

COUNTY COUNCIL OF BEAUFORT COUNTY

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AGENDA
COMMUNITY SERVICES COMMITTEE

Monday, February 24, 2014

2:00 p.m.

Large Meeting Room, Bluffton Branch Library
120 Palmetto Way, Bluffton

Committee Members:

William McBride, Chairman
Tabor Vaux, Vice Chairman
Rick Caporale
Gerald Dawson
Steve Fobes
Laura Von Harten

Staff Support

Morris Campbell, Division Director


1. CALL TO ORDER – 2:00 P.M.
2. PRIORITIZATION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NEEDS ([backup](#))
3. UPDATE / GULLAH FARMERS COOPERATIVE / FARMER-TO-SCHOOL PROGRAM
4. CONSIDERATION OF CONTRACT AWARD
 - A. Annual Maintenance and Support with Bibliotheca for Radio Frequency Identification (RFID) at St. Helena Island Branch Library ([backup](#))
5. DISCUSSION / REAPPOINTMENTS AND APPOINTMENTS
 - A. Alcohol and Drug Abuse Board
 - B. Beaufort / Jasper Economic Opportunity Commission
 - C. Children’s Foster Care Review Board
 - D. Disabilities and Special Needs Board
 - E. Library Board
 - F. Parks and Leisure Services Board
6. ADJOURNMENT





MEMORANDUM

TO: Morris Campbell
Community Services/Beaufort County

FROM: Michelle Knight 
Lowcountry COG

DATE: February 21, 2014

RE: Needs Assessment 2014 – prioritization by Community Services Committee
Status on Burton Water Project CDBG # 4-CI-11-002
For meeting discussion on February 24, 2014

Per our discussion this memo is to provide the Community Services Committee with information regarding the ranking of priorities the previous year, a recap of the remarks from this year's public hearing and a status update on the County's current CDBG project.

During the Committee's 2/25/13 meeting they ranked priorities for 2013 in the following manner:

- 1) Multiple Neighborhood Improvement projects
- 2) Water, Sewer and/or Drainage Improvements
- 3) Infrastructure to Support New and/or Existing Businesses
- 4) Improvements to Public Facilities

The two items that were specifically mentioned during the public hearing were regarding public water and water access in the Seabrook/Stuart Point area and neighborhood improvements for safety purposes in the Salem Road area/neighborhood. Reviewing the general ranking above from last year these needs would still fall in the top two categories. Please give me a call if we need to discuss more specifics regarding prioritizing the needs. I am also attaching a brief two page summary of what was discussed program wise at the public hearing on 1/27/14.

With regard to the Burton Water Project, we had our required financial audit on 2/20/14 which went well. We have our required program monitoring on 2/25/14. Both monitoring reviews have to be complete before we close the project. We are still pursuing the amendment work but it is not progressing as quickly as we had hoped. The acquisition process as you know can be time consuming even in cases like this where everyone has been cooperative for the most part. We are still pushing ahead but we may get to the point that we have to decide if we want to forfeit the spring round in order to finish.

Attachment (1)

2014 CDBG PROGRAM INFO

The SC CDBG Program is designed to provide assistance to units of local government in improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income. The program has been funded through the state since 1982 by US Dept of Housing and Urban Development under the Housing and Community Development Act of 1974, as amended (Title I). The annual allocation from HUD for the program is administered by SC Dept of Commerce Division of Community Grant Programs.

The State is anticipating receiving approx \$19,333,299 CDBG funds for 2014. This allocation has been divided among the SC's programs as follows:

Community Development (CD) Prgm:	\$16,153,302
• Community Infrastructure (CI)	\$7,753,302
• Community Enrichment (CE)	\$1,800,000
• Neighborhood Revitalization(NR)	\$6,000,000
• "Ready to Go"(RTG)	\$600,000
Business Development (ED) Prgm:	\$2,000,000
Regional Planning Assistance	\$500,000
State Technical Assistance:	\$193,332
State Administration:	\$486,665

All projects have to meet a National Objective meaning:

- 1) Benefit low-to-moderate income persons;
- 2) Aid in the prevention or elimination of slums or blight;
- 3) Meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community which are of a recent origin or recently became urgent and where other financial resources are not reasonably available to meet the need (AKA Urgent Need).

Also as a part of the requirements of the program, the locality is expected to undertake activities that promote Fair Housing as such I would remind you that we all have a right to be treated fairly in the sale and rental of housing, in residential real estate transactions and in the provision of brokerage services regardless of our race, color, religion, sex, familial status, or national origin. Title VIII of the Civil Rights Act of 1968 as amended and otherwise known as the Fair Housing Act affords us these protections. Fair Housing is the Law. If you believe that you have been treated unfairly and have been a victim of discriminatory housing practices, you have avenues by which the matter can be investigated. The City/County is committed to Fair Housing. For more information, please call us at 843-726-5536.

Community Development Program:

App. Request Deadlines: CI - 3/14/14; CE, NR - 8/15/14; RTG - ongoing

Full Submission Deadlines: CI - 4/14/14; CE, NR - 9/15/11; RTG - 30 days after request made

Min/Max Amounts: \$50,000 Minimum

\$750,000 Maximum for CI; \$500,000 Maximum for CE & RTG; \$500,000 NR

Match Requirements: 10% on everything

CD General Prgm Description: Designed to produce outcomes that improve citizen's quality of life and create a competitive environment for business by addressing essential community development needs, primarily of

LMI persons. A CD application will compete within four categories that have the same general submission requirements.

- 1) **Community Infrastructure:** Must contribute to the creation of healthy and sustainable communities by alleviating documented threats to the public welfare of the community or providing improved access to critical public facilities needs including water, sewer, drainage, and roads. State priorities in order are: significant improvements to existing infrastructure that address health concerns, new service where it is cost effective, and upgrades.
- 2) **Community Enrichment:** Program designed to fund facilities, services and other activities that strengthen existing communities and support a high quality of life within the following state priority areas: increasing economic competitiveness, education and workforce development, and safe and healthy communities.

Economic Competitiveness examples: Developing energy efficiencies for CDBG Public facilities, brownfield projects, downtown streetscape, planning for regional infrastructure.

Education and Workforce Development examples: Libraries; publicly owned (non school) facilities that mentor or offer extended education programs to at risk youth; and transportation oriented public facilities or services that serve LMI workforce populations.

Safe and Healthy Communities examples: Public safety facilities in LMI neighborhoods; demolition or clearance; health clinics or equipment; firefighting facilities or equipment serving LMI neighborhoods near business centers.

- 3) **Neighborhood Revitalization:** Program will assist in the development of sustainable communities through revitalization in town residential neighborhoods. Project must incorporate comprehensive strategies for linking commercial revitalization successes with improvements to neighborhoods that are adjacent to downtown/business centers. Activities include: Infrastructure, public facilities, housing, clearance, neighborhood planning and design.
- 4) **Ready to Go:** any project that is eligible under CI and CE programs and has completed all the activities necessary to be ready to bid within 60 days of an award.

Business Development Program:

Application Deadline: None. Application requests accepted as projects develop.

Min/Max based on cost per job amounts and types of jobs provided as a result of the investment:
\$50,000 Minimum/\$500,000 Maximum

Match Requirements: 10% of grant request on all other type projects

Program Description: Program provides assistance to units of local government to improve economic competitiveness and create opportunities for economic productivity; particularly through projects which will create new jobs, retain existing employment, stimulate private investment, and revitalize or facilitate the growth and diversification of the local economy.



COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT

102 Industrial Village Road, Bldg 3—Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

TO: Councilman William L. McBride, Chairman, Community Services Committee

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

SUBJ: **Contract Award Recommendation for Annual Maintenance and Support with Bibliotheca for Radio Frequency Identification (RFID) at St. Helena Library Branch**

DATE: February 24, 2014

BACKGROUND: The RFID system at the St. Helena Library was installed by Bibliotheca (formerly ITG) and has been primarily operational since October 2013, with the exception of the Automated Materials Handling (AMH) portion of the system, which was completed and has been operational since January 2014. The Library Director is requesting approval of the contract award for the maintenance and support of the whole RFID system from Bibliotheca. The contract term would back date to October 1, 2013 and would end September 30, 2018. Bibliotheca has offered a discount of \$14,356 if Community Services Committee were to approve a prepayment of \$95,711 for five (5) years of maintenance and support. Please see the pricing and fiscal year allocation information attached.

VENDOR INFORMATION:

Bibliotheca, Norcross, GA

COST

\$95,711

FUNDING: 10001625-51110, St. Helena Library - Maintenance Contracts. The prepayment amount of \$95,711 will be allocated by fiscal year according to the attached schedule.

PRIOR YEAR COST: N/A

FOR ACTION: Community Services Committee meeting occurring on February 24, 2014.

RECOMMENDATION: The Purchasing Department recommends that the Community Services Committee approve the contract award, to include prepayment in the amount of \$95,711, for RFID Maintenance and Support from Bibliotheca for St. Helena Library.

CC: Gary Kubic, County Administrator
Bryan Hill, Deputy Administrator *BH*
Alicia Holland, Chief Financial Officer *AH*
Morris Campbell, Community Services Director *MC*
Wlodek Zaryczny, Library Director *WZ*

ADD-ONS

The document(s) herein were provided to Council for information and/or discussion after release of the official agenda and backup items.

Topic: Bibliotheca Support and Maintenance Schedule
Date Submitted: February 24, 2014
Submitted By: Alan Eisenman
Venue: Community Services Committee

Bibliotheca Support and Maintenance Schedule

St. Helena Library

Fiscal Year Amount Available Budget

FY 14	14,357	19,540
FY 15	19,142	N/A
FY 16	19,142	N/A
FY 17	19,142	N/A
FY 18	19,142	N/A
FY 19	4,786	N/A

TOTAL 95,711