

COUNTY COUNCIL OF BEAUFORT COUNTY
ADMINISTRATION BUILDING
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX
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JOSEPH F. PASSIMENT, JR.

ASHLEY M. JACOBS
COUNTY ADMINISTRATOR

SARAH W. BROCK
CLERK TO COUNCIL

AGENDA

FINANCE COMMITTEE

Monday, November 4, 2019

2:00 p.m.

Council Chambers, 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 – 2:00 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

A. August 19, 2019 (Joint Meeting with Public Facilities) (backup)

B. September 23, 2019 (backup)

C. October 7, 2019 (backup)

6. PRESENTATION

A. Outcome of the tax sale and end-of-tax-year collections - Maria Walls, Beaufort County Treasurer

B. Budget Calendar - Ashley Jacobs, Beaufort County Administrator (backup)

7. DISCUSSION

A. Discussion regarding Filot Agreement between Beaufort County and Burnt Church Distillery, 3rd Reading scheduled for November 18, 2019 – John O’Toole, Executive Director, Economic Development Corporation (Information pertaining to this item per the Economic Development Work Session Discussion)



B. Reimbursable expenses and submittal process for Finance approval and disbursement of 2% Accommodation Tax funds – *Alicia Holland, Assistant County Administrator Finance*

C. State (2%) Accommodations Tax Board fiscal year 2020 Grant Recommendations to Tourism-Related Organizations in the cumulative amount of \$550,000 (backup)

D. Funding options for the Design-Build of the Fort Frederick Boat Ramp - *Robert McFee, PE, Division Director Construction, Engineering and Facilities* (backup)

8. BOARDS AND COMMISSIONS APPOINTMENTS AND REAPPOINTMENTS

A. A-Tax (backup)

- 1. Vacancy / District 10**
- 2. Vacancy / Hospitality/lodging**

B. Board of Assessment Appeals

- 1. 4 Vacancies**

9. CITIZEN COMMENTS (*Limited to 3 minutes and Comments must be regarding agenda items only*)

10. ADJOURNMENT

2019-2020 POLICY PRIORITY COMMITTEE ASSIGNMENTS

FINANCE COMMITTEE

Employee Compensation
Economic Development
Heritage Tourism Development
USCB & TCL Campus Expansion
278 Corridor & SIB Funding

MINUTES
JOINT FINANCE AND PUBLIC FACILITIES COMMITTEE

August 19, 2019

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: Finance Committee Chairman Passiment, Committee Vice Chairman Hervocho, members Gerald Dawson, Mark Lawson, and Paul Sommerville

Public facilities Committee Chairman Brian Flewelling, Vice Chairman York Glover, members Joseph Passiment, Michael Covert and Mark Lawson

Absent:

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

Staff: Ashley Jacobs, County Administrator; Thomas J. Keaveny II, County Attorney; (Plus any staff members present in the ECR due to overcrowding in Council Chambers)

Media: Joe Croley, Lowcountry Inside Track

CALL TO ORDER

Councilman Passiment called the meeting to order at 4:57 p.m. Chairman Passiment informed those present that this was a joint meeting and that after the Finance Committee items were completed the meeting would be turned over to public facilities chairman Brian Flewelling for the remainder of the meeting

APPROVAL OF AGENDA

Chairman Passiment asked for a motion and second to amend the agenda to include a new item #9 for discussion and action regarding a resolution to establish a regional housing trust fund. That motion was successful to add this item.

Motion: It was moved by Councilman Sommerville, seconded by Councilman Rodman to approve the agenda as presented. The vote: YAYS – Councilman Hervocho, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman,

Councilman McElynn, Councilman Covert, Councilman Dawson, and Councilman Lawson. The vote opposed: Councilman Flewelling. The motion passed.

CITIZEN COMMENTS

Richard Geier, district 5 School Board Member, stated he is asking for consideration for the deficit of the reading as a first reading in the next board meeting.

Item: Beaufort County School District Millage Surcharge Request – Tonya Crosby, Beaufort County School District

Discussion: Tonya Crosby stated there is a short fall of 8.2 million and ask for consideration to replenish the fund balance which would fall below the board policy of 15% and it could affect future bond ratings and Richard Geier spoke of the need to have a Millage Surcharge over a two-year period. Tonya indicated that the surcharge would be used

Councilman Passiment asked for a motion to discuss replenishing balance.

Motion: It was moved by Councilman Dawson, Seconded by Councilman Rodman

Councilman Flewelling asked to be given the reason for adding this surcharge to the millage that was already previously approved from county council. Is there an effect on taxes and the millage rate cap?

Tonya Crosby stated it is a state law called the millage override that allows the county council to override the millage cap.

Councilman Rodman stated last spring the request was broken into 2 parts. The part that was approved was the maximum that could be approved. The majority of the vote was in favor however not the super majority that is required. Wanted to know what the income statement balance looks like before and after the additional funds.

Tonya Crosby stated there is an anticipated 5 million use of fund balance even with the 5.5 million in savings and expenditures. It will go from \$39 million to \$35 million which is below the range that is set by the board.

Councilman Passiment stated could this be possible in a multi-year since the second part of the fiscal year might have a new counsel.

Tonya Crosby stated based on the conversation with South Carolina Department of Revenue it is possible as long as it is on the tax bill for next 2-year period. In which there will be a 3.3 increase per year.

Councilman stated what would be the alternative to this is if the funds are not given

Tonya Crosby stated that if funds was not given the fund balance could be left in shortage however it will risk losing the AA1 bond rating.

Richard Geier stated that if the funds balance is short the school can lose the bond rating which will mean the interest rate will increase.

Motion: The motion is to move this for consideration at the next county council meeting. The vote: YAYS-, Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed

Item: Rural and Critical Lands Bond Issue – Alicia Holland, Assistant County Administrator, Finance

Discussion: Alicia Holland explained the bond issue has been issued and what is due within the next several years. The annual projected debt service for \$25 million bonds is \$1.6 - \$1.7 million. The combined debt service for fiscal year 2020 is for Rural and Critical lands is \$5.5 million with a 1.8% growth going forward.

Motion: It was moved by Councilman Flewelling, seconded by Councilwoman Howard to move to the next county council meeting. The vote: YAYS-, Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed

Item: Accommodations 3% Tax Application - Chris Inglese, Deputy County Attorney

Discussion: Chairman Passiment stated since there is no process for the 3% Accommodations and Hospitality tax counsel got together to create this with the policies and procedures. Which will move to county counsel for approval.

Chris Inglese stated the need for a resolution to adopt policies and procedures for the Fiscal Year applications for Beaufort County 3% Accommodations Taxes and Hospitality Taxes. A handout of the draft policy and procedures and application and report were discussed with some changes approved.

Motion It is moved by Councilman Hervochoon, seconded by Councilman McElynn to move this for consideration at the next county council meeting. The vote: YAYS-, Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

Item: Adopt a resolution establishing a Regional Housing Trust Fund – Eric Greenway,
Director Community Development

Motion: It was moved by Councilman Sommerville, seconded by Councilwoman Howard to discuss the regional housing trust fund of \$65,000.

Discussion: Councilman Flewelling asked what the source of funds would be.

Ashley Jacobs stated she will have to look discuss this with the CFO and find the funds

Motion: It was moved to council to vote for consideration in setting up the trust. The vote: YAYS- Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

Finance Committee concluded at 6:20 p.m.

Public Facilities Committee began at 6:21 p.m.

Councilman Flewelling stated he would like to amend the agenda items from #11 to #9

Motion: It was moved Councilman Glover, seconded by Councilman McElynn. The vote: YAYS- Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

Councilman Flewelling stated he will get a public comments with each agenda item

Item: Contract Award/Recommendation to award Quality Enterprises the contract for the Jenkins Island US278 Road Improvements in the amount of \$8,969,844.10 – Robert McFee, PE, Division Director for Construction, Engineering and Facilities

Discussion: Robert McFee stated received 3 bids on July 9th for the US 278 Corridor. The project and an 8% construction contingency totaling the project cost to \$9,687,431.63, in order to move the project forward it will require an additional funding amount of \$2,506,068.63.

Councilman McElynn stated is the state recommending any improvement projects in the same area.

Jennifer Necker, Department of Transportation stated the DOT did a road safety audit in the area and there is some improvement plans going on in the area however not in that particular spot for that project. There is a separate project going on and all feasible alternatives will be available to the public on September 19, 2019.

Councilwoman Howard asked would the county be in jeopardy of violating the NEPA (National Environmental Policy Act) because of the pre-decision by awarding the money that will be included in the feasible alternatives.

Jennifer Necker stated the feasible alternatives will be taken to public. There will be a lot more dialogue on the entire corridor not just a part. There is one of the risk the county will take if this is done ahead of time. What the safety improvement are at this time are still being analyzed however will come out in September 19, 2019. The DOT is not involved in the Jenkins Island piece since the entire corridor is what is being looked into. Would suggest waiting until the presentation of the feasible alternatives.

Councilman Covert stated doesn't section 1506.11 of the CEQ allow for emergency situations before the federal government is involved.

Jennifer Necker stated she will look into that information.

Councilman Covert stated 1506.11 may supersede the application based on an emergency according to NEPA instructions.

Councilman McElynn stated he would like to move this motion to be voted forward based on the contingent of the project being acceptable to DOT plans being approved. Would like to move this along without stalling the project anymore.

Councilman Flewelling stated any recommendation of this motion will require a successful 3 reading and a public hearing to approve the funds before anything is done.

Councilman Hervochoch asked is the corridor project guaranteed to happen.

Jennifer Necker stated the application for the corridor project looks very strong however the total funding is dependent on the state application. The Jenkins Island Project is not a DOT project when it starts is up to the contractor.

Councilman Hervochoch asked what happens to the \$7.2 million that is bonded in the event we do not move forward.

Ashley Jacobs stated it belongs to the corridor project.

Councilman Sommerville asked can the project be done with one bridge and the corridor.

Jennifer Necker stated a discussion will have to be done if it was part of the alternatives that will be presented. It will be in 2020 what will happen in the public hearing of the preferred alternatives that FHWA can sign off and give the finding of no significant impact.

Councilman Flewelling stated that he will now let the citizens have comments.

Mike Garrigan, stated there is a lot of concern about this and a lot the individuals that have come here for the finalization of what is going to happen. He has talked with many individuals from SCDOT and was advised nothing does anything to violate environmental studies or impact. Nothing that should prevent the corridor project from moving forward. However, there is nothing that prevents the communities from entering and exiting the communities around Jenkins Island. Would like to go forward with the improvements which we as the community feel is unsafe.

Jim Durey from Blue Heron Point stated that he agrees with Mike Garrigan comments.

Terry Jakovac stated the comments he wanted to talk about was already discussed.

Councilman Sommerville asked if the project can be staged in a way that picks Jenkins Island as an earlier part of the development.

Jennifer Necker stated cannot dictate how the contractors do the job.

Councilman Sommerville stated the \$9 million can come out of Beaufort County tax payer's money or it can be deferred to the corridor project and come out of sales tax.

Charles Perry, Environmental Law stated that he thinks the 8 to 10 years is accurate. Stated that the 278 NEPA project goes through it has to be taken into consideration as a done deal. It won't have to be restudied since it is in existence.

Motion: To move forward with staff recommendation pending funding, 3 reading and public hearing. It was moved by Councilman Hervocho, seconded by Councilman McElynn
The vote: YAYS-Councilman Hervocho, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling Councilman Covert, Councilman Dawson, and Councilman Lawson. The vote opposed: Councilman Sommerville. The motion passed.

Item: Stillwell Road request for acceptance - Robert McFee, PE, Division Director for Construction, Engineering & Facilities

Discussion: Robert McFee stated that Stillwell Road is a dirt road in southern Beaufort County.

Stillwell Road is about 4200 feet and branches off from South Carolina 46. There is a one-time fee of about \$40,000 to service the road and the annual maintenance fee is about \$14,000. The road in question will be under the TAG law and the obligation of the county. This does not conform under the CTC transportation plan and no funds under this can be used.

Robert O'Kelly, executive secretary of Midway Farms supports the maintenance of Stillwell Road. The maintenance is done by them and request it to be taken over by Beaufort County.

Councilman Sommerville asked if anyone has signed off on the deed to the right away.

Robert O'Kelly stated there is a preliminary documents but the final documents has not been signed.

Councilman Sommerville asked if this will cost the county \$1,000,000 to get the road up to county standards.

Robert McFee stated paving roadway improvement cost for this a road since this is just under a mile it will cost the county about \$900,000. Along with paving there will be ditches, draining and evaluation road policy if it has been approved. After the survey is done the right away is done. After the right away the documents is signed and recorded which would mean the county would own it.

Councilman York stated the request is to become a county road.

Robert McFee stated the request is to become a county road. The CTC stated they want the roads paved if it is to become into the county system. The dirt roads will not be approved by DOT.

Councilman Flewelling stated the roads that have condensations are already public roads. This is an existing dirt road that is being requested for the county to take over. After we take over the road it is required to have a 50 ft. right away. The county has a policy which states not to accept dirt roads and require the private owners to bring the road up to standard before it is accepted. Believes if the owners want this road to become county accepted then the owners need to bring it up to standard.

Councilman Sommerville stated this road is a good candidate for the special purpose tax district

Councilman Flewelling stated if the special purpose tax district is done then after the road is payed for then the county should take it over.

Motion: To deny the Stillwell Road requested by Councilman Sommerville. No second.

Councilman Covert asked legal how a special tax district could be formed.

Tom Keaveny stated there is a statute that can form a special tax district. That 15% of owners has to sign agreeing to special tax district after it is voted by public.

Councilman Flewelling stated he wants McFee to work with public to identify a special tax district. Then after this is done be brought back to council.

Item: Coffin Point Plantation Road Status – Robert McFee, PE, Division Director for Construction, Engineering & Facilities

Discussion: Robert McFee stated the ownership of the road has been an issue if it is owned by the county. After staff has reviewed this it is found that Coffin Point Plantation Road is not a county road. It is recommend the counsel resolve this issue by either changing signs to correctly be private roads or to legally make the roads county property.

Mary Legree stated she is an original native person that has lived in that community. She is concerned about the cemetery and others not being able to visit the loved ones who have passed away. If the road is private will those who need to bury family member be able to since the road will be private.

Councilman Flewelling stated it is law that you cannot stop someone from going to a cemetery.

John Balint stated he purchased the home he is living on one of the reasons is because it was a county road. Since the county has abandoned the road it has affected his home value. We are losing the assistance from the FEMA if there is a hurricane, police assistance, and bus service since we will be listed as a private road. The sign is green which means it is a county road.

Aaron Hall, President of Coffin Point Plantation, stated they were surprised when the county stopped maintain them. Would like to work with the county to get the road drivable since Coffin Point has their own road committee.

Cecily McMillan stated she owns the plantation at the end of Coffin Point. Her house is on the National Register of Historic Places, The Avenue is part of this. She urges for 2 recommendations to have a memorandum of agreement to figure out a 3rd way. Since county is looking into tourist through heritage and tour buses that go through there, the county should help in maintaining our canopy the roads.

Delora Cook stated she lives on McTeer Drive is now impossible to drive.

Heather Baldwin stated she is a homeowner on Coffin Point the roads is affecting sales, tourism, and every aspect of Coffin Point. She has an appraisal in hand and the appraiser is letting the banks know the roads are not county maintained and is affecting the sales in this area.

Walter Archibald stated he has a home on McTeer drive and his zoning permit for his home states it is a county road.

Councilman Flewelling asked Tom Keaveny how the county legally take back maintaining a road. Since his job is a title abstractor by trade and has done a bunch of titles stating that the owners have public access road. Would that be considered a title insurance claim to every homeowner?

Tom Keaveny stated he doesn't know if they have an insurance claim however if Beaufort County does not have any deeds to the property then Beaufort County does not own the road.

Robert McFee stated the county does not have any deeds to these roads.

Councilman Flewelling stated he will recuse himself as a conflict of interest. Turned it over to Councilman Glover.

Councilman Glover stated is there any recommendations coming from staff. Will the homeowners association sit down with staff to resolve this issue?

Tom Keaveny stated Beaufort County needs to initiate judgement action naming the owners on the road and maybe the association to get the courts to declare that Beaufort County owns the road by the way of prescriptive easement. These roads have been used and maintained previously by Beaufort County.

Councilman Sommerville stated there are a lot of roads in Beaufort County that the county maintains but doesn't own. Does agree with the county attorney about what to do with the road since the county does not own the road.

Councilman Glover stated the legal department wants us to do a judgment act. Is there any other suggestions on what to do?

Aaron Hall asked which roads is are the county wanting to take over. The concerns of the owners would like to know if the county owned the road what will be done to it.

Councilman Glover stated the most essential roads are The Avenue and McTeer. Is recommending the HOA get with staff such as the county administration and make recommendations.

Councilman Lawson asked is there a legal way to maintain the roads without them being county owned roads until the issue is resolved.

Tom Keaveny stated the county is not to use any county assets on private property.

Councilman Glover stated he would recommend what the legal department would like to do.

Tom Keaveny stated the county does not own these roads and the county initiate a judgement action to declare the roads descriptive easement on some or all the roads. There is litigation on some of the ownership of some of these roads.

Councilman Hervochoon stated how this motion impact the other dirt roads discussed today.

Tom Keaveny stated the county has a descriptive easement on these which is the major difference.

Motion: To move forward with to have staff initiate declaratory judgement on Avenue of the Oaks, McTeer and Sea Pines. It was moved by Councilwoman Howard, seconded by Councilman Sommerville The vote: YAYS-Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Covert, Councilman Dawson, and Councilman Lawson. Councilman Flewelling declared conflict of interest. The motion passed.

Item: Memorandum of Understanding between Beaufort County and BJWSA regarding Capacity Credits for Jenkins Island- Robert McFee, PE, Division Director for Construction, Engineering & Facilities

Discussion: Robert McFee stated there is credits issued by BJWSA credit the County with water and/or wastewater capacity in the Authority's System in recognition of the expenditure of County funds, including funds obtained from grants, on projects undertaken jointly that add or improve assets in BJWSA's System.

Motion: To move forward it was moved by Councilman Passiment, seconded by Councilman Sommerville The vote: YAYS-Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

Councilman Flewelling stated there is a citizen comment about the executive session.

Charles Coker ask the committee recommend approval of the sale of Myrtle Park. Wants to keep the jobs that are being created in Beaufort County.

EXECUTIVE SESSION

Motion: To move forward it was moved by Councilman Glover, seconded by Councilman Passiment The vote: YAYS-Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

Motion: To move forward to extend past 8 p.m. moved by Councilman Dawson, seconded by Councilwoman Howard The vote: YAYS-Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

Executive Session started at 7:37

Matters Arising out of Executive Session

8:10 pm

Motion: To sale the Myrtle Business Park per the arrangements made with the understanding letter of accrediting moved by Councilman McElynn, seconded by Councilman Rodman. The vote: YAYS-Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, and Councilman Dawson. The vote opposed: Councilman Lawson. The motion passed.

Motion: To sale to Bob Jones Field to Holy Trinity School with what is outlined during session moved by Councilwoman Howard, seconded by Councilman Passiment. The vote: The vote: YAYS-, Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

Motion: Move to authorize the County Administrator to expend 2006 sales tax dollars to install casing on the under 170 moved by Councilwoman Sommerville seconded by Councilman Covert.

The vote: The vote: YAYS-, Councilman Hervochoon, Councilman Glover, Councilwoman Howard, Councilman Passiment, Councilman Sommerville, Councilman Rodman, Councilman McElynn, Councilman Flewelling, Councilman Covert, Councilman Dawson, and Councilman Lawson. The motion passed.

ADJOURNMENT

The meeting adjournment at 8:12

Ratified by Committee:

DRAFT

**MINUTES
FINANCE COMMITTEE**

September 23, 2019

Council Chambers, 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, Gerald Dawson, Mark Lawson

Absent: Michael Covert, Lawrence McElynn, Stu Rodman

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

Staff: Ashley Jacobs, County administrator; Alicia Holland, Chief Financial officer; Rob McFee, PE, Division Director Construction, Engineering and Facilities; Chris Inglese, Deputy County Attorney; Robert Merchant, Community Development Deputy Director; Chris Inglese, Deputy County Attorney; Jon Rembold, Beaufort County Airports Director; Eric Greenway, Community Development Director; Barbara Holmes, RCLPP Contractor; Jim Beckert, Beaufort County Auditor

Media: Joe Croley, Lowcountry Inside Track

CALL TO ORDER

Councilman Passiment called the meeting to order at 1:30 p.m.

Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act

APPROVAL OF AGENDA

Motion: It was moved by Councilman Hervochoon, seconded by Councilman Dawson to approve agenda. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoon, Councilman Dawson, Councilman Flewelling and Councilman Lawson. The motion passed.

APPROVAL OF MINUTES

It was moved by Councilman Dawson, seconded by Councilman Hervochoon to approve August 12, 2019 minutes. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman

Hervochoch, Councilman Dawson, Councilman Flewelling and Councilman Lawson. The motion passed.

CITIZEN COMMENTS

No citizen comments

EXECUTIVE SESSION

It was moved by Councilman Hervochoch, seconded by Councilwoman Howard to go into executive session at 1:34 P.M. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoch, Councilman Dawson, Councilman Flewelling and Councilman Lawson. The motion passed.

MATTERS ARISING OUT OF EXECUTIVE SESSION

Motion: It was moved by Councilman Sommerville, seconded by Councilwoman Howard to approve the purchase of Pineview fee simple. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoch, Councilman Sommerville and Councilman Flewelling. The motion passed.

Motion: It was moved by Councilwoman Howard seconded by Councilman Dawson to do due diligence on 2019E, 2019H, 2019I. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoch, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed.

Motion: It was moved by Councilman Hervochoch seconded by Councilman Dawson to ask staff to bring forth an ordinance for the purchase of 13.91 acres known as the Gray Family property at the next county council meeting as discussed in Executive Session. The vote: YAYS –Councilman Passiment, Councilman Dawson, Councilwoman Howard, Councilman Hervochoch, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed.

ACTION ITEMS

Item: **Resolution authorizing an exemption of property from ad valorem taxation - Chris Inglese,**
Deputy County Attorney

Discussion: Councilman Passiment stated this is out of an April 28, 2014 ordinance that was approved by Development agreement from Jazz 278 LLC and Beaufort County. It was otherwise known as the Bluffton Gateway Commercial Center.

Motion: It was moved by Councilman Sommerville, seconded by Councilwoman Howard to qualify ad valorem taxes on Bluffton Gateway Commercial Center. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoch, Councilman Dawson, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed.

Recommendation: Approval for ad valorem taxes

Item: **A Resolution approving the expenditure of the 2006 1 Cent Transportation Sales Tax Program Remaining Funds** - *Chris Inglese, Deputy County Attorney and Robert McFee, PE, Division Director Construction, Engineering and Facilities*

Discussion: Councilman Passiment stated in 2015, Beaufort County completed the SC widening project to install water and sewer casing. BJWSA will do the work for \$200,000.

Motion: It was moved by Councilman Hervochon, seconded by Councilman Glover to approve the job for BJWSA to install water and sewer casing. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochon, Councilman Dawson, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed.

Recommendation: Approval of work for BJWSA for \$200,000.

Item: **Change Order #1 to Savannah Construction's contract for the relocation of the Historic Latrine for the Fort Fremont Interpretive Center, increasing the current contract price by \$54,603.88** - *Stefanie M. Nagid, Passive Parks Manager*

Discussion: Councilman Flewelling questioned why the latrine needed to be moved

Eric Greenway stated when the layout was done for the interpretive center a portion would have been on top of the latrine. The Friends of Fort Freemont asked Beaufort County to relocate the latrine instead of destroy. The latrine will be moved to a visible location so that it will be able to be seen.

Motion: It was moved by Councilman Sommerville, seconded by Councilman Glover to approve Savannah Construction's contract for the relocation of the Historic Latrine for the Fort Fremont Interpretive Center. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochon, Councilman Dawson, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed.

Recommendation: Approval to move latrine to a visible location

Item: **Consideration of an Ordinance to appropriate \$2,506,069.00 from the South Beaufort County service area road impact fees for the US 278 safety improvements project across Jenkins Island with \$2,295,688.00 coming from the Hilton Head Island/Daufuskie Island road impact fees fund and \$210,381.00 coming from the Bluffton impact fees fund** - *Robert Merchant, Community Development Deputy Director*

Discussion: Councilman Flewelling stated other opinions will be given on next committee meeting to get the answers for what that is needed for the Jenkins Island so that we can comply with the law on CIP Funds (Impact fee funds)

Recommendation: No action taken on this, moved to next finance committee meeting.

Item: Request for \$10,000 for the Hilton Head Island Concours D'elegance & Motoring Festival

Discussion: Councilwoman Howard stated she recommends Hilton Head Island Concours D'elegance & Motoring Festival apply for 3% A-tax.

Councilman Passiment stated that we will make this known to them, however no action taken.

Motion: No motion given

Recommendation: The motion fails

DISCUSSION

Item: Jenkins Island Safety Improvements Approval of Funding Not to Exceed \$35,000 for 3rd Party Engineering Services - Rob McFee, PE, Division Director Construction, Engineering and Facilities

Discussion: Ashley Jacobs stated the \$35,000 is within her limit however, she wanted county council to be aware that the funds was being spent.

Status: Informational purposes only

Item: Request for Qualifications for Coordinated Comprehensive Master Planning Services between Beaufort County and the Town of Port Royal - Robert Merchant, Community Development Deputy Director

Discussion: Councilman Passiment stated Beaufort County has issued an RFQ for qualified firms for planning services for Beaufort County, Town of Port Royal, and Town of Bluffton. These services will is to write and adopt a place based comprehensive plan that meets the SC requirements and the jurisdictions. The Town of Bluffton is delaying study and will not participate.

Councilman Dawson stated will Town of Bluffton do the update later

Eric Greenway stated that they will have to do this update and go forward by themselves.

Motion: It was moved by Councilwoman Howard, seconded by Councilman Dawson to fund the \$178,370 contribution that will be split between FY2020 and FY 2021. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoch, Councilman Dawson, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed

Recommendation: Approval of \$178,370 contribution

Item: An Ordinance establishing the Finance Committee as the Internal Audit Committee - Chris Inglese, Deputy County Attorney

Discussion: Councilman Hervochoch stated on item #4 last sentence should be removed since item #3 stated this.

Motion: It was moved by Councilwoman Hervochoon, seconded by Councilwoman Howard to amend the ordinance by the removal of 4(A) last sentence. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoon, Councilman Dawson, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed

Recommendation: Approval of amending

Motion: It was moved by Councilman Hervochoon, seconded by Councilman Glover for an ordinance to establish the finance committee as the internal audit committee. The vote: YAYS –Councilman Passiment, Councilwoman Howard, Councilman Hervochoon, Councilman Dawson, Councilman Sommerville, Councilman Flewelling, and Councilman Glover. The motion passed

Recommendation: Approval of ordinance

INFORMATIONAL ITEMS

Item: **Beaufort County Airport Wetlands Mitigation - FAA Reimbursement** – *Jon Rembold, Beaufort County Airports Director*

Discussion: Jon Rembold stated in 2000/2002 timeframe that there was a project done to complete a partial parallel taxiway. To do the project a wetlands permit was granted. A new project wants to be done so that there can be a full parallel taxiway and to increase the runway safety areas. To do so another permit would need to be granted. With the FAA not being able to find the environmental document to the FAA to the NEPA standards and the mitigation reimbursement will not be eligible.

Status: Informational purposes only

Item: **Act 223 of the 2018 Boat and Watercraft Taxation** – *Jim Beckert, Beaufort County Auditor*

Discussion: Jim Beckert stated there is new laws and steps to implement water crafts that is registered by the department of natural resources that will go into effect on January 1, 2020. There is nothing that states the current law has been rescinded on delinquent taxes. The taxes will change registration from 3 years to 1 year with the cost of \$1. There will also be prospective tax bills sent out in January 1 that will be due the following year.

Status: Informational purposes only

Item: **Rollback Millage Verification status update** – *Alicia Holland, Assistant County Administrator, Finance*

Discussion: Alicia Holland discussed rollback millage information, which includes personal property data files, real property reassessed values files, and motor vehicle data files for the county and school district.

Jim Beckert stated the school district has a difference in the numbers provided for personal property it was \$130 million and \$130 million for motor vehicles however the information that was given to county was \$130 million for personal property and \$117 million for motor vehicles.

Status: Informational purposes only

Adjournment: 3:41 p.m.

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

Ratified by Committee:

DRAFT

**MINUTES
FINANCE COMMITTEE**

October 07, 2019

Council Chambers, 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 Vice-Chairman Chris Hervochon, Gerald Dawson, Mark Lawson

Absent: Paul Sommerville, Alice Howard, Joseph Passiment

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

Staff: Ashley Jacobs, County Administrator; Alicia Holland, Chief Financial officer;
Rob McFee, PE, Division Director Construction, Engineering and Facilities; Phil Foot, Administrator-Public Safety; Ebony Sanders, Assessor; John O'Toole, Executive Director Economic Development Corporation; Dave Thomas, Purchasing Director; Donna Ownby, Director of EMS; Monica Spells, Assistant County Administrator-Civic Engagement and Outreach ; Ray McBride, Library Director

Media: Joe Croley, Lowcountry Inside Track

CALL TO ORDER

Vice Councilman Hervochon called the meeting to order at 2:00 p.m.

Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act

APPROVAL OF AGENDA

Motion: It was moved to remove item 7B and add Penn Center by Councilman Glover, seconded by Councilman Flewelling to approve the agenda as presented. The vote: YAYS – Councilman Rodman, Councilman Glover, Councilman McElynn, Councilman Dawson, Councilman Flewelling and Councilman Lawson. The Vote: NAYS - Councilman Hervochon. The motion passed. Vote: 6/1.

CITIZEN COMMENTS

Nick Ackers from Windmill Harbor gave a comment about Jenkins Island Project.

Mike Garrigan from Windmill Harbor gave a comment about reduce the cost for Jenkins Island Project.

ACTION ITEMS

Item: Approval to Purchase Two New Ambulances through the HGAC Buy Cooperative Contract for \$506,532.00 - Dave Thomas, CPPO, Purchasing Director and Donna Ownby, Director of Emergency Medical Services

Motion: It was moved by Councilman Dawson, seconded by Councilman Flewelling to approve the purchase of ambulances. The vote: YAYS – Councilman Rodman, Councilman Glover, Councilman McElynn, Councilman Hervochon, Councilman Dawson, Councilman Flewelling and Councilman Lawson. The motion passed.

Recommendation: To move forward to County Council for approval.

Item: An Ordinance authorizing the execution and delivery of a Fee Agreement between Beaufort County and Project Burnt Church Distillery – John O’Toole, Executive Director, Economic Development Corporation

Discussion: John O’Toole stated that he wanted to make sure that everyone had the information available to form an understanding of the fee agreement.

Motion: It was moved by Councilman Glover, seconded by Councilman Flewelling to move to Council for 3rd reading after Nov. 4th worksession. The vote: YAYS – Councilman Rodman, Councilman Glover, Councilman McElynn, Councilman Hervochon, Councilman Dawson, Councilman Covert, Councilman Flewelling and Councilman Lawson. The motion passed.

Item: Jenkins Island Funding Options - Robert McFee, PE, Division Director
Construction, Engineering and Facilities

Discussion: Alicia Holland stated there is an available composite of 60.9 million. The projected June 30th composite is 56.8 million. 2.5 Million is the delta of the funds that are available and the amount of the contract that needs to be potentially awarded.

Motion: It was moved by Councilman Rodman seconded by Councilman McElynn to move the motion to increase the 8% borrowing by 2.5 million dollars for corridor related improvements. The vote: YAYS – Councilman Rodman, Councilman Glover, Councilman McElynn, Councilman Hervochon, Councilman Dawson, Councilman Flewelling, Councilman Covert and Councilman Lawson. The motion passed.

Recommendation: To move to full council to look into funding options

Item: Total Allocation of Funds for State A-Tax 2% - Alicia Holland, Assistant County Administrator, Finance

Discussion: Alicia Holland stated that the financial statement for fiscal 2019 the preliminary ending balance for the State Accommodations Tax is \$46,034. Projected 2020 revenue is \$850,000 from the State Accommodations Tax.

Motion: It was moved by Councilman Flewelling, seconded by Councilman Glover to approve the summary statement accommodations 2% usage with the carryout that the direct subsidy be \$550,000 instead of \$575,000 for 2020. The vote: YAYS – Councilman Rodman, Councilman Glover, Councilman McElynn, Councilman Hervocho, Councilman Dawson, Councilman Flewelling, Councilman Covert and Councilman Lawson. The motion passed.

Discussion: Councilman Rodman discussed the Concourse Car Show to request that the A-Tax 2% instead of 3% submission for granting of \$10,000 consideration request.

Motion: Withdrawn

Recommendation: refer to appropriate resolution

Item: Assessors Information Session – Ebony Sanders, County Assessor

Discussion: Ebony Sanders discussed the quadrille reassessment, assessable transfer of interest (ATI), legal residency special assessment, agricultural use classification and appeals

Recommendation: Informational purpose only

Item: Penn Center (added agenda item) , Councilman Glover

Discussion: Councilman Glover stated that Penn Center has been pushed back since wanting to be on the agenda since October 2018. All the information that was previously requested has been provided and would like the committee to consider to move forward with the Penn Center project.

Motion: It was moved by Councilman Glover seconded by Councilman McElynn to move forward to county council for consideration with the Penn Center Project of \$822,000 for phase 1.

Discussion: Councilman Flewelling stated he would like to see the entire presentation again. Thinks that it is more appropriate if the council knows what is available to spend to other projects that might or might not have priority.

Motion: Previous motion withdrawn. It was moved by Councilman Glover seconded by Councilman McElynn to move to executive committee. The vote: YAYS – Councilman Rodman, Councilman Glover, Councilman McElynn, Councilman Hervocho, Councilman Dawson, Councilman Flewelling, Councilman Covert and Councilman Lawson. The motion passed.

Recommendation: Forwarded to Executive committee for consideration

Adjournment: 4:59 p.m.

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

Ratified by Committee:

DRAFT

FY21 Budget Calendar	
December/January	County Council holds work session to set strategic goals and direction for the budget.
January	All county departments and outside agencies will receive a base budget and instructions to enter their requests into Munis*
February	Finance Department receives all budget requests for review Administration meets with Department Heads and Elected/Appointed Officials to discuss budget requests
March	Work sessions held to discuss: <ul style="list-style-type: none"> • Operating, capital, and personnel requests • Outside agencies (Fire Districts, School District, Economic Development, Hospital, etc.) • Elected Officials
April	County Administrator presents a proposed budget to Finance Committee/Council and schedules a public hearing
May 11	First reading
May 26	Second reading, Public hearing
June 8	Third reading and adoption

*All budget requests must be submitted in Sharepoint or Munis with justifications. Any requests that are not submitted properly will not be included in the proposed budget

		REVISED 10/02/2019		AGENDA								
				ACCOMMODATIONS TAX (2% STATE) BOARD								
				WEDNESDAY, OCTOBER 16, 2019								
				8:30 a.m.								
				County Council Chambers								
				Administration Building								
				Beaufort County Government Robert Small Complex								
				100 Ribaut Road								
				Beaufort, South Carolina 29901								
				APPLICANTS ARE ASKED TO ARRIVE 20 MINUTES EARLY								
				Meeting was held as scheduled.								
				Board Members:								
				Dick Farmer, Chairman - present								
				Olivia Young, Vice Chair - present								
				Vimal Desai - present								
				Anita Singleton-Prather - present								
				Jonathan Sullivan - present								
					<u>Amount</u>	<u>Received</u>	<u>Recommended</u>					
					<u>Requested</u>	<u>Last Year</u>	<u>Amount</u>	<u>% of Ask</u>				
								<u>Name</u>				
				8:30 AM	1	Santa Elena Foundation	Port Call by Santa Maria Museum Ship	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	25%	Andy Beall
				8:40 AM	2	Historic Port Royal Foundation (HPRF)	HPRF Museum & Resource Library	\$ 10,000.00	\$ -	\$ -	0%	Eileen Newton
				8:50 AM	3	Beaufort County Black Chamber of Commerce	Cultural Tourism Marketing	\$ 135,000.00	\$ 64,000.00	\$ 64,000.00	47%	Valeria Richardson/Larry Holman
				9:00AM	4	Hilton Head St. Patrick's Parade Foundation	HH St. Pat's Parade	\$ 8,000.00	\$ -	\$ -	0%	Jim Laferriere
				9:10 AM	5	Greater Beaufort-Port Royal CVB	Tourism Marketing	\$ 130,000.00	\$ 100,000.00	\$ 120,000.00	92%	Robb Wells
				9:20 AM	6	The Gullah Museum of Hilton Head	Permanent Exhibit/Renovation Project	\$ 25,000.00	\$ 13,500.00	\$ -	0%	Louise Cohen
				9:30 AM	7	Friends of the Spanish Moss Trail	Downtown Beaufort Connector - Phase 2	\$ 10,000.00	\$ -	\$ 5,000.00	50%	Sissy Perryman
				9:40 AM	8	Lowcountry Gullah	Lowcountry Gullah	\$ 50,000.00	\$ -	\$ -	0%	Luana Graves Sellars
				9:50 AM	9	NIBCAA	Hilton Head Island Gullah Celebration	\$ 45,000.00	\$ 23,000.00	\$ 23,000.00	51%	Courtney Young
				10:00 AM		Beaufort Film Society	Beaufort International Film Festival (14th)	\$ 20,000.00	\$ 15,000.00	\$ 15,000.00	75%	Ron Tucker
				10:10 AM	10	BREAK	BREAK					
				10:20 AM	11	Sandalwood Community Food Pantry	5th Annual Run for Hunger	\$ 2,200.00	\$ -	\$ -	0%	Nannette Pierson
				10:30 AM	12	Hilton Head Island Concours d'Elegance, Inc.	HHI Concours d'Elegance & Motoring Festival	\$ 40,000.00	\$ 26,000.00	\$ 30,000.00	75%	Lindsey Harrell
				10:40 AM	13	Friends of Hunting Island	Sea Turtle Display	\$ 7,900.00	\$ 36,000.00	\$ 5,000.00	63%	Barbara Temple
				10:50 AM	14	Daufuskie Island Foundation	Daufuskie Day	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00	33%	Deborah Edmondson
				11:00 AM	15	Daufuskie Island Historical Foundation	Brochure Printing	\$ 6,000.00	\$ -	\$ 3,000.00	50%	Nancy Ludtke
				11:10 AM	16	Lean Ensemble Theater	Lean Ensemble Theater Marketing	\$ 6,000.00	\$ 1,800.00	\$ 1,000.00	17%	Blake White
				11:20 AM	17	Bluffton Historical Preservation Society	Heyward House Museum & Welcome Center	\$ 25,000.00	\$ 10,000.00	\$ 10,000.00	40%	Katie Epps
				11:30 AM	18	Visitors & Convention Bureau Inc. dba Bluffton Welcome Center (NO SHOW)	Southern Beaufort County Welcome Center	\$ 67,000.00	\$ -	\$ -	0%	Roberts Vaux
				11:40 AM	19	The First Tee of the Lowcountry	Concierge Informational Sessions	\$ 3,000.00	\$ -	\$ 1,500.00	50%	Pat Zuk** (Email Issues)
				11:50 AM	20	Hilton Head Choral Society	Marketing for Tourist/Visitor Dev	\$ 4,000.00	\$ 3,000.00	\$ 1,500.00	38%	Dan Castro
				12:00 PM		BREAK	BREAK					

12:50 PM	21	CAPA & Exchange Club	Ghost Tours	\$ 1,500.00	\$ 500.00	\$ 1,000.00	67%	Jessie Chapman
1:00 PM	22	SC Lowcountry & Resort Islands Tourism Commission	Promotion of Beaufort County & the Lowcountry	\$ 45,000.00	\$ 35,000.00	\$ 40,000.00	89%	Peach Morrison
1:10 PM	23	Hilton Head Symphony Orchestra (HHSO)	HHSO Marketing Programs	\$ 20,000.00	\$ 7,000.00	\$ 5,000.00	25%	Mary Briggs
1:20 PM	24	Community Foundation of the Lowcountry (WITHDREW)	2020 Public Art Exhibition	\$ 10,000.00	\$ 1,500.00	\$ -	0%	Jean Heyduck
1:30 PM	25	Beaufort Area Sports Council	Beaufort Area Sports Marketing & Sales	\$ 40,000.00	\$ -	\$ 30,000.00	75%	Christian Kata
1:40 PM	26	Beaufort History Museum	Permanent Exhibit Renovation - Phase 2B	\$ 69,424.25	\$ -	\$ 9,500.00	14%	Carol Lauvray
1:50 PM	27	Historic Mitchelville Freedom Park	Freedom Day, Juneteenth Celebration, Historic Holidays	\$ 45,000.00	\$ 20,000.00	\$ 20,000.00	44%	Ahmed Ward
2:00 PM		BREAK	BREAK					
2:10 PM	28	Coastal Discovery Museum	Cultural & EcoTourism Program	\$ 32,000.00	\$ 20,000.00	\$ 20,000.00	63%	Natalie Hefter
2:20 PM	29	Hilton Head Hospitality Association	Hilton Head Wine & Food Festival	\$ 10,000.00	\$ 6,000.00	\$ 6,000.00	60%	Jeff Gerber
2:30 PM	30	Port Royal Sound Foundation (PRSF)	Advertising, Marketing & Operational Funding for the PRSF Maritime Center	\$ 40,750.00	\$ 8,300.00	\$ 26,500.00	65%	Jennifer E. Jenkins
2:40 PM	31	Gullah Traveling Theater Inc.	Gullah Christmas, Taste of Gullah, Decoration Day	\$ 70,000.00	\$ -	\$ 13,500.00	19%	Anita Singleton-Prather
2:50 PM	32	Penn Center Inc.	Penn Center & Heritage Days Celebration, Operations & Marketing	\$ 60,000.00	\$ -	\$ 31,500.00	53%	Victoria A. Smalls
3:00 PM	33	Beaufort County Open Land Trust	Addition to Darrah Hall/National Park Service Reconstruction Era Historical Park	\$ 35,000.00	\$ -	\$ -	0%	Barbara Holmes
3:10 PM	34	Arts Center of Coastal Carolina	Tourism Marketing of the Unincorporated Areas of Beaufort County	\$ 12,000.00	\$ 9,000.00	\$ 3,500.00	29%	Linda Bloom
3:20 PM	35	David M. Carmines Memorial Foundation	Hilton Head Island Seafood Festival	\$ 15,000.00	\$ 5,500.00	\$ 5,000.00	33%	Kelly B. Smith
3:30 PM	36	Haig Point Foundation	Daufuskie Island Vibes & Tides	\$ 13,000.00	\$ -	\$ 3,500.00	27%	Kelly B. Smith
3:40 PM	37	Gullah Festival, Shrimp Festival, Taste of Beaufort	Beaufort Festivals & Events Advertising	\$ 48,500.00	\$ 32,500.00	\$ 35,000.00	72%	Thomas Hicks
3:50 PM	38	Hilton Head Island Land Trust Inc.	Fort Howell Tourism Marketing	\$ 10,000.00	\$ -	\$ 3,000.00	30%	Lauren P. Williams
4:00 PM	39	Lowcountry Golf Course Owners Association	Barry Fleming	\$ 20,000.00	\$ 10,000.00	\$ 8,000.00	40%	Barry Fleming
		TOTAL:		\$1,226,274.25	\$457,600.00	\$ 550,000.00	45%	
		AMOUNT AVAILABLE:		\$ 550,000.00				
		The following Board members were recused as follows:						
		#19 - Dick Farmer						
		#31 - Anita Singleton-Prather						
		Board members came to a concensus on all						
		recommended dollar amounts noted above.						



**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
Recommendation to Award to O'Quinn/Andrews/McSweeney; Design-Build Fort Frederick Boat Ramp RFP 051619E Phase I

DATE: 11/04/2019

BACKGROUND:

On April 09, 2019 Beaufort County advertised a request for proposals for improvements to its existing boat ramp known as Fort Frederick to allow the general public access to the Beaufort River, adjacent Rural and Critical properties and neighboring water bodies. Two bids were received on May 16, 2019 in response to the advertisement. After evaluation of the proposals Beaufort County released a post proposal submission addendum to implement phasing to the project timeline in order to 1) expedite landside work to allow Passive Park to be open to the public as soon as possible and 2) completion of waterside work without interruption to Passive Park operations. The addendum submission was due August 22, 2019 to which both bidders responded timely and responsibly.

BIDDER INFORMATION An evaluation team to include Andrea Atherton, David Wilhelm, Stefanie Nagid and Andrew Wicker (SCDNR) evaluated the proposals based on criteria included in the RFP. Out of 400 possible points, 100 points per evaluator, the points earned per firm are as follows:

1. O'Quinn Marine Construction, Andrews Engineering Co., and McSweeney Engineers 349 points
2. Quality Enterprises USA, Inc., Bolchoz Marine Advisors, Inc., and Ward Edwards Engineering 334 points

Based on the review of the proposals, O'Quinn/Andrews/McSweeney ranked the highest and is deemed the most qualified for the contract to fulfill Beaufort County's expectations and meet project objectives.

VENDOR INFORMATION:

1. O'Quinn, Andrews, and McSweeney
\$1,079,840 (total value) + \$86,387.20 (8% contingency)

COST:

\$1,166,227.20

FUNDING:

O'Quinn, Andrews, and McSweeney proposes a total value of \$1,079,840.00 to complete Fort Frederick Boat Ramp Phase I. With an 8% contingency of \$86,387.20, the total project cost is \$1,166,227.20.

The current funding is Rural and Critical Lands that allocates \$500,000.00 to the project.

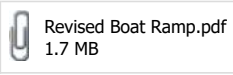
We recommend the remaining \$666,227.20 to be funded from the 2017 GO Bond Contingency with a current available balance of \$1,000,995 as of 10/31/2019.

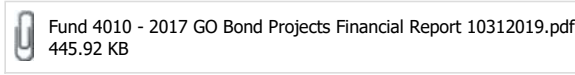
Funding approved: By: Date:

FOR ACTION: Finance Committee Meeting November 4, 2019.

RECOMMENDATION:

Staff recommends award to O'Quinn/Andrews/McSweeney.

Attachment: 



cc: Ashley Jacobs, County Administrator

Approved: Date:

Check to override approval: Overridden by: Override Date:

Alicia Holland, Assistant County Administrator, Finance

Approved: Date:

Approved: Date:

Approved: 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:

Recommendation of Award to O'Quinn/Andrews/McSweeney - Ft. Frederick Boat Ramp, Phase 1

Council Committee:

Public Facilities Committee

Meeting Date:

October 7, 2019

Committee Presenter (Name and Title):

J. Robert McFee, PE, Division Director Construction, Engineering and Facilities

Issues for Consideration:

Beaufort County received two (2) bids in response to solicitation RFP#051619E Design-Build Fort Frederick Boat Ramp:

- 1. O'Quinn Marine Construction, Andrews Engineering Co., and McSweeney Engineers 349 points
- 2. Quality Enterprises USA, Inc., Bolchoz Marine Advisors, Inc., and Ward Edwards Engineering 334 points

Points to Consider:

Based on the review of the proposals, O'Quinn/Andrews/McSweeney ranked the highest and is deemed the most qualified for the contract to fulfill Beaufort County's expectations and meet project objectives.

Funding & Liability Factors:

O'Quinn, Andrews, and McSweeney proposes a total value of \$1,079,840.00 to complete Fort Frederick Boat Ramp Phase I. With an 8% contingency of \$86,387.20, the total project cost is \$1,166,227.20. The current funding is Rural and Critical Lands that allocates \$500,000.00 to the project.

We recommend the remaining \$666,227.20 to be borrowed from the General Fund to allow award and commencement of the project. Concurrently, staff will prepare and submit an application for A-Tax funds which will be used to reimburse the General Fund with County Council approved allocation of Local Accommodation Tax.

*funded from the 2017 GO Bond
Contingency with a current available balance of \$1,000,995 as of 10/3/19.*

Council Options:

Recommendation of Award to O'Quinn/Andrews/McSweeney, or Disapprove this recommendation

Recommendation:

Recommendation of Award to O'Quinn/Andrews/McSweeney

BEAUFORT COUNTY, SOUTH CAROLINA
2017 GO BOND CAPITAL PROJECTS

	Original Budget	Revised Budget	Fiscal Year Ending June 30,				TOTAL EXPENDED	Encumbered	Remaining Budget
			2017	2018	2019	2020 - YTD			
Revenues									
Bond Proceeds	\$ 26,000,000	\$ 26,000,000	\$ 26,000,000	\$ -	\$ -	\$ -	\$ 26,000,000	\$ -	\$ -
Contributions - Bluffton Fire District	-	1,580,669	-	-	-	101,277	101,277	-	1,479,392
Contributions - Town of Bluffton	-	212,505	-	-	-	-	-	-	212,505
Contributions - Hilton Head Humane	-	2,000,000	-	-	2,000,000	-	2,000,000	-	-
Interest Earnings	-	542,198	-	215,502	326,696	-	542,198	-	-
Total Revenues	26,000,000	30,335,372	26,000,000	215,502	2,326,696	101,277	28,643,475	-	1,691,897
Expenditures									
<u>Technology Equipment</u>									
Tyler Technologies - EnerGov Sheriff's Office Communications Equip	-	91,203	-	-	-	-	-	91,203	-
	8,800,000	8,800,000	-	1,579,418	6,242,850	14,825	7,837,093	169,688	793,219
<u>Facility Improvements</u>									
Detention Center - security	1,000,000	1,000,000	-	12,840	47,010	14,030	73,880	12,840	913,280
Voters Registration	250,000	250,000	-	62,841	147,632	-	210,473	-	39,527
<u>Building Construction</u>									
Emergency Medical Services Pritchardville (Station 31) and Shanklin	2,500,000	3,360,657	8,200	501	170,209	236,829	415,739	2,804,369	140,549
Animal Services Campus	3,500,000	5,500,000	-	781,115	3,950,807	24,320	4,756,242	87,822	655,936
<u>Road Improvements</u>									
Jenkins Island/Windmill Harbor	7,400,000	7,400,000	-	26,805	172,977	12,893	212,675	8,872	7,178,453
Pinckney Reserve/Haigh Boat Landing	2,000,000	681,896	-	-	-	-	-	-	681,896
Contingency	550,000	1,000,995	-	-	-	-	-	-	1,000,995
<u>Transfers Out</u>									
Bonaire Estates Sewer Project	-	457,447	-	-	457,447	-	457,447	-	-
Total Expenditures	26,000,000	28,542,198	8,200	2,463,520	11,188,932	302,897	13,963,549	3,174,794	11,403,855
Excess (deficit) of Revenues over Expenditures	-	1,793,174	25,991,800	(2,248,018)	(8,862,236)	(201,620)	14,679,926		
Fund Balance, beginning			-	25,991,800	23,743,782	14,881,546	-		
Fund Balance, ending			\$ 25,991,800	\$ 23,743,782	\$ 14,881,546	\$ 14,679,926	\$ 14,679,926		



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

A-Tax - Boards and Commissions

Council Committee:

Finance

Meeting Date:

November 4, 2019

Committee Presenter (Name and Title):

Issues for Consideration:

Points to Consider:

Funding & Liability Factors:

None.

Council Options:

Approve, Modify or Reject

Recommendation:

Approve

**Accommodations Tax (2% State) Board
(Applicants)**

Name	Council District	Ethnicity	Primary Interest or Expertise	Other ABC Interest	Date Application Received
Dickson, David M.	8	Caucasian	Retired - Sales and Management		August 2015
Stewart, Dick	5	Caucasian	Business and Investments	Parks 1 Airports 3	June 2019
Gardner, Constance	3	African American	Rehabilitation Area Supervisor		April 2018

Hospital - 1
Library-2
BJEOC - 3
Economic - 4
Accomodations - 5

Rochefort, Jospeh	2	Caucasian	Semi-retired Life Insurance Broker		August 2019
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