

# COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING  
100 RIBAUT ROAD  
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WM. WESTON J. NEWTON  
CHAIRMAN

D. PAUL SOMMERVILLE  
VICE CHAIRMAN

## COUNCIL MEMBERS

STEVEN M. BAER  
RICK CAPORALE  
GERALD DAWSON  
BRIAN E. FLEWELLING  
HERBERT N. GLAZE  
WILLIAM L. McBRIDE  
STEWART H. RODMAN  
GERALD W. STEWART  
LAURA VON HARTEN

GARY KUBIC  
COUNTY ADMINISTRATOR

BRYAN J. HILL  
DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER  
COUNTY ATTORNEY

SUZANNE M. RAINEY  
CLERK TO COUNCIL

## AGENDA

### COUNTY COUNCIL OF BEAUFORT COUNTY

Monday, June 11, 2012

4:00 p.m.

Council Chambers, Administration Building

Government Center

100 Ribaut Road, Beaufort

Citizens may participate in the public comment periods and public hearings from telecast sites at the Hilton Head Island Branch Library as well as Mary Field School, Daufuskie Island.

1. CAUCUS - 4:00 P.M.  
Discussion is not limited to agenda items.  
Large Meeting Room
2. REGULAR MEETING - 5:00 P.M.  
Large Meeting Room
3. CALL TO ORDER
4. PLEDGE OF ALLEGIANCE
5. INVOCATION
6. CERTIFICATES OF COMMENDATION
  - A. Madeline Aune, Beaufort High School  
Class AAAA State Champion, Girls' Pole Vault
  - B. Gretchen Brown, Battery Creek High School  
Class AAA State Champion, Girls' 100M High Hurdles
  - C. Whale Branch Early College High School Boys' Track Team  
2012 Class 1-A Track and Field Champion
7. PUBLIC COMMENT
8. COUNTY ADMINISTRATOR'S REPORT
  - Mr. Gary Kubic, County Administrator
  - A. The County Channel / Broadcast Update ([backup](#))
  - B. Three-Week Progress Report ([backup](#))
  - C. Announcement / 2012 NACo Achievement Award / Beaufort County Stormwater Runoff Volume Controls Program ([backup](#))

Over



- D. Report / Employee Customer Service Training ([backup](#))
- E. Resolution in Support of Military Bases / Military Enhancement Committee ([backup](#))
- F. Report / Public Seminar with the Center for Heirs Property Preservation
- G. Briefing / Metropolitan Planning Organization (MPO) ([backup](#))
- H. Emergency Medical Services / Ambulance Purchase ([backup](#))

9. DEPUTY COUNTY ADMINISTRATOR'S REPORT

Mr. Bryan Hill, Deputy, County Administrator

- A. Three-Week Progress Report ([backup](#))
- B. Monthly Budget Summary ([backup](#))

10. CONSENT AGENDA – ITEMS A THROUGH G

- A. NON-COMPETITIVE PURCHASE OF ADDITIONAL ENGINEERING DESIGN SERVICES FOR BOUNDARY STREET IMPROVEMENTS SALES TAX PROJECT ([backup](#))
  - 1. Consideration of approval of added Boundary Street Streetscape Engineering Design Services.
  - 2. Contact award: Thomas & Hutton Engineering Company
  - 3. Contract amount: \$759,630
  - 4. Funding source: County Sales Tax Project Funds and Tiger III Grant for Boundary Street Improvements with respective balances of \$9,170,660 and \$12,600,000.
  - 5. Public Facilities discussion and recommendation to approve occurred May 22, 2012 / Vote 4:0
- B. ARCHITECTURAL DESIGN AND CONSTRUCTION SERVICES FOR RENOVATIONS AND UPGRADES TO THE BLUFFTON TOWNSHIP FIRE DISTRICT'S STATION #33 ([backup](#))
  - 1. Consideration of approval of design build and construction renovation services for the Bluffton Township Fire District Fire Station #33.
  - 2. Contract award: Mitchell Brothers Construction and AAG Architects
  - 3. Contract amount: Not to exceed \$498,275
  - 4. Funding source: Bluffton Township Fire District debt reserves
  - 5. Public Facilities discussion and recommendation to approve occurred May 22, 2012 / Vote 4:0
  - 6. Bluffton Township Fire District Commission approval occurred April 17, 2012
- C. PALMETTO ELECTRIC COOPERATIVE SUPPLEMENTAL AGREEMENT FOR SC 170 WIDENING INFRASTRUCTURE RELOCATION ([backup](#))
  - 1. Consideration of approval of Palmetto Electric Cooperative Utility Agreement for SC 170 utility relocation.
  - 2. Public Facilities discussion and recommendation of approval occurred May 22, 2012 / Vote 4:0
- D. AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR, WITH THE ADVICE AND CONSENT OF COUNTY COUNCIL TO ISSUE TAX ANTICIPATION NOTES AS MAY BE DEEMED NECESSARY ([backup](#))
  - 1. Consideration of second reading approval to occur June 1, 2012
  - 2. Public hearing announcement – Monday, June 25, 2012 beginning at 6:00 p.m. in Council Chambers of the Administration Building, 100 Ribaut Road, Beaufort

3. Finance Committee discussion and recommendation to include a sunset provision occurred June 4, 2012 / Vote 5:0
  4. First reading approval occurred May 21, 2012 / Vote 11:0
  5. Finance Committee discussion and recommendation to approve occurred May 21, 2012 / Vote 4:0
- E. STORMWATER MANAGEMENT AND UTILITY AGREEMENT PROPOSAL BETWEEN BEAUFORT COUNTY AND THE TOWN OF PORT ROYAL ([backup](#))
1. Consideration of approval of the Stormwater Management and Utility Agreement between Beaufort County and the Town of Port Royal to occur June 11, 2012
  2. Natural Resources Committee discussion and recommendation to approve occurred June 6, 2012 / Vote 4:0
  3. Stormwater Management Utility Board approval occurred May 2, 2012
- F. FY 2013 STORMWATER OUTREACH AGREEMENT WITH CLEMSON UNIVERSITY ([backup](#))
1. Consideration of approval of the Clemson University Extension Program Support Agreement for the FY 2013 Stormwater Outreach Plan
  2. Contract increase: \$67,665
  3. Funding source: Stormwater Utility account 13531-51160
  4. Natural Resources Committee discussion and recommendation to approve occurred June 6, 2012 / Vote 4:0
  5. Stormwater Management Utility Board approval occurred May 2, 2012
- G. RAIL TRAIL AGREEMENT AND PLANS ([backup](#))
1. Consideration of approval for trail branding, amenities, signage, and final design standards to occur June 11, 2012
  2. Natural Resources Committee discussion and recommendation to approve occurred June 6, 2012 / Vote 4:0
  3. Joint meeting of Planning Commission and Metropolitan Planning Commission approval occurred June 4, 2012
11. FY 2012-2013 COUNTY BUDGET PROPOSAL([backup](#))
1. Consideration of third and final reading approval to occur June 11, 2012
  2. Finance Committee discussion occurred June 4, 2012
  3. Second reading approval occurred May 21, 2012 / Vote 9:1:1
  4. Public hearing was held May 21, 2012
  5. Finance Committee discussion occurred May 21, 2012
  6. Finance Committee discussion occurred May 14, 2012
  7. First reading approval occurred May 7, 2012 / Vote 10:0
  8. Finance Committee discussion occurred April 30, 2012
  9. Finance Committee discussion occurred April 23, 2012
  10. Finance Committee discussion occurred April 16, 2012
  11. Finance Committee discussion occurred April 9, 2012
  12. Finance Committee discussion occurred March 19, 2012
  13. Finance Committee discussion occurred February 20, 2012
  14. Council Retreat discussion occurred February 17, 2012
  15. Finance Committee discussion occurred January 17, 2012

12. PUBLIC HEARING

A. FY 2012-2013 SCHOOL DISTRICT BUDGET PROPOSAL([backup](#))

1. Consideration of second reading approval to occur June 11, 2012
2. Finance Committee discussion and recommendation to occurred June 4, 2012 /  
Vote 4:2
3. First reading, by title only, occurred May 21, 2012 / Vote 11:0
4. Finance Committee discussion occurred May 21, 2012
5. Finance Committee discussion occurred May 16, 2012

13. COMMITTEE REPORTS ([backup](#))

14. PUBLIC COMMENT

15. ADJOURNMENT



Our latest Beaufort County Moment is about Honey Horn Plantation on Hilton Head Island. The site is the current home of the Coastal Discovery Museum, and has a unique and color history.....

{NEXT SLIDE}



{VIDEO PLAYS WITH AUDIO}



Michael Heesch, star pitcher for the USC Sand Sharks was drafted in the 8<sup>th</sup> round by the Chicago Cubs. Heesch put up great numbers for the 2012 season. The County Channel caught up with him the day after he got the good news....

{NEXT SLIDE}



{VIDEO PLAYS WITH AUDIO}





## Memorandum

DATE: June 8, 2012

TO: County Council

FROM: Gary Kubic, County Administrator

SUBJ: County Administrator's Progress Report

The following is a summary of activities that took place May 21, 2012 through June 8, 2012:

May 21, 2012

- Employee orientation
- County Council Caucus
- County Council meeting

May 22, 2012

- Town of Hilton Head Island Development Review Board meeting re: Hilton Head Airport mitigation plans at Hilton Head Island Town Hall
- Public Facilities Committee meeting (unable to attend due to a scheduling conflict)

May 23, 2012

- Energy Efficiency Block grant project meeting with Billie Lindsay, of Planning staff, and Bryan Hill, Deputy County Administrator

May 24, 2012

- Meeting with Joe Penale, Director of PALS Athletics and Aquatics, Bryan Hill, Deputy County Administrator, Morris Campbell, Director of Community Services, and Suzanne Gregory, Director of Employee Services re: PALS operations

May 25, 2012

- Organizational meeting re: 2013 Calendar

May 28, 2012

- Memorial Day holiday

May 29, 2012

- Senator Lindsey Graham meeting with Military Enhancement Committee members, Chairman Weston Newton, members of County Council and other stakeholders re: To address the threat of defense-spending cuts and the effect it will have on the region's military bases
- Center for Heirs Property Preservation public seminar at Whale Branch Early College High School

May 30, 2012

- Meeting with John Simkovich, Interim Director and Mary Edmunds, of DHEC Regional 8 Office, and staff re: Future housing of local DHEC units within Beaufort County

May 31, 2012

- Military Enhancement Committee meeting at Beaufort Regional Chamber of Commerce office
- Hurricane Disaster Recovery team meeting

June 1, 2012

- Staff meeting re: Relocation of gas pipe line from SC170 through the County's Okatie Regional Park
- Meeting with Mark Lester and Mark Pleasant SCDOT representatives, Tony Criscitiello, Division Director of Planning and Development, Rob McFee, Division Director of Planning and Development, and Colin Kinton, Traffic Engineer re: Metropolitan Planning Organization (MPO) Designation
- Phone conference with Billy Gavigan, President of Gavigan Group, re: Parris Island boat landing concept

June 4, 2012

- Employee orientation
- Sheriff's meeting re: FY2013 cost-of-living adjustment
- Finance Committee meeting

June 5, 2012

- Meeting with Martin Goodman, Executive Director of Small Business Administration
- Courthouse partnering Interview with Tom Davis, Enable Management Consulting

June 6, 2012

- Staff meeting re: Waste Pro disposal fees
- Agenda review with Chairman, Vice Chairman and Executive Staff re: Draft agenda for June 11, 2012 Council meeting
- Meeting with Casey Conley, new Island Packet / Beaufort Gazette reporter
- Natural Resources Committee meeting

June 7, 2012

- Greater Island Council of Hilton Head and Bluffton membership meeting at First Presbyterian Church, Hilton Head

June 8, 2012

- Staff meeting re: County employee dress code

2012  
*Achievement Award Winner*

*This Award is Presented to*

*Beaufort County, SC*

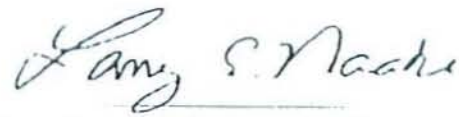
for  
its program

*Beaufort County Stormwater (SWU)  
Runoff Volume Controls*

in recognition of an effective and innovative program  
which contributes to and enhances county government  
in the United States



Lenny Eliason, NACo President



Larry Naake, NACo Executive Director

**NACo** *National Association of Counties*  
  
*The Voice of America's Counties*



May 21, 2012

Mr. Eddie Bellamy  
120 Shanklin Road  
Beaufort, SC 29906-8402

Dear Mr. Eddie Bellamy:

Congratulations! I am pleased to announce that your county has been awarded a 2012 NACO Achievement Award for the program entitled, *Beaufort County Stormwater (SWU) Runoff Volume Controls*. In this 43<sup>rd</sup> year of the Achievement Award program, NACO is extremely pleased with the high caliber of county programs and projects. NACO is proud to confer this award and recognize your county's hard work to promote quality, efficient, and responsive management and administration.

NACO greatly appreciates Beaufort County's participation in this year's Achievement Award program. In addition to giving us an opportunity to formally recognize effective and creative programs, this program enhances our awareness of county activities and allows us to share valuable information with other counties across the nation.

As you may know, NACO recognizes award winners in several ways. A list of winning programs will be available via NACO's website at <http://www.naco.org>. Summaries of award winning programs will also be included in our Model Programs database. In addition, selections of award winning programs will be highlighted in a *County News*, *Model Programs from the Nation's Counties* column.

We also offer a variety of commemorative items to reward yourself and other employees and to celebrate the county's winning efforts. A website has been created for Achievement Award winners at [www.easttowest.com](http://www.easttowest.com). Please click on the NACO logo for access to the store.

This year, NACO will host the 16<sup>th</sup> Annual Awards Ceremony during our 2012 Annual Conference in Allegheny County, Pennsylvania. This reception is scheduled for Sunday, July 15, 2012, Noon to 2:00 p.m. in Room 317/318 at the David L. Lawrence Convention Center. During this ceremony, Achievement Award winners will be collectively recognized and there will be an opportunity for photos to be taken with a NACO official. A light lunch will be served. We hope you will be able to attend. Enclosed is your official invitation to the reception. Please RSVP to Vanessa Lester at 202.942.4276 or email at [vlester@naco.org](mailto:vlester@naco.org) by June 22<sup>nd</sup>, if you plan to attend.

Questions concerning the award program may be directed to Jacqueline Byers at 202.942.4285 or [jbyers@naco.org](mailto:jbyers@naco.org), or Kathryn Murphy at 202.661.8806 or [kmurphy@naco.org](mailto:kmurphy@naco.org).

Congratulations on your county's accomplishment!

Sincerely,

A handwritten signature in black ink that reads 'Larry Naake'. The signature is written in a cursive style with a large initial 'L'.

Larry Naake  
Executive Director

**EMPLOYEE SERVICES – CUSTOMER SERVICE TRAINING HELD**  
**MAY 31, 2012**

On Thursday, May 31<sup>st</sup>, Employee Services hosted a 3-hour webcast from the South Carolina Association of Counties titled “Customer Service Excellence – The Art of Working With People”.

The presentation was held at the new DSN facility on Clearwater Way in Port Royal.

15 departments were represented at the training with 70 employees in attendance.

## EMPLOYEE SERVICES – CUSTOMER SERVICE TRAINING

HELD MAY 31, 2012

(cont.)

The webcast was presented as part of an overall training program which also includes online courses for County employees in areas such as customer service, legal compliance, safety, management, and general business skills.

Since October, courses in areas such as diversity, email best practices, harassment, and customer service have been accessed and successfully completed by hundreds of employees (almost 2,000 completion certificates have been distributed).

**BEAUFORT COUNTY RESOLUTION \_\_\_\_\_**

**A RESOLUTION CALLING FOR ACTION AT THE FEDERAL, STATE, AND LOCAL LEVELS TO AVOID SEQUESTRATION AND THE AUTOMATIC DEPARTMENT OF DEFENSE SPENDING CUTS THAT WOULD SEVERELY AND IRREPARABLY HARM NATIONAL DEFENSE AND COULD RESULT IN DEVASTATING ECONOMIC CONDITIONS FOR BEAUFORT COUNTY AND ITS CITIZENS.**

**WHEREAS**, the failure of the Congressional Super Committee to reach agreement on mandated budget reduction measures has triggered an automatic "sequestration" process to commence January 1, 2013 and which will cut approximately \$600 billion from the Department of Defense over the next 10 years. That \$600 billion is on top of already agreed upon reductions totaling approximately \$500 billion from the Department of Defense; and

**WHEREAS**, if allowed to occur, sequestration will effectively gut America's military and reduce our ability to effectively defend our nation and its interests; and

**WHEREAS**, sequestration, if allowed to occur, will make deep, unacceptable cuts across the board cuts to our nation's military, impairing our ability to defend our citizens; and

**WHEREAS**, Beaufort County is home to three military installations, Marine Corps Air Station Beaufort, Parris Island Marine Corps Recruit Depot and Naval Hospital Beaufort, which play vital roles in our nation's defense and have been noted previously for high levels of military efficiency; and

**WHEREAS**, MCAS-Beaufort provides, operates and maintains Townsend Bombing Range, the largest east coast bombing range located just inland from the Atlantic shores, which allow for conducting of realistic training missions within one fueling range of Beaufort; and

**WHEREAS**, MCAS-Beaufort is the Marine Corps pilot training center for the F-35 Joint Strike Fighter, and will host two training squadrons and three operational squadrons that are anticipated to arrive in the next 36 months; and

**WHEREAS**, MCAS-Beaufort can expand to absorb additional aircraft if it is found to be in the best interests of America's air defense network, and with ocean-based TACTS range and Townsend Bombing Range, able to accommodate substantial amounts of additional military aircraft, thus providing exception, unencroached, unencumbered and unique training opportunities that make MCAS-Beaufort a key component to training basing Marine Corps and Naval aviators now and into the future; and

**WHEREAS**, Parris Island Marine Corps Recruit Depot serves all recruits east of the Mississippi River and all female recruits, and can absorb additional recruits as may be needed with full training facilities on base including a rifle range; and



**WHEREAS**, Parris Island is protected from urban encroachment and development and has been a Lowcountry fixture for almost 100 years, cost effectively training of recruits year in and year out; and

**WHEREAS**, Naval Hospital Beaufort provides essential medical and dental care to Marine recruits, active duty Marines and sailors and to the large population of local military retirees; and

**WHEREAS**, the \$600 billion in automatic defense cuts triggered under sequestration would be a meat-cleaver like approach to any reduction in spending that would likely spare no element or branch of the military even as the world continues to pose direct and substantial threats to the American people; and

**WHEREAS**, sequestration would gut our military of its highly-trained personnel, requiring a decade or longer to rebuild, and would also gut the military of many key weapons systems programs that will be effectively stunted for decades to come; and

**WHEREAS**, Beaufort County's three military installations inject more than \$1.2 billion annual into the local economy of Beaufort County, and employs more than 8,700 military and civilian personnel and contractors, and for which sequestration cuts would prove catastrophic to many businesses across Beaufort County; and

**NOW, THEREFORE, BE IT RESOLVED**, at a meeting duly assembled of Beaufort County Council that a clear message be sent to the House and Senate Armed Services Committees, to all members of Congress, to all members of the South Carolina House and Senate and to the Governor of South Carolina that immediate action is hereby demanded to avoid sequestration and urge that a solution be found so that America can continue to protect itself and its interests.

**FURTHER, BE IT RESOLVED**, this Council encourages its residents to contact the members South Carolina's Congressional and State Delegations as well as all members of the House and Senate Armed Services Committee by calling, writing letters, and emailing these representatives to make it clear that we are united with one clear voice that sequestration is wrong for America.

Done this \_\_\_\_ day of \_\_\_\_\_, 2012.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
Wm. Weston J. Newton, Chairman

# **New Metropolitan Planning Organization Designation**

## **Southern Beaufort Area MPO Briefing**

- ❖ **On March 27, U.S. Census Bureau published the list of 2010 Urbanized Areas (UZA's)**
- ❖ **First new MPO in SC since 1990 Census (statewide trend of rural to urban)**

# Federal Transportation Planning Requirements

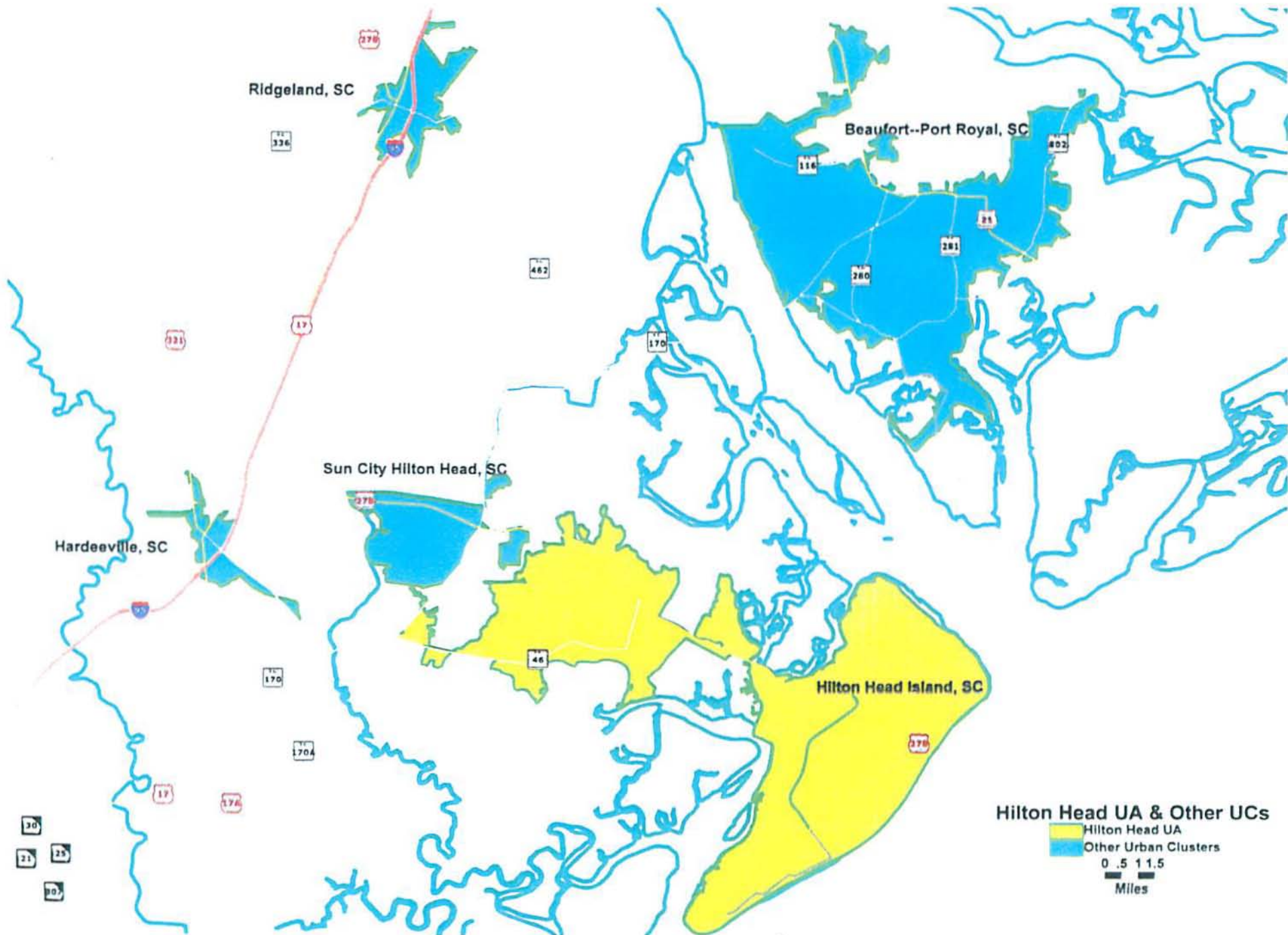
- ❖ Urbanized areas must be included in an MPO
- ❖ The Study Area Boundary (planning area) of an MPO must include the urbanized area as well as the areas anticipated to become urban within 20 years
- ❖ Designation of new MPOs must be approved by agreement between the Governor and the local jurisdictions
- ❖ Agreement must include support of local jurisdictions representing 75% of Population

# Timeline

- ❖ **March 27, 2012: Census Bureau release new UZA Boundaries**
- ❖ **August, 2012: Each MPO to provide draft Study Area to SCDOT for evaluation of Guideshare Funding**
- ❖ **January 31, 2013: Adoption by County and Local Gov'ts**
- ❖ **March 27, 2013: Official designation of new MPO must be made by Governor**
- ❖ **Post March 27, 2013: Begin Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) process**

## Current Work to Date

- ❖ Conference Call with SCDOT, FHWA, FTA, LCOG and Planning/Engineering staffs of County and Local Jurisdictions
- ❖ Three Meetings with Planning/Engineering staffs of County and Local Jurisdictions
- ❖ Draft Study Area Alternatives, Draft Population Assessments, Development of Pros and Cons for Alternatives
- ❖ County Staff Meeting with SCDOT Statewide Planning Representatives



**Hilton Head UA & Other UCs**  
Hilton Head UA  
Other Urban Clusters  
0 .5 1 1.5  
Miles

MPO Boundary and Unincorporated Areas and Clusters  
Beaufort County, SC and Hatterasville, NC



Approved by  
Regional Council of  
Transportation  
12/15/2010



Map Date: 12/15/2010  
Map Scale: 1:50,000  
Map Projection: NAD 83  
Map Datum: NAD 83

Map Date: 12/15/2010  
Map Scale: 1:50,000  
Map Projection: NAD 83  
Map Datum: NAD 83

Map Date: 12/15/2010  
Map Scale: 1:50,000  
Map Projection: NAD 83  
Map Datum: NAD 83

Beaufort County, North Carolina, MPO Boundary
City of Beaufort 11,270
Town of Port Royal 12,202
Unincorporated Beaufort County 28,714
<b>Total 52,186</b>

Northampton, NC, in MPO Boundary
City of Beaufort 11,270
Town of Port Royal 12,202
Unincorporated Beaufort County 28,714
<b>Total 52,186</b>

Wright, NC, in MPO Boundary
Town of Hilton Head Island 15,760
Town of Parris 12,202
Unincorporated Beaufort County 28,714
<b>Total 56,676</b>

Wright, NC, in MPO Boundary
City of Beaufort 11,270
Unincorporated Beaufort County 28,714
<b>Total 39,984</b>

Wright, NC, in MPO Boundary
City of Beaufort 11,270
Unincorporated Beaufort County 28,714
<b>Total 39,984</b>

Wright, NC, in MPO Boundary
City of Beaufort 11,270
Unincorporated Beaufort County 28,714
<b>Total 39,984</b>

Legend	
[Blue outline]	MPO Boundary including Hatterasville
[Light blue]	Hatterasville, SC Urban Cluster 4,837
[Orange]	San City Urban Cluster 10,125
[Yellow]	Beaufort / Port Royal / Lotts Island, NC Urban Cluster 49,827
[Green]	Hilton Head / Bluffton, SC Unincorporated Area 15,896
[White]	Shaded
[Light orange]	Northampton, NC in MPO Boundary 18,716
[Light yellow]	Wright, NC in MPO Boundary 28,192
[Light green]	Wright, NC in MPO Boundary 11,271
[Light blue]	City of Beaufort
[Light orange]	Town of Port Royal
[Light green]	Town of Hilton Head
[Light blue]	City of Beaufort (Improvement over Beaufort County)
[Light green]	Town of Hilton Head Island





## COUNTY COUNCIL OF BEAUFORT COUNTY PURCHASING DEPARTMENT

Building 2, 102 Industrial Village Road  
Post Office Drawer 1228, Beaufort, SC 29901-1228  
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Westin Newton, Chairman, Beaufort County Council

VIA: Gary Kubic, County Administrator  
Bryan Hill, Deputy County Administrator  
David Starkey, Chief Financial Officer *DS*  
Donna Ownby, Director of EMS *DO*

FROM: Dave Thomas, CPPO, Purchasing Director *DT*

SUBJ: **Approval to Purchase One (1) 2012 Dodge 4500 Type I Ambulance, 4x4, Regular Cab for Beaufort County's EMS Department**

DATE: June 8, 2012

**BACKGROUND:** Beaufort County would like to purchase a new 2012 Dodge Type I Ambulance from the Cherokee Tribal EMS Department's purchasing contract for ambulances. This is in accordance with Section 2-552, paragraph's (b) and (d) of the Beaufort County Code. The ambulance is a low mileage demonstration vehicle (7500 miles) built by Northwestern Emergency Vehicles from Jefferson, North Carolina. Northwestern Emergency Vehicles is a responsible company and their contract has been used by the State of Florida and several Counties in North Carolina and South Carolina. Once the order is placed, Northwestern Emergency Vehicles will paint, decal, and deliver the new ambulance before June 30, 2012. This vehicle is purchased in order to replace one of our older models as part of the EMS Department's ongoing efforts to upgrade their fleet to newer models.

**FUNDING:** Account # 23160-54000 Vehicle Purchases. The County will use FY 2012 funds to purchase the vehicle.

**RECOMMENDATION:** The Purchasing Department recommends to County Council the contract award for one (1) new 2012 Dodge 4500 Type I Ambulance, for \$141,550 to Northwestern Emergency Vehicles.

cc: Elizabeth Wooten, Howell Youmans





## Memorandum

DATE: June 8, 2012  
TO: County Council  
FROM: Bryan Hill, Deputy County Administrator  
SUBJECT: Deputy County Administrator's Progress Report

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The following is a summary of activities that took place May 21, 2012 through June 8, 2012:

May 21, 2012 (Monday):

- Prepare for Finance Committee Meeting and County Council
- Meet with Colin Kinton, Traffic re: MPO
- Finance Committee Meeting
- County Council

May 22, 2012 (Tuesday):

- Meet with Tallulah Trice, Animal Shelter Director
- Public Safety Director Meeting
- Meet with Major Morrison, Sheriff's Office
- Meet with Colin Kinton, Traffic re: Guidesshare
- Meet with Alicia Holland, Controller re: Budget (Bluffton)

May 23, 2012 (Wednesday):

- Work on Budget

May 24, 2012 (Thursday):

- Visit DSN
- Attend PALS Organization and Operations Meeting
- Meet with Suzanne Gregory, Employee Services and Amy Matthews, PALS
- Meet with Gregg Hunt, Mosquito Control Director
- Meet with Duffie Stone, Solicitor

May 25, 2012 (Friday):

- Meet with Weston Newton, Council Chairman and Colin Kinton, Traffic Engineer re: MPO
- Meet with Duffie Stone, Solicitor re: Budget
- Meet with Gary Kubic, County Administrator
- Manage PALS Event at Lind Brown Center

May 28, 2012 (Monday)--MEMORIAL DAY:

- Closed

May 29, 2012 (Tuesday):

- Work on Budget
- Attend Senator Graham Meeting

May 30, 2012 (Wednesday):

- Visit Animal Shelter
- Attend Beaufort County Library Budget Meeting
- Attend Future Housing of Local DHEC Units Meeting
- Work on Budget

May 31, 2012 (Thursday):

- PLD

June 1, 2012 (Friday):

- PLD

June 4, 2012 (Monday):

- Meet with Alicia Holland, Controller re: Budget Issues
- Prepare for Finance Committee Meeting
- Finance Committee Meeting

June 5, 2012 (Tuesday)--Bluffton:

- Work on Budget
- Bluffton Hours

June 6, 2012 (Wednesday):

- Attend Transfer Station Hauling Contract Meeting
- Agenda Review
- Communications Initiative Brainstorming with Monica Spells, Compliance Officer
- Meet with Duffie Stone, Solicitor
- Meet with Stewart Rodman, Councilman re: Finance Committee / Budget Issues

June 7, 2012 (Thursday)--Bluffton:

- Meet with Duffie Stone, Solicitor
- Work on Budget with Alicia Holland, Controller
- Bluffton Hours

June 8, 2012 (Friday):

- Meet with Gregg Hunt, Mosquito Control Director
- Work on Budget
- Attend Dress Code Meeting

Budget FY 2012  
As of 6/8/2012  
Description

**Actual Year to Date Comparison**  
For the Period Ending May 31st

June 8, 2012  
Actual to Date  
FY 2012

Adopted  
Budget  
FY 2012

Proposed  
Budget  
FY 2013

Employee  
Count

Description	Organization	ORG	FY 2011	FY 2012	FY 2012	FY 2012	FY 2013	Employee Count	
	Taxes	41000	(71,382,384)	(71,274,124)	(71,274,124)	(72,130,243)	(72,323,941)		
	Licenses & Permits	42000	(1,880,284)	(2,056,474)	(2,066,146)	(2,567,500)	(2,680,000)		
	Intergovernmental	43000	(5,521,131)	(4,330,701)	(4,329,720)	(7,422,875)	(8,000,000)		
	Charges for Services	44000	(9,568,020)	(9,303,194)	(9,572,891)	(11,226,774)	(11,175,589)		
	Fines & Forfeitures	45000	(771,495)	(709,374)	(709,609)	(953,000)	(860,000)		
	Interest	46000	(123,752)	(130,581)	(150,679)	(141,000)	(175,100)		
	Miscellaneous	47000	(693,237)	(416,613)	(416,564)	(705,600)	(675,500)		
	Other Financing Sources	48000	(1,299,201)	(1,068,011)	(1,159,678)	(1,156,500)	(1,260,000)		
	General Fund Revenue		(91,239,504)	(89,289,072)	(89,679,411)	(96,303,492)	(97,150,130)		
General	Elected	COUNTY COUNCIL	11000	591,485	497,896	502,617	623,982	603,520	15
General	Elected	AUDITOR	11010	504,502	447,695	447,695	623,510	600,704	10
General	Elected	TREASURER	11020	744,581	632,970	633,133	645,070	677,760	12 *
General	Elected	TREASURER TAX BILLS & CC FEES	11021	478,872	329,907	329,907	481,000	340,000	-
General	Elected	CLERK OF COURT	11030	781,523	701,910	701,910	831,574	822,751	13
General	Elected	FAMILY COURT	11031	209,795	178,083	178,685	249,668	232,615	4 *
General	Elected	PROBATE COURT	11040	667,381	664,064	664,739	756,659	760,699	13
General	Elected	CORONER	11060	285,674	338,038	338,855	391,938	435,571	3
General	State	HILTON HEAD MAGISTRATE	11100	681	-	-	-	-	-
General	State	BEAUFORT MAGISTRATE	11101	603,913	685,844	686,400	606,062	742,215	14
General	State	BLUFFTON MAGISTRATE	11102	326,303	349,473	349,930	401,125	372,615	7
General	State	SHELDON MAGISTRATE	11103	59,699	61,870	61,870	66,618	71,640	-
General	State	ST HELENA MAGISTRATE	11104	76,606	45,870	45,890	82,508	104,923	-
General	State	MAGISTRATE BOND COURT	11105	73,578	86,311	87,254	90,681	97,515	1
General	State	MAGISTRATE AT-LARGE	11106	93,873	119,719	119,719	101,058	140,092	-
General	State	MASTER IN EQUITY	11110	262,717	258,477	258,677	295,937	297,848	4
General	Allocation	GEN GOVT DIRECT SUBSIDIES	11199	1,198,682	937,212	1,018,740	1,128,340	1,234,129	-
General	Admin	COUNTY ADMINISTRATOR	12000	587,044	442,998	444,498	567,747	523,119	3
General	Admin	HOUSING	12003	-	-	-	-	-	-
General	Admin	PUBLIC INFORMATION OFFICER	12005	85,228	71,277	71,277	85,218	85,158	-
General	Admin	BROADCAST SERVICES	12006	167,734	188,033	188,033	221,467	223,431	4
General	Admin	STAFF ATTORNEY	12010	487,102	512,358	514,358	497,661	400,063	2
General	Admin	INTERNAL AUDITOR	12015	30,398	51,310	51,310	66,091	63,371	1
General	State	PUBLIC DEFENDER	12020	-	-	-	-	-	-
General	Admin	VOTER REGISTRATION/ELECTIONS	12030	531,248	500,005	504,005	598,260	634,703	9
General	Admin	ELECTION WORKERS	12031	211	940	940	-	-	-
General	Admin	ASSESSOR	12040	1,715,271	1,546,001	1,546,911	2,053,520	2,069,589	38
General	Admin	REGISTER OF DEEDS	12050	417,671	411,071	411,071	469,563	475,359	9
General	Admin	RISK MANAGEMENT	12060	85,281	83,383	83,444	96,495	103,691	2

Budget FY 2012 As of 6/8/2012			Actual Year to Date Comparison For the Period Ending May 31st			June 8, 2012 Actual to Date	Adopted Budget	Proposed Budget	Employee Count
Description	Organization	ORG	FY 2011	FY 2012	FY 2012	FY 2012	FY 2012	FY 2013	
General	State	LEGISLATIVE DELEGATION	12080	61,991	60,989	60,989	67,535	69,304	2
General	Admin	ZONING & DEVELOPMENT ADM	13330	178,998	164,813	164,813	204,643	161,054	3
General	Admin	PLANNING	13340	656,583	636,777	636,777	696,539	698,539	11
General	Admin	COMPREHENSIVE PLAN	13341	371,680	138,829	138,829	126,475	7,100	-
General	Admin	AUTOMATED MAPPING/GIS	13350	425,847	354,932	354,932	407,316	420,926	5
General	Admin	DIRECTOR OF COMMUNITY SERVICES	14000	115,944	110,725	110,725	127,785	136,040	1
General	Admin	STAFF SERVICES	14010	359,397	240,416	251,099	353,193	-	4
General	Admin	EMPLOYEE SERVICES	14020	846,287	863,445	863,445	872,760	676,856	6
General	Admin	RECORDS MANAGEMENT	14030	139,714	209,209	209,646	208,385	401,975	6
General	Admin	FINANCE DEPARTMENT	15010	514,393	537,322	537,322	593,166	600,202	9
General	Admin	PURCHASING	15040	209,944	188,873	188,873	235,383	234,987	3
General	Admin	BUSINESS LICENSES	15050	150,314	45,668	45,668	97,537	67,127	1 *
General	Admin	MANAGEMENT INFORMATION SYSTEMS	15060	1,904,982	1,789,442	1,789,442	2,360,307	2,229,809	16
General	Admin	MANAGEMENT INFORMATION SYSTEMS	15061	-	-	-	-	-	-
General	Admin	DIRECTOR OF PUBLIC SERVICES	17000	193,218	189,377	189,377	205,382	205,747	2
General	Fringe	GENERAL GOVT BENEFITS POOL	19199	2,133,627	1,935,175	2,111,425	2,177,360	2,700,436	-
Public Safety	Elected	SHERIFF	21051	6,686,504	5,577,734	5,578,229	6,567,860	6,536,306	79
Public Safety	Elected	SHERIFF	21052	11,556,350	9,604,999	9,618,834	10,655,494	11,018,434	133
Public Safety	Elected	SHERIFF	21053	-	522,829	522,829	555,457	641,414	5
Public Safety	Elected	SHERIFF	21055	1,227,916	1,008,883	1,008,883	1,302,274	1,161,829	13
Public Safety	Admin	EMERGENCY MANAGEMENT	23140	463,751	408,505	408,505	440,327	419,151	5
Public Safety	Admin	EMERGENCY MANAGEMENT	23141	-	-	-	-	-	-
Public Safety	Admin	EMERGENCY MANAGEMENT	23142	141,678	77,540	77,540	91,586	16,558	-
Public Safety	Admin	EMERGENCY MANAGEMENT - Comm	23150	3,838,933	4,690,776	4,697,436	4,602,211	5,450,504	43
Public Safety	Admin	EMERGENCY MANAGEMENT - DATA	23155	459,513	493,036	493,036	692,857	523,912	5
Public Safety	Admin	EMERGENCY MEDICAL SERVICE	23160	4,704,417	4,415,681	4,415,459	4,898,239	4,728,752	72
Public Safety	Admin	DETENTION CENTER	23170	5,096,800	4,587,026	4,631,906	5,433,000	5,473,854	86
Public Safety	Admin	TRAFFIC - Signal Management	23322	194,658	253,670	250,681	307,314	438,601	3
Public Safety	Admin	TRAFFIC - Signal Management	23323	101,209	109,144	109,144	116,000	126,900	-
Public Safety	Admin	BUILDING CODES	23360	887,266	622,796	623,239	624,837	638,407	11
Public Safety	Admin	BUILDING CODES ENFORCEMENT	23361	-	163,763	163,763	219,393	218,468	4
Public Safety	Fringe	PUBLIC SAFETY BENEFITS POOL	29299	2,721,340	4,585,056	5,011,822	5,372,376	5,604,891	-
Public Works	Admin	FACILITIES MANAGEMENT	33020	1,975,504	1,574,998	1,574,998	2,055,403	1,872,952	2
Public Works	Admin	BUILDINGS MAINTENANCE	33030	1,009,328	892,892	892,892	1,061,572	1,099,344	16
Public Works	Admin	GROUND MAINTENANCE - NORTH	33040	994,594	1,088,920	1,088,920	1,759,275	2,103,038	41
Public Works	Admin	GROUND MAINTENANCE - SOUTH	33042	830,328	517,793	517,793	-	-	-
Public Works	Admin	PUBLIC WORKS GEN SUPPORT	33300	646,386	604,798	604,918	709,671	629,996	12
Public Works	Admin	ROADS/DRAINAGE - NORTH	33301	806,999	696,693	696,693	801,181	814,177	16
Public Works	Admin	ROADS/DRAINAGE - SOUTH	33302	569,961	407,218	407,218	539,706	465,388	9
Public Works	Admin	PUBLIC WORKS ADMINISTRATION	33305	260,581	242,440	242,440	248,018	294,241	5

Budget FY 2012 As of 6/8/2012			<b>Actual Year to Date Comparison</b> For the Period Ending May 31st			June 8, 2012 Actual to Date	Adopted Budget	Proposed Budget	Employee Count
Description	<u>Organization</u>	<u>ORG</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>Count</u>
Public Works	Admin	ENGINEERING	33320	292,894	235,800	236,653	338,283	501,977	5 *

Budget FY 2012 As of 6/8/2012			Actual Year to Date Comparison For the Period Ending May 31st		June 8, 2012 Actual to Date	Adopted Budget	Proposed Budget	Employee Count	
Description	Organization	ORG	FY 2011	FY 2012	FY 2012	FY 2012	FY 2013		
Public Works	Admin	SWR ADMINISTRATION	33390	3,703,625	3,507,326	3,507,326	4,744,454	3,878,125	14
Public Works	Admin	SWR	33391	-	-	-	-	-	-
Public Works	Admin	SWR	33392	-	-	-	-	-	-
Public Works	Admin	SWR HILTON HEAD	33393	99,929	91,976	91,976	100,693	100,594	-
Public Works	Admin	SWR BLUFFTON	33394	132,039	133,458	133,458	145,790	165,731	-
Public Works	Admin	SWR BURTON	33395	151,874	127,040	127,040	177,521	148,518	-
Public Works	Admin	SWR DAUFUSKIE	33396	203	-	-	49,356	7,200	-
Public Works	Admin	SWR ST HELENA	33397	124,348	133,893	133,893	163,455	183,078	-
Public Works	Admin	SWR SHELDON	33398	100,786	92,364	92,364	101,993	107,588	-
Public Works	Fringe	PUBLIC WORKS BENEFITS POOL	39399	1,551,532	1,205,300	1,320,717	1,429,893	1,540,662	-
Public Health	Admin	ANIMAL SHELTER & CONTROL	43180	696,453	720,702	720,702	774,061	834,369	14
Public Health	Admin	MOSQUITO CONTROL	43190	1,046,287	988,774	988,774	1,091,325	1,369,461	11
Public Health	Allocation	PUBLIC HEALTH DIRECT SUBSIDIES	44199	2,509,249	1,884,685	1,891,435	1,800,511	1,737,785	-
Public Health	Fringe	PUBLIC HEALTH BENEFITS POOL	49499	345,180	272,202	298,452	325,265	504,349	-
Public Welfare	Admin	VETERANS AFFAIRS	54050	129,095	126,850	128,294	143,034	181,207	3
Public Welfare	State	DEPT OF SOCIAL SERVICES	54060	194,140	170,123	176,707	195,700	170,700	-
Public Welfare	Allocation	PUBLIC WELFARE DIRECT SUBSIDIES	54299	493,330	438,443	438,443	540,000	435,000	-
Public Welfare	Fringe	PUBLIC WELFARE BENEFITS POOL	59599	39,088	26,230	28,609	29,572	32,514	-
Cultural	Admin	PALS CENTRAL ADMINISTRATION	63310	335,424	226,661	226,661	264,628	377,150	4
Cultural	Admin	PALS SUMMER PROGRAM	63311	107,414	98,271	98,271	120,450	114,500	-
Cultural	Admin	PALS AQUATICS PROGRAM	63312	941,512	858,876	858,876	924,044	1,127,382	11
Cultural	Admin	PALS HILTON HEAD PROGRAMS	63313	80,000	80,000	80,000	80,000	80,000	-
Cultural	Admin	PALS BLUFFTON PROGRAMS	63314	730,123	109,742	109,742	145,500	122,000	-
Cultural	Admin	PALS ATHLETIC PROGRAMS	63316	358,543	669,519	669,480	917,492	772,649	5
Cultural	Admin	PALS RECREATION CENTERS	63317	576,603	532,689	531,489	717,584	563,272	9
Cultural	Admin	LIBRARY ADMINISTRATION	64070	581,613	564,427	564,427	651,166	570,113	9
Cultural	Admin	LIBRARY BEAUFORT BRANCH	64071	466,186	448,400	448,400	512,347	529,861	9
Cultural	Admin	LIBRARY BLUFFTON BRANCH	64072	517,147	396,108	396,108	509,272	492,296	6
Cultural	Admin	LIBRARY HILTON HEAD BRANCH	64073	565,355	476,992	477,261	572,403	526,888	9
Cultural	Admin	LIBRARY LOBECO BRANCH	64074	102,574	111,265	111,265	128,087	132,851	3
Cultural	Admin	LIBRARY ST HELENA BRANCH	64075	85,530	82,226	82,226	91,919	591,072	1
Cultural	Admin	LIBRARY TECHNICAL SERVICES	64078	352,681	395,822	395,822	579,194	475,996	6
Cultural	Admin	LIBRARY SC ROOM	64079	89,304	87,036	87,036	99,178	98,850	2
Cultural	Fringe	CULTURAL & RECRE BENEFITS POOL	69699	937,066	735,035	802,702	834,815	823,963	-
General Fund Expenditures				82,941,115	76,784,132	77,787,017	89,118,554	90,298,001	

Budget FY 2012 As of 6/8/2012		Actual Year to Date Comparison For the Period Ending May 31st			June 8, 2012 Actual to Date	Adopted Budget	Proposed Budget	Employee Count	
Description	Organization	ORG	FY 2011	FY 2012	FY 2012	FY 2012	FY 2013		
Transfers	Allocation	GENERAL FUND XFERS OUT	99100						
		Miscellaneous Grant	59200	-	-	-	-		
		Daufuskie Ferry	59202	91,667	91,667	100,000	100,000		
		Public Safety Grants	59206	61,180	2,472	2,472	-		
		EMS Grants	59207	7,554	5,500	6,000	6,000		
		Tire Recycling	59226	-	-	-	-		
		Real Property	59209	-	333,859	333,859	333,859		
		Dale Water Line	59229	34,939	-	-	-		
		PALS Programs Fund	59231	2,999	-	-	-		
		DSN Programs Fund	59241	1,350,510	1,246,208	1,359,500	1,359,500	1,700,000	
		A&D Programs Fund	59261	303,803	274,713	299,687	299,687	350,000	
		DNA Laboratory	59270	304,786	-	-	-		
		Victims Assistance	59271	86,015	98,665	107,635	107,635	119,290	
		School Resource Officer	59273	133,700	122,330	133,451	133,451	142,839	
		Sheriff Grant	59274	24,947	4,406	4,806	4,806	-	
		Sheriff's Vehicles	59277	-	-	-	-	-	
		DNA Grant Fund	59280	-	22,097	22,097	-	-	
		COSY Program	59281	119,167	148,333	160,000	140,000	140,000	
		Debt Service Fund	59300	-	400,000	400,000	400,000	-	
		LI Airport	59570	-	-	-	-	-	
		HHI Airport	59580	12,500	-	-	-	-	
		Public Defender	59651	419,028	275,000	300,000	300,000	300,000	
		Sheriff's Trust	59663	20,000	15,000	15,000	-	-	
		Total General Fund Transfers Out		2,972,795	3,040,250	3,244,507	3,184,938	2,852,129	
Education	Education	Education Allocation	64399	4,716,300	4,000,000	4,000,000	4,000,000		
		General Fund Expenditures (including Transfers and Education Allocation)		90,630,210	83,824,382	85,031,524	96,303,492	97,150,130	
		Net (Surplus)/Deficit		(609,294)	(5,464,690)	(4,647,887)	-	-	914

\* Cost allocation/ additional FTE/ other revenue sources





COUNTY COUNCIL OF BEAUFORT COUNTY  
BEAUFORT COUNTY ENGINEERING DIVISION  
102 Industrial Village Road, Building #3, Beaufort, SC 29906  
Post Office Drawer 1228, Beaufort, SC 29901-1228  
Telephone: 843-255-2700 Facsimile: 843-255-9420

TO: Councilman Herbert N. Glaze, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *G. Kubic*  
Bryan Hill, Deputy County Administrator *B. Hill*  
David Starkey, Chief Financial Officer *D. Starkey*  
Robert McFee, Director of Engineering & Infrastructure *R. McFee*  
David Thomas, Purchasing Director *D. Thomas*  
Monica Spells, Compliance Officer *M. Spells*

FROM: Robert Klink, County Engineer *R. Klink*

SUBJ: 1% Sales Tax Project #5, Boundary Street Improvements

DATE: May 1, 2012

**BACKGROUND.** In late 2009, Beaufort County awarded an engineering design contract in the amount of \$550,000.00 to Thomas & Hutton Engineering Company. Recently, the City of Beaufort was awarded a Tiger III Grant in the amount of \$12,600,000 for the Boundary Street Improvement Project. Because of this additional \$12,600,000 grant, the scope of the project has greatly increased; therefore, Thomas & Hutton now has responsibilities to assist with the Tiger III Grant process, environmental documents for the grant requirements, and additional design for Boundary Street and parallel road project. Thomas & Hutton has given the County the attached price breakdown and documentation for this extra engineering effort in the amount of \$759,630.

The Engineering Division has reviewed the price breakdown and scope of services documentation and recommends proceeding with the extra engineering services. Funding for these additional engineering services is from the Beaufort County Sales Tax Project Funds and Tiger III Grant for the Boundary Street Improvements with respective balances of \$9,170,660 and \$12,600,000.

**RECOMMENDATION.** That the Public Facilities Committee approve and recommend to County Council approval of an award to Thomas & Hutton Engineering Company for the added Boundary Street Streetscape Engineering Design Services in the amount of \$759,630 with funding as stated above.

REK/mjh

Attachments: 1) T & H Breakdown and Documentation  
2) Boundary Street Improvements Exhibit



**COUNTY COUNCIL OF BEAUFORT COUNTY  
PURCHASING DEPARTMENT**

Building 2, 102 Industrial Village Road  
Post Office Drawer 1228, Beaufort, SC 29901-1228  
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Herbert Glaze, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKubic*  
Bryan Hill, Deputy County Administrator *BHill*  
David Starkey, Chief Financial Officer *DStarkey*  
Rob McFee, Director, Engineering & Infrastructure *Rob McFee*  
Monica Spells, Compliance Officer *Spells*  
Chief Barry Turner, Bluffton Township Fire District *Barry Turner*

FROM: Dave Thomas, CPPO, Purchasing Director *DThomas*

SUBJ: RFQ # 3918/121112 to provide Architectural Design and Construction Services for Renovations and Upgrades to the Bluffton Township Fire District's Station #33.

DATE: May 15, 2012

**BACKGROUND:** Beaufort County issued a Request for Qualifications (RFQ) to firms capable of designing and constructing renovations and upgrades to station #33 for the Bluffton Township Fire District. Qualification statements were received on November 4, 2011 from eleven firms and subsequently evaluated by a selection committee. The selection committee consisted of the following: John Thompson, Deputy Fire Chief, Bluffton Township Fire District, Paul Boulware, Assistant Chief of Operations, Bluffton Township Fire District, Walter Cooler, Captain, Bluffton Township Fire District, and Howell Youmans, Deputy Director, Beaufort County EMS. Oversight of the process was provided by the Purchasing Director. The evaluation committee interviewed the top six ranked firms and selected Mitchell Brothers Construction and AAG Architects as the number one ranked project team. The Bluffton Township Fire District Board approved the project award recommendation on April 17, 2012.

The Design-Build Qualification process differs from a typical construction bid, in that the qualified firms are selected based upon set evaluation criteria, which does not include project cost. After a project team is selected, a not-to-exceed price is negotiated with the number one ranked project team. During negotiations, project budget and value added engineering concepts are considered and discussed with the project team.

Once design and construction documents are complete, the project team will not only implement its own business outreach plan for local participation (attached), but also comply with the County's Small and Minority Business Participation Plan as part of its good faith outreach efforts.

**FINAL EVALUATION RANKING:**

1. Mitchell Brothers, Inc, Beaufort, SC/AAG Associates, Beaufort, SC
2. Mitchell Construction, Walterboro, SC/Watson Tate Savory Liollo Architecture, Charleston, SC
3. Coastal Structures, Georgetown, SC/Tych & Walker Architects, Murrells Inlet, SC
4. Fraser Construction, Bluffton, SC/Court Atkins Architects, Bluffton, SC
5. New South Construction, Precision Planning, Inc, Atlanta, GA/ Precision Planning Architects, Lawrenceville, GA
6. M. B. Kahn Construction, Columbia, SC/MBAJ Architecture, Charlotte, NC
7. BES Engineering, Beaufort, SC

8. Akins General Contractors, Statesboro, GA/LS3P Associates, LTD, Charleston, SC
9. Boykin Contracting, West Columbia, SC

**Non-responsive:** Did not complete RFQ pages 9-16.

10. Beaufort Construction, Beaufort, SC/Michael Griffith Architect, Hilton Head Island, SC
11. Bobbit Design Build, Columbia, SC

**FUNDING:** The full cost of the renovation will be realized from the Bluffton Township Fire District's Debt Reserves. The current balance is \$552,702. The District expects revenues of approximately \$175,000 in FY12 for debt service millage levied at .38 mills. This will increase the balance of the debt reserve to more than \$600,000 as of June 30, 2012. There will be no need for financing of any part of the project. This is more than enough to cover the not to exceed cost of \$498,275 for renovating the station.

**RECOMMENDATION:** The Purchasing Department recommends that the Public Facilities Committee approves, and recommends to County Council, approval of a contract award to Mitchell Brothers Construction and AAG Architects, the top ranked team, for a not-to-exceed contract award of \$498,275 for design build and construction renovation services for the Bluffton Township Fire District's Fire Station #33.

cc: Elizabeth Wooten, Richard Dimont, Chief John Thompson

Attachments: Bluffton Township Fire District's Contract Recommendation Letter and a copy of the District's Board Meeting Minutes approving the project, Bluffton Fire District's Financing Plan Summary for the renovation to Fire Station #33, and the letter from Mitchell Construction reference Small and Women/Minority Owned Business Participation Plan.



COUNTY COUNCIL OF BEAUFORT COUNTY  
BEAUFORT COUNTY ENGINEERING DIVISION  
102 Industrial Village Road, Building #3, Beaufort, SC 29906  
Post Office Drawer 1228, Beaufort, SC 29901-1228  
Telephone: 843-255-2700 Facsimile: 843-255-9420

TO: Councilman Herbert N Glaze, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKubic*  
Bryan Hill, Deputy County Administrator *BHill*  
David Starkey, Chief Financial Officer *DStarkey*  
Robert McFee, Director of Engineering and Infrastructure *RMcFee*  
Dave Thomas, Purchasing Director *DThomas*  
Monica Spells, Compliance Officer *MSpells*

FROM: Bob Klink, County Engineer *BKlink*

SUBJ: PALMETTO ELECTRIC COOPERATIVE SUPPLEMENTAL AGREEMENT FOR  
FOR SC 170 WIDENING INFRASTRUCTURE RELOCATION

DATE: May 10, 2012

**BACKGROUND.** In April 2012, the County received the second Palmetto Electric Cooperative (PEC) Supplemental Agreement for the relocation of electrical facilities on SC 170. PEC has prior rights and therefore the County is required to pay for PEC relocation. The second agreement will relocate PEC infrastructure from Bluffton Parkway to Gibbet Road with a total estimated cost of \$563,046. The first supplemental agreement with PEC for the SC 170 widening project is for the relocation of power lines from US 278 to the Bluffton Parkway at a cost of \$1,127,801.

Currently, Beaufort County has the following utility relocation agreements for the SC 170 Widening Sales Tax Project.

Utility	Total Number of Relocation Agreements	Original Relocation Cost Estimate
PEC	2	\$1,690,847
Central Electric Power Cooperative	1	278,314
		<hr/> \$1,969,161

Utility relocation costs for the SC 170 Widening are paid for from sales tax project funds, Account #33403-54500.

**RECOMMENDATION.** That the Public Facilities Committee approve and recommend to County Council approval of the PEC Utility Agreement for SC 170 utility relocation in the amount of \$563,046.00.

REK/mjh

Attachment: Palmetto Electric Cooperative 4/23/12 Agreement

Contract/SC170/PEC Utility Reloc

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR, WITH THE ADVICE AND  
CONSENT OF COUNTY COUNCIL TO ISSUE TAX ANTICIPATION NOTES AS MAY BE  
DEEMED NECESSARY

WHEREAS, Beaufort County Council hereby finds and determines that the monies necessary to fund the County's budget will come primarily from ad valorem property taxes levied against property located in the County (the "Local Taxes"); and

WHEREAS, Notices for the collection of Local Taxes will be prepared and mailed by the County Auditor sometime after September 1<sup>st</sup> of the current fiscal year, and the Local Taxes are payable without penalty on or before January 15<sup>th</sup> of the current fiscal year; and

WHEREAS, Local Taxes represent a substantial portion of the County's revenues for its operations. Payment of the operating costs of the County, especially for wages, salaries and a number of other expenses cannot be delayed pending receipt of Local Taxes; and

WHEREAS, The Council intends hereby to provide for the issuance of tax anticipation notes (the "Notes") authorized by Article X, Section 14 of the Constitution of the State of South Carolina, 1895, as amended, and Chapter 27, Title 11 of the *Code of Laws of South Carolina*, 1976, as amended.

NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council that the Administrator, with the advice and consent of Council, is hereby authorized and directed to take such action as the Administrator deems necessary to issue the Notes without further Council action, whenever the current or projected cash position of the County requires such interim financing, subject to the following:

(i) The Administrator shall prepare schedules showing the projected cash requirements of the County and the funds that will be available to meet such requirements, including the general fund balance and receipts from all sources.

(ii) The Administrator, with the advice and consent of Council, may provide for the issuance of Notes in an amount sufficient to provide the County with sufficient cash to meet its projected needs and to maintain on hand an amount not less than 5% of the actual operating expenditures for the current fiscal year; provided, however, that in no event shall the principal amount of the Notes exceed 75% of the amount of Local Taxes to be levied for the current fiscal year without further authorization from the Council.

(iii) The Administrator, with the advice and consent of Council, may provide for the issuance of the Notes at one or more times and may provide for such Notes to be fully funded at the time of issuance or to be drawn against a stated principal amount over time.

(iv) The Administrator may provide for the Notes to mature at any time up to and including 90 days after January 15<sup>th</sup> of the current fiscal year, and may provide for the prepayment of the Notes under such terms as are deemed desirable.

(v) The Notes may be sold at public sale or by invitation limited to local financial institutions or any particular kind of investor at the discretion of the Administrator; provided that the Administrator shall seek offers to purchase or fund the Notes from at least three sources. The Administrator shall exercise discretion in the manner of offering the Notes after considering the total amount to be funded and

all costs in connection therewith, and shall endeavor to select that method of offering the Notes which is expected to provide the funding needed at the lowest total cost to the County.

(vi) The Administrator is further directed to obtain the advice of bond counsel as to the details of the Notes and the manner of offering thereof and to observe any limitations required under Federal tax laws to maintain the tax-exemption of interest thereon.

(vii) For payment of the Notes and the interest thereon, there shall be pledged the ad valorem taxes levied for operating purposes for the current fiscal year and the full faith, credit and taxing power of the County and the Administrator is hereby authorized to provide for such pledge and security in the Notes.

(viii) The Administrator and all other officials of the County are hereby authorized and directed to take all action necessary or desirable to arrange for the issuance and placement or sale of the Notes and to enter into such agreements as are customary in connection therewith.

(ix) The authorization provided to the County Administrator herein shall sunset and expire without further action of County Council on July 1, 2014.

DONE, this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
Wm. Weston J. Newton, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Joshua A. Gruber, Staff Attorney

ATTEST:

\_\_\_\_\_  
Suzanne M. Rainey, Clerk to Council

First Reading: May 21, 2012

Second Reading:

Public Hearing:

Third and Final Reading:

A STORMWATER MANAGEMENT AND UTILITY AGREEMENT

BETWEEN BEAUFORT COUNTY, SOUTH CAROLINA, AND

THE TOWN PORT ROYAL, SOUTH CAROLINA

DATED: \_\_\_\_\_

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WHEREAS, this Agreement is made on this \_\_\_\_ day of \_\_\_\_\_, 2012, by and between Beaufort County, South Carolina, and the Town of Port Royal, South Carolina, for the purpose of establishing the terms and conditions of the participation by the Town in a county-wide stormwater utility, which utility shall be operated by the County.

#### ARTICLE 1 - TITLE AND PURPOSE

1.00 *Title:* This intergovernmental agreement between Beaufort County, South Carolina, and the Town of Port Royal, South Carolina, shall be known as the “Stormwater Management and Utility Agreement Between Beaufort County, South Carolina, and the Town of Port Royal, South Carolina.”

1.01 *Purpose:* This Agreement is made for the purpose of defining the roles, responsibilities and financial relationship between the County and the Town with respect to the establishment, administration and operation of the Beaufort County Stormwater Utility, which includes the following:

- (a) Establishment of rates;
- (b) Use of revenue;
- (c) Acquisition of existing stormwater infrastructure;
- (d) Construction of new stormwater infrastructure;
- (e) Maintenance of stormwater infrastructure;
- (f) Operation of stormwater infrastructure;
- (g) Regulation and use of stormwater infrastructure; and,
- (h) Enhancement of water quality.

1.02 *References to County Ordinances:* This Agreement hereby incorporates by reference

Beaufort County, South Carolina, Ordinances 2005-33, 2008-29, and 2009-21 regarding the establishment of a Stormwater Utility. In the case of any conflict between the provisions of the Ordinances and this Agreement, the provisions of this Agreement shall control.

## ARTICLE 2 - DEFINITIONS

2.00 *Definitions:* When used in this “Stormwater Management and Utility Agreement between Beaufort County, South Carolina, and the Town of Port Royal, South Carolina,” the following words shall have the meanings set forth in this Article 2:

2.01 *Agreement:* This Stormwater Management and Utility Agreement between Beaufort County, South Carolina, and the Town of Port Royal, South Carolina.

2.02 *County:* Beaufort County, South Carolina.

2.03 *County Wide Stormwater Management Study:* The study conducted by the County to determine the drainage infrastructure and maintenance needs within the various watersheds within the County. This became the Beaufort County Stormwater Master Plan dated February 20, 2006.

2.04 *Cost of Service Analysis and Rate Study:* The study conducted by the County which was adopted by County Council on August 22, 2005 to determine an equitable and appropriate rate structure for Stormwater Utility User Fees within all areas of the County, so that fees charged by the Stormwater Utility will be in compliance with provisions of S. C. Code Ann. 48-14-120(C)(Supp. 2010), and S. C. Regs. 72-310 (Supp. 2010).

2.05 *Stormwater Utility User Fee; Single Family Unit Rate (SFU).* The single-family unit fee rate shall be defined as the impervious area measurements obtained from a statistically representative sample of all detached single-family structures within Beaufort County. The

representative value will be 4,906 square feet.

2.06 *NPDES:* The National Pollutant Discharge Elimination System stormwater regulatory program established by the United States Environmental Protection Agency to address pollutants in stormwater discharged to waters of the United States. Phase II of this regulatory program impacts communities under 100,000 in population, small construction sites between one acre and five acres, and industrial sites owned and operated within communities under 100,000 population.

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

2.08 *Stormwater Infrastructure:* Real property, interests in real property, improvements to real property such as ditches, drains, pipes, culverts, catch basins, pumps, or the like, or any combination of them, used or useful in the collection and disbursement of storm and surface water, or the control of flooding. As used herein, Stormwater Infrastructure does not include drainage systems or facilities that are not publicly owned, and which do not carry public stormwater.

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

2.09 *Stormwater Management Plan:* The plan developed by the County that addresses planning, design and construction of capital improvements to the Stormwater Infrastructure; acquisition of real property or interests in real property for the purposes of Stormwater Management; maintenance and repair of Stormwater Infrastructure; regulation of the use of

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

2.10 *Stormwater Utility User Fees:* Stormwater Utility User Fees shall mean the service fee imposed pursuant to this article for the purpose of funding costs related to stormwater programs, services, systems, and facilities. These fees will be calculated based upon the residential category for a parcel and/or the nonresidential parcel's impervious area and/or the vacant/undeveloped land category, as pursuant to the provisions of Beaufort County Ordinance 2005-33.

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

2.12 *Town:* The Town of Port Royal, South Carolina.

### ARTICLE 3 - TERM OF THIS AGREEMENT

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

3.01 *Initial Term of this Agreement:* The Initial Term of this Agreement shall be for a

period of ten (10) years, commencing on the date of the execution hereof.

3.02 *Periodic Review of this Agreement:* The Stormwater Implementation Committee shall conduct periodic review of this Agreement to determine if it remains current and with the state of the art stormwater management and practices applicable to coastal areas. The Stormwater Implementation Committee shall provide recommendations to the municipalities and County for updates to the agreement if necessary.

3.03 *Extension of this Agreement:* The term of this Agreement may be extended at any time by the mutual agreement of the parties hereto, or upon the expiration of the initial ten (10) year term set forth in Article 3.01 above.

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

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

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



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

#### ARTICLE 4 – FINANCE AND FUNDING

4.00 *Financial and Funding Relationship:* The Town shall provide the County with its Stormwater Utility User Fee collection Rate for its fiscal year prior to August 15 each year of this Agreement. This will be in the form of a letter to the County Administrator from the Town Manager. The Town shall also provide to the County an annual report of its stormwater fee expenditures for each fiscal year. This report shall be delivered by September 1 each year this Agreement is in effect.

4.01 *Use of Revenue:* In accordance with the provisions of S. C. Code Ann. 48-14-120(C) (Supp. 2010), and S. C. Regs. 72-310 (Supp. 2010), all Stormwater Utility User Fees collected within the Town, less an administrative fee, shall be returned to the Town. The administrative fee is to be calculated as a fixed dollar amount for each single family unit (SFU) billed by the Stormwater Utility. The Utility shall define its administrative costs each year during the annual budget process. For fiscal year 2012 the fee shall be \$2.80 per Single Family Unit (SFU) base rate applied to the fee paying lands within the limits of the Town. After fiscal year 2012, the Stormwater Implementation Committee shall conduct annual reviews of the Utility's administrative budget and recommend to the municipalities and County any changes to the amount billed per SFU. Along with its recommendation the Stormwater Implementation Committee and the County Stormwater Utility shall provide the Town an itemized proposal and

a written explanation for adjustments to the administrative services and deliverables to be provided in the coming fiscal year. This proposal shall be submitted to the Town by March 15 of each calendar year. The Town shall provide a written recommendation of acceptance or rejection to the County Stormwater Utility by April 15 of the same year. Once agreed upon, the fee shall serve as the basis for the annual administrative fee to be calculated per Town SFU, and included in each entity's annual budget.

- (a) The administrative fee shall be used by the County to defray the County's administrative costs in managing the Stormwater Utility.
- (b) The Town shall use Stormwater Utility User Fees to provide Stormwater Management within the Town, including, but not limited to:
  - (i) The acquisition, design, construction, and maintenance of Stormwater Infrastructure, or repayment of bonded indebtedness issued to fund construction of Stormwater Infrastructure, in so far as the law and covenants of the bonds allow, or for repayment to the Town for general fund or other funds spent by the Town to fund Stormwater Management activities;
  - (ii) Acquisition of Stormwater Infrastructure, including any easements or other interests in real property which shall be held in the name of the Town;
  - (iii) Maintenance of Stormwater Infrastructure by the Town and its contractor(s,) or by direct services of the Stormwater Utility. Charges for services by the Stormwater Utility; shall be negotiated and approved by the County and the Town, as is provided in Articles 4.03, 4.05(a), 5.05,

and 5.07 below; The Town shall have the right of non exclusive use of direct maintenance services, and there shall be no minimum dollar amount required to be spent annually by the Town on any services provided by the Stormwater Utility;

(iv) Plan review and site inspections related to compliance with stormwater ordinances and standards for development within the Town as set forth in Articles 4.05, 4.06 and 4.07 below;

(v) NPDES Phase II permit compliance;

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

(vii) Any other services related to Stormwater Management.

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

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

4.04 *Setting of Stormwater Utility User Fee Rate (SFU's):* The Town shall be responsible each year for setting the Stormwater Utility User Fee Rate to be assessed on parcels within the Town. The Stormwater Utility User Fee rate shall be set in accordance with S. C.

Code Ann. 48-14-120(C) (Supp. 2010), and S. C. Regs. 72-310(G) (Supp. 2010), or any other applicable law or regulation.

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

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

## ARTICLE 5 – ADMINISTRATION OF STORMWATER UTILITY

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

5.01 *Stormwater Management Plan:* The County shall have the responsibility to develop and maintain a Stormwater Management Plan to be administered by the Stormwater Utility.

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

Management Plan and this Agreement, the provisions of this Agreement shall control.

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

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

(a) *Collection and Distribution of Fees:* Stormwater Utility User Fees within the Town limits shall be charged and collected by the County in accordance with the provisions of Article 4.0 of this Agreement; the Stormwater Utility User Fees shall be collected in accordance with S. C. Code Ann. 48-14-120(C) (Supp. 2010), and S. C. Regs. 72-310(G) (Supp. 2010), or any other applicable law or regulation, and shall not include provisions for relief from the payment of the Stormwater Utility User Fees; the County shall distribute the Town's Stormwater Utility User Fees less the County administrative costs as defined in Article 4.01, in the same manner as ad valorem taxes are distributed for each year this Agreement is in effect;

(b) *Provision of Services:* Provision of the services required under this Agreement.

(c) *Budgeting and Expenditure:* Setting the budget for the Stormwater Utility, and spending the revenues in accordance with any applicable ordinances or agreements, including this Agreement;

(d) *Administrative Activities:* Managing all administrative activities of the Stormwater Utility, including but not limited to, fee assessment, collection and distribution, maintenance of accounting records, maintenance of stormwater data, implementation of the master plan, acquisition of easements, coordination with other agencies, reporting to the stormwater utility board;

(e) *Accounting:* Maintaining an accounting of revenues and expenditures on a jurisdictional or geographic basis, as may be set or described under any applicable ordinance or agreement, including this Agreement, the County shall provide the Town with an itemized annual accounting of all Stormwater Utility User Fees within the Town limits in the form of a budget report, including but not limited to: how parcel fees were determined, calculated, and assessed; total fees collected; total Administrative costs retained by the County; total fees in arrears, on which parcels and the status of the collection attempt(s) on such parcels; fee credits applied for; fee credits paid; and fees that required adjustment since the last billing. This budget report shall be parcel based and provided to the Town annually prior to February 15 throughout the term of this agreement as a electronic document compatible with the most current version of Microsoft Office. The County shall also maintain an annual accounting of all administrative costs associated with operating the Utility. Either the Town or County, at the sole expense of the requesting jurisdiction, may request a professional audit of any of the budget reports;

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

Town; and,

5.05 *Delivery of Services:* The County shall coordinate the delivery of services hereunder through the Town Manager or his designee, via a Job Order Process as agreed to by the Town and County. All delivery of County services upon parcels within the Town limits shall be approved in writing by the Town before any work is performed or any funds may be returned to the County, and all delivery of stormwater infrastructure services within County Rights of Ways shall be coordinated with the Town.

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

5.07 *Qualifications and Extents of Service:* Stormwater infrastructure in public road Rights of Ways, whether State, County or Municipal, shall be maintained by the road owner, as these areas are exempt from Stormwater Utility User Fees per Section 99-109 (b) of County Ordinance 2005-33. The Town shall retain the right to determine the qualifications for, extent of, and level of service required to maintain the Stormwater Infrastructure within the limits of the Town, with the exception of County and State road Rights of Way, which shall be designed and maintained in accordance with their current standards.

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

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

#### ARTICLE 6: STORMWATER ORDINANCES AND DEVELOPMENT STANDARDS

6.00 *Applicable Standards:* The current hydrologic and hydraulic engineering and design standards of the County (BMP Manual) shall prevail in the design, construction, operation and maintenance of any portion of the Stormwater Infrastructure within the Town, unless superseded in the future by the creation of new hydrologic and hydraulic engineering and design standards of the Town, County or State, as may be required for specific work performed in Town, County or State rights of way with the exception of Redevelopment Areas. The Redevelopment Areas are shown on Attachment "A" to this document. The Town agrees that future stormwater volumes in the Redevelopment Area will not exceed those that exist prior to redevelopment of said properties unless it is scientifically documented that specific stormwater pollutants are generated and draining from the site and are causing site specific degradation of water quality in the receiving stream. In such a case, a Redevelopment Area will be required to correct stormwater discharge pollutant loads to a level that no longer degrades water quality in the receiving stream.

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

6.02 *Plan Review and Site Inspection:* The Town shall be responsible for the review and approval of all development plans within the Town, to ensure that all applicable regulations



pertaining to construction site erosion, sedimentation, and pollution control as well to post-construction stormwater quantity and quality control are met. The Town shall be responsible for providing inspections during construction of all Town owned stormwater systems. The Town will continue its practice of review of privately owned stormwater systems upon completion to ensure that construction conforms with the approved development stormwater plan.

#### ARTICLE 7 – NPDES MS4 PHASE II PERMIT COMPLIANCE

7.00 *NPDES Compliance:* Should the Town be designated by the State of South Carolina for compliance with the NPDES program, the Town shall be responsible for the development of the NPDES MS4 Phase II permit application, the development of Best Management Practices required by the permit, and the implementation of the program of Best Management Practices set forth in the permit.

7.01 *Roles and Responsibilities:* The Town and County shall hold separate NPDES MS4 Phase II permits and shall each be responsible for maintaining compliance with their respective permit requirements.

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

7.03 *Annual Reporting:* The Town and County will each be responsible for preparing an annual report documenting the activities undertaken in support of NPDES MS4 Phase II permit

requirements during the previous year and submitting the report to the South Carolina Department of Health and Environmental Control.

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

#### ARTICLE 8 – DATA ACQUISITION AND MANAGEMENT

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

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

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

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

#### ARTICLE 9 – OTHER AGREEMENTS

9.00 *Scope and cost sharing:* From time to time various projects may be shared in scope and/or cost between the County and the Town, or the County and multiple Municipalities

within the County via Memos of Understanding, Contracts, and/or Joint Resolutions.

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

9.02 *Agreement approvals:* Other agreements between the County and the Town must be approved by the Town Council and the County Council or their designees.

#### ARTICLE 10 - MISCELLANEOUS

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

10.01 *Binding Effect:* This Agreement shall inure to the benefit of and shall be binding upon the Town and County and their respective successors and assigns, if any are permitted hereunder.

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

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

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

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

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

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

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

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

To the Town: THE TOWN OF PORT ROYAL  
Van Willis, Manager  
700 Paris Ave.  
Port Royal,, SC 29935

To the County: BEAUFORT COUNTY, SOUTH CAROLINA  
Gary Kubic, Manager  
Post Office Box 1128  
Beaufort, SC, 29902

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

10.12 *Further Assurances and Corrective Documents:* The Town and the County agree to do, execute, acknowledge, deliver or cause to be done all such further acts as may be reasonably determined to be necessary to carry out this Agreement and give effect to the provisions hereof. The Town and the County agree that each shall, upon request, execute and deliver such other or corrective documents as may be reasonably determined to be necessary to carry out this Agreement and each of the provisions hereof.

In Witness Whereof, The Town of Port Royal, South Carolina, and Beaufort County, South Carolina, by and through their duly authorized officers, have set their hands and seals on this \_\_\_ day of \_\_\_\_\_, 2012.

WITNESSES:

THE TOWN OF PORT ROYAL,  
SOUTH CAROLINA

\_\_\_\_\_

By: \_\_\_\_\_

Samuel Murray, Mayor

\_\_\_\_\_

Attest: \_\_\_\_\_

Van Willis,, Town Manager

WITNESSES:

BEAUFORT COUNTY, SOUTH CAROLINA

\_\_\_\_\_

By: \_\_\_\_\_

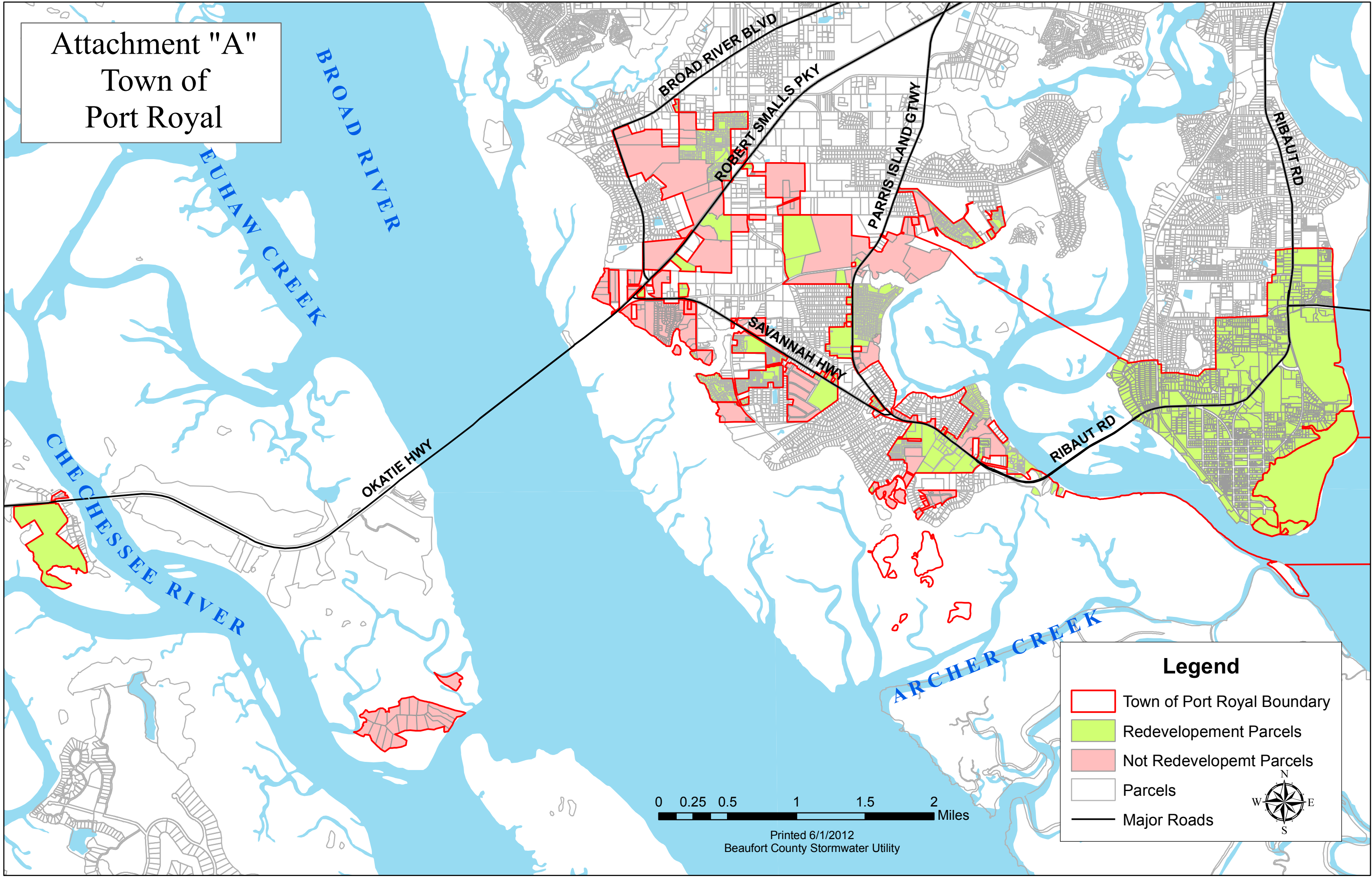
Wm. Weston J. Newton, Chairman

\_\_\_\_\_

Attest: \_\_\_\_\_

Gary Kubic, Manager

Attachment "A"  
Town of  
Port Royal




0 0.25 0.5 1 1.5 2 Miles

Printed 6/1/2012  
Beaufort County Stormwater Utility

**Legend**

- Town of Port Royal Boundary
- Redevelopment Parcels
- Not Redevelopment Parcels
- Parcels
- Major Roads





**BEAUFORT COUNTY STORMWATER UTILITY**  
120 Shanklin Road  
Beaufort, South Carolina 29906  
Voice (843) 255-2801 Facsimile (843) 255-9478



TO: Councilman Paul Sommerville, Chairman, Natural Resources Committee

VIA: Gary Kubic, County Administrator *G. Kubic*  
Bryan Hill, Deputy County Administrator *B. Hill*  
David Starkey, Chief Financial Officer *D. Starkey*  
Dave Thomas, Purchasing Director *D. Thomas*  
Monica Spells, Compliance Officer *M. Spells*  
Rob McFee, P.E., Director of Engineering & Infrastructure *Rob McFee*  
Robert Klink, P.E. County Engineer *R. Klink*

*Dan Allen*  
FROM: Dan Allen, P.E., Stormwater Manager

SUBJ: FY 2013 Stormwater Outreach Agreement with Clemson University

DATE: May 14, 2012

**BACKGROUND.** Previously the stormwater outreach and education efforts were supported through agreements with Clemson Extension and Port Royal Sound Foundation (formally Friends of the Rivers). The Stormwater Implementation Committee proposed coordination between the county and municipalities to operate under an expected stormwater permit. One of these recommendations was to "contract with Carolina Clear of Clemson University as the Low Country Stormwater Education (LCSE) Consortium management agency". This recommendation was presented to the Natural Resources Committee on August 10, 2010 and was approved. FY2012 was a transition year and there was a small contract with Carolina Clear to coordinate with our local education partners to create a single outreach plan.

**DISCUSSION.** The FY2013 Stormwater Outreach Proposal was developed after a number of meetings with local partners and stakeholders. The four key focus areas in the FY2013 plan are:

- General Stormwater awareness and buffer awareness
- Watershed-friendly & low maintenance residential practices
- Life on the waterfront demonstrations
- Initiating telephone survey to gage outreach success

Carolina Clear presented the FY2013 Outreach plan to the Stormwater Utility Board on May 2, 2012 and they approved the plan and proposed agreement. The plan will be funded through the Clemson University County Extension Program support agreement in an amount of \$67,665 and some of these funds will be going to the local educational partners. This is an increase over the FY2012 agreements (Clemson \$33k and Port Royal Sound Foundation \$24k) due to the initiation of a telephone survey to gage outreach success. Funding will be through SWU account 13531-51160. Municipalities are cost sharing on this agreement and will cover one-half of the cost.

**RECOMMENDATION**

Recommend that the Natural Resources Committee approve and recommend council approval of the proposed Clemson University County Extension Program Support Agreement for \$67,665.

Attachments

Clemson Support Agreement signed by Clemson April 16, 2012



**EXCERPT  
DRAFT MINUTES**

**JOINT MEETING  
OF  
COUNTY PLANNING COMMISSION  
AND  
METROPOLITAN PLANNING COMMISSION**

**JUNE 4, 2012**

**County Planning Commission Motion:** Mr. Robert Semmler made motion to recommend approval of Spanish Moss Trail – Depot Road to Allison Road Project and Proposed Trail Branding, Amenities, Signage and Standards, with full recognition that this is the final design. Ms. Diane Chmelik seconded the motion. Discussion included considering naming the trail Magnolia Trail after the historic railway line on which the trail is to be built. The motion was carried unanimously (FOR: Brown, Chmelik, Hicks, LeGree, Riley, and Semmler).

**Metropolitan Planning Commission Motion:** Ms. Alice Howard made a motion to recommend approval to the respective Councils of Spanish Moss Trail – Depot Road to Allison Road Project and Proposed Trail Branding, Amenities, Signage and Standards, with full recognition that this is the final design. Mr. James Crower seconded the motion. The motion carried unanimously (FOR: Crower, DeVito, Harris, Hicks, Howard, and Semmler).

FILE COPY

**AGREEMENT,  
BEAUFORT COUNTY, CITY OF BEAUFORT, FRIENDS OF THE SPANISH MOSS  
RAIL TRAIL AND PATH FOUNDATION**

This agreement (Agreement) is made and entered into this 7<sup>th</sup> day of May, 2012, by and between Beaufort County, South Carolina ("County"), the City of Beaufort, South Carolina ("City") the Friends of the Spanish Moss Rail Trail, a South Carolina non-profit corporation ("Friends"), and PATH Foundation, Inc., a Georgia non-profit corporation ("PATH"), collectively the "Parties".

WHEREAS, the County has an easement and intends to construct a recreational trail and greenway from Ribaut Road in Port Royal, South Carolina to the south edge of the Whale Branch River in the County (the "Trail"); and,

WHEREAS, initial portions of the Trail pass through the incorporated area of the City, and the City is supportive of the County's efforts and wishes to cooperate in the development of the Trail; and,

WHEREAS, the Friends have the objective of supporting and facilitating the development of the Trail; and,

WHEREAS, PATH is experienced in the design and construction of recreational trails and PATH has obtained private funding to construct the initial section of the Trail from Allison Road to Depot Road in the City (the "Project"); and

WHEREAS, the Friends have agreed to work with PATH as it designs and constructs the Project and to use the completed Project as a model section for the design and construction of successive sections of the Trail; and,

WHEREAS, both the County and the City have secured grants that will be used to design and construct successive sections of the Trail, and the Parties wish to ensure that the activities and procedures of the privately funded and grant funded sections of the Trail are in harmony; and,

WHEREAS, the Parties agree that this Agreement shall define their respective roles and responsibilities in the design and construction of the Project.

NOW, THEREFORE the Parties hereto agree as follows:

**1. Description of the Project**

The Project consists of the planning, design, permitting and construction of a recreational trail along a section of the former Port Royal Railroad right-of-way from Allison Road to Depot Road, a distance of approximately 5100 linear feet, all within the City. The plans and engineering design documents, when completed and approved in accordance with

this Agreement, shall be attached hereto as Addendum A and incorporated herein. The Project, when completed and approved by the County, will be the property of the County.

## **2. Commitment of the Right-of-Way**

Pursuant to that certain easement agreement between The County and Beaufort Jasper Water and Sewer Authority ("BJWSA") recorded Records Book \_\_\_ at Page \_\_\_ in the office of the Register of Deeds of Beaufort County, South Carolina (the "Easement"), the County obtained an easement over the former Port Royal Railroad right-of-way for the construction of the Trail. A copy of the Easement is attached hereto as Exhibit A. The County hereby commits the entire width of the right-of-way to the Project, provided that all reserved rights of BJWSA and all prior easement rights and conditions defined in the Easement are recognized, adhered to, and as required, incorporated into the design and implementation of the Project.

## **3. Responsibility and Funding for Project Development and Implementation**

PATH has secured private funding and PATH shall be responsible for the design, development and construction of the Project. PATH will make a concerted effort to employ local engineers, surveyors, and other consultants during the design process. PATH shall select a design team (the "Design Team"), including, but not limited to a surveyor, landscape architect, engineer (licensed in South Carolina), and construction contractor (licensed in South Carolina), and the Design Team shall be responsible for the following:

- 1) Preparation of a topographic survey of the Project;
- 2) Organization and participation in a public meeting soliciting input and recommendations for the design of the Trail;
- 3) Development and presentation of construction plans for the Project (the "Plans"), to be approved by the Parties;
- 4) Application for required permits (the "Permits");
- 5) Development of branding and specifications for the Trail (the "Design Specifications"), to be approved by the Parties;
- 6) Construction of the Project in accordance with the Plans and Design Specifications, which shall meet the following minimum design standards:
  - a) compliance with The American Association of State Highway and Transportation Officials (AASHTO), Guide for the Development of Bicycle Facilities, 1999 and AASHTO Guide for the Planning, Design and Operation of Pedestrian Facilities, 1st Edition, 2004,
  - b) nominal width of twelve (12) feet,
  - c) compliance with the Americans with Disabilities Act,
  - d) constructed with adequate sub grade compaction to minimize cracking and sinking, and sufficient to accommodate appropriate loadings, including emergency vehicles, and
  - e) two percent (2%) cross slope to ensure proper drainage;
- 7) Coordination of required construction inspections; and
- 8) Hiring of consultants as needed to complete the Project.

PATH shall serve as the point of contact on behalf of the Parties for all issues arising during development and construction of the Project. The County, City, and Friends shall work with PATH to complete the Project in a timely fashion by reviewing all submittals, initiating meetings to obtain necessary approvals and consensus, and issuing required permits. The County and City shall make their staffs and existing records, mapping and other resources available to the Design Team, and the County and City shall consult, as needed, with the Design Team.

PATH will make every effort to deliver Plans and Design Specifications to the County, City, and Friends for review and approval on or before September 1, 2012. In the event PATH is unable to obtain the required approvals and permitting to begin construction of the Project on or before November 1, 2012, PATH shall not be required to commit to completion of the Project. In the event the Parties have not reached final approval regarding location of the Trail on or before November 1, 2012, PATH shall not be required to commit to completion of the Project.

#### **4. Approval of Project Plans and Design Specifications**

PATH will establish an approval team (the "Approval Team"), including but not limited to the following: (a) a representative from the planning and engineering staff of the County, (b) a representative from the planning and public works staff of the City, (c) a representative from the planning and engineering staff of the Town of Port Royal (the "Town"), and (d) a representative from the Friends. The Approval Team shall review the Plans and Design Specifications prepared by PATH and provide recommended revisions to the Plans and Design Specifications to PATH. The final Plans and Design Specifications approved by the Approval Team shall be submitted to the Beaufort County Planning Commission for recommendation of adoption and approval by Beaufort County Council.

The Parties understand and agree that the Plans and Design Specifications developed in the Project will serve as the base design for successive sections of the Trail.

#### **5. Selection of Construction Contractor**

The Project construction contractor ("Contractor") and the Project engineer ("Engineer") shall be licensed in South Carolina and they shall be selected by PATH. The Contractor and Engineer shall be members of the Design Team. PATH, because of the use of private funding, is under no obligation to utilize government procurement procedures. A bid bond may be required of the Contractor, in PATH's discretion, but a performance bond shall be required of the Contractor, in favor of both PATH and the County. Following the selection of the Contractor, PATH shall coordinate a pre-construction conference between PATH, the Design Team, and the Approval Team. Following this conference, a notice to proceed shall be issued by the County. The Contractor shall be required to acquire and maintain liability, worker's compensation, and other usual and customary insurances required by the County in its construction contracts sufficient, in the opinion of the Parties, to address any eventualities that may arise.

**6. Administration of the Construction Contract, Inspections**

While administration of the construction contract shall be the responsibility of PATH, the inspection of the construction work shall be a joint effort of the Friends, the County and the City, to be coordinated by the Engineer. The design documents shall specify the details and quality of the construction and the construction contract shall specify the timetable for construction activities. Each of the governmental Parties shall designate one individual from their staff to be responsible for participation in an inspection team (the "Inspection Team") and it will be the responsibility of those individuals to satisfy themselves that the construction is meeting the needs and expectations of each of the governmental Parties. In the event of a dispute between the members of the Inspection Team, the final decision shall be made by the County, in consultation with Friends and PATH.

**7. Responsibility and Procedure for Payment of Contractors**

PATH shall process and pay properly submitted payment requests and obtain lien waivers on a timely basis so as to avoid any mechanic's or materialmen's liens attaching to the property.

**8. Responsibility for Development and Implementation of Successive Sections of the Trail**

The Friends shall be responsible for the design, development and construction of successive sections of the Trail funded through their efforts, and the Friends shall select surveyors, architects, engineers, and consultants to complete construction of those sections of the Trail. The County and City shall work with the Friends to complete construction of those portions of the Trail in a timely fashion by reviewing all submittals, initiating meetings to obtain necessary approvals and consensus, and issuing required permits. The County and City shall make their staffs and existing records, mapping and other resources available to the Friends, and the County and City shall consult, as needed, with the Friends.

PATH shall mentor Friends and provide guidance and assistance as needed to enable Friends to develop and implement successive sections of the Trail.

**9. Funding for Development and Implementation of Successive Sections of the Trail**

The Friends shall act as a conduit for private funding of the successive sections of the Trail either solely or in conjunction with PATH. The County and the City hereby commit secured grants and future grants to be used to design and construct successive sections of the Trail. The County, Town and City agree to continue using their best efforts to provide and/or obtain funding to finish construction of the remaining sections of the Trail, including obtaining and assisting with the Friends' efforts to obtain matching funds for such challenge grants as they or PATH may be able to obtain. The Parties shall work together to ensure that

the activities and procedures of the privately funded and grant funded sections of the Trail are in harmony.

**10. Acceptance of the Trail Upon Completion**

Upon completion of the Project, the improvements in the completed section of the Trail in its as is, where is condition, shall be transferred to the County utilizing whatever documentation the County reasonably determines to be necessary.

**11. Responsibility for Maintenance of the Trail**

Notwithstanding the obligations of the County under the Easement, maintenance of the Trail, including the completed Project, within its jurisdictional boundaries, shall be the responsibility of the City. The Friends agree to assist the City in the maintenance of the Trail, including the completed Project, through the sponsorship and conduct of volunteer work days on a periodic basis. As the Trail will have overarching regional appeal, and will be utilized by citizens of Beaufort of unincorporated County, as well as the residents of the City of Beaufort. The County agrees to assist the City with the maintenance of the Trail including the completed Project, at a mutually agreed upon level, to include funding, the loan of specialty equipment and/or personnel as required.

**12. Miscellaneous**

The Parties acknowledge that completion of the Project will be the first of what will be many sections of the Trail to be constructed and maintained. A long term comprehensive agreement will be needed between the County, City, Town, Friends, and BJWSA to construct and maintain the entire Trail.

*SIGNATURES ON FOLLOWING PAGE(S).*

# Spanish Moss Trail





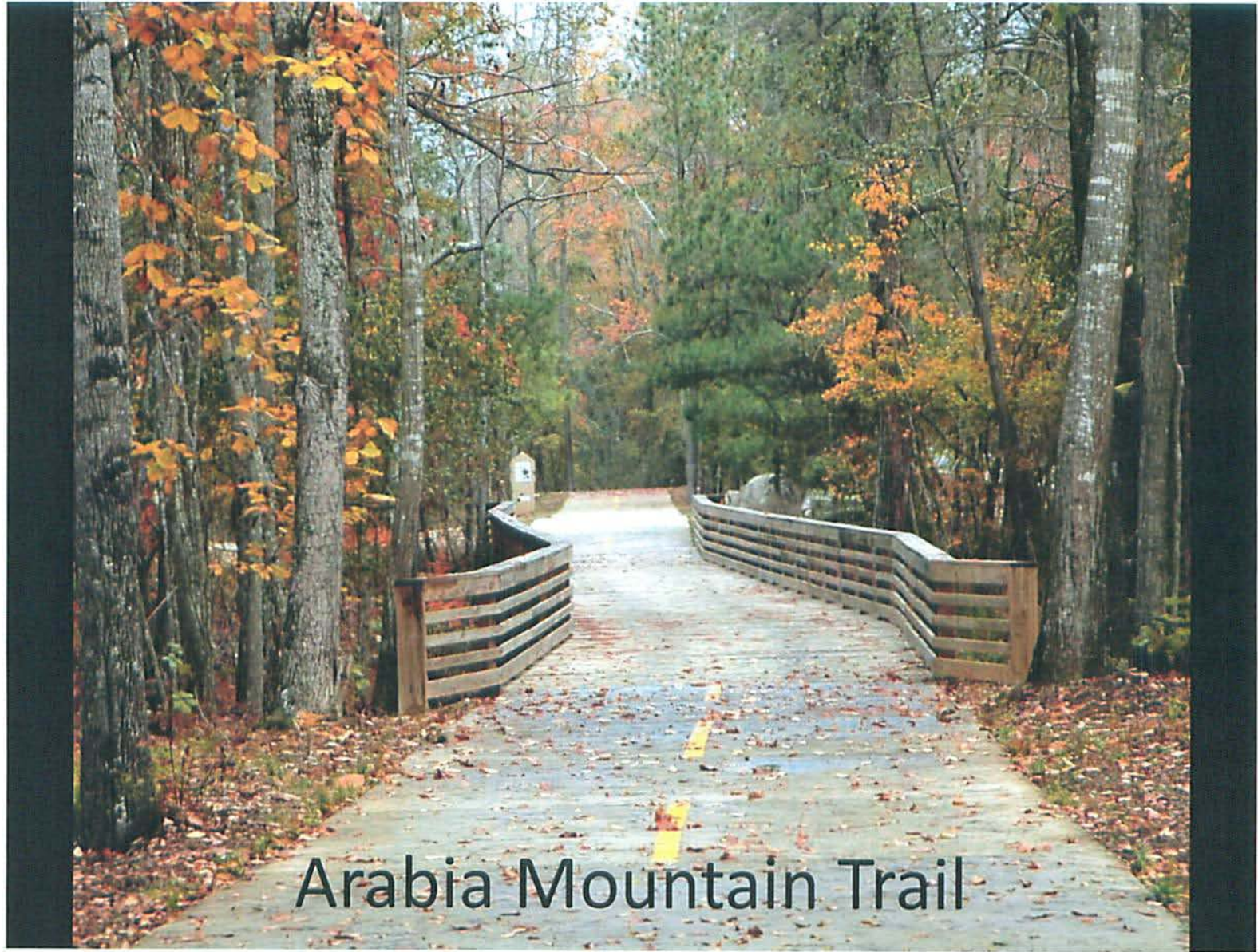
Ed McBrayer, Executive Director  
PATH Foundation  
1601 W. Peachtree Street  
Atlanta, Georgia 30329  
(404) 875-7284  
Fax (404) 875-3242  
*[edwin@pathfoundation.org](mailto:edwin@pathfoundation.org)*  
*[www.pathfoundation.org](http://www.pathfoundation.org)*



## 20 YEARS AT PATH

- Built over 170 miles of greenway trails
- Raised over \$35 million from private sector for trail development
- Caused \$75 million to be allocated from public sector for trails





Arabia Mountain Trail





James M. Cox Foundation \$1,167,960  
Grant  
for the Spanish Moss Trail

\$100,000.00 for planning and design of the trail

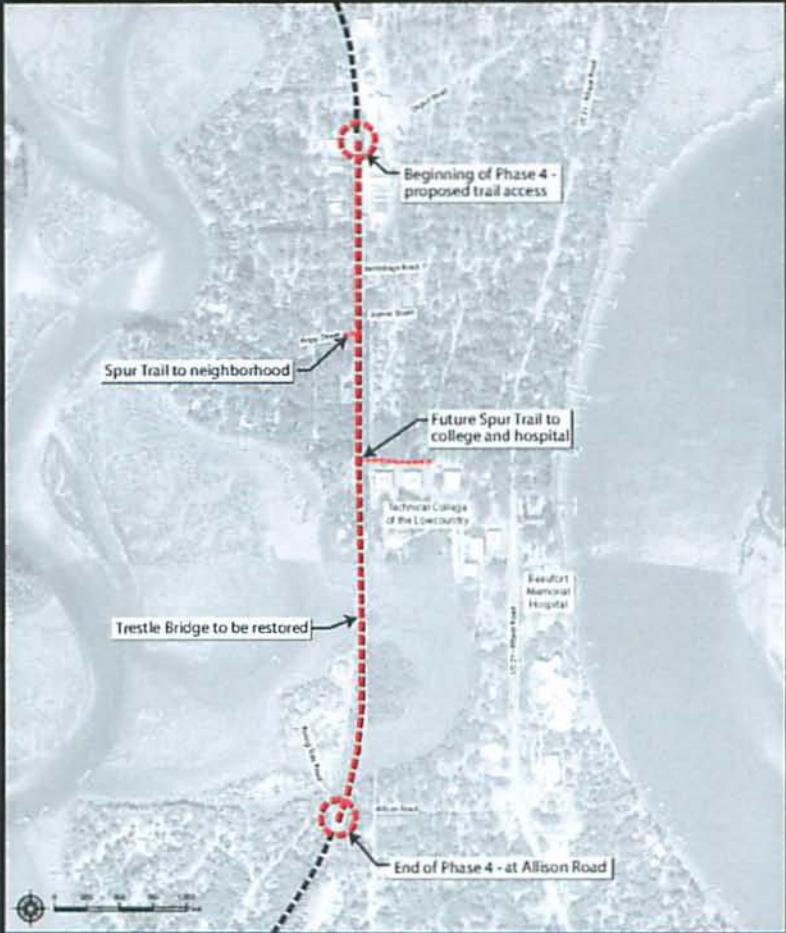
\$497,960.00 for construction of trail from Allison Road to  
Depot Road (*contingent upon construction by Nov. 1<sup>st</sup>*)

\$600,000.00 for a challenge grant to be matched 1:1 for  
construction of the trail from Laurel Bay Road to  
Clarendon Road (*contingent upon match by Dec. 31,  
2012*)

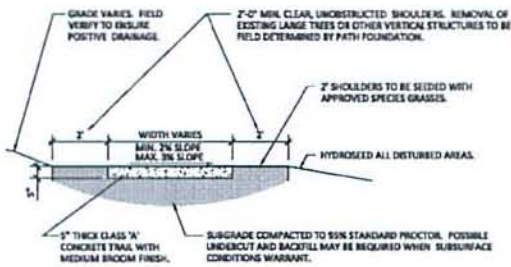


# SPANISH MOSS TRAIL

# Depot Rd. to Allison Rd. – SMT Phase 4



# Depot Rd. to Allison Rd. – SMT Phase 4



 PATH TRAIL TYPICAL SECTION  
SCALE: 1/2" = 1'-0"



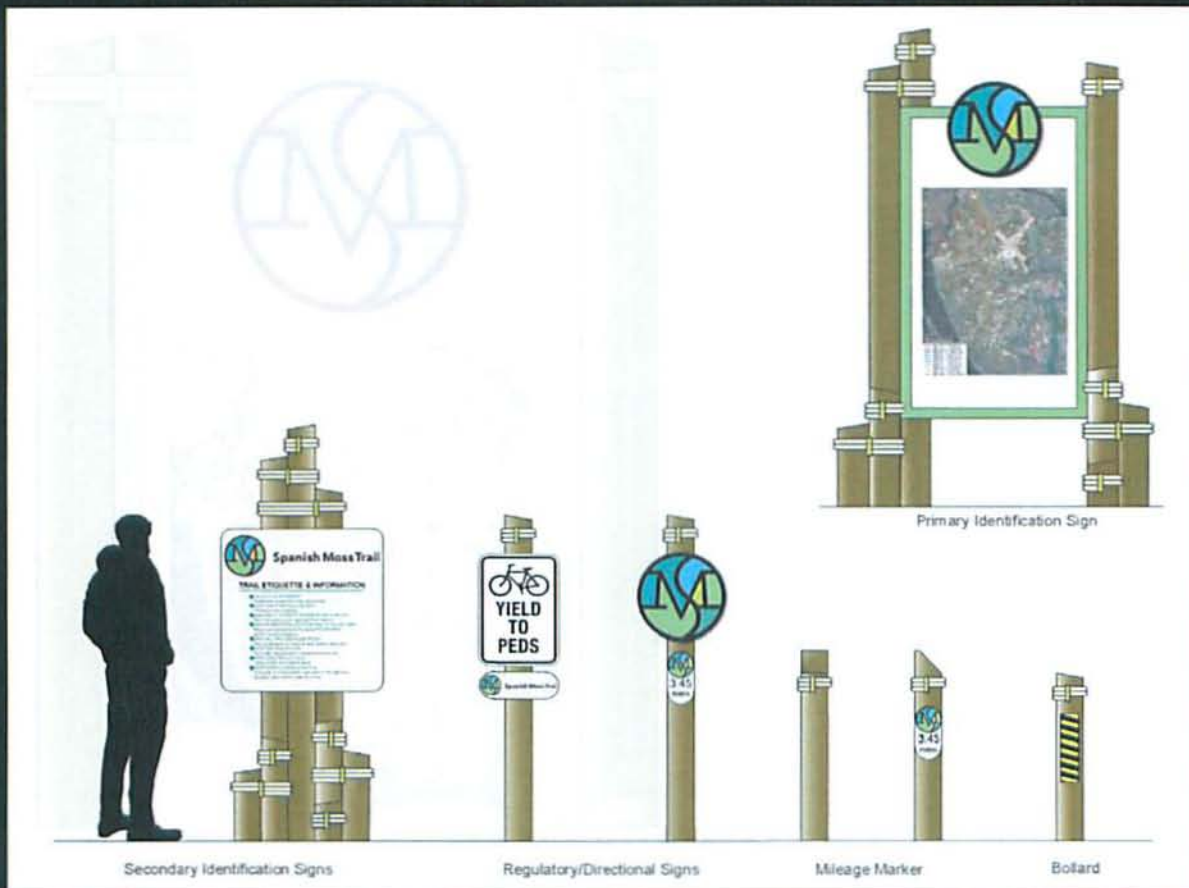
# Spanish Moss Trail – Depot Road



# Spanish Moss Trail – Depot Road



# Spanish Moss Trail Signage



# Spanish Moss Trail Standards



Typical Trestle Bridges and Cable/Wood Handrail

# Spanish Moss Trail Amenities



**Farmers Modern Series**  
by Victor Stanley  
model #FB-324 Fullback Bench  
Description: 6-foot, center cast  
legs with surface mount, Ipe wood  
slats for seat and back

**Cycle Sentry Series**  
by Victor Stanley  
model #BRWS-101  
Description: 2 bike capacity,  
tubular steel single arc, in-  
ground or surface mount,  
powder-coated black



**GreenSites Series**  
by Victor Stanley  
model #RTH-36  
Description: 36-gallon capacity,  
solid vertical side slats, standard  
tapered form lid, black plastic liner,  
available with dome lid or convex  
lid with self-closing door Available  
with recycling option



# Public Art Opportunities



# Spanish Moss Trail Standards



Trail and Road Intersection Details



Pocket Park Rest Areas



# Spanish Moss Trail Phase 4 – Timeline

## Meeting Presentations

Friday, May 18th – 9:30 a.m. Northern Implementation Commission Meeting

Tuesday, May 22th – 7:00 p.m. City Council meeting

Monday, June 4th – 6:00 p.m. Joint Planning Commission Meeting/Public Meeting

Tuesday, June 5th - City of Beaufort Pre-Application Meeting

Thursday June 7<sup>th</sup> – 5:00 p.m. City of Beaufort Redevelopment Commission

## Design for Construction

May 11, 2012 – June 29, 2012

## Permitting

May 28, 2012 – August 31, 2012

## Construction

September 4, 2012 – October 31, 2012





# SPANISH MOSS TRAIL

Friends of Spanish Moss Trail

Dean Moss

(843) 263-1922

*wdmossjr@gmail.com*

Ed McBrayer, Executive Director

PATH Foundation

(404) 875-7284

*edwin@pathfoundation.org*

Greta deMayo and Wendell York

**KAIZENCOLLABORATIVE**

(404) 626-3519 / (404) 316-3279

*greta.demayo@kaizencollaborative.com*

FY 2012-2013 BEAUFORT COUNTY BUDGET

To provide for the levy of tax for corporate Beaufort County for the fiscal year beginning July 1, 2012 and ending June 30, 2013, to make appropriations for said purposes, and to provide for budgetary control of the County's fiscal affairs.

BE IT ORDAINED BY COUNTY COUNCIL OF BEAUFORT COUNTY:

SECTION 1. TAX LEVY

The County Council of Beaufort County hereby appropriates the funds as detailed in Sections 4, 5 and 6 of this Ordinance. Further, that the County Council of Beaufort County hereby establishes the millage rates as detailed in Sections 2 and 3 of this Ordinance. However, the County Council of Beaufort County reserves the right to modify these millage rates at its August 27, 2012 meeting.

SECTION 2. MILLAGE

The County Auditor is hereby authorized and directed to levy in Fiscal Year 2012-2013 a tax of 48.52 mills on the dollar of assessed value of property within the County, in accordance with the laws of South Carolina. These taxes shall be collected by the County Treasurer, as provided by law, and distributed in accordance with the provisions of this Ordinance and subsequent appropriations hereafter passed by the County Council of Beaufort County.

County Operations	40.21
Purchase of Real Property Program	3.87
County Debt Service	4.44

SECTION 3. SPECIAL DISTRICT TAX LEVY

The County Auditor is hereby authorized and directed to levy, and the County Treasurer is hereby authorized and directed to collect and distribute the mills so levied, as provided by law, for the operations of the following special tax districts:

Bluffton Fire District Operations	<del>49.67</del>	<u>20.49</u>
Bluffton Fire District Debt Service	0.00	
Burton Fire District Operations	<del>55.87</del>	<u>58.21</u>
Burton Fire District Debt Service	5.53	
Daufuskie Island Fire District Operations	<del>31.74</del>	<u>33.07</u>
Daufuskie Island Fire District Debt Service	0.00	
Lady's Island/St. Helena Island Fire District Operations	<del>32.04</del>	<u>33.34</u>
Lady's Island/St. Helena Island Fire District Debt Service	1.50	
Sheldon Fire District Operations	<del>32.22</del>	<u>33.11</u>
Sheldon Fire District Debt Service	2.18	

SECTION 4. COUNTY OPERATIONS APPROPRIATION

An amount of \$97,150,130 is appropriated to the Beaufort County General Fund to fund County operations and subsidized agencies as follows:

I. Elected Officials and State Appropriations:

A. Sheriff	\$22,224,595
B. Magistrate	\$ 1,737,818
C. Clerk of Court	\$ 1,230,290
D. Treasurer	\$ 1,121,135
E. Probate Court	\$ 892,720
F. Auditor	\$ 743,197
G. County Council	\$ 721,919
H. Coroner	\$ 480,500
I. Master-in-Equity	\$ 345,723
J. Public Defender	\$ 300,000
K. Social Services	\$ 170,700
L. Legislative Delegation	\$ 86,966

Management of these individual accounts shall be the responsibility of the duly elected official for each office. At no time shall the elected official exceed the budget appropriation identified above without first receiving an approved supplemental appropriation by County Council.

II. County Administration Operations:

A. Public Works	\$13,800,230
B. Emergency Management	\$ 7,043,084
C. Detention Center	\$ 6,560,274
D. Administration	\$ 6,352,088
E. EMS	\$ 5,835,122
F. Education Allocation	\$ 4,000,000
G. Library	\$ 3,932,960
H. Parks and Leisure Services	\$ 3,624,883
I. Community Services	\$ 3,097,446
J. Assessor	\$ 2,473,250
K. Public Health	\$ 1,735,785
L. Mosquito Control	\$ 1,543,971
M. General Government Subsidies	\$ 1,234,129
N. Building Codes and Enforcement	\$ 1,011,110
O. Animal Shelter	\$ 985,538
P. Employee Services	\$ 984,452
Q. Planning	\$ 811,668
R. Voter Registration	\$ 718,643
S. Traffic Engineering	\$ 612,577
T. Register of Deeds	\$ 546,461
U. Zoning	\$ 190,896

~~\* \$250,000 is reserved to the General Fund as a placeholder for any appropriations to the Military Enhancement Committee.~~

The detailed Operations budget containing line-item accounts by department and/or agency is hereby adopted as part of this Ordinance.

**SECTION 5. COUNTY OPERATIONS REVENUES**

The appropriation for County Operations will be funded from the following revenues sources:

- A. \$72,323,941 to be derived from tax collections;
- B. \$ 2,680,000 to be derived from fees for licenses and permits;
- C. \$ 8,000,000 to be derived from Intergovernmental revenue sources;
- D. \$11,175,589 to be derived from charges for services;
- E. \$ 860,000 to be derived from fines and forfeitures' collections;
- F. \$ 175,100 to be derived from interest on investments;
- G. \$ 675,500 to be derived from miscellaneous revenue sources;
- H. \$ 1,260,000 be derived from inter-fund transfers;

Additional operations of various County departments are funded by Special Revenue sources. The detail of line-item accounts for these funds is hereby adopted as part of this Ordinance.

**SECTION 6. PURCHASE OF DEVELOPMENT RIGHTS AND REAL PROPERTY PROGRAM**

The revenue generated by a 3.87 mill levy is appropriated for the County's Purchase of Development Rights and Real Property Program.

**SECTION 7. COUNTY DEBT SERVICE APPROPRIATION**

The revenue generated by a 4.44 mill levy is appropriated to defray the principal and interest payments on all County bonds and on the lease-purchase agreement authorized to cover other Capital expenditures.

**SECTION 8. BUDGETARY ACCOUNT BREAKOUT**

The foregoing County Operation appropriations have been detailed by the County Council into line-item accounts for each department. The detailed appropriation by account and budget narrative contained under separate cover is hereby adopted as part of this Ordinance. The Fire Districts, as described in Section 3 of this Ordinance, line-item budgets are under separate cover but are also part and parcel of this Ordinance.

**SECTION 9. OUTSTANDING BALANCE APPROPRIATION**

The balance remaining in each fund at the close of the prior fiscal year, where a reserve is not required by State or Federal law, is hereby transferred to the Unreserved Fund Balance of that fund.

## SECTION 10. AUTHORIZATION TO TRANSFER FUNDS

In the following Section where reference is made to "County Administrator" it is explicit that this refers to those funds under the particular auspices of the County Administrator requiring his approval as outlined in section 4 subpart II.

Transfers of monies/budgets among operating accounts, capital accounts, funds, and programs must be authorized by the County Administrator or his designee, upon the written request of the Department Head. Any transfer in excess of \$25,000 for individual expenditures or in excess of \$50,000 cumulatively during any current fiscal year is to be authorized by County Council, or its designee.

Transfer of monies/budgets within operating accounts, capital accounts, funds, and programs must be authorized by the County Administrator or his designee, upon written request of the Department Head. The County Administrator, or his designee, may also transfer funds from any departmental account to their respective Contingency Accounts. All transfers among and within accounts in excess of \$25,000 for individual expenditures and in excess of \$50,000 cumulatively during any current fiscal year are to be reported to County Council through the Finance Committee on a quarterly basis.

## SECTION 11. ALLOCATION OF FUNDS

The County Administrator is responsible for controlling the rate of expenditure of budgeted funds in order to assure that expenditures do not exceed funds on hand. To carry out this responsibility, the County Administrator is authorized to allocate budgeted funds.

## SECTION 12. MISCELLANEOUS RECEIPTS ABOVE-ANTICIPATED REVENUES

Revenues other than, and/or in excess of, those addressed in Sections 4, 5 and 6 his Ordinance, received by Beaufort County, and all other County agencies fiscally responsible to Beaufort County, which are in excess of anticipated revenue as approved in the current budget, may be expended as directed by the revenue source, or for the express purposes for which the funds were generated without further approval of County Council. All such expenditures, in excess of \$10,000, shall be reported, in written form, to the County Council of Beaufort County on a quarterly basis. Such funds include sales of products, services, rents, contributions, donations, special events, insurance and similar recoveries.

## SECTION 13. TRANSFERS VALIDATED

All duly authorized transfers of funds heretofore made from one account to another, or from one fund to another during Fiscal Year 2013, are hereby approved.

SECTION 14. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2013. Approved and adopted on third and final reading this \_\_\_\_\_ day of June, 2012.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
Wm. Weston J. Newton, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Joshua A. Gruber, Staff Attorney

ATTEST:

\_\_\_\_\_  
Suzanne M. Rainey, Clerk to Council

First Reading: May 7, 2012  
Second Reading: May 21, 2012  
Public Hearing: May 21, 2012  
Third and Final Reading:

ORDINANCE NO. 2012-\_\_\_\_

FY 2012-2013 BEAUFORT COUNTY SCHOOL DISTRICT BUDGET

An Ordinance to provide for the levy of tax for school purposes for Beaufort County for the fiscal year beginning July 1, 2012 and ending June 30, 2013, and to make appropriations for said purposes.

BE IT ORDAINED BY COUNTY COUNCIL OF BEAUFORT COUNTY:

SECTION 1. TAX LEVY

The County Council of Beaufort County hereby appropriates the funds as detailed in Sections 3 and 4 of this Ordinance and establishes the millage rates as detailed in Section 2 of this Ordinance. The County Council of Beaufort County reserves the right to modify these millage rates at its August 27, 2012 meeting.

SECTION 2. MILLAGE

In Fiscal Year 2012-2013 and in accordance with the laws of South Carolina, the County Auditor is hereby authorized and directed to levy a tax on the following mills on the dollar of assessed value of property within the County.

School Operations	92.26
School Bond Debt Service (Principle and Interest)	28.00

These taxes shall be collected by the County Treasurer, as provided by law, and distributed in accordance with the provisions of this Ordinance and subsequent appropriations as may be hereafter passed by the County Council of Beaufort County.

SECTION 3. SCHOOL OPERATIONS APPROPRIATION

An amount of \$177,978,690 is hereby appropriated to the Beaufort County Board of Education to fund school operations. This appropriation is to be spent in accordance with the school budget approved by the County Council of Beaufort County, and will be funded from the following revenue sources:

- A. \$115,420,449 to be derived from tax collections;
- B. \$ 55,602,426 to be derived from State revenues;
- C. \$ 900,000 to be derived from Federal revenues;
- D. \$ 1,363,500 to be derived from other local sources;
- E. \$ 2,627,200 to be derived from inter-fund transfers;
- F. \$ 1,276,464 to be derived from New River TIF per pupil allocation;
- G. \$ 788,651 to be derived from the District's fund balance.

The Beaufort County Board of Education is responsible for ensuring that the school expenditures do not exceed those amounts herein appropriated without first receiving the approval of a supplemental appropriation from County Council.

SECTION 4. BUDGETARY ACCOUNT BREAKOUT

The line-item budgets submitted by the Beaufort County Board of Education under separate cover for FY 2012-2013 are incorporated herein by reference and shall be part and parcel of this Ordinance.

SECTION 5. OUTSTANDING BALANCE APPROPRIATION

The balance remaining in each fund at the close of the prior fiscal year, where a reserve is not required by State or Federal law, is hereby transferred to the appropriate category of Fund Balance of that fund.

SECTION 6. TRANSFERS VALIDATED

All duly authorized transfers of funds heretofore made from one account to another, or from one fund to another during Fiscal Year 2012 are hereby approved.

SECTION 7. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2012. Approved and adopted on third and final reading this \_\_\_\_\_ day of June, 2012.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
Wm. Weston J. Newton, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Joshua A. Gruber, Staff Attorney

ATTEST:

\_\_\_\_\_  
Suzanne M. Rainey, Clerk to Council

First Reading, By Title Only: May 21, 2012  
Second Reading:  
Public Hearing:  
Third and Final Reading:



**Committee Reports**  
**June 11, 2012**

**A. COMMITTEES REPORTING**

**1. Finance**

- ① Minutes are provided from the May 21 meeting. No action is required. ([backup](#))
- ② Minutes from the June 4 meeting provided June 25. Action is required. See main agenda items 11 and 13.
- ③ Tax Equalization Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
05.21.12	Paul Jernigan	At-large	Appoint	6/11 (1 <sup>st</sup> term)

**2. Natural Resources**

- ① Minutes from the June 4 meeting provided June 25. ([backup](#))  
Action is required. See main agenda items 10E, 10F and 10G.
- ② Stormwater Management Utility Board

<i>Nominate</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
06.11.12	Patrick Mitchell	Stormwater District 7, unincorporated Lady's Island	Appoint	6/11 (1 <sup>st</sup> term)

**3. Public Facilities**

- ① Minutes are provided from the May 22 meeting. Action is required. See main agenda items 10A, 10B, 10C, and 10D.

**B. COMMITTEE MEETINGS**

**1. Community Services**

*William McBride, Chairman*

*Gerald Dawson, Vice Chairman*

➔ Next Meeting – Monday, June 18 at 4:00 p.m., BIV#2 (Note: There is no meeting in July)

**2. Executive**

*Weston Newton, Chairman*

➔ Next Meeting - To be announced.

**3. Finance**

*Stu Rodman, Chairman*

*Rick Caporale, Vice Chairman*

➔ Next Meeting – Monday, June 18 at 2:00 p.m., BIV#2

**4. Governmental**

*Jerry Stewart, Chairman*

*Laura Von Harten, Vice Chairman*

➔ Next Meeting – Monday, August 6 at 4:00 p.m., ECR (Note: There is no meeting in July)

**5. Natural Resources**

*Paul Sommerville, Chairman*

*Brian Flewelling, Vice Chairman*

➔ Next Meeting – Monday, August 6 at 2:00 p.m., ECR (Note: There is no meeting in July)

**6. Public Facilities**

*Herbert Glaze, Chairman*

*Steven Baer, Vice Chairman*

➔ Next Meeting – Tuesday, June 26 at 4:00 p.m., ECR (Note: Time change.)

**7. Transportation Advisory Group**

*Weston Newton, Chairman*

*Stu Rodman, Vice Chairman*

➔ Next Meeting – To be announced.

## FINANCE COMMITTEE

May 21, 2012

The electronic and print media was duly notified in accordance with the State Freedom of Information Act.

The Finance Committee met on Monday, May 21, 2012 at 2:00 p.m., in the large meeting room of the Hilton Head Island Branch Library, Hilton Head Island, South Carolina.

### ATTENDANCE

Finance Committee Members: Chairman Stu Rodman, and members Steven Baer, Brian Flewelling, William McBride, Paul Sommerville and Jerry Stewart were present. Vice Chairman Rick Caporale absent. Non-Committee members Gerald Dawson and Weston Newton (*ex-officio*) were also present.

County staff: Bryan Hill, Deputy County Administrator; Alicia Holland, Comptroller; Joshua Gruber, Staff Attorney; Gary Kubic, County Administrator; Dan Morgan, MIS Director; and David Starkey, Chief Financial Officer.

Media: Joe Croley, Hilton Head Island-Bluffton Chamber of Commerce.

School District: Fred Washington, Chairman, Board of Education; and Phyllis White, Chief Operational Services Officer.

Public: Jim Collett, Bluffton Township Fire Chief Barry Turner, and Bluffton Township Assistant Fire Chief John Thompson.

Councilman Rodman chaired the meeting.

### INFORMATION ITEMS

#### **1. Verification at Second Reading that the Budgets Provide:**

- **Employee Cost of Living Increase**
- **Fire Districts Maintain Adequate Fund Reserves and Minimize Tax Rate Increases**
- **County Maintain Current Service Levels, Reserves and Tax Rates**

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Committee Chairman Stu Rodman provided the Committee opening comments. Today's meeting is to ensure that we all are on the same "wave length" regarding the basic parameters of the FY 2013 budget proposal. Several items that were the topic of discussion at the 2012 Retreat have been included in the budget – approving an employee 2%

cost of living adjustment, maintaining adequate reserves for the fire districts, maintaining services, and keeping the tax rate level.

Mr. Baer congratulated staff on an excellent budget. He also spoke in regards to the Military Enhancement Committee (MEC) and his preference regarding the splitting of funds over two budget years.

Mr. Hill, Deputy County Administrator, said the split would be fine if it were Council's wishes. MEC Committee Chairman Jon Rembold will provide the dollar amount needed for year one. This information will be provided to Council before third reading. Mr. Kubic, County Administrator, once commented his preference is leaving \$250,000 as the placeholder.

Mr. Kubic's suggestion was to enter into a Memorandum of Understanding with the MEC for the full \$250,000, but that places limitations on Council wishes. That would show support and would allow for control as well.

Mr. Baer spoke in regards to libraries. He provided the Committee a spreadsheet with the dollars of operations per person in the serving area. The three low ones are Hilton Head Island, Bluffton and Beaufort. The library at St. Helena Island is very high, at almost twice the number of all the other libraries. He questioned the amount of money per customer that we are spending on St. Helena Island versus other County libraries. In looking at FY 2011 operations versus FY2013, Hilton Head Island / Daufuskie Island decreased 14.7%, Bluffton/Okatie went down 14.6%, Beaufort increased 7.4%, and Sheldon/Lobeco increased 16.4%. We seem to be shorting libraries south of the Broad River for those libraries north of the Broad River.

Mr. Flewelling stated he would like to move funding for the Beaufort County Soil and Conservation District out of the Together for Beaufort County funding line item and provide them with their own line item. His reasoning is that their commitments' to fund part of grants is predicated on knowing the full value of their budget. They demonstrated at the Natural Resources Committee that the approximate \$100,000 they have received over the last five years has led to more than \$7 million in grant opportunities for Beaufort County.

Mr. Hill believes \$18,000 is the FY 2013 funding of Beaufort County Soil and Conservation District.

Mr. Sommerville agreed with the request.

It was moved by Mr. Flewelling, seconded by Mr. Sommerville, that Finance Committee approve moving the Beaufort County Soil and Conservation District to their own line item for budget purposes.

Mr. Rodman stated a motion was not necessary, and without objection asked staff to make this correction.

Mr. McBride inquired as to staff's recommendation and thoughts on the matter. Mr. Hill replied it is at Council's discretion. Either way the decision is fine by staff.

Mr. Stewart's concern with the budget is the lack of dollars for economic development. He informed the Committee of a meeting of the Lowcountry Economic Alliance (Alliance) and bringing on six new members. The intent is for Beaufort County and the municipalities to continue promoting economic development within the region under the bylaws and the way the Alliance is set up. With the structure agreed upon, there is not a large amount of monies needed. If there are active groups looking at Beaufort County or the region, he wants Council to acknowledge the fact that we do not have any monies in the budget to support the effort.

Mr. McBride shares Mr. Stewart's concern. He is uncomfortable not designating money in the budget for economic development. We need funds available in the event an opportunity presents itself.

Mr. Rodman agreed saying the monies could with be on the operating side of the budget or handled as a borrowing.

Mr. Kubic mentioned the possibility of holding monies in both Council contingency and County Administrator contingency for the \$10,000 membership fee. Council would also need to direct staff with a target number felt to be appropriate. He suggests, due to the recent movement between counties and Alliance, to wait 45 days to see if the recent meeting bears fruit with the folks. He asked that Council keep in mind that the \$15 million to \$16 million in reserve is also available for any economic development opportunity that presents itself worthy.

Mr. Stewart said he wanted to bring it to everyone's attention that we are zeroing out that line item, which has not been done in the past. There is the hope and potential for some needs coming forward during the year.

Mr. Flewelling said he considers the funds we are giving and earmarking for the Military Enhancement Committee to be economic development funds.

Mr. Newton echoed Mr. Flewelling's comments, and added we are not doing anything different this year than we have in the past. We previously funded the Lowcountry Economic Network \$300,000 then \$140,000. Having money in reserves ready to respond if an appropriate deal was brought forward, is the same place we have been historically.

Mr. Baer said at the Retreat it was agreed of the need for an economic development strategy. He wanted to brainstorm the options. Nothing has come of that. He feels the strategy is the same as it has always been.

Mr. Stewart finds Mr. Baer's comment to be hard to accept. We have been going through a tough period the last one to two years. There are two consulting reports available, and we are waiting on the final. We are trying to figure out how to do it with respect to extenuating circumstances. There is every intention to put these kinds of programs/plans together and bring them forward. It has been difficult to do so with the changing situation. He asked Mr. Baer to understand the circumstances, many of which were created by this Council.

Mr. Baer added that Council does not have a proactive thought process. Instead, we are relying on others.

Mr. Dawson feels that Mr. Baer and Mr. Stewart both raise some good points. He added that we missed a golden opportunity when we failed to purchase the Beaufort Commerce Park. Had we secured the Park, we would have had the dirt ready to foster whatever type of industry/commercial business deemed necessary. He sees that decision as a mistake on this Council as a whole.

Mr. Newton believes that having a discussion and a workshop would be appropriate. There have been some issues going on with the Alliance understanding what role they will have. Those issues are coming into clearer focus with the municipalities indicating their want to join the group. Regarding the challenges, some have said they were created by this Council's lack of purchasing the Beaufort Commerce Park. City of Beaufort purchased the property, and we have the ability to gain all of the benefits that could be available for the facility, without spending \$1.2 million more than it is worth to do so.

Mr. Dawson added that following receipt of the appraised price of the property, we did not put forth the effort to purchase the Park. Now that Beaufort City has purchased the Park, for us to be a willing participant is a lack of us being proactive rather than reactive. He asked Council to keep that in mind.

Mr. Rodman gave a recap of where we stand regarding the Fire Districts' budgets. Bluffton Fire and Burton Fire have very large reserve balances and could accommodate the cost of living without a millage increase. The other three districts, however, probably intend to have a small increase.

Mr. Hill stated in order to maintain the current level of operations all of the fire districts need an increase in their millage rate. He provided Committee a spreadsheet that presented the maintenance of operation and the amount of the millage rate needed. Daufuskie Island Fire would have to go over the cap in order to allow them to maintain operations and receive a cost of living adjustment. After speaking with Bluffton Township Assistant Fire Chief Thompson the District's ability to maintain operations, as is, without any changes would be .58 mills. The total proposed increase would need to be .82 mills in order to main operations and receive a 2% cost of living adjustment. The current mill value is projected at \$455,799. Each fire district has requested a millage increase in order to maintain the current level of operations. None of the commissioners have agreed to use reserves.

Mr. Newton stated that next year with reassessment additional operations' costs have to be taken care of within the budget.

**Status:** This item was intended for informational purposes only.

## 2. Discussion of County and School District Telecommunications Opportunities

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Committee Chairman Stu Rodman stated the School District has identified some possibilities of investing in iPads. There has been some discussion as to whether or not the County should have some sort of an upgrade in services. There are two things on the table today. (1) What kind of instruments the School District might elect to have? (2) What does the network have to look like in order to accommodate those instruments? He invited Mr. Jim Collett to speak before the Committee.

Mr. Collett informed the Committee an advocacy group of telecommunication providers formed 14 months ago. That technical resource has been valuable. Trees are the biggest enemy on Hilton Head Island because they block signals meaning antennas are needed above them. Since Hilton Head Island is tourist oriented, when too many people pull out their cell phones it will not work very well. This affects our ability to attract large business meetings. Town of Hilton Head Island also appointed a person, who spends 50% to 75% of her time supporting the group. Town of Hilton Head Island did not want to see cell phone towers and it was very hard to put up a cell phone tower. They are now paying the price for that. There is a strong commitment from Hilton Head Island Town Council to fix the problem, and staff has been supportive of the efforts.

Where is the industry going? Talking on cell phones is now the third thing people do with them. They use them to text, access the internet, and make phone calls. Society has changed how we communicate. The use of data on wireless network is quadrupling every year due to video. Even if you have great service now, if you are not aggressive about putting up new towers, it will deteriorate and the network will get overloaded. The argument the carriers will make is that they are running out of spectrum. Spectrum is the bandwidth that allows you to make phone calls. When demand increases on a tower, its coverage area begins to shrink. A Wi-Fi antenna covers a radius of about 200 feet. That is great for small places. Town of Hilton Head Island has put five or six up. One advantage of Wi-Fi is that it does deload the network due to not burdening the network.

Mr. Rodman spoke about a meeting he sat in on and the things that stuck with him from the meeting:

- The power requirement for the tower was going to go up to a factor of five due to the usage of them.
- It turned out that the idea of a large Wi-Fi area is great, but governments that have tried doing such have found the capital costs to keep up with it prohibitive.
- The private sector will determine where to put towers and when. We, as Council, need to decide whether we need to do something as a County to ensure we are not falling behind the curb.

Mr. Newton suggested getting the Natural Resources Committee to take a look at the County's Tower Ordinance as it relates to the existing zoning districts and where there may be limitations and compare it to the benefit of the information Mr. Collett has provided.

Mr. Stewart said the County dealt with the Callawassie Island tower height a few years ago. The height becomes a hazard to mosquito control, etc. He feels there are some issues that we need to deal with.

**Status:** This item was intended for informational purposes only.

### 3. Continuing Discussion of School District Budget

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Committee Chairman Stu Rodman opened this item up for discussion purposes.

Mr. Baer wanted to know how many iPads the School District intends to buy, where is that \$1.8 million going, and what is the educational mission they are trying to fulfill.

At the request of the Committee Chairman, Mrs. White will present this information to Council at today's County Council meeting.

Mr. Rodman presented an outline of the School District FY 2013 budget proposal. The Board of Education has certified a \$177,978,690 budget. By their calculations that would require two mills imposed upon non-resident homeowners. From a Council standpoint, we can either vote the School District (District) budget up or down. When it comes to the tax levy, the numbers are put into the ordinance passed in June, but a final look is taken regarding the numbers in August. Today we have three options:

- Approve the District budget thereby allowing two additional mills.
- Approve the District budget, but not approve the two additional mills which could be revisited in August.
- Oppose the District budget.

Mr. Caporale requested additional information on the iPad Program.

Mr. Fred Washington, Board of Education Chairman, presented the Committee a timeline regarding implementation of the iPads. The District intends to impact 2,600 students. When the concept was proposed there were several who wanted to talk about the timeline. The goal is to implement in FY 2012/2013 school year due to limited Title One Funds that could be jeopardized. There is some opinion on whether it should start incrementally, which is what is being proposed. Mr. Washington, personally, hopes not to implement until the second semester. Teachers work hard, and many have come forward saying it can be done. He is not a

professional educator and is not in the position to say that they cannot. There are concerns relative to parental buy-in.

Mr. Corey Tressler, District Director of Virtual Learning, said the District has recognized that mobile technology in general is changing the landscape of society and education across the country. It is not only a delivery model, but it also changes what type of message is being delivered. We will still use Word Processing, Excel, PowerPoint, etc. The State Department of Education is changing the landscape with how they are delivering textbooks. They just adopted math textbooks that will have an online option, which delays that model of how the traditional textbook is being delivered.

Mr. Flewelling inquired whether or not they will be staying at the school overnight. Mr. Tressler replied in the affirmative with the exception of two different schools – Whale Branch High School and Battery Creek High School.

Mr. Flewelling remarked if students are given e-books then the iPads would have to go home with them.

Mr. Tressler replied not necessary. With the model the state has adopted students get a physical textbook as well as an online version. Khan Academy has created a library of videos covering K-12 math, science topics such as biology, chemistry, and physics, and even reaches into the humanities with playlists on finance and history. Students can make use of this extensive video library from any computer with access to the web.

Mrs. White stated the District serves four Title I schools that have 65% above free / reduced lunch. Next year it is estimated at 50%. That is how some additional schools will become Title I.

Mr. Sommerville inquired as to where the iPad money is coming from.

Mrs. White said they got an “okay” for this project to be a District-wide initiative. We can use general funds to supplement this project. It is money (Title I) that needs to be used by a certain date. The iPad Program is the best way to utilize the funds. This money will go away; therefore, you do not want to hire additional folks with these types of dollars.

Mr. Baer stated the District has talked about 2,600 iPads at a cost of \$1.8 million. That is a cost of approximately \$700 per machine. If there are other funds included as well, are the costs higher?

Mrs. White said the 2,600 iPads is just for General Fund (non Title I).

Mr. Baer wanted to know if the District currently has personal computers in the classrooms.

Mr. Tressler said it is a Principal’s decision. The District does have computer labs, but we do not have a set number of personal computers in every classroom.



Mr. Baer said if this is one-time money, he is curious why the District would switch to a different machine for approximately the same amount of money.

Mr. Tressler replied the personal computer is much more expensive.

Mrs. White said \$700 also includes applications, software, management tools, etc. The device costs \$379.

Mr. Flewelling said we have heard that there are more than 2,600 iPads being purchased. He inquired as to the total number being purchased.

Mr. Tressler replied 8,100 to 8,400.

Mr. Flewelling inquired as to the total budget.

Mrs. White replied approximately \$5,500,000.

Discussion followed relative to challenges in accessing internet, initiative of other Counties, and future initiatives between the Committee and School District staff.

**Status:** This item was intended for informational purposes only.

## PUBLIC FACILITIES COMMITTEE

May 22, 2012

The electronic and print media was duly notified in accordance with the State Freedom of Information Act.

The Public Facilities Committee met on Tuesday, May 22, 2012 at 4:30 p.m., in the Executive Conference Room of the Administration Building, 100 Ribaut Road, Beaufort, South Carolina.

### ATTENDANCE

Public Facilities Chairman Herbert Glaze, members Gerald Dawson, Brian Flewelling, William McBride. Vice Chairman Steve Baer and Jerry Stewart were absent. Non-committee member Paul Sommerville and Rick Caporale were present.

County staff: David Starkey, Chief Financial Officer; Rob McFee, Division Director – Engineering and Infrastructure; Paul Andres, Airports Director; Bob Klink, County Engineer; and Dave Thomas, Purchasing Director.

Public: Patrick Mitchell, Mitchell Brothers Incorporated; Chris Codle and Ben Thompson, AAG Associates; Don Williams, Thomas & Hutton Engineering; Ben Jones, Thomas & Hutton Engineering; John Thompson, Bluffton Fire District; Chief Barry Turner, Bluffton Fire District; Michael Nash, Airports Board member; and Joe Mazzei, Chairman of Airports Board.

Media: Eleanor King, Hilton Head Island-Bluffton Chamber of Commerce, Casey Conley, *Beaufort Gazette/Island Packet*.

Mr. Glaze chaired the meeting.

### ACTION ITEMS

#### **1. Non – Competitive Purchase of Additional Engineering Design Services for Boundary Street Improvements Sales Tax Project (> \$50,000)**

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Rob McFee, Division Director – Engineering and Infrastructure, introduced a non-competitive purchase form from Thomas & Hutton Engineering Company to the committee. Since 2009 Thomas & Hutton has had a contract with Beaufort County in the amount of \$550,000 for engineering services on the Boundary Street Improvement Project. In 2011 Beaufort County along with the City of Beaufort secured a TIGER III Grant in the amount of \$12,600,000 to extend the limits of the project and replace the loss of impact fees to the project. Because of this additional \$12,600,000 grant, the scope of the project has greatly increase; therefore, Thomas & Hutton now has responsibilities to assist with the Tiger III grant process,

environmental documents for the grant requirements, and additional design for Boundary Street and parallel road project. Thomas & Hutton has given the county a price breakdown and documentation for this extra engineering effort in the amount of \$759,630. Funding for these additional engineering services is from the Beaufort County Sales Tax Project Funds and Tiger III Grant for the Boundary Street Improvements with respective balances of \$9,170,000 and \$12,600,000.

The additional amount requested by Thomas & Hutton to complete the extended part of the project is \$759,630 to cover the added engineering and design services. The County Purchasing Department has reviewed the non-competitive purchase form, and has endorses the amount requested.

**Motion:** It was moved by Mr. Dawson, seconded by Mr. Flewelling, that Public Facilities Committee approve and recommend to Council award of contract to Thomas & Hutton Engineering Company for the added Boundary Street engineering design services in the amount of \$759,630. Funding for these additional engineering services is from the Beaufort County Sales Tax Project Funds and Tiger III Grant for the Boundary Street Improvements with respective balances of \$9,170,000 and \$12,600,000. The vote was: YEAS - Mr. Dawson, Mr. Flewelling, Mr. Glaze, and Mr. McBride. The motion passed.

**Recommendation:** Council award a contract to Thomas and Hutton Engineering Company for the added Boundary Street engineering design services in the amount of \$759,630.00. Funding for these additional engineering services is from the Beaufort County Sales Tax Project Funds and Tiger III Grant for the Boundary Street Improvements with respective balances of \$9,170,000 and \$12,600,000.

## **2. Architectural Design and Construction Services for Renovations and Upgrades to the Bluffton Township Fire District's Station #33 (> \$50,000)**

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Dave Thomas, Purchasing Director, reported Beaufort County issued a Request for Qualifications (RFQ) to firms capable of designing and constructing renovations and upgrades to station #33 for the Bluffton Township Fire District. Qualification statements were received on November 4, 2011 from eleven firms and subsequently evaluated by a selection committee. Mitchell Brothers Construction and AAG Architects were selected as the number one ranked project team. The Bluffton Township Fire District Board approved the project award recommendation on April 17, 2012.

Funding of the full cost to renovate will be realized from the Bluffton Township Fire District's Debt Reserves. The current balance is \$552,702. The District expects revenues of approximately \$175,000 in FY12 for debt service millage levied at .38 mills. This will increase the balance of the debt reserve to more than \$600,000 as of June 30, 2012. There will be no need

for financing of any part of the project. This is more than enough to cover the not to exceed cost of \$498,275 for renovating the station.

**Motion:** It was moved by Mr. Dawson, seconded by Mr. McBride, that Public Facilities Committee approves and recommends to Council award of contract to Mitchell Brothers Construction and AAG Architects, the top rank team, for a not-to-exceed contract award of \$498,275 for design build and construction renovation services for the Bluffton Township Fire District's Fire Station #33. The vote was: YEAS - Mr. Dawson, Mr. Flewelling, Mr. Glaze, Mr. McBride and The motion passed.

**Recommendation:** Council award a contract to Mitchell Brothers Construction and AAG Architects, the top rank team, for a not-to-exceed contract award of \$498,275 for design build and construction renovation services for the Bluffton Township Fire District's Fire Station #33.

### **3. Palmetto Electric Cooperative Supplemental Agreement for SC 170 Widening Infrastructure Relocation (> \$50,000)**

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Rob McFee, Division Director – Engineering and Infrastructure, said in April 2012 the County received the second Palmetto Electric Cooperative (PEC) Supplemental Agreement for the relocation of electrical facilities on SC Highway 170. PEC has prior rights and, therefore, the County is required to pay for PEC relocation. The second agreement will relocate PEC infrastructure from Bluffton Parkway to Gibbet Road with a total estimated cost of \$563,046. The first supplemental agreement with PEC for the SC Highway 170 widening project is for the relocation of power lines from US Highway 278 to the Bluffton Parkway at a cost of \$1,127,801.

**Motion:** It was moved by Mr. Dawson, seconded by Mr. McBride, that Public Facilities Committee approve and recommend to Council approval of the second Palmetto Electric Cooperative Supplement Agreement for SC Highway 170 relocation in the amount of \$563,046. YEAS - Mr. Dawson, Mr. Flewelling, Mr. Glaze, and Mr. McBride. The motion passed.

**Recommendation:** Council approve the second Palmetto Electric Cooperative Supplement Agreement for SC Highway 170 relocation in the amount of \$563,046.

## **INFORMATION ITEMS**

### **4. Award of Small A & E Contract for Bluffton Parkway 5A Roadwork Construction Design Services (< \$50,000)**

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Rob McFee, Division Director – Engineering and Infrastructure, stated construction of Bluffton Parkway 5A from Burnt Church Road to Buckingham Plantation Drive is a 1% Sales Tax Project that is currently under construction. It is necessary to have some construction design assistance from Design Engineers. Florence & Hutcheson, Inc. (F & H) has given the County a price and hourly rate for their engineering services. F & H is the Design Engineer of record for this project and with the additional request for services the cumulative total is over \$25,000. Funding is from 1% Sales Tax Project.

**Motion:** It was moved by Mr. McBride, seconded by Mr. Flewelling, that Public Facilities Committee award a small architectural and engineering contract with Florence & Hutcheson, Inc. for construction design services in the amount of \$20,000. Funding is from 1% Sales Tax Project. The vote was: YEAS - Mr. Dawson, Mr. Flewelling, Mr. Glaze, and Mr. McBride. The motion passed.

**Recommendation:** Public Facilities Committee awarded a small architectural and engineering contract with Florence & Hutcheson, Inc. for construction design services in the amount of \$20,000. Funding is from 1% Sales Tax Project.

#### **5. Hampton Parkway Intersection**

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Rob McFee, Division Director – Engineering and Infrastructure, displayed an illustration of the upcoming improvements of the Hampton Parkway intersection. Mr. McFee advised committee that the approximate cost of the new construction is \$600,000. The Phase II project that will improve access to Island West from the Parkway will cost between \$120,000 and \$130,000.

#### **6. Concrete Barrier Wall**

**Notification:** To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view\\_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)

**Discussion:** Rob McFee, Division Director – Engineering and Infrastructure, confirmed that the Department of Transportation has moved forward with casting the US Highway 278 barrier wall. Mr. McFee displayed an illustration of a split phase block, but advised that these blocks would not be a good recommendation for the project due to durability and design of the blocks.

#### **7. Text Amendments to Airports Board Charter**

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**Discussion:** Mr. Caporale presented several suggested amendments to the Airports Board Charter:

- (i) Paragraph III(f), Membership: change from “four mile radius” to “two mile radius.”
- (ii) Paragraph IV, Election of Officers and Terms of Office: change from “July 1” to “April 1.”
- (iii) Paragraph IV(d), Election of Officers and Term of Office: delete “Proximity members will be appointed for a term of one year” and add “A cumulative term limit of eight years will apply to all members.”
- (iv) Paragraph V(b), Powers and Duties: delete “develop and deliver to the Airports Director a summary report of its annual planned, annual activities on a quarterly basis” and add “include a summary of suggested agenda items for future research and discovery.”
- (v) Paragraph V(k), Powers and Duties: delete “quarterly, as stated in paragraph (b) above” and add “to County Council and/or its appropriate committee(s) in a manner prescribed by the County Administrator.”
- (vi) Paragraph V(q), Powers and Duties: delete “At the request of the County Administrator.”
- (vii) Paragraph V(r), Powers and Duties: change from “2009” to “2012”.

**Status:** Committee agreed to continue discussion of this item at its June 26 in order to allow the Airports Board Chairman and members<sup>3</sup> time to gather more information.