMS

Business Type:	Physical Address:
Non Profit	PO Box 354 Bluffton, SC 29910

NON-TRANSFERABLE | TO BE PLACED IN A CONSPICUOUS PLACE

Section 6-21 Purpose and Duration of Business License
ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

REVENUES

Revenues - Cash

Sponsorships

\$

600

Donations

\$

ATAX Grants/Funding from Other Entities*

\$

Other Grants (please name):

\$

Other Grants (please name):

\$

Other Grants (please name):

\$

Vendor Fees

\$

Registration Fees

\$

Other Fees (please name): MEMBER DUES 70@ \$300

\$

21,000

Other Fees (please name):

\$

Mercandise Sales

\$

Other Sales (please name):

\$

Other Sales (please name):

\$

Other Revenue (please name):

\$

Other Revenue (please name):

\$

Revenues - In-Kind Contributions

Volunteer Hours

\$

180

Donated Items

\$

Donated Services

\$

Other (please name):

\$

Other (please name):

\$

Other (please name):

\$

Total All Revenue Sources:

\$

21,780

page 1/4

Page 136

TOWN OF BLUFFTON ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

Amount

Advertising & Promotion of Tourism or Arts and Cultural Events

Local Newspaper/Digital Advertising	\$	4,000
Regional Newspaper/Digital Advertising	\$	5,560
National Newspaper/Digital Advertising	\$	
Local Magazine/Digital Advertising	\$	5,200
Regional Magazine/Digital Advertising	\$	1,000
National Magazine/Digital Advertising	\$	
Local Radio Advertising	\$	
Regional Radio Advertising	\$	1,500
National Radio Advertising	\$	
Local Television Advertising	\$	
Regional Television Advertising	\$	
National Television Advertising	\$	
Billboards	\$	
Social Media Advertising	\$	
E-mail and/or Text Blasts	\$	1,000
Postcards/Mailers	\$	
Posters/Banners/Signage	\$	200
Graphic Design of Marketing/Writing or Press Releases	\$	400
Web Hosting for Event (not organization)	\$	
Other (please name): MAPS - 2 PRINTINGS 2000 EACH	\$	4,000
Other (please name): HH/BLUFFTON CHAMBER VACATION PLANNER	\$	3,040
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	
Total Advertising/Promotion Budget:	\$	25,900

Facilities for Civic and Cultural Events

Rentals: Venue(s)	\$	
Rentals: Parking Lots	\$	
Rentals: Tables, Chairs, Stages, Tents	\$	
Rental: Sound, Audio Equipment	\$	
Construction/Renovations/Repairs of Buildings/Facilities	\$	
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	
Total Facilities Budget:	\$	0

TOWN OF BLUFFTON ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

Amount

Tourist Transportation

Company Name:	\$
Company Name:	\$
Total Transportation Budget:	\$ 0

Public Facilities

Temporary/Portable Restrooms	\$
Dumpster Rental/Trash Hauling	\$
Construction of Permanent Restrooms	\$
Construction of Parks	\$
Construction of Parking Lots	\$
Other (please name):	\$
Other (please name):	\$
Total Public Facilities Budget:	\$ 0

Municipality and County Services

Security Provided by Bluffton Police Department	\$
Security NOT Provided by Bluffton Police Department	\$
Total Municipality/County Services Budget:	\$ 0

Operations *(only applicable to Visitor Centers and/or Cultural Centers/Museums)*

Marketing/Advertising	\$
Utilities <i>(electric, gas, water, phone service, internet, etc.)</i>	\$
Subscriptions <i>(not related to marketing/advertising services)</i>	\$
Supplies <i>(office, janitorial, etc.)</i>	\$
Facility Maintenance <i>(i.e. cleaning, pest control, landscaping, etc.)</i>	\$
Minor Repairs	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Operations Budget:	\$ 0

Total ALL ATAX Eligible Expenses: \$ 25,900

Section X. Item #3.

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Other/Ineligible Expenses

Applicants should list all other project/event expenses that are not eligible for ATAX funds and not listed above.

Item	Amount
SOCIAL MEDIA CONTRACTOR	\$ 5,400
MISCELLANEOUS FOR EVENTS	\$ 500
ROBINSON GRANT ACCOUNTING - TAX RETURN	\$ 1,000
WEB HOSTING & UPDATING	\$ 2,000
INSURENCE	\$ 1,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total of Other/Ineligible Expenses:	\$ 9,900
Total Project/Event Budget <i>(all eligible ATAX categories + Ineligible Expenses)</i> :	\$ 35,800
Total Project/Event Profit or Loss <i>(Total Revenue minus Total Project/Event Budget)</i> :	\$ (14,020)

OLD TOWN BLUFFTON MERCHANTS 2025
 P & L

Income	
GRANT MONIES	
ATAX GRANT	\$0.00
REVENUE	
MEMBERSHIP DUES	\$21,600.00
INTEREST	\$6.98
Total INCOME	\$21,606.98
Expenses	
ADVERTISING (PRINT & DIGITAL)	
MAJOR EVENTS	\$17,263.91
Artwalks and Spring Fling Weekend and VACATION PLANNER	
TOURIST MAPS	\$3007.60
Total ADVERTISING	\$21,771.51
SOCIAL MEDIA CONTRACTOR	\$5400.00
MISCELLANEOUS FOR EVENTS	\$680.21
PROFESSIONAL FEES (ACCOUNTING – TAX RETURN)	\$895.78
INSURANCE	\$359.00
WEB HOSTING & UPDATING	\$950.00
SPRING FLING CONCERT	\$4124.49
PORTA POTTIES \$1574.49	
BANDS & STAGE \$2550.00	
Total EXPENSES	\$34, 180.99
DEFICIT	-\$12,574.01

Minutes from the Old Town Bluffton Merchants Society Board of Directors Meeting

May 5, 2026

Present: Michael Gonzales, Mary O'Neill, Lauren Terret, Kimberly Seaglund

Absent: Nick Healy, Anna Pepper Hewett

Call to Order

President Michael called the meeting to order at 5:30 pm.

Treasurer's Report

Mary gave financial report. She presented a revised 2026 - 2027 Budget and ATAX submission.

Board approved budget and ATAX.

Revised event schedule discussed.

Saturday, September 19 Shop around town on foot or golf cart – name TBD

Thursday, October 29 Trick or Treat

Friday, November 13 Holiday Artwalk

Thursday, December 3 Jingle Stroll (kick off Holiday Weekend in Old Town)

Winter Artwalk 2027 TBD

Spring Fling Artwalk 2027 TBD

No June general meeting will be held due to many members being at the Atlanta Gift Show.

Meeting adjourned at 6:30pm.

OLD TOWN BLUFFTON MERCHANTS – 2024 BUDGET AND ACTUALS

		ACTUAL
Income		
GRANT MONIES		
ATAX GRANT -	\$28,500.00	\$18,252.74
REVENUE		
MEMBERSHIP DUES REVENUE	\$21,000.00	\$21,600.00
70 MEMBERS @\$300.00		
WEB ADS (8 PER MONTH @\$200.00 EACH FOR 6 MONTHS)	\$9,600.00	0
Total INCOME	\$59,100.00	\$39,852.74
Expenses		
ADVERTISING (PRINT & DIGITAL)		
4 MAJOR EVENTS	\$16,000.00	\$14,844.00
(SEE EVENT SCHEDULE)		
GENERAL	\$6,350.00	\$2850.00
TOURIST MAPS (3 PRINTINGS @\$2000 EACH)	\$6000.00	\$4257.00
GRAPHIC DESIGN FOR MAP 3 @\$200	\$900.00	\$800.00
RADIO	\$1500.00	\$1500.00
SOCIAL MEDIA	\$6000.00	\$4450.00
Total ADVERTISING	\$36,750.00	\$28,701.00
MISCELLANEOUS FOR EVENTS	\$3000.00	\$1500.00
INSURANCE	\$2000.00	\$200.00
PROFESSIONAL FEES (ACCOUNTING – TAX RETURN)	\$1600.00	\$900.00
WEB HOSTING & UPDATING	\$3000.00	\$1600.00
Total EXPENSES	\$ 46,350.00	\$34,701.00

OLD TOWN BLUFFTON MERCHANTS – 2025 BUDGET AND ACTUALS

		ACTUAL
Income		
GRANT MONIES		
ATAX GRANT -	\$21,000.00	0
REVENUE		
MEMBERSHIP DUES REVENUE	\$23,100.00	\$21,600
77 MEMBERS @\$300.00		
Total INCOME	\$44,100.00	
Expenses		
ADVERTISING (PRINT & DIGITAL)	22,457.20	\$17,263.91
TOURIST MAPS (3 PRINTINGS @\$2000 EACH)	\$6000.00	\$2607.60
GRAPHIC DESIGN FOR MAP 3 @\$200	\$900.00	\$400
RADIO	\$1500.00	\$1500
Total ADVERTISING	\$36,857.20	\$21,771.51
SOCIAL MEDIA	\$6000.00	\$5400
MISCELLANEOUS FOR EVENTS	\$1000.00	\$680.21
INSURANCE	\$2000.00	\$359
PROFESSIONAL FEES (ACCOUNTING – TAX RETURN)	\$1000.00	\$895.78
WEB HOSTING & UPDATING	\$3000.00	950
SPRING FLING CONCERT	0	\$4124.49
Total EXPENSES	\$ 43,857.20	\$34, 180.99
DEFICIT		-\$12, 580.99

TOWN OF BLUFFTON ATAX GRANT APPLICATION SCORING SHEET

Entity: Old Town Bluffton Merchants

Project: FY Marketing Expenses

Project Type: Advertising

Scoring Category	Points Possible	Points Awarded
ADVERTISING	15	
Part 1: Five (5) points possible. Based on how much of the requested funds go toward advertising.		
0% of funds go toward advertising	0 points	
1% - 20% of funds go toward advertising	1 point	
21% - 40% of funds go toward advertising	2 points	
41% - 60% of funds go toward advertising	3 points	
61% - 80% of funds go toward advertising	4 points	
81% - 100% of funds go toward advertising	5 points	
Part 2: Ten (10) points possible. Based on where the advertising is placed.		
None of the funds go toward advertising	0 points	
Local newspapers/periodicals and electronic advertising (ex. Island Packet, The Bluffton Sun)	2 points	
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	4 points	
Larger regional publications and electronic marketing within 100 miles (ex. Charleston or Savannah news outlets)	6 points	
Newspapers/periodicals/electronic marketing to large, metropolitan areas outside of 100 miles away (ex. Atlanta, Charlotte, Washington, D.C., Chicago)	8 points	
Nationally distributed newspapers/periodicals/electronic marketing (ex. USA Today, NY Times, Southern Living Magazine)	10 points	
TOURIST FACILITIES	15	
Higher point value given based on anticipated ratio of tourists to locals		
FESTIVAL/EVENT	5	
Higher point value given to requests for festivals or events		
Length of event/festival should be considered. Is it an all-day event versus a two-hour event? Multi-day event?		
BLUFFTON EVENT	5	
Higher point value given to events held within the town limits of Bluffton and/or spanning multiple locations		
TOURISM DRAW	5	
0% of attendees are tourists based on historical or projected information	0 points	
1% - 20% of attendees are tourists based on historical or projected info	1 point	
21% - 40% of attendees are tourists based on historical or projected info	2 points	
41% - 60% of attendees are tourists based on historical or projected info	3 points	
61% - 80% of attendees are tourists based on historical or projected info	4 points	
81% - 100% of attendees are tourists based on historical or projected info	5 points	
BENEFIT TO TOURISM (LOCAL ECONOMY)	5	
Higher point value given to events that encourage overnight stays and/or have local business participation		
SELF SUFFIECIENCY	5	
100% of budget from ATAX request	0 points	
80% - 99% of budget from ATAX request	1 point	
60% - 79% of budget from ATAX request	2 points	
40% - 59% of budget from ATAX request	3 points	
20% - 39% of budget from ATAX request	4 points	
1% - 19% of budget from ATAX request	5 points	
MISCELLANEOUS	10	
Only use if applicant does not qualify as a festival/event		
Group Average Point Total (out of a possible 40 points)		0
Group Average Percentage		

ACCOMMODATIONS TAX ADVISORY COMMITTEE

STAFF REPORT

Department of Finance & Administration



MEETING DATE: August 18, 2026
 SUBJECT: Society of Bluffton Artists: Getting the Word Out Phase 3
 PROJECT MANAGER: Jeremy Bullock, Grants Administrator

Summarized below is the application from the Society of Bluffton Artists (SOBA) for Accommodations Tax grant dollars in support of advertising and promotion for the organization's Fiscal Year 2027 expenses from September 1, 2026 - August 31, 2027.

Budget numbers provided herein are based on information conveyed on the required Line-Item Budget Form within the applicant's submission.

Total Budget: \$35,000
Requested Amount: \$35,000
Percentage of Request^: 100%

^Includes up to 100% for Advertising & Promotion plus up to 50% of remaining expenses

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category, <u>per</u> <u>budget form</u>	
Advertising & Promotion of Tourism or Arts and Cultural Events	\$35,000	
Facilities for Civic and Cultural Events	-	
Public Facilities	-	
Municipality and County Services	-	*
Tourist Transportation	-	*
Other/Ineligible Project Expenses	170,175	
Total	\$205,175	

*Reimbursement will be based on the estimated percentage of tourists provided for

Budgeted Expenses Summary:

Advertising & Promotion:

Total Budget: \$35,000

- Includes print and digital advertising as well as social media ads, eblasts, mailers, flyers and posters

Other/Ineligible Project Expenses:

Total Budget: \$170,175

- Includes rent, operating expenses, utilities, professional fees, supplies, insurance, and maintenance

Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)

Amount Requested	Advertising (15)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Misc. (10)	Total of 40 possible	Comments
\$35,000	9	4	5	4	8	30	

Advertising: This request is 100% related to advertising and promotion. Most of the advertising will be done in local publications/media (Local Life, Bluffton/HH Sun, Explore Bluffton, Pink Magazine, Island Events, Bluffton Guide, LowCountry Weekly), digitally (visitbluffton.org, Facebook, Instagram, YELP, YouTube, TripAdvisor, Google My Business) and through the hanging of posters locally and distribution of flyers.

Tourism Draw %: Approximately 67% of gallery visitors are from out of the area for the most recently completed calendar year of 2025.

Benefit to Tourism: SOBA has been a Bluffton presence for 30 years, and in that time has sponsored or participated in local festivals, art walks and events that Old Town Bluffton Merchants Society schedules.

Self-Sufficiency % (Financial Need): The request is approximately 17.1% of SOBA's projected total FY2027 budget of \$205,175. Other sources of income include sponsorships, donations, membership fees, judged show entry fees, merchandise sales, the art school and rental income.

Previous Funding Amounts						
Fiscal Year	Requested Amount	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2026	\$40,000	17.6%	\$40,000	\$40,000	\$22,188.99	Expenses September to April to date
2025	\$27,000	11.5%	\$27,000	\$27,000	\$23,320.88	Final Report Submitted
2024	\$20,000	8%	\$20,000	\$20,000	\$18,740.81	Final Report Submitted
2023	\$15,000	50%	\$15,000	\$15,000	\$14,402.49	

Accommodations Tax Committee Recommendations and Comments:

The Committee recommends funding \$35,000 for their FY2027 marketing expenses.

Bullock, Jeremy

From: noreply@civicplus.com
Sent: Sunday, June 21, 2026 7:28 PM
To: ATax Communications
Subject: Online Form Submittal: Accommodations Tax Grant Application

WARNING!
 This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

Accommodations Tax Grant Application

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions	Accommodations Tax Grant Application Instructions
Accommodations Tax Grant Application Instructions	I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.
(Section Break)	
Application Date	6/22/2026
Project Name	Getting The Word Out - Part 3
Project/Event Location	Society of Bluffton Artists
Is this a new project or event?	No
Project/Event Start Date:	9/1/2026
Project/Event End Date	8/31/2027
Multi-Year Project/Event?	No

Total Project Costs	35000
Total ATAX Funds Requested	35000
Percent of Total Budget	1000
Date the funds are needed:	9/1/2026
Full Legal Organization Name	Society of Bluffton Artists, Inc
Address	PO Box 1972
Street Address Line 2	<i>Field not completed.</i>
City	Bluffton
State	South Carolina
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Is your entity a non-profit organization?	Yes

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Organization Primary Point of Contact

First Name	Karen
Last Name	Richards
Title	President
Phone Number	845-304-4800
E-mail Address	karenrichardsart@gmail.com

(Section Break)

Organization Secondary Point of Contact

First Name	Joy
------------	-----

Last Name	Walker
Title	Treasurer
Phone Number	<i>Field not completed.</i>
E-mail Address	joywalkr@yahoo.com

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description:	SOBA will continue to market and advertise for the purpose of promoting tourism in Bluffton Township. We are looking to reach out to local and regional communities to highlight the art and cultural profile of Old Town Bluffton.
List any required permits, if applicable. If none, type "N/A":	n/a
Describe all planned advertising and marketing for this project/event:	SOBA will continue to advertise with local magazines and newspapers. As new publications are identified in the region, we will use them as new vehicles to meet our mission.
Please list all media outlets you intend to utilize for your project/event (i.e. names of magazines, TV and radio stations, etc.):	Local life, Bluffton Sun, Hilton Head Sun, Pink, Island Events, Vacation Planner, Low Country Weekly, Facebook, Instagram, and social media.

All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

Impact on or Benefit to Tourism:	Our data shows that nearly 67% of our visitors indicate that they are from outside of the Bluffton Township, SPBA will continue to be an integral part to promoting new tourists and promote the Arts and Cultural reputation of Old Town Bluffton.
----------------------------------	---

“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.

“Travel” and **“Tourism”** mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.

Additional Comments: *Field not completed.*

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

FINANCIAL INFORMATION

To download the Town’s required Line-Item Budget Form, click here:

<https://www.townofbluffton.sc.gov/DocumentCenter/View/4295/ATAX-Grant-Application-Line-Item-Budget-Form>

Download and save the form and hit "Back" in your web browser to return to the application. Once the form is completed, attach it on the following line.

Town’s required Line-Item Budget Form:	ATAX Budget form.pdf
Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	Financials for 25and 26.pdf
Financial Guarantee	June Board meeting.pdf

Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.

Please attach Budget vs. Actual statements for prior two years events.	BudgetvsActuals2324.pdf
--	---

Please attach Budget vs. Actual statements for prior two years events.

[BudgetvsActuals2425.pdf](#)

(Section Break)

Have you requested, received, or been awarded ATAX funding from other state or local entities for this project/event?

No

Have you received or been awarded ATAX funding from other state or local entities for any other project/event?

No

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?

Yes

Project/Event Name

Getting The Word Out Part 2

Year Awarded

2025

Amount Awarded

40000

Was a final report submitted?

No

If no please explain why and indicate when the final report will be submitted.

SOBA's fiscal year begins September 1st ,2025 and ends August 31st, 2026.
The final report will be available in September 2026.

What was the event's total attendance	n/a
What was the total number of tourists?	n/a
What was the percentage of tourists?	n/a

(Section Break)

Please attach a copy of your organization's IRS Designation Letter showing your non-profit status .	SOBA charitable organization.pdf
Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.	SOBA Business licence.pdf
Additional Application Documents	<i>Field not completed.</i>
Additional Application Documents	<i>Field not completed.</i>
Additional Application Documents	<i>Field not completed.</i>
Additional Application Documents	<i>Field not completed.</i>
Additional Comments	<i>Field not completed.</i>

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.

Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.

The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization’s acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

Signature	Karen Richards
Signatory's Title or Position	President of Society of Bluffton Artists

Email not displaying correctly? [View it in your browser.](#)





State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

AT
Section X. Item #3.

Feb 19, 2026

Society of Bluffton Artists
Karen A Richards
PO BOX 1972
BLUFFTON, SC 29910-1972

RE: Registration Confirmation

Charity Public ID: P10294

Dear Karen A Richards :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the "South Carolina Solicitation of Charitable Funds Act." The registration of your charitable organization will expire on Jan 15, 2027.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4 ½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to \$2,000.00.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

Kimberly S. Wickersham
Director, Division of Public Charities

AT Section X, Item #3.

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION - REGISTRATION STATEMENT FOR A CHARITABLE ORGANIZATION

DRAFT

Legal Name of Organization: **Society of Bluffton Artists** Federal Employer's Identification Number: **74-3012888**
 Charity Public ID: **P10294**

☐ Initial Registration ☒ Renewal ☒ Online Application ☐ Paper Application

General Information:

Current fiscal year end: **8/31/2026**
 Organization's website: **www.sobagallery.com**
 Name of person submitting filing: **Karen Richards**
 Date Organization submitted: **7/12/1994**
 State Organization established: **South Carolina**
 IRS Tax Exempt: **Yes**
 Purpose Statement: **Local artists' guild; community art education and awareness**

Eligibility:

Question	Additional Notes	Answer
☒ Select "Yes" if you are filing a Registration Statement for a Charitable Organization. If you would like to submit an Application for Registration Exemption, select "No" and a short interview will guide you through the application process.		Yes

Has organization been subject of legal or administrative action?	No
Do you intend to attach a document?	No
Description:	

Have organization's officers been subject of criminal conviction?	No
Do you intend to attach a document?	No
Description:	

Are organization's officers related to one another?	No
Do you intend to attach a document?	No
Description:	

Are organization's officers related to professional fundraisers?	No
Do you intend to attach a document?	No
Description:	

Registered Agent Information:

Agent Name: **Karen Richards**
 Address: **10 MOORPARK CT, BLUFFTON, SC 29910-4531**

Organization Address:

Address Type: **Physical**
 Address: **6 CHURCH ST, BLUFFTON, SC 29910-7027**

SOUTH CAROLINA SECRETARY OF STATE ATT
PUBLIC CHARITIES DIVISION - REGISTRATION STATEMENT FOR A CHARITABLE ORGANIZATION
DRAFT

Section X, Item #3.

Legal Name of Organization: **Society of Bluffton Artists**
 County Public ID: **P10294**
 Federal Employer Identification Number: **74-3012888**

Contact Information:

Contact Name: **Karen A Richards Richards**
 Title: **President**
 Address: **PO BOX 1972, BLUFFTON, SC 29910-1972**
 Phone: **(845) 304-4800**
 E-mail: **sobatreasurer2425@gmail.com**

CFO Information:

CFO Name: **Karen Richards**
 Address: **10 MOORPARK CT, BLUFFTON, SC 29910-4531**
 Phone: **(843) 304-4800**

CFO Information:

CFO Name: **Nancy Huson**
 Address: **16 Strandhill Ave., Bluffton, SC 29910**
 Phone: **(843) 368-6578**

Organization Solicited Contribution Purpose:

- **A - ARTS, CULTURE & HUMANITIES**

Offices in South Carolina:

- **6 CHURCH ST BLUFFTON SC 29910-7027**

Board Members Information:

Intend to attach a List? **No**

Name	Title	Address	Phone
■ Patricia Diemand	Board Member	PO BOX 1972, BLUFFTON, SC 29910-1972	
■ Joy Walker	Vice President	PO BOX 1972, BLUFFTON, SC 29910-1972	
■ Nancy Huson	Treasurer	16 STRANDHILL AVE, BLUFFTON, SC 29910-7821	
■ Anne Hyde	Board Member	PO BOX 1972, BLUFFTON, SC 29910-1972	
■ Maria Nori Lucci	Secretary	336 DAWN BROOK CT, OKATIE, SC 29909-1023	
■ Karen Richards	President	PO BOX 1972, BLUFFTON, SC 29910-1972	(845) 304-4800
■ Theresa King	Board Member	155 OAKESDALE DR, OKATIE, SC 29909-7819	
■ Cathy Thiem	Secretary	PO BOX 1972, BLUFFTON, SC 29910-1972	

Chapter / Branch / Affiliate Information:

Name: Address:

Governmental Authority Information:

Professional Fundraisers Contracted With:

Organization uses PFR? **No**

Intend to attach a List? **No**

Name: Address: Phone:

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION - REGISTRATION STATEMENT FOR A CHARITABLE ORGANIZATION

DRAFT

ATT

Section X, Item #3.

Legal Name of Organization	Society of Bluffton Artists	Federal Employer's Identification Number	74-3012888
Charity Public ID	P10294		

Doing Business As:

Attached Documents:

Document Type	Description	File Name
■ Letter of Determination of Tax Exemption Status	See Attached Filing	AlreadyOnFile.pdf

Certification

Application Certified by CEO?	Yes
Application Certified by CFO?	No
Application Certified by Authorized Third Party?	Yes

Third Party Certification

I, Karen Richards, filing on behalf of the charitable organization, certify that the information furnished in this application and all attached supplementary information is true and correct to the best of my knowledge, information and belief. I understand the giving of false or incorrect information may constitute a misdemeanor carrying a penalty upon conviction, for a first offense, of not more than one thousand dollars or imprisonment for not more than thirty days, and for a second or any subsequent offense a fine of not more than five thousand dollars or imprisonment for not more than one year, or both.

Receipt

C10294 - Society of Bluffton Artists

Payment has been received.

You may print this page now for your records.

Your confirmation number is:

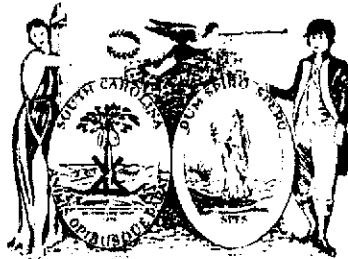
Organization Name:	Society of Bluffton Artists
Confirmation Number:	Z55675987
Payment Date:	2/6/2026
Transaction Amount:	\$50.00
* SC.gov Total Amount:	\$51.85

* This online service is provided by SC.GOV, a third party, working under a contract administered by the South Carolina Department of Administration, Office of Technology and Information Services. The online price of items or services purchased through SC.GOV, the state's official Web portal, includes funds used to develop, maintain, enhance and expand the service offerings of the state's portal.

[Return to Dashboard →](#)

ATTORNEYS AT LAW
843-785-3341

The State of South Carolina



Office of Secretary of State Jim Miles Certificate of Incorporation, Nonprofit Corporation

I, Jim Miles, Secretary of State of South Carolina Hereby certify that:

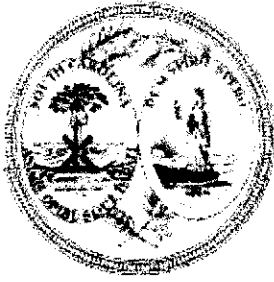
SOCIETY OF BLUFFTON ARTISTS THE,

a nonprofit corporation duly organized under the laws of the state of South Carolina on **August 27th, 2001**, and having a perpetual duration unless otherwise indicated below, has as of the date hereof filed a Declaration and Petition for Incorporation of a nonprofit corporation for Religious, Educational, Social, Fraternal, Charitable or other eleemosynary purpose.

Now, therefore, I Jim Miles, Secretary of State, by virtue of the authority in me vested, by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

Given under my Hand and the Great Seal of the State of South Carolina this 28th day of August, 2001.

Jim Miles, Secretary of State



State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

AT

Section X, Item #3.

12/10/2024

Society of Bluffton Artists
Jeanne Francisco
PO BOX 1972
BLUFFTON, SC29910-1972

010294
Charity Public ID: P10294

RE: Registration Confirmation

Dear Jeanne Francisco :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the "South Carolina Solicitation of Charitable Funds Act." The registration of your charitable organization will expire on 1/15/2026.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to \$2,000.00.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

K. Wickersham

Kimberly S. Wickersham
Director, Division of Public Charities

South Carolina Secretary of State, Division of Public Charities
1205 Pendleton Street, Suite 525, Columbia, SC 29201

Phone (803) 734-1790 Fax (803) 734-1604 Email: charities@sos.sc.gov www.sos.sc.gov

TOWN OF BLUFFTON

TOWN OF BLUFFTON -
Expires:04/30/2027

License No.	26-04-5858	Business Name:	Society of Bluffton Artists, The
Date Issued:	04/21/2026		
NAICS Title:	Art Dealers	Business DBA Name:	Society of Bluffton Artists, The

Business Type:

Art Dealers
(NO INDOOR CLASSES OR ASSEMBLY)

Physical Address:

7 CHURCH ST
BLUFFTON SC
29910

NON-TRANSFERABLE | TO BE PLACED IN A CONSPICUOUS PLACE

Section 6-21 Purpose and Duration of Business License

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

SOBA Treasurer
SOBA
7 Church St
Bluffton, SC 29910

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

REVENUES

Revenues - Cash

Sponsorships	\$	2500
Donations	\$	2600
ATAX Grants/Funding from Other Entities*	\$	30,000
* Do NOT include anticipated award funds requested in this application		
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Vendor Fees	\$	
Registration Fees	\$	
Other Fees (please name): Membership Fees	\$	22000
Other Fees (please name): Judged Show Entry Fees	\$	3300
Mercandise Sales	\$	125500
Other Sales (please name): High School Art Sales	\$	500
Other Sales (please name):	\$	
Other Revenue (please name): Art School	\$	30000
Other Revenue (please name): Art School Rental	\$	900

Revenues - In-Kind Contributions

Volunteer Hours	\$	
Donated Items	\$	
Donated Services	\$	
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	
Total All Revenue Sources:	\$	217,300

TOWN OF BLUFFTON ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Advertising & Promotion of Tourism or Arts and Cultural Events	
Local Newspaper/Digital Advertising	\$ 8500
Regional Newspaper/Digital Advertising	\$
National Newspaper/Digital Advertising	\$
Local Magazine/Digital Advertising	\$ 9900
Regional Magazine/Digital Advertising	\$ 3000
National Magazine/Digital Advertising	\$
Local Radio Advertising	\$
Regional Radio Advertising	\$
National Radio Advertising	\$
Local Television Advertising	\$
Regional Television Advertising	\$
National Television Advertising	\$
Billboards	\$
Social Media Advertising	\$ 3000
E-mail and/or Text Blasts	\$ 600
Postcards/Mailers	\$ 400
Posters/Banners/Signage	\$ 600
Graphic Design of Marketing/Writing or Press Releases	\$ 9000
Web Hosting for Event (not organization)	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Advertising/Promotion Budget:	\$ 35000
Facilities for Civic and Cultural Events	
Rentals: Venue(s)	\$
Rentals: Parking Lots	\$
Rentals: Tables, Chairs, Stages, Tents	\$
Rental: Sound, Audio Equipment	\$
Construction/Renovations/Repairs of Buildings/Facilities	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Facilities Budget:	\$ 0

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Tourist Transportation	
Company Name: _____	\$ _____
Company Name: _____	\$ _____
Total Transportation Budget:	\$ _____ 0
Public Facilities	
Temporary/Portable Restrooms	\$ _____
Dumpster Rental/Trash Hauling	\$ _____
Construction of Permanent Restrooms	\$ _____
Construction of Parks	\$ _____
Construction of Parking Lots	\$ _____
Other (please name): _____	\$ _____
Other (please name): _____	\$ _____
Total Public Facilities Budget:	\$ _____ 0
Municipality and County Services	
Security Provided by Bluffton Police Department	\$ _____
Security NOT Provided by Bluffton Police Department	\$ _____
Total Municipality/County Services Budget:	\$ _____ 0
Operations <i>(only applicable to Visitor Centers and/or Cultural Centers/Museums)</i>	
Marketing/Advertising	\$ _____
Utilities <i>(electric, gas, water, phone service, internet, etc.)</i>	\$ _____
Subscriptions <i>(not related to marketing/advertising services)</i>	\$ _____
Supplies <i>(office, janitorial, etc.)</i>	\$ _____
Facility Maintenance <i>(i.e. cleaning, pest control, landscaping, etc.)</i>	\$ _____
Minor Repairs	\$ _____
Other (please name): _____	\$ _____
Other (please name): _____	\$ _____
Other (please name): _____	\$ _____
Other (please name): _____	\$ _____
Total Operations Budget:	\$ _____ 0
Total ALL ATAX Eligible Expenses:	\$ _____ 35000

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Other/Ineligible Expenses

Applicants should list all other project/event expenses that are not eligible for ATAX funds and not listed above.

Item	Amount
Cost of Goods sold	\$ 103275
Accounting and Professional Fees	\$ 7500
Rent	\$ 39600
Office and Operating Supplies	\$ 6000
Utilities	\$ 5500
Judged show expense	\$ 4400
Insurance	\$ 1500
landscape	\$ 2400
	\$
	\$
	\$
	\$
	\$
	\$
Total of Other/Ineligible Expenses:	\$ 170175
Total Project/Event Budget (all eligible ATAX categories + Ineligible Expenses) :	\$ 205175
Total Project/Event Profit or Loss (Total Revenue minus Total Project/Event Budget) :	\$ 12,125

Society of Bluffton Artists

Profit and Loss

September 1, 2025-May 31, 2026

	TOTAL
Income	
Art Sales - Main Gallery	90,453.08
Art Sales - Student	580.00
Art School Income	25,150.50
Art School Rent Income	405.00
Bluffton A-Tax	20,772.56
Capital Campaign	21,353.00
Capital Campaign - art donations	1,047.00
Capital Campaign - SOBA LOGO	750.00
Donation - Betty Hintz	2,789.00
Donation - Rose Hill Polo Event	260.00
Donations McCracken Scholarship Fund - restricted	2,107.67
Donations - unrestricted funds	1,543.33
Fundraiser - Art Re-Market	2,131.16
Fundraiser - Raffle	385.00
Holiday Boutique	10,545.00
Interest income	1,046.40
Membership Dues	4,750.00
Other Income	2,995.91
Total for Income	\$189,064.61
Cost of Goods Sold	
Art Class Expense	\$81.75
Art Teacher expense	13,850.34
Total for Art Class Expense	\$13,932.09
Artist Commissions	65,033.55
Artist Commissions - Student	580.00
Total for Cost of Goods Sold	\$79,545.64
Gross Profit	\$109,518.97
Expenses	
Accounting & Professional Fees	4,539.74
Advertising & Marketing	32,267.47
Bank charge	97.40
Board/Volunteer Development	552.55
CC, Disc, & Paypal Charges	205.96
Community Events	612.76
Dues & subscriptions	488.00
Featured Artist Program	400.00
Insurance	1,568.00
Janitorial Services	320.00
Landscaping Expense	3,500.00
Postage	210.60
Printing & Signage	77.35
Rent - Art School	9,905.00
Rent - Main Gallery	27,688.50
Repair & Maintenance	996.50

Society of Bluffton Artists

Profit and Loss

September 1, 2025-May 31, 2026

	TOTAL
Square Fees	4,484.12
Supplies, Office & Operating	5,743.80
Taxes & Licenses	101.85
Telephone / Internet	1,572.77
Unapplied Cash Bill Payment Expense	0.00
Utilities - Electric	1,830.35
Utilities - Water	466.10
Total for Expenses	\$97,628.82
Net Operating Income	\$11,890.15
Other Expenses	
Capital Campaign Expense	1,679.58
Total for Other Expenses	\$1,679.58
Net Other Income	-\$1,679.58
Net Income	\$10,210.57

Society of Bluffton Artists

Balance Sheet

As of May 31, 2026

TOTAL

Assets

Current Assets

Bank Accounts

McCracken Scholarship Fund	3,965.97
Operating Account	20,963.77
Polhemus Fund	14,576.00
Society of Bluffton Artists - savings account	100.00
Youth Outreach Fund	4,646.83
Total for Bank Accounts	\$44,252.57

Other Current Assets

South Atlantic Bank CD (11 mos)	115,006.41
Undeposited Funds	0.00
Total for Other Current Assets	\$115,006.41

Total for Current Assets**\$159,258.98**

Fixed Assets

Accumulated Depreciation

Building Improvements	\$34,008.75
HVAC	6,848.00

Total for Building Improvements**\$40,856.75**

Fixed Assets

Furniture and Fixtures

Landscaping	2,268.00
Office Equipment	6,012.59
	4,587.92
	1,955.16

Total for Fixed Assets**\$31,170.74****Total for Assets****\$190,429.72**

Liabilities and Equity

Liabilities

Current Liabilities

Other Current Liabilities

Gift certificate	1,193.00
South Carolina Department of Revenue Payable	618.48

Total for Other Current Liabilities**\$1,811.48****Total for Current Liabilities****\$1,811.48****Total for Liabilities****\$1,811.48**

Equity

Retained Earnings

Net Income	178,407.67
------------	------------

Total for Equity**\$188,618.24****Total for Liabilities and Equity****\$190,429.72**

Society of Bluffton Artists

Profit and Loss

September 1, 2024-August 31, 2025

	TOTAL
Income	
Art Sales - Main Gallery	115,341.20
Art Sales - Satellite Galleries	975.00
Art Sales - Student	1,005.00
Art School Income	33,415.10
Art School Rent Income	1,205.00
Bluffton A-Tax	30,955.16
Donations McCracken Scholarship Fund - restricted	2,000.00
Donations - unrestricted funds	1,680.06
Fundraiser - Art Re-Market	3,030.50
Fund Raiser - SCAD Tour	495.00
Holiday Boutique	9,250.00
Interest income	6,415.11
Judged Show Entry Fees	3,350.00
Judged Show Sponsorship	1,100.00
Membership Dues	25,950.00
Other Income	-401.96
SOBA BYOB BBQ	1,620.00
Total for Income	\$237,385.17
Cost of Goods Sold	
Art Class Expense	\$767.00
Art Teacher expense	22,870.86
Total for Art Class Expense	\$23,637.86
Artist Commissions	81,208.50
Artist Commissions - Student	870.00
Total for Cost of Goods Sold	\$105,716.36
Gross Profit	\$131,668.81
Expenses	
30th Anniversary Expenses	17.73
Accounting & Professional Fees	7,418.52
Advertising & Marketing	35,268.71
Bank charge	2,710.10
Board/Volunteer Development	520.50
CC, Disc, & Paypal Charges	417.06
Charitable Contributions	103.63
Community Events	795.33
Dues & subscriptions	539.85
Featured Artist Program	400.00
Insurance	1,440.00
Interest	39.95
Janitorial Services	1,440.00

Society of Bluffton Artists

Profit and Loss

September 1, 2024-August 31, 2025

	TOTAL
Judged Show expenses	\$248.59
Judged show - Advertising/Promotion	678.08
Judged show awards	3,850.00
Judged Show Honorarium	250.00
Total for Judged Show expenses	\$5,026.67
Landscaping Expense	2,429.92
Postage	278.34
Printing & Signage	112.13
Rent - Art School	21,502.00
Rent - Main Gallery	23,325.00
Repair & Maintenance	248.62
Scholarship Program	19.95
Scholarships Paid	6,000.00
SOBA BBQ expense	1,205.74
Square Fees	5,555.91
Supplies, Office & Operating	3,744.72
Telephone / Internet	2,023.88
Unapplied Cash Bill Payment Expense	0.00
Utilities - Electric	3,790.96
Utilities - Water	694.74
Total for Expenses	\$127,069.96
Net Operating Income	\$4,598.85
Net Income	\$4,598.85

Society of Bluffton Artists

Balance Sheet

As of Aug 31, 2025

	TOTAL
Assets	
Current Assets	
Bank Accounts	
McCracken Scholarship Fund	1,802.30
Operating Account	14,017.92
Polhemus Fund	14,600.00
Youth Outreach Fund	4,646.83
Total for Bank Accounts	\$35,067.05
Other Current Assets	
South Atlantic Bank CD (11 mos)	113,969.96
Undeposited Funds	0.00
Total for Other Current Assets	\$113,969.96
Total for Current Assets	\$149,037.01
Fixed Assets	
Accumulated Depreciation	-24,509.68
Building Improvements	\$34,008.75
HVAC	6,848.00
Total for Building Improvements	\$40,856.75
Fixed Assets	2,268.00
Furniture and Fixtures	6,012.59
Landscaping	4,587.92
Office Equipment	1,955.16
Total for Fixed Assets	\$31,170.74
Total for Assets	\$180,207.75
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Gift certificate	1,193.00
South Carolina Department of Revenue Payable	607.08
Total for Other Current Liabilities	\$1,800.08
Total for Current Liabilities	\$1,800.08
Total for Liabilities	\$1,800.08
Equity	
Retained Earnings	173,808.82
Net Income	4,598.85
Total for Equity	\$178,407.67
Total for Liabilities and Equity	\$180,207.75

SOBA Board of Directors Meeting
June 15, 2026 – 10am to 12pm
SOBA Art School – 7 Church Street, Old Town Bluffton

Executive Directors: Karen Richards, Joy Walker (Nancy Huson – not in attendance, Nori Lucci – resigned from Board)

Directors: Pat Diemand, Ann Hyde, Ginny Cassidy (Cathy Thiem and Terri King – not in attendance)

Meeting Started: 10:10 AM

Secretary Report – Secretary resigned – May Minutes were submitted by President for approval. All Approved.

President's Report – Karen Richards

- Secretary Nori Luci has resigned, leaving the Secretary position open through August 31st, 2026. Ginny, Joy & Cathy have offered to fill in to take notes as needed. Ginny is taking notes at today's meeting.
 - This resignation also left several committee chair positions open: Nominating Committee, Capital Campaign Committee, and Co-chair of the 32nd Judged Show. Tricia Dudley has agreed to be the sole Chair for the Judged Show with support from Karen. Rhonda Jica will handle the registrations and the Sponsorship Committee (led by Marianne Thatcher) will handle securing sponsors for the Judged Show. It is important to have an Executive Director chair the Capital Campaign Committee, so Karen Richards has volunteered to head that up. Joy Walker (as VP this year and Treasurer next), has also joined the Capital Campaign committee.
- Cathy Thiem has agreed to run for the Secretary position, and Samadhi Banks has agreed to run for the Art School Director for the upcoming year. This leaves the following positions open if no one else steps up: Vice President, Gallery Director and Staffing Director. Staffing Director is a lot of work due to the way we currently handle scheduling. To minimize the level of effort and streamline the process, we discussed the system that Beaufort uses (i.e. everyone signs up for a specific shift each month). It was decided that we'd float this idea with the members at the upcoming membership meeting.
- This upcoming year will also be Ann's last year as Marketing Director. We will be looking for someone for her to mentor in the upcoming year to position them to take over after that. The challenge will be to find a person with the necessary skills to fill the role.
- We received a \$10,000 donation to the Capital Campaign from Frank Bright.
 - He was invited and is considering joining the board as a Member at Large in September.
- A separate account has been put in place for Capital Campaign Funds.
 - An accounting to determine total Capital Campaign funds raised since November is in progress and expected to be finalized by the end of the month so that money can be transferred from the Operating Account to the new Capital Campaign account. The amount is estimated to be approximately \$30,000.

- Although last month's plan was to invest in a 3 year CD, we were able to get a better rate of return for 9 months without tying up our funds for 3 years. Therefore, the \$114,000 + CD was renewed for 9 months at 3.5% APY instead. (These funds are earmarked for the Capital Campaign – putting total close to \$150,000.00)
- Danyela Fusi, 2026 McCracken Scholarship winner, received \$2,500.00 (\$2,000 from the McCracken Family and \$500 from SOBA combined)
- OTBMS sponsored Sidewalk Sale Fri & Sat June 5 & 6 – total income for those days was \$1,851. Our prior month average income for Fridays and Saturdays was only \$562, so this event appears to have boosted our income.
- Pluff Mud moving to Church Street. This is good news, hopefully bringing more traffic to our street as "Gallery Row".
- All Member Meeting is set for June 28 and we will be seeking volunteers for various committees. Karen and Terri are coordinating the members' meeting.
- Wheelchair access –Martin Galleger has installed a ramp at the middle front door for handicap access. Still need to add a handrail in the bathroom and Karen to check with Fred about adding smoke detectors

Vice President Report – Joy Walker

- No updates this month

Treasurer Report – Nancy was excused due to emergency, Karen Richards provided the following report:

- Received the \$6,288.00 ATAX for March & April. Expenses related to our move were not approved for reimbursement because they were not considered tourism related.
- **Karen made a motion to request \$35,000 from the Town of Bluffton for ATax funds to cover reimbursement for marketing costs for SOBA for the membership year of 2026/27. The motion was seconded and approved.**
- Total Income in May was approximately \$33,246 before commissions and expenses. This came from the following sources:
 - Art Sales - \$9,347
 - Art Class sales - \$4,333
 - 2 Supporting Memberships - \$150
 - ATAX - \$6,288.46
 - Misc. - \$12.33
 - Capital Campaign: Donation of \$10,000 + Art Donation Sales of \$407.00 + SOBA Logo Merchandise Sales of \$163 + Betty Hintz Sales of \$111 = \$10,681
- Income for May after expenses was \$15,768.70 minus \$10,681 to be transferred into Capital Campaign account = \$5,087.70 net
- As of May 31st, operating capital was \$20,963.

Gallery Display Director – Pat Diemand

- Last change of show went smoothly.

- Originally, the plan was to do a small art show during the last week of June, but the decision was made not to proceed. We don't have enough time to organize it, and these shows rarely bring in a lot of sales revenue.
- The Featured Artist wall will be open during the month of August. At the last meeting, we decided to hold a large art show that month. We discussed the pros and cons of doing small art instead, but decided to proceed with large art. The show may be hung in the Featured Artist room or the "large room", TBD, depending on the art we receive. Karen will put out a call for artists who are interested in participating in large art shows so that we can compile a list and invite those artists to participate on a rotating basis. For the show in August, we will do a general solicitation and curate the pieces to be included. It was decided that the large art will count as the artist's regular submission for August (i.e. not in addition) due to space constraints. Joy will take the lead on that.
- Karen will talk to the real estate office across the street to see if they'd be open to letting us use the vacant classroom building for large art and also if they'd be interested in being a satellite gallery.

Gallery Director – Cathy Thiem - Excused

Art School Director – Karen Richards

- Adult Classes going well, no cancellations. Youth Art Camp Filled with a waiting list
- Youth Instructor Samadhi Banks is now on the slate for Art School Director 2026/27.
- Samadhi suggested holding yoga classes on the lawn this fall. If this were to proceed, she'd need to figure out how to connect it to artwork. Gloria Owens is also a yoga instructor, so Karen will reach out to her to gauge her interest and potentially connect her with Samadhi.

Marketing Director – Ann Hyde

- Nothing in particular to report, just super-busy with a variety of ongoing marketing projects. Ann shared the brochure for the Judged Show with the group.

Membership Director – Terri King not present

- Membership reopening July 1st.
- To improve new member training and help address staffing shortages, the suggestion was made to require new members to staff 2x per month during their first 6 months of membership. Motion by Karen, All Approved.

Fundraising Chair Report – Karen Richards

- Capital Campaign Committee offered to work with Judged Show Committee to make the Judged Show a significant fundraiser this year.
 - This year, we will be adding a "Sponsors & Artists" preview party August 31st 4 – 6 pm.
 - The Sponsorship Committee will facilitate, with expenses to come from sponsorship "sales".

- Sponsors will be offered a # of tickets based the size of their donation - See Judged Show Sponsor letter (distributed at meeting)
- Capital Campaign Committee is requesting each Board Director to commit to approaching at least 3 potential sponsors (from a Sponsor Committee List or your own contacts) and securing at least one sponsor. During the meeting, attendees volunteered to approach various businesses. Marianne Thatcher will be leading the Sponsorship Committee, so she should be notified which businesses each Director will be approaching.
- We had reserved August 16th for the next SOBA BYOB Member event, but the Capital Campaign Committee is recommending we not proceed. There are two reasons for this: 1) it does not directly support our non-profit missions and 2) we don't have the bandwidth to organize it at this time. In lieu of this, the recommendation is to combine the Annual Membership Meeting with a Lunch or Dinner, possibly off-site. This would begin next year.
- We discussed the possibility of holding a major fundraising gala in March. The decision was made to defer this decision and get Jim Southwood's input. (Jim and his wife have a lot of experience in this area and have offered to "consult" with us in this area).
- Meeting with Holding 7 – Recommendation is to delay this meeting for the time being.

Featured Artist Chair & Member at Large – Ginny Cassidy

- Seven artists were selected to be Featured Artists in 2026, but due to uncertainty when we lost our lease, four decided to defer until 2027. In addition, Barbara Pecce was offered the opportunity to do a retrospective. This means we have five that are already committed, leaving three available spots. Ginny will reach out to the five artists to work out which months they will take so we can solicit artists for the remaining available months.
- We need to know when the Judged Show will be held in 2027 in order to plan the Featured Artists. Karen motioned to hold the 2027 Judged Show in September and all Approved.
- Ginny shared the current selection criteria and everyone agreed that they should remain as is. Once we know what months are available, Karen will put out a separate communication to the membership to solicit applicants. We will target this communication for July.

Future Business

- Decide on combination membership meeting/social gathering for 2027 – when to hold it and type of event (i.e. lunch, dinner, something else)
- Decide on fundraising gala

Budget vs. Actuals_Budget_FY25_P&L_Report

September 1, 2023-August 31, 2024

	SEP 2023 - AUG 2024				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income								
Art Sales - Main Gallery	139,052.87		139,052.87		139,052.87		139,052.87	
Art Sales - Satellite Galleries	800.00		800.00		800.00		800.00	
Art Sales - Student	1,000.00		1,000.00		1,000.00		1,000.00	
Art School Income	53,749.00		53,749.00		53,749.00		53,749.00	
Art School Rent Income	850.00		850.00		850.00		850.00	
Bluffton A-Tax	21,374.28		21,374.28		21,374.28		21,374.28	
Donations - unrestricted funds	20,022.00		20,022.00		20,022.00		20,022.00	
Fund Raiser - Pearl Gala	600.00		600.00		600.00		600.00	
Fund Raiser - SCAD Tour	8,470.00		8,470.00		8,470.00		8,470.00	
Holiday Boutique	6,865.00		6,865.00		6,865.00		6,865.00	
Interest income	2,206.86		2,206.86		2,206.86		2,206.86	
Judged Show Entry Fees	6,750.00		6,750.00		6,750.00		6,750.00	
Membership Dues	25,624.00		25,624.00		25,624.00		25,624.00	
Other Income	240.53		240.53		240.53		240.53	
Total for Income	287,604.54		287,604.54		\$287,604.54		\$287,604.54	
Cost of Goods Sold								
Art Class Expense	1,334.55		1,334.55		\$1,334.55		\$1,334.55	
Art Teacher expense	34,269.69		34,269.69		34,269.69		34,269.69	
Total for Art Class Expense	35,604.24		35,604.24		\$35,604.24		\$35,604.24	
Artist Commissions	95,257.37		95,257.37		95,257.37		95,257.37	
Artist Commissions - Student	1,000.00		1,000.00		1,000.00		1,000.00	
Total for Cost of Goods Sold	131,861.61		131,861.61		\$131,861.61		\$131,861.61	
Gross Profit	155,742.93		155,742.93		\$155,742.93		\$155,742.93	
Expenses								
30th Anniversary Expenses	929.23		929.23		929.23		929.23	
Accounting & Professional Fees	7,832.72		7,832.72		7,832.72		7,832.72	
Advertising & Marketing	25,843.04		25,843.04		25,843.04		25,843.04	
Bank charge	-3.90		-3.90		-3.90		-3.90	
Board/Volunteer Development	501.33		501.33		501.33		501.33	
CC, Disc, & Paypal Charges	324.85		324.85		324.85		324.85	
Community Events	117.71		117.71		117.71		117.71	
Dues & subscriptions	330.99		330.99		330.99		330.99	
Facilities & Equipment	1,218.24		1,218.24		1,218.24		1,218.24	
Fund Raiser Expense - Pearl Gala (deleted)	7,468.34		7,468.34		7,468.34		7,468.34	
Insurance	1,372.00		1,372.00		1,372.00		1,372.00	
Interest	3.24		3.24		3.24		3.24	
Janitorial Services	805.00		805.00		805.00		805.00	
Judged Show expenses	419.71		419.71		\$419.71		\$419.71	
Judged show - Advertising/Promotion	550.00		550.00		550.00		550.00	
Judged show awards	4,600.00		4,600.00		4,600.00		4,600.00	
Total for Judged Show expenses	5,569.71		5,569.71		\$5,569.71		\$5,569.71	
Landscaping Expense	2,640.36		2,640.36		2,640.36		2,640.36	
Porch & Lawn Events (deleted)	234.71		234.71		234.71		234.71	
Postage	405.10		405.10		405.10		405.10	
Printing & Signage	222.72		222.72		222.72		222.72	
Rent - Main Gallery	43,098.00		43,098.00		43,098.00		43,098.00	
Repair & Maintenance	4,059.16		4,059.16		4,059.16		4,059.16	
Scholarships Paid	3,000.00		3,000.00		3,000.00		3,000.00	
Square Fees	6,730.42		6,730.42		6,730.42		6,730.42	
Supplies, Office & Operating	4,499.85		4,499.85		4,499.85		4,499.85	
Taxes & Licenses	51.85		51.85		51.85		51.85	

Budget vs. Actuals_Budget_FY25_P&L__Report

September 1, 2023-August 31, 2024

	SEP 2023 - AUG 2024				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Telephone / Internet	2,003.64		2,003.64		2,003.64		2,003.64	
Utilities - Electric	3,055.65		3,055.65		3,055.65		3,055.65	
Utilities - Water	574.98		574.98		574.98		574.98	
Total for Expenses	122,888.94		122,888.94		\$122,888.94		\$122,888.94	
Net Operating Income	32,853.99		32,853.99		\$32,853.99		\$32,853.99	
Other Income								
Other Expenses								
Net Other Income								
Net Income	32,853.99		32,853.99		\$32,853.99		\$32,853.99	

Budget vs. Actuals_Budget_FY25_P&L_Report

September 1, 2024-August 31, 2025

	SEP 2024 - AUG 2025				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income								
Art Sales - Main Gallery	115,341.20	146,852.00	-31,510.80	78.54 %	115,341.20	146,852.00	-31,510.80	78.54 %
Art Sales - Satellite Galleries	975.00	1,500.00	-525.00	65.0 %	975.00	1,500.00	-525.00	65.0 %
Art Sales - Student	1,005.00	1,000.00	5.00	100.5 %	1,005.00	1,000.00	5.00	100.5 %
Art School Income	33,415.10	56,350.00	-22,934.90	59.3 %	33,415.10	56,350.00	-22,934.90	59.3 %
Art School Rent Income	1,205.00	1,000.00	205.00	120.5 %	1,205.00	1,000.00	205.00	120.5 %
Bluffton A-Tax	30,955.16	32,800.00	-1,844.84	94.38 %	30,955.16	32,800.00	-1,844.84	94.38 %
Donations McCracken Scholarship Fund - restricted	2,000.00	5,000.00	-3,000.00	40.0 %	2,000.00	5,000.00	-3,000.00	40.0 %
Donations - unrestricted funds	1,680.06	2,500.00	-819.94	67.2 %	1,680.06	2,500.00	-819.94	67.2 %
Fundraiser - Art Re-Market	3,030.50		3,030.50		3,030.50		3,030.50	
Fund Raiser - SCAD Tour	495.00	500.00	-5.00	99.0 %	495.00	500.00	-5.00	99.0 %
Holiday Boutique	9,250.00	7,200.00	2,050.00	128.47 %	9,250.00	7,200.00	2,050.00	128.47 %
Interest income	6,415.11	2,206.86	4,208.25	290.69 %	6,415.11	2,206.86	4,208.25	290.69 %
Judged Show Entry Fees	3,350.00	3,600.00	-250.00	93.06 %	3,350.00	3,600.00	-250.00	93.06 %
Judged Show Sponsorship	1,100.00	3,500.00	-2,400.00	31.43 %	1,100.00	3,500.00	-2,400.00	31.43 %
Membership Dues	25,950.00	25,624.00	326.00	101.27 %	25,950.00	25,624.00	326.00	101.27 %
Other Income	-401.96	240.53	-642.49	-167.11 %	-401.96	240.53	-642.49	-167.11 %
SOBA BYOB BBQ	1,620.00	-5,000.00	6,620.00	-32.4 %	1,620.00	-5,000.00	6,620.00	-32.4 %
Fundraiser - SOBA BYOB BBQ (deleted)		10,000.00	-10,000.00	0.0 %		10,000.00	-10,000.00	0.0 %
Total for Income	237,385.17	294,873.39	-57,488.22	80.5 %	\$237,385.17	\$294,873.39	-\$57,488.22	80.5 %
Cost of Goods Sold								
Art Class Expense	767.00	1,334.55	-567.55	57.47 %	\$767.00	\$1,334.55	-\$567.55	57.47 %
Art Teacher expense	22,870.86	35,960.34	-13,089.48	63.6 %	22,870.86	35,960.34	-13,089.48	63.6 %
Total for Art Class Expense	23,637.86	37,294.89	-13,657.03	63.38 %	\$23,637.86	\$37,294.89	-\$13,657.03	63.38 %
Artist Commissions	81,208.50	96,428.80	-15,220.30	84.22 %	81,208.50	96,428.80	-15,220.30	84.22 %
Artist Commissions - Student	870.00	1,000.00	-130.00	87.0 %	870.00	1,000.00	-130.00	87.0 %
Total for Cost of Goods Sold	105,716.36	134,723.69	-29,007.33	78.47 %	\$105,716.36	\$134,723.69	-\$29,007.33	78.47 %
Gross Profit	131,668.81	160,149.70	-28,480.89	82.22 %	\$131,668.81	\$160,149.70	-\$28,480.89	82.22 %
Expenses								
30th Anniversary Expenses	17.73	160.00	-142.27	11.08 %	17.73	160.00	-142.27	11.08 %
Accounting & Professional Fees	7,418.52	7,832.72	-414.20	94.71 %	7,418.52	7,832.72	-414.20	94.71 %
Advertising & Marketing	35,268.71	35,800.00	-531.29	98.52 %	35,268.71	35,800.00	-531.29	98.52 %
Bank charge	2,710.10	6.00	2,704.10	45168.33 %	2,710.10	6.00	2,704.10	45168.33 %
Board/Volunteer Development	520.50	600.00	-79.50	86.75 %	520.50	600.00	-79.50	86.75 %
CC, Disc, & Paypal Charges	417.06	324.85	92.21	128.39 %	417.06	324.85	92.21	128.39 %
Charitable Contributions	103.63		103.63		103.63		103.63	
Community Events	795.33	450.00	345.33	176.74 %	795.33	450.00	345.33	176.74 %
Dues & subscriptions	539.85	470.00	69.85	114.86 %	539.85	470.00	69.85	114.86 %
Featured Artist Program	400.00	450.00	-50.00	88.89 %	400.00	450.00	-50.00	88.89 %
Insurance	1,440.00	1,372.00	68.00	104.96 %	1,440.00	1,372.00	68.00	104.96 %
Interest	39.95	3.24	36.71	1233.02 %	39.95	3.24	36.71	1233.02 %
Janitorial Services	1,440.00	960.00	480.00	150.0 %	1,440.00	960.00	480.00	150.0 %
Judged Show expenses	248.59	419.71	-171.12	59.23 %	\$248.59	\$419.71	-\$171.12	59.23 %
Judged show - Advertising/Promotion	678.08	650.00	28.08	104.32 %	678.08	650.00	28.08	104.32 %
Judged show awards	3,850.00	4,100.00	-250.00	93.9 %	3,850.00	4,100.00	-250.00	93.9 %
Judged Show Honorarium	250.00	500.00	-250.00	50.0 %	250.00	500.00	-250.00	50.0 %
Total for Judged Show expenses	5,026.67	5,669.71	-643.04	88.66 %	\$5,026.67	\$5,669.71	-\$643.04	88.66 %
Landscaping Expense	2,429.92	2,400.00	29.92	101.25 %	2,429.92	2,400.00	29.92	101.25 %
Postage	278.34	405.10	-126.76	68.71 %	278.34	405.10	-126.76	68.71 %
Printing & Signage	112.13	222.72	-110.59	50.35 %	112.13	222.72	-110.59	50.35 %
Rent - Art School	21,502.00	20,220.00	1,282.00	106.34 %	21,502.00	20,220.00	1,282.00	106.34 %
Rent - Main Gallery	23,325.00	23,400.00	-75.00	99.68 %	23,325.00	23,400.00	-75.00	99.68 %
Repair & Maintenance	248.62	4,059.16	-3,810.54	6.12 %	248.62	4,059.16	-3,810.54	6.12 %
Scholarship Program	19.95		19.95		19.95		19.95	
Scholarships Paid	6,000.00	4,500.00	1,500.00	133.33 %	6,000.00	4,500.00	1,500.00	133.33 %
SOBA BBQ expense	1,205.74	5,000.00	-3,794.26	24.11 %	1,205.74	5,000.00	-3,794.26	24.11 %
Square Fees	5,555.91	7,145.82	-1,589.91	77.75 %	5,555.91	7,145.82	-1,589.91	77.75 %
Supplies, Office & Operating	3,744.72	4,200.00	-455.28	89.16 %	3,744.72	4,200.00	-455.28	89.16 %

Budget vs. Actuals_Budget_FY25_P&L_Report

September 1, 2024-August 31, 2025

	SEP 2024 - AUG 2025				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Telephone / Internet	2,023.88	2,003.64	20.24	101.01 %	2,023.88	2,003.64	20.24	101.01 %
Unapplied Cash Bill Payment Expense	0.00		0.00		0.00		0.00	
Utilities - Electric	3,790.96	3,055.65	735.31	124.06 %	3,790.96	3,055.65	735.31	124.06 %
Utilities - Water	694.74	574.98	119.76	120.83 %	694.74	574.98	119.76	120.83 %
Facilities & Equipment		1,218.24	-1,218.24	0.0 %		1,218.24	-1,218.24	0.0 %
Gift Certificate - Gallery		150.00	-150.00	0.0 %		150.00	-150.00	0.0 %
Taxes & Licenses		51.85	-51.85	0.0 %		51.85	-51.85	0.0 %
Total for Expenses	127,069.96	132,705.68	-5,635.72	95.75 %	\$127,069.96	\$132,705.68	-\$5,635.72	95.75 %
Net Operating Income	4,598.85	27,444.02	-22,845.17	16.76 %	\$4,598.85	\$27,444.02	-\$22,845.17	16.76 %
Other Income								
Donations - Restricted		2,000.00	-2,000.00	0.0 %		2,000.00	-2,000.00	0.0 %
Total for Other Income		2,000.00	-2,000.00	0.0 %		\$2,000.00	-\$2,000.00	0.0 %
Other Expenses								
Net Other Income		2,000.00	-2,000.00	0.0 %		\$2,000.00	-\$2,000.00	0.0 %
Net Income	4,598.85	29,444.02	-24,845.17	15.62 %	\$4,598.85	\$29,444.02	-\$24,845.17	15.62 %

TOWN OF BLUFFTON ATAX GRANT APPLICATION SCORING SHEET

Entity: Society of Bluffton ArtistsProject: FY Marketing ExpensesProject Type: Advertising

Scoring Category	Points Possible	Points Awarded	
ADVERTISING	15		
Part 1: Five (5) points possible. Based on how much of the requested funds go toward advertising.			
0% of funds go toward advertising	0 points		
1% - 20% of funds go toward advertising	1 point		
21% - 40% of funds go toward advertising	2 points		
41% - 60% of funds go toward advertising	3 points		
61% - 80% of funds go toward advertising	4 points		
81% - 100% of funds go toward advertising	5 points		
Part 2: Ten (10) points possible. Based on where the advertising is placed.			
None of the funds go toward advertising	0 points		
Local newspapers/periodicals and electronic advertising (ex. Island Packet, The Bluffton Sun)	2 points		
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	4 points		
Larger regional publications and electronic marketing within 100 miles (ex. Charleston or Savannah news outlets)	6 points		
Newspapers/periodicals/electronic marketing to large, metropolitan areas outside of 100 miles away (ex. Atlanta, Charlotte, Washington, D.C., Chicago)	8 points		
Nationally distributed newspapers/periodicals/electronic marketing (ex. USA Today, NY Times, Southern Living Magazine)	10 points		
TOURIST FACILITIES	15		
Higher point value given based on anticipated ratio of tourists to locals			
FESTIVAL/EVENT	5		
Higher point value given to requests for festivals or events			
Length of event/festival should be considered. Is it an all-day event versus a two-hour event? Multi-day event?			
BLUFFTON EVENT	5		
Higher point value given to events held within the town limits of Bluffton and/or spanning multiple locations			
TOURISM DRAW	5		
0% of attendees are tourists based on historical or projected information	0 points		
1% - 20% of attendees are tourists based on historical or projected info	1 point		
21% - 40% of attendees are tourists based on historical or projected info	2 points		
41% - 60% of attendees are tourists based on historical or projected info	3 points		
61% - 80% of attendees are tourists based on historical or projected info	4 points		
81% - 100% of attendees are tourists based on historical or projected info	5 points		
BENEFIT TO TOURISM (LOCAL ECONOMY)	5		
Higher point value given to events that encourage overnight stays and/or have local business participation			
SELF SUFFIECIENCY	5		
100% of budget from ATAX request	0 points		
80% - 99% of budget from ATAX request	1 point		
60% - 79% of budget from ATAX request	2 points		
40% - 59% of budget from ATAX request	3 points		
20% - 39% of budget from ATAX request	4 points		
1% - 19% of budget from ATAX request	5 points		
MISCELLANEOUS	10		
Only use if applicant does not qualify as a festival/event			
Group Average Point Total (out of a possible 40 points)		0	
Group Average Percentage			

ACCOMMODATIONS TAX ADVISORY COMMITTEE STAFF REPORT Department of Finance & Administration



MEETING DATE: August 18, 2026
SUBJECT: Congregation Beth Yam: 2026 Hanukkah Celebration
PROJECT MANAGER: Jeremy Bullock, Grants Administrator

Summarized below is the application from Congregation Beth Yam for Accommodations Tax grant dollars in support of the 2026 Hanukkah Celebration.

Budget numbers provided herein are based on information conveyed on the required Line-Item Budget Form within the applicant's submission.

Total Budget: \$10,710
Requested Amount: \$7,710
Percentage of Request^: 72%

^Includes up to 100% for Advertising & Promotion plus up to 50% of remaining expenses

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Budget per Category (based on Budget Form)	
Advertising & Promotion of Tourism or Arts and Cultural Events	\$3,200	
Facilities for Civic and Cultural Events	3,250	
Public Facilities		*
Municipality and County Services	1,260	*
Tourist Transportation		*
Other/Ineligible Project Expenses	3,000	
Total	\$10,710	

*Reimbursement will be based on the estimated percentage of tourists provided for

Budgeted Expenses Summary:

Advertising & Promotion:

Total Budget: \$3,200

- Local newspaper and magazine ads, social media, posters/signage

Facilities for Civic and Cultural Events:

Total Budget: \$3,250

- Rentals for tables, chairs, tents, audio equipment

Municipal and County Services:

Total Budget: \$1260

- Security to be provided by Bluffton Police Department and additional private security

Other/Ineligible Project Expenses:

Total Budget: \$3,000

- Musicians, refreshments, paper products

Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)

Amount Requested	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$7,710	9	4	5	3	3	2	26	

Advertising: Approximately 41.5% of the requested funds will be spent on advertising the Hanukkah Celebration; ads will run locally in The Bluffton and Hilton Head Sun newspapers as well as Local Life Magazine. Posts and paid ads on social media, flyers being handed out locally and posted on the parks' community boards are also planned.

Festival/Event: This year's celebration will take place on the evening of December 12, 2026.

Bluffton Event: The event will be held at Martin Family Park.

Tourism Draw %: For the 2025 event, the number of reported tourists was 29, which accounts for a tourism percentage of about 44.6%

Benefit to Tourism: Because Judaism is not prevalent in the area, people are drawn to this event from many areas outside of Bluffton.

Self-Sufficiency % (Financial Need): Requesting approximately 72% of the total budget. Donations, in-kind contributions via volunteer hours and support from the Town of Bluffton Events & Venue's Civic Events budget are the other anticipated revenue sources for the event.

Previous Funding Amounts							
Fiscal Year	Requested Amount	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Lapsed	Comments
2026	\$7,770.25	44.3%	\$7,770.25	\$7,770.25	\$4,489.10	\$3,281.15	Final Report Submitted
2025	\$2,980	44.3%	\$2,830	\$2,830	\$1,000	\$1,830	Final Report Submitted
2024	\$6,000	96%	Up to \$6,000	Up to \$6,000	\$1,995	\$4,005	Final Report Submitted

Accommodations Tax Committee Recommendations and Comments:

The Committee recommends funding \$7,710 for the 2026 Hanukkah Celebration in Bluffton.

Bullock, Jeremy

From: noreply@civicplus.com
Sent: Monday, June 29, 2026 10:19 PM
To: ATax Communications
Subject: Online Form Submittal: Accommodations Tax Grant Application

WARNING!
 This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

Accommodations Tax Grant Application

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions	Accommodations Tax Grant Application Instructions
Accommodations Tax Grant Application Instructions	I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.
(Section Break)	
Application Date	6/29/2026
Project Name	Fourth Annual Town of Bluffton Hanukkah Celebration
Project/Event Location	Martin Family Park
Is this a new project or event?	No
Project/Event Start Date:	12/12/2026
Project/Event End Date	12/12/2026
Multi-Year Project/Event?	No

Total Project Costs	10,710
Total ATAX Funds Requested	7,710
Percent of Total Budget	71.98%
Date the funds are needed:	12/12/2026
Full Legal Organization Name	Congregation Beth Yam
Address	4501 Meeting Street
Street Address Line 2	<i>Field not completed.</i>
City	Hilton Head Island
State	SC
Zip Code	29926
Applicant must be designated as a non-profit entity to receive ATAX funds. Is your entity a non-profit organization?	Yes

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Organization Primary Point of Contact

First Name	Rachel
Last Name	Pepin
Title	Director of Programming and Director of Youth Education
Phone Number	8435051343
E-mail Address	rach.j.pepin@gmail.com

(Section Break)

Organization Secondary Point of Contact

First Name	Stuart
------------	--------

Last Name	Gaynes
Title	President
Phone Number	(843) 689-2178
E-mail Address	president@bethyam.org

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description: The TOB Annual Hanukkah Celebration is a wonderful way to show the people of Bluffton and beyond that they are included in all holidays. We provide live music, a menorah lighting, and delicious Hanukkah foods for all to enjoy in the center of our beautiful community. It is a wonderful event that attracts many visitors each year as a way to celebrate such a special holiday even while being out of town.

List any required permits, if applicable. If none, type "N/A": Special Events Permit coordinated with Lyndee Simoneaux

Describe all planned advertising and marketing for this project/event: We plan to utilize Local Life magazine to run an ad for this event, the Bluffton and Hilton Head Sun, and use targeted social media advertising to demographics that are known to visit the area as snowbirds. We also post our ad in many groups throughout Savannah, Hardeeville, Ridgeland and Beaufort to bring people into our town for the celebration and through regional Jewish organization in Charleston to help promote small town Judaism.

Please list all media outlets you intend to utilize for your project/event (i.e. names of magazines, TV and radio stations, etc.): Local Life, Bluffton and Hilton Head Sun
We usually also have the news outlets reach out to us and ask to do a feature the night of the event, a press release from the town would assist with that as well.

All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: **Town of Bluffton Brand Standards. The use of the Town's logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs may be submitted electronically using this **link**. Please allow five (5) business days for approval.**

Impact on or Benefit to Tourism: This event not only helps us to attract tourists from more northern states that are considering Bluffton for retirement, but

also brings in tourism from Savannah, Hardeeville, Hilton Head, Ridgeland, Beaufort, Charleston and other communities for the celebration. Many tourists have told us how much the enjoy their trip to Bluffton and even ask for restaurant recommendation for after the event, keeping them in town even longer and and helping to support local businesses.

“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.

“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.

Additional Comments: *Field not completed.*

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

FINANCIAL INFORMATION

To download the Town’s required Line-Item Budget Form, click here:

<https://www.townofbluffton.sc.gov/DocumentCenter/View/4295/ATAX-Grant-Application-Line-Item-Budget-Form>

Download and save the form and hit "Back" in your web browser to return to the application. Once the form is completed, attach it on the following line.

Town’s required Line-Item Budget Form:	lineitematax26.pdf
--	------------------------------------

Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	atax24receipts.pdf
--	------------------------------------

Financial Guarantee	Bluffton2026 (1).pdf
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Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.

Please attach Budget vs. Actual statements for prior two years events.

[ataxchart.pdf](#)

Please attach Budget vs. Actual statements for prior two years events.

[ataxactual24.pdf](#)

(Section Break)

Have you requested, received, or been awarded ATAX funding from other state or local entities for this project/event?

No

Have you received or been awarded ATAX funding from other state or local entities for any other project/event?

No

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your organization previously received ATAX funds from the Town of Bluffton?

Yes

Project/Event Name

2025 Bluffton Hannukah Celebration

Year Awarded

2025

Amount Awarded	6,000
Was a final report submitted?	Yes
What was the total number of tourists?	29
What was the percentage of tourists?	44.61%

(Section Break)

Please attach a copy of your organization's IRS Designation Letter showing your non-profit status . [Original Non Profit Status CBY-IRS letter.pdf](#)

Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants. [Report Permit69377 639081518035071002.pdf](#)

Additional Application Documents *Field not completed.*

Additional Application Documents *Field not completed.*

Additional Application Documents *Field not completed.*

Additional Application Documents *Field not completed.*

Additional Comments *Field not completed.*

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.

Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.

The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization’s acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

Signature	Rachel J Pepin
Signatory's Title or Position	Director of Programming and Director of Youth Education

Email not displaying correctly? [View it in your browser.](#)



Internal Revenue Service
District Director

Department of the Treasury

Date: FEB 04 1983

Employer Identification Number:

57-0727506

Accounting Period Ending:

December 31

Foundation Status Classification:

509(a)(2)

Advance Ruling Period Ends:

December 31, 1993

Person to Contact:

B. Hickborn/ch

Contact Telephone Number:

404-221-4516

File Folder Number: 580004515

**The Jewish Community Association Of
Hilton Head Island, Inc.
1601 Lighthouse Lane
Hilton Head Island, SC 29928**

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in section **509(a)(2)**.

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you submit the required information within the 90 days, grantors and donors may continue to rely on the advance determination until the Service makes a final determination of your foundation status. However, if notice that you will no longer be treated as a section **509(a)(2)** organization is published in the Internal Revenue Bulletin, grantors and donors may not rely on this determination after the date of such publication. Also, a grantor or donor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section **509(a)(2)** status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section **509(a)(2)** organization.

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

Generally, you are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. If you have paid FICA taxes without filing the waiver, you should call us. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

You are required to file Form 990, Return of Organization Exempt from Income Tax, only if your gross receipts each year are normally more than \$10,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

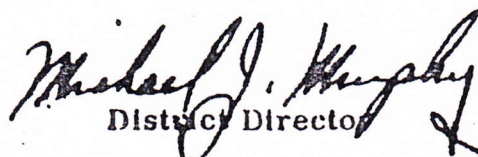
Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Enclosed: 990, Schedule A, &
Instructions

cc: Julian R. Friedman, Esquire


District Director

For tax years ending on and after December 31, 1987, organizations whose gross receipts are not normally more than \$25,000 are excused from filing Form 990. For guidance in determining if your gross receipts are "normally" not more than the \$25,000 limit, see the instructions for the Form 990.

TOWN OF BLUFFTON

TOWN OF BLUFFTON -
Expires:04/30/2027

License No.

26-03-3171

Date Issued:

03/03/2026

NAICS Title:

Other Similar Organizations
(except Business,
Professional, Labor, and
Political Organizations)

Business Type:

Jewish Synagogue

Business Name:

Congregation Beth Yam

Business DBA
Name:

Congregation Beth Yam

Physical Address:

4501 Meeting ST
Hilton Head Island, SC
29926

NON-TRANSFERABLE | TO BE PLACED IN A CONSPICUOUS PLACE

Section 6-21 Purpose and Duration of Business License

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

Rachel Pepin
Congregation Beth Yam
4501 Meeting
Hilton Head, SC 29926

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

REVENUES

Revenues - Cash

Sponsorships	\$	0
Donations	\$	500
ATAX Grants/Funding from Other Entities*	\$	
* Do NOT include anticipated award funds requested in this application		
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Other Grants (please name):	\$	
Vendor Fees	\$	
Registration Fees	\$	
Other Fees (please name): Town of Bluffton Support	\$	2500
Other Fees (please name):	\$	
Mercandise Sales	\$	
Other Sales (please name):	\$	
Other Sales (please name):	\$	
Other Revenue (please name):	\$	
Other Revenue (please name):	\$	

Revenues - In-Kind Contributions

Volunteer Hours	\$	500
Donated Items	\$	
Donated Services	\$	
Other (please name):	\$	
Other (please name):	\$	
Other (please name):	\$	
Total All Revenue Sources:	\$	3500

TOWN OF BLUFFTON
ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Advertising & Promotion of Tourism or Arts and Cultural Events	
Local Newspaper/Digital Advertising	\$ 1000
Regional Newspaper/Digital Advertising	\$
National Newspaper/Digital Advertising	\$
Local Magazine/Digital Advertising	\$ 1600
Regional Magazine/Digital Advertising	\$
National Magazine/Digital Advertising	\$
Local Radio Advertising	\$
Regional Radio Advertising	\$
National Radio Advertising	\$
Local Television Advertising	\$
Regional Television Advertising	\$
National Television Advertising	\$
Billboards	\$
Social Media Advertising	\$ 600
E-mail and/or Text Blasts	\$
Postcards/Mailers	\$
Posters/Banners/Signage	\$
Graphic Design of Marketing/Writing or Press Releases	\$
Web Hosting for Event (not organization)	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Advertising/Promotion Budget:	\$ 3200
Facilities for Civic and Cultural Events	
Rentals: Venue(s)	\$ 250
Rentals: Parking Lots	\$
Rentals: Tables, Chairs, Stages, Tents	\$ 2000
Rental: Sound, Audio Equipment	\$ 1000
Construction/Renovations/Repairs of Buildings/Facilities	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Facilities Budget:	\$ 3250

TOWN OF BLUFFTON

ACCOMODATIONS TAX GRANT APPLICATION BUDGET FORM

EXPENSES

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

Amount

Tourist Transportation

Company Name:	\$
Company Name:	\$
Total Transportation Budget:	\$ 0

Public Facilities

Temporary/Portable Restrooms	\$
Dumpster Rental/Trash Hauling	\$
Construction of Permanent Restrooms	\$
Construction of Parks	\$
Construction of Parking Lots	\$
Other (please name):	\$
Other (please name):	\$
Total Public Facilities Budget:	\$ 0

Municipality and County Services

Security Provided by Bluffton Police Department	\$ 900
Security NOT Provided by Bluffton Police Department	\$ 360
Total Municipality/County Services Budget:	\$ 1260

Operations *(only applicable to Visitor Centers and/or Cultural Centers/Museums)*

Marketing/Advertising	\$
Utilities <i>(electric, gas, water, phone service, internet, etc.)</i>	\$
Subscriptions <i>(not related to marketing/advertising services)</i>	\$
Supplies <i>(office, janitorial, etc.)</i>	\$
Facility Maintenance <i>(i.e. cleaning, pest control, landscaping, etc.)</i>	\$
Minor Repairs	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Other (please name):	\$
Total Operations Budget:	\$ 0

Total ALL ATAX Eligible Expenses: \$ 7710

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Applicants should list all other project/event expenses that are not eligible for ATAX funds and not listed above.

[illegible]

Statement of Activity
Congregation Beth Yam
July 1 - June 30, 2026

Distribution account	Time Period		
	Jul 1 - June 30, 2026	Jul 1 - June 30, 2025 (PY)	2025/2026 Budget
Receipts/Revenues			
MEMBER DUES	\$ 395,162	\$ 370,359	\$ 343,500
DONATIONS-UNRESTRICTED	135,767	94,920	100,300
DONATIONS-REST. & DEDICATED	63,223	75,226	-
BUILDING/FACILITIES RENTAL	54,456	34,724	45,400
SCHOOL TUITION	8,174	8,862	8,500
HHD RELATED INCOME	9,608	8,730	9,320
FUNDRAISING INCOME & EXPENSES	46,918	57,334	40,000
INVESTMENT INCOME-GEN FUND	13,539	16,545	-
OTHER INCOME	21,778	27,060	22,600
Total for Receipts/Revenues	748,625	693,761	569,620
Adjustments to Receipts/Revenues			
Transfers to Dedicated & Restricted Funds	63,223	75,226	-
Transfers From Reserved & Restricted Funds	(46,098)	(18,754)	-
Total for Adjustments	17,125	56,472	-
Net Receipts/Revenues	\$ 731,500	\$ 637,289	\$ 569,620
Expenses			
BIMA/RELIGIOUS EXPENSES			
RABBI SALARY/PARSONAGE/OTHER	270,379	234,502	239,900
Accompanist	16,145	12,007	11,200
Cantor Expense (net)	16,197	16,770	13,120
Music Director Expenses (net)	24,440	28,324	17,900
Music Other	472	749	-
Memorial Plaq/Tree of Life	436	436	500
Ritual Committee	(501)	352	500
Total BIMA/RELIGIOUS EXPENSES	327,568	293,140	283,120
HIGH HOLIDAY EXPENSE	17,365	19,612	9,700
PROGRAMS/COMMITTEES	2,067	1,195	6,850
RELIGIOUS SCHOOL EXPENSE	25,207	26,486	850
BUILDING OPERATIONS & MAINT.	79,278	64,501	78,400
GENERAL & ADMIN EXPENSES	171,485	185,708	188,200
EXP. & DISBURSEMENTS-REST. & DED	46,098	18,754	-
Total for Expenses	669,069	609,396	567,120
Gross Surplus/(Deficit)	62,431	27,893	2,500
Other Gains/(Losses)	(9,260)	4,473	-
Other Expenses		1,650	
Net Other Income/Expenses	(9,260)	2,823	-
Net Suplus/(Deficit)	\$ 53,172	\$ 30,716	\$ 2,500

Cash Basis - July 14, 2026

Statement of Financial Position
Congregation Beth Yam
As of June 30, 2026

Distribution account	Total	
	As of June 30, 2026	As of June 30, 2025 (PY)
Assets		
Current Assets		
Bank Accounts		
Operating Funds	67,127	3,850
Restricted Funds/Investments	351,684	307,930
Total for Bank Accounts	418,811	311,780
Other Current Assets	93,252	33,658
Total for Current Assets	512,064	345,438
Fixed Assets	1,872,123	1,874,914
Total Assets	\$ 2,384,186	\$ 2,220,352
Liabilities and Equity		
Liabilities		
Current Liabilities		
Total for Credit Cards	6,412	(1,918)
Other Current Liabilities		
Deferred Income - Prepaid	71,833	14,713
Due to/From Endowment & Sisterhood	60	(750)
Leaf Copier Buyout	3,383	-
Payroll Liabilities	2,276	10
Total for Other Current Liabilities	77,552	13,973
Total for Liabilities	83,964	12,055
Equity		
Accumulated Surplus	1,895,367	1,864,650
Fund Balances - Dedicated & Restricted		
Dedicated Funds	20,794	15,200
Fund Balance-Restricted	330,890	297,730
Total for Fund Balances - Dedicated & Restricted	351,684	312,930
Current Operating Surplus/(Deficit)	53,172	30,716
Total for Equity	2,300,222	2,208,297
Total for Liabilities and Equity	\$ 2,384,186	\$ 2,220,352

Cash Basis July 14, 2026



Rabbi:

Sharon Marcus

President:

Stuart Gaynes

Officers:

Risa Prince
Jon Bloom
Gene Meyers
Doug Luba

Directors:

Dayna Dehlinger
Cindy Green
Walter Margeson
Lee Oppenheimer
Jack Resnick
Scott Selkowitz
Steve Siegel

Sheila Margeson
Sally Vosk
Sisterhood President,
ex officio

Jeff Shapiro
Men's Club President,
ex officio

Immediate Past

President:

Janet Kelley

Past Presidents:

Judy Bluestone
Stanton Bluestone*
Irwin (Ted) David
Scottie Davis
Paula Flink*
Joel N. Greene
Linda Harrison
Jane Joseph
Donald Kahaner*
Seymour Lash*
Bernice Lewin*
Irwin Lindenbaum*
Pennie Meiselman
Hank Noble
Bert Reinhold*
Jack Resnick
Twyla Sable
Howard Sherman*
Candy Solomon
Robert Stone*
Michael Weingarten*

Honorary Director:

Dan Caplan*

*Deceased

June 28, 2026

To Whom It May Concern:

Congregation Beth Yam is committed to having a Hanukkah Celebration with Bluffton on December 12, 2026, even if the town does not approve the A-Tax request. We will follow up on any financial responsibilities to the extent of our budget will allow until the completion of the event.

Sincerely,

Stuart Gaynes
President
Congregation Beth Yam

4501 Meeting Street • Hilton Head, SC 29926
Phone: (843) 689-2178 • Fax: (843) 681-5531
Email:
www.bethyam.org

Bluffton A-Tax Funds 2024

	Applied For	Actual
Table and Chair Rentals	1280	0
Social Media Advertising	350	0
Bluffton Sun Ad	450	0
Bluffton PD	900	360
Paper Goods/ Beverages/Misc	500	408
Musicians	1700	1400
Hannukah Food	800	525

Notes:

The table and chair rentals were canceled due to rain out of event. We called the rain out of event over 24 hours in advance, so we were able to receive a full refund.

Bluffton Sun ad was not run due to some reorganization of chairpersons within our organization and the deadlines of publication. We have a new chairperson, who has not only reserved our spot, but is also a correspondent who will also have an article about Hannukah at no additional cost.

Last year we utilized some free social media marketing with local groups, this year we have decided to invest with paid ads for larger ROI.

Bluffton PD posted 5 officer slots to fill , only 2 officers signed up. We will arrange with Cpt. Ferrelli for this year because we will require extra security given recent events. If BPD cannot fill the spots, we have a contract with Island Security- would that be reimbursable via ATAX if we need to use them to fill vacancies?

Bluffton A-Tax Funds 2025

	Applied For	Actual
Table and Chair Rentals	2,200	1969.10
Social Media Advertising	1000	129.75
Bluffton/ Hilton Head Sun Ad	761.25	1041.25
Bluffton PD	900	Sent to town directly
Sound Equipment	750	464.36
Paper Goods/ Beverages/Misc	500	464.36
Musicians	1700	1445.90
Hannukah Food	800	90.33

Our food cost was under budget as we received a large amount of donations of food in response to anti-semitic events that had taken place the week of our event. We also did not spend near what we had hoped on social media campaigns. The terrorist event at Bondi Beach happened one week prior to our event and we were advised by the SCN which is part of the FBI not to advertise anything at that point. We met with Bluffton PD and the town and felt the threat level was high and pulled back on what would have been our very large Facebook and Instagram marketing week. We have asked for a middle-of-the-road amount for this year given those circumstances and the unpredictability of antisemitism around the world.

TOWN OF BLUFFTON ATAX GRANT APPLICATION SCORING SHEET

Entity: **Congregation Beth Yam**

Project: **4th Annual Hanukkah Celebration**

Project Type: **Event/Festival**

Scoring Category	Points Possible	Points Awarded
ADVERTISING	15	
Part 1: Five (5) points possible. Based on how much of the requested funds go toward advertising.		
0% of funds go toward advertising	0 points	
1% - 20% of funds go toward advertising	1 point	
21% - 40% of funds go toward advertising	2 points	
41% - 60% of funds go toward advertising	3 points	
61% - 80% of funds go toward advertising	4 points	
81% - 100% of funds go toward advertising	5 points	
Part 2: Ten (10) points possible. Based on <u>where</u> the advertising is placed.		
None of the funds go toward advertising	0 points	
Local newspapers/periodicals and electronic advertising (ex. Island Packet, The Bluffton Sun)	2 points	
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	4 points	
Larger regional publications and electronic marketing within 100 miles (ex. Charleston or Savannah news outlets)	6 points	
Newspapers/periodicals/electronic marketing to large, metropolitan areas outside of 100 miles away (ex. Atlanta, Charlotte, Washington, D.C., Chicago)	8 points	
Nationally distributed newspapers/periodicals/electronic marketing (ex. USA Today, NY Times, Southern Living Magazine)	10 points	
TOURIST FACILITIES	15	
Higher point value given based on anticipated ratio of tourists to locals		
FESTIVAL/EVENT	5	
Higher point value given to requests for festivals or events		
Length of event/festival should be considered. Is it an all-day event versus a two-hour event? Multi-day event?		
BLUFFTON EVENT	5	
Higher point value given to events held within the town limits of Bluffton and/or spanning multiple locations		
TOURISM DRAW	5	
0% of attendees are tourists based on historical or projected information	0 points	
1% - 20% of attendees are tourists based on historical or projected info	1 point	
21% - 40% of attendees are tourists based on historical or projected info	2 points	
41% - 60% of attendees are tourists based on historical or projected info	3 points	
61% - 80% of attendees are tourists based on historical or projected info	4 points	
81% - 100% of attendees are tourists based on historical or projected info	5 points	
BENEFIT TO TOURISM (LOCAL ECONOMY)	5	
Higher point value given to events that encourage overnight stays and/or have local business participation		
SELF SUFFIECIENCY	5	
100% of budget from ATAX request	0 points	
80% - 99% of budget from ATAX request	1 point	
60% - 79% of budget from ATAX request	2 points	
40% - 59% of budget from ATAX request	3 points	
20% - 39% of budget from ATAX request	4 points	
1% - 19% of budget from ATAX request	5 points	
MISCELLANEOUS	10	
Only use if applicant does not qualify as a festival/event		
Group Average Point Total (out of a possible 40 points)		0
Group Average Percentage		

ACCOMMODATIONS TAX ADVISORY COMMITTEE

STAFF REPORT

Department of Finance & Administration



MEETING DATE: August 18, 2026
 SUBJECT: BlacQuity SC: 2026 Roots and Rivers Festival
 PROJECT MANAGER: Jeremy Bullock, Grants Administrator

Summarized below is the application from BlacQuity SC for Accommodations Tax grant dollars in support of advertising, facilities, security and transportation for their 2026 Roots and Rivers Festival.

Budget numbers provided herein are based on information conveyed on the required Line-Item Budget Form within the applicant's submission.

Total Budget: \$35,290
Requested Amount: \$25,000
Percentage of Request^: 70%

^Includes up to 100% for Advertising & Promotion plus up to 50% of remaining expenses

Eligible Tourism-Related Expense Categories (per SC Code of Laws)	Total Budget for Category, per budget form	
Advertising & Promotion of Tourism or Arts and Cultural Events	14,500	
Facilities for Civic and Cultural Events	5,690	
Public Facilities	2,000	*
Municipality and County Services	2,400	*
Tourist Transportation	1,200	*
Other/Ineligible Project Expenses	9,500	
Total	\$35,290	

*Reimbursement will be based on the estimated percentage of tourists provided for

Budgeted Expenses Summary:

Advertising & Promotion:

Total budget \$14,500

- Local and regional newspaper, magazine, radio and television ads, billboards, social media, email/text blasts, postcards, posters, event website and graphic design

Facilities for Civic and Cultural Events:

Total budget \$5,690

- Rentals of venue, stage, tents

Public Facilities:

Total budget \$2,000

- Port-o-Lets rental, handwashing station, trash hauling

Municipal and County Services:

Total budget \$2,400

- Bluffton Police Department security and other security

Tourist Transportation:

Total budget \$1,200

- Shuttle services for attendees

Other/Ineligible Project Expenses:

Total budget \$9,500

- Gifts/giveaways, staff coordination/planning, insurance, videographer, office supplies & administration expenses

Table Rating (Scores 0-5 with 5 satisfying the qualifications best, exception Advertising 0-15)

Amount Requested	Advertising (15)	Festival / Event (5)	Bluffton Event (5)	Tourism Draw % (5)	Benefit to Tourism (5)	Self-Sufficiency % (5)	Total of 40 possible	Comments
\$25,000	10	5	4	3	4	3	29	

Advertising: Of the requested funds, 58% is requested to market/advertise the event. Intended media vehicles for advertising include WHHI-TV, WSAV-TV, WJCL, WTOG, Gullah Geechee Radio (98.5 FM), Bob FM (104.9)/G100 Savannah, 98.7 FM/101.1 FM, WHCJ (Savannah State Radio), iHeart Radio, Spotify Radio, Lowcountry Weekly, The Bluffton Sun, The Island Packet, Post & Courier, The Southern Edge Magazine, Local Life, Savannah Magazine, CB2 Magazine, Urban Magazine (Atlanta), HHI-Bluffton Chamber of Commerce Newsletters, Facebook, and online on VisitBluffton.org and SouthCarolinaLowcountry.com

Festival/Event: The event is scheduled to take place on September 12 and will feature food and entertainment.

Bluffton Event: The location of the 2026 event will be Oyster Factory Park.

Tourism Draw %: The reported tourism attendance at the 2025 event was 53%, which includes visitors from Savannah, Charleston, Atlanta, Jacksonville, and Columbia.

Benefit to Tourism: Event marketing materials will provide a list of recommended hotels and accommodations; visitors will also be encouraged to explore Bluffton's Historic District and shops, dine locally and extend their stay.

Self-Sufficiency % (Financial Need): The request is approximately 50% of BlacQuity's total projected events budget of \$50,000 for 2026. Additional revenue sources include sponsorships, donations, vendor and registration fees, ticket and raffles sales, and in-kind contributions.

Previous Funding Amounts						
Fiscal Year	Requested Amount	% of Budget	Advisory Committee Recommendation	Town Council Approved	Expended	Comments
2026	\$27,000	43.5%	\$27,000	\$27,000	\$15,735.82	Final report submitted
2025	\$38,186	57%	\$25,000	\$25,000	\$22,733.03	Final report submitted
2024	\$38,186	57%	\$21,836	\$21,836	\$14,006.87	Amounts consist of both grant awards combined. Final report submitted

Accommodations Tax Committee Recommendations and Comments:

The Committee recommends funding \$25,000 for the 2026 Roots & Rivers Festival.

Bullock, Jeremy

From: noreply@civicplus.com
Sent: Tuesday, June 30, 2026 4:47 PM
To: ATax Communications
Subject: Online Form Submittal: Accommodations Tax Grant Application

WARNING!
 This email originated from outside of the Town of Bluffton's email system. DO NOT click any links or open any attachments unless you recognize the sender and know the content is safe.

Accommodations Tax Grant Application

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Accommodations Tax Grant Application Instructions	Accommodations Tax Grant Application Instructions
Accommodations Tax Grant Application Instructions	I have read and acknowledged the Town of Bluffton, SC Accommodations Tax Grant Application Instructions.
(Section Break)	
Application Date	3/27/2026
Project Name	Roots & Rivers Festival
Project/Event Location	Oyster Factory Park
Is this a new project or event?	No
Project/Event Start Date:	9/12/2026

Project/Event End Date	9/12/2026
Multi-Year Project/Event?	No
Total Project Costs	50,000
Total ATAX Funds Requested	25,000
Percent of Total Budget	50%
Date the funds are needed:	9/12/2026
Full Legal Organization Name	BlacQuity SC
Address	10 Buck Island Rd
Street Address Line 2	<i>Field not completed.</i>
City	Bluffton
State	South Carolina
Zip Code	29910
Applicant must be designated as a non-profit entity to receive ATAX funds. Is your entity a non-profit organization?	Yes

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Organization Primary Point of Contact	
First Name	Gwen
Last Name	Chambers
Title	Executive Director
Phone Number	8437075271

E-mail Address	gwen@blacquitysc.org
(Section Break)	
Organization Secondary Point of Contact	
First Name	Derek
Last Name	Jenkins
Title	Board Chair
Phone Number	484-326-8459
E-mail Address	jenkinsderek9.7@gmail.com

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

Project Description:	Roots & Rivers Festival is a one-day cultural tourism and community festival hosted by BlacQuity at Oyster Factory Park in Bluffton, South Carolina on Saturday, September 12, 2026. The festival celebrates Lowcountry culture, music, food, entrepreneurship, family engagement, and Black-owned businesses while attracting residents and visitors to the Town of Bluffton. The event will feature live entertainment, a headline musical performance, DJ, local and regional food vendors, artisan and retail vendors, a family-friendly Kids Zone, community engagement activities, sponsor activations, and opportunities for attendees to support local small businesses. The festival is designed to create a welcoming, high-energy destination experience that encourages visitors to come into Bluffton, spend time in the community, support local commerce, and experience the cultural identity of the Lowcountry. Town of Bluffton ATAX funds will support eligible festival expenses including regional marketing and advertising, sound/stage/lights, police/security, venue costs, and design/promotional materials. These investments will help ensure the event is professionally promoted, safe, well-produced, and positioned as a tourism-facing festival that strengthens Bluffton’s visibility as a cultural and family-friendly destination.
List any required permits, if applicable. If none, type “N/A”:	Required permits and approvals may include the Town of Bluffton Special Event Permit, Oyster Factory Park facility use approval, police/security coordination, insurance certificate, vendor-related approvals, and any applicable alcohol/beverage licensing connected to the festival beer garden. BlacQuity will coordinate with the Town of Bluffton and all appropriate agencies to ensure all required

permits, approvals, insurance documentation, and public safety requirements are completed before the event.

Describe all planned advertising and marketing for this project/event:

BlacQuity plans to implement a regional tourism-focused marketing campaign to promote the 2026 Roots & Rivers Festival and attract visitors from outside the Town of Bluffton. Marketing will include print advertising, radio promotion, digital advertising, social media advertising, email marketing, community partner promotion, event listing platforms, flyer and poster distribution, press outreach, and regional media placements.

The campaign will focus on positioning Roots & Rivers Festival as a cultural tourism experience in Bluffton featuring live music, food, local vendors, family activities, and Lowcountry culture. Paid and organic promotion will target visitors from surrounding drive markets including Savannah, GA, Charleston, SC, Jacksonville, FL, Columbia, SC , Hilton Head Island, Jasper County, Hampton County, Colleton County, and other nearby communities.

Marketing materials will include professionally designed graphics, flyers, posters, banners, digital ads, radio spots, social media content, event listings, sponsor recognition materials, and video/photo content. All advertising and marketing funded through Town of Bluffton ATAX dollars will include the required Town of Bluffton branding and will be submitted for approval in accordance with the Town’s brand standards and approval process.

Please list all media outlets you intend to utilize for your project/event (i.e. names of magazines, TV and radio stations, etc.):

BlacQuity intends to utilize a combination of regional, local, digital, print, radio, and tourism-facing outlets, including but not limited to:

iHeartRadio, WSOK AM 1230 Savannah, The Bluffton Sun, Local Life Magazine, Savannah Magazine, The Savannah Tribune, WSAV Television, Facebook/Instagram Ads, Google Display Ads, YouTube Ads, Eventbrite promotion, [BlackPR.com](#), Black PR Wire, NNPA/BlackPressUSA, BlacQuity email newsletter, BlacQuity website, partner newsletters, local community calendars, regional event calendars, and social media platforms including Facebook, Instagram, TikTok, and LinkedIn.

Additional media partners and promotional outlets may be added as opportunities become available and as approved within the project marketing plan.

All advertising/marketing paid for with Town of Bluffton Accommodations Tax dollars must incorporate the branding shown here: [Town of Bluffton Brand Standards](#). The use of the Town’s logo must meet the design standards outlined at the aforementioned link and be approved by the Town. Designs

may be submitted electronically using this [link](#). Please allow five (5) business days for approval.

Impact on or Benefit to Tourism:	Roots & Rivers Festival will benefit tourism by attracting visitors into the corporate limits of the Town of Bluffton for a cultural, entertainment, food, vendor, and family-friendly festival experience at Oyster Factory Park. The festival is intentionally designed to draw attendees from outside Bluffton and surrounding Town zip codes, including regional visitors from Jacksonville, FL, Columbia, SC, Savannah,GA Charleston,SC Beaufort,SC Hilton Head Island,SC Jasper County, Hampton County, Colleton County, and other drive markets. The event encourages tourism by giving visitors a reason to travel to Bluffton for live entertainment, Lowcountry culture, food, shopping, and community experiences. Attendees may also support nearby restaurants, retail businesses, gas stations, lodging properties, and other local establishments before, during, and after the event. Roots & Rivers Festival also supports Bluffton’s broader tourism identity by highlighting the Town as a welcoming destination for cultural experiences, family-friendly events, small business engagement, and community-centered festivals. By investing in regional advertising, professional event production, public safety, and visitor-facing promotion, the festival will increase awareness of Bluffton as a place to visit, gather, shop, eat, and experience Lowcountry culture. The festival's benefit to tourism will be measured through attendance, ticket sales, vendor participation, sponsor engagement, social media reach, digital advertising performance, website/event page traffic, visitor ZIP code collection where possible, and post-event reporting. BlacQuity will document marketing efforts and event outcomes to demonstrate how ATAX funds supported tourism promotion and visitor attraction.
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“Tourist” means a person who does not reside within the corporate limits of the Town or within a Town zip code that takes a trip into the corporate limits of the Town for any purpose, except daily commuting to and from work.

“Travel” and “Tourism” mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work.

Additional
Comments:

BlacQuity is requesting Town of Bluffton Accommodations Tax funding to help expand the reach, safety, visibility, and tourism impact of the 2026 Roots & Rivers Festival. The requested funds will support eligible costs including marketing, police/security, sound/stage/lights, venue expenses, and design/promotional materials.

Roots & Rivers Festival aligns with the purpose of ATAX funding by promoting Bluffton as a visitor destination and supporting an event that attracts people into the Town for culture, entertainment, food, shopping, and family-friendly activities. BlacQuity is committed to following all Town of Bluffton branding, approval, documentation, reporting, and compliance requirements connected to the use of ATAX funds.

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

FINANCIAL INFORMATION

To download the Town’s required Line-Item Budget Form, click here:

<https://www.townofbluffton.sc.gov/DocumentCenter/View/4295/ATAX-Grant-Application-Line-Item-Budget-Form>

Download and save the form and hit "Back" in your web browser to return to the application. Once the form is completed, attach it on the following line.

Town’s required Line-Item Budget Form:	BlacQuity_RootsRivers2026_ATAX_BudgetForm_CORRECTED.pdf
Most Recent Fiscal Year Balance Sheet and Profit and Loss Accounting Statement	BlacQuity_FinancialStatements_FY2025.pdf
Financial Guarantee	BlacQuity_Board_Resolution_Minutes_RootsRivers2026.docx

Applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.

Please attach [BlacQuity BudgetVsActual RootsRivers 2024 2025.pdf](#)
Budget vs. Actual
statements for prior
two years events.

Please attach *Field not completed.*
Budget vs. Actual
statements for prior
two years events.

(Section Break)

Have you
requested,
received, or been
awarded ATAX
funding from other
state or local
entities for this
project/event?

No

Have you received
or been awarded
ATAX funding from
other state or local
entities for any
other
project/event?

No

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

PRIOR RECIPIENT'S REPORT

If your organization has received ATAX funding from the Town of Bluffton in previous years, you must complete the below information.

If you have not received ATAX funding from the Town of Bluffton, please answer "No" and skip this section, and sign and submit your application.

Has your
organization
previously received

Yes

ATAX funds from the
Town of Bluffton?

Project/Event Name	Roots & Rivers Festival
Year Awarded	2025
Amount Awarded	27000
Was a final report submitted?	Yes
What was the total number of tourists?	424
What was the percentage of tourists?	54

(Section Break)

Please attach a copy of your organization's IRS Designation Letter showing your non-profit status .

[IRS Determination FinalLetter 88-0662577 BLACQUITYSC 02142022 00.pdf](#)

Please upload a copy of your current Town of Bluffton Business License, which is required of all applicants.

[2026BusinessLicense BlacQuity.pdf](#)

Additional Application Documents

Field not completed.

Additional Application Documents

Field not completed.

Additional Application Documents

Field not completed.

Additional
Application
Documents

Field not completed.

Additional
Comments

Field not completed.

TOWN OF BLUFFTON ACCOMMODATIONS TAX GRANT APPLICATION

All applicants will be required to come before the Accommodations Tax Advisory Committee (ATAC) and answer any and all questions when scheduled to do so.

Any organization awarded funds for advertising/marketing must incorporate the Bluffton Heart of the Lowcountry brand logo in all promotional materials and advertising.

The South Carolina Freedom of Information Act (FOIA) defines a “public body” as any organization or corporation supported in whole or in part by public funds or expending public funds. If awarded, your organization's acceptance of public funds from the Town of Bluffton may cause your organization to come within the meaning of “public body” as defined by the Freedom of Information Act. S.C. Code Ann. §30-4-10, et seq. (Supp. 2002). Accordingly, this is to advise that by accepting public funds, your organization may be subject to the South Carolina Freedom of Information Act.

By submitting this application, the organization certifies that it has read and understands the paragraphs above. The organization additionally certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language and that all funds that may be received by the applicant organization from the Town of Bluffton, South Carolina will be solely used for the purposes set forth in this application and will comply with all laws and statutes, including the South Carolina Code of Laws regarding Allocations of Accommodations Tax Revenues.

By typing your name below, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

Signature

Gwen Chambers

Signatory's Title or
Position

Executive Director

Email not displaying correctly? [View it in your browser.](#)





Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

BLACQUITY SC
PO BOX 3132
BLUFFTON, SC 29910

AT

Section X. Item #3.

Date:
03/09/2022
Employer ID number:
88-0662577
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
December 31
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
February 2, 2022
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053447002412

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

TOWN OF BLUFFTON

TOWN OF BLUFFTON -
Expires:04/30/2027

License No.	26-02-2128	Business Name:	BlacQuity SC
Date Issued:	02/11/2026		
NAICS Title:	Other Similar Organizations (except Business, Professional, Labor, and Political Organizations)	Business DBA Name:	BlacQuity SC
Business Type:		Physical Address:	
Economic Development Center		10 BUCK ISLAND RD BLUFFTON SC 29910	

NON-TRANSFERABLE | TO BE PLACED IN A CONSPICUOUS PLACE

Section 6-21 Purpose and Duration of Business License

ALL BUSINESSES LOCATED IN THE TOWN OF BLUFFTON MUST POST THE BUSINESS LICENSE IN A VISIBLE LOCATION WITHIN THE BUSINESS LOCATION AS REFERENCED ABOVE AND IS VALID FOR THIS LOCATION ONLY. ALL BUSINESSES LOCATED OUTSIDE THE TOWN OF BLUFFTON MUST KEEP A CURRENT COPY WHILE CONDUCTING BUSINESS INSIDE THE TOWN OF BLUFFTON. CHANGE IN LOCATION OR OWNERSHIP REQUIRES A NEW LICENSE. IF THE BUSINESS IS CLOSED, CONTACT OUR OFFICE AT 843-706-4501 TO UPDATE ACCOUNT.

Gwen Chambers
BlacQuity, LLC
10 Buck Island Dr
Bluffton, SC 29910

TOWN OF BLUFFTON
ACCOMMODATIONS TAX GRANT APPLICATION BUDGET FORM

AT

Section X. Item #3.

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a

figure

REVENUES

Revenues - Cash

Sponsorships \$ 15000

Donations \$ 12000

ATAX Grants/Funding from Other Entities* \$ 0

* Do **NOT** include anticipated award funds requested in this application

Other Grants (please name): _____

\$ 0

Other Grants (please name): _____

\$ 0

Other Grants (please name): _____

\$ 0

Vendor Fees \$ 4000

Registration Fees \$ 0

Other Fees (please name): Ticket Sales

\$ 0

Other Fees (please name): _____

\$ 0

Merchandise Sales \$ 1000

Other Sales (please name): Beer Garden Sales

\$ 2000

Other Sales (please name): _____

\$ 0

Other Revenue (please name): _____

\$ 0

Other Revenue (please name): _____

\$ 0

Revenues - In-Kind Contributions

Volunteer Hours \$ 360

Donated Items \$ 1500

Donated Services \$ 1500

Other (please name): _____

\$ 0

Other (please name): _____

\$ 0

Other (please name): _____

\$ 0

Total All Revenue Sources: \$ 37360

TOWN OF BLUFFTON
ACCOMMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

AT
Section X. Item #3.

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure

Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Advertising & Promotion of Tourism or Arts and Cultural Events	
Local Newspaper/Digital Advertising	\$ 1000
Regional Newspaper/Digital Advertising	\$ 1000
National Newspaper/Digital Advertising	\$ 0
Local Magazine/Digital Advertising	\$ 1000
Regional Magazine/Digital Advertising	\$ 2000
National Magazine/Digital Advertising	\$ 0
Local Radio Advertising	\$ 1500
Regional Radio Advertising	\$ 2500
National Radio Advertising	\$ 0
Local Television Advertising	\$ 0
Regional Television Advertising	\$ 1000
National Television Advertising	\$ 0
Billboards	\$ 0
Social Media Advertising	\$ 500
E-mail and/or Text Blasts	\$ 500
Postcards/Mailers	\$ 0
Posters/Banners/Signage	\$ 1200
Graphic Design of Marketing/Writing or Press Releases	\$ 1100
Web Hosting for Event (not organization)	\$ 0
Other (please name): Event Printing	\$ 1200
Other (please name):	\$ 0
Other (please name):	\$ 0
Other (please name):	\$ 0
Other (please name):	\$ 0
Total Advertising/Promotion Budget:	\$ 14500

Facilities for Civic and Cultural Events

Rentals: Venue(s)	\$ 1200
Rentals: Parking Lots	\$ 500
Rentals: Tables, Chairs, Stages, Tents	\$ 0
Rental: Sound, Audio Equipment	\$ 3000
Construction/Renovations/Repairs of Buildings/Facilities	\$ 0
Other (please name): Event Insurance	\$ 990
Other (please name):	\$ 0
Other (please name):	\$ 0
Total Facilities Budget:	\$ 5690

TOWN OF BLUFFTON
ACCOMMODATIONS TAX GRANT APPLICATION BUDGET FORM
EXPENSES

AT

Section X. Item #3.

Round all numbers to the nearest whole dollar; do not use commas between numbers or ".00" at the end of a figure
Eligible Tourism-Related Expense Categories (per SC Code of Laws)

	Amount
Tourist Transportation	
Company Name: Hidden Treasures Trolley	\$ 1200
Company Name: _____	\$ 0
Total Transportation Budget:	\$ 1200
Public Facilities	
Temporary/Portable Restrooms	\$ 600
Dumpster Rental/Trash Hauling	\$ 400
Construction of Permanent Restrooms	\$ 0
Construction of Parks	\$ 0
Construction of Parking Lots	\$ 0
Other (please name): Event Permits	\$ 1000
Other (please name): _____	\$ 0
Total Public Facilities Budget:	\$ 2000
Municipality and County Services	
Security Provided by Bluffton Police Department	\$ 1200
Security NOT Provided by Bluffton Police Department	\$ 1200
Total Municipality/County Services Budget:	\$ 2400
Operations	
Marketing/Advertising	\$ 0
Utilities (electric, gas, water, phone service, internet, etc.)	\$ 0
Subscriptions (not related to marketing/advertising services)	\$ 0
Supplies (office, janitorial, etc.)	\$ 0
Facility Maintenance (i.e. cleaning, pest control, landscaping, etc.)	\$ 0
Minor Repairs	\$ 0
Other (please name): _____	\$ 0
Other (please name): _____	\$ 0
Other (please name): _____	\$ 0
Other (please name): _____	\$ 0
Total Operations Budget:	\$ 0
Total ALL ATAX Eligible Expenses:	\$ 25790

AT Section X. Item #3.

Other/Ineligible Expenses *(Applicants should list all other project/event expenses that are not eligible for ATAX funds and not listed above.)*

Total Project/Event Budget (all eligible ATAX categories + Ineligible Expenses):	\$35,290
Total Project/Event Profit or Loss (Total Revenue minus Total Project/Event Budget):	\$2,070

BLACQUITY, INC.
Financial Statements

Prepared in Support of the Town of Bluffton Accommodations Tax (ATAX) Grant Application
Roots & Rivers Festival 2026

Contents

1. Statement of Financial Position (Balance Sheet) Page 2
Cash Basis · As of December 31, 2025 · Source: QuickBooks (exported March 30, 2026)

2. Statement of Activities (Profit & Loss) Pages 3–5
Cash Basis · January 1 – December 31, 2025 · Source: QuickBooks (exported March 30, 2026)

⚠ **SOURCE:** All figures on both statements are drawn directly from BlacQuity’s QuickBooks accounting records, exported March 30, 2026. These are final, cash-basis figures for Fiscal Year 2025. No placeholders remain.

BLACQUITY, INC.**Statement of Financial Position (Balance Sheet)**

Cash Basis · As of December 31, 2025 · Source: QuickBooks (exported March 30, 2026)

Assets**Current Assets — Bank Accounts**

Cash on Hand	\$60.00
Small Business Checking (3861)	\$60,496.19
zAdjustment	\$0.00

Total Bank Accounts	\$60,556.19
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Current Assets — Other

Payments to Deposit	\$0.00
QuickBooks Tax Holding Account	\$88.42

Total Other Current Assets	\$88.42
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Total Current Assets	\$60,644.61
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Total Non-Current Assets	\$0.00
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TOTAL ASSETS	\$60,644.61
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Liabilities**Current Liabilities — Credit Cards**

South State Bank Card	\$625.00
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Total Credit Cards	\$625.00
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Current Liabilities — Other

Direct Deposit Payable	\$0.00
Payroll Liabilities	\$107.98
Federal Taxes (941/944)	\$80.80
SC Income Tax	\$7.62
SC Unemployment Tax	\$233.28

Total Payroll Liabilities	\$429.68
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Total Other Current Liabilities	\$429.68
--	-----------------

Total Current Liabilities	\$1,054.68
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TOTAL LIABILITIES		\$1,054.68
Equity		
Retained Earnings		\$30,323.11
Net Revenue (FY2025)		\$29,266.82
Total Equity		\$59,589.93
TOTAL LIABILITIES AND EQUITY		\$60,644.61

⚠ Balance Sheet confirms: Total Assets (\$60,644.61) = Total Liabilities (\$1,054.68) + Total Equity (\$59,589.93) = \$60,644.61. Verified. Source: QuickBooks Statement of Financial Position, Cash Basis, as of December 31, 2025, exported March 30, 2026.

BLACQUITY, INC.**Statement of Activities (Profit & Loss)**

Cash Basis · January 1 – December 31, 2025 · Source: QuickBooks (exported March 30, 2026)

Revenue**Contributed Income**

Corporate & Foundation Grants	\$14,400.00
Donations	\$134,855.03
Donations Directed by Individuals	\$10,000.00

Roots & Rivers Festival Sponsorships

Presenting / Diamond Sponsor	\$7,500.00
Gold Sponsor	\$7,500.00
Platinum Sponsor	\$5,000.00
Silver Sponsor	\$4,000.00
Bronze Sponsor	\$3,000.00

Total Festival Sponsorships	\$27,000.00
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Total Contributed Income	\$186,255.03
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Other Revenue Adjustments

Discounts Given	-\$37.50
Program – BEU Class Payments	-\$75.00
Sales	\$75.00

TOTAL REVENUE	\$186,217.53
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Statement of Activities (continued) — Expenditures

Expenditures**Professional Fees**

Legal	\$450.00
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Total Professional Fees	\$450.00
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Travel & Meetings

Local Meetings	\$50.00
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Total Travel & Meetings	\$50.00
------------------------------------	----------------

Special Events Expense

General Event Expenses	\$1,100.00
Entertainment	\$1,000.00
Security & Safety	\$1,080.00
Event Food / Drink & Hospitality	\$383.48

Total Special Events Expense	\$3,563.48
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Advertising & Marketing

General Advertising & Marketing	\$8,105.94
Roots & Rivers Festival	\$11,707.64

Total Advertising & Marketing	\$19,813.58
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Other Program & Organizational

Awards & Grants to Others	\$1,800.00
Board Development	\$400.00
Fundraising Event – Food	\$1,027.06
Insurance (Roots & Rivers)	\$435.00

Contract & Professional Fees

Contract Services	\$290.20
Accounting Fees	\$600.00
Bookkeeping	\$477.50

Total Contract & Professional Fees	\$1,367.70
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Occupancy / Utilities

Rent/Telephone	\$2,033.30
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Total Occupancy / Utilities	\$2,033.30
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Office Expenses

General Office Expenses	\$1,750.21
Bank Fees & Service Charges	\$25.00
Memberships & Subscriptions	\$1,562.98
Office Supplies	\$1,151.24
Post Office Box Fee	\$188.00
Printing & Photocopying	\$124.75
Program – Software	\$28.60
Shipping & Postage	\$62.10
Software & Apps	\$2,672.99

Total Office Expenses	\$7,565.87
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Payroll Expenses

Wages	\$92,930.94
Payroll Taxes	\$7,149.22
Payroll Adjustment	-\$1,000.00

Total Payroll Expenses	\$99,080.16
-------------------------------	--------------------

Professional Development

Conference	\$100.00
Vehicle Rental	\$448.82
Hotels	\$1,180.26
Travel/Conference	\$1,308.23

Total Professional Development	\$3,037.31
---------------------------------------	-------------------

Other Organizational Expenses

Professional Organizations & Memberships	\$167.00
QuickBooks Payments Fees	\$606.61
Supplies	\$1,715.70

Roots & Rivers Festival Expenses

General Festival Expenses	\$4,567.80
Program Expenses	\$6,935.04
T-Shirts	\$3,360.00
Trolleys	\$600.00

Total Festival Expenses	\$15,462.84
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Roots & Rivers Festival Expense (misc.)	\$139.77
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TOTAL EXPENDITURES	\$158,715.38
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Statement of Activities (continued) — Net Revenue Summary

Net Operating Revenue

Total Revenue	\$186,217.53
Total Expenditures	\$158,715.38

NET OPERATING REVENUE	\$27,502.15
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Other Revenue

Roots & Rivers Festival

Other Income – Ticket Sales	\$5,487.89
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Total Other Revenue	\$5,487.89
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Other Expenditures

Business Meeting

General Meeting Expenses	\$223.89
Coffee	\$18.22
Lunch	\$34.79

Total Business Meeting	\$276.90
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Program – BEU Class

General BEU Class Expenses	\$1,148.50
Food	\$1,103.35
Printing	\$338.31
Supplies	\$706.16
Vendors	\$150.00

Total BEU Class Expenses	\$3,446.32
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TOTAL OTHER EXPENDITURES	\$3,723.22
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Net Other Revenue (Other Revenue – Other Expenditures)	\$1,764.67
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NET REVENUE — FISCAL YEAR 2025	\$29,266.82
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△ P&L confirms: Revenue \$186,217.53 – Expenditures \$158,715.38 = Net Operating Revenue \$27,502.15. Other Revenue \$5,487.89 – Other Expenditures \$3,723.22 = Net Other Revenue \$1,764.67. Net Revenue \$27,502.15 + \$1,764.67 = \$29,266.82.

Verified. BlacQuity finished FY2025 with a net surplus of \$29,266.82. Source: QuickBooks Statement of Activity, Cash Basis, January–December 2025, exported March 30, 2026.

BLACQUITY, INC.

Official Minutes — Roots & Rivers Festival Committee

Approval of the 2026 Roots & Rivers Festival and Commitment of Organizational Financial Responsibility
Prepared in support of the Town of Bluffton Accommodations Tax (ATAX) Grant Application

Meeting Details

Date of Meeting: June 18, 2026

Meeting: Roots & Rivers Festival Planning Committee Meeting

Location / Format: Virtual / Committee Planning Meeting

Meeting Purpose: Festival planning, logistics review, vendor updates, sponsorship updates, entertainment planning, marketing review, and approval of festival-related expenses.

Presiding Officer: Gwen Chambers, Executive Director

Recording Secretary: _____

Committee Members Present:

- Gwen Chambers, Executive Director
- Derek Jenkins, Sponsorship Lead
- Denice Brown, Vendor Lead
- Kevin Cleveland, Logistics Lead
- _____ (add remaining attendees from sign-in / roll call)

Committee Members Absent / Excused:

- _____

⚠ ACTION NEEDED: This record reflects a Committee vote, not a formal Board of Directors vote. Confirm with your Board Chair whether the Roots & Rivers Festival Planning Committee is authorized to act on the Board's behalf for this purpose, or whether this resolution should also be ratified at a Board of Directors meeting and re-certified below before submission to the Town of Bluffton.

Resolution: Approval of the 2026 Roots & Rivers Festival and Commitment of Organizational Financial Responsibility

WHEREAS, BlacQuity, Inc. (the “Organization”) is a nonprofit organization dedicated to the promotion, elevation, and empowerment of Black-owned businesses and economic equity across Beaufort, Jasper, Hampton, and Colleton Counties in the South Carolina Lowcountry; and

WHEREAS, the Organization proposes to produce the Roots & Rivers Festival 2026, a community festival celebrating Black entrepreneurship, culture, music, and family, to be held on Saturday, September 12, 2026, from 2:00 p.m. to 8:00 p.m. at Oyster Factory Park, Bluffton, South Carolina (the “Project”); and

WHEREAS, the Organization intends to apply for and accept Accommodations Tax (ATAX) grant funding from the Town of Bluffton in support of the Project; and

WHEREAS, the Town of Bluffton's ATAX grant program requires that the sponsoring organization formally approve the project and accept full financial responsibility for its completion; and

WHEREAS, at its meeting held on June 18, 2026, the Roots & Rivers Festival Planning Committee reviewed the current festival layout, logistics, vendor recruitment, sponsorship status, entertainment lineup, Kids Zone planning, volunteer staffing, and marketing materials for the Project;

NOW, THEREFORE, BE IT RESOLVED, that BlacQuity, Inc., acting through the Roots & Rivers Festival Planning Committee, hereby:

1. Approves and authorizes the planning, production, and execution of the Roots & Rivers Festival 2026 as described above;
2. Approves covering approximately \$25,000 in festival-related expenses for the 2026 event, and commits BlacQuity, Inc. to full financial responsibility for carrying the Project through to the stage of completion, including the satisfaction of all contracts, vendor obligations, and expenses incurred in connection with the Project, regardless of whether anticipated grant, sponsorship, or earned revenue is fully realized;
3. Authorizes Gwen Chambers, Executive Director, to execute all contracts, applications, agreements, and related documents reasonably necessary to plan, fund, produce, and close out the Project, including the Town of Bluffton ATAX grant application and any associated compliance reporting;
4. Directs that a true and accurate copy of this resolution be maintained in the Organization's permanent records and be made available to the Town of Bluffton and any other funding partner upon request.

Financial Approval Motion

A motion was made for the Roots & Rivers Festival Committee to approve the financial expenses associated with the Roots & Rivers Festival and to approve covering approximately \$25,000 in festival-related expenses for this year's event.

Motion made by: Gwen Chambers

Motion seconded by: Derek Jenkins

Vote: All were in favor.

Result: Motion passed.

Adjournment

There being no further business, the meeting concluded with appreciation for all committee members and their continued support of the Roots & Rivers Festival.

Certification

I hereby certify that the foregoing is a true and accurate record of the minutes and resolution adopted at the meeting described above, and that this resolution remains in full force and effect as of the date of submission to the Town of Bluffton.

Recording Secretary, BlacQuity, Inc.

Date: _____

Board Chair / President, BlacQuity, Inc. (if Board ratification is required — see flag above)

Date: _____

Gwen Chambers, Executive Director, BlacQuity, Inc.

Date: _____

Note: This document is prepared for the Town of Bluffton ATAX grant requirement that the “applicant must provide a copy of official minutes wherein the sponsoring organization approves the project and commits the organization to financial responsibility for carrying it out to the stage of completion.” It reflects the financial approval motion recorded at the June 18, 2026 Roots & Rivers Festival Planning Committee meeting. Add the remaining attendee roll call, confirm Recording Secretary, resolve the Committee-versus-Board flag above, and obtain final signatures before submission.

BLACQUITY, INC.
Roots & Rivers Festival

Budget vs. Actual Statements — Prior Two Years

Prepared in Support of the Town of Bluffton Accommodations Tax (ATAX) Grant Application

Contents

Section 1 · 2024 Budget vs. Actual Pages 2–3
Festival Date: Saturday, September 14, 2024 · Oyster Factory Park, Bluffton, SC

Section 2 · 2025 Budget vs. Actual Pages 4–5
Festival Date: Saturday, September 13, 2025 · Oyster Factory Park, Bluffton, SC

⚠ 2024 figures are verified from the 2024 Roots & Rivers Festival Budget Spreadsheet and the 2024 ATAX Expense Report (vendor receipts, 54% tourism eligibility ratio). 2025 actuals marked '-' require completion from BlacQuity's accounting records. All figures must be signed by an authorized officer before submission.

Roots & Rivers Festival — 2024 Budget vs. Actual

Festival Date: Saturday, September 14, 2024 · Oyster Factory Park, Bluffton, SC

Income

Line Item	Budget	Actual	Variance	%
INCOME				
ATAX Funds (Town of Bluffton)	\$25,000	\$25,000	\$0	100%
Sponsorships	\$25,000	\$30,500	\$5,500	122%
Ticket Sales (incl. VIP)	\$15,000	\$3,570	(\$11,430)	24%
Vendor Fees / Booth Payments	\$0	\$1,975	\$1,975	—
Raffle Revenue	\$0	\$1,295	\$1,295	—
Beer / Alcohol Sales	\$0	\$1,835	(\$1,835)	—
TOTAL INCOME	\$65,000	\$64,175	\$825	99%

Expenses — Event Logistics

Line Item	Budget	Actual	Variance	%
EVENT LOGISTICS				
Venue (Town of Bluffton)	\$600	\$600	\$0	100%
Stage, Sound & Lighting (Deas Guyz)	\$1,900	\$2,300	(\$400)	121%
Sanitation / Restrooms (B&J)	\$1,800	\$500	\$1,300	28%
Police / Security (BPD + private)	\$850	\$640	\$210	75%
Shuttles / Trolleys (Hidden Treasures)	\$1,200	\$600	\$600	50%
Insurance / Permits (King Horn)	\$500	\$430	\$70	86%
Kids Zone (games, face paint, balloons, mechanical bull)	\$2,700	\$2,720	(\$20)	101%
Entertainment / Line Dancing	\$7,500	\$4,910	\$2,590	65%
Admin Fees / Wristbands / Misc	\$735	\$240	\$495	33%
Beer Purchase	\$5,000	\$250	\$4,750	5%
Fencing / Barricade / Dumpster	\$1,500	\$0	\$1,500	0%
Volunteer Food	\$500	\$0	\$500	0%
SUBTOTAL — LOGISTICS	\$24,785	\$14,190	\$10,595	57%

Expenses — Marketing & Promotion

Line Item	Budget	Actual	Variance	%	
MARKETING & PROMOTION					
Merchandise (shirts, koozies, cups)	\$5,000	\$5,875	(\$875)	118%	
Print Paid Media (Local Life, Post & Courier, Savannah, CB2, Bluffton Sun)	\$7,500	\$6,338	\$1,162	85%	
Radio Paid Media (iHeart)	\$3,000	\$2,510	\$490	84%	
Digital Paid Media (Facebook etc.)	\$5,000	\$1,100	\$3,900	22%	
Print / Design Materials (banners, signs, posters, flyers)	\$4,000	\$1,398	\$2,602	35%	
Photography / Videography	\$1,500	\$450	\$1,050	30%	
Social Paid Marketing	\$1,000	\$0	\$1,000	0%	
Event Decor (Balloon Arch, Photo Booth)	\$1,800	\$982	\$818	55%	
SUBTOTAL — MARKETING	\$28,800	\$18,653	\$10,147	65%	

Summary

Line Item	Budget	Actual	Variance	%	Notes
TOTAL INCOME	\$65,000	\$64,175	\$825	99%	
TOTAL EXPENSES	\$53,585	\$31,803	\$21,782	59%	
NET SURPLUS (Income – Expenses)	\$11,415	\$32,372	\$20,957	284%	

Roots & Rivers Festival — 2025 Budget vs. Actual

Festival Date: Saturday, September 13, 2025 · Oyster Factory Park, Bluffton, SC

Income

Line Item	Budget	Actual	Variance	%	Notes
INCOME					
ATAX Funds (Town of Bluffton)	\$25,000	\$27,000	(\$2,000)	108%	
Ticket Sales	\$8,000	5500	—	—	Confirm final actual
Sponsorships	\$30,000	30,000—	—	—	Confirm final actual
TOTAL INCOME	—	—	—	—	

Expenses — Event Logistics

Line Item	Budget	Actual	Variance	%	Notes
EVENT LOGISTICS					
Venue (Oyster Factory Park)	\$600	\$600	\$0	100%	
Stage, Production, Tents, Chairs (Deas Guyz)	\$2,300	\$2,300	\$0	100%	
Sanitation / Restrooms (B&J)	\$1,000	\$500	\$500	50%	
Police / Security	\$1,000	\$1,720	(\$720)	172%	BPD + private
Shuttles / Trolleys (Hidden Treasures)	\$1,200	\$600	\$600	50%	
Insurance (King Horn)	\$500	\$430	\$70	86%	
Kids Zone	\$2,500	\$1,000	\$1,500	40%	
Entertainment (Band + DJ)	\$7,500	\$5,600	\$1,900	75%	
Misc / Permits / Decor	\$1,000	\$1,000	\$0	100%	
SUBTOTAL — LOGISTICS	\$17,600	\$13,750	\$3,850	78%	

Expenses — Marketing & Promotion

Line Item	Budget	Actual	Variance	%	Notes
MARKETING & PROMOTION					
Design & Promo (website, banners)	\$5,500	—	—	—	Confirm final actual
Event Printing	\$1,200	—	—	—	Confirm final actual
Photography / Videography	\$3,000	\$1,000	\$2,000	33%	
Promotional Items (shirts, cups, etc.)	\$8,500	\$5,437	\$3,063	64%	JR Designs + vendors

Line Item	Budget	Actual	Variance	%	Notes
Event Marketing (Print/Radio/Digital)	\$14,000	\$15,027	(\$1,027)	107%	WSAV, iHeart, Local Life etc.
SUBTOTAL — MARKETING	\$32,200	—	—	—	

Summary

Line Item	Budget	Actual	Variance	%	Notes
TOTAL INCOME	—	—	—	—	
TOTAL EXPENSES	\$49,800	—	—	—	
NET SURPLUS (Income – Expenses)	—	—	\$0	—	

TOWN OF BLUFFTON ATAX GRANT APPLICATION SCORING SHEET

Entity: **BlacQuity SC**

Project: **Roots & Rivers Festival 2026**

Project Type: **Event/Festival**

Scoring Category	Points Possible	Points Awarded
ADVERTISING	15	
Part 1: Five (5) points possible. Based on how much of the requested funds go toward advertising.		
0% of funds go toward advertising	0 points	
1% - 20% of funds go toward advertising	1 point	
21% - 40% of funds go toward advertising	2 points	
41% - 60% of funds go toward advertising	3 points	
61% - 80% of funds go toward advertising	4 points	
81% - 100% of funds go toward advertising	5 points	
Part 2: Ten (10) points possible. Based on <u>where</u> the advertising is placed.		
None of the funds go toward advertising	0 points	
Local newspapers/periodicals and electronic advertising (ex. Island Packet, The Bluffton Sun)	2 points	
Local guides/periodicals specifically geared toward tourists with a shelf life of more than 30 days	4 points	
Larger regional publications and electronic marketing within 100 miles (ex. Charleston or Savannah news outlets)	6 points	
Newspapers/periodicals/electronic marketing to large, metropolitan areas outside of 100 miles away (ex. Atlanta, Charlotte, Washington, D.C., Chicago)	8 points	
Nationally distributed newspapers/periodicals/electronic marketing (ex. USA Today, NY Times, Southern Living Magazine)	10 points	
TOURIST FACILITIES	15	
Higher point value given based on anticipated ratio of tourists to locals		
FESTIVAL/EVENT	5	
Higher point value given to requests for festivals or events		
Length of event/festival should be considered. Is it an all-day event versus a two-hour event? Multi-day event?		
BLUFFTON EVENT	5	
Higher point value given to events held within the town limits of Bluffton and/or spanning multiple locations		
TOURISM DRAW	5	
0% of attendees are tourists based on historical or projected information	0 points	
1% - 20% of attendees are tourists based on historical or projected info	1 point	
21% - 40% of attendees are tourists based on historical or projected info	2 points	
41% - 60% of attendees are tourists based on historical or projected info	3 points	
61% - 80% of attendees are tourists based on historical or projected info	4 points	
81% - 100% of attendees are tourists based on historical or projected info	5 points	
BENEFIT TO TOURISM (LOCAL ECONOMY)	5	
Higher point value given to events that encourage overnight stays and/or have local business participation		
SELF SUFFIECIENCY	5	
100% of budget from ATAX request	0 points	
80% - 99% of budget from ATAX request	1 point	
60% - 79% of budget from ATAX request	2 points	
40% - 59% of budget from ATAX request	3 points	
20% - 39% of budget from ATAX request	4 points	
1% - 19% of budget from ATAX request	5 points	
MISCELLANEOUS	10	
Only use if applicant does not qualify as a festival/event		
Group Average Point Total (out of a possible 40 points)		0
Group Average Percentage		

Grant Requests	Amount Requested	Advisory Committee Recommendation	Town Council Approved	Paid FY 2025	Paid FY 2026	Lapsed	Remaining
Applications Received July 1, 2024							
HBF: Heyward House Welcome Center Q2 Allocation	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000.00		\$ -	\$ -
HBF: Luke Peeples Music Celebration	\$ 5,000	\$ 3,200	\$ 3,200	\$ 1,551.00		1,649.00	-
Historic Bluffton Arts & Seafood Festival: 2024 Arts & Seafood	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000.00		-	-
Coastal Conservation Association: 2024 Conservation Weekend in Bluffton	\$ 10,000	\$ 10,000	\$ 10,000	\$ 9,259.13		740.87	-
Boys & Girls Club of the Lowcountry: 2024 Bike Bluffton	\$ 23,500	\$ 23,500	\$ 23,500	\$ 14,849.96		8,650.04	-
Total Grants for 4th Quarter Collections	\$ 158,500	\$ 156,700	\$ 156,700	\$ 145,660.09	\$ -	\$ 11,039.91	\$ -
Applications Received October 4, 2024							
Farmer's Market of Bluffton: 2025 Expenses	\$ 55,300	\$ 55,300	\$ 55,300	\$ 15,954.48	\$ 19,062.96	\$ 20,282.56	\$ -
The New Bluffton Worship: 2024 Christmas Eve Under the Stars	\$ 28,810	\$ 25,100	\$ 25,100	\$ 11,358.84		13,741.16	-
Society of Bluffton Artists: Partial CY2025 Expenses - Marketing	\$ 27,000	\$ 27,000	\$ 27,000	\$ 17,526.29	5,794.59	3,679.12	-
Congregation Beth Yam: 2024 Hanukkah Celebration	\$ 2,980	\$ 2,830	\$ 2,830	\$ 1,000.00		1,830.00	-
Historic Bluffton Foundation: Heyward House Museum Operations - Q3 FY2025	\$ 40,000	\$ 40,000	\$ 20,000	\$ 20,000.00		-	-
May River Theatre: 2025 Performance Season Advertising & Royalties	\$ 42,826	\$ 42,826	\$ 42,826	\$ 31,656.79	8,169.14	3,000.07	-
Total Grants for 1st Quarter Collections	\$ 196,916	\$ 193,056	\$ 173,056	\$ 97,496.40	\$ 33,026.69	\$ 42,532.91	\$ -
Applications Received December 31, 2024							
The Rotary Club of Bluffton: 2025 Mayfest Marketing & Transportation	\$ 24,000	\$ 24,000	\$ 24,000	\$ -	\$ 14,944.74	\$ 9,055.26	\$ -
Historic Bluffton Foundation: Heyward House Museum Operations - Q4 FY2025	\$ 40,000	n/a	n/a				
Historic Bluffton Foundation: Spring Tour of Homes	\$ 3,000	n/a	n/a				
Total Grants for 2nd Quarter Collections	\$ 67,000	\$ 24,000	\$ 24,000	\$ -	\$ 14,944.74	\$ 9,055.26	\$ -
Applications Received March 31, 2025							
Michael C. Riley High School Alumni Association: Project Face-Lift (Phase III)	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hilton Head Symphony Orchestra: 2025 Bluffton Concerts	\$ 48,781	\$ 48,781	\$ 48,781		39,499.07	9,281.93	-
Historic Bluffton Foundation: FY2026 Heyward House Museum Operations	\$ 50,000	\$ 50,000	\$ 50,000	-	-	-	50,000.00
Town of Bluffton: Sarah Riley Hooks Cottage Restoration	\$ 257,304	\$ 257,304	\$ 257,304	-	257,304.00	-	-
BlacQuity SC: Roots & Rivers Festival 2025	\$ 27,000	\$ 27,000	\$ 27,000	-	15,735.82	11,264.18	-
The Bluffton MLK Observance Committee: 10th Annual Bluffton Juneteenth Festival	\$ 23,000	\$ 23,000	\$ 23,000	-	17,166.63	5,833.37	-
Total Grants for 3rd Quarter Collections	\$ 426,085	\$ 406,085	\$ 406,085	\$ -	\$ 329,705.52	\$ 26,379.48	\$ 50,000.00
Applications Received June 30, 2025							
Michael C. Riley High School Alumni Association: Project Face-Lift (Phase III)	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000.00	\$ -	\$ -
Coastal Conservation Association for 2025 Conservation Weekend in Bluffton	\$ 10,000	\$ 10,000	\$ 10,000	-	10,000.00	-	-
SOBA: FY2026 Marketing Expenses	\$ 40,000	\$ 40,000	\$ 40,000	-	25,419.82	-	14,580.18
Arts & Seafood for 2025 Event	\$ 80,000	\$ 80,000	\$ 80,000	-	80,000.00	-	-
Campbell Chapel Church: Additional Phases of Restoration Project	\$ 109,000	\$ 109,000	\$ 109,000	-	49,527.06	-	59,472.94
Campbell Chapel AME Church: SC Conference of AME Church	\$ 10,000	\$ 10,000	\$ 10,000	-	8,273.71	1,726.29	-
Historic Bluffton Foundation: Fall Tour of Homes	\$ 6,500	\$ 6,500	\$ 6,500	-	2,211.15	4,288.85	-
Total Grants for 4th Quarter Collections	\$ 275,500	\$ 275,500	\$ 275,500	\$ -	\$ 195,431.74	\$ 6,015.14	\$ 74,053.12
Applications Received September 30, 2025							
Hilton Head Choral Society: 2026 Vienna Boys Choir Concerts in Bluffton	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000.00	\$ -	\$ -
The New Bluffton Worship: 2025 Christmas Eve Under the Stars	\$ 11,500	\$ 11,500	\$ 11,500	\$ -	9,359.87	2,140.13	-
Congregation Beth Yam: 2025 Hanukkah Celebration	\$ 7,770.25	\$ 7,770.25	\$ 7,770.25	-	4,489.10	3,281.15	-
Farmer's Market of Bluffton: 2026 Expenses	\$ 66,500	\$ 66,500	\$ 66,500	-	25,877.93	-	40,622.07
May River Theatre: 2026 Performance Season Advertising & Royalties	\$ 49,764	\$ 49,764	\$ 49,764	\$ -	28,831.39	-	20,932.61
Total Grants for 1st Quarter Collections	\$ 145,534	\$ 145,534	\$ 145,534	\$ -	\$ 78,558.29	\$ 5,421.28	\$ 61,554.68
Applications Received December 31, 2025							
The Rotary Club of Bluffton: 2026 Mayfest	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -
Bluffton Gullah Cultural & Heritage Center: Deer Tongue Building Renovations	\$ 175,000	n/a	n/a				
Beaufort Water Search and Rescue	\$ 20,000	\$ -	\$ -	\$ -		\$ -	\$ -
Total Grants for 2nd Quarter Collections	\$ 220,000	\$ 25,000	\$ 25,000	\$ -	\$ 25,000.00	\$ -	\$ -
Applications Received March 31, 2026							
The Farmer's Market: Supplemental Facility Support	\$ 9,375	\$ 9,375	\$ 9,375	\$ -		\$ -	\$ 9,375.00
Hilton Head Syphony Orchestra: 2026 Bluffton Concerts	46,818	46,818	46,818	-		-	46,818
Beaufort Water Search & Rescue: Purchase of Replacement Boat	21,875	-	-	-		-	-
Beaufort Water Search & Rescue: FY2026 BWSAR Marketing Campaign	7,500	-	-	-		-	-
Bluffton MLK Observance Committee: 11th Annual Juneteenth Celebration	20,000	20,000	20,000	-		-	20,000
Historic Bluffton Foundation: FY2027 Heyward House Museum Operations	50,000	50,000	50,000	-		-	50,000
Total Grants for 3rd Quarter Collections	\$ 155,568	\$ 126,193	\$ 126,193	\$ -	\$ -	\$ -	\$ 126,193
Applications Received June 30, 2026							
Coastal Conservation Association: 2026 Conservation Weekend in Bluffton	\$ 10,000	\$ 10,000		\$ -	\$ -		
Arts & Seafood for 2026 Event	\$ 80,000	\$ 80,000		-	-		
Old Town Bluffton Merchants Society: Marketing Bluffton as a Destination	\$ 15,000	\$ 15,000		-	-		
SOBA: FY2027 Marketing Expenses	\$ 35,000	\$ 35,000		-	-		
Congregation Beth Yam: 2026 Hanukkah Celebration	\$ 7,710	\$ 7,710		-	-		
BlacQuity SC: Roots & Rivers Festival 2026	\$ 25,000	\$ 25,000		-	-		
Total Grants for 4th Quarter Collections	\$ 172,710	\$ 172,710	\$ -	\$ -	\$ -	\$ -	\$ -
Total Grants	\$ 1,817,813	\$ 1,524,778	\$ 1,332,068	\$ 243,156	\$ 676,667	\$ 100,444	\$ 311,801



TOWN COUNCIL

STAFF REPORT

MEETING DATE:	September 8, 2026
PROJECT:	Resolution Authorizing the Proposed Donation of Approximately 0.11 Acres of Real Property on Thomas Heyward Street, Bearing Tax Map ID R610 039 00A 0426 0000 from Southern Coastal Homes, LLC, to the Town of Bluffton, South Carolina.
PROJECT MANAGER:	Kevin P. Icard, AICP Director of Growth Management

REQUEST: Town Staff requests that Town Council consider and approve the following:

1. A Resolution authorizing the acceptance of a proposed donation of approximately 0.11 acres of real property located on Thomas Heyward Street, Bluffton, South Carolina, bearing Beaufort County Tax Map ID R610 039 00A 0426 0000, from Southern Coastal Homes, LLC to the Town of Bluffton, South Carolina. The subject property constitutes a portion of a 2.05-acre parent parcel identified as Parcel 223 (34 Thomas Heyward Street), as depicted on a plat prepared by T-Square Surveying, dated April 18, 2026, and revised May 5, 2026, recorded in the Beaufort County Register of Deeds in Plat Book 168, Page 148.
2. Authorization for the Town Manager, or designee, to execute any and all documents necessary to effectuate the acceptance of the donation, including the Donation Deed attached hereto as Exhibit "C" to the Resolution (Attachment 1).

BACKGROUND: The subject property, identified as Tax Map ID R610 039 00A 0426 0000, is a 0.11-acre (4,900 sq. ft.) that was a portion of a larger 2.05-acre parent parcel (Parcel 223) located at 34 Thomas Heyward Street within the Old Town Bluffton Historic District.

The proposed donation will leave a remaining parent parcel of approximately 1.94 acres. The land is currently classified for single-family residential use and is defined by a survey prepared by T-Square Surveying (revised May 5, 2026), recorded in Plat Book 168, Page 148 of the Beaufort County Register of Deeds.

Site constraints indicate that the property lies partially within FEMA Flood Zone AE (Base Flood Elevation 11 feet) and partially within Flood Zone X. The parent parcel also has an active critical line determination certified on July 16, 2024 (valid for five years), with encroachment notations recorded in the Town's GIS overlay.

The proposed donation is intended to support the development of a potential future pocket park and will maintain the Contributing Resource designation as the site of the Nellie & Leroy Brown Cottage.

NEXT STEPS: Upon Town Council action on this item, the following steps will occur:

1. Town Council adopts the Resolution authorizing acceptance of the donated 0.11-acre parcel (Tax Map No. R610 039 00A 0426 0000).
2. The Town Manager executes the Quit Claim Deed on behalf of the Town of Bluffton as Grantee, accepting conveyance of the property for the stated consideration of \$10.00.
3. The executed Quit Claim Deed is recorded with the Beaufort County Register of Deeds, officially establishing the Town's ownership.
4. The Beaufort County Assessor's Office is notified of the change in ownership so the parcel is properly reflected as Town property and removed from private tax rolls.
5. Town staff updates internal GIS records and asset management systems to reflect the parcel acquisition, including notation of its Contributing Resource designation.

ATTACHMENTS:

1. Donation Resolution
2. Donation Deed
3. 34 Thomas Heyward St. Exhibit
4. Plat Recorded
5. Proposed Motion

RESOLUTION

A RESOLUTION AUTHORIZING ACCEPTANCE OF THE DONATION AND CONVEYANCE OF THAT APPROXIMATELY 0.11 ACRES OF REAL PROPERTY LOCATED AT 34 THOMAS HEYWARD STREET, TMS NO. R610 039 00A 0426 0000 FROM SOUTHERN COASTAL HOMES, LLC TO THE TOWN OF BLUFFTON, SOUTH CAROLINA; AND, AUTHORIZING THE EXECUTION AND RECORDATION OF CERTAIN DOCUMENTS IN CONNECTION THEREWITH

WHEREAS, Southern Coastal Homes, LLC, (the “**Donor**”) is the record owner of that certain parcel of real property located in the Town of Bluffton, South Carolina, as more particularly described on Exhibit “**A**” attached hereto and fully incorporated herein (the “**Property**”); and,

WHEREAS, Donor desires to voluntarily convey the Property to the Town of Bluffton, a South Carolina municipal corporation (the “**Town**”), and all improvements thereon, if any, as a donation to the Town to be owned by the Town and held for public purposes; and,

WHEREAS, the Town of Bluffton Comprehensive Plan recommends acquisition of real property for the preservation of open space; and,

WHEREAS, the Town desires to accept the donation of the Property subject to the terms and conditions of the Land Grant Agreement and all exhibits thereto, attached hereto as Exhibit “**B**” (the “**Land Grant Agreement**”), and Town Council has determined that it is in the public interest for the Town to accept the donation and conveyance of the Property; and,

WHEREAS, Town Council desires to authorize the Town Manager to execute such documents and to expend such funds as are necessary to complete the donation and conveyance of the Property to the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA, AS FOLLOWS:

1. The Town Council hereby authorizes the acceptance of the donation and conveyance of the Property from the Donor as a donation to the Town for use for any valid public purpose and approves the Land Grant Agreement in substantially the form attached hereto as Exhibit “**B**”. The Property shall be conveyed to the Town by limited warranty deed in substantially the form attached hereto as Exhibit “**C**”.

2. The Mayor, Town Manager, and Town Clerk are each hereby authorized to execute any and all documents necessary to effect the donation and conveyance of the Property as a donation to the Town, including, without limitation, the acceptance and recordation of the above-referenced deed with the Office of the Register of Deeds for Beaufort County, South Carolina. The Town Manager is hereby authorized to pay such reasonable costs of the transaction as may be necessary.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ADOPTION.

**SIGNED, SEALED AND DELIVERED AS OF THIS ____ DAY OF _____,
2026.**

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

ATTEST:

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

**EXHIBIT “A”
(The Property)**

ALL that certain lot, tract, or parcel of land, situate, lying and being in the Town of Bluffton, County of Beaufort, State of South Carolina, containing 0.11 acres, more or less, shown and depicted as “Town of Bluffton” on a plat entitled, “An As-Built, Tree & Topographic Survey of Parcel 223 Thomas Heyward Street”, said plat prepared by T-Square Surveying, Willam J. Smith, PLS #26960, dated April 18, 2026, revised May 5, 2026, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina in Plat Book 168 at Page 148. For a more detailed description as to location, courses, metes, bounds, distances, etc. reference to said recorded plat may be had.

This being a portion of the same property conveyed to the within Grantor by Deed of Jason Paul Alexander and Carrie O’Neal Alexander, Trustees of the Jason Alexander Living Trust Dated June 20, 2025, said deed being dated April 22, 2026, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina on May 6, 2026, in Book 4535 at Page 805.

TMS NO. R610 039 00A 0426 0000

**EXHIBIT “B”
(The Land Grant Agreement)**

**EXHIBIT “C”
(The Deed)**

Prepared By and Without Benefit of Title Examination:
FINGER, MELNICK & BROOKS, P.A.
Post Office Box 24005
Hilton Head Island, South Carolina 29925
(843) 681-7000

STATE OF SOUTH CAROLINA) LIMITED WARRANTY DEED
29910
) (Donation to S.C. Municipality
COUNTY OF BEAUFORT) TMS# R610 039 00A 0426 0000

KNOW ALL MEN BY THESE PRESENTS, THAT

Southern Coastal Homes, LLC, hereinafter referred to as “Grantor,” in the State aforesaid, in confirmation of Grantor’s donative and charitable intent and as a donation to

TOWN OF BLUFFTON
Post Office Box 386
Bluffton, South Carolina

HEREINAFTER REFERRED TO AS “Grantee,” and no other consideration to Grantor, the receipt of which is hereby acknowledged, has granted, bargained, donated, transferred and released, and by these Presents does grant, bargain, donate, transfer and release subject to the easements, restrictions, reservations and conditions set forth in the legal description below unto the said Grantee, its successors and assigns forever, **for public purposes**, the following described property:

SEE ATTACHED FOR LEGAL DESCRIPTION

THIS CONVEYANCE IS MADE SUBJECT TO all other easements and restrictions of record and otherwise affecting the Premises.

TOGETHER WITH all and singular the rights, members, hereditaments and appurtenances to premises belonging or in any wise incident or appertaining.

TO HAVE AND TO HOLD, all and singular, the Premises before mentioned unto the said Grantee, its successors and assigns forever, so that neither Grantor, nor its successors, nor any other person or persons, claiming under it, shall at any time hereafter, by any way or means, have, claim or demand any right or title to the aforesaid premises or appurtenances, or any part or parcel thereof, forever.

AND Grantor does hereby bind itself and its successors and assigns, to warrant and forever defend, all and singular, the said Premises unto the Grantee, its successors and assigns, against Grantor and its successors and assigns lawfully claiming or to claim the same, or any part thereof.

IN WITNESS WHEREOF, the Grantor has caused these presents to be duly executed on this ____ day of _____, 2026.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF: GRANTOR:
Southern Coastal Homes, LLC, a South Carolina limited liability company

(Signature of First Witness)
Its: By:

(Signature of Notary Public)

STATE OF _____)
COUNTY OF _____) ACKNOWLEDGMENT

I, hereby certify, that on this ____ day of _____, 2026, before me, the undersigned Notary Public of the State and County aforesaid, personally appeared NAME as MANAGER of Southern Coastal Homes, LLC, a South Carolina limited liability company, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, who, on behalf of the company, acknowledged the due execution of the foregoing instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year last above mentioned.

(SEAL)
Second Witness/Notary Public for South Carolina
Notary Printed Name:
My Commission Expires:_____

**Prepared by:
Edward M. Kubec, Esquire
Novit & Scarminach, P.A.
Post Office Drawer 14
Hilton Head Island, SC 29938**

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT)

QUIT CLAIM DEED

KNOW ALL MEN BY THESE PRESENTS, THAT, **SOUTHERN COASTAL HOMES, LLC**, a South Carolina limited liability company (hereinafter the "Grantor"), in the State aforesaid, for and in consideration of the sum of **Ten and 00/100 Dollars (\$10.00) and no other consideration** unto it in hand paid at and before the sealing of these presents by **THE TOWN OF BLUFFTON**, a South Carolina municipal corporation (hereinafter the "Grantee"), of **20 Bridge Street, Bluffton, South Carolina 29910**, in the State aforesaid, the receipt whereof is hereby acknowledged, has and by these presents does hereby remise, release, and forever quitclaim unto the Grantee, its successors and assigns forever, all Grantor's right, title interest, claim and demand in and to the following described real property:

ALL that certain lot, tract, or parcel of land, situate, lying and being in the Town of Bluffton, County of Beaufort, State of South Carolina, containing 0.11 acres, more or less, shown and depicted as "Town of Bluffton" on a plat entitled, "An As-Built, Tree & Topographic Survey of Parcel 223 Thomas Heyward Street", said plat prepared by T-Square Surveying, Willam J. Smith, PLS #26960, dated April 18, 2026, revised May 5, 2026, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina in Plat Book 168 at Page 148. For a more detailed description as to location, courses, metes, bounds, distances, etc. reference to said recorded plat may be had.

This being a portion of the same property conveyed to the within Grantor by Deed of Jason Paul Alexander and Carrie O'Neal Alexander, Trustees of the Jason Alexander Living Trust Dated June 20, 2025, said deed being dated April 22, 2026, and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina on May 6, 2026, in Book 4535 at Page 805.

This Deed was prepared in the Law Offices of Novit & Scarminach, P.A., Post Office Drawer 14, Hilton Head Island, South Carolina 29938, by Edward M. Kubec, Esquire.

TOGETHER WITH all and singular the rights, members, hereditaments and appurtenances to premises belonging or in any way incident or appertaining.

TO HAVE AND TO HOLD the same unto the Grantee, and the Grantee's successors and assigns forever.

Tax Map Reference No.: **R610 039 00A 0426 0000**

IN WITNESS WHEREOF, the Grantor has caused these presents to be executed this ____ day of _____, 2026.

WITNESSES:

SOUTHERN COASTAL HOMES, LLC,
a South Carolina limited liability company

Witness #1

By: _____{L.S.}
Scott Middleton
Its: Manager

Notary Public

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT)

ACKNOWLEDGMENT

I HEREBY CERTIFY, that on this ____ day of _____, 2026, before me, the undersigned Notary Public of the State and County aforesaid, personally appeared **Scott Middleton, as Manager of South Coastal Homes, LLC**, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Deed, who acknowledged the due execution of the foregoing Deed.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the
day and year last above mentioned.

AL

Notary Public for _____
My Commission Expires: _____



Recommended Motion

Acceptance of the Donation of Title to Real Property in the Bluffton Historic District Along Thomas Heyward Street.

RE: Proposed donation of real property located at 34 Thomas Heyward Street, TMS No. R610 039 00A 0426 0000 from Southern Coastal Homes, LLC to the Town of Bluffton

“I move to adopt a Resolution authorizing acceptance of the donation and conveyance of that approximately 0.11 acres of real property located at 34 Thomas Heyward Street, TMS No. R610 039 00A 0426 0000, from Southern Coastal Homes, LLC, as gift to the Town of Bluffton, South Carolina; and, authorizing the execution and recordation of certain documents in connection therewith.”

TOWN COUNCIL

STAFF REPORT
Executive Department



MEETING DATE:	September 8, 2026
PROJECT:	Consideration of Public Arts Committee Recommendation to Purchase a Sculpture Created by Walter Palmer (Fiscal Impact: \$23,000)
PROJECT MANAGER:	Chris Forster, MPA, CPFO, CGFM, Assistant Town Manager

REQUEST:

Town Council consider approval of the Public Arts Committee (PAC) recommendation to purchase a sculpture by Walter Palmer.

BACKGROUND:

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

Staff received an option to purchase a sculpture by Beaufort County artist Walter Palmer. The artist has been creating artwork for over 40 years featuring his signature whimsical birds, with installations throughout the United States, Europe and the Caribbean. The purchase price for the piece is \$23,000. The sculpture consists of a base of wooden pylons with three seated birds made from bronze and resin. The larger bird is reading a book to two smaller listeners.

Considering the theme and wishes of the artist, the Public Arts committee would like the artwork to be located on Town property at the Bluffton Branch Library. There is another offer on the piece, so with a sense of urgency, the Committee would like to purchase the artwork and store it until a specific location has been finalized.

NEXT STEPS:

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

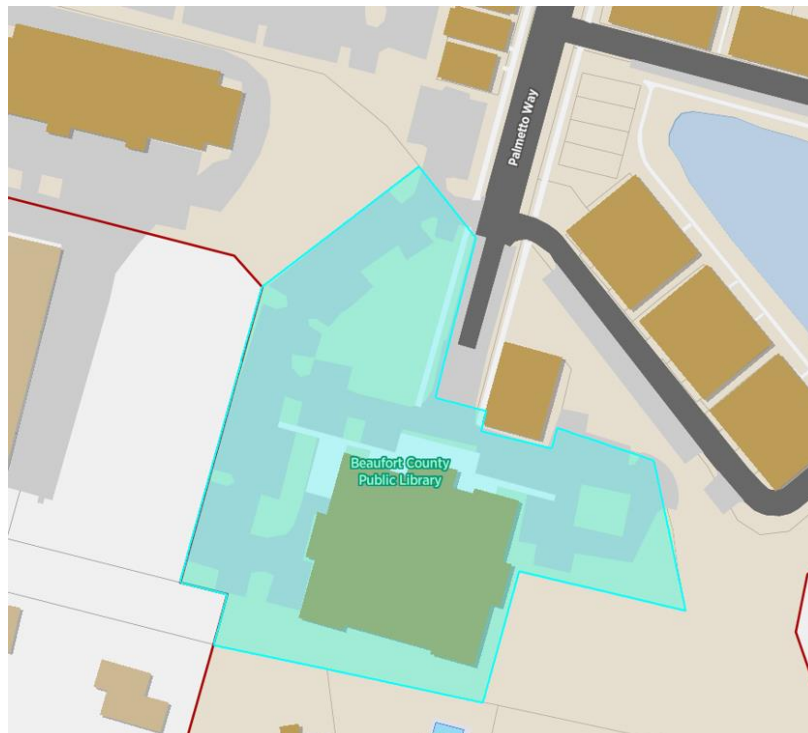
ATTACHMENTS:

- 1. Design Graphics
- 2. Proposed Motion

Art Image



Proposed Location



**Consideration of Public Arts Committee Recommendation to Purchase a Sculpture Created by
Walter Palmer**

Proposed Motion

*"I move to **approve (deny)** the recommendation from the Public Arts Committee to purchase the sculpture created by Walter Palmer for a fiscal impact of \$23,000."*



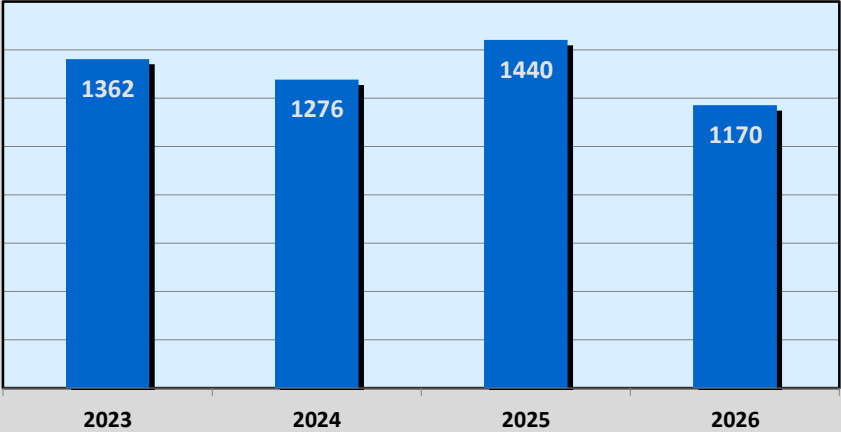
STATISTICAL INFORMATION

BLUFFTON POLICE DEPARTMENT

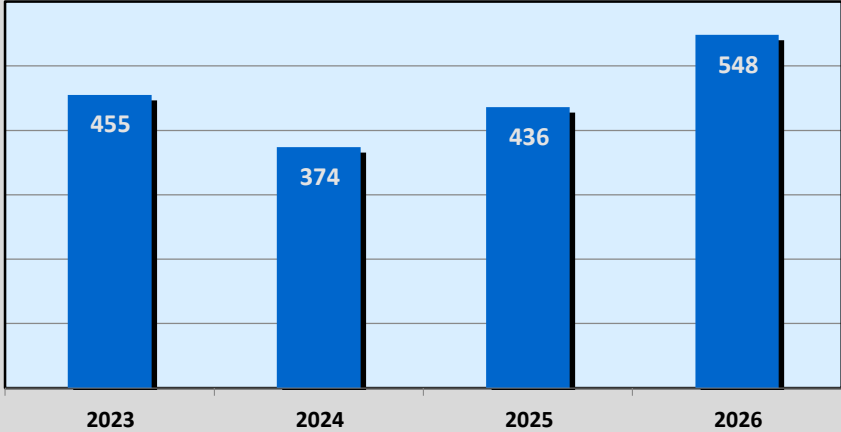
August 31, 2026

Presented by Chief Joseph Babkiewicz

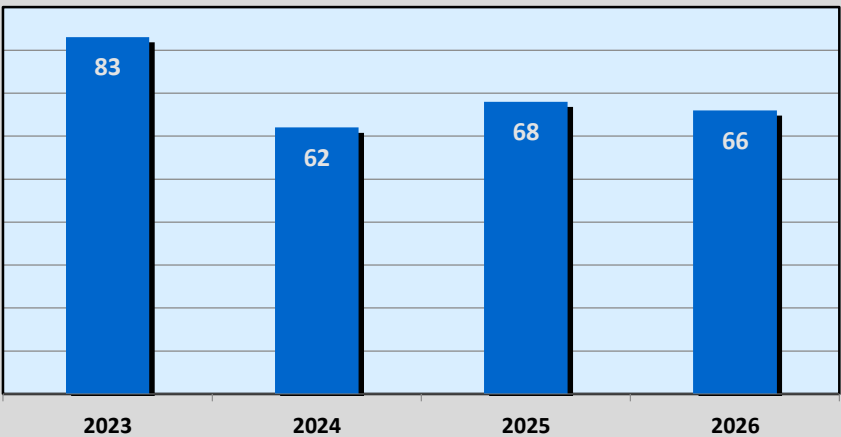
August Calls for Service Comparison



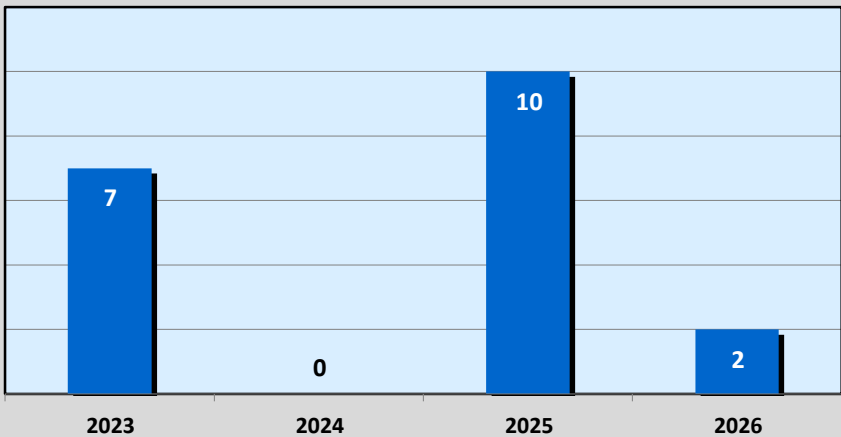
August Traffic Citation Comparison



August Collision Comparison



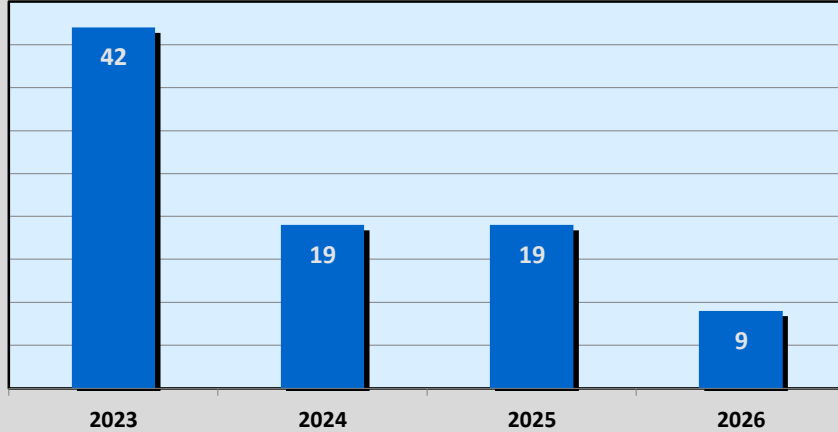
August Burglary Comparison



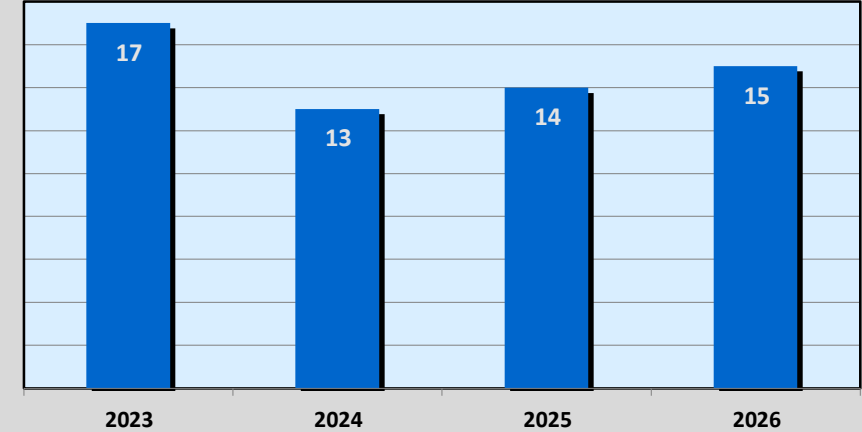
DEPARTMENT HIGHLIGHTS

Section XI. Item #1.

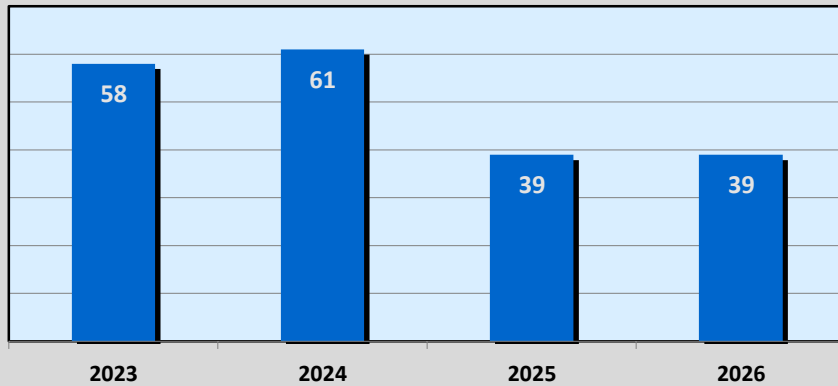
August Theft Comparison



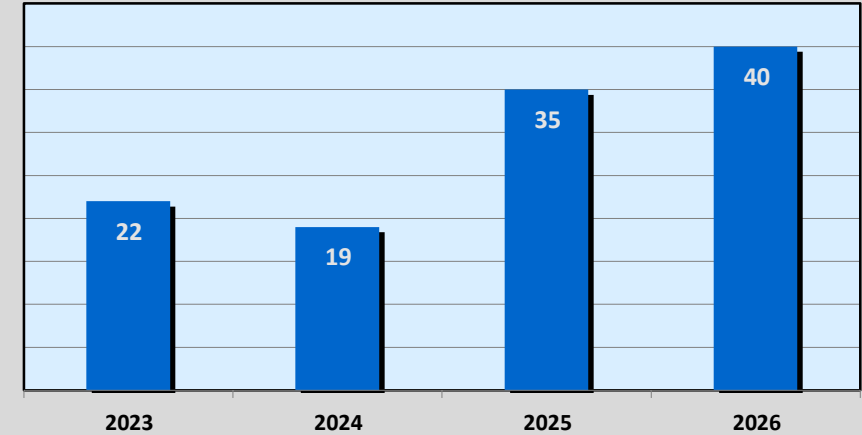
August Assault Comparison



August Domestic Calls for Service Comparison



August Arrest Comparison



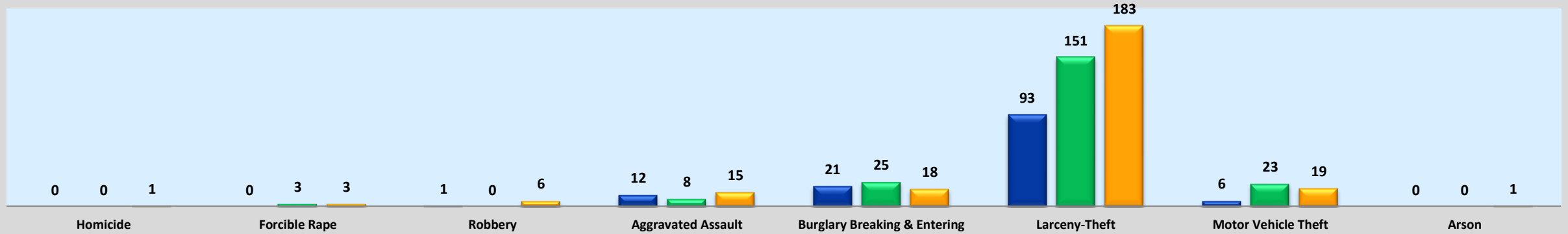
DEPARTMENT HIGHLIGHTS

Section XI. Item #1.

Year-to-Date
August

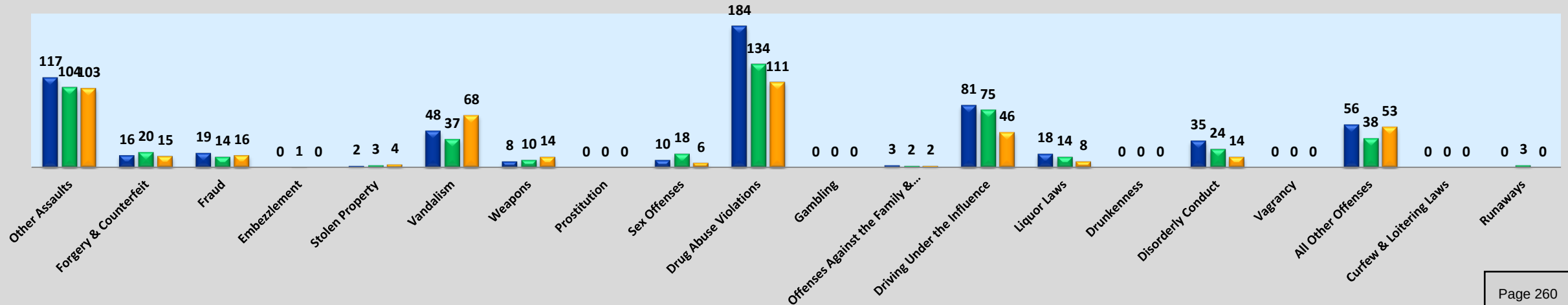
Part I Crimes

■ 2026 ■ 2025 ■ 2024

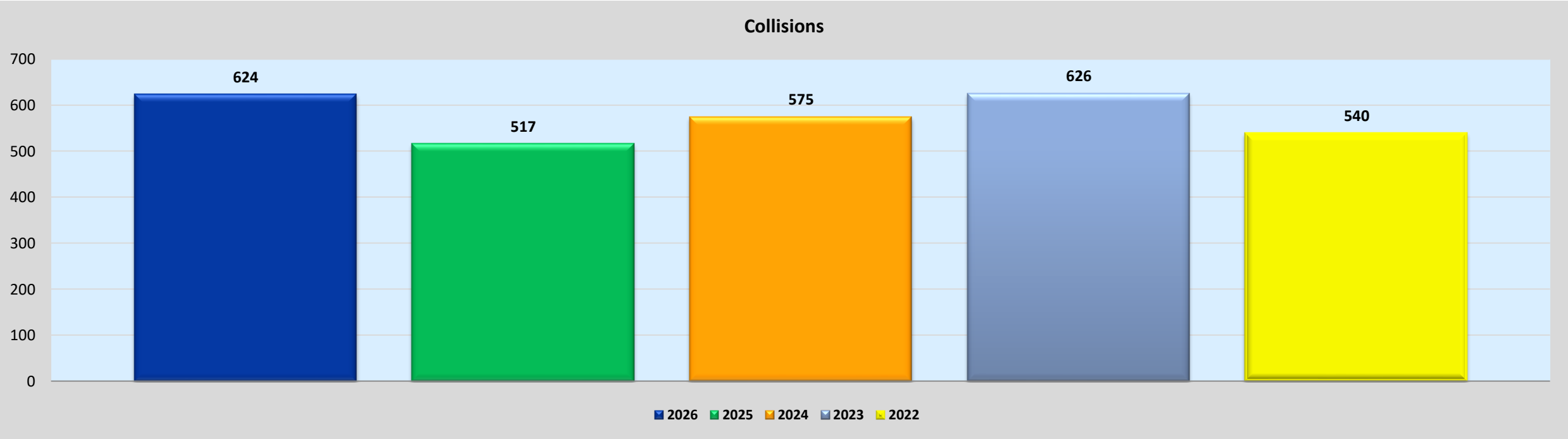


Part II Crimes

■ 2026 ■ 2025 ■ 2024



Year-to-Date
August



Law Enforcement Advisory Committee

- No meeting

Meetings Attended by Chief Joseph Babkiewicz

Every Wednesday – Senior Staff Communications Meeting

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

Aug 3rd – Executive Staff meeting

Aug 4th – Attend May River High School Law Enforcement Class

Aug 4th – Flock Zoom meeting

Aug 4th – Command Staff meeting

Aug 4th – All Hands meeting

Aug 5th – All Hands meeting

Aug 6th – NAACP meeting

Aug 10th – Executive Staff meeting

Aug 10th – Attend CIP meeting

Aug 10th – Retention / Morale meeting

Aug 10th – BPD Strategic Planning Community meeting @ Rotary Community Center

Aug 11th – Attend Police Applicant PAT

Aug 11th – Attend Town Council meeting

Aug 12th – Attend Police Grant meeting

Aug 12th – Attend August Birthday and Anniversary celebration

Aug 12th – BPD Strategic Planning Community meeting @ LEC

Aug 13th – Meeting with Chaplains

Aug 13th – Attend Police Applicant PAT

Aug 13th – Command Staff / HR meeting

Meetings Attended by Chief Joseph Babkiewicz cont.

- Aug 13th** – BPD Strategic Planning Community meeting @ New Riverside Barn
- Aug 14th** – Faith & Blue SC Statewide LE Google meeting
- Aug 17th** – Executive Staff meeting
- Aug 18th** – Attend Lord of Life Playcare “Donuts with Cops” event
- Aug 19th** – Meeting with Citizen
- Aug 19th** – BPD Strategic Planning Community meeting @ Four Seasons @ Carolina Oaks
- Aug 20th** – PD / IT Task meeting
- Aug 25th** – Attend Police Applicant PAT
- Aug 25th** – Attend Lunch meeting with Dominion Energy
- Aug 25th** – Meeting with Flock Representatives
- Aug 26th** – Attend Leadership Lab
- Aug 26th** – Attend Enterprise Lease meeting
- Aug 26th** – Meeting with Town Manager
- Aug 26th** – Attend Employee Heritage Day event
- Aug 26th** – Attend Wellstone Community HOA meeting
- Aug 27th** – PD / IT Task meeting
- Aug 30th** – Meeting with Chaplain Hernandez
- Aug 31st** – Executive Staff meeting
- Aug 31st** – Meeting with Citizen

Commendations -	None
Complaints -	1 Citizen complaint – under review

Police Department Demographics as of August 31, 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

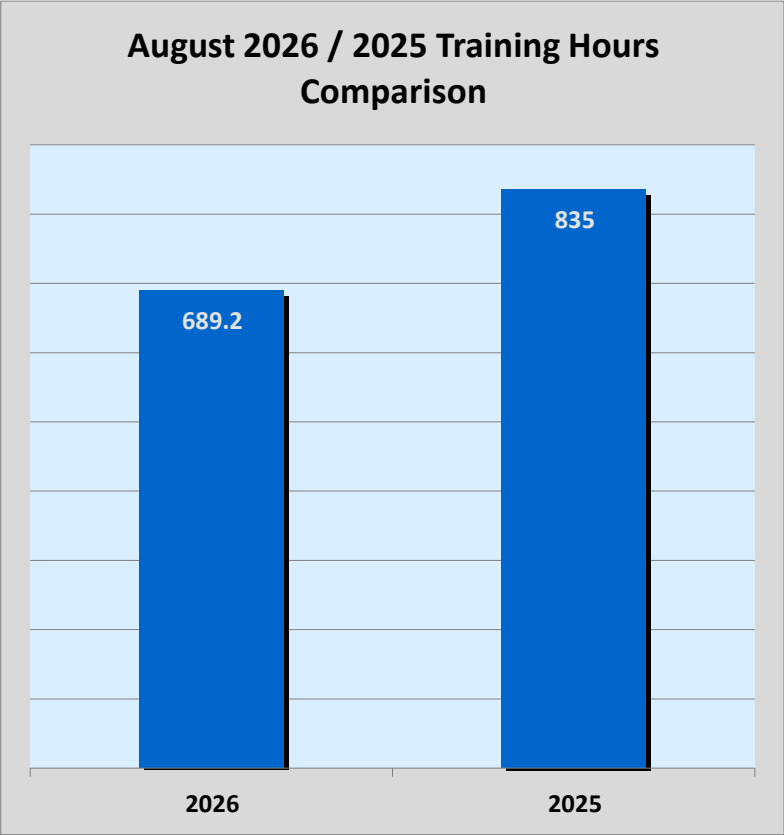
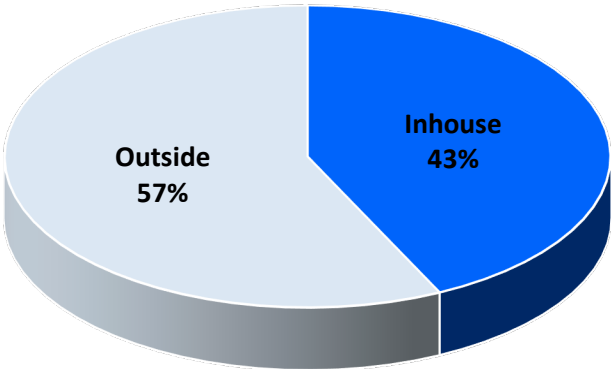
August Officer Training

In-House

- Officer Liability - 1 Officer
- Temporary Holding Facilities - 23 Officers
- Hazmat First Responder Awareness (FRA) Level -0 1 Officer
- Line-Up 2026 March-April - 1 Officer
- Legal Update 2026 - Part 1 - 1 Officer
- Active Countermeasures: Relative Positioning Drills - 1 Officer
- Legal Update 2026 - Part 2 - 23 Officer
- Vehicle Extractions Training - 5 Officers
- Line-Up 2026 July-August - 24 Officers
- CDV Annual 2024 - Back to Basic - 1 Officer
- Line-Up 2026 May-June - 1 Officer
- Patrol Rifle Qualifications - 36 Officers
- Resilient Leadership - Part 3 - 7 Officer
- Resilient Leadership - Part 4 - 6 Officers
- Active Listening In Crisis - 1 Officer
- Airborne and Bloodborne Pathogens - 2 Officers
- Anti-Bias Traning for LE - 23 Officers
- Crisis Intervention Training - 1 Officer
- Defensive Driving Principles - 1 Officer
- Foundations in Ethics for LE - 2 Officers
- Hurricane Preparation / EM - 1 Officer
- Interacting with Mentally Ill - 2 Officers
- Interviews and Interrogations - 1 Officer
- Juvenile Justice - 1 Officer
- Juvenile Sexual Offender Investigation - 1 Officer

Out-Side

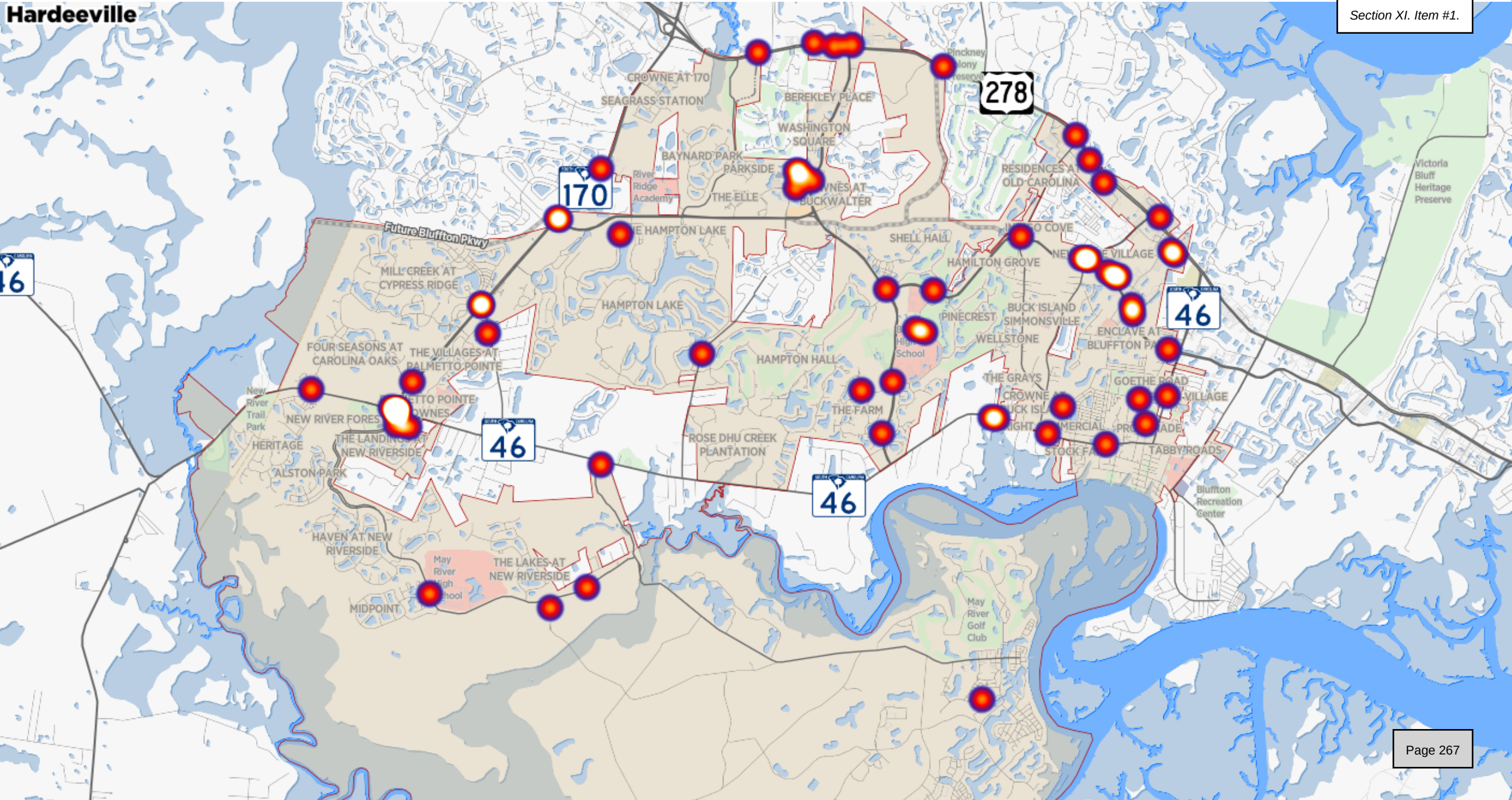
- ALERRT Instructor Course - 1 Officer
- NIOA Conference - 1 Civilian
- SCCJA Basic Law Enforcement - 2 Officers



COLLISIONS (66) August 2026

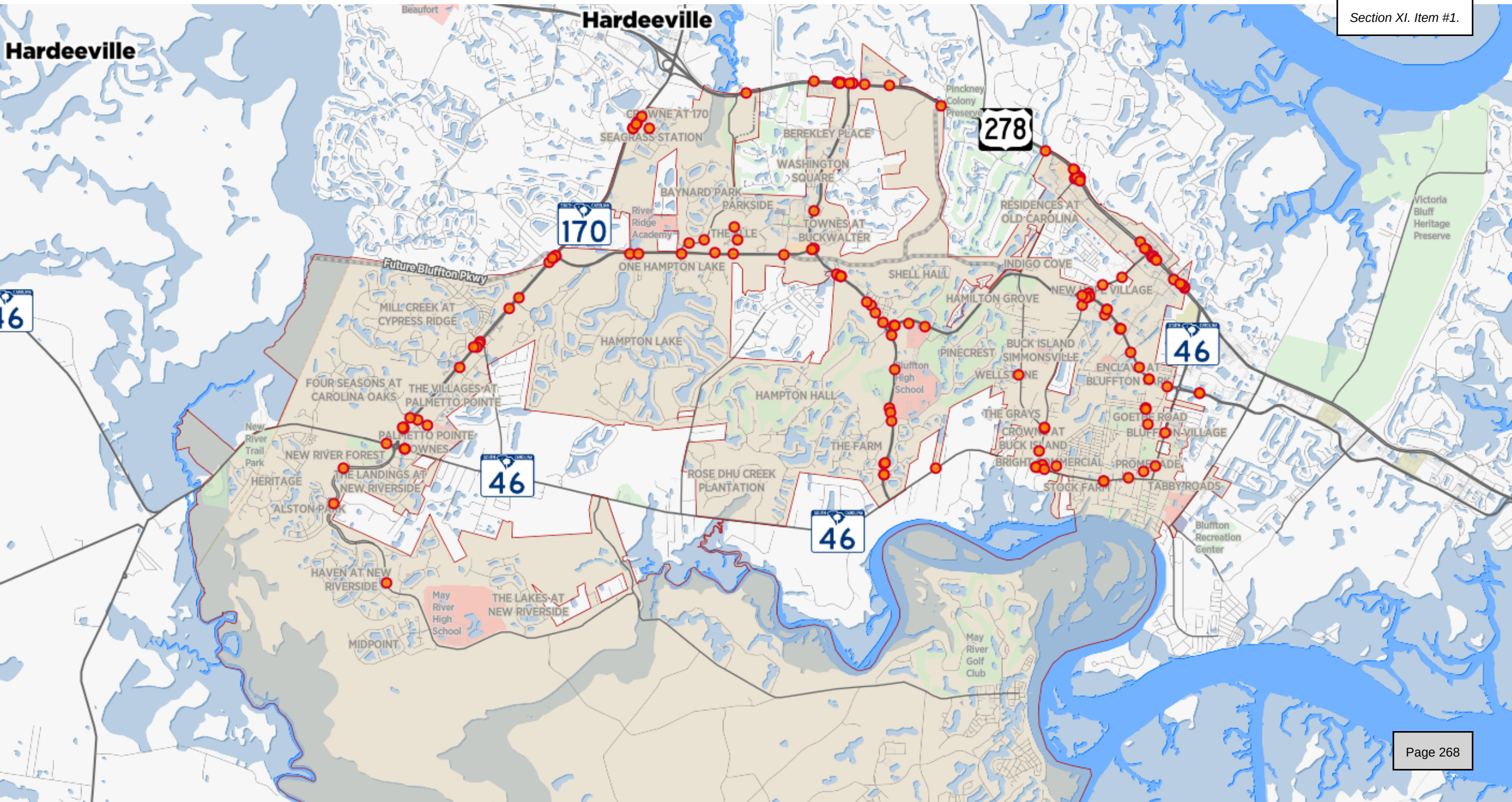
Hardeeville

Section XI. Item #1.

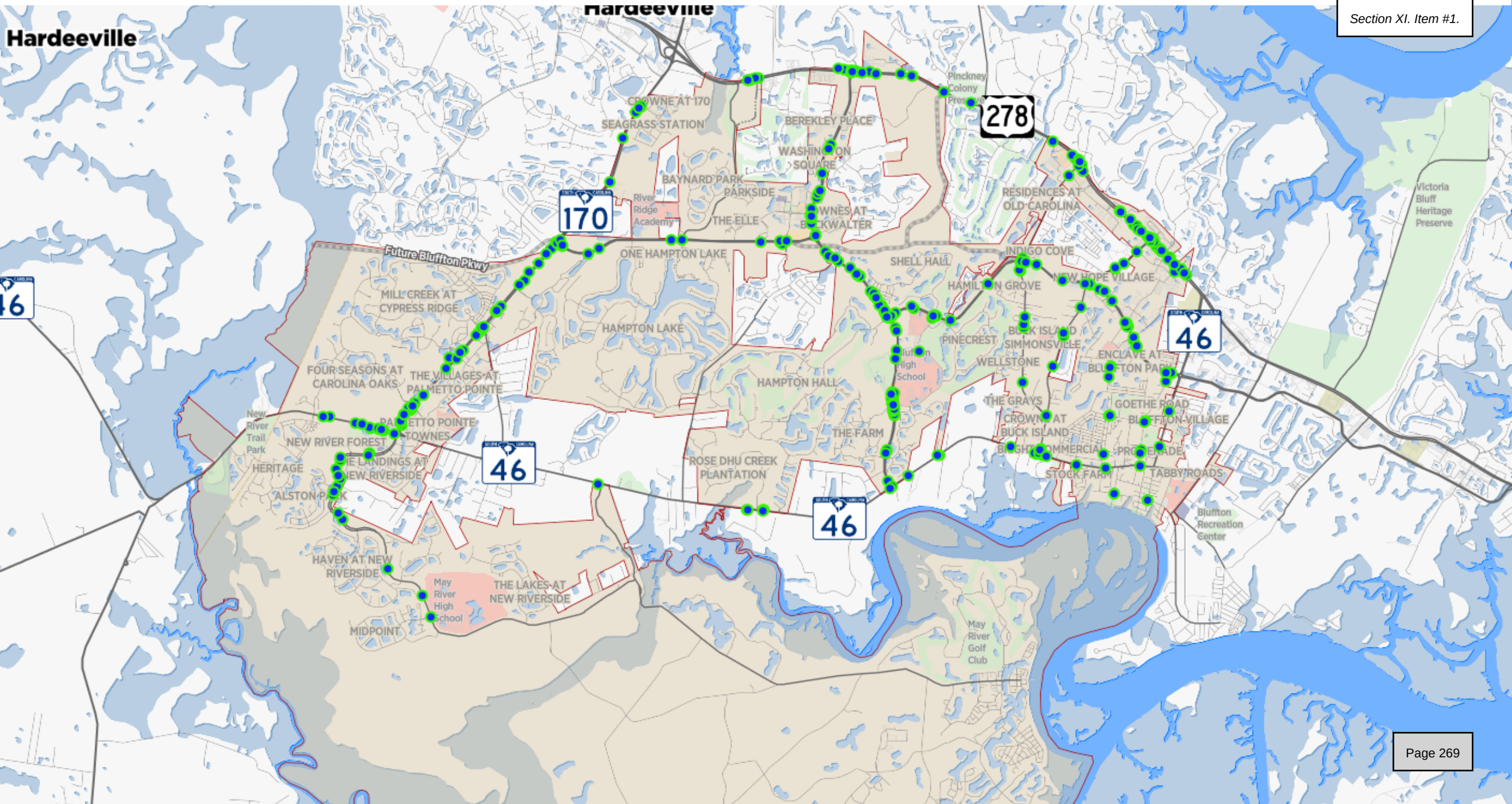


CITATIONS ISSUED (156) August 2026

Section XI. Item #1.



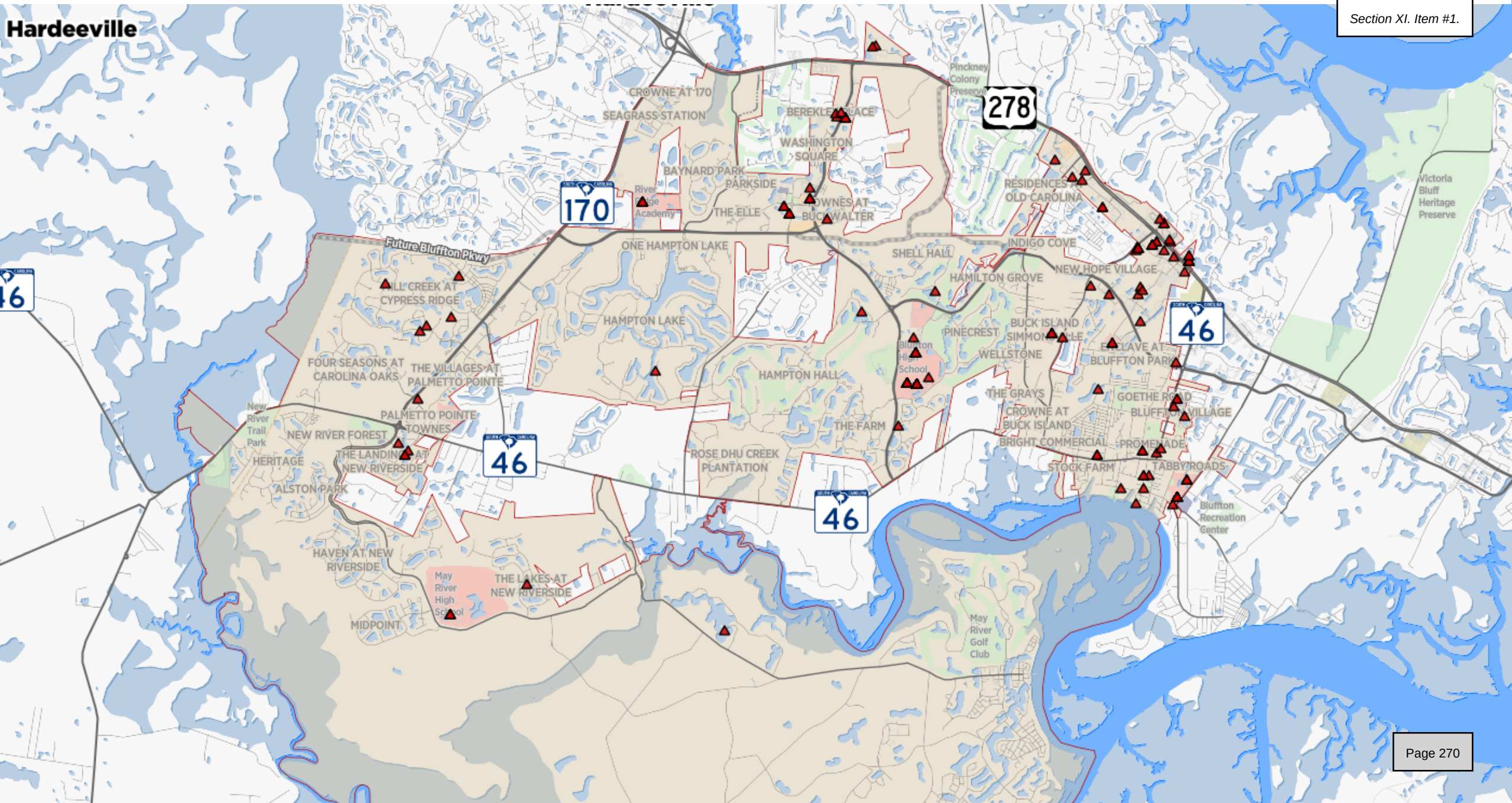
Hardeeville



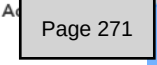
#1 CALL TYPE – Activated Alarms (175) August 2026

Section XI. Item #1.

Hardeeville



Section XI. Item #1.



CALLS FOR SERVICE TOP 10 CALL TYPES	
Activated Alarm	175
Case Follow Up	112
911 Hang-Up	106
Disturbance	96
Accident	71
Traffic Hazard	44
Reckless Driving	43
Health Welfare	41
Assist Motorist	38
Suspicious Vehicle	36

TOTAL CALLS FOR SERVICE: 1182

AVERAGE PER DAY: 47

PRO-ACTIVE PATROLS	
Extra Patrol - Business	1473
Traffic Stop	452
Extra Patrol - Residence	365
Traffic Enforcement	43

UNIFORM TRAFFIC CITATIONS TOP 10 VIOLATIONS	
Driving Without a SC License - 1st Offense	23
Operating Vehicle While License/Registration Expired	20
Speeding; more than 15 but less than 25 mph over the speed limit	18
Driving Under Suspension; License not suspended for DUI - 1st Offense	16
Possession of 28gr (1oz) or less of Marijuana - 1st Offense	10
Driving Under Suspension; License not suspended for DUI - 2nd Offense	8
Failure to Maintain Proof of Insurance in Motor Vehicle	7
Failure to Return License Plate and Registration upon loss of Insurance	6
Speeding; greater than 25 mph over the speed limit	5
Public Disorderly Conduct	5

TOTAL CITATIONS ISSUED: 156

AVERAGE PER DAY: 6

UNIFORM TRAFFIC WARNINGS TOP 10 VIOLATIONS	
Speeding	129
Vehicle License Violation	57
Other	51
Defective Equipment	48
Improper Lane Use	32
Changing Lanes Unlawfully	22
Improper Turn	14
Disregarding Stop Sign	10
Disregarding Traffic Signal	10
Improper Lights	8

TOTAL WARNINGS ISSUED: 392

AVERAGE PER DAY: 16

CRIMINAL INVESTIGATIONS	
Cases Assigned	20
Incident Reports	1
Supplemental Reports	50
Cases Closed	13
Arrests Made	0
Arrest Warrants	3
Bond Court	5
Case Call Outs	2
Search Warrants	4
Prelims/Grand Jury	2
Family Court Petitions	3

Call-Outs

1. 26BP31865 – Missing Persons
2. 26BP35033 – Patrol Assist

Mental Health Advocate:

CIT: 2

Referrals: 25

Follow Ups: 68

Supplemental Reports: 30

Victim Advocate:

Case Call Outs: 0

Incident Reports: 0

Case Closed: 5

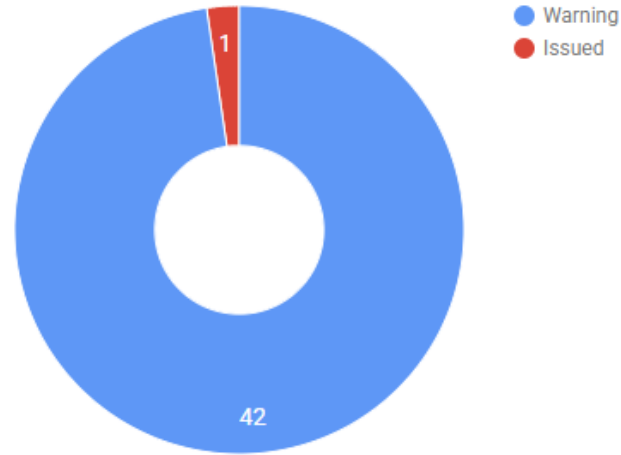
Bond Court: 2

Supplemental Reports: 6

ICAC Cases Assigned: 1

Total ICAC Cases: 11

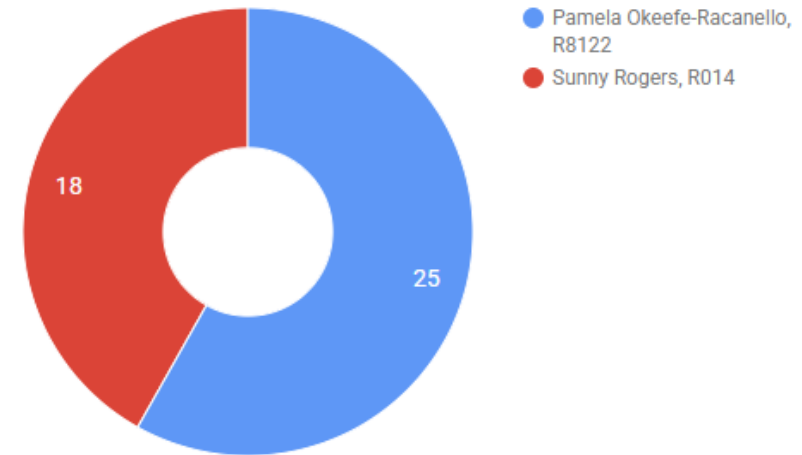
Tickets By Status Last 30 Days



Total Count: 43

As of 8/25/2026, 12:00:00 AM

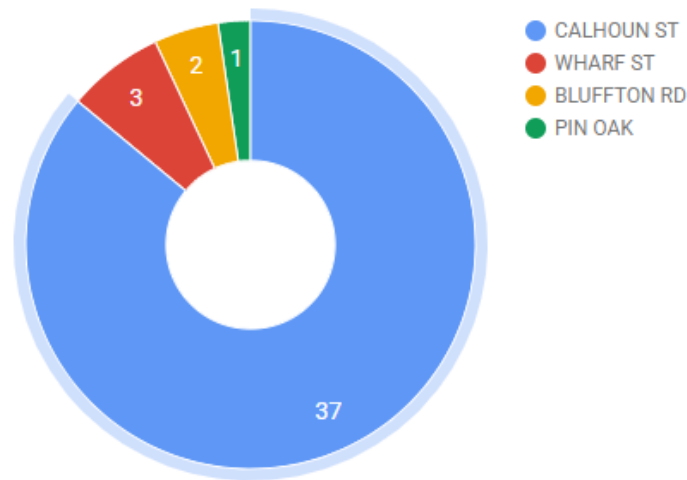
Tickets By Officer Last 30 Days



Total Count: 43

As of 8/25/2026, 12:00:00 AM

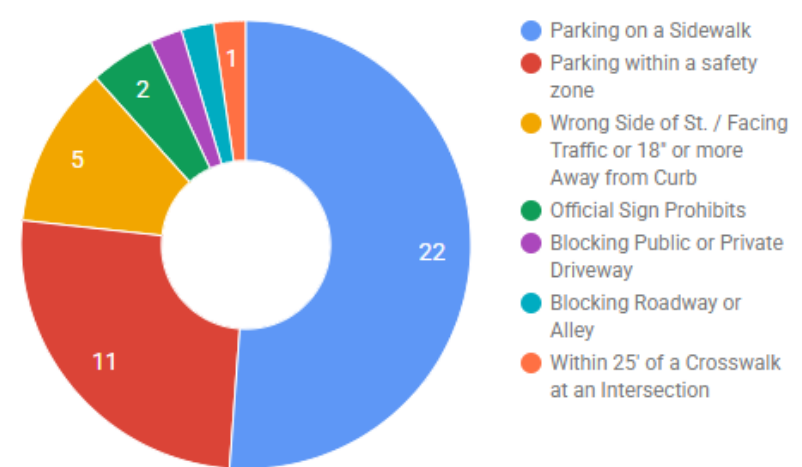
Tickets By Location Last 30 Days



Total Count: 43

As of 8/25/2026, 12:00:00 AM

Tickets By Violation Last 30 Days

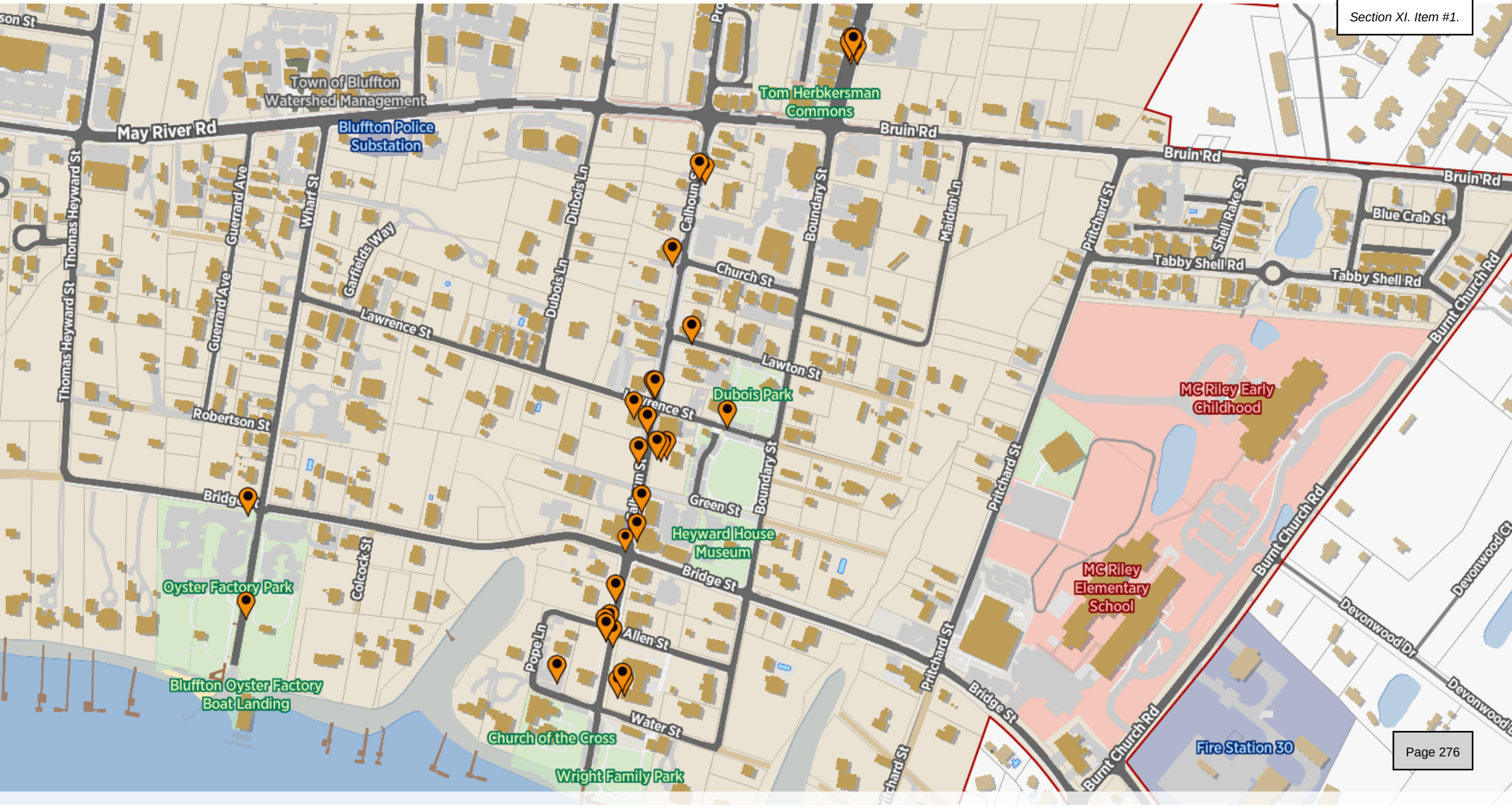


Total Count: 43

As of 8/25/2026, 12:00:00 AM

DOWNTOWN CITATIONS (43) – August 2026

Section XI. Item #1.



Code Enforcement:

William Bonhag

- 34 Notices of Violation were issued this month of August 2026. The majority were failure to renew their business licenses and hand delivered by code enforcement.

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.
- Tickets were dismissed due to compliance with cleanup.

41 Thomas Heyward Street

- Kevin Icard Director of Growth Management referred to this matter pertaining to Keith Fisher's previously built Carport at his home, which according to the town appears to be 30 feet over his property line.
- On 6-9-26, an NOV for Sec.7.2.2 Illegal Non-conformities, failure to obtain a permit for this structure.
- This matter for further action is now being reviewed by Town Council on July 21st. Further action by Codes on July 24th is pending the outcome of Council's decision.

Code Enforcement continued:

10 Shults Road

- Complaint received regarding noise by roosters at this location from Vince Hellmantaller at 11 Dustin Loop.
- Codes found 6 roosters at this location and advised h/o to get rid of the birds as they are a nuisance, re-checking site for compliance.

301 Hulston Landing

- Complainant Kathy McGuire, who is residing in Cypress Ridge, phoned in a complaint regarding her neighbor at 301 Hulston Landing that has installed sprinklers on her property causing flooding to her side.
- Ms. McGuire was advised that this is an HOA matter due to being a Civil issue for property dispute.

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

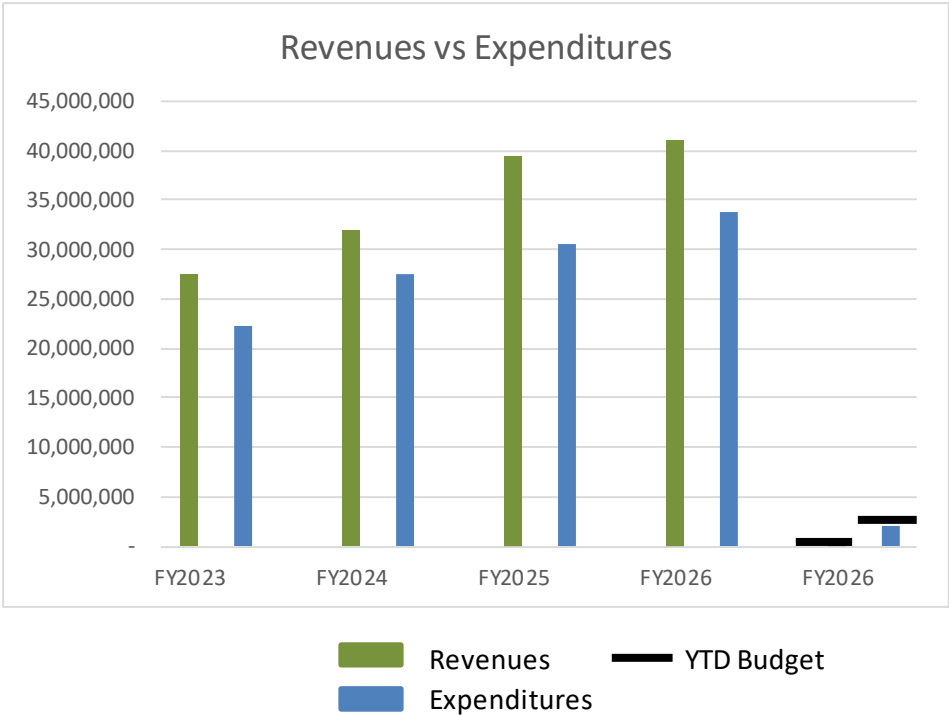
TOWN COUNCIL
STAFF REPORT
Finance & Administration Department



MEETING DATE:	September 08, 2026
PROJECT:	Consent Agenda: Year-to-date Financial Report
PROJECT MANAGER:	Natalie Majorkiewicz, CGFO, CGFM, Director of Finance & Administration

General Fund Financial Overview:

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



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

FY27 General Fund Financial Overview

Revenues		Expenditures
\$432k	<i>YTD</i>	\$2,106k
85.2%	<i>% of Budget</i>	68.2%
\$507k	<i>YTD Budget</i>	\$3,091k

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 July 31, 2026

Section XI. Item #1.

	Month of July 2026					Year-to-Date through July 31, 2026				
	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits										
Business Licenses	105,581	64,488	(41,093)	108,656	(44,168)	106,556	64,488	(42,068)	108,656	(44,168)
MASC Telecommunications	-	-	-	-	-	-	-	-	-	-
MASC Insurance Tax Collection	-	-	-	-	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-	-	-	-	-
Building Safety Permits	545,286	290,219	(255,067)	316,075	(25,856)	545,286	290,219	(255,067)	316,075	(25,856)
Application Fees	5,115	3,250	(1,865)	3,976	(726)	5,115	3,250	(1,865)	3,976	(726)
Total Licenses & Permits	655,982	357,957	(298,025)	428,707	(70,750)	656,957	357,957	(299,000)	428,707	(70,750)
Grants and Entitlements	-	-	-	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-	-	-	-
Service Revenues	52,807	43,802	(9,005)	36,590	7,212	52,807	43,802	(9,005)	36,590	7,212
Fines & Fees	10,120	16,622	6,502	7,956	8,666	10,120	16,622	6,502	7,956	8,666
Interest Income	2,709	357	(2,352)	2,427	(2,070)	2,709	357	(2,352)	2,427	(2,070)
Miscellaneous Revenues	11,929	13,752	1,823	31,773	(18,021)	10,354	13,752	3,398	31,773	(18,021)
Total Revenues	733,547	432,490	(301,057)	507,453	(74,963)	732,947	432,490	(300,457)	507,453	(74,963)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Transfers In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	\$ 733,547	\$ 432,490	\$ (301,057)	\$ 507,453	\$ (74,963)	\$ 732,947	\$ 432,490	\$ (300,457)	\$ 507,453	\$ (74,963)
Expenditures										
Building Safety	\$ 59,310	\$ 38,292	\$ (21,018)	\$ 83,059	\$ (44,767)	\$ 59,310	\$ 38,292	\$ (21,018)	\$ 83,059	\$ (44,767)
Communications	51,498	63,068	11,570	60,225	2,843	51,498	63,068	11,570	60,225	2,843
Customer Service	17,283	14,847	(2,436)	19,147	(4,300)	17,283	14,847	(2,436)	19,147	(4,300)
Economic Development	67,118	24,182	(42,936)	62,865	(38,683)	67,118	24,182	(42,936)	62,865	(38,683)
Events & Venues	80,065	64,941	(15,124)	132,507	(67,566)	80,065	64,941	(15,124)	132,507	(67,566)
Executive	161,697	146,967	(14,730)	189,840	(42,873)	161,697	146,967	(14,730)	189,840	(42,873)
Finance & Administration	117,945	87,786	(30,159)	128,193	(40,407)	117,945	87,786	(30,159)	128,193	(40,407)
Human Resources	68,830	89,747	20,917	77,924	11,823	68,830	89,747	20,917	77,924	11,823
Information Technology	214,587	265,854	51,267	257,886	7,968	214,587	265,854	51,267	257,886	7,968
Municipal Court	33,950	35,697	1,747	35,054	643	33,950	35,697	1,747	35,054	643
Municipal Judges	8,046	8,232	186	9,012	(780)	8,046	8,232	186	9,012	(780)
Planning & Community Development	130,177	57,670	(72,507)	101,370	(43,700)	130,177	57,670	(72,507)	101,370	(43,700)
Police	782,337	652,798	(129,539)	890,826	(238,028)	782,337	652,798	(129,539)	890,826	(238,028)
Project Management	50,475	51,153	678	57,451	(6,298)	50,475	51,153	678	57,451	(6,298)
Public Services	171,712	165,272	(6,440)	227,296	(62,024)	171,712	165,272	(6,440)	227,296	(62,024)
Town Council	12,113	19,489	7,376	12,622	6,867	12,113	19,489	7,376	12,622	6,867
Town Wide	544,562	320,439	(224,123)	745,450	(425,011)	544,562	320,439	(224,123)	745,450	(425,011)
Total Expenditures	2,571,705	2,106,434	(465,271)	3,090,727	(984,293)	2,571,705	2,106,434	(465,271)	3,090,727	(984,293)
Other Financing Uses										
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	\$ 2,571,705	\$ 2,106,434	\$ (465,271)	\$ 3,090,727	\$ (984,293)	\$ 2,571,705	\$ 2,106,434	\$ (465,271)	\$ 3,090,727	\$ (984,293)



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

Section XI. Item #1.

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	Month of July 2026					Year-to-Date through July 31, 2026				
	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)
Revenues										
Stormwater Utility Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits										
NPDES Plan Review Fee	6,500	8,150	1,650	7,762	388	6,500	8,150	1,650	7,762	388
NPDES Inspection Fee	49,350	30,050	(19,300)	28,570	1,480	49,350	30,050	(19,300)	28,570	1,480
Total Licenses & Permits	55,850	38,200	(17,650)	36,332	1,868	55,850	38,200	(17,650)	36,332	1,868
Interest Income	4,164	-	(4,164)	2,415	(2,415)	4,164	-	(4,164)	2,415	(2,415)
Total Revenues	60,014	38,200	(21,814)	38,747	(547)	60,014	38,200	(21,814)	41,162	(2,962)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Transfers In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	\$ 60,014	\$ 38,200	\$ (21,814)	\$ 38,747	\$ (547)	\$ 60,014	\$ 38,200	\$ (21,814)	\$ 41,162	\$ (2,962)
Expenditures										
Watershed Management	\$ 83,464	\$ 78,392	\$ (5,072)	\$ 147,169	\$ (68,777)	\$ 83,464	\$ 78,392	\$ (5,072)	\$ 147,169	\$ (68,777)
Total Expenditures	83,464	78,392	(5,072)	147,169	(68,777)	83,464	78,392	(5,072)	147,169	(68,777)
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Transfers Out to General Fund	-	-	-	-	-	-	-	-	-	-
Transfer Out to Debt Service	-	-	-	-	-	-	-	-	-	-
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	\$ 83,464	\$ 78,392	\$ (5,072)	\$ 147,169	\$ (68,777)	\$ 83,464	\$ 78,392	\$ (5,072)	\$ 147,169	\$ (68,777)



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

Section XI. Item #1.

	Month of July 2026					Year-to-Date through July 31, 2026				
	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)	FY 2026	FY 2027	More/(Less)	Budget	Over / (Under)
Revenues										
Property Taxes										
Real & Personal Property Tax (TIF)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GO Bond Debt Service Property Tax	-	-	-	-	-	-	-	-	-	-
Total Property Tax	-	-	-	-	-	-	-	-	-	-
Licenses & Permits										
Municipal Improvement District Fee	-	-	-	-	-	-	-	-	-	-
Interest Income	24,859	5,180	(19,679)	21,132	(15,952)	24,859	5,180	(19,679)	21,132	(15,952)
Total Revenues	24,859	5,180	(19,679)	21,132	(15,952)	24,859	5,180	(19,679)	21,132	(15,952)
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources & Transfers In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	\$ 24,859	\$ 5,180	\$ (19,679)	\$ 21,132	\$ (15,952)	\$ 24,859	\$ 5,180	\$ (19,679)	\$ 21,132	\$ (15,952)
Expenditures										
Series 2014 TIF Bonds Debt Service										
Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	-	-	-	-	-	-	-
Series 2022 TIF Bonds Debt Service										
Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	-	-	-	-	-	-	-
Series 2020 GO Bonds Debt Service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Series 2020A GO Bonds Debt Service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-	-	-	-
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	-	-	-	-	-
Total Transfers	-	-	-	-	-	-	-	-	-	-
Total Expenditures and Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Town of Bluffton
Budget and Actual - Capital Improvement Program Fund
For Period Ending July 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	\$ 182	\$ 1,098,948	-	\$ 1,098,948	\$ 1,098,766	0.0%
Total Economic Development	182	1,098,948	-	1,098,948	1,098,766	0.0%
Facilities						
Sarah Riley Hooks Cottage	-	1,108,245	-	1,108,245	1,108,245	0.0%
New Riverside Barn Park Event Lawn Pavilion - NEW	-	149,375	-	149,375	149,375	0.0%
New Riverside Barn Park Public Service Building - NEW	-	1,545,209	-	1,545,209	1,545,209	0.0%
Public Service Building Expansion & Watershed Facility - NEW	-	195,250	-	195,250	195,250	0.0%
Oscar Frazer Park Pavilion - NEW	11,957	549,000	-	549,000	537,043	2.2%
Rotary Community Center Facility Improvements	-	440,704	-	440,704	440,704	0.0%
Law Enforcement Center HVAC Renovation	-	350,000	-	350,000	350,000	0.0%
Oyster Factory Park Restroom Improvements	11,957	452,200	-	452,200	440,243	2.6%
Total Facilities	23,914	4,789,983	-	4,789,983	4,766,069	0.5%
Housing						
Affordable Housing Project	-	745,325	-	745,325	745,325	0.0%
Affordable Housing Project-115 Bluffton Road	-	1,200,000	-	1,200,000	1,200,000	0.0%
Total Housing	-	1,945,325	-	1,945,325	1,945,325	0.0%
Information Technology Infrastructure						
Network Improvements	-	40,603	-	40,603	40,603	0.0%
Total Parks	-	40,603	-	40,603	40,603	0.0%
Land						
Land Acquisition	-	11,600,000	-	11,600,000	11,600,000	0.0%
Total Land	-	11,600,000	-	11,600,000	11,600,000	0.0%
Parks						
Park Improvements	-	20,946	-	20,946	20,946	0.0%
Oyster Factory Park	-	-	-	-	-	#DIV/0!
New Riverside Park/Barn Site	1,070	-	-	-	(1,070)	#DIV/0!
New River Trail	-	3,529,928	-	3,529,928	3,529,928	0.0%
New Riverside Barn Park Phase 3: Sitework	-	332,700	-	332,700	332,700	0.0%
Buckwalter Place Park Improvements	65	941,363	-	941,363	941,298	0.0%
Buck Island - Simmonsville Neighborhood Park - NEW	-	592,291	-	592,291	592,291	0.0%
Public Art	3,750	295,346	-	295,346	291,596	1.3%
New Riverside Barn Park Phase 2 Trail & Disc Golf - NEW	-	702,687	-	702,687	702,687	0.0%
Total Parks	4,885	6,415,261	-	6,415,261	6,410,376	0.1%
Roads						
Pathway Pedestrian Safety Improvements	-	1,482,437	-	1,482,437	1,482,437	0.0%
Calhoun Street Streetscape	-	804,663	-	804,663	804,663	0.0%
Wharf Street Lighting	-	104,758	-	104,758	104,758	0.0%
Boundary Street Streetscape	-	3,694,515	-	3,694,515	3,694,515	0.0%
Historic District Overhead Power Conversion	-	60,800	-	60,800	60,800	0.0%
Washington Square Connector	-	259,525	-	259,525	259,525	0.0%
Holly Hill Lane	-	778,250	-	778,250	778,250	0.0%
Total Roads	-	7,184,948	-	7,184,948	7,184,948	0.0%
Stormwater and Sewer						
Sewer Connections Policy	-	601,700	-	601,700	601,700	0.0%
Historic District Sewer Extension Phase 4	2,703	416,513	-	416,513	413,810	0.6%
Historic District Sewer Extension Phase 5	-	304,404	-	304,404	304,404	0.0%
Historic District Sewer Extension Phase 6	-	457,787	-	457,787	457,787	0.0%
Bridge Street Streetscape	-	1,258,588	-	1,258,588	1,258,588	0.0%
Comprehensive Drainage Plan Improvements	-	221,062	-	221,062	221,062	0.0%
May River Action Plan Impervious Restoration/Water Quality Project	-	-	-	-	-	#DIV/0!
Stoney Crest Campground/Old Palmetto Bluff Rd	-	389,829	-	389,829	389,829	0.0%
Pritchard Street Drainage Improvements	-	2,068,929	-	2,068,929	2,068,929	0.0%
MRWAP BCSD Impervious Restoration Project	-	100,000	-	100,000	100,000	0.0%
Total Stormwater and Sewer	2,703	5,818,812	-	5,818,812	5,816,109	0.0%
Total CIP Expenditures	\$ 31,684	\$ 38,893,880	\$ -	\$ 38,893,880	\$ 38,862,196	0.1%



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

Section XI. Item #1.

FY2027														Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	406													406
Local Accommodations Tax	1,968													1,968
Hospitality Tax	3,895													3,895
Total Revenues	6,269	-	-	-	-	-	-	-	-	-	-	-	-	6,269

	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	405	-	741,235
Local Accommodations Tax	2,117	164,745	133,309	118,983	195,878	173,927	149,358	78,220	103,865	235,560	286,924	249,681	181,092	2,073,659
Hospitality Tax	4,562	336,180	358,387	355,891	379,408	400,676	357,198	325,989	346,505	430,013	450,990	430,956	343,114	4,519,869
Total Revenues	7,191	501,541	492,355	475,416	855,521	575,086	772,931	404,574	450,837	666,004	928,059	681,042	524,206	7,334,763

FY2026 VS FY2025 (more / (less))														
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	(106)													(106)
Local Accommodations Tax	(149)													(149)
Hospitality Tax	(667)													(667)
Total Revenues	(922)	-	-	-	-	-	-	-	-	-	-	-	-	(922)

	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	YTD
Revenues														
State Accommodations Tax	(1,059)	(1,214)	(900)	(875)	9,157	(214)	265,743	(289,693)	(206)	(233)	15,336	(144)	(435,462)	(439,764)
Local Accommodations Tax	(583)	104,105	(4,860)	(3,433)	1,540	(18,291)	19,433	23,163	10,852	57,813	56,225	32,558	(10,506)	268,016
Hospitality Tax	(3,906)	54,217	53,169	41,360	27,573	(11,099)	8,273	31,719	34,555	9,835	80,970	8,162	(49,498)	285,330
Total Revenues	(5,548)	157,108	47,409	37,052	38,270	(29,604)	293,449	(234,811)	45,201	67,415	152,531	40,576	(495,466)	113,582

	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

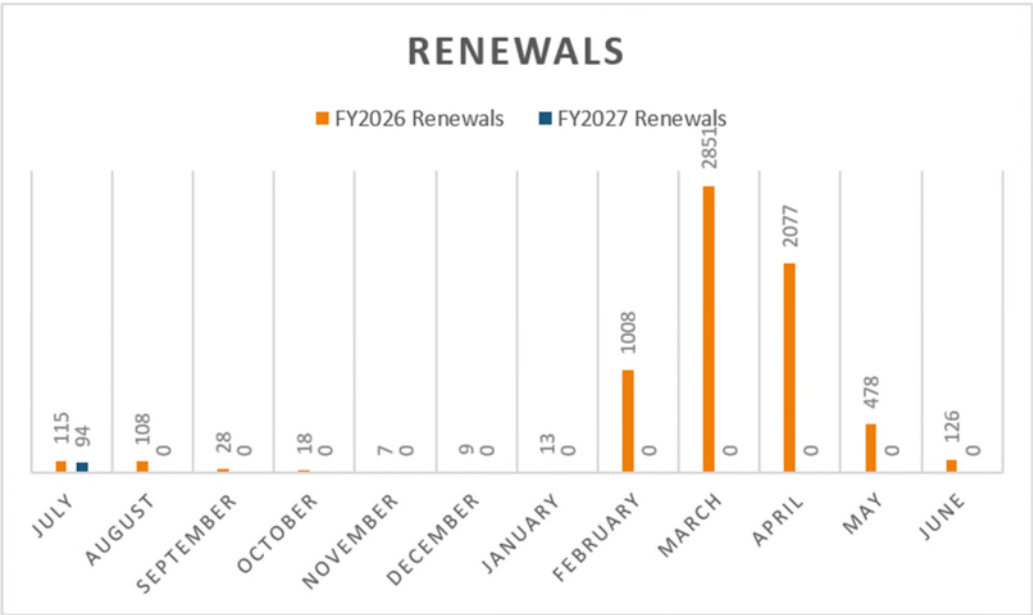
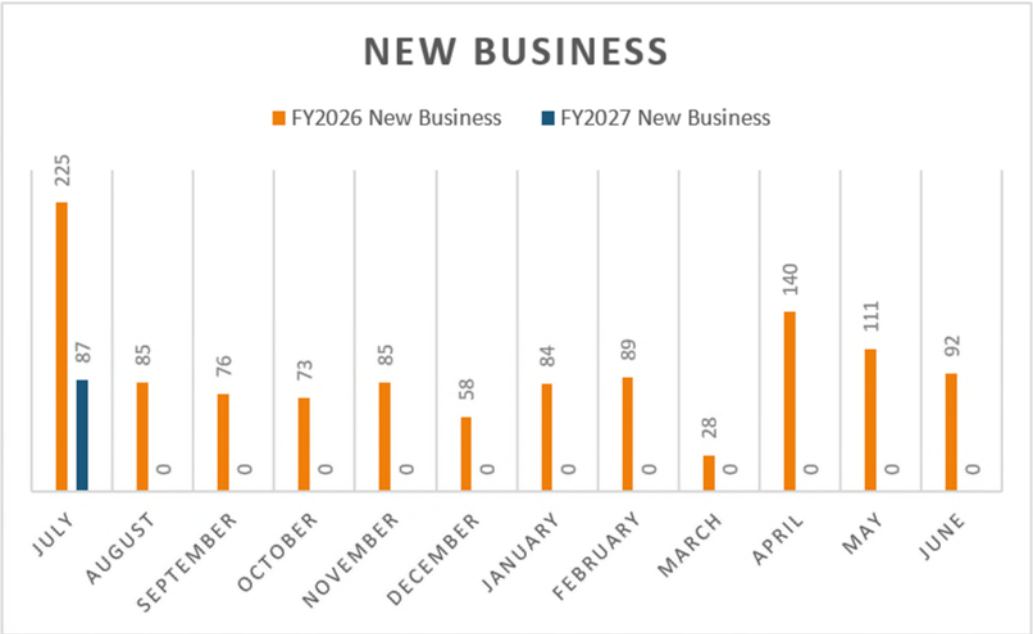
	FY2025 VS FY2024 (more / (less))													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	38	109	(404)	(236,136)	269,305	(1,309)	(248,453)	288,201	(1,368)	(160,686)	172,941	(1,021)	(21,624)	59,593
Local Accommodations Tax	(2,851)	(91,496)	30,108	(2,469)	17,727	20,941	12,057	(15,703)	3,014	(5,430)	20,570	30,950	(78,239)	(60,821)
Hospitality Tax	(46,044)	(58,472)	23,118	31,483	(4,082)	61,999	(36,768)	71,212	(2,337)	36,935	(22,340)	(309)	46,654	101,049
Total Revenues	(48,857)	(149,859)	52,822	(207,122)	282,950	81,631	(273,164)	343,710	(691)	(129,181)	171,171	29,620	(53,209)	99,821

	FY2023													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

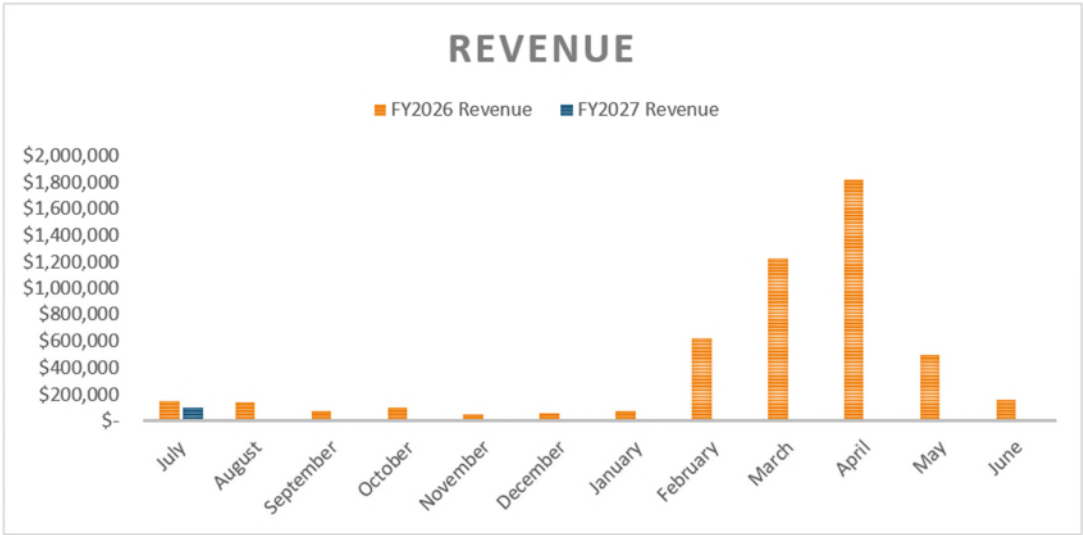
	FY2024 VS FY2023 (more / (less))													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	1,133	1,253	1,454	(18,588)	990	1,109	19,804	941	886	16,067	480	104	(27,749)	(2,116)
Local Accommodations Tax	4,937	(21,467)	(18,807)	(12,632)	23,670	13,203	3,229	7,406	6,784	158,202	(121,554)	(1,690)	93,405	134,685
Hospitality Tax	49,827	85,254	1,021	(29,543)	20,163	41,919	94,356	(12,507)	4,187	295,624	(98,982)	70,424	(59,917)	461,826
Total Revenues	55,897	65,040	(16,332)	(60,763)	44,823	56,231	117,389	(4,160)	11,856	469,894	(220,055)	68,837	5,739	594,396

Business License Statistics:

Business License applications for FY2027 through July total 181 (87 new business and 94 renewals) compared to FY2026's total of 340 (225 new business and 115 renewals).



Business license renewals reflect a decrease of 18% or 21 and revenue collections decreased 29% or \$15,305 for the month of July when compared to last year. Business license revenue generated through permits also decreased by 37% or \$37,054.



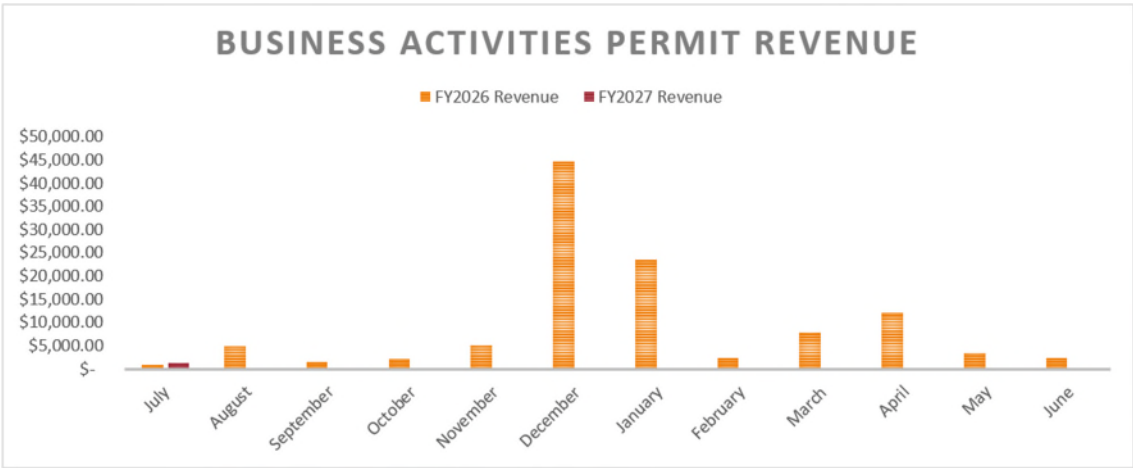
The amended ordinance that went into effect January 1st, 2019 included additional incentives for new businesses and businesses with multiple locations within the Town. For the 2026 business license renewals, there were one thousand, three hundred, and two (1,302) renewals eligible for an incentive.

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 Three (3) MVPs issued in July
 - o Fifty-three (53) are compliant
 - o Six (6) are non-compliant
 - o Zero (0) are in-process
 - o There are fifty-nine (59) identified Mobile Vending businesses
- Short-Term Rental Permit (STRP): \$325
 - o Eleven (11) STRPs issued in July
 - o Two hundred and sixty-one (261) STRPs are compliant with a permit
 - o Twenty (20) are non-compliant
 - o Five (5) are in-process
 - o There are two hundred and eighty-six (286) properties identified



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

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

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

	As of July 2026					
	Bluffton Police Department Benevolence Fund		Mayor's Stay Safe Bluffton Scholarship Fund		Town of Bluffton Parks & Public Art Fund	
	FY through		FY through		FY through	
	July 2026	July 2026	July 2026	July 2026	July 2026	July 2026
Beginning Balance	\$ 172,086.60	\$ 172,086.60	\$ 35,205.37	\$ 35,205.37	\$ 24,098.63	\$ 24,098.63
Contributions & Investment Activity						
Contributions to Fund	\$ -	\$ -	\$ 3,955.00	\$ 3,955.00	\$ -	\$ -
Interest & Dividend Income	1,328.66	1,328.66	273.35	273.35	187.12	187.12
Investment Income & Losses	(841.59)	(841.59)	(173.15)	(173.15)	(118.52)	(118.52)
Total Contributions & Investment Activity	487.07	487.07	4,055.20	4,055.20	68.60	68.60
Expenses						
Distributions - Grants	-	-	-	-	-	-
Distributions - Program Expenses	-	-	-	-	-	-
Fees - Administrative & Investment	0.24	0.24	0.04	0.04	0.04	0.04
Fees - Credit Card Processing	-	-	-	-	-	-
Total Expenses	0.24	0.24	0.04	0.04	0.04	0.04
Net Change to Fund Balance	\$ 486.83	\$ 486.83	\$ 4,055.16	\$ 4,055.16	\$ 68.56	\$ 68.56
Pending Contributions						
Total Pending Contributions		\$ -		\$ -		\$ -
Pending Expenses						
Scholarships (4)				-		
Misc. Fees				-		
Total Pending Expenses		-		-		-
Projected Ending Balance		\$ 172,573.43		\$ 39,260.53		\$ 24,167.19

TOWN COUNCIL



STAFF REPORT Human Resources Department

MEETING DATE:	September 8, 2026
PROJECT:	August 2026 Activity Report
PROJECT MANAGER:	Anni Evans, Director of Human Resources

Human Resources Summary:

New Hire:

Lydia Davis
Title: Events and Venues Coordinator
Date: August 20, 2026
Department: Events and Venues

Exits: 4

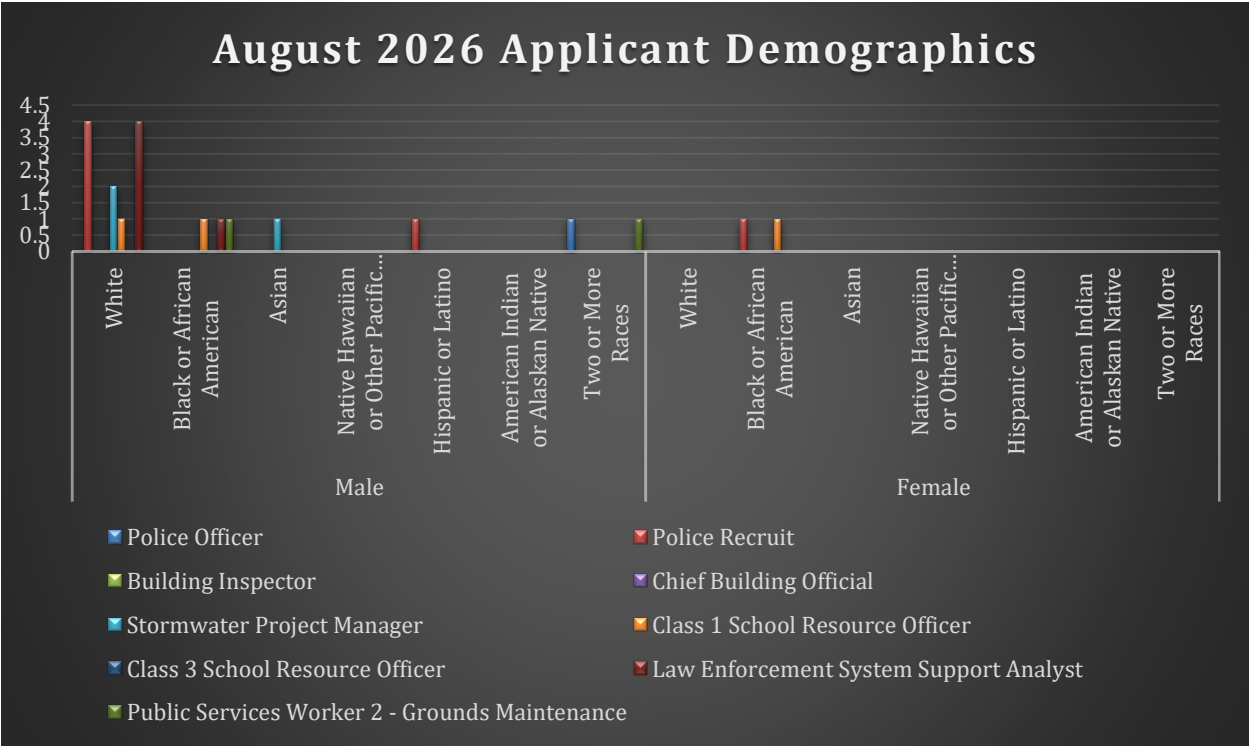
Interns:
Zoe Stevenson: Welcome Center (8/3)
Sofia Giordani: DRCI (8/6)
Samuel Leininger: Finance (8/12)
Peyton Chrjapin: Public Services (8/27)

Jobs posted:

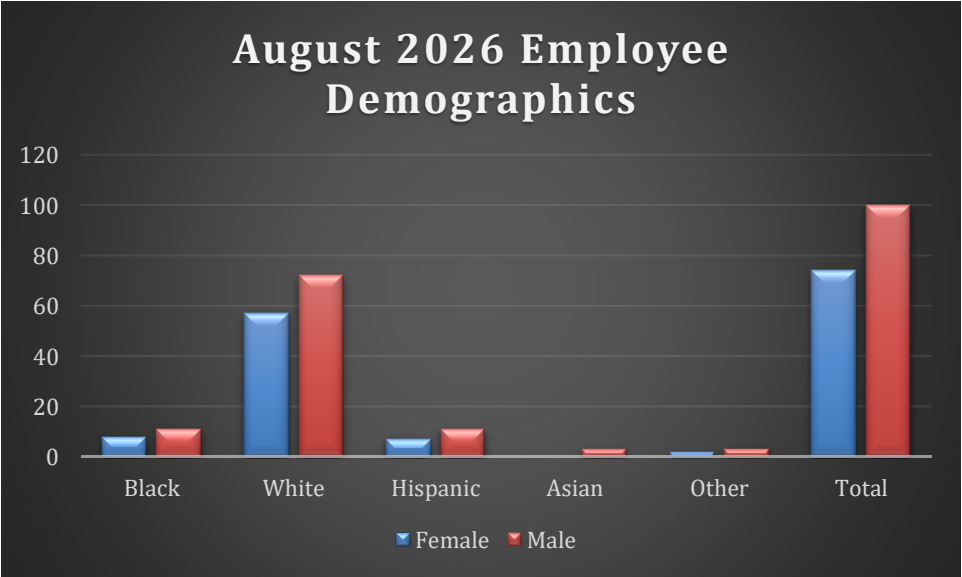
Police Officer	School Resource Officer, Class 1 and 3
Police Recruit	Public Services Worker II – Grounds Maintenance
Building Inspector	Stormwater Project Manager
Chief Building Official	
Law Enforcement System Support Analyst	

- Birthday/Anniversary Celebration – 8/12 Lowcountry Lemon Lemonade Food Truck
- NeoGov: Learn implementation
- August Wellness Events:
 - Email campaigns for:
 - National Wellness Month

Candidate demographics:



Employee demographics:



TOWN COUNCIL



STAFF REPORT
Municipal Court Department

MEETING DATE: September 08, 2026

PROJECT: July Activity Report

PROJECT MANAGER: Lisa Cunningham, Clerk of Court

Court Summary

Town of Bluffton Municipal Court convenes every Tuesday morning. In July 2026 there was a total of four morning sessions. The Municipal Court currently has 496 cases pending, which is a combination of 459 criminal/traffic cases, 11 jury trial requests, and 26 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 37 pending as of July 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 7 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 4 active participants. The TEP Program cost is \$280.00 plus the cost of online driving class. It is designed for offenders who have pending moving violations except for Driving under the Influence, Driving under Unlawful Alcohol Concentration, and Reckless Driving.

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

Pre-Trial Intervention referred to as PTI has 2 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.



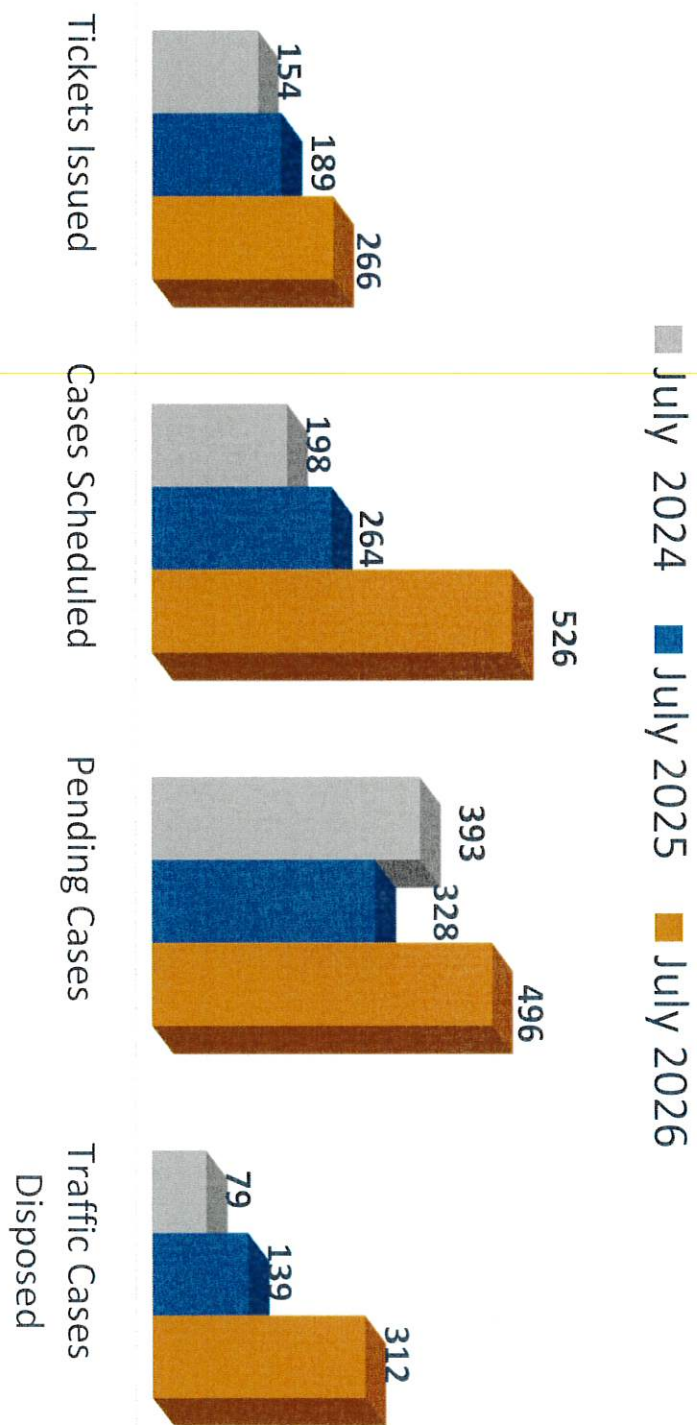
Town of Bluffton Municipal Court Statistics for July 2026

Presented by:

Lisa Cunningham, Clerk of Court

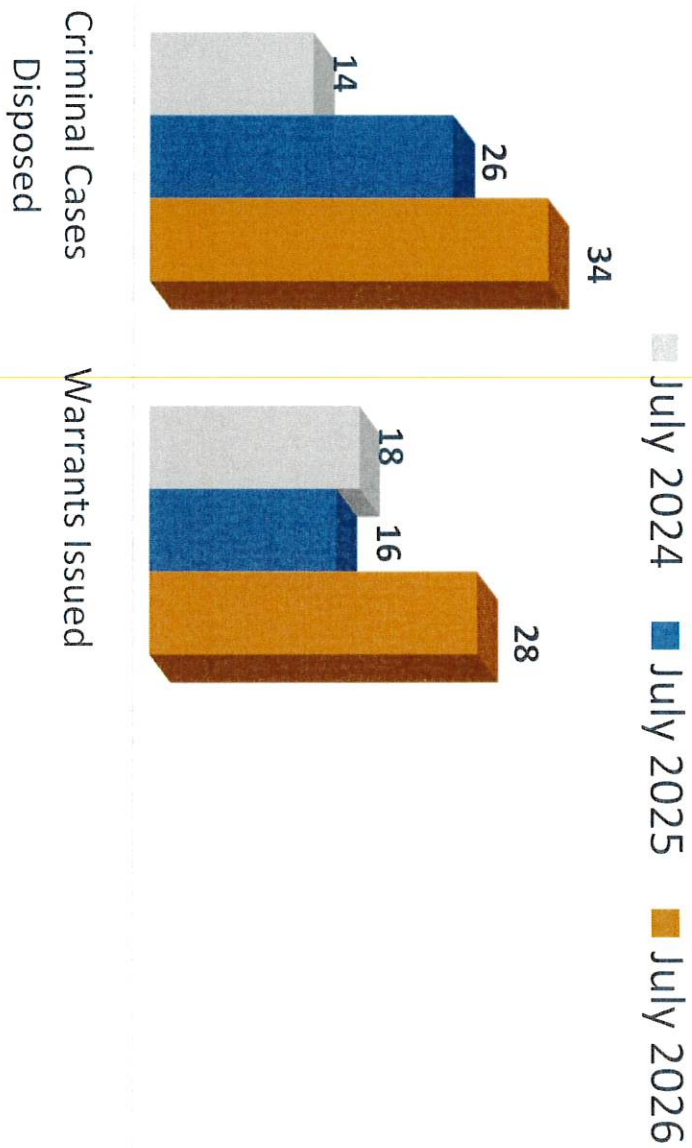


Town of Bluffton Municipal Court

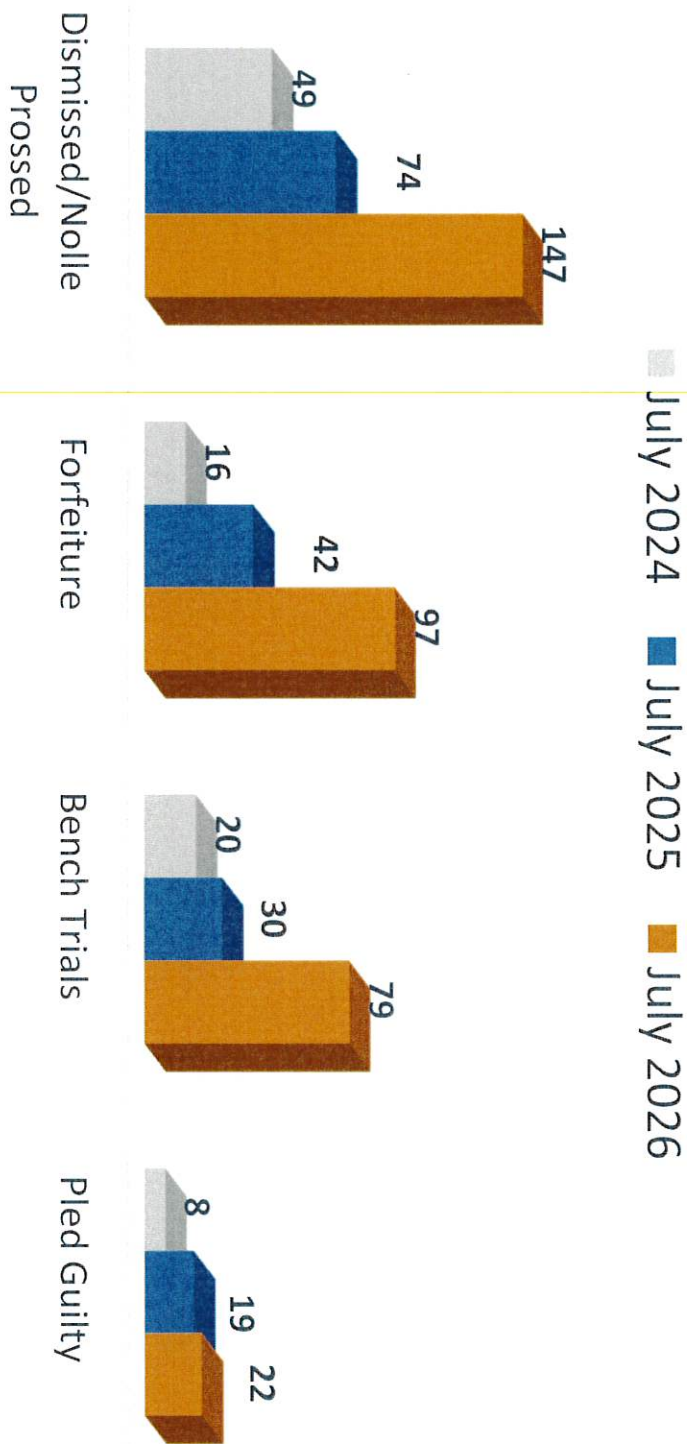




Town of Bluffton Municipal Court



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:	September 8, 2026
SUBJECT:	Projects and Watershed Resilience Department Monthly Report
PROJECT MANAGER:	Kimberly Washok-Jones, Department Director

CAPITAL IMPROVEMENTS PROGRAM (CIP) UPDATES

Administrative Update

- No activity to report.

FACILITIES

1. Law Enforcement Center Facility Improvements

- PS coordinating emergency procurement of HVAC.

2. Sarah Riley Hooks Cottage

- Building construction complete except for final clean up and water connections.
- Nix Construction began site construction in June 2026.
- **Next Steps:**
 - o Site construction to be completed in conjunction with the Bridge Street boardwalk construction and expected to be completed in January 2027.

3. New Riverside Barn Park – Public Services Building

- Architectural Plans, Site Development Plans and easements are **complete**.
- **Next Steps:**
 - o Prepare bid solicitations in September 2026 for building and site development construction in FY27.

4. Public Services Expansion and New Watershed Facility

- Obtained wetland surveys to evaluate developable land for expansion.
- No response received from ACOE on jurisdictional wetland determination.
- **Next Steps:**
 - o Exploring alternative locations for Watershed Resilience due to parcel deed restrictions on the Creech Study proposed site.

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 for internal review. Review comments were sent back to the applicant on 7/21/26.
 - o Solicitation for next Workforce Housing project at 115 Bluffton Road closed 6/11/26. Executive, Affordable Housing, Finance and GM team conducting interviews.

PARKS**1. Oyster Factory Park**

- Bids received for restroom expansion were over budget.
- **Next Steps:**
 - Re-bid pavilion construction contract for restroom expansion in September.

2. Oscar Frazier Park – 2nd Pavilion

- Completion date is planned for October 2026.

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

- Disc golf construction continues. Tee boxes and baskets are **complete**.
- **Next Steps:**
 - Post solicitation for Phase 2 trails in Summer 2026 with construction in Fall 2026.

4. New River Linear Trail

- BPD enforcing no trespassing until construction is completed in Fall 2026.
- Asphalt of the southern portion of the pathway is **complete** from the New River to Heritage Parkway.
- **Next Steps:**
 - Construction of the northern pathway from Sun City to Heritage Parkway is underway.

5. Buckwalter Place Park Improvements

- Hilton Head Landscape completed major construction of Phase 2 and 3 site improvements.
- **Next Steps:**
 - Park is **complete** and open to the public.

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

- Main line sewer construction and pump stations for HD Sewer are **complete**.
- **Next Steps:**
 - Update as-builts and submit for approval by BJWSA and DES for a permit to operate.
 - Install service connections and decommission septic tanks.

2. Comprehensive Drainage Plan Improvements

- Draft Engineering Report for Crooked Cove **completed** and comments provided.
- **Next Steps:**
 - Guerrard Cove Engineering Report submittal.
 - Rose Dhu Creek RFQu closed 6/22/26. RFP review of top 3 firms **completed**. Anticipate Council contract approval in October.
 - 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 **complete**.
- Internal discussions and review of Impervious Restoration Program policy document completed and Final Draft in development.
- **Next Steps:**
 - Finalize Impervious Restoration Program Policy Document.
 - Collaborate with Director of Procurement for BCSD and private owners' agreement to construct impervious restoration projects at school sites.

4. BJWSA Sewer Projects in May River Watershed

- Stoney Creek/Palmetto Bluff/Alljoy Sewer – BJWSA updates can be found [here](#).

ROADS**1. Pathway Pedestrian Safety Improvements**

- Bid Bluffton Road and New Riverside Drive RRFB's. No qualified bids were obtained.
- **Next Steps:**
 - o Phase 3 additional design of 26 locations continues. Working with SROs and school officials for crossings near schools.
 - o Re-bid Bluffton Road and New Riverside Drive RRFB's with Phase 3 crosswalks.

2. Bridge Street Streetscape

- SCDOT approved lowering speed limit to 25 mph.
- **Next Steps:**
 - 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 and obtained approval of 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

- BJWSA approval for 8" and 1" water line relocation has been granted, tentative date for road closure and water shut down to perform for this work on 8/24/26, 12-6pm is being coordinated. Contractor installing drainage and performing utility relocation.
- **Next Steps:**
 - o Submit final 319 grant report upon project completion.

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WATERSHED MANAGEMENT/RESILIENCE UPDATES

Administrative Update

- Stormwater Project Manager position advertised. Interviews conducted throughout the end of August.
- Moreno attended the Stormwater Utility Board Meeting and provided Town updates.
- Moreno attended the International Erosion Control Association Southeast Chapter's Board meeting.

1. SC Department of Environmental Services May River Shellfish Harvesting Monitoring Data Year-to-Date and May River Shellfish Harvesting Status Exhibit – *Attachments 1 and 1a*

2. May River Watershed Action Plan Implementation Summary – *Attachment 2, 2a, 2b, and 3*

- The next May River Watershed Action Plan Advisory Committee (WAPAC) meeting is 10/22/26. McCormick Taylor, Inc. will present their Action Plan Stormwater Model Work to the committee.
- May River Watershed Action Plan Stormwater Model:
 - Lewis and Quast met with McCormick Taylor, Inc. to discuss deliverables. Project on-going.
- Water Quality Monitoring:
 - Quast and D'Angola conducted quarterly MS4 sampling in August at fourteen (14) locations. Results pending.
 - SCDES collected shellfish harvesting and Microbial Source Tracking (MST) samples in August. Results pending.
 - Three (3) locations were sampled for MST as part of an illicit discharge detection and elimination (IDDE) investigation. No pertinent results to report.
 - Targeted MST Sampling Program:
 - Targets potential human, dog, deer, horse, and bird fecal sources.
 - Staff collect samples during five (5) wet and dry weather events to characterize each subwatershed.
 - Includes the collection of MST, bacteria, and nutrient samples, and *in-situ* parameters.
 - All dry sampling events for the current coves have been completed. Additional samples will only be collected during qualifying wet weather conditions.
 - A total of thirteen (13) Targeted MST locations were collected during this reporting period.
- Meetings:
 - Lewis attended University of South Carolina Beaufort (USCB) Student Research Symposium. Town of Bluffton recognized as partner and funding that contributed to student research.

3. Resilience

- Resilience Plan:
 - Task 1 underway. Routine progress meeting held in August.
- Wetlands and Resiliency Ordinances:
 - Resilience outcomes to be discussed at October Town Council Workshop.
- Wetland Restoration Study:
 - RFP closed and evaluations **complete**. The firm has been selected, and contract negotiations are ongoing. Work is expected to commence after Council's mid-year budget amendment in the fall.
- Lewis submitted a photo of the SECOORA water elevation meter to the Southeast Stormwater Association (SESWA) for their annual photo contest to showcase stormwater projects throughout the Southeast.
- Lewis and Moreno submitted two abstracts to the Lowcountry Resilience Conference.
- Meetings:

- o Lewis and Moreno presented as part of a webinar on South Carolina wetlands, hosted by the South Carolina Wildlife Federation and South Carolina Conservation Coalition.
- o Lewis attended the Southern Lowcountry Regional Collaborative (SLRC) meeting in August.
- o Lewis shared details with Zora Diaz of SECOORA regarding the Town of Bluffton's water elevation meter at the Calhoun Street dock. Zora plans to publish a new story highlighting the Town's data.

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

- Quast finalized all partnerships for fall Beach Sweep/River Sweep scheduled for 9/19/26. Social media event created and press release information provided to Communications.

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)

- Sease received his drone pilot's recertification.

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

- Public Services performed weekly street sweeping on Calhoun St., Highway 46, Bruin Rd., May River Rd., Pin Oak St., and curbs/medians on Simmonsville and Buck Island Rds.
- Performed ditch inspections.
 - 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 Targeted Microbial Source Tracking (MST) Results Table
 - b. Targeted MST Sampling Sites Reference Map
3. May River Watershed Action Plan Advisory Committee – WAPAC Meeting Schedule
4. MS4 Minimum Control Measure #3 – Illicit Discharge Detection and Elimination
 - a. E. coli Concentrations Trend Map
 - b. Monthly Microbial Source Tracking Cumulative Results Map – All Sources
 - c. Illicit Discharge Investigations
5. MS4 Minimum Control Measure #4 – Construction Site Stormwater Runoff Control
6. MS4 Minimum Control Measure #5 – Stormwater Plan Review and Related Activity
7. Citizen Request for Watershed Management Services and Activities Map
8. CIP Master Project Schedules

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

	19-19				19-19A				19-19B				19-19C				19-24				19-16			
	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026	2023	2024	2025	2026
	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)
December	33.0	NS	70.0		33.0	NS	17.0		7.8	NS	2.0		13.0	NS	6.1		7.8	NS	6.8		17.0	NS	2.0	
November	13.0	170.0	13.0		2.0	130.0	23.0		4.5	170.0	4.0		4.5	49.0	4.5		2.0	79.0	46.0		4.5	33.0	4.5	
October	33.0	49.0	70.0		23.0	17.0	170.0		17.0	13.0	70.0		33.0	2.0	70.0		2.0	11.0	79.0		6.8	17.0	13.0	
September	23.0	33.0	31.0		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	33.0	920.0	31.0	79.0	23.0	70.0	32.0	350.0	11.0	49.0	32.0	130.0	7.8	33.0	33.0	21.0	4.0	17.0	32.0	11.0	4.5
June	14.0	7.8	170.0	14.0	7.8	7.8	170.0	33.0	23.0	6.8	110.0	7.8	13.0	4.5	49.0	6.8	33.0	2.0	23.0	33.0	13.0	2.0	6.8	7.8
May	23.0	27.0	33.0	22.0	33.0	22.0	170.0	22.0	17.0	23.0	79.0	11.0	13.0	17.0	21.0	11.0	33.0	7.8	49.0	23.0	21.0	4.0	4.5	7.8
April	170.0	49.0	NS	2.0	130.0	17.0	NS	17.0	110.0	17.0	NS	7.8	70.0	4.0	NS	7.8	NS	11.0	NS	11.0	7.8	23.0	NS	2.0
March	23.0	49.0	240.0	49.0	49.0	31.0	46.0	70.0	17.0	11.0	23.0	33.0	17.0	4.5	7.8	17.0	17.0	22.0	13.0	6.8	17.0	4.5	4.0	13.0
February	540.0	49.0	33.0	7.8	350.0	49.0	49.0	2.0	240.0	11.0	79.0	6.8	240.0	22.0	79.0	2.0	33.0	7.8	13.0	1.8	33.0	11.0	17.0	2.0
January	33.0	49.0	NS	23.0	33.0	23.0	NS	4.5	13.0	4.5	NS	4.5	33.0	4.5	NS	7.8	7.8	7.8	NS	1.8	4.5	2.0	NS	2.0
** Truncated GeoMetric Mean	38.0	39.0	47.0	37.0	30.0	30.0	41.0	33.0	17.0	16.0	22.0	18.0	16.0	14.0	18.0	13.0	9.0	10.0	17.0	14.0	8.0	10.0	8.0	6.0
** Truncated 90th Percentile	211.0	187.0	168.0	138.0	152.0	163.0	193.0	132.0	77.0	79.0	111.0	91.0	71.0	74.0	79.0	57.0	44.0	47.0	58.0	55.0	26.0	38.0	31.0	26.0

NS = No Sample

SCDES Regulatory Requirements:

Geometric Mean ≤ 14

90th Percentile ≤ 43

** Town staff calculations utilizing SCDES statistics

Note:

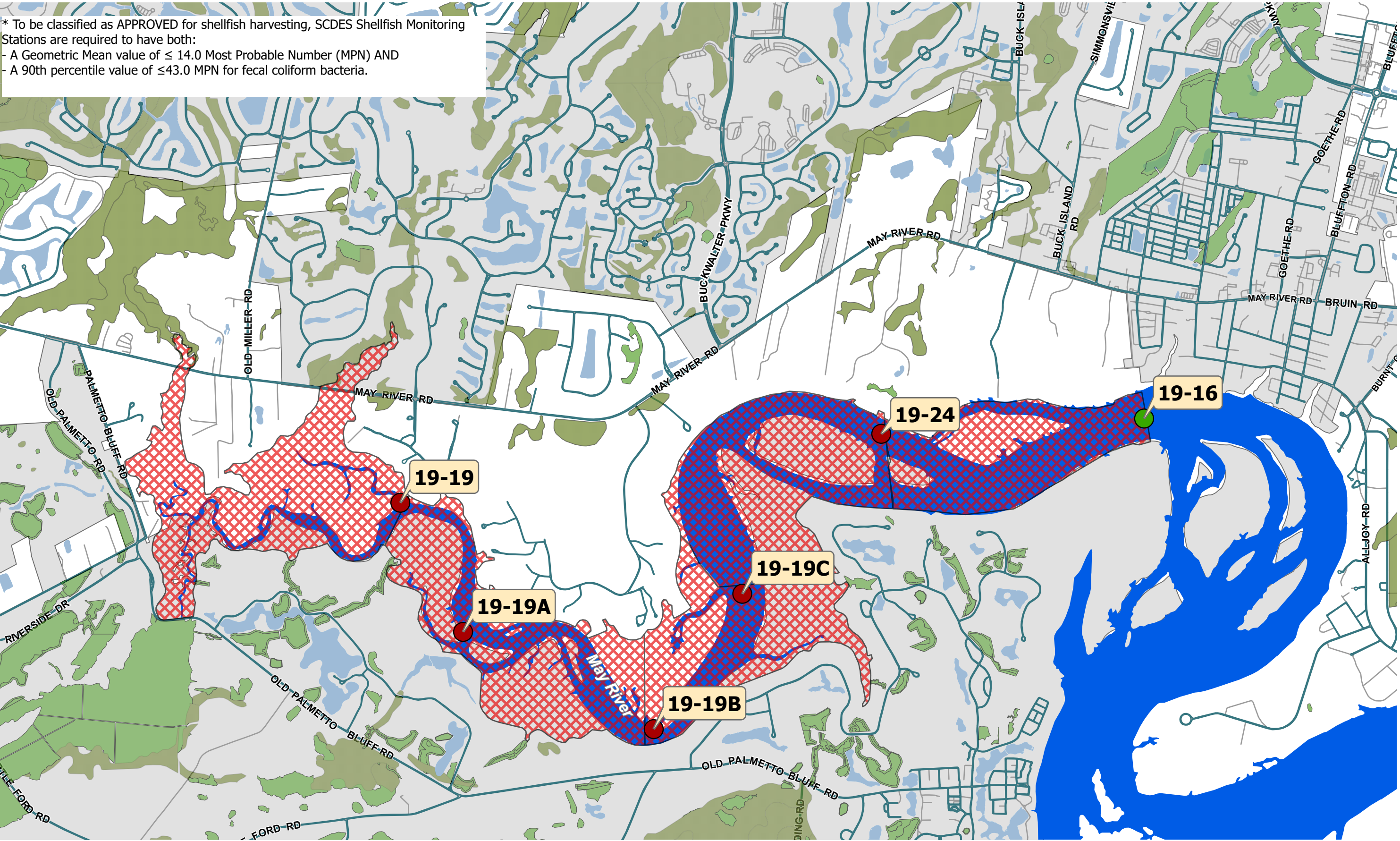
December 2025 ends the data collection period for 2026 shellfish harvesting season.

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.

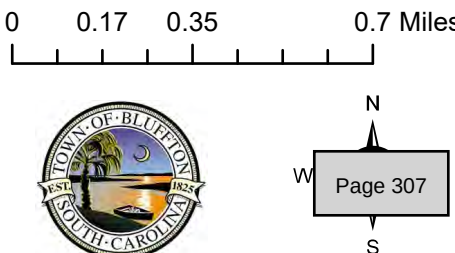
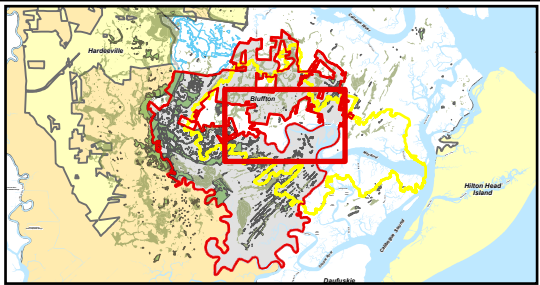
2026 fecal coliform data is part of the 2027 classification data collection period.

* 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. Submitted 319 grant report.
 - Construction and administration are on-going.

5. MRWAP Water Quality Program Recommendations Update

Background:

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

MRWAP Water Quality Program Recommendations Update:

- 5.1.1 In-House Microbial Source Tracking:
 - Staff have collaborated with Dr. Tye Pettay and the USCB Microbial Source Tracking (MST) Laboratory to develop new markers for tracking fecal contamination in the May River Watershed. The primary goal is to identify the sources of bacteria and establish effective mitigation plans. The human genetic marker remains the main focus of the Town's MST sampling program, as it poses the greatest risk to human health.
 - With the introduction of the new MST markers, Town staff have initiated a targeted MST sampling program, starting with the Crooked Cove subwatershed. The Town has now expanded this program into the Heyward, Huger, and Verdier Cove subwatersheds. The MST Program examines multiple potential sources of contamination, including human, dog, deer, horse, and bird waste. Staff are collecting samples during five (5) wet weather events and five (5) dry weather events to characterize each subwatershed.
 - All five (5) dry weather events have been completed for these subwatersheds, leaving only the wet weather events to be collected. Staff continue to focus on interpreting the MST results and developing new educational initiatives before transitioning the MST targeted sampling program to additional subwatersheds.
- 5.1.2 Future (New) Bacteria Monitoring Locations & 5.1.3 Future (New) Water Flow Monitoring Locations
 - Town staff have finalized all bacteria and flow monitoring data collection efforts recommended in sections 5.1.2 and 5.1.3 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 July 2026 to discuss staff comments and next steps.

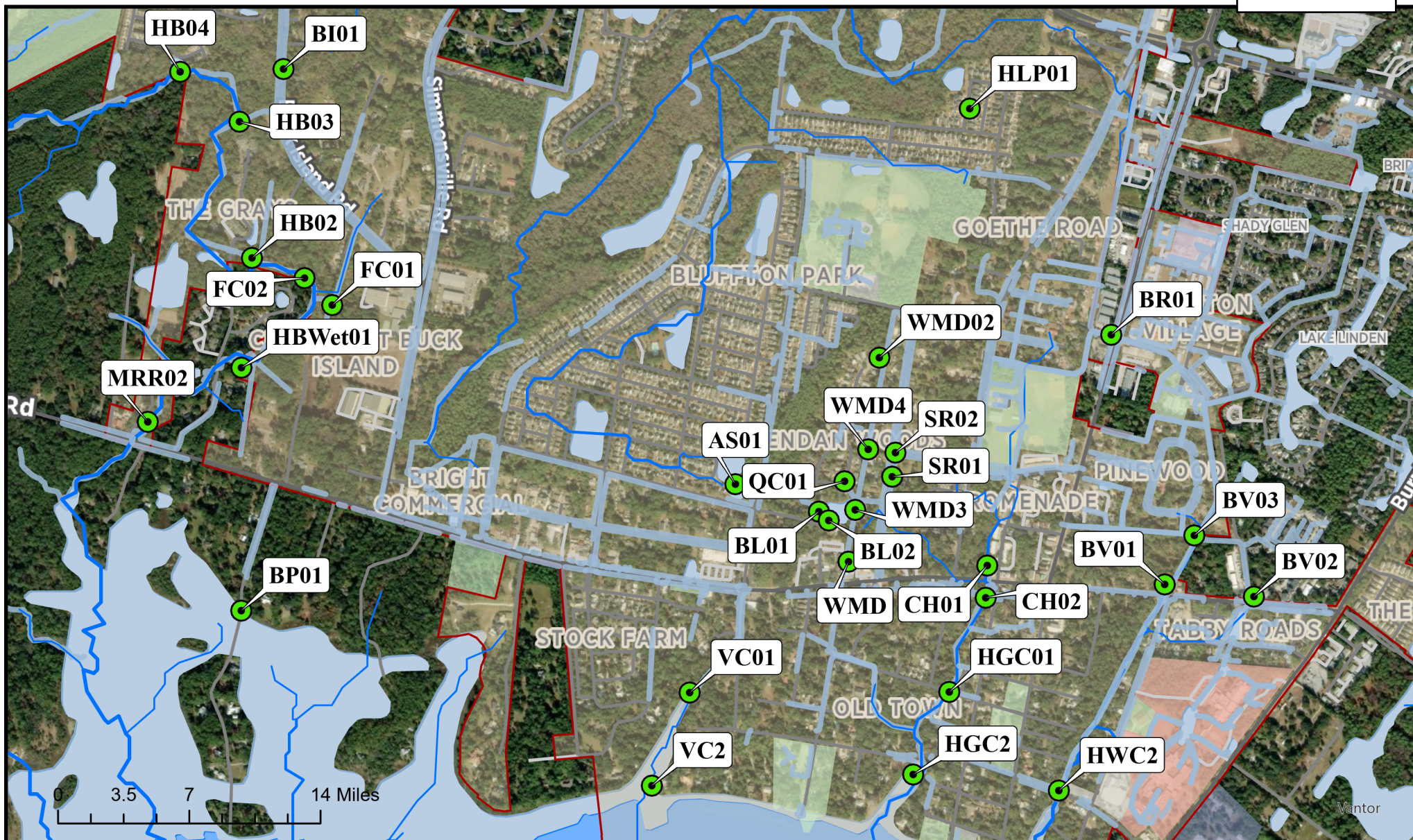
O Next Steps:

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

Section XI. Item #1.

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



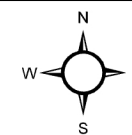
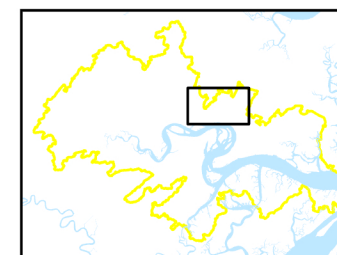
LEGEND:

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

Targeted MST Sampling Sites

Reference Map

Town of Bluffton
 Beaufort County, SC





TOWN OF BLUFFTON

MAY RIVER WATERSHED ACTION PLAN

ADVISORY COMMITTEE

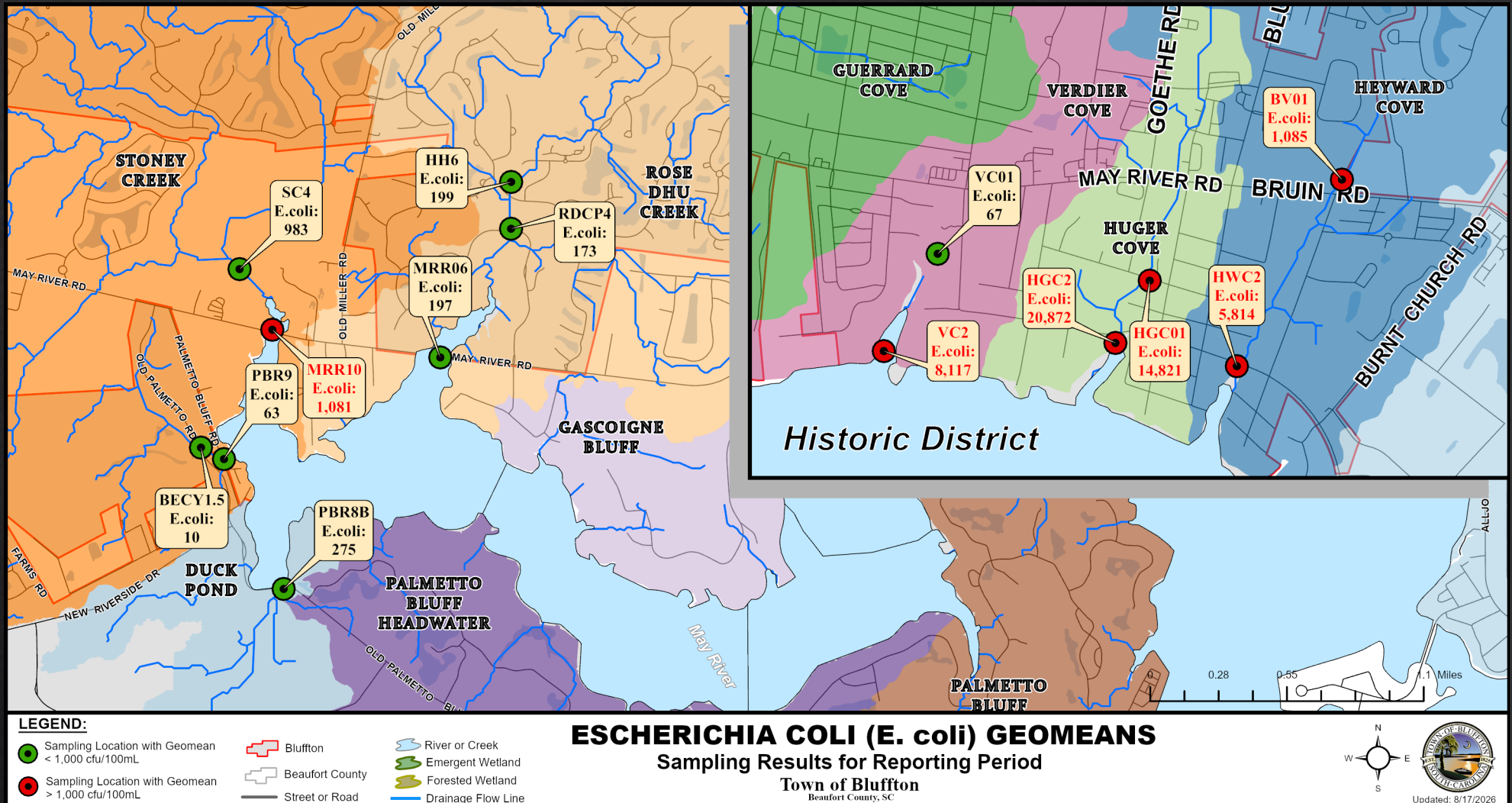
2026 Meeting Schedule

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

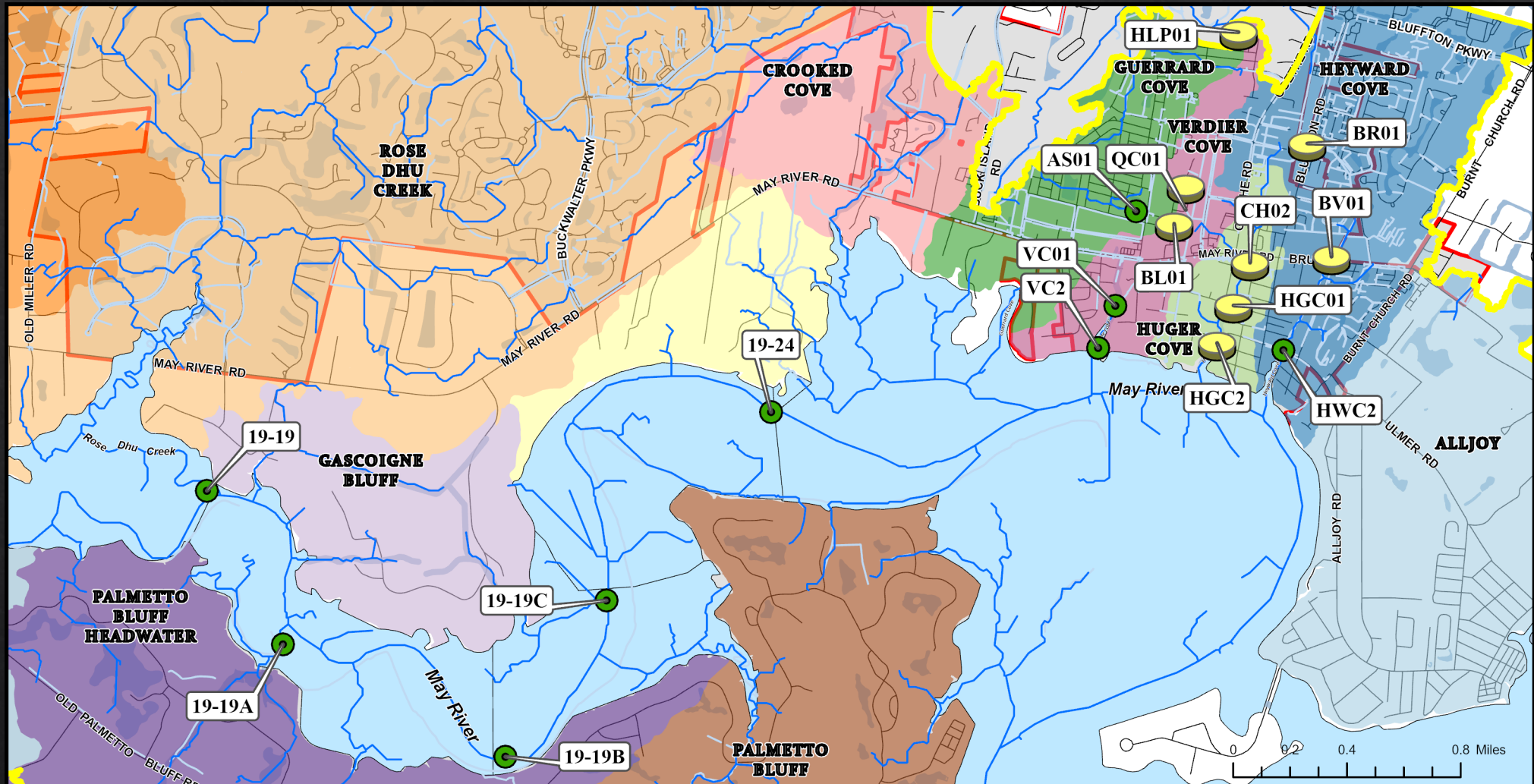
Please Note:
Meetings will be held on scheduled meeting dates unless otherwise advertised with FOIA compliance.

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



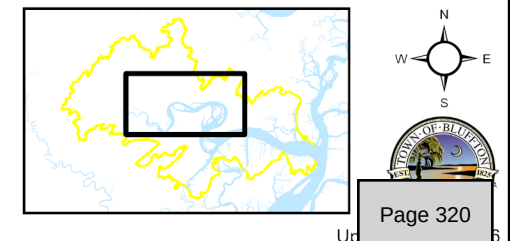
	Water Quality (WQ) Samples Collected	USCB-WQ Laboratory Results	Microbial Source Tracking (MST) Samples Collected	USCB-MST Laboratory Results	MS4 Quarterly WQ Samples Collected	MS4 Quarterly WQ Laboratory Results
FY 2027 YTD	126	240	26	130	0	0

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

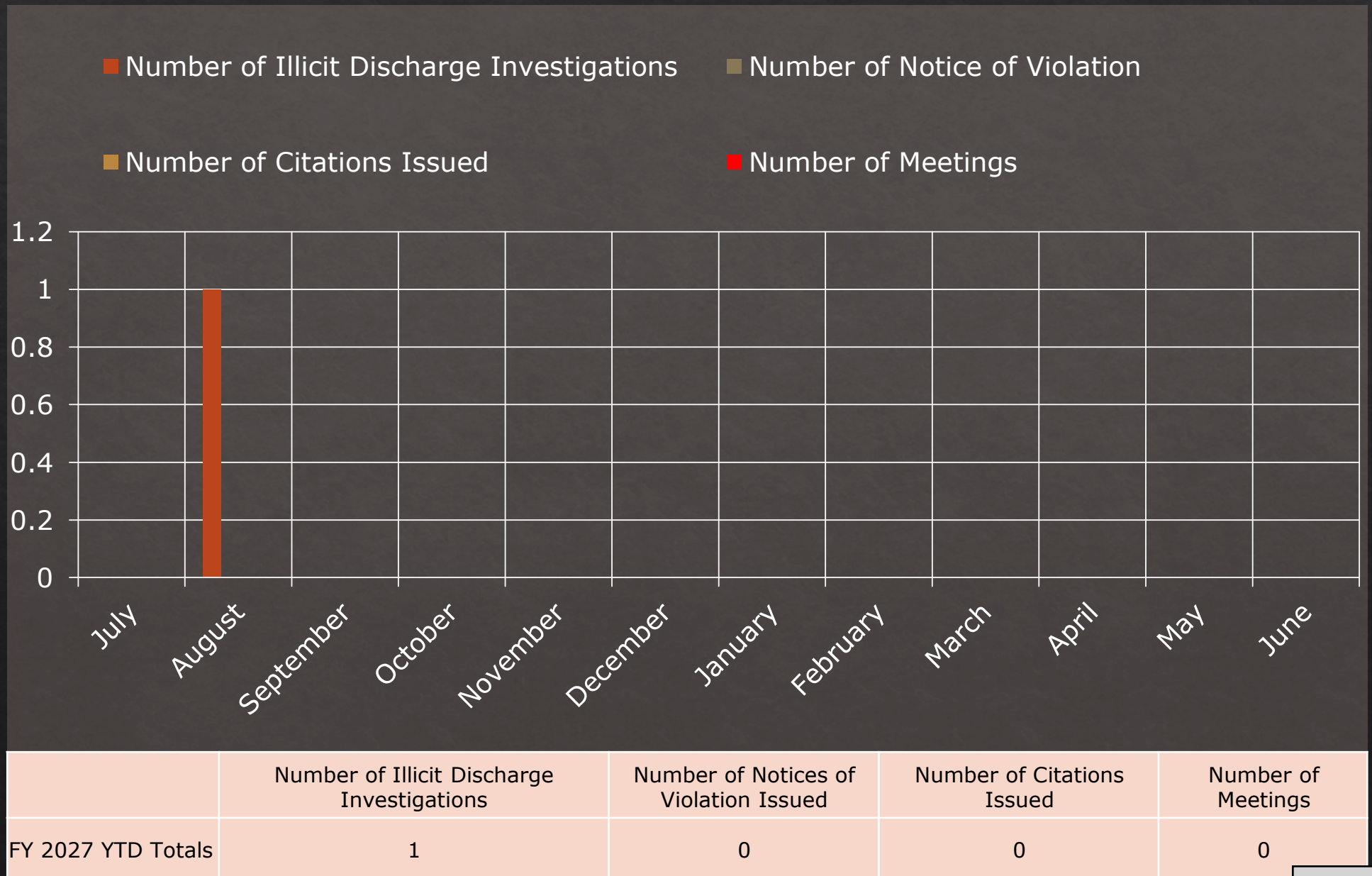


- LEGEND:**
- Bluffton
 - Beaufort County
 - May River Watershed
 - River or Pond
 - Stream
 - Drainage
 - Street or Road
- Location With MST Detection and Detected Source:
- Human
 - Bird
 - Deer
 - Dog
 - Horse
 - Location Without MST Detection

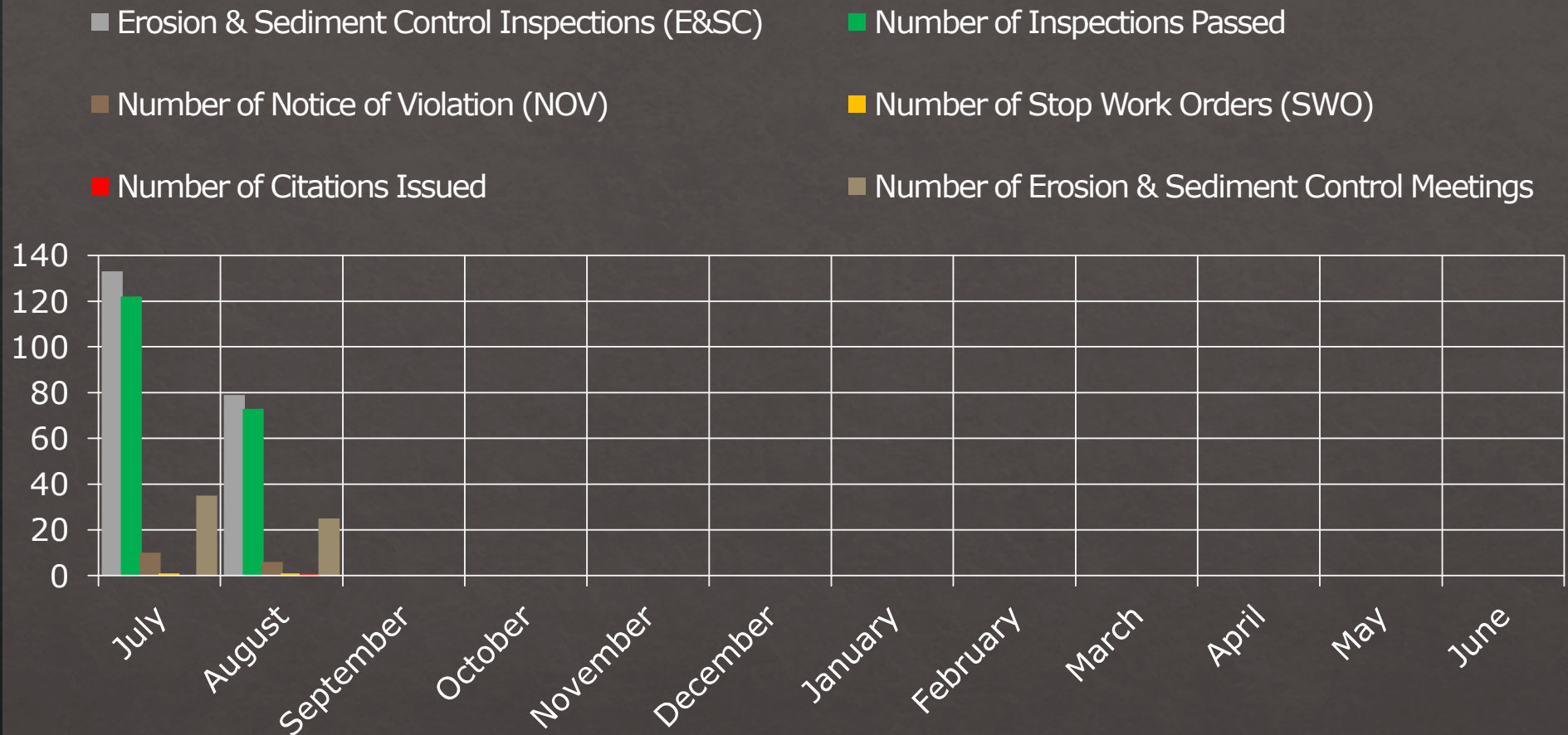
MICROBIAL SOURCE TRACKING (MST) Sampling Results for Reporting Period Town of Bluffton Beaufort County, SC



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

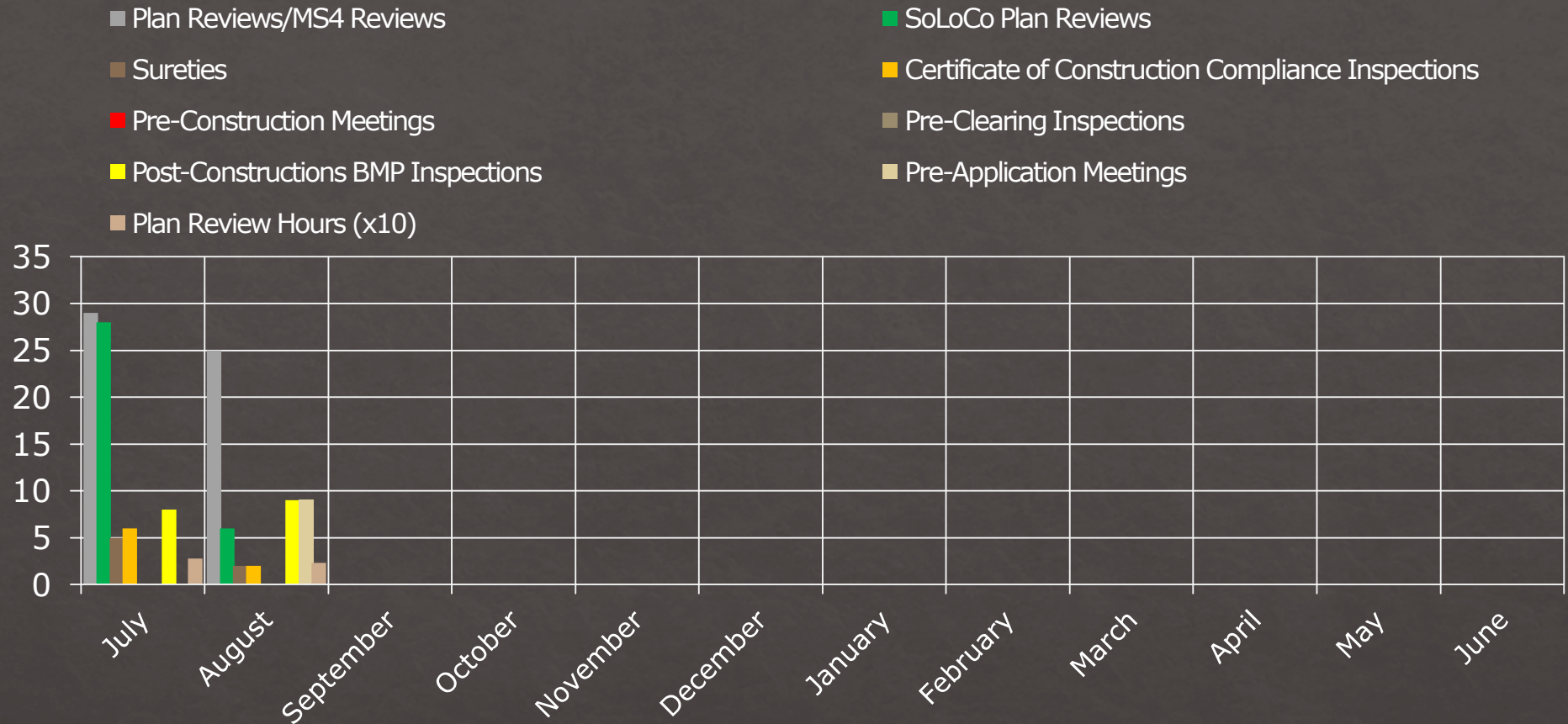


MS4 Minimum Control Measure #4 - Construction Site Stormwater Runoff Control



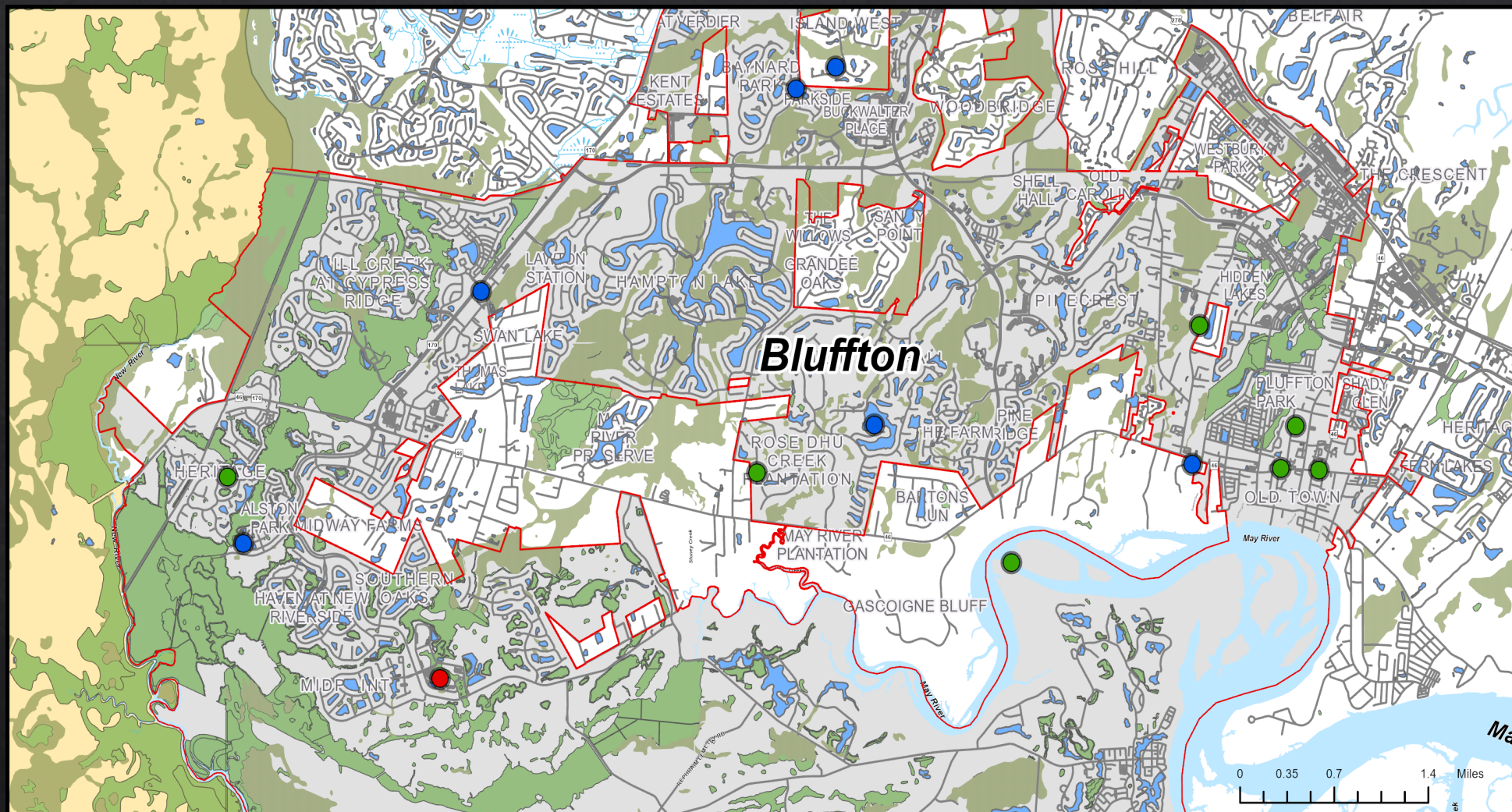
	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NOV's Issued	Number of SWO Issued	Number of Citations Issued	Number of E&SC Meetings
FY 2027 YTD Totals	212	195	16	2	1	60

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



	Plan Reviews MS4 Reviews	SoLoCo Plan Reviews	Sureties	CCC Inspections	Pre-Construction Meetings	Pre-Clearing Inspections	Post Construction BMP Inspections	Pre-Application Meetings	Total Plan Review Hours
FY 2027 YTD	54	34	7	8	0	0	17	9	50.50

Citizen Request for Watershed Mngt. Services & Activities Map



LEGEND:

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

WATERSHED MANAGEMENT ROUTINE SERVICES & ACTIVITIES MAP

Town of Bluffton
Beaufort County, SC



Updated: 8/17/2026

Number of Citizen Requests Investigated

Number of Meetings

FY 2027 YTD Totals

25

32

FY27

CIP Master Project Schedule



Planning*

Design**

Construction***

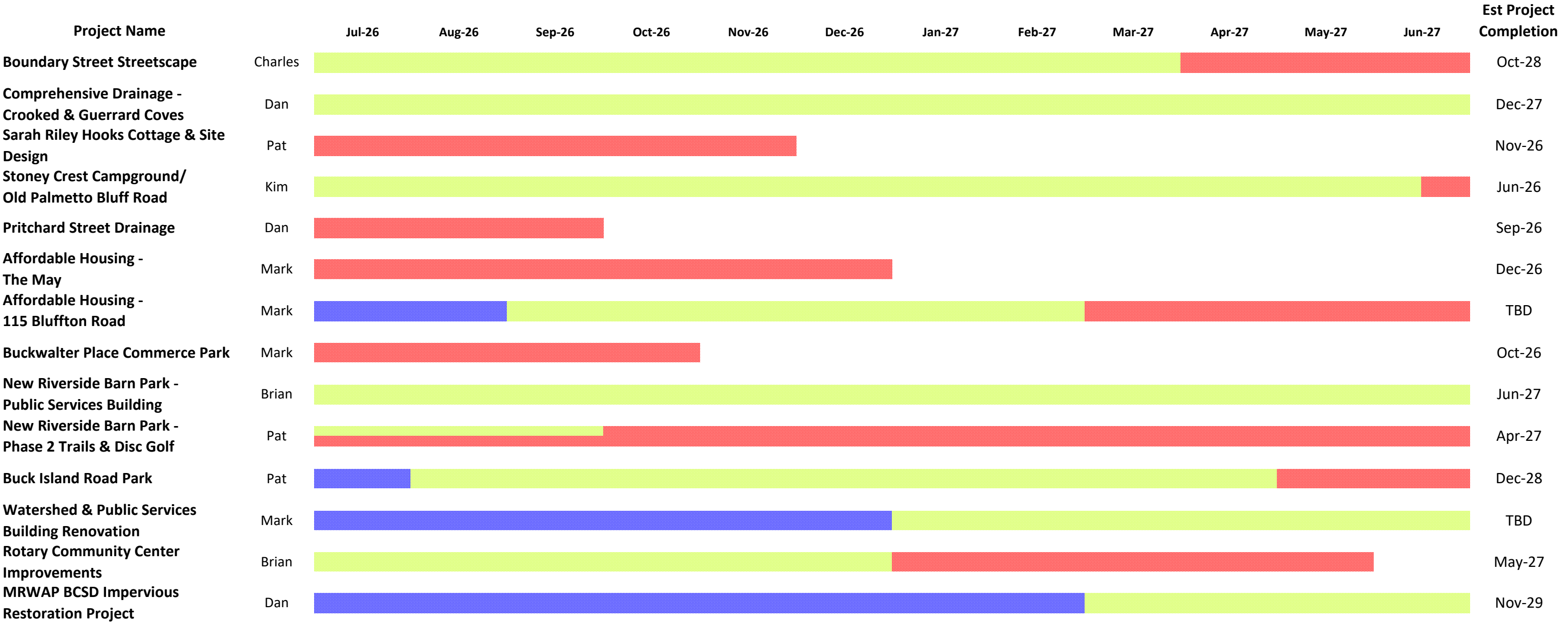
*Planning includes surveying, environmental and cultural investigations, initial master planning and other due diligence reports and studies.

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

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

SUBJECT TO CHANGE

FY27
CIP Master Project Schedule



Planning*

Design**

Construction***

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

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

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

TOWN COUNCIL STAFF REPORT
Public Services Department



MEETING DATE:	September 8, 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

- Street Sweeper ran on Fridays
- Pothole repair on Bridge St Near Oyster Factory Boat parking
- Repaired pothole on Bluffton Road
- Green Street and Oyster Factory graded

- Replaced drainage cloth under grates (area around circular platform) to keep stones from back filling pipes and restricting water flow – Oyster Factory
- Pothole repairs at Robertson & Guerrard

5. ADDITIONAL ACTIVITIES

- Splash Pad pump failed at RCC. Replaced with new
- Numerous fencing repairs at Oyster Factory
- Stop Letters were painted on road surface
- Pipe leak was repaired at Calhoun Dock
- DRCI work completed; Printer relocated, Display removed from window, also suggested faucets left running to eliminate odor and discoloration.
- The Cove: McCarthy responded to address Main door issues the contractor could not and would not resolve. They (original contractor) attempted to blame Clay and his crew, which was not the case.
- White board hung for PD at the LEC
- Buckwalter park; Water Pipe at Meter was repaired after damage occurred at the brass connection, by unknown means at the meter (our side). Had to shut down water service to the park for a brief period.
- Buckwalter park; Repaired nicked wire at outlet connection on Lamp Post which was causing a breaker to trip. Extensive trouble shooting required to isolate issue
- Welcome Center; repaired AC vent to eliminate noise. Also repaired top hinge on main front door. Finally, Custom Security responded and adjusted front door sensors to align, in hopes of eliminating random alarm
- Various items were addressed at Town Hall Archive room. (New batteries in wall humidifier sensor, old heater removed along with vacuum)
- Completed electrical repairs for control panel/motor at splash pad
- Back filled hole at Town Hall parking Lot and had dumpster placed back into its bay
- Minor repairs to Shrimp boat and railings at Dubois Park
- Removed downed tree that blocked Pritchard Street Extension
- Began work on constructing a covering for Watershed's ice machine
- Repaired collapsed bricks at a mini sink hole near the stage at Oyster Factory Park
- Four new benches assembled and placed under Oyster Factory Pavilion
- Replaced broken faucet at Martin Family Park women's restroom
- Replaced picnic table bench seat at Martin Family Park
- Assisted with rain gauge maintenance at New Riverside Barn
- Pest control traps placed at Squire Pope Welcome Center
- Adjusted door to Town Hall women's restroom, ordered parts for additional repair work
- HVAC controls at LEC Monday, Wednesday and Thursday
- Relocated property for DRCI
- Golf Cart storage shed at Wright family was straightened out

- Remaining exterior lights at Town Hall were replaced
- New timer was installed at Oscar Frazier closet for exterior lighting – last one was damaged due to recent storm
- Watershed ice maker cover completed
- New LED lights installed at watershed in Andrea's office after covers to originals were damaged
- Breaker boxes and electrical shutoff were secured after concerns of potential access by nefarious actors – The Cove
- Fence repairs at Oyster Factory Park
- Partially fallen tree (caught up on vines over sidewalk) was removed for safety – NRB
- Remove and Hang 2 TV's at DRCI
- Mount, hang and organize 6 TV's - The Cove
- Addressed Moisture issues (primary evidence room) at LEC, waiting for quote on wrapping duct work, raising room temps and replacing tiles
- Addressed Mini split in secondary evidence room. Waiting on part. Also addressed raising temps in that room (from 61 to 68)
- Painted, repaired street signpost
- Repaired, replaced and re-mounted the stop sign for Laurel Court (county rd. but numerous complaints so it was addressed. No new signs or hardware used)
- New lock placed on fence at Willow Run property
- Benches for New pavilion at Field of Dreams were assembled
- Wasp Nest at Daycare was eradicated – The Cove Building
- Boat Launch at Oyster Factory was cleaned and debris removed
- Misc. Requests addressed and Welcome Center
- Electrical cord and outlets w/lockable cover installed for Town tour Golf Cart
- Replaced closer on customer service door and adjusted same
- Pole on Lawrence had new outlet
- Additional Dock repairs at Oyster Factory

6. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
 - Prepped for Farmers Market- Martin Family Park
 - Prepped for Bluffton Area Community Association -Back 2 School Fun day (RCC & FOD Saturday 2:00PM-5:00PM)
 - Prepped for Town of Bluffton – Glow Dance New Riverside Barn Park 6:00PM-8:00PM
 - Prepped for August 4th - TOB- Mental Health First Aid Training (8:00AM-4:30PM)
 - Prepped for Board of Elections at New Riverside Barn
 - Prepped & supported Rick Hubbard's Great American Kid's Show (New Riverside Barn Park 6:30PM-8:00PM)

7. EQUIPMENT MAINTENANCE & REPAIR

- Diagnosed issue with New Holland tractor – Ordered parts for repair

- Ordered new batteries for welcome center golf cart
- Completed Rack Fabrication and Mounts for UTV's
- Hydraulic Leak was repaired with new parts - New Holland Tractor
- Misc. Repairs to handheld landscaping equipment
- Skid Steer received minor PM
- Hurricane Blower had a motor replaced
- Repair Avant "Green Machine" and PM
- Cleaned and PM'd blue lift
- Various repairs to landscaping equipment
- Motor (for chute activation) replaced on one of the standup blowers
- All mowers lubricated at factory points

8. TRAINING

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

9. BEAUTIFICATION COMMITTEE

- Agenda & Minutes Attached

10. ATTACHMENTS

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

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

ASSETS AND EVENTS	COST
FACILITIES	\$4,102.00
PARKS	\$12,180.00
ROADS AND TRAILS	\$5,585.00
SPECIAL EVENTS	\$1480.00

Beautification Committee Meeting

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

July 16, 2026

I. CALL TO ORDER

Chairman Johnny Bowen called the meeting to order at 9:09 am.

II. ROLL CALL

PRESENT:

CHAIRMAN JOHNNY BOWEN

VICE CHAIR DOT JEGER

HUGH WILLIAMSON

DAN CIUFREDA

ABSENT:

JESSICA PALADINO

III. ADOPTION OF MINUTES

Chairman Bowen made a motion to adopt the minutes as written.

Vice Chair Jeger seconded the motion.

Voting Yea: Dan Ciuffreda and Hugh Williamson

All were in favor and the motion passed.

IV. PUBLIC COMMENT

V. OLD BUSINESS

1. STORM DRAIN ART PROJECT UPDATE

Installation of murals has stalled. Original decals did not adhere to sidewalks as expected. Public Services Department is trouble shooting the problem. Sidewalks are being sealed and Committee approved the purchase of different decals with stronger adhesive. Those decals should be delivered and decal installation attempted again prior to next Committee meeting.

2. OSCAR FRAZIER PAVILION MURAL UPDATE

Awaiting response from Art Committee.

3. CHARGING STATIONS AT PARK PAVILLIONS

Public Services Department to purchase and install charging stations at covered park pavilions.

4. BUTTERFLY PLANT SALE IN OLD TOWN

Committee discussed the possibility of selling butterfly plants or seeds at the Arts & Seafood Festival or May Fest. Public Services Coordinator will arrange for Jenna McCarty, the lead

Horticulturist and Entomologist at Coastal Discovery Museum to speak at future Committee meeting.

VI. NEW BUSINESS

1. FY 2027 BUDGET REVIEW

2. WRIGHT FAMILY PARK WINDOW REPLACEMENT

Letter to Arts Committee was signed and delivered on 7/16/26. Awaiting response.

VII. DISCUSSION

1. TREE REMOVAL AT WRIGHT FAMILY PARK

Public Services Director informed committee that two dead cedar trees were scheduled to be removed from Wright Family Park. Pat Rooney, Capital Improvement Projects Manager, to provide landscape plan for replacement of removed trees.

VIII. ADJOURNMENT

Chairman Bowen moved to adjourn.

Vice Chair Jeger seconded the motion.

Voting Yea: Dan Ciuffreda and Hugh Williamson

All were in favor and the meeting adjourned at 9:35 am.

NEXT MEETING DATE: THURSDAY, AUGUST 20, 2026



Beautification Committee Meeting

Thursday, August 20, 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

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

V. OLD BUSINESS

1. STORM DRAIN ART PROJECT UPDATE

2. CHARGING STATIONS AT PARK PAVILLIONS UPDATE

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

VI. NEW BUSINESS

1. PALMETTO PRIDE TREE GRANT

2. TOUR OF LINEAR TRAIL

VII. DISCUSSION

VIII. ADJOURNMENT

NEXT MEETING DATE: THURSDAY, SEPTEMBER 17, 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)

August 2026

Overview:

August was a month of continued program expansion, strategic partnerships, and innovation-focused initiatives for the DRC. We launched our new logo, the team onboarded new STARTUP companies, advanced major grant opportunities, and continued developing the Lowcountry AI Tech Exchange. DRC also increased its visibility through regional presentations, networking events, media initiatives, and collaboration with economic development partners.

Entrepreneur Program Update

- Conducted multiple one-on-one, introductory, and diligence meetings with prospective DRCI clients and partners.
- Coordinated schedules and mentor assignments for four new program companies beginning in August and September.
- Onboarded Terasofia as a new STARTUP Program company and held its kickoff meeting.
- Onboarded two additional STARTUP companies: Vitamin Bee Wellness and ChangePoint.
- Continued business recruitment and engagement efforts with prospective clients.
- Met with David Johnson and a prospective tenant regarding business opportunities at the Washington Square development.
- Met with Kay Maxwell of SCA regarding a Bluffton company seeking commercial space and potential participation in DRCI programming.

Program Companies

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

- HardeeGreens (Hardeeville)
- *New - Oceana Blue
- *New – Max Xperience
- *Teresofia Artisan Bakery

Mentor Program

- Met with prospective mentors to expand support resources for DRC clients.
- Continued recruitment efforts to strengthen mentor expertise across key industries.
- Coordinated mentor assignments for incoming STARTUP and GROWTH companies

Operations, Economic Development, Events and Meetings:

- Attended the Greater Bluffton Chamber Business After Hours event at Agave.
- Attended the Greater Bluffton Chamber Coffee & Connections networking event.
- Hosted and delivered remarks at the Greater Bluffton Chamber Business Over Breakfast event.
- Participated in a Beaufort County Economic Development Corporation meeting and presented to LCN Consulting, a company considering relocation to the Lowcountry.
- Met with the South Carolina Department of Commerce at the invitation of BCEDC and presented DRCI initiatives and opportunities.
- Attended the third session of the SCEDA Institute in Greer, South Carolina.
- Attended the Beaufort Memorial Hospital Board meeting.
- Participated in the Lowcountry Partnership Committee meeting.
- Continued recruitment and interviews for the Business Engagement Manager position.
- Participated in the Town of Bluffton Entertainment Venue Exploratory Workgroup and continued research and planning associated with the initiative.
- Coordinated installation of additional Landing Pad and conference room furniture at The COVE.
- Coordinated installation of new televisions in The COVE Landing Pad, including the main space and offices.
- Reviewed artwork selections and placement options for The COVE and met with Leli Holmes regarding creative elements for the facility.
- Advanced development of the SCRA Regional Innovation Hub Grant proposal to establish the SC Lowcountry Technology Hub, building on the Letter of Intent submitted in July.
- Continued work on the Relentless Challenge Grant application.
- Distributed the Lowcountry AI Tech Exchange survey and compiled results in preparation for the September 10 launch.
- Sent invitations for the inaugural Lowcountry AI Tech Exchange meeting.
- Continued planning and development of the Lowcountry AI Tech Exchange as a regional community connecting technology, AI, business, and innovation.
- Met with SCRA to discuss grant funding opportunities and potential support for DRCI initiatives.

- Met with WHHI to discuss potential quarterly television programming featuring DRCI and continued conversations regarding future programming opportunities.
- Finalized a proposal with 221B Studios for a monthly DRCI podcast series.
- Recorded the inaugural episode of DRCI's new Bald Guys on Business podcast.
- Continued development of the podcast, including planning for future episodes.
- Continued advancement of DRCI marketing and visibility initiatives.
- Paul is on the Entertainment Venue Exploratory Workgroup and it's hosted at The COVE twice a month.

Partnerships

Key Collaborations:

- **Hardeeville:** Continued joint marketing planning efforts with Hardeeville. Founders' Forum booked for September 17 in Hardeeville at Rio Chicos, Presented and attended at Open Doors at City Hall
- **Beaufort County Economic Development Corporation:** Ongoing collaboration on multiple impactful projects. Attended board meeting. Participated in a Beaufort County Economic Development Corporation meeting and presented to LCN Consulting, a company considering relocation to the Lowcountry. Met with the South Carolina Department of Commerce at the invitation of BCEDC and presented DRCI initiatives and opportunities.
- **Greater Bluffton Chamber:** Participated in numerous ribbon cuttings, showcasing the growth and expansion of local businesses and attended. Hosted several GBCC events at The COVE.
- **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. Partnership meeting with HBA to see how we can collaborate more.
- **Regional Citizens Committee:** Paul Arvantides is attending meetings to help in evaluation and strategy



GROWTH MANAGEMENT UPDATE

September 8, 2026

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

- a. **Planning Commission:** August 26, 2026, meeting was held. Next meeting scheduled for Wednesday, September 23, 2026.
- b. **Historic Preservation Commission:** August 5, 2026, meeting was held. Next meeting scheduled for Wednesday, September 2, 2026.
- c. **Board of Zoning Appeals:** August 4, 2026, meeting was cancelled. Next meeting scheduled for Tuesday, September 1, 2026.
- d. **Development Review Committee:** August 12 & 26, 2026, meetings were held. August 5 & 19, 2026 meetings were cancelled. Next meeting scheduled for Wednesday, September 2, 2026.
- e. **Historic Preservation Review Committee:** August 3 & 31, 2026, meetings were held. August 10, 17 & 24, 2026 meetings were cancelled. Next meeting scheduled for Tuesday, September 8, 2026.
- f. **Construction Board of Adjustment and Appeals:** August 25, 2026, meeting was cancelled. Next meeting scheduled for Tuesday, September 22, 2026.
- g. **Affordable Housing Committee:** August 6, 2026, meeting was held. Next meeting scheduled for Thursday, September 3, 2026.

2. Community Development / Affordable Housing Committee Work Program:

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

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

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

ATTACHMENTS:

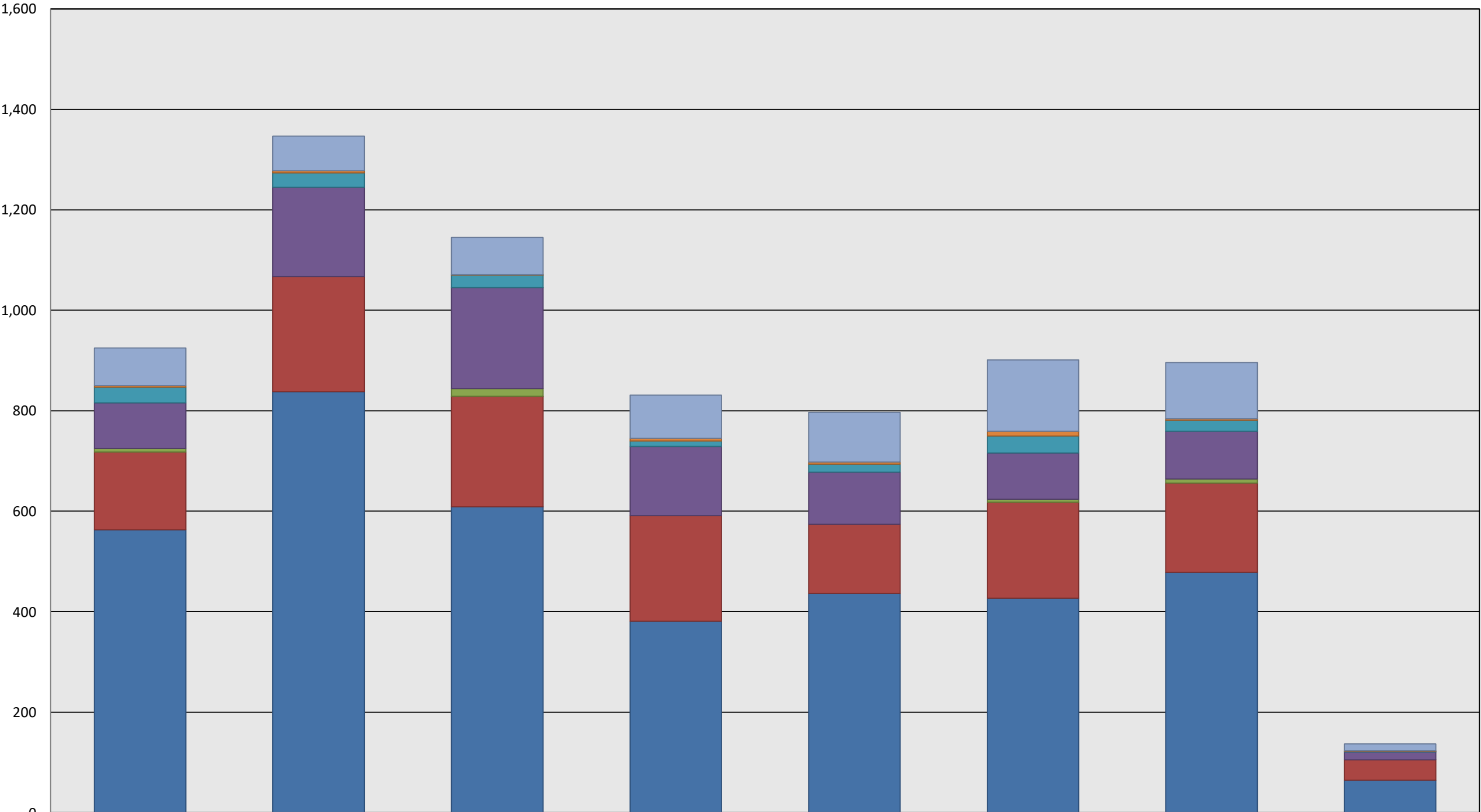
1. Building Permits and Planning Applications:
 - a. Building Permits Issued FY 2020-2027 (to August 25, 2026).
 - b. Building Permits Issued Per Month FY 2020-2027 (to August 25, 2026).
 - c. Value of Construction FY 2020-2027 (to August 25, 2026).
 - d. New Single Family Residential Building Permits Issued Per Month FY 2020-2027 (to August 25, 2026).
 - e. New Single Family Residential Building Permits Issued by Neighborhood FY 2020-2027 (to August 25, 2026).
 - f. New Single-Family Certificates of Occupancy Issued by Neighborhood FY 2020-2027 (to August 25, 2026).
 - g. New Commercial Construction/Additions Heated Square Footage FY 2020-2027 (to August 25, 2026).
 - h. Planning and Community Development Applications Approved FY 2020-2027 (to August 25, 2026).
 - i. Multi Family Apartments Value FY 2020-2027 (to August 25, 2026).
 - j. Multi Family Apartments Square Footage FY 2020-2027 (to August 25, 2026).
 - k. Multi Family Apartments Total Units FY 2020-2027 (to August 25, 2026).

Town of Bluffton
Building Permits Issued
FY 2020 - 2027

Attachment 1a

Section XI. Item #1.

Number of Building Permits Issued



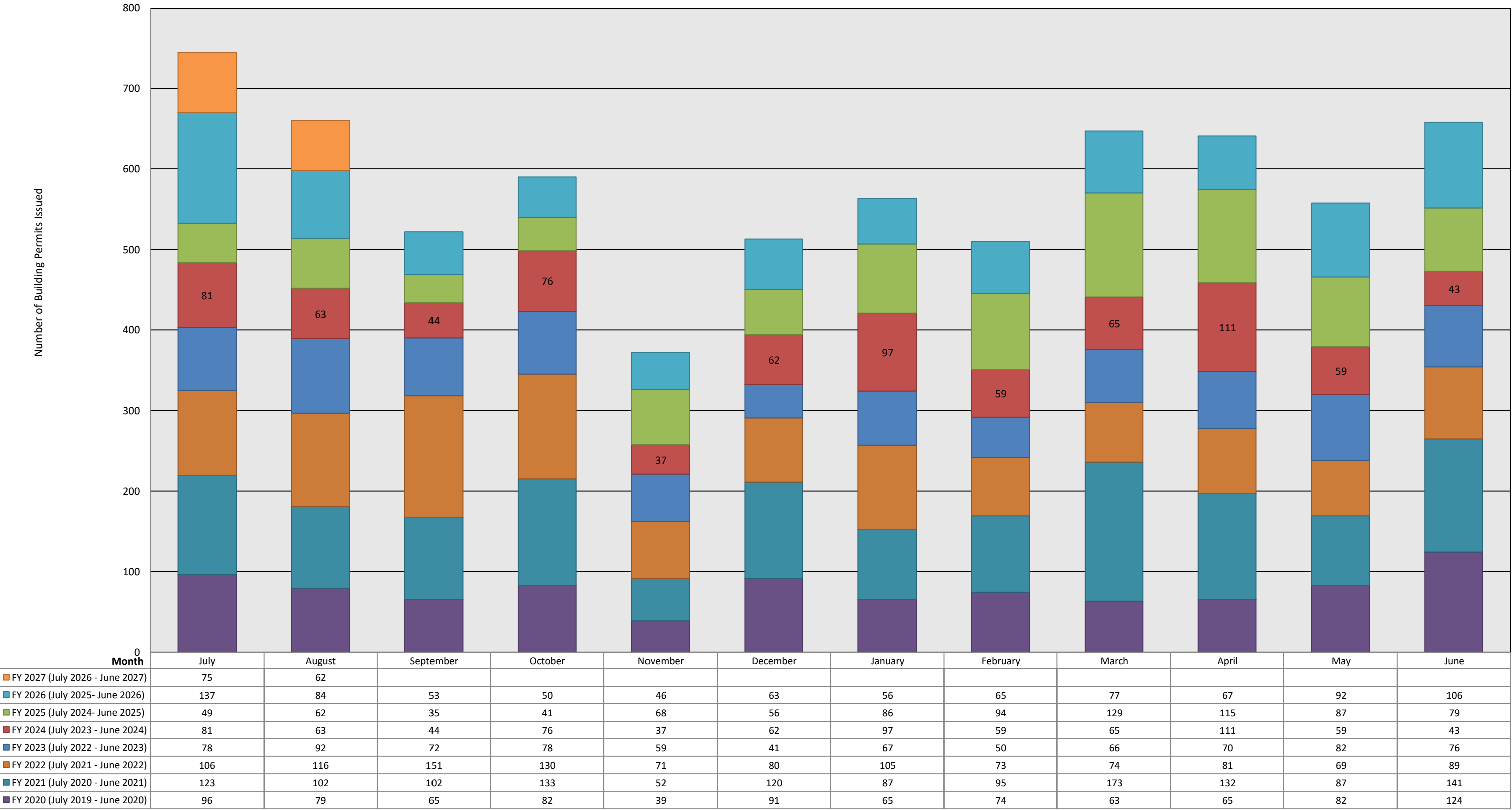
Year	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)	FY 2024 (July 2023 - June 2024)	FY 2025 (July 2024- June 2025)	FY 2026 (July 2025 - June 2026)	FY 2027 (July 2026 - June 2027)
Other Commercial	75	69	74	86	99	142	112	14
Commercial Addition	3	4	1	5	4	9	3	1
New Commercial Construction/ Tenant Upfit	31	29	25	11	16	34	22	1
Other Residential	91	178	201	138	104	92	95	16
New Multi Family - Apartments	7	0	15	0	0	6	8	0
Residential Addition	155	229	220	210	138	191	178	41
New Single Family	563	838	609	381	436	427	478	64

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

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

Attachment 1b

Section XI. Item #1.

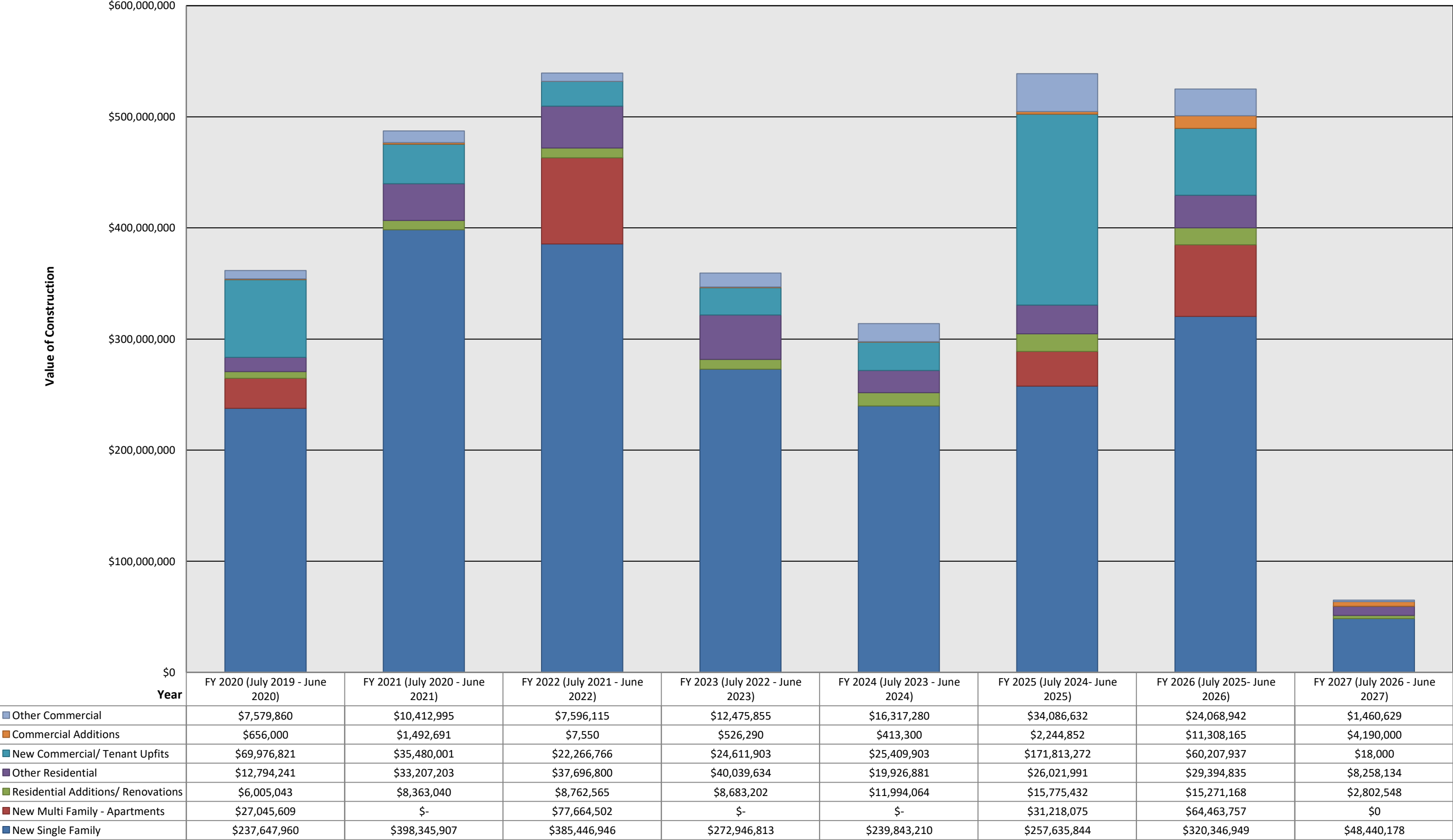


Notes: 1. Building Permits Issued excludes those Building Permits which were voided or withdrawn.

Town of Bluffton
Value of Construction
FY 2020 - 2027

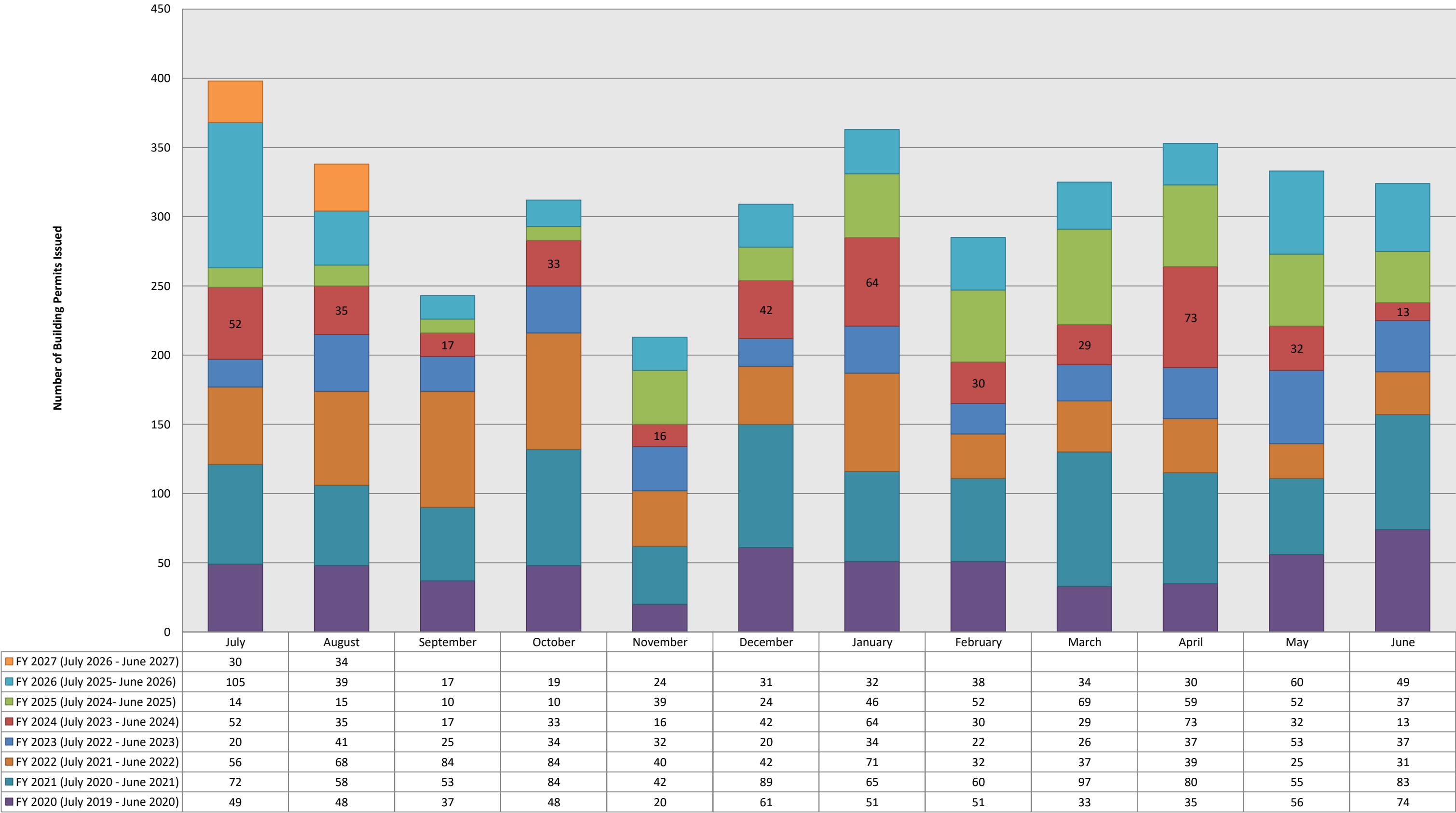
Attachment 1c

Section XI. Item #1.



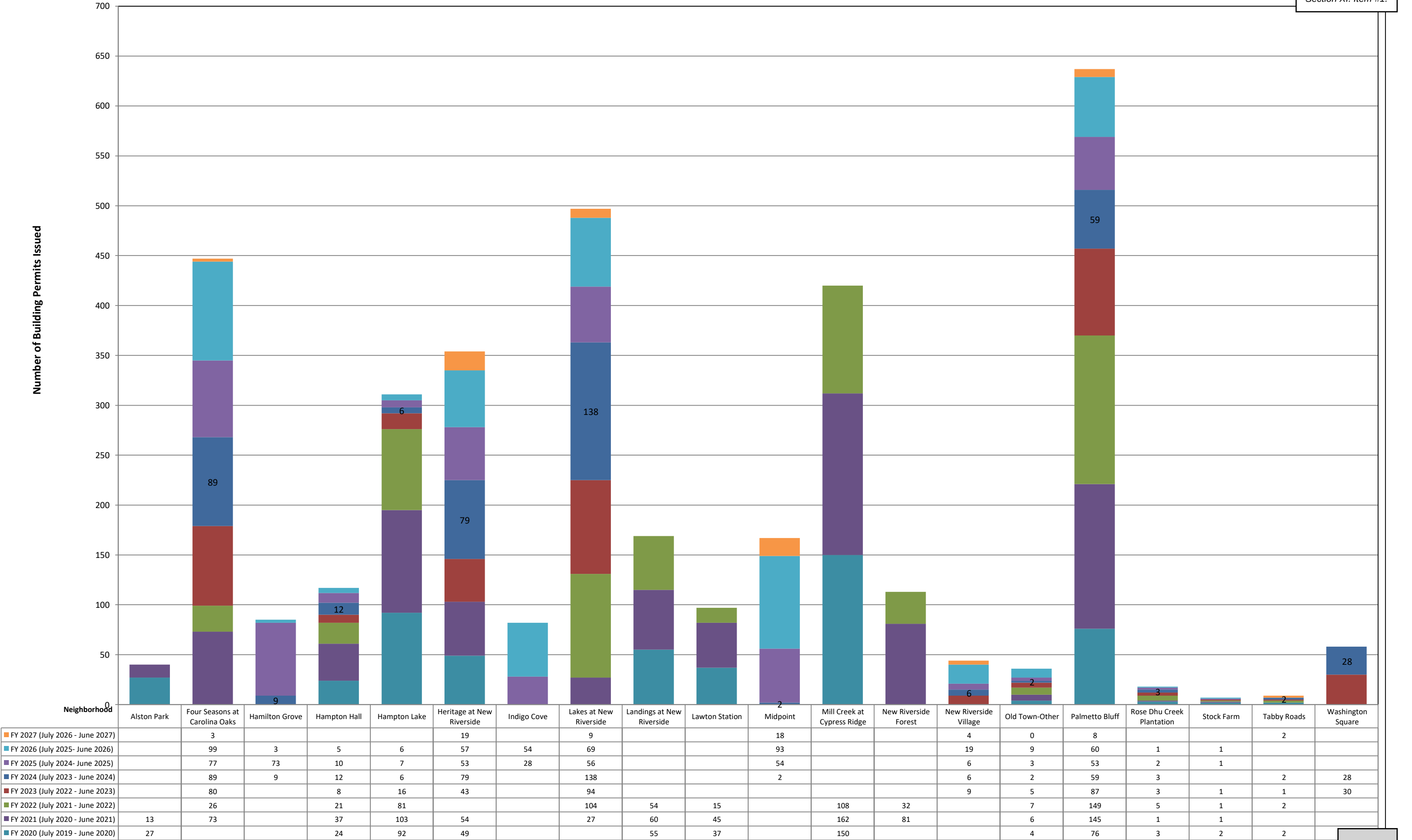
Notes: 1. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.
2. Other residential includes: new accessory structure, new accessory residence.
3. Commerical addition includes: additions, screen enclosure, shell.
4. Other commerical includes: remodel and accessory structure.

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



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

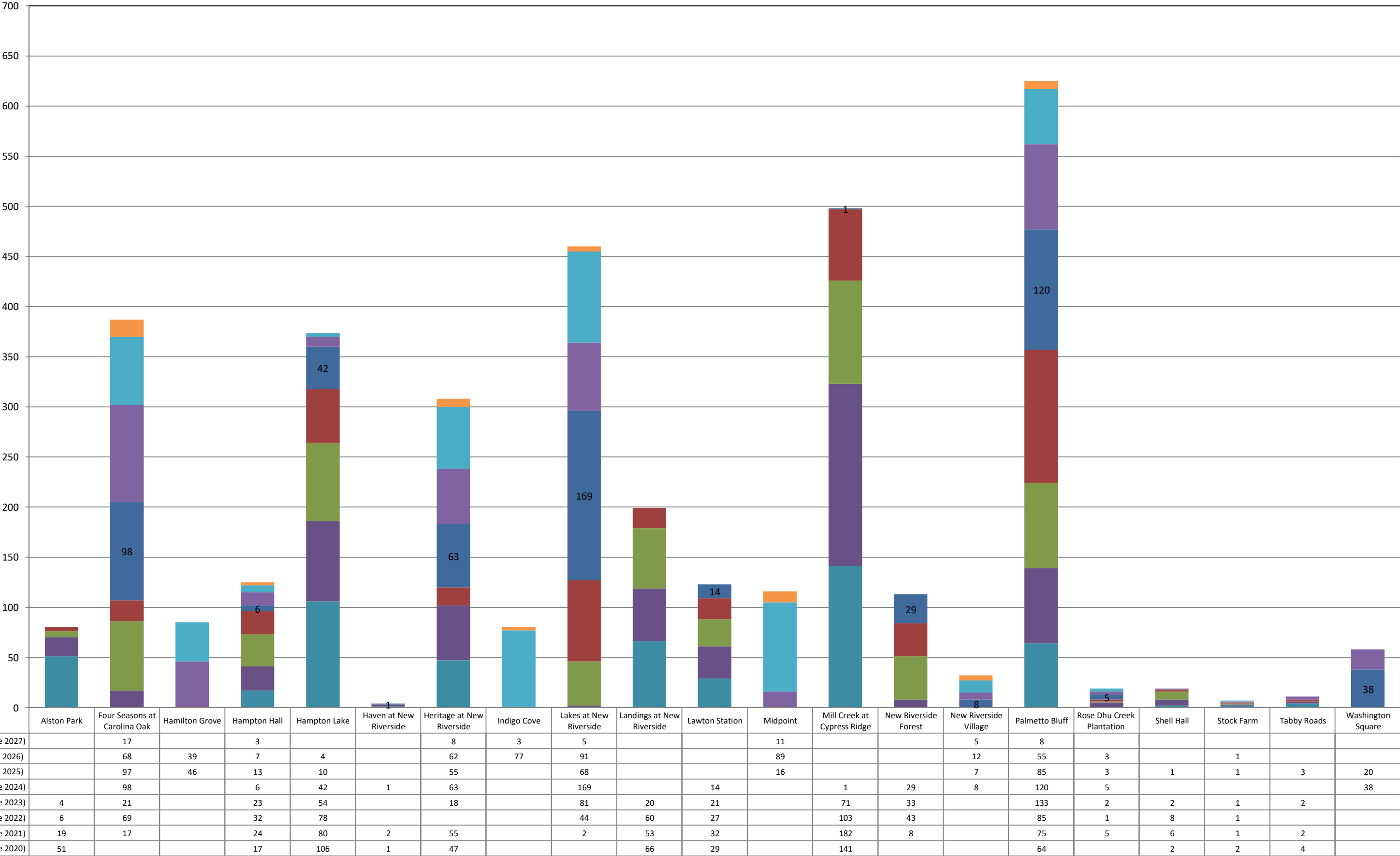
Town of Bluffton
New Single Family Residential Building Permits Issued by Neighborhood FY 2020 - 2027



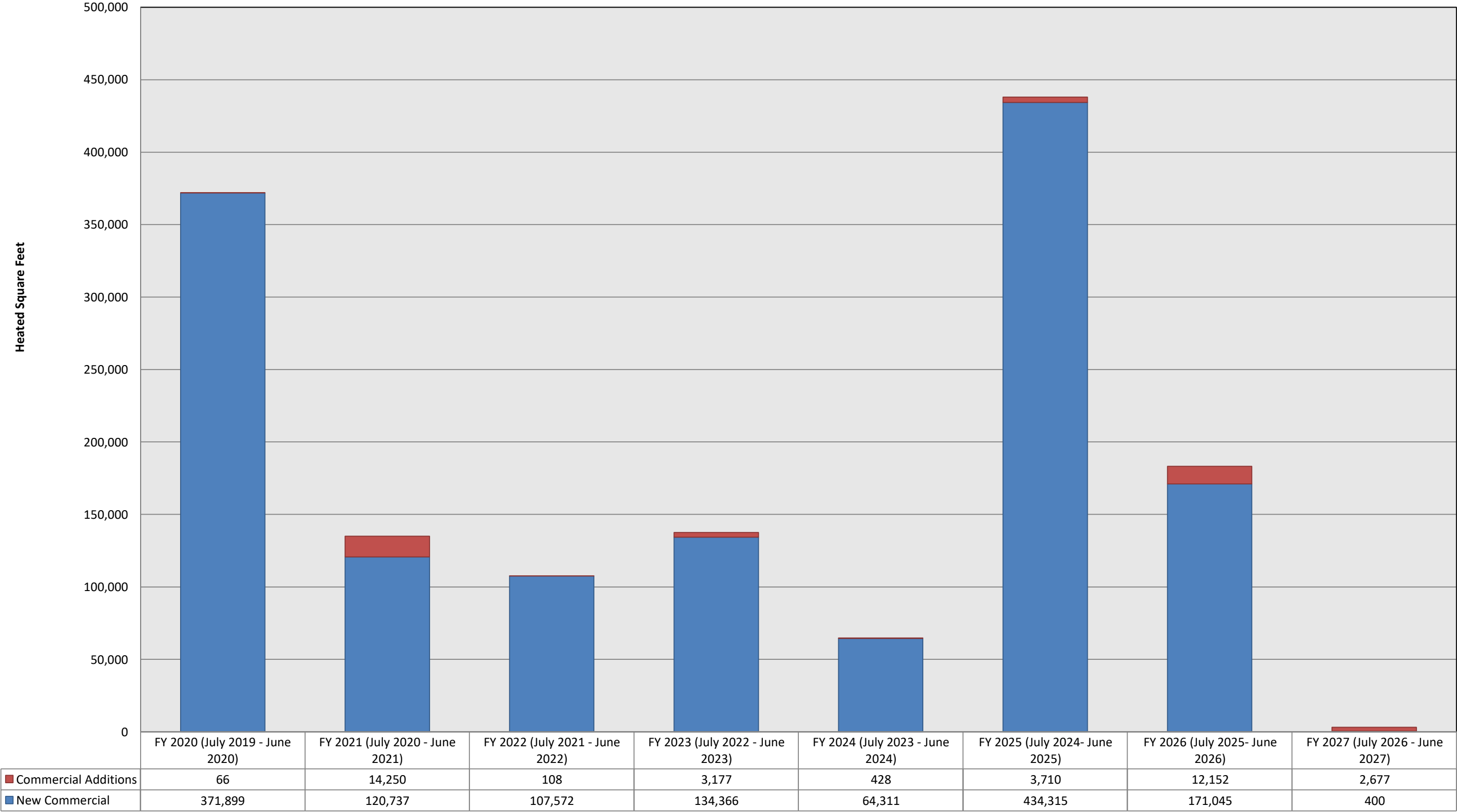
Town of Bluffton

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

Number of New Housing Starts

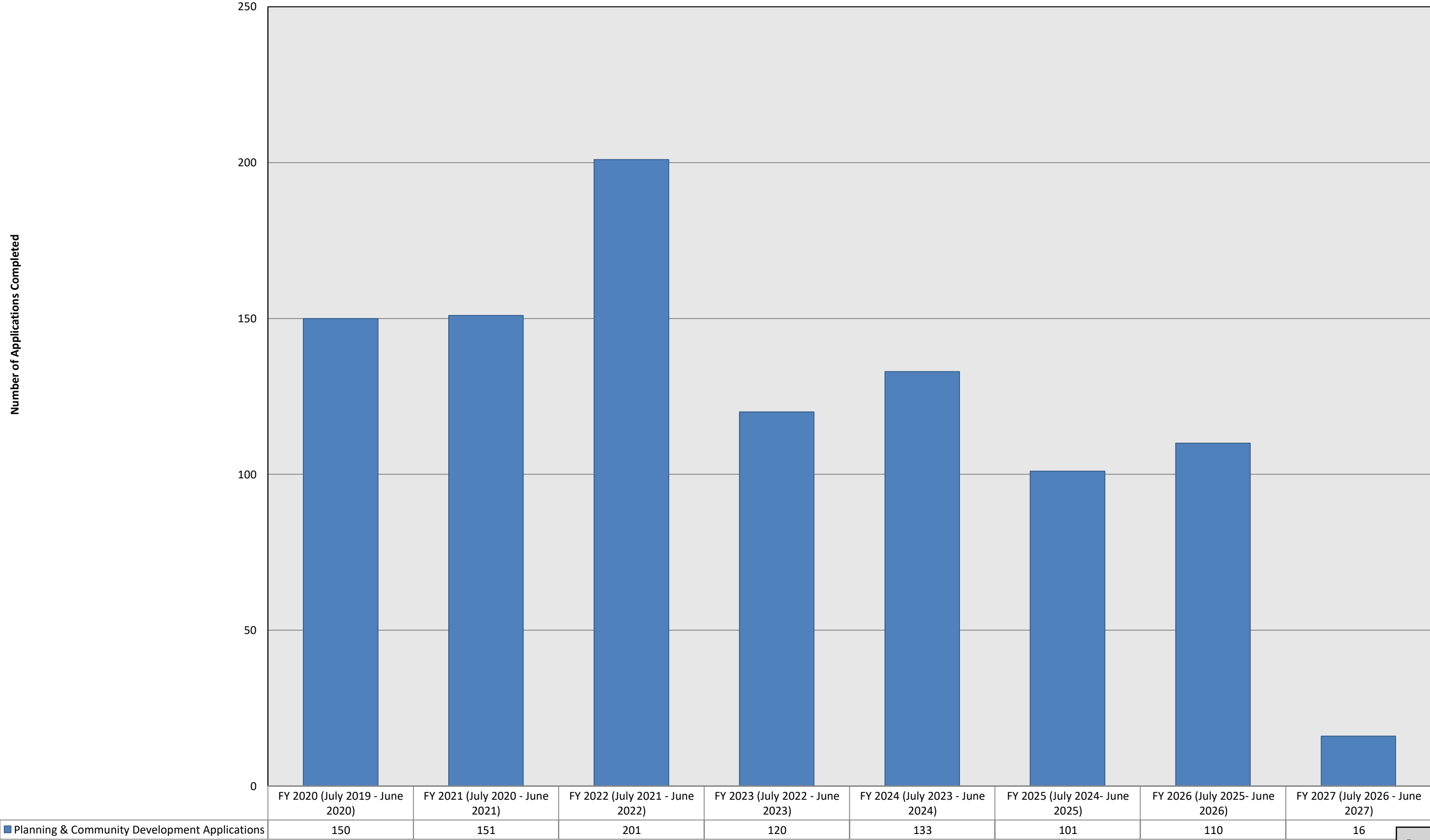


Town of Bluffton
New Commercial Construction and Additions Heated Square Footage
FY 2020 - 2027



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

Number of Applications Completed

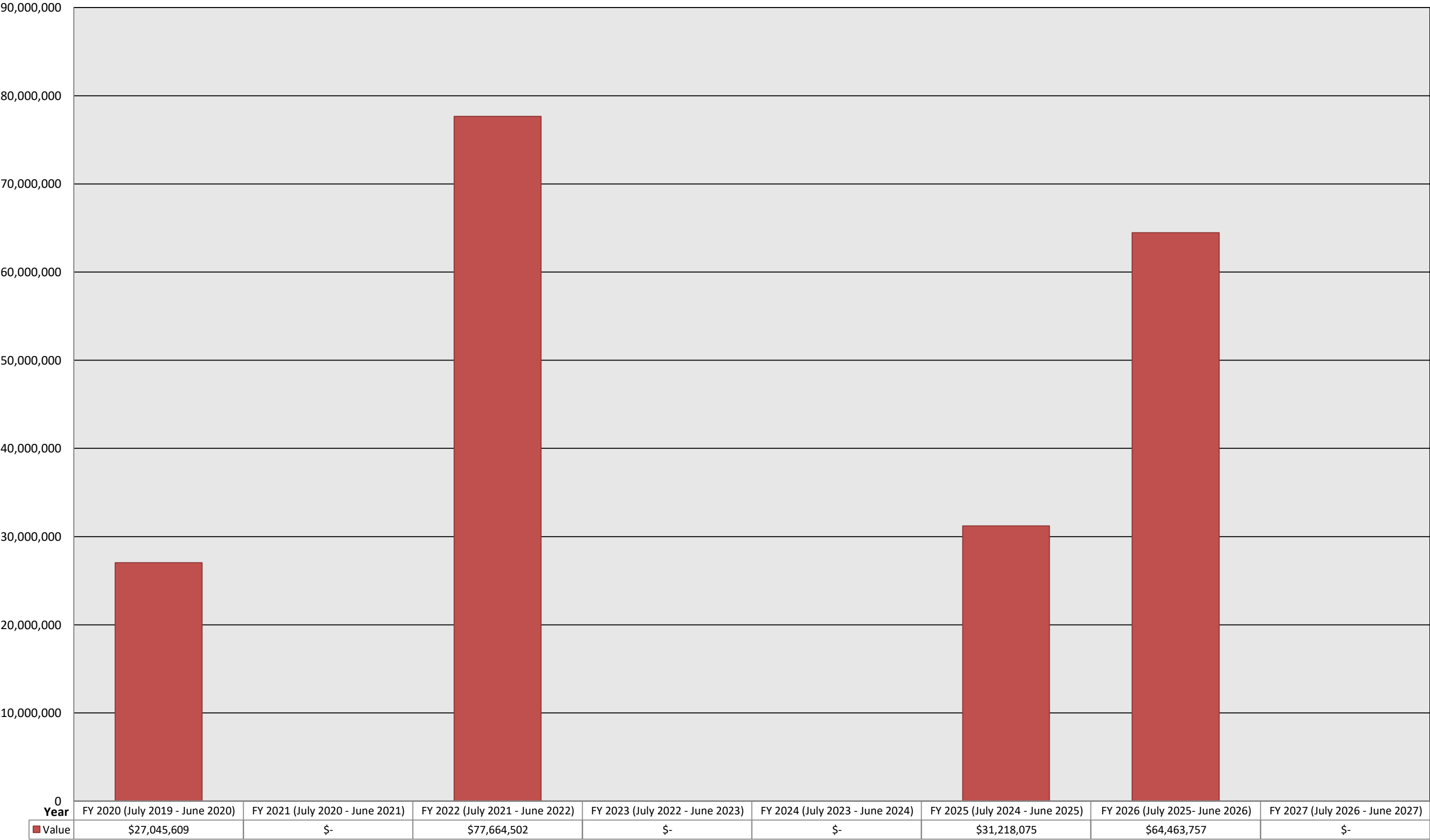


Town of Bluffton
Multi Family Apartments Value
FY 2020 - 2027

Attachment 1i

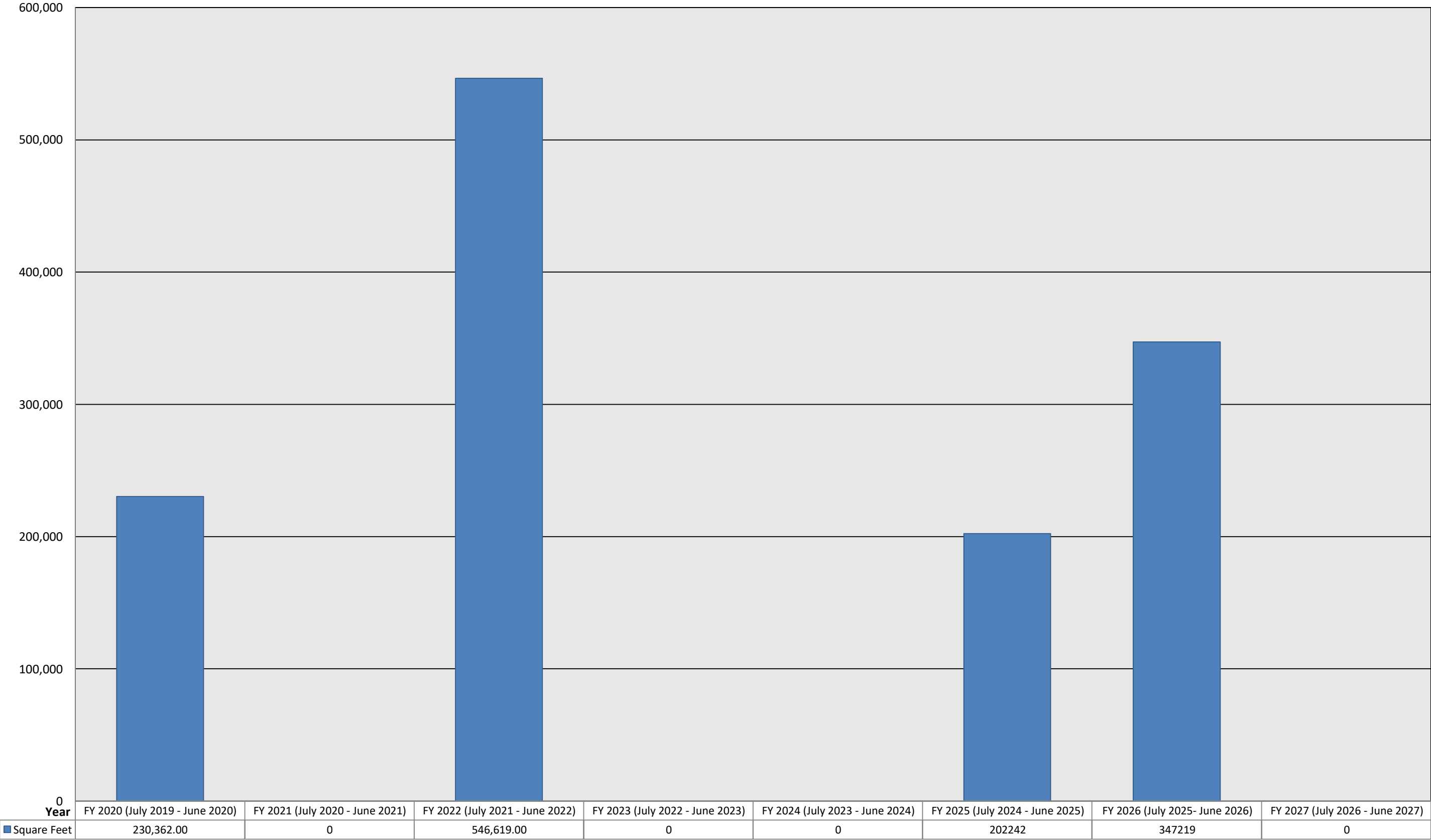
Section XI. Item #1.

Value of Multi Family Apartments



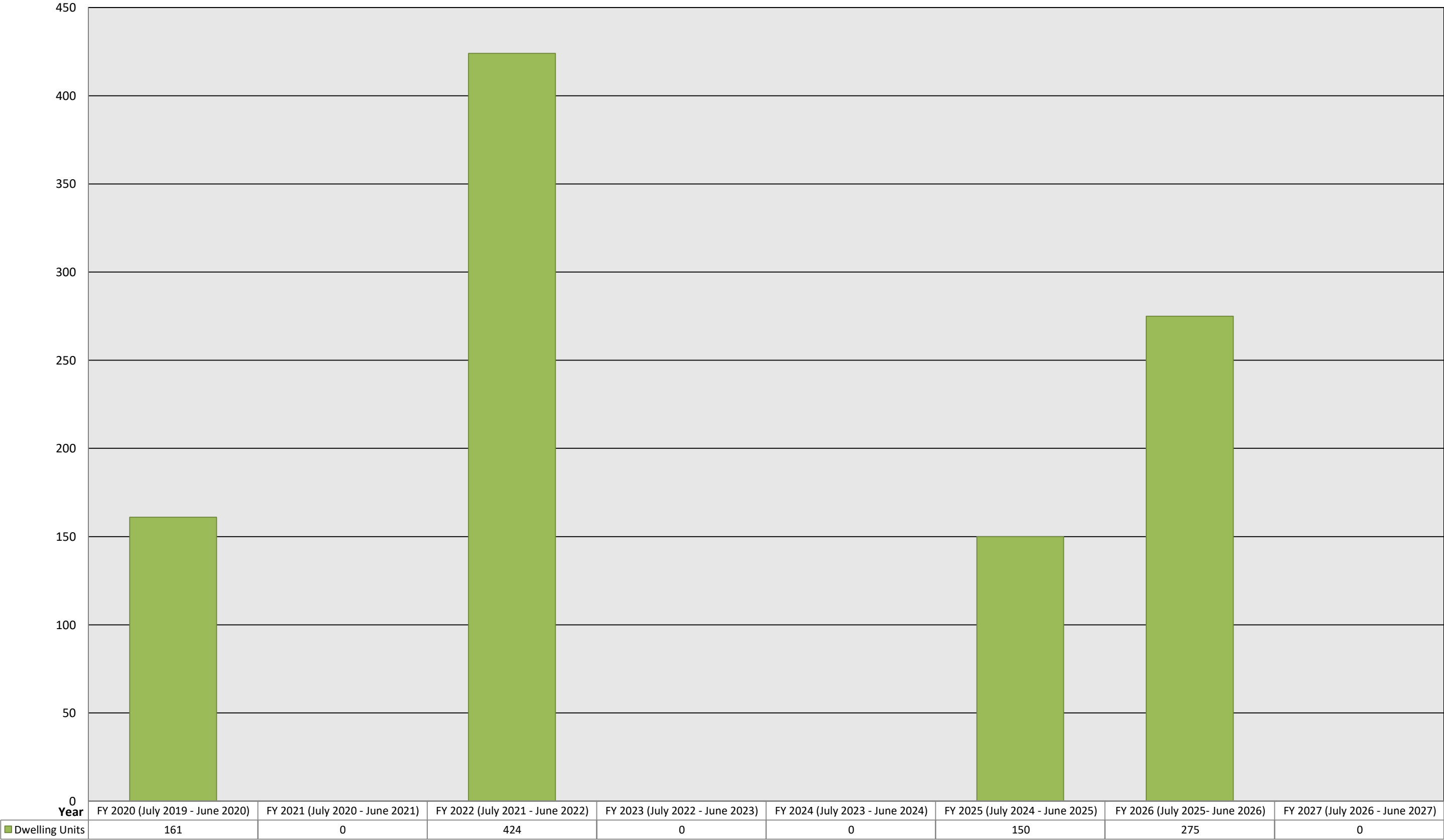
Town of Bluffton
Multi Family Apartments Square Footage
FY 2020 - 2027

Square Footage of Multi Family Apartments



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

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: September 1, 2026

Town Operations / Community Meetings

- The Entertainment Venue Exploratory Committee has held meetings every two weeks. They have heard from venue managers, from fundraising consultants, and from the consultants that completed the feasibility study on the Performing Arts Center.
- We have continued our Parks and Recreation Master Planning process with the community survey portion this month. We anticipate received the results shortly.
- We completed our Golf Cart Shuttle Pilot. We have had positive reviews and input and have seen steady ridership. We completed an RFP to continue this service on a regular basis and have awarded to the group doing our Pilot. We will also apply for ATAX Funds to help fund this service.
- We held a follow-up meeting with our partners for the Holly Hill Road construction. The design and engineering have been completed and permitting is in process. We will work with the County on construction and bring some updates and agreements for approval to Council over the next few months.
- We closed on the Willow Run properties August 13th.
- We have held Community Meetings to provide updates on the expiration of the Village at Verdier Development Agreement.

Town Council/Town Attorney Related Meetings

- Weekly Mayor / Mayor Pro Tempore / Manager meetings.
- Mayor Pro Tempore, Council, and staff attended the SOLOCO meeting held in Hardeeville on August 25th. A presentation was made by the new TCL President on her background and priorities for the college. There was also a presentation from TS Conductor on their operations and future expansion in Hardeeville.
- Mayor, Council, and staff attended several ribbon-cutting and celebrations throughout the month.
- Mayor Toomer and I met with the Beaufort Water Search and Rescue leadership to follow-up on the funding Council approved. We have put together an agreement for the funds approved.
- We received seven proposals for Affordable Housing at 115 Bluffton Road. We conducted reviews of the proposals and brought in the top ranked ones to make presentations and answer questions. This was completed and we provided an update to Council at the August Council Meeting, and we plan to bring back to the September Council Meeting for approval.
- Mayor Pro-Temp Hamilton, Councilman Wood, and staff attended the First Annual State of Growth Event put on by the Greater Bluffton Chamber of Commerce.

Updates and Miscellaneous Information

- Town held our Glow Dance for Special Needs Community at the New Riverside Barn on August 1st.
- We held a Kids Entertainment Event at the New Riverside Barn Park on August 21st.