

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
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DEPUTY COUNTY ADMINISTRATOR

LADSON F. HOWELL
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

AGENDA COMMUNITY SERVICES COMMITTEE

Monday, May 16, 2011

4:00 p.m.

Conference Room, Building 2
Beaufort Industrial Village
102 Industrial Village Road, Beaufort

Committee Members:

William McBride, Chairman
Gerald Dawson, Vice Chairman
Steven Baer
Rick Caporale
Herbert Glaze
Paul Sommerville
Laura Von Harten

Staff Support

Morris Campbell, Division Director

4:00 p.m.

1. CALL TO ORDER
2. CLEMSON EXTENSION REQUEST FOR FINANCIAL ASSISTANCE WITH THE DEVELOPMENT OF A LOWCOUNTRY FARMERS / SCHOOL DISTRICT ECONOMIC PARTNERSHIP ([backup](#))
3. CONSIDERATION OF REAPPOINTMENTS AND APPOINTMENTS
 - Disabilities and Special Needs Board ([backup](#))
 - Foster Care Review Board ([backup](#))
4. ADJOURNMENT

County TV Rebroadcast	
Monday	1:00 a.m.
Monday	10:00 p.m.
Thursday	9:00 a.m.

Community Services		
Date	Time	Location
June 20	4:00 p.m.	BIV #2
No Meeting in July		
August 15	4:00 p.m.	BIV #2
September 19	4:00 p.m.	BIV #2
October 17	4:00 p.m.	BIV #2
November 21	4:00 p.m.	BIV #2
December 19	4:00 p.m.	BIV #2

A quorum of Council may be in attendance at all Committee meetings.
Please silence your cell phone during the meeting.

POSITION PAPER
LOWCOUNTRY FARMERS PROCESSING FACILITY

Situation:

The agricultural community has always been the framework of the southeast region of South Carolina. Many of the operating farms have lost out to socio economic pressures. Runaway development has lead to land sell-off and the lost of youth to urban areas and higher paying jobs significantly impacted the small farmers of our area. Those that remain are uniquely positioned to take advantage of the current trends of seasonally produced food with a premium on purity and sustainability in the raw and value added food business. The region has the advantage of no competition from industrial mega farms, and it is within a 100 mile radius of several large populated areas.

Solution:

Beginning in the early months of 2009 a group of farmers, interested citizens and community leaders began meeting to study the feasibility of a farmer's food processing facility in the greater Beaufort area. The planning group was made up of a diverse group of interested persons and represented several institutions. In addition to local farmers and interested citizens, the following groups have been consistently represented: the Extension Services of South Carolina State University and Clemson University, South Carolina Coastal Community Development Corporation, The Penn Center, the Marine Corps Air Station, DHEC, DSS, and the Lowcountry Economic Network of Beaufort County. In creating a vision and mission statement for the processing facility, the group emphasized the health of local citizens, the importance of local farmers to our history and economy, and the establishment of new jobs at the processing facility and interest from new and traditional farmers. The group asked the former Executive Director of the Lowcountry Food Bank to moderate its meetings.

Result:

The task force established that a processing facility that could chop and dice fresh vegetables would provide a viable local market for new and traditional farmers, giving them new economic incentives to grow food. It would also decrease the pressure on land development in the area. Among the possible crops to be grown are collards, squash, cabbage, spinach, lettuce, onions, radish, peppers, kale, turnips, mustard, broccoli, zucchini, tomatoes, melons, okra, beans, eggplants, potatoes, peas, and corn. At full operations, the processing facility should be able to operate all year with seasonal crops providing a viable economic market to local farmers.

Impact:

Small and mid-size farmers in the Southeast South Carolina will benefit by providing local fresh vegetables to be processed. First year operation is expected to yield over 500,000 pounds of value-added produce generating over \$750,000 in revenue. Job creation will initially be 6-8 part-time employees, and 10-12 when in full operation. On-farm jobs will also increase for seasonal workers. The creation of a farmer's cooperative has been initiated to accomplish this task.

LOWCOUNTRY FARMERS PROCESSING FACILITY

Status:

The task force did considerable analysis on cost to operate such facility. Our estimate for a new building with electrical and sewer hookups ready to use with equipment installed was approximately \$460,000. We also drew up a budget for the first two years of operation which included staff and transportation needs.


- Negotiated with the South Carolina Coastal Community Development Corporation on St. Helena to lease a room to operate saving the cost of a building.
- Received a \$5,000 grant from the Strom Thurmond Institute at Clemson University for a feasibility study and for legal services to incorporate a local farmer's cooperative.
- Local Attorney and Certified Public Accountant, who were inspired by this initiative, gave pro bono help to file incorporation papers with the Secretary of State in South Carolina and obtain a federal tax identification number, and to assist with establishing financial records.
- Submitted application to USDA in the amount of \$245,000 for an equipment grant.
- Will submit an application with the USDA for operation funding in June of this year.

Request of Beaufort County Government:

1. Upon approval of the \$245,000 USDA grant, Beaufort County Government provides up front funding to expedite the purchase of equipment.
2. Beaufort County Government grant \$30,000 to retro-fit the room at the South Carolina Coastal Community Development Corporation. This would include the lowering of existing ceiling, central cooling of the room, and re-locating a cooking pot.

Thank You,

The Low Country Process Facility Task Force

APPLICATION FOR FEDERAL ASSISTANCE		2. DATE SUBMITTED 3/28/2011	Applicant Identifier
1. TYPE OF SUBMISSION Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: Penn Center, Inc		Organizational Unit:	
Organizational DUNS: 0789065109		Department:	
Address: Street PO Box 128 - 18 Penn Center Circle West		Director:	
City: St. Helena Island		Name and telephone number of the person to be contacted on matters involving this application (give area code): Prefix: Mr. First Name: Walter	
County: Beaufort		Middle Name: Roy	
State: SC Zip Code: 29920-0128		Last Name: Mack	
Country: USA		Suffix:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 57-0324930		Email: wtmack@penncenter.com	
		Phone Number (give area code): 843-838-2432	
		Fax Number (give area code): 843-838-8645	
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See instructions for description of letters.) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See instructions for Application Types) New Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 110-71679		9. NAME OF FEDERAL AGENCY: Federal Aviation Administration	
TITLE Penn Center Fruit and Vegetable Processing		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: To establish a fruit and vegetable processing (Chopping) facility that would allow farmers to expand their marketing capacity by providing value-added produce to public schools and other eating establishments. The facility would also provide job-training, job retention and employment.	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Beaufort, Jasper, Colleton, Hampton and Charleston Counties.		14. CONGRESSIONAL DISTRICTS OF: a. Applicant: Honorable Joe Wilson b. Project: Honorable Joe Wilson	
13. PROPOSED PROJECT Start Date: 9/1/2011 Ending Date: 9/30/2012		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes <input type="checkbox"/> THIS PREAPPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
15. ESTIMATED FUNDING:		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes", attach an explanation. <input checked="" type="checkbox"/> No	
a. Federal \$245,000.00			
b. Applicant \$1,000.00			
c. State \$0.00			
d. Local \$5,000.00			
e. Other \$0.00			
f. Program Income \$0.00			
g. TOTAL \$251,000.00			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE GOVERNING BODY OF THE APPLICANT HAS DULY AUTHORIZED THE DOCUMENT, AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix: Mr. First Name: Walter		Middle Name: Roy	
Last Name: Mack		Suffix:	
b. Title: Executive Director		c. Telephone Number (give area code): 843-838-2432	
d. Signature of Authorized Representative 		e. Date Signed: March 28, 2011	

PROJECT: Penn Center Fruit and Vegetable Processing Facility

For the Gullah Farmers Cooperative Association

Narrative

Overview of Penn Center, Inc.

Penn School was organized in 1862 as one of the first schools to offer an academic education to African-Americans who had formerly been enslaved. Beginning in 1905, the school functioned as a normal, agricultural, and industrial learning institution for African-Americans in the Sea Islands. Later, when the SC Department of Education took responsibility for educating students on St. Helena and surrounding Islands, they adopted the Penn School method of instruction in most of the local schools. By 1950, Penn Center reorganized to address community development needs. It has since become a renowned community development organization with an impressive track record in establishing health clinics, recreational, cultural, self-sufficiency and academic programs.

In the 1960s, Martin Luther King, Jr., and the Southern Christian Leadership Conference staff held retreats at Penn Center annually. In 1974, the Penn School campus was designated a **National Historic Landmark District** (one of the only three in South Carolina). Among its facilities are guesthouses, offices, dormitories, a cafeteria, museum, and library, as well as program and activity buildings. It has remained a major educational resource and service center.

Recently, Penn Center has expanded its objectives, its audience, and its sphere of influence to the national and international levels. Penn Center's Mission is: *"To promote and preserve the Sea Islands' history and culture."* This mission is being carried out by four major programs: 1) History and Culture; 2) Land Use and Environmental Education; 3) Program for Academic and Cultural Enrichment (PACE); and 4) Early Childhood "At-Risk" Family Initiative. Together, these programs provide local, regional, national and international audiences with education and training in history and culture, academic enrichment, small-scale farming, parenting, health, environmental conservation, land-use planning, and economic development.

Penn Center has an extensive history in managing and implementing various local, state, and federal programs. This vegetable processing facility will create new jobs and help retain and increase the income of present and new farmers.

Statement of Need

Over two years ago, the leadership of Penn Center began meeting with a diverse group of Beaufort County residents to explore the need for a market for fresh vegetables to our schools, hospital, military bases, restaurants and other venues. The discussion quickly turned to the rich and diverse history of farming on St. Helena Island and the lack of local markets for the products of Gullah farmers. Many of these farmers live close to or below the poverty threshold. The expense of taking their products as far away as Columbia or other places makes growing crops a difficult way to earn a decent return on their investment.

It quickly became apparent that a food processing facility was needed in the area where there is a strong market and a deep need for fresh vegetables. This facility would clean, chop and prepare fresh vegetables that could be marketed to schools, hospitals, local military bases, restaurants and individuals while providing a viable economic market to local farmers. The local school system immediately showed an interest in purchasing these local products if they were to become available. The facility would also help save land from development, promote local farming, grow the economy in the region and provide new and continuing jobs while providing fresh, healthy local vegetables.

A group of local farmers from St. Helena and four other counties (Charleston, Hampton, Colleton and Jasper) came together for a series of meetings at Penn Center to discuss the creation of a vegetable processing facility. With the help of legal counsel and a small grant from the Strom Thurmond Institute they created the GULLAH FARMERS COOPERATIVE ASSOCIATION. Seventeen farmers signed on as original incorporating members.

The Penn Center, a 501 (c) (3) organization located on St. Helena Island, South Carolina proposes to manage the purchase of the equipment for this new vegetable processing facility. This facility fits well into the mission and history of The Penn Center as it will create new jobs, provide additional revenue for traditional and new farmers and improve the quality of life and health of St. Helena residents and the surrounding communities. St. Helena Elementary School is the primary public school on St. Helena, whereas, 95% of their students receives free or reduce lunch which is an indication of family poverty in our community.

Goals and Objectives of the Project

The goal of this proposal is to purchase required vegetable/fruit processing equipment and office equipment which would be to lease to the Gullah Farmers Cooperative Association, a new private business owned by local farmers. This vegetable processing equipment will be housed in a room rented from the Carolina Coastal Community Development Corporation, which is located one half mile from The Penn Center campus. This equipment, which is capable of cooling, washing, slicing, chopping and bagging up to 5,000 pounds of vegetables per day can be moved into the cooperative's own facility in the future, if needed, and be used for many years. The processing facility will then be able to provide a market for value added produce for struggling farmers, create new jobs and provide a market for much needed vegetables to schools, military bases, hospitals, and local supermarkets and restaurants.

The specific objectives of this project are:

1. To help create new business enterprises on St. Helena Island that will be in operation by September of 2011 and will immediately hire 8 new workers to run the business. At full operation, within two years, there should be 10 full time new employees.
2. In a rural area with a population of under 8,000 and where 95% of African Americans school-age children live at or under the poverty threshold, this small business will give 17 original farmers a new farm market and elevate their income giving them a way to retain open land and their jobs. At full operation the cooperative could be elevating the income of up to 30 farmers.
3. To meet the need for a fresh vegetable market and value-added products where there are no other processing facilities.
4. To provide a ready market of sliced and chopped and packaged vegetables to the local school system which has already promised to purchase good fresh product from the cooperative.

5. By providing new markets for local farmers, to give them more incentives to grow food at less cost and overhead and be able to retain and renew their farms, thus decreasing the pressure on land development in a historical area.
6. To improve the health of local citizens by providing good, healthy, local vegetables.
7. To operate the processing facility year round featuring certain signature crops such as collards, cabbage, spinach and lettuce but also offering squash, onions, radish, peppers, kale, turnips, broccoli, cauliflower and zucchini as well as other crops.

Start-Up Timeline and Work Plan

The Penn Center will purchase the vegetable processing equipment immediately so that the Gullah Farmers Cooperative Association can have it professionally installed in July. The plan is to have the processing room retrofitted in July so the Coop can be in business no later than September. Plans will begin in July to start a farmer planting schedule for the rest of 2011. Staff, including a Processing Manager and Marketing expert, will be hired in late July.

In August or early September there will be a training program for the manager, marketing person, staff and farmers. A Gullah Farmers Coop web site will be established with training in ordering and crop selection.

The processing facility will operate at approximately half-time for the first year increasing capacity and output slowly in the second year, then moving to full time operations at the beginning of the third year. A pro forma analysis of this work plan is estimated in the chart below:

	A	B	C	D	E	F	G	H	I
1	GULLAH FARMERS ASSOCIATION COOPERATIVE FRESH CUT PRODUCE ENTERPRISE								
2									
3	PROGRAMMA INCOME STATEMENT		EXPECTED RESULTS		EXPECTED RESULTS		EXPECTED RESULTS		
4			DURING STARTUP OPERATING PHASE		FROM BROADER MARKETING EFFORT		FROM CAPACITY OPERATIONS		
5			2017 - 2018		2018 - 2019		2019 - 2020		
6									
7	SALE OF PRODUCTS		\$182,000		\$884,000		\$769,000		
8									
9	COST OF PRODUCTS PURCHASED FROM FARMERS		\$80,000		\$120,000		\$145,000		
10									
11	GROSS PROFIT FROM OPERATIONS		\$102,000		\$764,000		\$624,000		
12									
13	Management Production supervisor Bookkeeper		\$57,000		\$42,000		\$80,000		
14	Marketing Sales and delivery driver		\$28,000		\$82,000		\$80,000		
15	Salaried employees benefits		\$4,000		\$14,000		\$22,000		
16	Office expense (rent and utilities)		\$9,600		\$9,600		\$12,000		
17	Insurance expense		\$4,900		\$4,900		\$5,000		
18									
19	FIXED OPERATING EXPENSES		\$76,800		\$78,400		\$79,000		
20									
21	Newly labor variable		\$18,000		\$28,400		\$28,800		
22	Highest labor cost		\$1,800		\$7,200		\$18,000		
23	Facility rental expense		\$12,000		\$18,000		\$28,800		
24	Utilities expense		\$2,000		\$18,000		\$20,000		
25	Packaging and shipping expense		\$7,200		\$24,000		\$48,000		
26	Vehicle operation and servicing expense		\$5,200		\$7,200		\$20,000		
27									
28	VARIABLE OPERATING EXPENSES		\$50,400		\$86,200		\$159,600		
29									
30	NET PROFIT FROM OPERATIONS		-\$674		\$48,200		\$74,800		
31									
32	ASSUMPTIONS:								
33									
34	Percent of total capacity operator		25% of capacity		50% of capacity		100% of capacity		
35	Total area producer		22,000 sq ft in 1st year		240,000 sq ft in 1st year		480,000 sq ft in 1st year		
36	Total sales of products		Average \$1.60/lb		Average \$1.60/lb		Average \$1.60/lb		
37	Purchased from farmers		\$1,000/lb with 20% waste		\$1,000/lb with 20% waste		\$1,240/lb with 20% waste		
38	Employee production		2000 employee hour = 2400 employee hour		2000 employee hour = 2000 employee hour		2000 employee hour = 2000 employee hour		
39	Product or service price		Assumes to be a production estimate		Assumes to be a production estimate		Assumes to be a production estimate		
40	Direct labor cost		2400 hours @ \$7.50/hour = \$18,000		2000 hours @ \$9.60/hour = \$19,200		4800 hours @ \$8.20/hour = \$39,360		
41	Indirect labor cost		Indirect labor cost @ 25% of direct cost		Indirect labor cost @ 50% of direct cost		Indirect labor cost @ 30% of direct cost		
42	Average marketing hours		2000/hour = 400 hours of marketing		4000/hour = 800 hours of marketing		8000/hour = 800 hours of marketing		
43	Facility rental cost		\$10 per hour = 400 hours		\$10 per hour = 800 hours		\$10 per hour = 800 hours		

Management Plan

The overseeing of this project to purchase processing and office equipment will be managed by The Penn Center, Inc., a 501c(3) corporation. The Executive Director, Walter R. Mack, will be the Project Director in the management of the grant purchase and long term lease preparation and oversight. He will use the Board of Directors of the Gullah Farmers Cooperative Association to supply information on monthly upkeep and conditions.

GULAH FARMERS ASSOCIATION COOPERATIVE FRESH CUT PRODUCE ENTERPRISE	EXPECTED RESULTS DURING START-UP OPERATIONS PHASE 2011 - 2012	EXPECTED RESULTS FROM BROADER MARKETING EFFORT 2012 - 2013	EXPECTED RESULTS FROM CAPACITY OPERATIONS 500#/hr; 5 hrs/ds; 195 ds/yr
PRO FORMA INCOME STATEMENT			
SALE OF PRODUCTS	\$192,000	\$364,000	\$768,000
COST OF PRODUCE PURCHASED FROM FARMERS	\$60,000	\$120,000	\$240,000
GROSS PROFIT FROM OPERATIONS	\$132,000	\$264,000	\$528,000
Manager/Production supervisor/Bookkeeper	\$35,000	\$45,000	\$80,000
Marketing/Pick up and delivery driver	\$25,000	\$35,000	\$60,000
Selected employee benefits	\$4,980	\$24,000	\$42,000
Office expense (rent and supplies)	\$9,600	\$9,600	\$12,000
Insurance expense	\$4,800	\$4,800	\$5,000
FIXED OPERATING EXPENSES	\$79,380	\$116,400	\$199,000
Hourly labor expense	\$18,000	\$26,400	\$52,800
Indirect labor cost	\$1,494	\$7,920	\$15,840
Facility rental expense	\$12,000	\$18,000	\$26,800
Utilities expense	\$5,000	\$10,000	\$20,000
Packaging and supplies expense	\$12,000	\$24,000	\$48,000
Vehicle operation and servicing expense	\$5,000	\$10,000	\$20,000
VARIABLE OPERATING EXPENSES	\$53,484	\$86,320	\$185,440
NET PROFIT FROM OPERATIONS	-8874	\$49,280	\$143,560
ASSUMPTIONS:			
Percent of full capacity operation	25% of capacity	50% of capacity	Close to 100% of capacity
Total annual production	120,000 # in 1st year	240,000# in 2nd year	480,000#/year
Total sales of products	Average \$1.60/#	Average \$1.60/#	Average \$1.60/#
Purchases from farmers	\$.040/# with 20% waste	\$.040/# with 20% waste	\$.040/# with 20% waste
Employee productivity	50#/employee/hour = 2400 employee hours	60#/employee/hour = 3000 employee hours	60#/employee/hour = 6000 employee hours
Production set up and clean up	Assumed to be in productivity estimate	Assumed to be in productivity estimate	Assumed to be in productivity estimate
Direct labor cost	2400 hours @ \$7.50/hour = \$18,000	3000 hours @ \$8.80/hour = \$26,400	6000 hours @ \$8.80/hour = \$52,800
Indirect labor cost	Indirect labor cost @ 8.3% of direct cost	Indirect labor cost @ 30% of direct cost	Indirect labor cost @ 30% of direct cost
Annual processing hours	300#/hour = 400 hours of processing	400#/hour = 600 hours of processing	500#/hour = 960 hours of processing
Facility rental cost	\$30 per hour x 400 hours	\$30 per hour x 600 hours	\$30 per hour x 960 hours

APPLICATION FOR FEDERAL ASSISTANCE

2. DATE SUBMITTED 3/26/2011	Applicant Identifier
3. DATE RECEIVED BY STATE	State Application Identifier
4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

1. TYPE OF SUBMISSION Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction
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5. APPLICANT INFORMATION

Legal Name: Penn Center, Inc	Organizational Unit: Department:
Organizational DUNS: 0789085109	Division:
Address: Street: PO Box 126 - 16 Penn Center Circle West	Name and telephone number of the person to be contacted on matters involving this application (give area code): Prefix: Mr. First Name: Walter
City: St. Helena Island	Middle Name: Roy
County: Beaufort	Last Name: Mack
State: SC Zip Code: 29920-0126	Suffix:
Country: USA	Email: wmack@penncenter.com

6. EMPLOYER IDENTIFICATION NUMBER (EIN): 5 7 - 0 3 2 4 9 3 0	Phone Number (give area code): 843-838-2432	Fax Number (give area code): 843-838-8545
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8. TYPE OF APPLICATION:
 New Continuation Revision
 If Revision, enter appropriate letter(s) in boxes:
 (See instructions for description of letters.)
 Other (specify):

7. TYPE OF APPLICANT: (See instructions for Application Types)
 New
 Other (specify):

9. NAME OF FEDERAL AGENCY: Federal Aviation Administration

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:
 10-769
TITLE: Penn Center Fruit & Vegetable Processing Facility

12. AREAS AFFECTED BY PROJECT (Cities, Counties, State, etc.):
 Beaufort, Jasper, Colleton, Hampton and Charleston Counties.

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:
 To establish a fruit and vegetable processing (Chopping) facility that would allow farmers to expand their marketing capacity by providing value-added produce to public schools and other eating establishments. The facility would also provide job-training, job retention and employment.

13. PROPOSED PROJECT
 Start Date: 9/1/2011 Ending Date: 9/30/2012

14. CONGRESSIONAL DISTRICTS OF:
 a. Applicant: Honorable Joe Wilson
 b. Project: Honorable Joe Wilson

15. ESTIMATED FUNDING:

a. Federal	\$245,000.00
b. Applicant	\$1,000.00
c. Grant	\$0.00
d. Local	\$5,000.00
e. Other	\$0.00
f. Program Income	\$0.00
TOTAL	\$251,000.00

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

a. Yes THIS PREAPPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE

b. No PROGRAM IS NOT COVERED BY E.O. 12372
 OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
 Yes, if yes, attach an explanation. No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE GOVERNING BODY OF THE APPLICANT HAS DULY AUTHORIZED THE DOCUMENT AND THE APPLICANT WILL COMPLY WITH THE TERMS AND CONDITIONS OF THE ASSISTANCE IF AWARDED.

Signature of Authorized Representative: _____
 Title: Mr. First Name: Walter
 Last Name: Mack
 Suffix: _____
 Telephone Number (give area code): 843-838-2432
 Date Signed: MARCH 26 2011

BUDGET INFORMATION — Non-Construction Programs

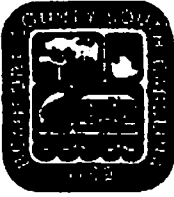
SECTION A — BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. USDA		\$ 0.00	\$ 0.00	\$ 245,000	\$ 6,000	\$ 251,000
2.						
3.						
4.						
5. TOTALS		\$ 0.00	\$ 0.00	\$ 245,000	\$ 6,000	\$ 251,000

SECTION B — BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$	\$	\$ 9,528.00	\$ 1,000.00	\$ 10,528.00
b. Fringe Benefits					
c. Travel					
d. Equipment			207,772.00		207,772.00
e. Supplies					
f. Contractual					
g. Construction					
h. Other				5,000.00	5,000.00
i. Total Direct Charges (sum of 6a - 6h)			217,300.00		
j. Indirect Charges			27,700.00		27,700.00
k. TOTALS (sum of 6i and 6j)	\$	\$	\$ 245,000	\$ 6,000.00	\$ 251,000.00
7. Program Income	\$	\$	\$	\$	\$

SECTION C — NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Penn Center, Inc	\$ 1,000.00	\$	\$ 1,000.00	\$ 1,000.00	
9. Strom Thurmond Institute			5,000.00	5,000.00	
10.					
11.					
12. TOTALS (sum of lines 8 and 11)	\$ 1,000.00	\$	\$ 5,000.00	\$ 6,000.00	
SECTION D — FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 245,000.00	\$ 245,000.00	\$	\$	\$
14. NonFederal	6,000.00	6,000.00			
15. TOTAL (sum of lines 13 and 14)	\$ 251,000.00	\$ 251,000.00	\$	\$	\$
SECTION E — BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTALS (sum of lines 16 - 19)	\$	\$	\$	\$	
SECTION F — OTHER BUDGET INFORMATION (Attach additional Sheets if Necessary)					
21. Direct Charges:		22. Indirect Charges: Fixed at 10%			
23. Remarks					



Beaufort County Disabilities and Special Needs Department
1804 Old Shell Road - P.O. Box 129
Port Royal, SC 29935
Telephone: (843) 255-6300 Fax: (843) 2559417

April 20, 2011

Mr. William McBride, Chairman
Community Services Committee
Beaufort County Council
P. O. Drawer 1228
Beaufort, SC 29901-1228

Dear Mr. Newton,

Attached are the recommendations from the Disabilities and Special Needs Advisory Board to fill the positions vacated by Elizabeth Santagati and James Mathews, Sr.

Board Members unanimously voted to recommend David J. Green and Murray S. Weiner to serve as representatives from the Bluffton and Hilton Head areas and feel they would be a beneficial addition to our board.

As Personnel Committee Chairman, I personally spoke to both Mr. Weiner and Mr. Green and found them to be highly personable and eager to serve and advocate for our consumers.

Thank you for your consideration and request that you bring forward our recommendations to County Council.

Sincerely,

Jonathan Brown, Chairman
DSN Personnel Committee

Cc: Sue Rainey, Clerk to Council
Morris Campbell, Deputy Administration

COUNTY COUNCIL OF BEAUFORT COUNTY
Citizens Volunteer for Service
County Boards, Agencies, Commissions and Authorities

Rec 4-1-11

County Council of Beaufort County selects citizens for service on Council appointed Boards, Agencies, Commissions and Authorities from a roster of individuals who have either volunteered or have been recommended for appointment. The Clerk to Council uses this form to keep an up-to-date roster of volunteers and to give Council basic information about each volunteer.

DATE: 03/24/11 NAME: David J. Green VOTER REGISTRATION NUMBER: 4492954 ~~4492954~~

OCCUPATION: Business Owner & Dir. of Development for nonprofit TELEPHONE: (Home) 843-836-2002 (Office) 843-368-9379

HOME STREET ADDRESS: 68 Heritage Lakes Dr., Bluffton, SC 29910 MAILING ADDRESS: Same

Are you presently serving on a Board, Agency, Commission or Authority? no If "yes," when does your term expire? _____

If recommended by a Council Member, indicate name: _____ ETHNICITY (Optional) Caucasian African American Other

TOP THREE PRIORITIES: Please indicate by placing a "1", "2", or "3" alongside the Board, Agency, Commission or Authority which you choose.

BOARDS	AGENCIES	COMMISSIONS	AUTHORITIES
Accommodations Tax Airports Alcohol and Drug Abuse Construction Adjustments & Appeals Disabilities and Special Needs Historic Preservation Review Libraries Northern Corridor Review Parks and Leisure Services Planning * Rural and Critical Lands Preservation Solid Waste and Recycling Southern Corridor Review Stormwater Management Utility Tax Equalization Zoning Appeals	<input type="checkbox"/> Beaufort Memorial Hospital <input type="checkbox"/> Bluffton Township Fire <input type="checkbox"/> Daufuskie Island Fire <input type="checkbox"/> Sheldon Township Fire	<input type="checkbox"/> Burton Fire District <input type="checkbox"/> LI/St. Helena Island Fire District	<input type="checkbox"/> B/J Economic Opportunity Authority <input type="checkbox"/> B/J Water and Sewer Authority <input type="checkbox"/> Coastal Zone Management Appellate Panel <input type="checkbox"/> Forestry Commission <input type="checkbox"/> Foster Care Review Board <input type="checkbox"/> Lowcountry Council of Governments <input type="checkbox"/> Lowcountry Regional Transportation Social Services

COUNTY COUNCIL DISTRICT:

Please encircle your County Council District No. [1] [2] [3] [4] [5] [6] [7] [8] [9] [10] [11]

CONFLICT OF INTEREST STATEMENT: I, David J. Green, as a voting member of the DSN Advisor Board,

Agency, Commission or Authority, agree to disqualify myself from voting on any issue(s) which may arise and in which a conflict of interest exists

Applicant's Signature: David J. Green

When completed, please return this form and a brief resume' to the Clerk to Council: You may mail it to Clerk to Council, County Council of Beaufort County, P. O. Drawer 1228, Beaufort, SC 29901, email it to boardsandcommissions@bcgov.net (must save and attach file) or fax it to 843-255-9401. Applications without a brief resume' cannot be considered. Applications will be held three (3) years for consideration. All information contained on this application is subject to public disclosure.

Anyone submitting an application for the Planning Commission must fill out an additional questionnaire. An incomplete application will be returned.

CURRICULUM VITAE of

David J. Green

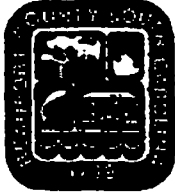
68 Heritage Lakes Drive, Bluffton, SC 29910

(843) 836-2002 (office) • (843) 368-9379 (cell)

Email: david@netgreenconsulting.com

I grew up in western PA and lived there for most of my first 50 years. I've been happily married for over 33 years to my wife Paula. We have two "special" children – a highly talented daughter with her M.S. degree in Forensic Science who works at the US Army Criminal Investigation Lab in Atlanta, and a "mildly autistic and intellectually disabled" son who lives with us – for now! (We're working on changing that through the OSPREY Village non-profit organization that we helped to found.) We moved to Bluffton in May, 2005, so our son could participate in P.E.P. – Programs for Exceptional People – on Hilton Head Island. I am always learning, and love researching new ideas and figuring out how things work, so I've been and done a lot:

- I was a seminarian studying for the priesthood (with a B.A in English and an M.A. in Theology)
- I was a printing press operator and a courier for a hardware wholesaling company
- I was a computer support technician and became a Network Systems Integrator for several national companies including IBM Global Services
- I became a Master Certified Novell Engineer and Master Certified Novell Instructor
- I was a Product Marketing Engineer for a networking equipment manufacturer and wrote white papers and technical marketing materials for their products
- I've also written articles on technology and society for local and international online journals, and I've been a technical consultant and editor for two books on computer networking
- I have a patent application for an algorithm I developed to discover and map Virtual LANs across internetworks
- When we moved here in 2005, I started my own corporation (NetGreen Consulting, Inc.) focused on sales and development of websites and Internet marketing services, including search engine optimization.
- I'm also an avid "personal networker" interested in small business development, and I've been a member of the Healthcare Network Group of the Lowcountry for 5 years
- I'm a folk guitarist, singer, and songwriter (I specialize in putting the Psalms to music) and lead a music group called "Echoes of Heaven" at St. Francis by the Sea Church
- I'm an avid bird-watcher and started a blog called the "Lowcountry Birder" featuring pictures and videos of birds and nature that I have taken here in our area
- I helped to found a non-profit organization called "OSPREY Village" with several other families to provide residential living options for intellectually and developmentally disabled adults in our area (such as our son)
- I am now working as Director of Development and Marketing for OSPREY Village to guide the implementation of a development plan for an "inclusive, inter-generational residential community" to support developmentally disabled adults and their families in southern Beaufort County



**Beaufort County Disabilities and Special Needs Department
1804 Old Shell Road - P.O. Box 129
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April 20, 2011

**Mr. William McBride, Chairman
Community Services Committee
Beaufort County Council
P. O. Drawer 1228
Beaufort, SC 29901-1228**

Dear Mr. Newton,

Attached are the recommendations from the Disabilities and Special Needs Advisory Board to fill the positions vacated by Elizabeth Santagati and James Mathews, Sr.

Board Members unanimously voted to recommend David J. Green and Murray S. Weiner to serve as representatives from the Bluffton and Hilton Head areas and feel they would be a beneficial addition to our board.

As Personnel Committee Chairman, I personally spoke to both Mr. Weiner and Mr. Green and found them to be highly personable and eager to serve and advocate for our consumers.

Thank you for your consideration and request that you bring forward our recommendations to County Council.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Brown', is written over a horizontal line. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

**Jonathan Brown, Chairman
DSN Personnel Committee**

**Cc: Sue Rainey, Clerk to Council
Morris Campbell, Deputy Administration**

COUNTY COUNCIL OF BEAUFORT COUNTY
 Citizens Volunteer for Service
 County Boards, Agencies, Commissions and Authorities

Dec 10-19-09

County Council of Beaufort County selects citizens for service on Council appointed Boards, Agencies, Commissions and Authorities from a roster of individuals who have either volunteered or have been recommended for appointment. The Clerk to Council uses this form to keep an up-to-date roster of volunteers and to give Council basic information about each volunteer.

DATE: 10-19-09 NAME: MURRAY S. WEINER VOTER REGISTRATION NUMBER: 4 436 422
 OCCUPATION: RETIRED TELEPHONE: (Home) 843-685-6142 (Office) SAME
 HOME STREET ADDRESS: 46 MILLWRIGHT DRIVE MAILING ADDRESS: SAME Hilton Head 29926

1. Are you presently serving on a Board, Agency, Commission or Authority? NO If "yes," when does your term expire? _____
 2. If recommended by a Council Member, indicate name: _____ ETHNICITY (Optional) Caucasian ___ African American ___ Other ___

TOP THREE PRIORITIES: Please indicate by placing a "1", "2", or "3" alongside the Board, Agency, Commission or Authority which you choose.

BOARDS	AGENCIES	COMMISSIONS	AUTHORITIES
<input type="checkbox"/> Accommodations Tax <input type="checkbox"/> Airports <input type="checkbox"/> Alcohol and Drug Abuse <input type="checkbox"/> Construction Adjustments & Appeals <input checked="" type="checkbox"/> Disabilities and Special Needs <input type="checkbox"/> Historic Preservation Review <input type="checkbox"/> Library <input type="checkbox"/> Northern Corridor Review <input type="checkbox"/> Parks and Leisure Services <input type="checkbox"/> Planning <input type="checkbox"/> Rural and Critical Lands Preservation <input type="checkbox"/> Solid Waste and Recycling <input type="checkbox"/> Southern Corridor Review <input type="checkbox"/> Stormwater Management Utility <input type="checkbox"/> Tax Equalization <input checked="" type="checkbox"/> Zoning Appeals	<input type="checkbox"/> Beaufort Memorial Hospital <input type="checkbox"/> Bluffton Township Fire <input type="checkbox"/> Daufuskie Island Fire <input type="checkbox"/> Sheldon Township Fire	<input type="checkbox"/> Burton Fire District <input type="checkbox"/> L.St. Helena Island Fire District	<input type="checkbox"/> B/J Economic Opportunity Authority <input type="checkbox"/> B/J Water and Sewer <input type="checkbox"/> Coastal Zone Management Appellate Panel <input type="checkbox"/> Forestry <input type="checkbox"/> Foster Care <input type="checkbox"/> Lowcountry Council of Governments <input type="checkbox"/> Lowcountry Regional Transportation <input checked="" type="checkbox"/> Social Services

COUNTY COUNCIL DISTRICT:

Please encircle your County Council District No. [1] [2] [3] [4] [5] [6] [7] [8] [9] [10] [11]

CONFLICT OF INTEREST STATEMENT: I, MURRAY S. WEINER, as a voting member of the _____ Board
 Agency: _____ Commission or Authority, agree to disqualify myself from voting on any issue(s) which may arise and in which a conflict of interest exists.
 Applicant's Signature: [Signature]

Once completed, please return this form and attach a brief resume' to: Clerk to Council, County Council of Beaufort County, P.O. Drawer 1228, Beaufort, SC 29901. Applications without a brief resume' cannot be considered. Applications will be held three (3) years for consideration. All information contained on this application is subject to public disclosure.

An incomplete application will be returned.

PERSONAL DESCRIPTION

Name: Murray S. Weiner

Telephone Number: (843) 689-6140

Address: 46 Millwright Drive
Hilton Head Island, SC 29926

Marital Status: Married. One Child

Have lived or owned property in Beaufort County since 1994.

PROFESSIONAL EXPERIENCE

B.A. With Honors, 1967. Montclair State College, Montclair, NJ.
Major Field: Industrial Education and Technology.

Ed. M. 1970. Rutgers-The State University, New Brunswick, NJ.
Major Field: Technical Education.
Minor Field: Administration.

WORK EXPERIENCE

1972 – 1993 – Taught college and high school and principal of summer and adult evening programs.

CERTIFICATIONS

Five teaching and six administrative.

COMMUNITY SERVICE

Served eight years on the Property Owners Association, one year as vice-president, of the large community (8,000 families) where I lived.

Served seven years on the Board of Adjustments in the town where I lived.

OTHER EXPERIENCES

Have traveled extensively throughout the world.

Belong to the below organizations:

Epsilon Pi Tau - Omicron Chapter (Past President)

Phi Delta Kappa - Emeritus

Kappa Delta Pi

Who's Who Among Students in American Universities and Colleges

NJEA Vocational Education Committee

For any other further information please do not hesitate to contact me.

**Children's Foster Care
(Candidates With Applications and Resumes on File)**

Name	Council District	Ethnicity	Primary Interest or Expertise	Other ABC Interest	Date Application Received
Camputaro, Elizabeth	11	Caucasian	Attorney	Social - 2	October 2009
Collar, Robert	4	Caucasian	Teacher	DSN - 2 Social Services - 3	May 2011
Gibson, Terry	7	Caucasian	Retired University Professor	Alcohol - 2 Planning - 3	August 2010
Himes, Diane	10	Caucasian	Retired		March 2005
McDaniel, Curtis	9	Caucasian	General Manager First Vehicle Services	Planning - 1 PALS - 2	May 2011
Raley, Pamela J.	4	Caucasian	Teacher	Library -1 Alcohol - 2	May 2010

COUNTY COUNCIL OF BEAUFORT COUNTY
Citizens Volunteer for Service
County Boards, Agencies, Commissions and Authorities

Rec 5-5-11

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DATE: 05/04/2011 NAME: Curtis McDaniel VOTER REGISTRATION NUMBER: 4 533 101 *AS*

OCCUPATION: General Manager at first Vehicle Vehicle Services TELEPHONE: (Home) 843-321-0394 (Office) 843-255-2773

HOME STREET ADDRESS: 46 Bostlick Cir MAILING ADDRESS: 46 Bostic Cir Beaufort, SC. 29902 *D9*

*How registered at:
70510+455
Port Royal, SC*

Are you presently serving on a Board, Agency, Commission or Authority? No If "yes," when does your term expire? _____

If recommended by a Council Member, indicate name: _____ ETHNICITY (if possible) Caucasian African American Other

TOP THREE PRIORITIES: Please indicate by placing a "1", "2", or "3" alongside the Board, Agency, Commission or Authority which you choose

BOARDS	AGENCIES	COMMISSIONS	AUTHORITIES
Accommodations Tax Airports Alcohol and Drug Abuse Construction Adjustments & Appeals Disabilities and Special Needs Historic Preservation Review Library Northern Corridor Review Parks and Leisure Services Planning Rural and Critical Lands Preservation Solid Waste and Recycling Southern Corridor Review Stormwater Management Utility Tax Equalization Zoning Appeals	Beaufort Memorial Hospital Bluffton Township Fire Daufuskie Island Fire Sheldon Township Fire	Burton Fire District L.P.S. Helena Island Fire District	B/E Economic Opportunity Authority B/E Water and Sewer Authority Coastal Zone Management Appellate Panel Forestry Commission Foster Care Review Board Lowcountry Council of Governments Lowcountry Regional Transportation Social Service

COUNTY COUNCIL DISTRICT: Please encircle your County Council District No. [1] [2] [3] [4] [5] [6] [7] [8] [9] [10] [11]

CONFLICT OF INTEREST STATEMENT: I, _____, as a voting member of the _____ Board, Agency, Commission or Authority, agree to disqualify myself from voting on any issue(s) which may arise and in which a conflict of interest exists.
Applicant's Signature: *[Signature]*

When completed, please return this form and a brief resume* to the Clerk to Council: You may mail it to Clerk to Council, County Council of Beaufort County, P.O. Drawer 1228, Beaufort, SC 29901, email it to boardsandcommissions@bcgov.net, (must save and attach file) or fax it to 843-255-9401. Applications without a brief resume* cannot be considered. Applications will be held three (3) years for consideration. All information contained on this application is subject to public disclosure.

Anyone submitting an application for the Planning Commission must fill out an additional questionnaire. An incomplete application will be returned.

CURTIS MCDANIEL

46 Bostick Cir
Beaufort, SC. 29902
843-321-0394
cmcdaniel@bcgov.com

OBJECTIVE

- To serve Beaufort County in a capacity that best meets the needs of the county, while utilizing my experience and life skills. As a Senior Manager in the Fleet industry for the last 15 years I have become lean six-sigma. In the hopes that my 25+ years experience in transportation and heavy equipment vehicles, parts, service and management would be an asset to any organization. I hope to serve the people and county of Beaufort, SC.

COMPETENCIES

- Leading with Courage, Influencing & Building Partnerships, Sense of Urgency, Accountability, Communicating
- Accounting for my unique ability to understand and listen to internal and external customer requests, respectfully probe to determine the root business need, and recommend the most appropriate solution.
- Distinct ability to work well in cross-departmental duties such as HR support, Accident management, Accident investigation, Training, Building budgets for planned expenditures, New equipment Fuel management and maintenance cost.

KNOWLEDGE /SKILLS/ABILITIES

Ability to organize prioritizes, work under pressure, and meet deadline. Strong working knowledge and understanding of EHS requirements with technical expertise sufficient to manage Fleet transportation and safety programs. Effective interpersonal and communication skills. A proactive, assertive, sense of urgency to problem solving including knowledge of root cause analysis, and a commitment to high performance work systems and change management.

EDUCATION

- Advanced Certification in Fleet Manager (ACFM)
 - Firearms Permit
 - Trained Six Sigma Green Belt, 25 years on the job training
 - Masters certificate U.S Department of Transportation DOT/TSI
 - OSHA 10-hour Certificate "For General industrial"
 - OSHA 10-Hour Orientation,
- Drug-free workplace "For Managers"
Certified Mobil Crane Inspector "Crane Institute of America"
Accident Investigation and Root Cause Analysis

EXPERIENCE

Yancey Bros Co (Dec 1998 – present) Fleet Manager

- Implemented system to Spec all company vehicles to meet application requirements.
- Developed, install and maintain systematic procedures of preventative maintenance for 517 vehicles as well as operational equipment.
- Manage a 1.4 mm monthly Fuel budget using ARI Fleet services and Wrights Express fuel systems.
- Manage a 10.6 million dollar yearly budget for acquisitions of company vehicles. Initiated program for the resale of all company vehicles at end of their life cycle in order to create a new revenue source and reduce downtime
- Manage 517 company vehicles ranging in size from, over the road tractors to pick up size. Implementing and administrating Safety policy and maintenance procedures.
- Set up filing and tracking systems for 25 branch operation to be in unison as required by D.O.T and Federal Motor Carrier Safety administration rules of compliance.
- Prepare and develop yearly budget based on the life cycle Analysis of current fleet needs
- Travel to each of the 25 branch locations to provide quarterly supervisor and driver training.
- Insure the company is up to date on all FMCSA rules and The GDOT laws .
- Insure that company drivers are trained and are legal to operate with in the state of Georgia.
- Implement a Company-wide D.O.T compliant self Audit with a shared a scorecard.
- Participated as a Trained greenbelt in two Six-Sigma project;
- Transportation and Truck Revenue/Expense Field Service

All vehicle safety training is my responsibility as well as: Accident reporting, Accident investigating, Insurance reporting, cases follow up, driver retraining.

Best Repair (Oct 1993 – Dec 1998) Fleet Manager, Dispatcher

- Manage 15 mechanics in heavy equipment repair. (Field Repair)
- Spec new field service trucks, purchase all vehicles and parts required to repair heavy equipment, Buses and road tractors.
- Review monthly Profit and Loss statements.
- Hire, train, annual review, discipline and termination of employees.
- Track employee time for ADP, Payroll schedule vacation and holidays.
- Track mechanic time for repair invoices to the customer.
- Purchase all equipment parts to repair heavy equipment to include:
- Caterpillar, Hitachi, Volvo, Komatsu, Dynapac, Deere, Peter built, Mack, IH,
- Wright Lease agreements for heavy equipment rental
- Schedule all field work with the customers and the technicians
- Dispatching 13 field service trucks to repair heavy Equipment