

COUNTY COUNCIL OF BEAUFORT COUNTY
ADMINISTRATION BUILDING
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX
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D. PAUL SOMMERVILLE
VICE CHAIRMAN

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ASHLEY M. JACOBS
COUNTY ADMINISTRATOR

SARAH W. BROCK
CLERK TO COUNCIL

AGENDA
FINANCE COMMITTEE
Monday, August 12, 2019
1:00 p.m.

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort

Committee Members:
Joseph Passiment, Chairman
Chris Hervochon, Vice Chairman
Gerald Dawson
Mark Lawson
Paul Sommerville

Staff Support:
Suzanne Gregory, Employee Service Director
Alicia Holland, CPA,
Assistant County Administrator, Finance

1. **CALL TO ORDER – 1:00 p.m.**
2. **PLEDGE OF ALLEGIANCE**
3. **INTRODUCTIONS**

[Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act]
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF MINUTES** (backup)
 - A. April 29, 2019
 - B. May 6, 2019
 - C. May 28, 2019
 - D. June 3, 2019
 - E. June 24, 2019

6. **CITIZEN COMMENTS** (Comments regarding agenda items only)
7. **DISCUSSION / Approval of a resolution Authorizing County Administrator to execute an MOA with the State Elections Commission for new voter machines - Marie Smalls, Director of Voter Registration and Elections** (backup)
8. **PRESENTATION / Rollback millage verification** – Cherry Bekaert, Accounting Firm



9. **DISCUSSION / Technical College of the Lowcountry Culinary Institute, LEED Silver Certification** - *Mary Lee Carns, Vice President for Advancement, Technical College of the Lowcountry*
10. **UPDATE / CAFR Timeline** – *Alicia Holland, Assistant County Administrator, Finance (backup)*
11. **CONTRACT AWARD / Recommendation to award Paul S. Akins Construction Company, Inc., the contract to renovate and build additions to Fire Station #32 for \$1,222,110.00** – *Dave Thomas, Purchasing Director (backup)*
12. **CONTRACT AWARD / Request to Purchase a Public Health Insecticide Applied by Mosquito Control Aircraft for \$208,500.27** – *Dave Thomas, Purchasing Director (backup)*
13. **DISCUSSION / Request for Airport Security Staff** – *Jon Rembold, Beaufort County Airports Director*
14. **DISCUSSION / Update on A-TAX and H-TAX funds**
15. **DISCUSSION/ Penn Center A-TAX Funding Request** – *Stefanie M. Nagid, Passive Parks Manager (backup)*
16. **DISCUSSION / Funding Request - Restoration of Historic Campbell AME Church** – *Rev. Dr. Jon R. Black (backup)*
17. **DISCUSSION / A-Tax Funding Request – Daufuskie Marsh Tacky Society** – *Erica Veit, Director, Daufuskie Marsh Tacky Society (backup)*
18. **DISCUSSION / Status update on an ordinance establishing an internal Audit Committee** – *Chris Inglese, Deputy County Attorney*
19. **DISCUSSION / Salaries of Elected Officials**
20. **ADJOURNMENT**



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Approval of finance meeting minutes

Council Committee:

Finance meeting minutes

Meeting Date:

August 12, 2019

Committee Presenter (Name and Title):

Issues for Consideration:

Meeting minutes from:

April 29, 2019

May 6, 2019

May 28, 2019

June 3, 2019

June 24, 2019

Points to Consider:

Funding & Liability Factors:

None.

Council Options:

Approve, Modify or Reject

Recommendation:

Approve

**MINUTES
FINANCE COMMITTEE**

April 29, 2019

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort, South Carolina 29902

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

ATTENDANCE

Present: Committee Chairman Joseph Passiment, Committee Vice Chairman Chris Hervocho, and members Gerald Dawson, Mark Lawson and Paul Sommerville

Absent: Brian Flewelling, Lawrence McElynn and Stewart Rodman

Ex-officio: Michael Covert, York Glover and Alice Howard
(Non-committee members of Council serve as *ex-officio* members and are entitled to vote.)

Staff: Ed Allen, County Coroner; Jim Beckert, County Auditor; Phil Foot, Assistant County Administrator-Public Safety; Alicia Holland, Assistant County Administrator-Finance; Ashley Jacobs, County Administrator; Tom Keaveny, II, County Attorney and Brittany Ward, Assistant County Attorney

Media: Joe Croley, Lowcountry Inside Track

CALL TO ORDER

Councilman Passiment called the meeting to order at 1:59 p.m.

APPROVAL OF AGENDA

It was moved by Councilman Hervocho, seconded by Councilman Dawson, that Committee approve the agenda as presented. The vote: YEAS – Councilman Covert, Councilman Dawson, Councilman Glover, Councilman Hervocho, Councilwoman Howard, Councilman Passiment and Councilman Sommerville. Councilman Lawson arrived late. The motion passed.

CITIZEN COMMENTS

There were no citizen comments.

**Item: Discussion / FY 2020 Budget Request
Bluffton Fire District – John Thompson, Fire Chief**

Discussion: Bluffton Township Fire District's FY 2020 budget proposal consists of \$16,349,031 of total expenditures. The District plans to operate with a 24.45 millage rate. Bluffton Fire District currently has 22 administrative staff persons and 125 firefighters.

Status: For Informational Purposes

**Item: Discussion / FY 2020 Budget Request
Burton Fire District – Harry Rountree, Fire Chief**

Discussion: Burton Fire District's FY 2020 budget proposal consists of \$5,643,491 of total expenditures. The District plans to operate with a 70.33 millage rate. Burton Fire District currently has 3 administrative staff persons, 53 firefighters and 5 stations. Discussion occurred in reference to jagged annexations and the issue of the closest engines responding to crises outside of their area and how that is funded.

Status: For Informational Purposes

**Item: Discussion / FY 2020 Budget Request
Daufuskie Island Fire District – Ed Boys, Fire Chief**

Discussion: Daufuskie Island Fire District's FY 2020 budget proposal consists of \$1,236,230 of total expenditures. The District plans to operate with a 62.01 millage rate. Daufuskie Island Fire District currently has 1.5 administrative staff persons, 12 firefighters and 8 volunteers.

Status: For Informational Purposes

**Item: Discussion / FY 2020 Budget Request
Lady's Island / St. Helena Island Fire District - Bruce Kline, Fire Chief**

Discussion: Lady's Island / St. Helena Island Fire District's FY 2020 budget proposal consists of \$6,381,704 of total expenditures. The District plans to operate with a 40.12 millage rate. Lady's Island / St. Helena Fire District currently has 1 administrative staff person, 67 firefighters and 5 fire stations.

Status: For Informational Purposes

**Item: Discussion / FY 2020 Budget Request
Sheldon Fire District – Buddy Jones, Fire Chief**

Discussion: Sheldon Fire District's FY 2020 budget proposal consists of \$1,463,100 of total expenditures. The District plans to operate with a 38.52 millage rate. Sheldon Fire District currently has 3 administrative staff persons, 15 firefighters and 25 volunteers.

Status: For Informational Purposes

Item: Discussion / Economic Development FY 2019-2020 Budget

Discussion: Ms. Holland stated Beaufort County Economic Development Corporation currently receives \$270,000 from Council. The organization is requesting an additional \$105,000.

Motion: It was moved by Councilman Hervocho, seconded by Councilman Dawson, that Committee instruct staff to increase the Economic Development Corporation’s FY 2019-2020 budget to \$495,000 (includes the \$270,000 economic development currently receives, a \$105,000 year-over-year budget increase, and a \$120,000 line item for SouthernCarolina Alliance), and a specific line item to maintain the same millage rate “\$500,000 millage appropriated annually rolled over.” The vote: YEAS – Councilman Covert, Councilman Dawson, Councilman Glover, Councilman Hervocho, Councilwoman Howard, Councilman Lawson, Councilman Passiment and Councilman Sommerville. The motion passed.

Status: Recommendation that staff increase the Economic Development Corporation’s FY 2019-2020 budget to \$495,000 (includes the \$270,000 economic development currently receives, a \$105,000 year-over-year budget increase, and a \$120,000 line item for SouthernCarolina Alliance), and add a specific line item to maintain the same millage rate “\$500,000 millage appropriated annually rolled over.”

Item: Discussion / Beaufort County’s General Fund FY 2020

Discussion: Mrs. Alicia Holland, Assistant County Administrator-Finance, presented information regarding the FY 2020 General Fund budget proposal based upon those entities that have presented funding requests. The Committee discussed the items presented, and will use this data for further discussion regarding the budget.

Mr. Ed Allen, County Coroner, presented further information about the Committee’s concerns from his FY 2020 budget proposal, which was presented at the April 22, 2019 Finance Committee Workshop. The concerns included: the replacement of three vehicles with Ford F-250 pick-up trucks as well as the cost of insurance-prepaid. The Committee will use the information Mr. Allen presented to finalize his budget request.

Status: For Informational Purposes

CALL FOR EXECUTIVE SESSION

Item: Receipt of legal advice regarding leases entered into by elected officials

Motion: It was moved by Councilman Hervocho, seconded by Councilwoman Howard that Committee go immediately into Executive Session to receive legal advice regarding leases entered into by elected officials. The vote: YEAS – Councilman Covert, Councilman Dawson, Councilman Glover, Councilman Hervocho, Councilwoman Howard, Councilman Lawson, Councilman Passiment and Councilman Sommerville. The motion passed.

Motion: It was moved by Councilman Hervochoon, seconded by Councilman Dawson that Committee reconvene regular session at 4:20 p.m. The vote: YEAS – Councilman Covert, Councilman Dawson, Councilman Glover, Councilman Hervochoon, Councilwoman Howard, Councilman Lawson, Councilman Passiment and Councilman Sommerville. The motion passed.

MATTERS ARISING OUT OF EXECUTIVE SESSION

There were no matters arising out of executive session.

ADJOURNMENT

The meeting adjourned at 4:21 p.m.

Ratified by Committee:

DRAFT

**MINUTES
FINANCE COMMITTEE
WORKSHOP
May 6, 2019**

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort, South Carolina 29902

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

ATTENDANCE

Present: Committee Chairman Joseph Passiment, Committee Vice Chair Chris Hervocho, and members Gerald Dawson, Mark Lawson and Paul Sommerville

Ex-officio: Michael Covert, York Glover, Alice Howard, Stewart Rodman, Brian Flewelling and Lawrence McElynn (Non-committee members of Council serve as *ex-officio* members and are entitled to vote.)

Staff: Jim Beckert, County Auditor; Phil Foot, Assistant County Administrator-Public Safety; Eric Greenway, Community Development Director; Alicia Holland, Assistant County Administrator-Finance; Ashley Jacobs, County Administrator; Eric Larson, Director of Environmental Engineering and Land Management; Shannon Loper, Parks and Recreation Director; Dave Thomas, Purchasing Director; Chris Inglese, Deputy Beaufort County Attorney; Thomas Keaveny, II, Beaufort County Attorney;

Media: Joe Croley, Lowcountry Inside Track

CALL TO ORDER

Councilman Passiment called the meeting to order at 1:01 p.m.

APPROVAL OF AGENDA

It was moved by Councilman McElynn, seconded by Councilman Hervocho, that Committee approve the agenda as presented. The vote: YEAS – Councilman Dawson, Councilwoman Howard, Councilman Sommerville, Councilman McElynn, Councilman Passiment, Councilman Covert and Councilman Hervocho. The motion passed.

APPROVAL OF MINUTES

It was moved by Councilman McElynn, seconded by Councilman Hervocho, that Committee approve the minutes from Finance Committee meetings held on April 1, 2019, April 3, 2019, April 10, 2019 and April 22, 2019 as presented. The vote: YEAS – Councilman Dawson, Councilwoman

Howard, Councilman Sommerville, Councilman McElynn, Councilman Passiment, Councilman Covert and Councilman Hervochon. The motion passed.

CITIZEN COMMENTS

There were no citizen comments.

INFORMATION ITEMS

Item: Discussion / FY 2020 School District Budget Presentation – Tonya Crosby, BCSD
Chief Financial Officer

Discussion: Ms. Crosby stated that Beaufort County School District is comprised of approximately 22,000 students, 1,750 teachers and is projecting a student growth rate of 158 students in FY 20.

Beaufort County School District's (BCSD) FY 20 budget proposal consists of net increases of \$14,374,875, which brings BCSD's current budget of \$241,317,106 to \$255,691,981 in fiscal year 2020. The proposed budget has a 6% increase from last year's approved budget. Of the increases, 93% are State/Federal/Local due to increases in enrollment as well as operational increases of contractual services: food service, grounds maintenance and custodial.

BCSD is requesting Council support a 1-year millage surcharge of 5.9 mills to restore the current year fund balance. Consideration for Council to support an increase of next year's Millage Rate at the maximum possible at the 9.7 mills increase. Consideration for Council to approve an expenditure budget of \$255,691,981.

Councilman Passiment asked if it has been adopted by the board.

Ms. Crosby stated it has not yet.

Councilman Passiment asked when Ms. Crosby feels it will be finalized by the board.

Ms. Crosby answered it is on the board to be certified May 21st. Board will have another discussion the following night with an update of new information and answers.

Councilman Passiment asked if by May 21st numbers could have changed.

Ms. Crosby stated that is true.

Councilman Sommerville stated when the building boom started in Bluffton a few years ago, they knew this was coming. If there was a slide showing occupancy it would probably show Bluffton full and a few seats in the north. We need more schools in Bluffton, correct.

Ms. Crosby answered yes, Bluffton is a very fast growing area and with several schools that are over 90+% of capacity.

Councilman Sommerville asked if the bus drivers are contracted or are they BCSD employees.

Ms. Crosby answered they are BCSD employees. It has been back in house for 3 years now.

Councilman Hervochoch stated it looks like the average cost per kid is \$11,600 and asked how it compares to the rest of the state and locally, including Georgia.

Ms. Crosby stated there was recently a state level analysis done that was a 3 year old study. The State Department of Revenues and Affairs did the analysis and in those areas, Beaufort was in the middle of the areas. Ms. Crosby stated she has not looked at that number in the peer districts but will do so and come back with the numbers.

Councilman Hervochoch asked about benefit percentages that we are around 40% locally and how it compares to other peer districts.

Ms. Crosby stated other school districts in the state participate with South Carolina Retirement Systems so their rates would be identical to ours and they are mandated to participate with the State Health Insurance System PEBA. So every school district in the state would be attached to both of those organizations and should be comparable. The only variable might be the average salary amount.

Councilman Hervochoch asked if there are \$2 million in administrative raises in there.

Ms. Crosby answered it is classified administrative staff, including teachers assistants, district office assistants, accountants, technology support people, so about 200 administrators and 1,000 classified people.

Councilman Hervochoch asked what the dollar impact of moving 6% to 4% is.

Ms. Crosby answered she recently requested information of what the shifts from 6% to 4% are and is waiting for the information.

Councilman Hervochoch asked how much of that 7.7 is that shift. It seems like a big number. He also asked what is driving the big dip in tax revenue because his understanding is the roll back millage and reassessment was meant to be revenue neutral to slightly positive, not this huge dip, so what is driving that.

Ms. Crosby stated they have been analyzing that over the last few months. It is very difficult to pin point because it is a combination of things. There could be an overstatement of assessed values, they don't really understand the full impact of what that would be. There is a shift from 6% to 4%, you have the transfers of interests from properties within the County, you have assessed values, collections, all of those components feed into that calculation and it is really hard to pull them apart and figure out which one contributed to the shortfall. It is a normal occurrence in a reassessment year, last reassessment we had a roll forward and we had a \$5.5 million shortfall. They are going to be looking more into those calculations to figure out what we can do to prevent this in 5 years again.

Councilwoman Howard asked if the bus drivers are part time or full time.

Ms. Crosby answered most of the bus drivers are full time and guaranteed a 6 hour day and have opportunities for a part time work extra-curricular, athletics and field trips.

Councilwoman Howard asked so they have benefits then.

Ms. Crosby answered yes, they do have benefits.

Ms. Crosby stated she has been with the District 18 years and only saw 1 year where the State did not mandate staff increase. So it is automatic each year unless the State Department tells us we are waiving the Step Increase this year.

Councilman McElynn asked with regards to the Cost of Living Increase, how did she arrived at the 4% and 2% amounts.

Ms. Crosby stated the 4% was a mandate from the State Department of Education so that amount was calculated on current staff at the 4% Cost of Living Increase on the new step. As far as the Classified Administrators, it was more discretionary. The Board can increase, decrease, remove, add and do anything with that. At an administrative level, they believed 4% was not something that would be able to be done in a year, so the recommendation was to go with half.

Councilman McElynn asked how many bus drivers are there and what is the average salary.

Ms. Crosby answered about 200 bus drivers but does not know the average salary. She believes the rate is around \$17 an hour but will get the number and send it back.

Councilman Glover asked if there is a policy for steps for Classified Staff.

Ms. Crosby stated they have a step program and each year they go before the Board and present the possibility of a step and the dollar amount and it is up to the discretion of the Board to keep it in the budget or remove it.

Status: For information only.

Item: **Discussion / Funding Request from Campbell Chapel** – Jon Black, Pastor, Campbell Chapel AME Church, Bluffton, SC

Discussion: Campbell Chapel AME Church was built in 1853 in Old Town Bluffton. In 1874, nine formerly enslaved people purchased the building and established Campbell Chapel AME Church. The church is currently in the process of restoring the structure and collecting artifacts from the Reconstruction Era. The church's goal is to produce a museum quality restoration that will become a prominent tourist attraction on the Gullah Geechee Cultural Heritage Corridor.

The total estimated cost of the project is between \$1,500,000 and \$2,000,000, and will consist of 3 phases. Mr. Black requested \$500,000 from Council as a contribution toward Campbell Chapel's renovation. He anticipates the completion of the project by fall or winter of 2020.

Councilman Passiment asked how much has been raised or pledged so far.

Mr. Black answered about \$50,000.

Councilman Passiment asked if there were government grants they could apply since it is going to be a National Historical Building.

Mr. Black answered they are in conversation about those.

Councilman Passiment asked once the money is raised how long the restoration process will take.

Mr. Black answered they are hoping about 13 months from the time we start the project until it is completed. They are anticipating the entire process will be over by the fall/winter 2020.

Councilman Sommerville asked if they have been before Best of Beaufort yet as that is how tourism funds are administered.

Mr. Black stated they have not but will do that.

Councilman Hervochon asked how much they asked Bluffton for and have they contributed anything yet.

Mr. Black answered they have made verbal commitments but nothing in writing yet. The mayor said Mr. Black could express from her that they have her full support.

Councilman Dawson asked if this is tourism related, would this qualify for any tax funds.

Councilman Passiment stated he does not have the answer right now but he will look into it.

Status: For information only.

Item: **Discussion / Parks and Recreation Tournament Local A-Tax Request** – Shannon Loper, Parks and Recreation Director

Discussion: Ms. Loper stated there will be two tournaments back to back July 12th-18th and 19th-. They have requested half of the total cost for the first tournament from the Town of Bluffton and are here today to request the other half (\$59,500) from A-Tax with the County. They are also requesting half of the second tournament (\$54,950) from the County.

Councilman Sommerville asked why this isn't part of their normal budget.

Ms. Loper stated they go in January and bid on the tournaments and are not sure if we are going to be awarded the tournaments, so the budget is already complete before Parks and Rec knows if they get the tournaments or not.

Councilman Hervochoch asked what the estimated economic impact of these tournaments are.

Ms. Loper answered it is over \$1 million on each.

Councilman Glover asked what was generated last year.

Ms. Loper answered last year's revenue was around \$18,000-\$20,000.

Status: For information only.

Item: Discussion / Change of Scope to the Impact Fee Study – Eric Greenway, Community Development Director and Dave Thomas, Purchasing Director

Discussion: Mr. Greenway stated Section 82 of the County Code provides that annual inflation area adjustments be made based on a formula that's established in that ordinance using the Construction Cost Index. They have not done an Inflation Readjustment since 2007 so we elected to go back 2 years instead of trying to recapture all the way back to 2007. After evaluating things further and given where we are in the existing study, they are going to be adjusting this again. They elected to hold off on any inflation adjustments currently until the new numbers are implemented. This change of scope will add \$31,600 to the current contract, and include the studies of Solid Waste and Public Safety / EMS. The current contract includes updating libraries, parks and recreation, roads, and a study for schools.

Councilman Hervochoch asked when the current study is anticipated to be complete and what the turnaround time would be on this.

Mr. Greenway stated early to mid-summer the Committee will be looking at the first ordinances and data sets on what they will recommend.

Status: For information only.

Item: Discussion / Contract Award: IFB #032119 Bluffton Township District Station 38 and Emergency Operations Center Construction Project - Dave Thomas, Purchasing Director and John Thompson, Fire Chief, Bluffton Township Fire District

Discussion: Mr. Thomas stated the purchasing department advertised the Bluffton Township District Station 38 and Emergency Operation Center Construction Project and in March received 4 bid responses. Staff reviewed the bids to determine the lowest responsive/responsible bidder and determined that the Paul S. Akins Company from Statesboro, Georgia is in compliance with all the bid requirements and recommends the company for the contract award. The contract amount is \$2,656,652, plus a 10% contingency of \$265,652.

Councilman McElynn asked if we will then have to go out and get bids for the Operations Center later on.

Mr. Thomas stated yes, the construction costs were more than the budget would permit in order to do both buildings but the actual infrastructure for the Operations Center will be there already.

Councilman McElynn asked what the cost of an Operations Center is.

Mr. Thomas stated about \$800,000 - \$1 million.

Councilman Sommerville asked if the funds were coming out of Impact Fee Funds.

Mr. Thomas stated no, the source of funds is from 2018 Limited General Obligation Bonds that were sold in December. They did use Impact Fees for vehicles and equipment for the new station.

Status: For information only.

Item: Discussion / Contract Award: IFB #041819 Rebid Lind Brown Pool Renovation Project - Dave Thomas, Purchasing Director

Discussion: This item is a rebid of the Lind Brown Pool Renovation Project due to the high cost of a previous bid that was received in March and received 4 responses. The lowest and responsive bid of \$79,899 and 30 days from the Anderson Pool Plastering to complete the renovation. The work mainly consist of draining the pool and applying new plaster to the pool floor. The pool will not open for the season until the renovation is completed.

Status: For information only.

Item: Discussion / FY 2020 Budgets – Enterprise Funds – Eric Larson, Director of Environmental Engineering and Land Management, and Alicia Holland, Assistant County Administrator - Finance

Discussion: Mr. Larson stated they are requesting a rate increase with the utility this year that brings our revenue up approximately \$1.1 million from last year. Part of the increase is needed for expenses being up about \$600,000.

Councilman Hervochoon asked for clarification about why the head count is going up by 5 and the salaries and benefits are more than doubled.

Mr. Larson stated it was budgeted for 55 last year but they only had 51 head and this year they are proposing 5 increase. It is about \$600,000 increase in salaries.

Councilman Sommerville asked what actual stormwater fee are they requesting.

Mr. Larson stated a typical single family home on 2 acres or less, medium home, is \$87 a year and proposed to go to \$100 a year.

Councilwoman Howard asked Mr. Larson to compare that to the municipalities.

Mr. Larson stated Hilton Head is at \$150 per household, Bluffton is at \$98, City of Beaufort is at \$135 and Port Royal is at \$65.

Ms. Holland stated highlights about the Airports Budgets:

- Beaufort County Airport
 - Operating Revenues is going up by \$6,000 from \$630,000 to \$636,000.
 - Operating Expenses is going up by \$50,000 from \$622,000 to \$672,000
 - Most of the change coming from the cost of sales of fuel
 - Non-Operating Revenues (Expenses)
 - (\$53,265)
- Hilton Head Airport
 - Operating Revenues is going up by \$1,995,320 from \$1,831,000 to \$3,826,320
 - Due to going from 1 commercial airline to 3 commercial airlines
 - United is already with them
 - Delta starts at the end of May
 - Operating Expenses is going up by \$755,000 from \$1,877,000 to \$2,632,000
 - Due to emergency procurements that have already been made
 - Non-Operating Revenues (Expenses)
 - (\$1,950,000)

Status: For information only.

Item: Discussion / Auditor Presentation - Jim Beckert, County Auditor

Discussion: Councilman Passiment stated the Auditor's Presentation indicated there was an error in the calculation of the lookback on Millage and caused consternation.

Mr. Beckert stated there is a difference in the estimates in the process that is used in determining the assessed values. Going through the Auditor's Process they've determined what can be used when determining the value of a mill. When they go through their process, they take into consideration abatements and additions throughout the period of time. Knowing there is a current value right now, one thing taken into consideration is depreciation of those assets. Personal Property is \$101 million and Motor Vehicles is \$106 million has an impact when they go through the equation to determining what the rollback is. The rollback was to start at 104.6, taking those numbers into consideration those estimate number changes, it changes the rollback for the School District to 108.7. So taking the 108.7 minus the previous number of 104.6 is a difference of 4.1 mills. So take the 4.1 mills and multiply it by the value of a mill (\$1,340,367) and it shows the difference in the levy of taxes that could have happened had the rollback been 108.7 versus the 104.6. When talking with the School District, they say they have 9.7 mills, Mr. Beckert did the process backward and they could have been at 108.7 last year but they were at 104.6. If they were rolled back too far, did they use any of the CPI in Growth? Mr. Beckert stated they did not. So the CPI in Growth from last year of 4.3 mills is available to them to increase their budget this year in addition to the 3.9 mills that they have this year. The final year that the School District does have lookback they have available to them rounded 1.5 mills. When you add those 3 together you have 9.7 mills.

Ms. Crosby stated the difference between the mill values is the School Board does not collect on Owner Occupied Homes. What the School Board is seeing as being collected this year is \$1,300,000 and is a projection through the end of the year as collected.

Status: For information only.

Item: Discussion / A-Tax, H-Tax and Accommodations Tax Resolution – Alicia Holland, Assistant County Administrator – Finance and Chris Inglese, Deputy Beaufort County Attorney

Discussion: Ms. Holland stated she met with Rob Wells who suggested instead of distributing the money quarterly like they do now, they could provide a summary and treat it as an invoice, disburse the money quarterly as long as that information is satisfactory.

Mr. Inglese stated the state statute says that the local government shall distribute the Tourism Promotion Funds. Compartmentalizing DMO money, Tourism Promotion Funds, from the Accommodations Tax which is 3% which they give out through the Advisory Board. Each year the DMO shall submit a proposal for the expenditures for approval by this body and supposed to send a report of the expenditures as well. There are other accountability and oversight avenues: the TERC Board, annual reports to the Accommodations Tax Oversight Committee and the Local Advisory Board. For grant money, they are in the process of getting those invoices. There was not 100% compliance in 2018 but they sent a message out that the invoices will be needed this summer if they want to be reimbursed for them.

Mr. Inglese stated specifically to the number of times Hilton Head's Contract with their DMO has a cap of 2 times they can exercise their right to inspection. They have a requirement that they have a third party audit of their expenditures and an attorney certification of appropriateness of those expenditures. Mr. Inglese stated those are 2 things he would say they could put into ordinances.

Status: For information only.

Item: Discussion / Healthcare Entities Regarding Indigent Care – Russel Baxley, President and CEO, Beaufort Memorial Hospital and Roland Gardner, CEO, Beaufort Jasper Comprehensive Health

Discussion: Councilman Passiment stated people utilize the Emergency Room as their doctor and Indigent Care is trying to deal with that particular issue.

Mr. Baxley stated he was here a year ago to discuss Indigent Care. This is driven mostly from 2 different service lines for them: Emergency Room Care and the Mental Health Facility. Last year they did 8,516 OR cases, just under 9,000 admissions and over 1,000 deliveries which is pretty consistent year to year. Emergency Room visits were 54,000 last year and Out Patient Registrations (MRIs, CTs, Chemo Infusions, Radiation/Oncology Visits). With the 54,000 ER visits, they pay several subsidies and several physician groups to cover all that uncompensated care. Specifically they pay for specialty physicians to cover those patients, they have independent physicians that are asked to respond to the Emergency Room that are also not funded by those patients. Since they have to respond within 30 minutes, performing emergency care, they subsidize them in the practices for Medicaid and self-pay patients.

Last year, they paid them over \$700,000 to perform 24 hour specialty care coverage. Emergency Room Physicians are about \$500,000 to cover them. There are a lot of visits to the ER for those utilizing it as their doctor. Mental Health is another part of uncompensated care. Last year there were 500 admissions to 3,200 patient days in the Adult Mental Health Unit 14 beds which equated

to a \$1.2 million loss. Other hospital based subsidies are \$170,000 for self-pay for pathology, \$3 million for OR services and \$3 million for hospital and critical care groups. In 2018 we are about \$54 - \$55 million in uncompensated care to the County. \$14.3 million is True Charity Care where they've given them their tax returns, bank statements, they qualify and have completely written that off. The other \$40 million is a combination of those who don't pay their deductibles, don't turn in required paperwork or trying to qualify. 13,000 people were served by free screenings and other events, attended 1,400 events provided \$500,000 for the free screens, opened a sickle cell clinic included \$124,000 subsidy.

Future concerns: chilled water infrastructure, OR renovations, kitchen renovations and expanding Mental Health by 4 beds. April 1st, we started a full-time 24/7 Pediatric Hospital Program keeping Pediatrics in Beaufort and the only level 2 nursery in the County allowing them to keep 32 week babies and older. The cost of this program is going to be a little over \$1 million and through Medicaid funding hopefully receive \$600,000 leaving them with a deficit of about \$400,000 to support a full-time Pediatric Hospital Program at Beaufort Memorial which is new for this year which will help support Indigent Care. Medical Staff is asking for increases in County Call pay which has not been looked at in 6-7 years or longer and they are due for an increase estimated at about \$500,000 per year for ER County Call Coverage. As a total for Indigent Care specifically, we are looking at about \$900,000 increase every year is being asked for support by the County.

Councilman Dawson asked when someone comes to the ER and does not have to be hospitalized but needs a follow up, where do they get referred to.

Mr. Baxley stated the ER physicians have to see that patient at least once in their office for the follow up by law. They pay the physician for that first visit in the ER visit, if they need to be seen more than once, they will need to set up a payment plan and look at the independent physician's practices and policies for those that do not have insurance.

Mr. Gardner stated we have 17,000 patients in Beaufort Jasper system, close to 12,000 are Beaufort County residents, 61% are female, 39% are male. Of the 12,000 they are currently seeing, 39% of them do not have any insurance at all, 30% Medicaid, 10% Medicare and 21% are private insurance and special grants from other health centers. Total budget this year is \$21 million, \$8 million are from the government, the other \$13-\$14 million they generate through Medicaid, Medicare and private insurance. Over \$900,000 is from Beaufort County Council. There are 5 pharmacies in the system, they did more than 60,000 prescriptions each last year, about 240,000 prescriptions last year. There are 1,800 Community Health Centers in this Country serving 28 million patients. South Carolina has 21 Health Centers serving close to 400,000.

Status: For information only.

ADJOURNMENT

Motion: It was moved by Councilman Hervochon, seconded by Councilwoman Howard to adjourn. The vote: YAYS – Councilman Passiment, Councilman Covert, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman Hervochon. Councilman

Sommerville and Councilman McElynn left the room prior to the vote. Councilman Flewelling, Councilman Dawson and Councilman Glover did not vote. The motion passed.

The meeting adjourned at 3:52 p.m.

Ratified by Committee:

DRAFT

**MINUTES
FINANCE COMMITTEE WORKSHOP**

May 28, 2019

Conference Room, Buckwalter Recreation Center,
Buckwalter Regional Park
905 Buckwalter Pkwy; Bluffton, SC 29910

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

ATTENDANCE

Present: Committee Chairman Joseph Passiment, Committee Vice Chairman Chris Hervocho, and member Gerald Dawson

Absent: Paul Sommerville and Mark Lawson

Ex-officio: Stewart Rodman, Michael Covert, Lawrence McElynn, Brian Flewelling, York Glover, and Alice Howard. (Non-committee members of Council serve as *ex-officio* members and are entitled to vote.)

Staff: Patrick Hill, IT Director; Dave Thomas, Purchasing Director; Jim Beckert, County Auditor; Eric Larson, Manager Stormwater Utility; Phil Foot, Assistant County Administrator-Public Safety; Alicia Holland, Assistant County Administrator-Finance; Ashley Jacobs, County Administrator; Monica Spells, Assistant County Administrator-Civic Engagement and Outreach; and Maria Walls, County Treasurer

CALL TO ORDER

Joseph Passiment called the meeting to order at 2:59 p.m.

APPROVAL OF AGENDA

Councilman Passiment amended the agenda to move item 9 (Update / Treasurer's Mobile Home Audit) to replace item 5 (Discussion / FY 2020 County Budget) and move those down.

Motion: It was moved by Councilman Hervocho, seconded by Councilman McElynn that Committee amend the agenda to move item 9 (Update / Treasurer's Mobile Home Audit) to replace item 5 (Discussion / FY 2020 County Budget) and move those down. The vote: YAYS – Councilman Hervocho, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman McElynn, Councilman Flewelling and Councilman Dawson. The motion passed.

APPROVAL OF AGENDA

Motion: It was moved by Councilman McElynn, seconded by Councilman Dawson that Committee approve the agenda as amended. The vote: YAYS – Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman McElynn, Councilman Flewelling and Councilman Dawson. The motion passed.

CITIZEN COMMENTS

There were no citizen comments.

INFORMATION ITEMS

Item: Update / Treasurer's Mobile Home Audit – Maria Walls, County Treasurer

Motion: Ms. Walls stated they will begin field work this week. The purpose is to perform a comprehensive review verifying the mobile home data currently on the tax roll as well as the physical presence of that mobile home. Fieldwork will begin May 31st and is expected to be complete 4 weeks from that date. The main reason for doing this project is to benefit taxpayers as well as to prevent stress on them in the future and keep them from paying the wrong tax amount.

Councilwoman Howard asked how often this will need to be done in the future and how many mobile homes they believe there are.

Ms. Walls stated it would need to happen infrequently and there are about 14,000 mobile homes in Beaufort County.

Status: For information only.

Item: Discussion / FY 2020 County Budget – Councilman Passiment

Discussion: Councilman Passiment stated the documents Council members have received are massive and reiterated that this is the first time many of them have gone through the budget process. County Administration has given many recommendations regarding budgetary increases, staff increases, salary increases and decreases for them to digest, talk about and make recommendations on. This is the first crack at the total budget being proposed and they will look at various items and see if they have consensus from this group to recommend to full Council to include what is being requested in the County Budget for the Fiscal Year 2020.

Fiscal Year 2019 Beaufort County General Fund Total Appropriation = \$126,775,491

Fiscal Year 2020 Beaufort County General Fund Recommended/Proposed Appropriation = \$133,428,983

1. County Compensation Plan Increase
 - o Requested: \$3,740,000
 - o Recommended: \$3,070,000

Councilman Glover stated he supports the recommended amount.

Councilman Dawson asked if this was going to take care of the lower scale employees because the first compensation adjustments took care of the upper tier.

Ms. Jacobs stated this would further address the lower bands.

Councilman McElynn stated this plan does not address the issue of the 5 elected officials who operate within the County.

2. Personnel Increases

- Requested: \$1,093,045
- Recommended: \$573,223

Councilman Passiment stated this would be for an additional 13.5 full-time employees (FTE) totaling \$573,223.

Councilwoman Howard asked for justification on a new FTE for the Veterans Affairs department.

Ms. Spells stated the request by the Veterans Affairs Officer is for a new administrative position. The previous admin assistant retired in June 2018 and the office at the time translated that position into an additional veteran's counselor position. That office now has a director and 2 veteran's counselors but are without admin support.

Councilman McElynn asked if that amount was for the salary and benefits.

Ms. Spells stated that is her understanding.

3. Operations Increases

- Requested: \$1,801,324
- Recommended: \$1,240,324

Councilwoman Howard stated under the Public Works Administration and General Support, Long-term recovery group disaster relief funds, the requested amount was \$561,000 and the recommended is none and asked if that is dependent on a disaster.

Mr. Larson stated the majority of the \$561,000 was for long-term recovery group, Beaufort and Jasper Counties. They are still dealing with displaced families from Hurricane Matthew and this was to aid in some of the recovery effort for them.

4. Beaufort County Sheriff's Office Increase

- Requested: \$1,968,785
- Recommended: \$1,968,785

Councilman McElynn stated he supports the number recommended by the staff.

Councilman Glover stated he has a hard time supporting the expansion of the lab and that he had a public meeting with a solicitor who stated his office mostly depends on the SLED lab in Columbia.

Sherriff Tanner stated Beaufort County, Jasper County and Colleton County do not use SLED's lab, the in fact use Beaufort County's. This lab is the only lab office that is used in any and all cases that go to the Court of General Sessions in Beaufort County.

Councilman McElynn asked when they would be taking a vote on the budget.

Councilman Passiment stated they do not have the school boards budget yet and truly cannot adopt the budget until they have the school board's budget.

5. 14th Circuit Solicitor Increase
 - Requested: \$642,500
 - Recommended: \$642,500

Councilman Passiment stated this figure included salaries for the individuals who were hired as additional staff members but it also includes new DUI attorneys, which is part of \$642,500.

6. Magistrate Court Increase
 - Requested: \$150,919
 - Recommended: \$150,919

Councilman McElynn stated they are moving into a new space and a lot of the cost is probably towards the cost of that new space.

7. 14th Circuit Public Defender Increase
 - Requested: \$50,000
 - Recommended: \$50,000
8. Transfer to Daufuskie Ferry Transportation Fund decrease
 - Requested: (\$82,075)
 - Recommended: (\$82,075)

Councilman Passiment stated there is a concern that the Daufuskie Ferry is being eliminated and the Daufuskie Contract itself need to be addressed by administration.

Ms. Holland stated this is a decrease not an elimination of anything. Back in July 2018 County Council approved to purchase property there and the lease in place on that property allows them to receive rent from the Hay Point Daufuskie Ferry Service. This generates additional income that helps pay for the Daufuskie Ferry Transportation Service.

9. Subsidies Increase
 - Requested: \$502,013

- Recommended: \$370,013

Motion: It was moved by Councilman McElynn, seconded by Councilman Hervochoon to increase the Hilton Head Island Recreation Association to the \$60,000 that was originally requested. The vote: YAYS – Councilman Hervochoon, Councilwoman Howard, Councilman Passiment, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert and Councilman Dawson. Councilman Glover abstained. The motion passed.

Motion: It was moved by Councilman Rodman, seconded by Councilwoman Howard to increase the Military Enhancement Committee (MEC) to the \$62,000 that was originally requested. The vote: YAYS – Councilman Hervochoon, Councilwoman Howard, Councilman Passiment, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson and Councilman Glover. The motion passed.

Motion: It was moved by Councilman McElynn, seconded by Councilman Glover to increase the Small Business Development to the \$10,000 that was originally requested. The vote: YAYS – Councilwoman Howard, Councilman Passiment, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson and Councilman Glover. Councilman Hervochoon did not vote. The motion passed.

10. Economic Development (separately stated millage rate)

- Requested: \$8,594
- Recommended: \$8,594

11. Higher Education (separately stated millage rate)

- Requested: \$126,742
- Recommended: \$126,742

12. Indigent Health Care (separately stated millage rate)

- Requested: \$34,467
- Recommended: \$34,467

Ms. Holland stated these 3 items were established by ordinance 2018-20. Economic Development with separately stated millage rates was to provide capital funding for economic development purposes. Higher Education is the growth in the value of the mill. Indigent Health Care goes to 2 different organizations: Beaufort Jasper Hampton Comprehensive Health Services and Beaufort Memorial Hospital. Funds are distributed to the 2 Higher Education institutions on a quarterly bases.

13. Capital (one-time) Increase Requests

- Requested: \$1,367,003
- Recommended: \$1,288,734

Status: For information only.

Item: Discussion / FY 2020 County Millage Rate Recommendation – Alicia Holland, Assistant County Administrator-Finance

Discussion: Ms. Holland stated the information provided by the South Carolina Revenue and Fiscal Affairs Office included the Consumer Price Index (CPI – inflation) of 2.44% and the Population Growth of 1.19%. The total of 3.63% is what the State tells Beaufort County they can increase their operating millage rate by 3.63% = 1.9 millage (tax rate) increase.

- Additional operations millage rate = 1.74
- Fiscal Year 2020 Operations Millage Rate Options = 54.14
- Millage rate increase impact on \$100,000 value (4%) = \$6.96
- Millage rate increase impact on \$100,000 value (6%) = \$10.44

- Value of a mill for FY 2019 = \$1,902,000
- Value of a mill for FY 2020 = \$1,956,000 estimate

Status: For information only.

Item: Discussion / FY 2020 County Fire District Millage and Budget Summary – Councilman Passiment

Discussion: Councilman Flewelling and Councilman Passiment stated that Bluffton Fire District has an acceptable budget.

Councilman Flewelling stated he is not happy about the millage increase in the Burton Fire District, however, due to lack of increase in the value of the mill, it become necessary to increase this change in the millage rate. It is a reasonable budget.

Councilman Glover stated the Lady's Island/St. Helena Fire District budget is basically maintenance and the Chief expressed there are other benefits that the location provides to keep them intact and at home. Next year they are looking at replacing their equipment and may be bringing back some creative ideas for funding.

Councilman Dawson stated the slight increase in the millage is due to the expansion of the sleeping quarters of the employees and would allow them to separate the male and female sleeping quarters. Due to the lack of growth in the rural areas, they should expect a slight millage increase to cover that project because the growth rate does not generate the millage needed to cover the building costs.

Status: For information only.

Item: Discussion / FY 2020 County Enterprise Budget - Eric Larson, Manager Stormwater Utility; and John Rembold, Airports Director

Discussion: Mr. Larson recommended they go back to \$100 per household for FY 2020. This allows them to stay at \$100 per household for 5 years, keeps the rate consistent and prevents volatility of rate increases on a routine basis.

Councilman Covert asked what they have done to cut costs and cost save.

Mr. Larson stated in efficiency and operations, they cost share on public education outreach. In operations and maintenance, they've added strategic management positions where they do data management and track data management so they can schedule their work. Fleet management allows them to replace equipment in a timely manner so they do not need any major maintenance repairs. The capital projects reduce bacteria and allows them to stay in compliance with MS4 so they won't be paying fines for being out of compliance.

Mr. Rembold stated Beaufort County Airport is staying about the same with no major changes and has a capital project that is underway that is FAA Grant Funded and State participating as well. They are anticipating being in the neighborhood of 120,000 enplanements in 2019. This takes into account the partial year service from Delta who just started and the seasonal service with United. With the changes comes some expenses as well for improvements. One of the big items in the project summary is an ARF (Aircraft Rescue and Firefighting) Vehicle in order to keep up with the gear. Staff increases will mostly be for the Hilton Head Airport.

Status: For information only.

ADJOURNMENT

Motion: It was moved by Councilman McElynn, seconded by Councilwoman Howard to adjourn. The vote: YAYS – Councilman Hervocho, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert and Councilman Dawson. The motion passed.

The meeting adjourned at 5:09 p.m.

Ratified by Committee:

**MINUTES
FINANCE COMMITTEE**

June 3, 2019

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort, South Carolina 29902

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

ATTENDANCE

- Present: Committee Chairman Joseph Passiment, Committee Vice Chairman Chris Hervochoon, and members Gerald Dawson, Paul Sommerville and Mark Lawson
- Ex-officio: Stewart Rodman, Lawrence McElynn, Brian Flewelling, York Glover, and Alice Howard. (Non-committee members of Council serve as *ex-officio* members and are entitled to vote.)
- Staff: Jim Beckert, County Auditor; Dave Thomas, Purchasing Director; David Wilhelm, Director of Public Works; Eric Greenway, Community Development Director; Phil Foot, Assistant County Administrator-Public Safety; Bill Love, DSN Director; Shannon Loper, Parks and Rec Director; Patrick Hill, IT Director; Alicia Holland, Assistant County Administrator-Finance; Ashley Jacobs, County Administrator; Dan Morgan, GIS Director; Monica Spells, Assistant County Administrator-Civic Engagement and Outreach and Christopher Inglese, Deputy County Attorney
- Media: Joe Croley, Lowcountry Inside Track

CALL TO ORDER

Joseph Passiment called the meeting to order at 2:59 p.m.

APPROVAL OF AGENDA

Motion: It was moved by Councilman Hervochoon, seconded by Councilman Dawson to approve the agenda as presented. The vote: YAYS – Councilman Hervochoon, Councilman Dawson, Councilman McElynn, Councilman Rodman, Councilman Passiment, Councilwoman Howard, Councilman Sommerville, Councilman Flewelling and Councilman Glover. The motion passed.

CITIZEN COMMENTS

There were no citizen comments.

ACTION ITEMS

Item: Presentation / TCL Culinary Workforce: New River Culinary Training Kitchen – Rich Goff, President of the Technical College of the LowCountry, and Mary Carns, Executive Director

Discussion: Mr. Goff stated they are looking for support to do a reconfiguration of a room at the New River Center. This proposal is of a plan to renovate this room into a permanent culinary facility on that campus. There is a permanent and critical immediate need for culinary workforce and they could begin to address this need as early as October. The project is about \$974,105 with construction costing about \$646,708 and equipment and FF&E \$327,397. Today they are requesting from \$500,000 with the balance of \$474,105 coming from the college and the assistance of the search group.

Chef Huff, Dean for the Culinary Center, introduced Mr. Wolf, Director of Operations Search Group, and Chef Nick, Corporate Chef. Due to the need of the workforce, some companies may not even be able to open this summer. There are students ready for training and students promised for the fall that have not registered yet.

Mr. Wolf stated 6 weeks ago he was contacted when there was a culinary technical school that was closing and all of their equipment was being liquidated. \$40,000 worth of equipment was made available for \$7,000. As the largest employer on Hilton Head, they have put a tuition reimbursement program in place for both TCL and USCB. This will offer any student working throughout the semester \$500 towards their tuition whenever they work 200 hours or \$250 for 100 hours. In the fall semester, they had 7 students take advantage of that and a dozen in the spring semester. They are also doing is a College Savings Plan for any active students in High School and College. By the time students go to college they could have over \$2,500 saved up. This resource will help cultivate the young people here in the market so they can have professions right here in Beaufort County and continue to add to the tourism impact.

Chef Nick stated these people are already living here and this is vital for the economic impact in Beaufort County.

Chef Huff stated they have about 76,000 workers in Beaufort County and more than 20% are employed in the food service side. There are 636 openings with 44% requiring some kind of post-secondary training.

Lee Copeland, Top Marketing Group, stated a big part of it is the interpretive center. They will be preparing food for the public, using farm to table programing, talking about the industry and how to preserve it. They are planning for a portion of the interpretive center to be permanently open to the public.

Ms. Carns stated this will be a permanent culinary facility on the New River Campus with capacity of 100 students and they can start graduating trained culinarians in the next 12 months. Councilman Sommerville asked for clarification regarding having kitchens at each campus.

Chef Huff stated there is no overlap, there is a continuum. The program at USCB has one fundamental cooking class more geared towards running resorts. TCL has a bakery/pastry culinary and 2 year hospitality degree program.

Motion: It was moved by Councilwoman Howard, seconded by Councilman McElynn to increase TCL's loan amount by \$500,000 for the expansion of their New River Culinary Training Kitchen. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Hervochon, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. Councilman Glover did not vote. The motion passed.

Status: Committee recommends forwarding to council for approval.

Item: Discussion / FY 2020 School District Budget – Tanya Crosby, Chief Financial Officer, Beaufort County School District

Discussion: Ms. Crosby stated the total budget request is \$255.7 million and includes 93% of state and federal mandates and local increases. This budget represents a 6% increase. The board made some further cuts since the last committee meeting and replaced the cuts with some position upgrades. The State and Federal Mandates are a total of \$10,829,475.

Councilwoman Howard asked if the ESOL Teachers and Special Needs Teachers are based on the number of students needing those services.

Ms. Crosby stated yes and explained there are state mandates of how many per class per disability in Special Education and this is four additional positions to serve the highest needed areas identified by the Director of Special Education.

Chairman Passiment stated they want to raise teacher salaries to a minimum of \$35,000 and asked if the \$4,800,000 reflects that.

Ms. Crosby stated no they will not get the funds to get them up to \$35,000 as they are already there.

Councilman Sommerville asked if the Board has discussed consolidating any schools that are underutilized.

Ms. Crosby stated just the beginning stages of the possibility of it.

Councilman Sommerville asked for a description of Title 3.

Ms. Crosby stated Title 3 is Federal Funding for English Speakers of Other Languages. They received about \$300,000 of funding from them annually and it must supplement the classroom not teachers. It is a very bureaucratic pot of money that is highly regulated and is annually monitored.

Motion: It was moved by Councilman Rodman, seconded by Councilman McElynn to forward to Council for first reading with the understanding that the school board recertify for Council. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Glover, Councilman Hervochon, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. The motion passed.

Status: Committee recommends forwarding to Council for first reading.

Amended Motion: It was moved by Councilman Rodman, seconded by Councilman McElynn to divide into two motions 5.9 additional mills as restoration. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Glover, Councilman Hervochon, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. The motion passed.

Status: Committee recommends forwarding to council as two separate line items.

Item: Discussion / FY 2020 County Budget – Alicia Holland, Assistant County Administrator, Finance

Discussion: Ms. Holland stated there were items added into the budget, which puts the total County Operating Millage Rate at 54.14 mills. The items added include Higher Education, Indigent Healthcare, Economic Development and Separate County Capital.

Motion: It was moved by Councilman McElynn, seconded by Councilwoman Howard to move 2020 County Budget through to a first reading. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Glover, Councilman Hervochon, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. The motion passed.

Status: Committee recommends forwarding to Council for first reading.

Item: Discussion / FY 2020 Contract Renewals – Dave Thomas, Purchasing Director

Motion: It was moved by Councilman McElynn, seconded by Councilman Sommerville to approve FY 2020 Contract Renewals. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Glover, Councilman Hervochon, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. The motion passed.

Status: Committee recommends forwarding to Council for approval.

Item: Discussion / A resolution adopting FY2019 Comprehensive Annual Financial Report Timeline – Alicia Holland, Assistant County Administrator, Finance

Motion: It was moved by Councilman Hervochoch, seconded by Councilman Dawson to adopt the FY 2019 Comprehensive Annual Financial Report Timeline Resolution. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Glover, Councilman Hervochoch, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. The motion passed.

Status: Committee recommends forwarding to Council for approval.

ADJOURNMENT

Motion: It was moved by Councilman Hervochoch, seconded by Councilman McElynn to adjourn. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Glover, Councilman Hervochoch, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. The motion passed.

The meeting adjourned at 4:15 p.m.

Ratified by Committee:

**MINUTES
FINANCE COMMITTEE**

June 24, 2019

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort, South Carolina 29902

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

ATTENDANCE

Present: Committee Chairman Joseph Passiment, Committee Vice Chairman Chris Hervocho, and members Mark Lawson and Paul Sommerville

Absent: Gerald Dawson

Ex-officio: Stewart Rodman, Michael Covert, Lawrence McElynn, Brian Flewelling, York Glover, and Alice Howard. (Non-committee members of Council serve as *ex-officio* members and are entitled to vote.)

Staff: Eric Larson, Manager Stormwater Utility; Donna Ownby, EMS; Sheriff Tanner; Suzanne Cook, Sheriff's Department; Alicia Holland, Assistant County Administrator-Finance; Ashley Jacobs, County Administrator; Maria Walls, County Treasurer; George Wright, Treasurers Office; John O'Toole, Executive Director, Beaufort County Economic Development Corporation; Tonya Crosby, Beaufort County School District; Thomas J. Keaveny, II, County Attorney; Christopher Inglese, Deputy County Attorney and Eric Greenway, Community Development Director

Media: Joe Croley, Lowcountry Inside Track

CALL TO ORDER

Councilman Passiment called the meeting to order at 4:30 p.m.

APPROVAL OF AGENDA

Councilman Passiment stated item five needed to be removed from the agenda and an item needed to be added to executive session.

Motion: It was moved by Councilman McElynn, seconded by Councilman Hervocho to approve the agenda as amended with the removal of item number five and the addition of an executive session item. The vote: YAYS – Councilman Hervocho, Councilman Lawson, Councilman McElynn, Councilman Rodman, Councilman Covert, Councilman Passiment, Councilwoman

Howard, Councilman Sommerville, Councilman Flewelling and Councilman Glover. The motion passed.

CITIZEN COMMENTS

There were no citizen comments.

ACTION ITEMS

Item: Approval / Intergovernmental agreement with the City of Hardeeville for collection of Impact Fees – Eric Greenway, Community Development Director and Thomas J. Keaveny, II, County Attorney

Discussion: Mr. Greenway stated they would like to enter into an Intergovernmental Agreement with the Town of Hardeeville to set up a process for collecting Impact Fees from properties that they have annexed.

Councilman Covert asked what areas this would address.

Mr. Keaveny stated it is the Bluffton/Okatie area. The properties that were annexed had Impact Fees that applied to them and this will be an agreement with the City for them to collect them.

Councilman Covert asked if the Town had already approved it.

Mr. Keaveny stated the town had first reading Thursday and approved it.

Councilman Flewelling stated it would be two readings for Town of Hardeeville and three readings for Council.

Motion: It was moved by Councilman Flewelling, seconded by Councilman McElynn to approve the Intergovernmental Agreement with the City of Hardeeville for collection of Impact Fees. The vote: YAYS – Councilman Hervochon, Councilman Lawson, Councilman McElynn, Councilman Rodman, Councilman Covert, Councilman Passiment, Councilwoman Howard, Councilman Sommerville, Councilman Flewelling and Councilman Glover. The motion passed.

Status: Committee recommends forwarding to council for approval

INFORMATION ITEMS

Item: Discussion / Impact on the School and/or County Budgets if not approved by June 30, 2019 – Thomas J. Keaveny, II, County Attorney

Discussion: Mr. Keaveny stated there is no uniform answer as State and Counties handle it different ways. Berkley County handled it by way of Resolution; Greenville County handled it by way of Emergency Ordinance, which is how he believes Beaufort County should handle it. An Emergency Ordinance is a one and done and it applies to taxing.

Councilman McElynn asked what the life of the emergency ordinance would be.

Mr. Keaveny stated 61 days and requires a vote of 2/3 of those present to pass.

Status: for informational purposes only

Item: Discussion / FY 2020 Beaufort County School District Budget

Discussion: Councilman Passiment stated he has a concern for the way the School District and various entities have interacted in the past and should interact in the future.

Councilman Sommerville inquired as to the latest the millage could be set as not throw the Auditor or Treasurer under the bus.

Councilwoman Howard stated they need to wait and find out how long they can wait.

Councilman Passiment stated his suggestion for the future is for the School District, Chief Financial Officer, Auditor, Treasurer and Assessor to come up with a process and procedure so they are not in this position year after year.

Councilman Hervocho stated he believed the amount was high and had communications from various sources that there is a lot of extra in there. Increasing the millage on the 6%ers is going to come back on the teachers because they are the renters.

Councilman Covert stated the ledger sheet is completely miscalculated.

Ms. Walls stated a collection rate is a mathematical equation of collected dollars divided by bills.

Jocelyn Staigar with the Association of Realtors stated the School Board took their number of \$254.3 and sat with a list of discretionary items and put all the cuts they made back in and made new cuts. They showed that they can do more and redistributed the cuts in another way. These cuts were more towards items instead of people. If the cuts are still going to affect the teachers and they are able to make more cuts, they should make more cuts.

Status: For information only.

Item: Discussion / FY 2020 County Budget – Alicia Holland, Assistant County Administrator, Finance

Councilman Passiment asked if anyone at the table wished to amend the county budget as it stands.

Councilman Sommerville stated he requests that the mileage rate for indigent care be amended to add .46 mils to their .34 mils already in the budget, giving them a total of .80 mils.

Motion: It was moved by Councilman Sommerville, seconded by Councilwoman Howard to increase Beaufort Memorial Hospital millage from 0.34 to 0.80.

Councilman Passiment asked if council agrees to the \$900,000 would that go beyond our “max”.

Ms. Holland stated it would take the budget over its current limitation.

Amended Motion: It was moved by Councilman Sommerville, seconded by Councilwoman Howard to increase the budget for Beaufort Memorial Hospital by .16 mills for the current fiscal year.

Mr. Keaveny stated this was not a matter for the Finance Committee to vote on as it has already been presented to Council and Council did not divert it back to Finance. The proper way to address the increase it to bring it forward during the budget discussion during the council meeting.

Councilman McElynn stated he has been asking for clarification on adjustments in salary on elected officials and still does not have an answer.

Administrator Jacobs stated she asked the Director of Human Resources to look at how the county can make those salaries comparable and believes this can be covered in the budget.

Councilman McElynn asked if the Administrator knew what those salaries would be and the Administrator stated she did not.

Administrator Jacobs stated she believes they would be able to be increased by five to ten percent at the most.

Status: For information only.

Item: Discussion / Marshside Mama’s Lease on Daufuskie – Thomas J. Keaveny, II, County Attorney

Discussion: Mr. Keaveny stated they are still in the process of getting a foot print of both structures to Pointed Feathers so Mr. Huggins can see what kind of space he would need and also to see if there is a possibility they could carve out some space to rent out the store as a separate lease as opposed to having one lease for both structures. Still waiting to hear from the involved parties as to the status of this option.

Councilman Lawson stated he would love to see Mr. Huggins report from the meeting with the architect.

Councilman Flewelling stated he would like some assurance that the store Mr. Huggins would run would be a store of substance with groceries and supplies.

Mr. Keaveny said his understanding is that it would be.

Status: For information only.

Item: Update / TCL Culinary Workforce: New River Culinary Training Kitchen Borrowing
– Rich Goff, TCL

Discussion: Mr. Goff stated the total project was \$974,000 and they asked for support in the amount of \$500,000 with the balance coming primarily from the college. Since the end of the last meeting, Mr. Goff was informed there was further discussion on this and there may be a proposal to provide funding through the form of a loan for \$500,000 specifically for that project. The plan is that the \$500,000 may be added to the balance they owe the County for the construction up to \$1.1 - \$1.2 million. The Area Commission has been briefed on all of this and has approved the removal/expenditure of \$500,000 out of the College's Capital Reserve. This brings them down to \$2 million in their reserve, which is low for the college. They are requesting help with this issue.

Mr. Inglese stated the solution legal came up with would be to modify the 2019 GO bonds, which would require an ordinance to amend, then it would be brought back to finance in August for approval and from there go through the two meetings in September. October would be the expected time for the sale of the bond and November would be when they can expect funds to be available.

Status: For information only.

EXECUTIVE SESSION

Motion: It was moved by Councilman Hervochon, seconded by Councilman Rodman to go into Executive Session. The vote: YAYS – Councilman Passiment, Councilman Sommerville, Councilman Dawson, Councilman Flewelling, Councilman Glover, Councilman Hervochon, Councilwoman Howard, Councilman Lawson, Councilman Rodman and Councilman McElynn. The motion passed.

Executive Session started at 6:01pm.

ADJOURNMENT

The meeting adjourned at 6:10 p.m.

Ratified by Committee:



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Resolution Authorizing County Administrator to execute an MOA with the State Elections Commission for new voter machines

Council Committee:

Finance Committee

Meeting Date:

August 12, 2019

Committee Presenter (Name and Title):

Marie Smalls, Director of Voter Registration and Elections

Issues for Consideration:

1. Additional funding necessary in FY 2020-21 for maintenance, storage, labor, security and licenses.
2. Consider adding a non-appropriations clause that would terminate the MOA in the event a future Council did not appropriate funds to perform the promises contained in the MOA.

Points to Consider:

1. Number of machines increasing from 391 to 526
2. Election related expenses are generally and primarily County responsibility
3. State law mandates certain requirements of County regarding elections including maintaining custody of equipment, ensuring equipment is in working order, and proper maintenance of equipment.

Funding & Liability Factors:

Funding needs to be planned for FY 2020-21. The first year is provided by General Assembly funded roll out of the new machines.

Council Options:

Council is required to provide for appropriations to hold elections under S.C. Code Sec. 4-9-30(5)(a). The SEC is responsible for adopting one voting system for elections throughout the state which they did through Act 98 (2019).

Recommendation:

Authorize the Administrator to enter the MOA with the SEC to accept the new machines and budget for the additional expense in the FY 2020-21 budget process.

June 21, 2019

Marie S. Smalls, Director
Beaufort County Board of Voter Registration & Elections
15 John Galt Rd
Beaufort, SC 29906

Dear Marie:

I am pleased to announce the State of South Carolina has awarded a contract to Election Systems and Software (ES&S) for a statewide paper-based voting system solution to replace the current paperless system. A lot has changed since we purchased our first statewide voting system in 2004. Providing for the security and resiliency of our elections is essential to maintaining the public's confidence in the electoral process and has never been more important than it is today. This was underscored by the Department of Homeland Security's designation of election systems as part of our nation's critical infrastructure in January 2017

Providing for secure elections in South Carolina is a cooperative effort between the state and counties. The attached agreement memorializes each individual county's commitment to collectively ensure the security and integrity of elections in South Carolina through the implementation of the new statewide voting system. In addition to ensuring the provision and support of elections required by state law, this agreement provides a mechanism for each county to express its commitment to meeting certain baseline standards in securing and maintaining the state's critical election infrastructure.

Once the attached agreement is executed, ownership of the voting system will be transferred to the county. Delivery of the new voting equipment to each county is scheduled to begin during the week of July 22nd. The contract for the new system covers the purchase price of new equipment, including shipping and installation.

Every precinct will receive:

- a number of ExpressVote Ballot Marking Devices (at least two per precinct each with carrying case, privacy panels, backup battery, ADA keypad and headphones, and memory device)
- one DS200 Precinct Scanner and Tabulator (with ballot box, backup battery, and memory device)

COMMISSIONERS

JOHN WELLS
Chairperson

CLIFFORD J. EDLER

HAROLD E. FAUST

AMANDA LOVEDAY

SCOTT MOSELEY

MARCI ANDINO
Executive Director

1122 Lady Street
Suite 500
Columbia, SC 29201

P.O. Box 5987
Columbia, SC 29250

803.734.9060
Fax: 803.734.9366
www.scvotes.org

Each county will also receive:

- one or more DS200 or DS450 Central Count Tabulators for scanning absentee-by-mail ballots
- one ballot on-demand printer
- one Election Management System Reporting Workstation

The approximate number of each of voting system asset allocated to the County and the value of each asset are detailed in an attachment to this letter.

Also covered under the contract are all hardware warranties, maintenance costs, firmware and software licensing fees for the first year of the contract. User training and on-site election support will be provided for all elections held through the 2020 General Election, as well as some other elections as may be determined appropriate prior to 2020. Maintenance costs and licensing fees are also detailed in an attachment to this letter.

Please do not hesitate to contact me if you have any questions about the new voting system solution.

Sincerely,



Marci Andino

/mba

Attachment(s)

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (Agreement) is entered by and between the South Carolina State Election Commission (SEC) and both the governing body and the Board of Voter Registration and Elections of _____ County (County).

1. PURPOSE

To set forth the terms and conditions under which the SEC will deliver and transfer to County its respective allotment of equipment, hardware, software, and other components of the new statewide voting system (Voting System Components) procured pursuant to Contract Number 4400021704 awarded to Election Systems & Software (Vendor).

2. TERMS OF AGREEMENT

A. SEC Responsibilities

1. SEC will determine the amount of Voting System Components allotted to County taking into consideration the number of registered electors in County, the amount and types of components of the current voting system used by County, and five percent growth in the County, among other things.
2. SEC will instruct Vendor to deliver to County its allotted Voting System Components beginning the week of July 22, 2019.

B. County Responsibilities

1. County will assume title, ownership, and custody of the Voting System Components upon delivery and acceptance of said components.
2. County will continue to properly account for all Voting System Components in asset management, including the acquisition of any additional components regardless of whether purchased by County, SEC, or otherwise.
3. County will assume liability and responsibility for the maintenance, repair, and working condition of the Voting System Components, including:
 - a. Contracting with Vendor annually for extended warranty and maintenance coverage for hardware beginning July 1, 2020 and continuing each year thereafter for as long as the new Statewide Voting System is approved for use in the state by the SEC.
 - b. Contracting with Vendor annually for all necessary firmware and software licenses beginning July 1, 2020 and continuing each year thereafter for as long as the new Statewide Voting System is approved for use in the state by the SEC.

- c. Contracting with Vendor for optional election-day support services, if County elects to do so, beginning after the November 2020 General Election.
4. County will provide for the safe and proper storage and care of the Voting System Components in a suitable location or locations.
5. County will provide adequate storage security measures including restricted access, access logs and, if feasible, exterior and interior video camera monitoring.
6. County will designate and provide adequate polling places for the use of such Voting System Components.
7. County will provide any necessary polling place items necessary for the proper conduct of elections including, without limitation:
 - a. Tables for ballot marking devices.
 - b. Voting booths or privacy panels for hand-marked paper ballots (emergency ballots).
7. County will turn over all iVotronic voting machines, M100 and M650 scanners, communication packs, and other peripherals (e.g., flash cards and PEBs) to vendor for disposal at an appropriate time as determined and approved by SEC.
8. County will protect and maintain the confidentiality of all security-related information and sensitive proprietary information concerning the Voting System Components.

3. EXECUTION

Prior to receiving any Voting System Components, this Agreement must be executed and signed by one official on behalf of the County's governing body and one official on behalf of the County's Board of Voter Registration and Election. Each official must be designated and authorized by the respective body to confirm that any and all the above requirements and responsibilities of the County have been or will be met, as appropriate.

Marci Andino, Executive Director
S.C. State Election Commission

Date

Signature of Authorized County Official

Date

Title

Signature of Authorized Board Official

Date

Title

Beaufort County: Voting System Assets

526 ExpressVote Ballot Marking Devices @ \$3,518/ea.	\$1,850,468
97 DS200 Tabulators @ \$5,750/ea.	\$557,750
1 DS450 Tabulator(s) @ \$49,950/ea.	\$49,950
1 Ballot On Demand Printer @ \$2,735/ea.	\$2,735
1 ElectionWare Workstation Software @ \$2,660/ea.	\$2,660

Total \$2,463,563

Beaufort County: Voting System Maintenance Cost

97 DS200 Scanner for Election Day - Extended Hardware Warranty with Biennial Maintenance @ \$130/ea. \$12,610.00

0 DS200 Scanner for Absentee and Early Voting - Extended Hardware Warranty with Biennial Maintenance @ \$130/ea.

1 DS450 Central Scanner - Extended Hardware Warranty with Biennial Maintenance @ \$1,895/ea. \$1,895.00

526 ExpressVote Ballot Marking Device with Soft-Sided Case - Extended Hardware Warranty @ \$40/ea. \$21,040.00

97 DS200 Scanner for Election Day - Firmware License @ \$80/ea. \$7,760.00

0 DS200 Scanner for Absentee and Early Voting - Firmware License @ \$80/ea.

1 DS450 Central Scanner - Firmware License @ \$1,575/ea. \$1,575.00

526 ExpressVote Ballot Marking Device with Soft-Sided Case - Firmware License @ \$55/ea. \$28,930.00

1 ElectionWare Software License @ \$5,045/ea. \$5,045.00

Total Annual Cost \$78,855.00

INCREASED ELECTIONS COST ANALYSIS

As we prepare to receive the new voting systems, we are cognizant that there are some additional cost associated with its implementation. However, the mandate to implement this new voting system has already been established by the *SC General Assembly*. The following summary identifies some of the requirements that add expenses to the implementation of the new system in Beaufort County.

Cost Related to the Increased Number of Poll Workers Needed for a Countywide Election:

Explanation: For *Federal* and *Statewide* elections, the *SC Election Commission* reimburses the Board of Elections 100% of Poll Worker's cost. However, during *countywide elections*, the increased poll worker cost will have to be absorbed by the entity involved (i.e. *School Board*). *Municipalities* will pay a *prorata* share when their elections are conducted in conjunction with a *General Election* or 100% when it is a *stand-alone* Election. Based on historical data, the proposed estimated cost will be: **\$25,650***

Proprietary Paper Supplies:

Explanation: Some paper supplies are *proprietary* in nature and can only be purchased through the Vendor. The Ballot Card Paper used for printing the ballots at the precincts, is a new *expense*. This is the *required* paper trail approved by the *General Assembly*. The estimated cost for proprietary "*Ballot Card Paper*" for a Countywide election: **\$15,900**

Encrypted Thumb Drives:

There will be a need to have a backup supply of encrypted thumb drive storage devices for elections. (Fortunately, this expense will be sporadic and not be an annual reoccurrence): **\$1,650**

Maintenance Agreements:

A maintenance agreement is needed to cover extended hardware warranty and firmware/software licenses for new equipment. Details of the maintenance contract is not available at this time but will be effective July 1, 2020. The estimated increased cost, is due to a greater number of machines: **\$31,000** (*difference between current agreement and new*)

Miscellaneous Expenses

Miscellaneous expenses to cover the unknown/unpredicted cost that is not yet known: **\$5,000**

Total increased costs to Beaufort County ranges from \$31,000 to \$79,200 per election cycle depending whether it is a general election or a stand-alone election and several other variables.

RESOLUTION 2019 _____

A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE A MEMORANDUM OF AGREEMENT WITH THE STATE ELECTIONS COMMISSION TO RECEIVE NEW VOTING MACHINES FOR USE IN BEAUFORT COUNTY ELECTIONS.

WHEREAS, the South Carolina General Assembly through Act 98 (2019) provided for the Solicitation of a statewide voting system solution; and

WHEREAS, the South Carolina State Elections Commission (SEC) awarded the contract for the statewide elections solution to Election Systems & Software (vendor) and has arranged for delivery of new voting machines, training for county staff, and the first year of licensing and maintenance of the machines; and

WHEREAS, the contract also requires the vendor to remove the county's existing machines; and

WHEREAS, pursuant to the attached Memorandum of Agreement with the SEC, Beaufort County will receive 526 new voting machines replacing the 391 machines currently in Beaufort County's custody; and

WHEREAS, the new machines will increase the County's costs of holding elections due to the increase in number of machines, increased maintenance costs, increase labor, and proprietary supplies associated with the new machines; and

WHEREAS, the estimated cost increase varies between general elections and stand-alone elections but ranges from \$31,000 to \$79,200 more than currently budgeted costs; and

WHEREAS, the new machines provide the latest technology assuring secure and accurate voting data; and

WHEREAS, Beaufort County Council desires that all elections in South Carolina be conducted with integrity and security, free from hacking or other outside interference and thus desires to gain the benefits of accepting the new machines from the State Elections Commission.

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council, duly assembled, does hereby authorize the County Administrator to execute the Memorandum of Agreement with the State Elections Commission attached hereto and made part of this Resolution.

Adopted this ____ day of _____, 2019.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____

Stewart H. Rodman, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

DRAFT



BOARD OF VOTER REGISTRATION & ELECTIONS OF BEAUFORT COUNTY



15 John Galt Road • Post Office Drawer 1228 • Beaufort, South Carolina 29901-1228

Tyrone S. Clifford
Chairman

James Rowe
Vice Chairman

Marie S. Smalls
Director

Board Members:
William Bronson
Beverly Dore
Angelica Flewelling
Bernadette Hampton
Craig Pelley
Vacant
Vacant

August 1, 2019

Ms. Ashley Jacobs, County Administrator
Beaufort County Council
Post Office Drawer 1228
Beaufort, SC 29902

Re: Memorandum of Agreement – New Voting System

On June 21, 2019, the South Carolina State Elections Commission (SEC) notified Beaufort County Board of Voter Registration and Elections of the procurement of the new statewide voting system. The contract for the new voting system was awarded to Election Systems and Software, (ES&S), in excess of \$52,000,000. The new system met all the prescribed requirements as specified by the South Carolina General Assembly.

Prior to the new equipment being delivered, the old equipment being picked-up for proper disposal, and even before the Board of Voter Registration and Elections staff can be trained, the South Carolina State Election Commission (SEC) is requiring that the attached Memorandum of Agreement (MOA) be signed and returned to their agency.

On August 1, 2019, the Board of voters Registration and Elections of Beaufort County met and voted to accept the conditions outlined in the Memorandum of Agreement from the SEC pertaining to the new voting system.

The new ES&S voting system is the only system authorized by the SEC for conducting elections in the state of South Carolina. Henceforth, in order for Beaufort County to comply with this mandate, the Board VR&E is requesting Beaufort County Council to fully support and endorse the attached Memorandum of Agreement as proposed by the SEC.

If you have further questions, please contact Marie S. Smalls, Director for the Board of Voter Registration and Elections at 843-255-6903. Thank you for your support.

Sincerely,

Tyrone "Ron" Clifford, Chairperson
Board of Voter Registrations and Elections of Beaufort County

TC/mss

Attachment



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

CAFR Timeline Update

Council Committee:

Finance Committee

Meeting Date:

August 12, 2019

Committee Presenter (Name and Title):

Alicia Holland, Assistant County Administrator Finance

Issues for Consideration:

None.

Points to Consider:

Updating Council on status.

Funding & Liability Factors:

None.

Council Options:

N/A

Recommendation:

N/A



COUNTY COUNCIL OF BEAUFORT COUNTY

PURCHASING DEPARTMENT

106 Industrial Village Road, Bldg. 2, Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

David L Thomas, Purchasing Director
dthomas@bcgov.net 843.255.2353

TO: Councilman Joseph Passiment, Chairman, Finance Committee
FROM: David L Thomas, CPPO, Purchasing Director
SUBJ: **New Contract as a Result of Solicitation**
IFB 052319, Bluffton Township Fire District Station 32 Renovations and Additions Project
DATE: 08/12/2019

BACKGROUND:

The bidding for the Fire Station #32 Renovations and Additions Project began with an advertised Invitation for Bid followed by two subsequent mandatory pre-bid meetings conducted by Beaufort County Purchasing, which was attended by four general contractors and potential sub-contractors. Two general contractors submitted bids, which were publicly opened and read at the bid opening on May 23, 2019. Station #32 is located on Callawassie Drive, South Carolina. The scope of work includes interior upfit and re-organization of the existing station building with the addition of new restrooms, utility rooms and sleeping quarters, with upgrades to bathrooms, HVAC and interior finishes. The total new addition is approximately 2000 square feet. The following are the bid results.

For subcontractor participation, see the attachment. Staff reviewed the bid and determined that it was responsive to the bid requirements, compliant with our Small and Minority Business Participation requirements, and was a fair and reasonable offer.

*The recommendation for contract award was approved by the Bluffton Fire District Board on June 18, 2019.

VENDOR INFORMATION:

1. Paul S. Akins Company, Statesboro, GA

COST:

\$1,222,110*

2. Mitchell Brothers, Seabrook, SC

\$1,583,557

*The bid price includes the base bid, alternates 4 and 5 and a 10% contingency.

FUNDING:



This project is one of three capital improvement projects that County Council approved. County Council approved Ordinance 2018/34 on October 8, 2018. This ordinance provided for Bluffton Township Fire District to issue \$6 million of limited general obligation bonds to fund three capital improvement projects. The bond proceeds will be held with the County in an agency fund. The Fire District will make warrant requests from the agency fund for vendor payments.

Funding approved: Select... By: Date: 1

FOR ACTION: Finance Committee meeting on August 12, 2019.

RECOMMENDATION:

The Purchasing Department recommends that the Finance Committee approve and recommend to County Council the contract award to the Paul S. Akins Company to renovate and build additions to Fire Station #32 for the Bluffton Township Fire District in the contract amount of \$1,222,110.

Attachment:  IFB 052319.pdf
553.61 KB  No file attached

cc: Ashley Jacobs, County Administrator

Approved: Select... Date:

Check to override approval: Overridden by:

Override Date:

Alicia Holland, Assistant County Administrator, Finance

Approved: Select... Date:

John Thompson, Fire Chief, Bluffton Township Fire District

Approved: Select... Date:

Check to override approval: Overridden by:

Override Date: ready for admin:

After Initial Submission, Use the Save and Close Buttons



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Request to Purchase a Public Health Insecticide Applied by Mosquito Control Aircraft

Council Committee:

Finance

Meeting Date:

August 12, 2019

Committee Presenter (Name and Title):

Dave Thomas - Purchasing Director

Issues for Consideration:

None.

Points to Consider:

This product is ideal to control adult mosquitoes and to reduce the risk of several mosquito-borne diseases (such as West Nile and Eastern Equine Encephalitis) using a fixed wing aircraft.

Funding & Liability Factors:

Cost: 4 totes (275 gallons per tote) of a public health insecticide for \$208,500.27

Funding: 10001400-52320, Mosquito Control – Public Health Products (current fund balance – \$435,000)

Council Options:

Recommendation:

Committee members approve a request to purchase a public health insecticide for \$208,500.27



COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT

106 Industrial Village Road, Bldg. 2 -- Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

TO: Councilman Joseph Passiment, Chairman, Finance Committee
FROM: Dave Thomas, CPPO, Purchasing Director
SUBJ: **Request to Purchase Public Health Insecticide for Beaufort County Mosquito Control**
DATE: August 6, 2019

BACKGROUND: The Purchasing Department received a request from the Mosquito Control Director to purchase an EPA-registered public health insecticide (Duet HD – a sole source insecticide) from Clarke Mosquito Control. This product is ideal to control adult mosquitoes and to reduce the risk of several mosquito-borne diseases using a fixed wing aircraft.

VENDOR INFORMATION:

COST

Clarke Mosquito Control, Saint Charles, IL
4 totes (275 gallons per tote) @ \$48,326.85 per tote
(\$193,307.40 + \$13,531.51 tax + \$1,661.36 shipping)

\$208,500.27

FUNDING: 10001400-52320, Mosquito Control – Public Health Products (current fund balance – \$435,000)

PRIOR YEAR COST: \$207,258.34 (4 totes)

FOR ACTION: Finance Committee meeting occurring on August 12, 2019

RECOMMENDATION: The Purchasing Department recommends that the Finance Committee approve the purchase of Duet HD for \$208,500.27 from Clarke Mosquito Control.

CC: Ashley Jacobs, County Administrator
Alicia Holland, Asst. Co. Administrator, Finance
Philip Foot, Asst. Co. Administrator, Public Safety
Gregg Hunt, Mosquito Control Director

Attachments: Pricing Information



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Penn Center ATAX Funding Request

Council Committee:

Finance

Meeting Date:

August 5, 2019

Committee Presenter (Name and Title):

Stefanie M. Nagid, Passive Parks Manager

Issues for Consideration:

Penn Center is requesting ATAX funding to implement Phase I building repairs, improvements, and upgrades.

Points to Consider:

Phase I upgrades will allow Penn Center to conduct revenue generating activities for current and future maintenance and capital expenses.

Funding & Liability Factors:

Phase I building upgrades are estimated to total \$822,000.

Council Options:

1) Approve the request as written, 2) Approve the request with revisions, 3) Do not approve the request

Recommendation:

Approve the request as written.

RESOLUTION NO. 2019 / ____

A RESOLUTION PLEDGING UP TO \$822,000.00 FOR THE PENN CENTER NATIONAL HISTORIC DISTRICT PHASE I BUILDING UPGRADES

WHEREAS, the Penn Center National Historic District (PCNHD) seeks public funds for assistance with building upgrades of the campus located on Dr. Martin Luther King Jr. Drive on St. Helena Island (PIN R300 016 000 0094 0000); and

WHEREAS, the PCNHD is a 501(c) non-profit organization whose mission is to tell, to promote, to preserve and to perpetuate Penn's true historical and cultural story and significance through its commitment to tourism, to education, to community development and to social justice; and

WHEREAS, in order to achieve these goals PCNHD, in cooperation with Beaufort County and other partners, seek to renovate historic and culturally significant buildings on its campus to promote its vision to serve as a local, national and international visitor resource center and a catalyst for the development of programs for community self-sufficiency, civil and human rights, and positive change by encouraging the development of thoughtful reflection on the past, critical thinking, creative skills and social consciousness through preserving and documenting history, collecting and exhibiting, presenting and exploring ideas and cultures; and

WHEREAS, PCNHD has a phased building upgrade plan wherein Phase I improvements are estimated to total \$822,000; and

WHEREAS, Beaufort County Council believes that assistance to the PCNHD for successfully implementing the Phase I building upgrades is in the best interests of its citizens and visitors of Beaufort County by providing a historically significant destination and to preserve and educate citizens and visitors about the extraordinary history of the African-American experience, education, historic preservation, and social justice for tens of thousands of descendants of formerly enslaved West Africans living in the Sea Islands known as the Gullah Geechee people.

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council hereby commits up to \$822,000 in Accommodations Tax funding for the Penn Center National Historic District Phase I building upgrades as further described in Exhibit A, and incorporated herein as if repeated verbatim.

Approved this ____ day of _____, 2019.

COUNTY COUNCIL OF BEAUFORT COUNTY

Stewart H. Rodman, Chairman

ATTEST:

Sarah Brock, Clerk to Council



Project: PENN CENTER BUILDING RESTORATION & MAINTENANCE

Issue Date

PHASE ONE BUILDINGS

5.16.19

No.	Item	Constructed	Probable Cost	Remarks
26	Orchard Cottage	1942	\$195,000	Emergency Stabilization, Repair, Restoration
18	Cedar Cottage	1907	\$215,000	Complete restoration, Structure, Roof, Bathrooms, HVAC & Electrical systems
1	Lathers Dormitory	1922	\$250,000	Remodel Administrative Offices, Bathrooms, HVAC & Electrical systems
19	Jasmine Cottage	1911	\$12,000	Exterior Painting add closure & screening between piers
4	Retreat House	1968	\$75,000	Minor exterior repair, Exterior Painting, Interior refurbishing, Upgrade HVAC, Lighting

PHASE ONE PROFESSIONAL SERVICES

	Architectural Services		\$50,000	Planning, Meetings, Agency Presentation. Consultation, Building Documentation & Construction Documents, Grant Application documents.
	Survey, Building Location. Tree, Topo, Site Utilities		\$25,000	

TOTAL PHASE ONE

\$822,000

666 HARBOR CREEK PLACE CHARLESTON, SOUTH CAROLINA 29412
 Vx 843.270.2976

John@OceanaDesignLLC.com



FACILITY PLANNING OVERVIEW

PENN CENTER, INC.
St. Helena Island, SC

ORCHARD COTTAGE

26



View of Front

CONSTRUCTED

1942

PRESENT USE

Temporary Accommodation

PRESENT CONDITION & NEEDED RENOVATION

Structure:	Generally Sound, needs general maintenance.
Exterior:	Some siding rotted from overflowing gutters, need immediate repair, painting.
Roof:	Severe damage from tree limb at rear, needs immediate stabilization, then repair
Interior:	Needs repair. upgrading, renovation, general maintenance, refinishing, & painting. New kitchen appliances, refinish floor
Mechanical:	Needs new HVAC system
Electrical:	Needs upgrading to current standards.
Plumbing:	Remodel Kitchen & bath. Replace Water Heater with on demand type.
Fire Protection:	No fire protection system
Alarm (Fire & Burglar):	Need Campus wide integrated system
Data & Communication:	Need Campus wide integrated system

PROBABLE COST:

\$ 195,000

REMARKS

Used to house educators working at the Penn School this cottage needs Emergency Stabilization, then Repair & Restoration



666 Harbor Creek Place Charleston South Carolina 29412

Vx 843.270.2976

John@OceanaDesignLLC.com



FACILITY PLANNING OVERVIEW

PENN CENTER, INC.
St. Helena Island, SC

CEDAR COTTAGE

18



View of Front facing Penn Center Drive East

CONSTRUCTED

1907

PRESENT USE

Day Care. After School Programs

PRESENT CONDITION & NEEDED RENOVATION

Structure:	Generally Sound, needs general maintenance
Exterior:	Deteriorating, needs repair, restoration, Painting
Roof:	Needs replacement
Interior:	Generally Sound, needs general maintenance, painting, new kitchen cabinets & appliances
Mechanical:	Needs replacement
Electrical:	Needs upgrading
Plumbing:	Replace Water Heater with on demand type.
Fire Protection:	No fire protection system
Alarm (Fire & Burglar):	Need Campus wide integrated system
Data & Communication:	Need Campus wide integrated system

PROBABLE COST:

\$ 215,000

REMARKS

Complete restoration needed. .



666 Harbor Creek Place Charleston South Carolina 29412

Vx 843.270.2976

John@OceanaDesignLLC.com



FACILITY PLANNING OVERVIEW

PENN CENTER, INC.
St. Helena Island, SC

LATHERS DORMITORY

1



View from Penn Center Drive West

CONSTRUCTED

1922

PRESENT USE

Penn Center Administration Building

PRESENT CONDITION & NEEDED RENOVATION

Structure:	General Sound may require minor repair
Roof:	Sound
Interior:	Finishes worn needs complete renovation
Mechanical:	Systems old and barely functioning, need new
Electrical:	New lighting, Data & Communications Systems
Plumbing:	Bathrooms need remodeling, Disabled access needed
Fire Protection:	No fire protection System
Alarm (Fire & Burglar):	Need Campus wide integrated system
Data & Communication:	Need Campus wide integrated system

PROBABLE COST:

\$ 250,000.00

REMARKS

Larger Conference & Waiting Room needed, this can be provided when some functions housed in this building and moved to newly renovated or created facilities. Break room needs to be refurbished to provide staff a meeting & refreshment area. New ADA Bathrooms.



666 Harbor Creek Place Charleston South Carolina 29412

Vx 843.270.2976

John@OceanaDesignLLC.com



FACILITY PLANNING OVERVIEW

PENN CENTER, INC.
St. Helena Island, SC

JASMINE COTTAGE

19



View of Front facing Penn Center Drive East

CONSTRUCTED

1911 (Restored 2008)

PRESENT USE

Vacant

PRESENT CONDITION & NEEDED RENOVATION

Structure:	Generally sound, needs general maintenance
Exterior:	Generally sound, needs painting, caulk, etc.
Roof:	Generally sound, needs general maintenance
Interior:	Generally sound, needs general maintenance
Mechanical:	Generally sound, needs general maintenance
Electrical:	Generally sound, needs general maintenance
Plumbing:	Generally sound, needs general maintenance
Fire Protection:	No fire protection system
Alarm (Fire & Burglar):	Need Campus wide integrated system
Data & Communication:	Need Campus wide integrated system

PROBABLE COST:

\$ 12,000

REMARKS

Newly renovated Jasmine needs only continued maintenance. Closure lattice & screening should be installed between foundation piers (to match that on Arnett). Exterior needs cleaning & painting.



666 Harbor Creek Place Charleston South Carolina 29412

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FACILITY PLANNING OVERVIEW

PENN CENTER, INC.
St. Helena Island, SC

RETREAT HOUSE

4



View from Dock

CONSTRUCTED

1968

PRESENT USE

Housing

PRESENT CONDITION & NEEDED RENOVATION

Structure:	General Sound may require minor repair
Roof:	Needs Replacement
Interior:	Finishes worn needs complete renovation
Mechanical:	Systems old and barely functioning, need new
Electrical:	New lighting, Data & Communications Systems
Plumbing:	Bathrooms need remodeling, Disabled access needed
Kitchen:	Needs new or refurbished appliances, refurbished cabinets, countertop, sink.
Fire Protection:	No fire Protection System
Alarm (Fire & Burglar):	Need Campus wide integrated system
Communication:	Need Campus wide integrated system

PROBABLE COST:

\$ 75,000

REMARKS

Constructed by volunteers as a "retreat within a retreat" for Dr. Martin Luther King. The interior needs a general upgrading. Any changes should preserve the character of the house consistent with the time it was built and the intent of the builders.



666 Harbor Creek Place Charleston South Carolina 29412

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BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Funding Request - Restoration of the Historic Chapel, Campbell Chapel AME Church, Bluffton

Council Committee:

Finance Committee

Meeting Date:

August 5, 2019

Committee Presenter (Name and Title):

Rev. Dr. Jon R. Black

Issues for Consideration:

Funding of a preservation/historic heritage project.

Points to Consider:

The church, which was built in 1853, is located in Old Town Bluffton. In 1874, nine formerly enslaved people purchased the building and established Campbell Chapel A.M. E. Church. The church is currently in the process of restoring the structure as well as collecting artifacts from the reconstruction era. The church's vision is to produce a museum quality restoration that will become a prominent tourist attraction of the Gullah Geechee Cultural Heritage Corridor.

The church was added to the National Register of Historic Places in April.

Funding & Liability Factors:

Total estimated cost of the renovation project is between \$1.5 million to \$2 million. The church is requesting funding from County Council.

Council Options:

To support or not support the project.

Recommendation:

Consider Church's request for funding.

Phase I
(Development of a Comprehensive Plan and Budget)

Architectural plans relating to Phase I

- Schematic Design
- Design Development
- Construction Documents

Engineering plans relating to Phase I

- Hardscape & Landscape Site Design Plan

Update of Historic Structures Assessment

- Savannah College of Art & Design updating their 2004 Historic Structure Assessment

SC Department of Archives & History

- Formal Review of Application for National Register of Historic Places

Fundraising plan for the entire project

- Government
- Foundation
- Corporate
- Individual

Costs: \$250,000

Phase II
(Construction, Restoration and Rehabilitate)

Construction, Engineering, Electrical Bidding

- Construction Bidding
- Engineering Bidding
- Electrical Bidding

Construction, Engineering, Electrical Work to completion
Hardscape & Landscape Initial Construction Phase

Estimated Costs: \$1,000,000

Phase III
(Presentation, Interpretation and Positioning in Cultural Heritage Corridor)

Hardscape & Landscape Construction Completion

Educational Interpretation
Hiring and Training of Staff
Memorial Garden

Estimated Costs: \$500,000 to \$750,000

Historic Campbell Chapel

A Symbol of Unity



Campbell Chapel AME Church

Photo from the book A Gullah Psalm by Nussbaum & Wright

History

We believe a community is woven together, much like a tapestry. The strength of our community in Bluffton, SC is uniquely woven with a rich history of heritage and culture tied together beautifully by its historic district, Old Town. Central to this historic district is one of its oldest structures, the Historic Campbell Chapel on Boundary Street, Bluffton's oldest standing church dating back to 1853.

Built in 1853, making it the oldest standing church in Old Town Bluffton, SC, as the Bluffton Methodist Episcopal Church, the church served the wealthiest land owners of the area. In 1874, during Reconstruction, five white trustees Robert Crosby, Atticus Mulligan, James Porcher, William Preacher and Burwell Wiggins, sold the church for \$500 to nine former slaves. Those freedmen men were: Christopher Bryan, Jeffrey Buncombe, Jacob Chisolm, William Ferguson, Renty Fields, David Heyward, William Lightburn, William Smily, and Theodore Wilson. This established the African Methodist Episcopal Church of the village of Bluffton. The sale is one unheard of in the South during the time. The only connection that has been found between the freedmen and the Bluffton Methodist Episcopal church elders is Jacob Chisolm had been enslaved by James Porcher.

The church was later renamed for the eighth presiding Bishop of the AME church, Jabez Pitt Campbell. A fitting honor as Campbell had been born in freedom in Delaware but became enslaved as a teenager due to a bad debt of his Father. He purchased his own freedom four years later when he was 18 years old, and became licensed to preach in the AME church in 1839 later serving as an elder, ultimately elected as the eighth Bishop of the AME Church in 1864.

During the research of the Chapel for addition to the National Registry it was noted to be among the oldest standing AME churches in the entire Gullah-Geechee Corridor. This is not only locally significant, culturally important, but nationally historic and currently relevant. The historic chapel has weathered many storms and still stands proudly as a beacon of unity to this day.

And we the said James Porcher, Wm. Preacher, Burwell Wiggins, Robert Crosby, & Atticus Mulligan, Trustees of Methodist Episcopal Church South of St. Lukes Church & Parish for ourselves and our successors in office do covenant with the said Trustees of the African Methodist Episcopal Church of the Village of Bluffton & with their successors in office that the premises herein conveyed is free from encumbrances made or suffered by us & that we will & our successors in office shall forever covenant & defend all & singular the premises herein conveyed to the said Henry Fields, Jacob Chisolm, William Ferguson, Jeffrey Buncombe, William Smily, David Heyward, Christopher Bryan, Theodore Wilson, & William Lightburn Trustees of the African Methodist Episcopal Church of Bluffton & to their successors in office against the lawful claims & demands of all persons claiming by through or under authority of us or of our successors in office but against none others.

TOGETHER with all and singular the Rights, Members, Hereditaments and Appurtenances to the said Premises belonging, or in anywise incident or appertaining.

TO HAVE AND TO HOLD, all and singular the said Premises before mentioned unto the said Trustees of the African Methodist Episcopal Church as aforesaid.

IN WITNESS WHEREOF, We the said James Porcher, Wm Preacher, Burwell Wiggins, Robert Crosby, & Atticus Mulligan have hereunto set our hands and seals the fourth day of December, A.D. 1876

IN THE PRESENCE OF
SIGNED, SEALED AND DELIVERED
Solomon Horton
A.D. Cooler

James Porcher (L.S.)
William Preacher (L.S.)
B. Wiggins (L.S.)
Robt Crosby (L.S.)
A.L. Mulligan (L.S.)

Typed copy of the original deed

Fabric of Community

Historic Campbell Chapel stands today as a reminder, holding a unique history, still serving as the beacon of unity it has been since the 1800s. Woven into the fabric of this small southern community, the AME congregation worshipped consistently in this chapel until building a larger church next door in 2004, one that mirrors in many ways the architecture and mission of this historic AME chapel.

When restoration looked to be a daunting task almost 15 years ago, the Campbell AME congregation instead built a new church next door to house their congregation, and rented the Historic Chapel to the Iglesia Torre Fuerte on a temporary basis knowing that they would restore the Historic Chapel at some point in the future. This in itself is the continuation of a lovely circle of unity. The time has now come to restore the Historic Chapel so that we do not lose this important structure and its stories.

Community is like a tapestry woven together by threads, by fabric. Campbell Chapel is one of the main threads in this community that is Bluffton, SC. Many descendants of the nine freedmen still live in the Bluffton area and worship at Campbell. Those descendants have been leading an effort to restore the historic chapel and dedicate her as a museum quality reminder of our past, to tell the stories of the nine freedmen and their families.

To ensure that we keep the unity of this building in mind and spirit at all times, we are all working together in the community to develop the plan to best restore the Historic Chapel. We have been meeting with the Town of Bluffton officials, Beaufort County Council members, South Carolina State Legislators, and calling upon our United States Congressmen, so that we may all work together to present back to our community a gift, of cultural heritage, history, and unity. We will do all in our power to continue to weave the pieces of our tapestry together.

With that in mind, we are beginning a three part documentation of oral histories beginning with some of our elders in the community who are descendants of the nine freedmen. Our first recording will be Jacob Chisolm, who is a 90 year old descendant of Jacob Chisolm, and a leader in the Bluffton community.

Gullah Geechee Corridor

The Gullah Geechee Corridor, designated by Congress in 2006, is defined as the coastal areas and sea islands of North Carolina, South Carolina, Georgia and Florida from Wilmington, NC to Jacksonville, FL. It is home to one of America's most unique cultures, a tradition first shaped by captive Africans brought to the southern United States from West Africa and continued by their descendants.

The Historical Campbell Chapel AME Church may be the oldest standing AME church in the entire Gullah Geechee Corridor, making its historic significance and the efforts to restore her, to tell her story of even more importance.

Preserving culture is vitally important, and has become a large interest in tourism. With a large, robust tourism industry in Beaufort County, Historic Campbell Chapel is poised to attract numerous visitors interested in both history and culture. Our history helps to inform our present.

Historic Preservation

Savannah College of Art and Design did a historic structures assessment of Historic Campbell Chapel 14 years ago and said, "Built in 1853 in Bluffton, SC, the Campbell Chapel is an excellent example of a vernacular Greek Revival chapel." Most of the original fabric remains largely intact with the brick piers showing some settling and deterioration in the middle. There are indications of structural failure along the north facing wall, as well as some termite and beetle infestation which is not uncommon for these older wood structures.

As a result of that document, we are currently working with the South Carolina Department of Archives and History to be added to the National Register of Historic Places and a public meeting is scheduled for March 15, 2019. In their research to present the chapel, it was noted that there has not been an older standing AME Chapel found in the entire Gullah-Geechee Corridor.

Like many structures of its age, the Historic Campbell Chapel is in need of restoration in order to preserve her important historic fabric, content and cultural ideals, and it is incumbent upon us all to preserve this important part of our heritage. Working with the nonprofit group A Call to Action(ACTA), the Campbell Church congregation, and the

Community Foundations in our area, a committee has been working to raise the much needed funds to restore the Chapel and rededicate her as a museum like space in order to tell the stories that need to be told of Reconstruction and unity along the Gullah-Geechee Corridor.

Savannah College of Art and Design preservation teams are currently in the process of updating our Historic Structures Assessment so that we will have a framework and guiding document to develop our preservation plan for the architect and contractor.

Pastor Clementa C. Pinckney

The Honorable Clementa C. Pinckney, a state Senator and beloved former Pastor of the Campbell Chapel AME Church, became widely known as the Pastor who was gunned down and killed along with eight church members in the Mother Emmanuel AME racially motivated mass shooting in Charleston, SC in June, 2015. Reverend Pinckney whose family has deep roots in Beaufort and Jasper Counties was known as child to stand at the pulpit and preach in Historic Campbell Chapel AME Church. Pinckney who came from a family of preachers and civil rights leaders, was known for his booming voice and gentle ways in both the State Legislature and in his Pastoral work. He served as Pastor of Historic Campbell Chapel AME Church from 2009-2010 before being called to lead Mother Emmanuel. He would often say Campbell has incredible historic importance of such an important foundation in the chapel.

“I always felt God had called me to serve within the church because of what the church stands for, this has always been home.” - Clementa Pinckney, Post and Courier 2010

He is remembered by descendants of the nine freedmen for preaching from the pulpit at Campbell from a young age while standing on a milk crate. We plan to honor him in a meaningful way during our restoration.

Telling the Stories that Need to be Told

We envision a strong education component in the building when restored with oral histories, wall graphics and other technologies as well as additional materials to tell the stories, the ones we don't hear all the time in the South during Reconstruction. We will work

with educators, museum programming experts and leaders in the Gullah-Geechee Corridor to assist us in developing our education plan.

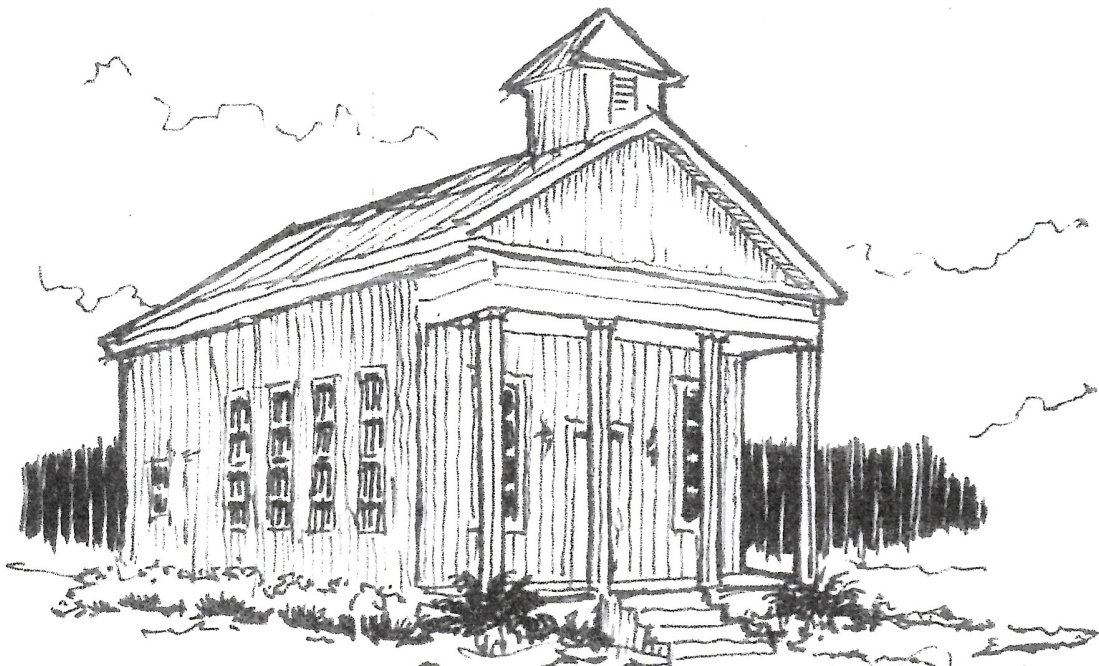
Along with the cultural heritage educational interpretation, the Chapel will open for daily tours, host concerts, lectures and celebrations with the primary mission of unity. We are currently interviewing preservation architects, engineers, and contractors specializing in historic restoration in our area to work with us to preserve this important piece of history.

It has been estimated by a preservation architect and preservation contractor that the restoration will probably cost somewhere between \$1.5 Million and \$2.0 Million, and it is well worth the cost to save such an important part of history and cultural heritage so that our children and grandchildren can hear the stories and learn the important lessons of unity that are held in the Historic Campbell Chapel.



Acknowledgements

- Post and Courier 2018
- Gullah Geechee Corridor



CAMPBELL CHAPEL 1853

Campbell Chapel AME Historic Church Restoration

A Beacon of Unity

We believe a community is woven together, much like a tapestry. The strength of our community in Bluffton, SC is uniquely woven with a rich history of heritage and culture tied together beautifully by its historic district, Old Town. Central to this historic district is one of its oldest structures, the historic Campbell AME Chapel on Boundary Street, Bluffton's oldest standing church dating back to 1853.

Historic Campbell African Methodist Episcopal Chapel, an excellent example of a vernacular Greek Revival Chapel, was built in 1853 as the Bluffton Methodist Episcopal Church and prominent landowners of the time worshiped there. In 1874, 5 white elders of the Church named Robert Crosby, Atticus Mulligan, James Porcher, William Preacher, and Burwell Wiggins sold the Chapel to 9 former slaves, Christopher Bryan, Jeffrey Buncumbe, Jacob Chisolm, William Ferguson, Renty Fields, David Heyward, William Lightburn, David Smily, and Theodore Wilson. It is a story not normally heard of in the South during Reconstruction. One of the 9 freed slaves, Mr. Jacob Chisolm, had been previously in the employ of one of the white elders, Mr. James Porcher who owned what is now called Pinckney Colony. This is the only known connection between the elders and the freedmen. Historic Campbell AME Chapel is the oldest standing church in Bluffton, SC and thought to be among the oldest standing AME churches in the entire Gullah-Geechee Corridor. This is not only locally significant, culturally important, but nationally historic and currently relevant. The historic chapel has weathered many storms and still stands proudly as a beacon of unity to this day.

When restoration looked to be a daunting task almost 15 years ago, the Campbell AME congregation instead built a new chapel next door to house their congregation, and rented the historic Chapel to the Iglesia Torre Fuerte on a temporary basis knowing that they would restore the Historic Chapel at some point in the future. This in itself is the continuation of a lovely circle of unity. The time has now come to restore the Historic Chapel so that we do not lose this important structure and its stories.

To ensure that we keep the unity of this building in mind and spirit at all times, we are all working together in the community to develop the plan to best restore the Historic Chapel. We have been meeting with the Town of Bluffton officials, Beaufort County Council members, South Carolina State Legislators, and calling upon our United States Congressmen, so that we may all work together to present back to our community a gift, of cultural heritage and unity. We will do all in our power to continue to weave the pieces of our tapestry together.

Campbell Chapel AME Historic Church Restoration



Campbell Chapel AME Church

Photo from the book *A Gullah Psalm* by Nussbaum & Wright

Savannah College of Art and Design did a historic structures assessment of Historic Campbell Chapel 14 years ago and said, "Built in 1853 in Bluffton, SC, the Campbell Chapel is an excellent example of a vernacular Greek Revival chapel." Most of the original fabric remains largely intact with the brick piers showing some settling and deterioration in the middle. There are indications of structural failure along the north facing wall, as well as some termite and beetle infestation which is not uncommon for these older wood structures. As a result of that document, we are currently working with the South Carolina Department of Archives and History to be added to the National Register of Historic Places and a public meeting is scheduled for March 15, 2019. In their research to present the chapel, it was noted that there has not been an older standing AME Chapel found in the entire Gullah-Geechee Corridor.

Campbell Chapel AME Historic Church Restoration

Like many structures of its age, the Historic Campbell Chapel is in need of restoration in order to preserve her important historic and cultural ideals, and it is incumbent upon us all to preserve this important part of our heritage. Working with the congregation, the Community Foundation of the Lowcountry, and A Call to Action (ACTA), a committee has been working to raise the funds necessary to restore the Chapel and rededicate her as a museum like space in order to tell the stories that need to be told of Reconstruction and unity along the Gullah-Geechee Corridor. We envision a strong education component in the building when restored with oral histories, wall graphics and other additional materials to tell the stories, the ones we don't hear all the time in the South during Reconstruction. We will work with educators, museum programming experts and leaders in the Gullah-Geechee Corridor to assist us in developing our education plan.

Along with the cultural heritage educational interpretation, the Chapel will open for daily tours, host concerts, lectures and celebrations with the primary mission of unity. We are currently interviewing preservation architects, engineers, and contractors specializing in historic restoration in our area to work with us to preserve this important piece of history. It has been estimated by an architect and preservation contractor that the restoration will probably cost somewhere between \$1.5 Million and \$2.0 Million, and it is well worth the cost to save such an important part of history and cultural heritage so that our children and grandchildren can hear the stories and learn the important lessons of unity that are held in the Historic Campbell Chapel.

Please join us in preserving this important historic building filled with cultural heritage.

A typed copy of the original deed follows on the next page. The original deed was hand written and a copy resides at Campbell Chapel AME Church.

Campbell Chapel AME Historic Church Restoration

And we the said James Porcher, Wm. Preacher, Burwell Wiggins, Robert Crosby, & Atticus Mulligan, Trustees of Methodist Episcopal Church South of St. Luke's Church & Parish for ourselves and our successors in office do covenant with the said Trustees of the African Methodist Episcopal Church of the Village of Bluffton & with their successors in office that the premises herein conveyed is free from encumbrances made or suffered by us & that we will & our successors in office shall forever covenant & defend all & singular the premises herein conveyed to the said Henry Fields, Jacob Chisolm, William Ferguson, Jeffrey Buncombe, William Emily, David Heyward, Christopher Bryan, Theodore Wilson, & William Lightburn Trustees of the African Methodist Episcopal Church of Bluffton & to their successors in office against the lawful claims & demands of all persons claiming by through or under authority of us or of our successors in office but against none others.

TOGETHER with all and singular the Rights, Members, Hereditaments and Appurtenances to the said Premises belonging, or in anywise incident or appertaining

TO HAVE AND TO HOLD, all and singular the said Premises before mentioned unto the said Trustees of the African Methodist Episcopal Church as aforesaid.

XXXXXXXXXXXXXXXXXXXX

XXXXX XXXXXXXXXXXX

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In WITNESS WHEREOF, We the said James Porcher, Wm. Preacher, Burwell Wiggins, Robert Crosby, & Atticus Mulligan have hereunto set our hands and seals the fourth day of December, A.D. 1878

IN THE PRESENCE OF
SIGNED, SEALED AND DELIVERED
Solomon Horton
A. O. Cozier

(James Porcher (L.S.)	
(William Preacher (L.S.)	
	E. Wiggins (L.S.)	
	Robt Crosby	(L.S.)
	A.L. Mulligan	(L.S.)

REQUEST FOR A-TAX



REQUEST FOR LOCAL A-TAX FUNDING



BY DAUFUSKIE MARSH TACKY SOCIETY

GRANTEE CONTACT INFORMATION:

DAUFUSKIE MARSH TACKY SOCIETY
ERICA VEIT
FOUNDER/DIRECTOR
94 CARVIN RD
BOX 27
DAUFUSKIE ISLAND, SC 29915

843-290-9119

ERICA@DAUFUSKIEMARSH TACKYSOCIETY.ORG

INTRODUCTION

MISSION

To protect the critically endangered SC State Heritage Horse in the context of its native Lowcountry habitat through comprehensive breeding, plus educational and special events programming, thereby increasing the public's accessibility to equine assisted programming.

ORGANIZATION'S QUALIFICATIONS

- Organization Incorporated Sept 2015
- IRS 501c3 award recognition Feb 2016
- 2017-2018 Guidestar GOLD Seal of Transparency Rating
- Community Foundation of the Lowcountry Giving Marketplace Profile Certified
- SC Dept of Agriculture Agritourism Association Member

BRIEF HISTORY

Marsh Tackies thrived on Daufuskie Island independently for hundreds of years until the late 80's when the last remaining horses were removed due to resort and golf course development. Founded in 2015, Daufuskie Marsh Tacky Society (DMTS) brought them "home" in September of that year. The two that were carefully selected out of Mr. DP Lowther's herd of around 100 Tackies in Ridgeland have since grown up to be the sire and dam to the first Marsh Tacky foals to be born on Daufuskie in 5 decades. DMTS is the only charitable organization that exists exclusively to maintain the critically endangered South Carolina State Heritage Horse in its historically native habitat, and which has a "open barn door" policy that welcomes the public into their facilities to view and interact with their horses. DMTS now has 10 Marsh Tackies actively participating in programs open to the public, and a growing waiting list for Marsh Tackies waiting to be rehabilitated.

PARTNERSHIPS (NON PROFIT ONLY)

- Carolina Marsh Tacky Association
- Carolina Marsh Tacky Outdoors
- Coastal Discovery Museum
- Daufuskie Island Conservancy
- Daufuskie Island Historical Foundation
- HHI-Bluffton Chamber of Commerce
- Jeanne Land Foundation
- The Morris Center for Lowcountry Heritage Museum
- Preserve SC (formerly the Palmetto Trust for Historic Preservation)
- Rancho Santa Fe Foundation
- Pegasus Riding Academy

STRATEGIC PLAN SUMMARY

THE BIG PICTURE:

Our long term vision is to be the established, and perpetually sustainable representation of the SC State Heritage Horse for the Lowcountry Region, specifically in Beaufort County, because this is where the horses came from! In ten years we aim to see DTMS as an established, iconic organization that symbolizes Beaufort County history, heritage and culture as it can be shared with the public through the viewpoint of the Marsh Tacky. The Marsh Tacky is about so much more than meets the eye. The history, heritage and legacy that they represent belongs to all of us and it should be celebrated by everyone!

3 TO 5 YEAR PLAN

Finishing 2018 as our 3rd full fiscal year, our resources are focused on meeting our organization's top needs to become sustainable into perpetuity - office/retail space, adequate pasture, stables and overnight accommodations for staff and student interns. Secondary priorities include a museum and seasonal gardens/crops which can be sold to local restaurants as farm to table products. Once facilities are in place we can focus on refining and improving our programs and special events that our locations allow. We believe in the healing power of the horse and aim to make our programming accessible to underserved populations, in particular because historically, the word "Tacky" means "common," and at one time everyone had a Marsh Tacky in their backyard, therefore we should go to great lengths to restore the accessibility to these horses by underserved populations. We adhere to the guiding principles of 4H, the United States Pony Club and Parelli Natural Horsemanship when making routine decisions that ensure the safety of our equines and the public who interact with them.

ANNUAL PLAN

We aim to improve our numbers year over year, and we do that by recording and comparing donations, memberships, number of programs, special events, participants, etc. We are mindful of quality over quantity however and will only commit to more breeding or assuming the care of additional horses if we have the resources to properly accommodate such.

QUARTERLY PLAN

Due to logistics challenges and high overhead costs associated with operating an equestrian facility on an island without a bridge, we are always planning for our routine expenses and looking for creative ways to cut costs. Feed, hay, vet, farrier, emergency plans and our workforce currently must all be imported. Our solicitation to occupy Duncan Farms solves many routine operations challenges; we can rotate our horses to Duncan Farms from Daufuskie similar to how carriage companies operate in Charleston or Savannah. At Duncan Farms they will have access to the highest and best care at a fraction of the cost. Regular appreciation of existing volunteers and donors helps increase retention which further keeps overhead costs low.

WORK PLAN

OUR NEED FOR THE PROPERTY

PASTURE

We desperately need more pasture land for the proper rotational grazing of our Marsh Tackies. This increases our horses' quality of life while significantly decreasing our overhead costs associated with buying forage for their nutritional requirements. We cannot continue our breeding program or rescue/rehabilitation program for our critically endangered SC State Heritage Horse unless we have the space to accommodate more horses' pasture grazing needs. Duncan Farms is uniquely suited to immediately meet our needs for adequate rotational pasture grazing and hay production for our SC State Heritage horses.

LOGISTICS

Many logistics challenges present themselves in managing an equestrian facility on Daufuskie Island. For us to be successful it is absolutely necessary to have a safe and economical place to keep hay, grain, supplies, equipment and/or horses in preparation of their scheduled barge to and from Daufuskie. Having the location at Duncan Farms provides for this necessity.

LABOR

The high cost of ferry transportation and shortage of long term rental housing makes it a challenge to source labor on Daufuskie. We need at least 2 full time and 4 part time additional workers, as well as student interns and volunteers. We need to be able to source help from the Dale/Beaufort areas to support our growth, the Duncan Farms property provides for an excellent foundation for our workforce to thrive.

HURRICANE/ EMERGENCY EVACUATION

With horses on Daufuskie, we need an emergency/evacuation plan. Having a stallion makes evacuating to an existing barn nearly impossible. Located just one hour drive (47 miles) from Broad Creek Marina in Hilton Head, the distance is logistically convenient to Daufuskie Island and when combined with barge travel, adds up to only 3-3.5 hours that horses should have to spend in the horse trailer. The route offers safe transport on good backroads and is far enough inland to retreat for mandatory barrier island hurricane evacuations yet close enough to I-95 in the event that a catastrophic storm was forecasted for the area.

ACCESSIBILITY

We always need to schedule routine vet/farrier visits, doing so at Duncan Farms cuts costs compared to Daufuskie. In order to thrive we need increased accessibility for underserved and at risk populations to attend our programs and special events. A huge barrier to entry for our programs has been ferry transportation. We need to be more accessible to the general public so they can attend our programs and special events, Duncan Farms is an ideal location for increased accessibility.

WHAT WE CAN ACCOMPLISH WITH THE PROPERTY

Duncan Farms is zoned agricultural, cleared of all timber and possesses established native grasses and irrigation, which immediately provides for significantly less site preparation expenses than if DMTS were to begin with wooded unimproved land for establishing pasture and facilities adequate for livestock. Together we can meet and exceed the Duncan Family and Beaufort County's wishes for the property.

Taking into consideration DMTS's needs as well as the lay of the land, the suggested site plan is as follows. Working with just under 40 acres total, half of the property or about 20 acres is used for rotational paddocks for grazing and the remaining 20 acres is used seasonally for growing hay and/or large turnout pasture. Using the rule of maximum 1 horse per acre and taking into account seasonal factors, the maximum number of stalls/horses allowed on the property shall be capped at 16.

Time is of the essence. Upon binding lease agreement, DMTS shall immediately erect approved signage, horse fencing and shelter so that 2-4 Marsh Tackies can begin occupying the property as soon as possible. Signage with regular hours and educational information shall be posted and a staff person will be on site to handle routine chores. The public shall be welcome to access and enjoy the property/view the horses as in a typical passive parks environment right away

With the suggested phase 1 improvements completed so the site can be utilized by DMTS before the 2019 hurricane season begins, in its final phase the site will accommodate 16 stalls, a riding arena, hay storage, feed and tack rooms, equipment storage, and a studio apartment where a full time stable manager will live on site.

A LIST OF OUR ACCOMPLISHMENTS GOALS:

- Duncan Farms is a certified SC Agritourism destination and receives benefits associated with being a certified SC Agritourism destination.
- Duncan Farms is improved using the best practices for organic and environmentally friendly farming, pasture rotation, manure management and pest control.
- Beaufort County receives recognition for ensuring the protection of the Marsh Tacky for its citizens.
- Duncan Farms remains maintained and utilized as agricultural land per the requirements of the Beaufort County Rural and Critical Lands Program and the Duncan Family.
- Beaufort County receives compensation in the form of recognition on marketing materials and rents by DMTS for occupying the property.
- Beaufort County benefits from DMTS 501c3 charity purchasing power which includes but is not limited to eligibility for grants and community investment funds, the ability to solicit donations, hold raffles and fundraisers to support capital improvements and operating costs.

DAUFUSKIE MARSH TACKY SOCIETY

- DMTS is empowered with the fundamental resources it needs to become self sustaining into perpetuity.
- DMTS increases gross revenue by 25% year over year to 100% by 2022.
- A Marsh Tacky horse can gain access to quality pasture, shelter and professional care which may be on a routine, rotational, special and/or emergency basis as needed
- A Marsh Tacky horses who is distressed, neglected, injured or may have other special needs may always have a place to go for haven, rescue and rehabilitation
- Beaufort County wounded veterans, first responders, at risk youth and other special needs groups and their families shall have access to equine assisted programs that are safe and uncomplicated while reducing anxiety and building trust, compassion and mutual respect.
- Beaufort County residents and tourists have a dedicated recreational area which is more accessible than Daufuskie Island to visit, where they see the Marsh Tacky and learn about why they are so important to the history, heritage, culture and legacy of the SC Lowcountry.

MEASURABLE OUTCOMES/PROJECT DELIVERABLES

The following quantifiable net benefits shall be measured and recorded as a result of project accomplishment. An increase is expected in the following key areas and fall under the categories of community/neighborhood development, education, environment, and public health:

- Marsh Tacky Population
- 2 Full Time and 4 Part Time Jobs Created
- 4 College Internship and 10 Volunteer (annually) Opportunities Created
- Horses Served
- Horses Quality of Life
- Public Awareness Awareness About Marsh Tackies
- Public Understanding of Marsh Tacky Significance to South Carolina History, Heritage and Culture
- Accessibility by Underserved Populations to Benefit from Equine Assisted Programs
- Attended Special Events
- Hosted Special Events
- Program Offerings
- Partnerships
- Tourism
- Revenue

SITE PLAN SKETCH



This site plan sketch is subject to change with the consultation of engineers, architects, other professionals and Beaufort County as necessary. Essentially, the property which totals 77.75 acres is divided in half. The front or western half is occupied by slow food farming or other agriculture-related activity, the back or eastern half is occupied by DMTS. The yellow perimeter fence above is an estimation of how the property would be subdivided. Traffic shall be routed through 2 gates off Washington Farm Rd via (dotted line) access road. Increases in traffic should be noticeable but without rush hours or congestion in an otherwise rural area.

Phase 1 improvements include installation of well, septic, power, perimeter fence, two paddocks and the Hay Barn which can accommodate 4 stalls, hay and equipment storage as well as info signage featuring Beaufort County approved logos, hours of operation and educational information, begin boarding 2-4 Marsh Tackies on site, launch programming offerings to the public.

Phase 2 & 3 improvements include adding additional paddocks and improving perimeter fence, adding walking/bridle path trails, overseeing pasture with native variety hay seed, digging irrigation lines, establishing manure & composting system, build arena, begin boarding 6-8 Marsh Tackies on site and increasing programming offerings to the public, constructing main barn with managers apartment on site.

PROJECT IMPLEMENTATION TIMELINE

Organized into 4 phases with implementation tasks in chronological order, the timeline for this project shall span 4 calendar years including post project (capital improvements, not long term lease) completion, beginning with RFP submitted January 2019.

PHASE 1 -(JAN 01- DEC 31, 2019)

Execute Agreement between DMTS and Beaufort County for terms and conditions to utilize Duncan Farms; Begin fundraising; Finalize site plan; Construct access gates, one main and two service entrance gates; Marsh Tacky Self Guided Tours at Duncan Farms open to the public; Install well, septic and power pole; Overseed pasture with native hay variety seed; Install 2 paddocks with economy fencing (t-post, hot poly tape, corral panels); Construct Hay Barn (steel truss pole barn kit 96x40' with 4 stalls and utilities hook up will serve all needs to begin utilizing property asap and will revert to hay & equipment storage after main barn is complete)

PHASE 2 (2020) -

Construct permanent perimeter fence around property; Dig irrigation lines to paddocks and pasture; Establish manure and composting management system; Install final paddocks per site plan; Acquire needed supplies, tools, equipment tractors, trailers, gates, panels, feed & water troughs; Construct shell of Main Barn (steel truss pole barn kit 120x160'); Design and install kiosk educational signage for public viewing; Establish nature/walking/bridle path trail; Second overseed pasture with native hay variety seed; Reorganize Hay barn for intended use (hay, equipment, quarantine stalls); Replace economy paddock fencing with permanent fencing

PHASE 3 (2021) -

Complete Main Barn to include 16 stalls, riding arena and barn manager's apartment; Begin increase in accepting applications for Marsh Tacky horse boarding, training, rehabilitation to maximum capacity of 16 horses.

PHASE 4 (2022) -

Begin routine property maintenance, power washing, grass overseeding, pasture rotation, pest control, manure composting; Begin post-grant and post-project final reports; Meet 100% increase in gross revenue goals through decrease in routine feed, hay and vet costs and and increase in revenue streams including individual donations, sponsorships, raffles, grants, horse sales, training sales, boarding sales, special events, retail sales, tour sales and programming sales; Meet 100% increase in gross revenue through beach rides, carriage rides and summer camps on Daufuskie.

HOURS OF OPERATION

- Closed to the public on Mondays
- Open to the public regardless of staff on site Tuesday - Sunday from 9am - 5pm for drive in and walk through self-guided Marsh Tacky Tour and nature walking trail

DAUFUSKIE MARSH TACKY SOCIETY

- Guided, 1 hour Marsh Tacky tours available twice daily (10:30am and 2:30pm) Wednesday through Saturday
- Equine assisted programming available by scheduling in advance, and shall be organized by individual or group lessons, a series of lessons spanning 1-4 weeks, clinics lasting 6-8 hours in one day, seasonal programs such as summer camps, and/or planned special events throughout the year.

PUBLIC EDUCATION PLAN

Our primary challenge we aim to resolve is that the SC State Heritage Horse is critically endangered. Our secondary challenge we aim to solve is that there is a significant, at-risk population who has barriers to entry that prevents them from benefiting from equine related activities. We believe that through the following programming, both the horse and the public enjoy mutual benefits from one another.

SELF GUIDED MARSH TACKY TOUR

At any time during regular hours, the public can gain limited access to the property to view the Marsh Tacky and learn through educational signage and pamphlets along a driveway and walking trail.

STAFF GUIDED MARSH TACKY TOUR

Led by a knowledgeable guide, 1 hour tours include 30 minute oral presentation with supplemental visual aids followed by 30 minutes meet and greet a Marsh Tacky.

REGULAR PROGRAM OFFERINGS

3H program (Horses Helping Heroes); 4H program (youth experiential after school classes focused on equine, agriculture, science, health & citizenship), 2H program (Healing Horsemanship) open enrollment program teaching basic to intermediate horsemanship and vocational skills to teens and adults.

SEASONAL PROGRAM OFFERINGS

Summer Camp Sessions, Fall Harvest, Trail Rides & Movie Nights, Winter Carriage Driving, Spring Cleaning, Gardening & Foal Handling.

MARSH TACKY ROAD SHOW

A traveling, experiential, show-and-tell history lesson for all ages of the general public in partnership with SC institutions, museums, historic sites, public schools. Attendees learn about the history of SC while following the Marsh Tacky and its contributions to development, transportation, agricultural and wartime efforts in history and throughout SC. Attendees get to meet and greet a Marsh Tacky.

SPECIAL EVENTS TO BE ATTENDED

Morris Center Lecture; Kiawah Cup; Palmetto Bluff Meet a Tacky; St. Helena Fair

SPECIAL EVENTS TO BE HOSTED

Beaufort Water Festival Marsh Tacky Expo & Rodeo

ESTIMATE OF PROJECT COSTS

PROJECT ITEM	PHASE	ESTIMATE COST
INSURANCE	1 (2019)	5500
RESEARCH & DEVELOPMENT	1 (2019)	850
WELL, SEPTIC & POWER INSTALL	1 (2019)	8500
PASTURE GRASS OVERSEEDING	1 (2019)	2000
2 PADDOCKS & PERIMETER FENCING	1 (2019)	3700
HAY BARN CONSTRUCTION	1 (2019)	12000
WELCOME/INFO SIGNAGE	1 (2019)	1200
PHASE 1 TOTAL		33750
PERMANENT PERIMETER FENCING	2 (2020)	2380
IRRIGATION LINES	2 (2020)	1100
MANURE & COMPOST SYSTEM	2 (2020)	2500
4 PADDOCKS FENCING	2 (2020)	800
SUPPLIES & EQUIPMENT	2 (2020)	7500
MAIN BARN CONSTRUCTION START	2 (2020)	35,000
KISOK & WELCOME AREA	2 (2020)	2200
NATURE WALKING TRAIL	2 (2020)	450
PHASE 2 TOTAL		51930
MAIN BARN CONSTRUCTION FINISH	3 (2021)	6000
MANAGERS STUDIO APARTMENT	3 (2021)	10000
PHASE 3 TOTAL		16,000
PHASE 4 MAINTENANCE TOTAL	4 (2022)	15,000
TOTAL PROJECT ESTIMATE		116,680

REQUEST FOR FUNDING

DMTS requests funding from Local A-Tax in the amount of \$58,340 and has plans in action to receive the other half of project costs from fund raising.

ADD-ONS

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



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

Culinary Institute of the South

Beaufort County Finance Committee Meeting
August 12, 2019

> No Matter What. <



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

Update: New River Culinary Lab

- Estimated cost: \$860,000
 - SERG Group support: \$250,000 in-kind equipment
 - CaptiveAire: \$60,000 hood donation
- Academic program kicks off October. Kitchen will open January 2020.
- Enrollment: 50 plus credit students
- Pending: Agreements with Palmetto Goodwill and the Literacy Council.

> No Matter What. <



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

Update: Primary Facility, Buckwalter Place Commerce Park

- Since last meeting with Finance Committee on June 3, 2019:
 - Achieved final state approval
 - 60% construction docs
- Financial barrier – LEED Silver/Green Globe state requirement
- Construction Budget Impact

> No Matter What. <



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

LEED Silver/Green Globe:

- March/April 2019 Office of State Engineer informed the College of the requirement put in effect in 2016
- McVeigh & Magnum estimate the requirement will add between \$750,000 and \$1,000,000 to project costs
- TCL contacted SC State Delegation for support and assistance to secure a waiver.
 - On July 16, Representative Shannon Erickson confirmed that other existing legislation prevents the waiver.

No Matter What.



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

Industry Participation:

- Charter 1 Realty
- Palmetto Electric
- Sonesta
- Sea Pines Resort
- US Foods
- Mingledorff Ind.
- SERG Group
- CaptiveAire
- Dominion Energy
- Palmetto Bluff
- Hilton Head Wine and Food

> No Matter What. <



May 14, 2019

Mr. Michael Kronimus
KRA architecture + design
Two Verdier Plantation Road
Bluffton, SC 29910

Re: TCL Culinary School – LEED Initial Cost-Benefit Letter
Bluffton, SC
MME #: JAX18142

Dear Mr. Kronimus:

As requested, we have been asked to provide a letter addressing our estimate for a cost-benefit analysis showing the anticipated savings over the life of the project.

Since we are in the initial design stages, the design and construction team has not progressed enough to provide a cost of construction analysis based on the LEED scorecard, however, the design team has provided an initial LEED scorecard for the above-mentioned facility proposing 53 points which is within the LEED Silver range. Based on our initial scorecard and our understanding of the original programming, our preliminary estimate, based on historical data, is that the soft and hard costs to achieve these points will increase the project costs by roughly 5% to 7.5%, or approximately \$750,000 to \$1,000,000.

Also, the design team has not yet performed the energy models due to the project being in the initial design stage and the design team not receiving an estimate towards the quantity and schedule of classes or full operation of the facility, but, estimate, based on historical data, that this project will see energy reductions in comparison to a baseline facility between 10% to 25%. From our preliminary analysis, we have assumed that the utility bill will be approximately \$100,000/yr. Therefore, a 10% reduction would be a savings of approximately \$10,000/yr while a 25% reduction would be a savings of \$25,000/year

Based on the information above, and excluding inflation and equipment maintenance and repairs, over a 30-year time-line, the energy savings is estimated to be between \$300,000 and \$750,000 while the initial increase in costs is estimated to be between \$750,000 and \$1,000,000.

Please review and let me know if you have any questions or require any further clarifications.

Sincerely,

A handwritten signature in black ink, appearing to be "Tim Owen", written over a white background.

Tim Owen, P.E., LEED AP
Managing Director Jacksonville Office
Vice President / Senior Structural Engineer

Project Title

Culinary Institute of the South: Program Development and Construction

Date Range

01/01/2018 - 09/30/2020

Updated: August 12, 2019

	Project Budget	Actuals	Project Variance
Culinary Institute of the South	\$ 15,046,398	\$ 814,299	\$ 14,232,099
Construction	\$ 12,780,660	\$ 709,732	\$ 12,070,928
Land	\$ 650,000		\$ 650,000
A/E	\$ 573,250	\$ 694,269	\$ (121,019)
CMA	\$ 361,499		\$ 361,499
Construction (hard costs)	\$ 7,974,641		\$ 7,974,641
Soft costs	\$ 352,000	\$ 11,130	\$ 340,870
Other services		\$ 4,334	\$ (4,334)
LEED Silver/Green Globe	\$ 750,000		
Contingency	\$ 824,425		\$ 824,425
FFE	\$ 1,294,845		\$ 1,294,845
Program Development	\$ 1,405,738	\$ 104,567	\$ 1,301,171
Personnel	\$ 436,875	\$ 104,167	\$ 332,708
Dean	\$ 250,000	\$ 104,167	\$ 145,833
Faculty/Dept head	\$ 105,625		\$ 105,625
Administrative Asst/Food Procurement	\$ 55,250		\$ 55,250
Adjunct Instructors	\$ 10,000		\$ 10,000
Interpretive Center Curator/CE Coordinator	\$ 16,000		\$ 16,000
Educational supplies (food)	\$ 48,750		\$ 48,750
Office supplies	\$ 2,250		\$ 2,250
Uniforms	\$ 2,250		\$ 2,250
Professional dues	\$ 1,000		\$ 1,000
Travel and Recruitment	\$ 5,000	400	\$ 4,600
Operations contingency	\$ 49,613		\$ 49,613
Renovations Room 117	\$ 860,000		\$ 860,000

County Departments
 Committee/Council meeting
 Treasurer's office

**BEAUFORT COUNTY FINANCE
 FISCAL YEAR END CLOSING SCHEDULE
 FOR THE PERIOD ENDED JUNE 30, 2019**

DATE DUE	EVENT	RESPONSIBLE PERSONNEL	DATE COMPLETED
Monday, June 3	Finance Committee - CAFR Proposed Timeline/Schedule	ALICIA	6/3/2019
Friday, June 21	Deadline to submit Fiscal Year 2019 purchase requisitions	PURCHASING, DAVE	6/21/2019
Friday, July 5	Deadline for departmental review, allocation and approval of Pcard transactions charged as of June 30	FINANCE, LORI	7/6/2019
Wednesday, July 17	Inventory - Lady's Island Airport year end adjustments posted	AIRPORT PERSONNEL & FINANCE, MIKE	7/23/2019
Wednesday, July 17	Inventory - Stormwater Utility year end adjustments posted	STORMWATER UTILITY PERSONNEL & FINANCE, ALICIA	7/23/2019
Week of July 22-26	Meeting with Mauldin & Jenkins to share CAFR preparation information	FINANCE, ALICIA	7/25/2019
Friday, July 26	Deadline for departments to submit invoices to Accounts Payable for services, goods, etc. provided by June 30	COUNTY DEPARTMENTS	8/6/2019
Wednesday, July 31	Deadline for all Fiscal Year 2019 AP invoices to be posted Deadline for all Fiscal Year 2019 Purchase Orders to be closed	FINANCE, AP & PURCHASING, DAVE	8/6/2019
Wednesday, July 31	Prepaid Expenses to be recorded/posted	FINANCE, ALICIA	7/5/2019
Wednesday, July 31	Group Health, Dental & Workers Comp allocations	FINANCE, ALICIA	7/11/2019
Wednesday, July 31	Accrued Compensated Absences - reports and rollforward	FINANCE, ALICIA	8/7/2019
Friday, August 2	Fiscal Year 2020 Budget posted in Munis	FINANCE, ALICIA	
Monday, August 5	Finance Committee - CAFR Timeline Update	ALICIA	8/12/2019
Friday, August 9	Fiscal Year 2019 Capital Assets activity posted in Munis (additions, transfers, disposals/deletions)	FINANCE, CHANEL	8/4/2019
Friday, August 16	Fiscal Year 2019 Capital Asset Rollforward Schedule preparation	FINANCE, CHANEL	
Friday, August 16	Enter and post all FY 2019 Treasurer's office banking activity in Munis	TREASURER'S OFFICE	
Friday, August 23	Fiscal Year Capital Asset Rollforward review completion and depreciation expense run	FINANCE, ALICIA	

**BEAUFORT COUNTY FINANCE
FISCAL YEAR END CLOSING SCHEDULE
FOR THE PERIOD ENDED JUNE 30, 2019**

DATE DUE	EVENT	RESPONSIBLE PERSONNEL	DATE COMPLETED
Friday, August 30	County Cash and Investment Accounts - bank statement reconciliations and review	FINANCE STAFF	
Friday, August 30	Fiscal Year 2019 revenue to be accrued/invoiced in Munis	FINANCE, AR REVIEW TEAM	
Friday, August 30	Purchasing to provide excel file of Purchase Orders carried over from FY 2019 into FY 2020 - should include GL Accounts	PURCHASING, DAVE	
Week of September 2	Debt Rollforward	FINANCE, ALICIA	
Tuesday, September 3	Finance Committee - CAFR Timeline Update	ALICIA	
Monday, September 9	60 day accrual deadline of property tax revenue (property tax revenues paid/received in July and August)	FINANCE, ALICIA	
Friday, September 13	Group Health, Dental & Workers Comp liability accruals based on claim lag reports (BCBS, Companion, MetLife)	FINANCE, ALICIA	
Month of September 2019	SEFA Preparation	FINANCE, ALICIA	
Week of September 16	Pension Liability, deferred inflows/outflows	FINANCE, ALICIA	
During Months of September and October 2019	Disabilities and Special Needs (DSN) Agreed Upon Procedures (AUP) Passenger Facility Charge (PFC) special audit	DSN - BETH CODY PFC - MIKE DUNN	
Begins: Thursday, October 3 (5:00 pm) Ends: Saturday, October 5 (11:59 pm)	** FINAL SYSTEM CLOSE ** (Users off GL system, Munis, by 10/3/2019, 5:00 pm) Munis will NOT be available on Friday, 10/4/2019	ALICIA	
During October 2019	SEFA/Single Audit	FINANCE STAFF	
Monday, October 14	Final Trial Balances and all supporting documentation provided to External Financial Auditors	FINANCE STAFF	
Monday, November 4	Finance Committee - CAFR Timeline Update	ALICIA	
During months of October and November 2019	Audit fieldwork/testing - Finance staff working with auditors to provide all information requested for testing	FINANCE STAFF	
Monday, December 9	<i>Tentative Date to present FY 2019 CAFR/Audit to Finance Committee/Council</i>		

FY 2019-2020

Accommodations 3% Tax Application

Date of Application _____

Name of Person Completing this application _____

Phone number of the person completing this application _____

Event/Project Title _____

Location of the Event/Project _____

Organization Sponsoring the Event/Project _____

Organization Mailing Address _____

Organization Email Address _____

Organization Telephone Number _____

Contact Person Name _____

Contact Person Email Address _____

Contact Person phone number(s) _____

Amount Requested _____

Date Funds are needed _____

Have you applied for Accommodations 2% Tax Event/Project Funding? YES _____ NO _____

If Yes what was the amount requested? _____ Amount Received _____

If No, what was the reason(s) for not applying? _____

If you applied and were denied, what reason was given. _____

FINANCIAL INFORMATION

Federal Tax ID Number (Example: 12-3456789) _____

Is your organization tax exempt? If so, provide a copy of your determination letter.

What is your fiscal year (12-month accounting period)? _____

Are your financial statements based on an accrual basis (accounted for when the transactions occur) or on a cash basis (accounted for when cash is received or paid)?

If there has been a significant change in revenues from prior periods, please explain.

Please check for which purpose the funds will be used if awarded:

- Tourism-related buildings, including, but not limited to, civic centers, coliseums, and aquariums;
- Cultural, recreational, or historic facilities;
- River/beach access and renourishment;
- Highways, roads, streets, bridges and boat ramps providing access to tourist destinations;
- Advertisements and promotions related to tourism development;
- Water and sewer infrastructure to serve tourism-related demand.

Please provide an explanation of how the proposed funds would be used for one of the above permitted uses for Accommodations/Hospitality tax funds:

THE FOLLOWING IS FOR COUNCIL USE ONLY

.....

Date received by Beaufort County _____

Date reviewed by Finance Committee _____

Date recommended to County Council for action _____

Date action taken by County Council _____

Date(s) of funding for the event/project _____

Date of review after event/project has been completed _____

Date of 3rd and Final Reading and Ordinance number _____

**INSTRUCTIONS FOR COMPLETING THIS REPORT AND THE ADDITIONAL INFORMATION TO BE
ATTACHED TO THIS REPORT**

1. Please **print** and provide all requested information. Incomplete reports will be returned and considered incomplete until all information is received.
2. This report must include the event/project title, timing, and financial results/costs, other sources of revenue for the event/project and how your organization supports/manages the event/project.
3. Provide detailed expenditures for the event/project.
4. Provide specific information concerning the number of tourists that were generated by your event/project.

Note: By submitting this application, the organizations certifies that it does not discriminate in any manner on the basis of race, color, national origin, age, sex, disability, religion, or language, and that all funds that may be received by the applicant organization for Beaufort County, South Carolina, will be solely use for the purposes set forth in this application and will comply with all laws and statutes , including the *South Carolina Code of Laws* regarding Allocations of Accommodations Tax Revenues.

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

FY 2019-2020

Accommodations 3% Tax Report

Date of Report _____

Name of Person Completing this report _____

Phone number of the person completing this report _____

Please check for which purpose the funds were used:

- Tourism-related buildings, including, but not limited to, civic centers, coliseums, and aquariums;
- Cultural, recreational, or historic facilities;
- River/beach access and renourishment;
- Highways, roads, streets, bridges and boat ramps providing access to tourist destinations;
- Advertisements and promotions related to tourism development;
- Water and sewer infrastructure to serve tourism-related demand.

Approved Event/Project Title _____

Organization Sponsoring the Event/Project _____

Organization Mailing Address _____

Organization Email Address _____

Organization Telephone Number _____

Approved Amount _____

Date Funds received _____

Is this a final report? YES _____ NO _____

If No, provide an explanation of when a final report will be submitted _____

FINANCIAL INFORMATION

Federal Tax ID Number (Example: 12-3456789) _____

Is your organization tax exempt? If so, provide a copy of your determination letter.

What is your fiscal year (12-month accounting period)? _____

THE FOLLOWING IS FOR COUNCIL USE ONLY

.....
Date report received by Beaufort County _____

Date report reviewed by Finance Committee _____

Date report recommended to County Council for action _____

Date action taken by County Council _____

Date of review after event/project has been completed _____

Ordinance Number _____

ELECTED OFFICIAL CURRENT SALARIES COMPARISON - BEAUFORT COUNTY VS. TIER 1 COUNTIES

Beaufort Co./Tier 1 Comparison	Beaufort County (Tier 2)	Tier 1 County Averages	State Salary Supplement For County Officials*	Councilman McElynn's Recommended Salaries
Estimated 2018 Population	188,715	341,307		
Auditor	\$68,911	\$90,078	\$21,037	\$88,000
Clerk of Court	\$98,343	\$108,617	\$1,575	\$103,000
Coroner	\$86,680	\$96,756	\$1,575	\$92,000
Probate Judge	\$120,845	\$133,384	\$1,575	no change
Sheriff	\$132,421	\$146,344	\$1,575	\$149,000
Treasurer	\$73,986	\$100,260	\$21,037	\$93,000
Master in Equity	\$172,759	\$155,415	\$0	no change
Magistrate (entry level)	\$82,479	\$78,230	\$0	no change

* not included in County Salaries

County	Tier 1 Counties Current Salaries			
	Berkeley	York	Lexington	Spartanburg
Estimated 2018 Population	210,898	274,118	295,032	301,463
Auditor	\$68,036	\$80,580	\$56,055	\$96,713
Clerk of Court	\$102,323	\$96,293	\$78,268	\$93,237
Coroner	\$77,901	\$80,536	\$90,066	\$81,345
Probate Judge	\$91,324	\$114,727	x	\$155,826
Sheriff	\$107,834	\$123,544	\$123,299	\$178,733
Treasurer	\$68,036	\$141,037	\$64,390	\$90,665
Master in Equity	\$125,405	\$135,178	\$172,759	\$172,759
Magistrate (entry level)	X	\$58,308	\$76,331	\$98,495

County	Tier 1 Counties Current Salaries (continued)			
	Horry	Charleston	Richland	Greenville
Estimated 2018 Population	344,147	396,484	409,549	498,766
Auditor	\$90,017	\$114,296	\$104,716	\$110,212
Clerk of Court	\$102,050	\$138,278	\$128,813	\$129,674
Coroner	\$77,364	\$118,248	\$131,616	\$116,972
Probate Judge	\$124,340	\$159,162	\$138,064	\$150,243
Sheriff	\$122,651	\$163,155	\$183,756	\$167,778
Treasurer	\$90,017	\$130,458	\$107,265	\$110,212
Master in Equity	\$141,454	\$172,759	\$172,759	\$150,243
Magistrate (entry level)	\$58,309	\$87,038	\$91,383	\$77,745