AGENDA
COUNTY COUNCIL OF BEAUFORT COUNTY
Monday, May 6, 2013
4:00 p.m.
Council Chambers, Administration Building
Government Center
100 Ribaut Road, Beaufort

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

1. CAUCUS - 4:00 P.M.
   A. Executive Session
      1. Discussion of negotiations incident to proposed contractual arrangements and
         proposed purchase of property;
      2. Discussion of employment, appointment, compensation, promotion, demotion,
         discipline, or release of an employee, a student, or a person regulated by a public
         body or the appointment of a person to a public body.
   B. Committee Reports (backup)
   C. Discussion is not limited to agenda item

2. REGULAR MEETING - 5:00 P.M.

3. CALL TO ORDER

4. PLEDGE OF ALLEGIANCE

5. INVOCATION

6. PROCLAMATION
   A. Public Works Week
      Mr. Eddie Bellamy, Public Works Director

7. ADMINISTRATIVE CONSENT AGENDA
   A. Approval of Minutes – April 22, 2013 (backup)
   B. Appointments to Boards and Commissions (backup)
   C. Receipt of County Administrator’s Two-Week Progress Report (backup)
   D. Receipt of Deputy County Administrator’s Two Week Progress Report (backup)

8. PUBLIC COMMENT
9. COUNTY ADMINISTRATOR’S REPORT
   Mr. Gary Kubic, County Administrator
   A. The County Channel / Broadcast Update
   B. Announcement / Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting (backup)
   C. Monthly Budget Summary (backup)
   D. Construction Project Updates
      Mr. Rob McFee, Division-Director Engineering and Infrastructure
      1. One Cent Sales Tax Referendum Projects:
         A. U.S. Highway 278 Construction Project
         B. S.C. Highway 170
         C. Bluffton Parkway 5A
      2. Capital Improvement Project:
         A. Courthouse Reskin Project
         B. Coroner’s Facility

10. CONSENT AGENDA – ITEMS A THROUGH H
    A. AN ORDINANCE TO AMEND THE MEMBERSHIP AND COMPOSITION OF THE BEAUFORT COUNTY TAX EQUALIZATION BOARD AND TO ESTABLISH THE TERM OF SERVICE FOR SUCH MEMBERS (backup)
        1. Consideration of second reading approval to occur May 6, 2013
        2. Public hearing – Monday, May 20, 2013 beginning at 6:00 p.m. in the large meeting room of the Bluffton Branch Library, 120 Palmetto Way, Bluffton, SC
        3. First reading approval occurred April 22, 2013 / Vote 10:0
        4. Finance Committee discussion and recommendation to approve occurred April 15, 2013 / Vote 6:0
    B. AN ORDINANCE TO DISSOLVE KINGS GRANT PHASE II SPECIAL PURPOSE TAX DISTRICT (backup)
        1. Consideration of second reading approval to occur May 6, 2013
        2. Public hearing – Monday, May 20, 2013 beginning at 6:00 p.m. in the large meeting room of the Bluffton Branch Library, 120 Palmetto Way, Bluffton, SC
        3. First reading approval occurred April 22, 2013 / Vote 10:0
        4. Finance Committee discussion and recommendation to approve occurred April 15, 2013 / Vote 7:0
    C. SOLE SOURCE PURCHASE FOR FIBER INSTALLATION SERVICES AND SUPPORT WITH HARGRAY, INC. FOR COUNTY E911 INFRASTRUCTURE (backup)
        2. Contract amount: $19,575 per month term for 120 months
        3. Funding: Account 22010011-54142 Regional 911
        4. Finance Committee discussion and recommendation to approve occurred February 18, 2013 / Vote 6:0
D. AN ORDINANCE APPROVING A FINANCIAL INCENTIVE PACKAGE FOR PROJECT ROBOT AND ANY NECESSARY SUPPLEMENTAL BUDGET APPROPRIATIONS THEREFORE
   1. Consideration of first reading, by title only, to occur May 6, 2013
   2. Finance Committee discussion and recommendation to approved occurred April 29, 2013 / Vote 7:0

E. EMERGENCY PURCHASE OF LOW-BOY TRAILER FOR COUNTY PUBLIC WORKS DEPARTMENT (backup)
   1. Contract award: Hughes Motor Company, Charleston, South Carolina
   2. Contract amount: $72,556.25
   3. Funding: Account 10001301-54200 Specialized Capital Equipment
   4. Finance Committee discussion and recommendation to approve occurred April 29, 2013 / Vote 7:0

F. AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF $736,610 FOR RENOVATIONS TO MOSS CREEK FIRE STATION #33 BLUFFTON TOWNSHIP FIRE DISTRICT
   1. Consideration of first reading, by title only, to occur May 6, 2013
   2. Funding: $647,604 debt service / Bluffton Township Fire District
      $ 89,006 general fund / Bluffton Township Fire District
   3. Finance Committee discussion and recommendation to approved occurred April 22, 2013 / Vote 7:0

G. PLANTING OF THE OLD SAVANNAH HIGHWAY MEDIANS (backup)
   2. Contract amount: $61,884
   3. Funding: Account 20120011, Tree Replacement Fund
   4. Finance Committee discussion to occur May 6, 2013

H. PURCHASE OF 41 IN-CAR CAMERAS FOR BEAUFORT COUNTY SHERIFF’S OFFICE FROM STATE CONTRACT (backup)
   1. Contract award: L-3 Mobile-Vision, Booton, New Jersey
   2. Contract amount: $195,352.70
   3. Funding: Account 10001202-52610, Data Processing Equipment
   4. Finance Committee discussion to occur May 6, 2013

11. PUBLIC HEARING
   A. AN ORDINANCE TO AMEND THE FY 2012-2013 BEAUFORT COUNTY COUNCIL BUDGET, SECTION 4, COUNTY OPERATIONS APPROPRIATION, SECTION 11 COUNTY ADMINISTRATION OPERATIONS, PARAGRAPH M. GENERAL GOVERNMENT SUBSIDIES (TO APPROPRIATE $152,817 TO THE SOLICITOR’S BUDGET) (backup)
      1. Consideration of third and final reading to occur May 6, 2013
      2. Second reading approval occurred April 22, 2013 / Vote 8:1:1
      3. First reading approval, by title only, occurred April 8, 2013 / Vote 8:2
      4. Finance Committee discussion and recommendation to approved occurred March 18, 2013 / Vote 6:0

12. PUBLIC COMMENT

13. ADJOURNMENT
Committee Reports

May 6, 2013

A. COMMITTEES REPORTING

1. Community Services
   ① Minutes from the April 29 meeting provided May 6.
   ② Minutes provided from the April 22 meeting. No action is required.
   ③ Library Board

<table>
<thead>
<tr>
<th>Nominated</th>
<th>Name</th>
<th>Position/Area/Expertise</th>
<th>Reappoint/Appoint</th>
<th>Votes Required</th>
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<tbody>
<tr>
<td>04.22.13</td>
<td>Lynne Miller</td>
<td>Council District 7 (serving out of district 10 with Councilman’s consent)</td>
<td>Appoint</td>
<td>6 of 11 (1st term)</td>
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<tr>
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<td>05.06.13</td>
<td>Jean Morgan</td>
<td>Council District 8</td>
<td>Appoint</td>
<td>6 of 11 (1st term)</td>
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2. Finance
   ① Minutes from the April 29 meeting provided May 6. Action is required. See main agenda item 11G
   ② Minutes provided from the April 22 meeting. Action is required. See main agenda item 11D, and 11E.
   ③ Tax Equalization Board

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<td>05.06.13</td>
<td>Sharon Busch</td>
<td>Council District 1</td>
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<td>05.06.13</td>
<td>Merritt Patterson</td>
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<td>Robert Cummins</td>
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<td>2/15</td>
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<td>Shannon Stephens</td>
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<td>Paul Jernigan</td>
<td>At-Large, North</td>
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<td>05.06.13</td>
<td>Jimmy Mackey *</td>
<td>At-Large, South</td>
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<td>2/17</td>
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<td>05.06.13</td>
<td>Scott Kleinert</td>
<td>At-Large, South</td>
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<td>6 of 11 (1st term)</td>
<td>2/15</td>
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- First 8 appointees = 4 year terms, next 7 = 2 year term at first and then 4 year term thereafter to get staggered effect.
2. **Public Facilities**
   ① Minutes provided from the April 15 meeting. No action is required.
   ② Southern Beaufort County Corridor Beautification Board

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<thead>
<tr>
<th>Nominated</th>
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<th>Term</th>
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<td>04.22.13</td>
<td>John M. Brock</td>
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<td>04.22.13</td>
<td>Glenn Stanford</td>
<td>Council District 7</td>
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<td>6 of 11 (1st term)</td>
<td>2/17</td>
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<td>04.22.13</td>
<td>Douglas Novack</td>
<td>Council District 8</td>
<td>Appointed 04.08.13</td>
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<td>04.22.13</td>
<td>Steve Wilson</td>
<td>Council District 11</td>
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<td>Town of Bluffton</td>
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<td></td>
<td>Town of Hilton Head Island</td>
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- Half the members of a board, agency or commission shall be appointed every two years during the month of February.

B. **COMMITTEE MEETINGS**

1. **Community Services**
   *William McBride, Chairman*
   *Tabor Vaux, Vice Chairman*
   ➔ Next Meeting – Monday, May 20 at 1:00 p.m., Bluffton Branch Library

2. **Executive**
   *Paul Sommerville, Chairman*
   ➔ Next Meeting – Monday, June 10 at 1:00 p.m., ECR

3. **Finance**
   *Stu Rodman, Chairman*
   *Rick Caporale, Vice Chairman*
   ➔ Next Meeting – Monday, May 13 at 2:00 p.m., BIV #2
   ➔ Next Meeting – Monday, May 20 at 1:00 p.m., Bluffton Branch Library

4. **Governmental**
   *Jerry Stewart, Chairman*
   *Laura Von Harten, Vice Chairman*
   ➔ Next Meeting – Monday, June 3 at 4:00 p.m., ECR

5. **Natural Resources**
   *Brian Flewelling, Chairman*
   *Cynthia Bensch, Vice Chairman*
   ➔ Next Meeting – Monday, June 3 at 2:00 p.m., ECR

6. **Public Facilities**
   *Gerald Dawson, Chairman*
   *Steven Baer, Vice Chairman*
   ➔ Next Meeting – Monday, May 13 at 4:00 p.m., BIV #2

7. **Transportation Advisory Group**
   *Paul Sommerville, Chairman*
   ➔ Next Meeting – To be announced.
COMMUNITY SERVICES COMMITTEE

April 22, 2013

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

The Community Services Committee met Monday, April 22, 2013 at 1:00 p.m., in the Executive Conference Room of the Administration Building, Beaufort, South Carolina.

ATTENDANCE

Chairman William McBride, Vice Chairman Tabor Vaux, and members Steven Baer, Rick Caporale, Gerald Dawson and Laura Von Harten. Non-Committee members Cynthia Bensch and Paul Sommerville were also present.

County staff: Morris Campbell, Division Director – Community Services; Bryan Hill, Deputy County Administrator; Gary Kubic, County Administrator; Fred Leyda, Facilitator, Alliance for Human Services.

Public: Reed Armstrong, Coastal Conservation League; Jack Frazier, Barefoot Farms and Gullah Farmers; Roland Gardner, CEO Beaufort – Jasper Hampton Comprehensive Services; York Glover, Coordinator of Agricultural Services, Clemson Extension; Larry Holman, Beaufort Black Chamber of Commerce; and Joe McD omnip, President - Gullah Farmers.

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

Councilman McBride chaired the meeting.

ACTION ITEMS

1. Off Agenda Item - Adjustment to the Parks and Leisure Services Online Registration Fee

   Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

   Discussion: Mr. Bryan Hill, Deputy County Administrator, appeared before the Committee requesting approval to adjust the Parks and Leisure Services online registration fee from a fluctuating rate of $71.50 monthly to a flat rate of $65 monthly. The flat fee not fluctuating will make it easier for applicants to register online. The difference will be approximately $55 per month.

   Based on the enrollment of approximately 200 children, the difference in rates will produce a revenue drop of approximately $1,000, a nominal amount.
Motion: It was moved by Ms. Von Harten, seconded by Mr. Baer, that Community Services Committee approve and recommend to Council authorizing a change to the Parks and Leisure Services Department online registration fee from a fluctuating rate of $71.50 monthly to a flat rate of $65.00 monthly. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Dawson, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council authorize a change to the Parks and Leisure Services Department online registration fee from a fluctuating rate of $71.50 monthly to a flat rate of $65.00 monthly.

2. Consideration of Reappointments and Appointments
   • Library Board

Motion: It was moved by Mr. Bear that Community Services Committee approve and recommend Council nominate Lynne Miller, representing Council District 7 (serving out of district 10 with Councilman’s consent), to serve as a member of the Library Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Dawson, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council nominate Lynne Miller, representing Council District 7 (serving out of district 10 with Councilman’s consent), to serve as a member of the Library Board.

INFORMATION ITEMS

3. Local Farmers Vegetable Processing Facility Update

Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Discussion: Mr. York Glover, Coordinator of Agricultural Services, Clemson Extension, gave an update on the new CDC Processing Facility. Delays in the completion of the project are due to contract issues and obtaining the proper permits. This setback caused local farmers a loss in profits because they were unable to sell their products on time. However, as of two weeks ago, the plans are up-to-date and the project is 90% completed.

Funding for equipment purchase will come from a US Department of Agriculture grant for $85,000. Total cost of equipment is $93,000. All equipment has been purchased except for the metal detector needed to ensure the produce is free from metal particles.

Mr. Glover is requesting $11,000 to purchase electrical equipment in order to complete the project. The additional cost breakdown follows:

- Electrical and Associated Work $ 4,950
- Air Condition Electrical Compression $ 1,800
- Installation of Compressor and Chilling Unit $ 2,400
Minutes - Community Services Committee  
April 22, 2013  
Page 3 of 7  

- Duck work $1,200  
- Miscellaneous Items $1,000  

Total $11,350  

The project should be up and running by September. However, some operation may occur during the spring and summer months on a smaller scale.  

**Motion:** It was moved by Mr. Caporale, seconded by Ms. Von Harten, that Community Services Committee authorize an expenditure of $11,000 for completion of electrical work at the Local Farmers Vegetable Processing Facility. Funding will come from the County General Fund. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Dawson, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.  

**Status:** Committee authorized an expenditure of $11,000 for the completion of electrical work at the Local Farmers Vegetable Processing Facility. Funding will come from the County General Fund.  

**4. Beaufort/Jasper/ Hampton Comprehensive Health Program Update**  

**Discussion:** Mr. Roland Gardner, CEO Beaufort – Jasper Hampton Comprehensive Services, presented a detailed description of the updated services, increase in patients, the scope of services, assessment, payment sources, and the impacts of sequestration on the services Comprehensive Health Program provides.  

Beaufort- Jasper – Hampton Comprehensive Health Services Inc. (BJHSCHS) has five health center sites: Port Royal, Leroy E. Browne, Elijah Washington and Ruth P. Field Medical Center. They have six school-based sites: James J. Davis, Broad River, Ridgeland Middle, Whale Branch Elementary, Middle and Early College High Schools, and there Ronald McDonald Mobile Service serves 21 Beaufort County Elementary Schools.  

The program currently has 19,739 registered patients as of 2012. They served 17, 893 patients in 2011 and 15,105 in 2010. Their patient visitation grows from 82,360 in 2010 to 91,654 in 2012. The percentage of uninsured patients that are served at the sites went from 42% to 51%.  

Adults between the ages of 20-64 make up 56% of BJHCHS current users, 34% are children between the ages of 0-19 and 10% are elderly patients 65 or older. BJHCHS make-up of users by Ethnicity is as follows:  

- African American 53%  
- Hispanic-Latino 37%  
- White 9%  
- Asian-Pacific Islander 1%  
- American Indian 0%
Services provided include:

- Electronic Health Record (EHR) – Electronically recorded patient information
- Family Practice – Immunizations, well and sick baby visits, sports physicals, geriatric care, annual pelvic screenings
- Internal Medicine – Diabetes screenings & treatment, hypertension screenings, comprehensive examinations, lab analysis
- Pediatrics – General pediatric care and follow-up, Well child care, newborn routine care, school physicals, consultations for new families
- OB/GYN – Annual screenings, prenatal maternal care, endometrial biopsies, culposcopies, high risk prenatal care
- Dental Services – Preventive tooth and gum treatment, root canals, tooth extractions, bridges, crowns, x-rays, dentures
- Medical Social Work Services – Case Management, social work home visits and eligible assistance
- Pharmacy Services – Filling patient prescriptions Rx, monitoring drug interactions, patient education, drug information, Pfizer “Share the Care Program”
- Radiology Services – Routine X-rays, fluoros, panorex for dental, mammography, ultrasonography
- Home Health Nursing – Skilled nursing visits
- Community Services – Building maintenance, and security

Special Services Program:

- Ryan White Title III Aids/HIV Early Intervention Services
- WIC – Women, infants and children supplemental food program
- Diabetes Education & Collaborative
- Prenatal Education & Collaborative
- Mental Health Linkage
- Migrant Health & Seasonal Farm workers
- Environmental Health Services
- EPSDT – Early periodic screening diagnostic and treatment
- School Based Health Instruction

Clinical Quality Measures - Areas of Assessment:

- Asthma Assessment – % of patients ages 5 - 40 years has a diagnosis of asthma
- Controlling Blood Pressure - % of patients 18-85 years of age
- Weight Assessment & Counseling for Children and Adolescents - % of patients 2 to 17 years of age
- Tobacco Use Assessment (Core Measure) - 100% of patients aged 18 years or older
- Breast Cancer Screening - % of women 40-69 years of age
- Cervical Cancer Screening - % of women 21-23 years of age
- Chlamydia Screening for Women - % of women 14-23 years of age
• Colorectal Cancer Screening - % of adults 50-75 years of age
• Childhood Immunization Status - % of children 2 years of age
• Influenza Immunization for Patients 50 years and older
• Pneumonia Vaccination Status for Older Adults 65 years and older
• Diabetes: Hemoglobin A1c Poor Control - % of patients 18-75 year of age
• Adult Weight Screening & Follow Up - % of patients age 18 and older

There were 91,654 patient visits in 2012 of those 23,264 (25%) had hypertension, 16,865 (18%) had diabetes and 7,143 (8%) were overweight/obese.

The current payment sources for the approximate 19,000 patients served in the program are 25% Medicaid, 18% Medicare, 49-51% non-insured, and 8% insured by the private sector.

The program for BJHCHS begins on June 1 and ends on May 31. This year’s funding amount for all programs totaled $7,559,395. Mr. Gardner expects a 3.9% reduction in the upcoming year, due to sequestration. BJHCHS received a 330 DDHS grant from the Federal government this year for $5,995,668. Because of sequestration, a reduction of $5,761,837 is projected -- a difference of $233,831. Other areas include: (i) Migrant Health - a 3.9% reduction -- from $617,487 to 593,406 or a $24,081 reduction, (ii) the Ryan White (HIV/AIDS) program, serving proximally 250 patients, will be reduced to $32,847 a 6.9% reduction, (iii) WIC program will be reduced to $26,330 a 5.6% reduction. The total current projected reduction will be $317,089 -- from $7,559,395 to $7,242,304.

Sequestration impact on Medicaid has not been determined, but the current amount is $2,940,674. Medicare has a current amount of $2,195,695 and will have a 4% reduction bringing the amount to $2,107,868. The total reduction amount will be available once the sequestration process is complete.

Mr. Gardner added that in order to reduce payroll costs he has reduced the number of payroll hours from 40 to 35 hours per week thereby reducing the payroll $55,000 to $56,000 annually. He will continue to look for other ways to reduce his budget.

Status: Information only.

5. Human Services Alliance Program Update

Discussion: Mr. Fred Leyda, Alliance for Human Services, briefed the committee on the impact that the economy is having on Community Service Agencies, whether from sequestration or lack of funding. His presentation began with a chart showing the allocations’ difference of approximately $200,000 from 2010 to the current 2013 allocation.

Child Abuse Prevention Association (CAPA) has a decrease in placement level, but reporting an increase in witnessing violence with children living in homes where one or more adults are abusing drugs, alcohol or they experience chronic neglect.

The Department of Social Services provides funding to assist with payments of utility as well as and rent or mortgage payments to clients. The Emergency Assistant Office can only receive 15 to 20 clients per day; therefore, recipients are turned away daily.
The report on children living in poverty shows an approximate 20% to 25% increase from 2007 to present.

The Community Services Organization (CSO) formed a database called Charity Tracker. The database gives an organization the ability to track customers, amount of monies distributed, and the purpose for the distribution. The report showed an increase in the number of customers served from 4,525 in 2010 to the current 14,530 served. The study also showed a shift in the demographic of the population. There are approximately 40 non-profit agencies using the Charity Tracker Program.

United Way of the Lowcountry helpline is one of the first places customers go when needing assistance. There has been a decrease in the unemployment rate, but an increase in families needing assistant because salaries do not meet their financial needs.

Beaufort Housing Authority serves 2,209 citizens of which 1,036 are children. Over 940 families are on a waiting list. Currently, there are approximately 430 documented homeless cases in Beaufort County.

The Alliance consists of 139 agencies that partner with different coalitions and project trying to use the available resources and have a positive impact.

**Status:** Informational only.

6. **Consideration of Reappointments and Appointments**
   - **Disabilities and Special Needs Board**

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

   **Status:** Mr. Morris Campbell, Division Director – Community Services, reported Board members are in the process of reviewing the list of applicants.

7. **Consideration of Reappointments and Appointments**
   - **Parks and Leisure Services Board**

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

   **Status:** Mr. Morris Campbell, Division Director – Community Services, advised the Board is not ready to make a recommendation at this time.
8. Off Agenda Item - Discussion on a Resolution for a Tobacco Free Campus for Beaufort County

Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Discussion: Mr. Paul Sommerville informed the committee of a letter received from Gary Kubic, County Administrator, asking the committee to discuss the introduction of a resolution making all Beaufort County campuses, facilities, parking lots and vehicles a smoke free environment. Mr. Kubics’ intention is to help Beaufort County employees find ways to quit smoking through programs developed by the Alcohol & Drug Abuse team. The letter states that the Alcohol & Drug Abuse team lead by Mr. Bud Boyne, Executive Director, will create innovative ideas to move the program forward. Mr. Kubic will like to have the resolution in place by July 1, 2013.

Status: The Community Services Committee endorses and recommends that Mr. Kubic and his staff proceed with the collection of data and, further, to present the information at a future meeting of the committee.

9. Off Agenda Item - Report on Reserve Fund

Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Discussion: Mr. Baer presented a financial report study for the Library and Parks & Leisure Services FY 2012-2013 budget. The report shows moving of large sums of monies, approved by Council during the fiscal budget year, from various accounts. The Fiscal Year 2012 report shows $575,000 moved between these departments and Fiscal Year 2013 approximately $410,000 in the Library account alone.

Mr. Baer reminded the Committee that Section 10. Authorization To Transfer Funds, of the County Budget Ordinance, states “Transfers of monies/budgets among operating accounts, capital accounts, funds, and programs must be authorized by the County Administrator or his designee, upon the written request of the Department Head. Any transfer in excess of $25,000 for individual expenditures or in excess of $50,000 cumulatively during any current fiscal year is to be authorized by County Council, or its designee.” He requested the community Services Committee and the Finance Committee allocate the monies and have them put into the correct place.

Mr. Caporale inquired about the moving of General Fund money as well as moving of money from one department to another.

Mr. Kubic noted the regular financial report has a variance, which could be favorable or unfavorable, depending on the circumstances. The variance tells the actual revenues compared to the expenditures. There is no reserve policy in place.

Status: Informational only.
FINANCE COMMITTEE

April 22, 2013

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

The Finance Committee met Monday, April 22, 2013 at 2:30 p.m., in the Executive Conference Room, Administration Building, 100 Ribaut Road, Beaufort, SC.

ATTENDANCE

Finance Committee Members: Chairman Stu Rodman, Vice Chairman Rick Caporale, and members Steven Baer, Brian Flewelling, William McBride, and Jerry Stewart were present. Vice Chairman Rick Caporale absent. Non-Committee members Cynthia Bensch, Gerald Dawson, Paul Sommerville, Laura Von Harten and Tabor Vaux were also present.

County staff: Richard Brooks, County Magistrate; Sharon Burris, Auditor; Marvin Dukes, III, Master in Equity; Ken Fulp, Probate Court; Stephanie Garst, Magistrate Court; Heather Gavin, Master in Equity; Pat Garvin, Master in Equity; Joshua Gruber, Staff Attorney; Doug Henderson, Treasurer; Ed Hughes, Assessor; Gary Kubic, County Administrator; Larry McElynn, Associate Chief Magistrate; Rod Sproatt, Chief Magistrate, and David Starkey, Chief Financial Officer.

Public: Larry Holman, Beaufort-Black Chamber of Commerce; Jerry Reynolds, Bluffton Fire District; and John Thompson, Deputy Chief Bluffton Fire District.

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

Councilman Rodman chaired the meeting.

ACTION ITEMS

1. Bluffton Fire District – Moss Creek Fire Station #33

   Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

   Discussion: Deputy Chief John Thompson, Bluffton Fire District, reviewed this item with the Committee. Renovations to Moss Creek Fire Station #33 need revisiting. This station was involved in a consultant study. The goal was to move an ambulance into the station, which required renovating. It initially came forward as a bare-bone proposal and approved for $500,000. Once engineering work commenced, a soil sample showed the condition too poor to build on and would require extensive civil work. The property has waste infiltration issues and is in need of drainage work. The projected renovations cost is now $736,610. The Fire Board has approved the funding, and is asking Council to approve the use of $637,191 from debt service and approximately $100,000 in general fund dollars for the renovations at Moss Creek Fire Station #33.
Motion: It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Finance Committee approve and recommend to Council approve on first reading an ordinance authorizing a supplemental appropriation in the amount of $736,610 for renovations to Moss Creek Fire Station #33. Funding is Bluffton Township Fire District debt service in the amount of $647,604 and $89,006 from general fund. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, and Mr. Stewart. The motion passed.

Recommendation: Council approve on first reading an ordinance authorizing a supplemental appropriation in the amount of $736,610 for renovations to Moss Creek Fire Station #33. Funding is Bluffton Township Fire District debt service in the amount of $647,604 and $89,006 from general fund.

2. Elected Officials’ FY 2014 Budget Proposals

   • Chief Magistrate Rod Sproatt

   Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

   Discussion: Chief Magistrate Rod Sproatt introduced Associate Magistrate Larry McElynn to review the Department’s budget to the Committee. Mr. McElynn will be taking Mr. Sproatt’s position as Chief Magistrate in FY 2014. Mr. McElynn provided the Committee with a PowerPoint presentation. He provided a diagram of how the South Carolina Judicial System works and then reviewed the magistrate’s portion more in-depth. There are approximately 319 magistrates in South Carolina, each serving the county for which he or she is appointed. Magistrates have criminal trial jurisdiction over all offenses, which are subject to the penalty of a fine not exceeding $500 or imprisonment not exceeding 30 days, or both. In addition, magistrates may hear cases transferred from general sessions. Magistrates have civil jurisdiction when the amount in controversy does not exceed $7,500, and are responsible for setting bail, conducting preliminary hearings, and issuing arrest and search warrants. Beaufort County has a population of 168,049 and has 13 magistrates. There were 25,000 cases filed in FY 2012, which is 8% above the average number of cases per county. The Department projects summoning 15,360 jurors in FY 2014 at a cost of $56,000. Mr. McElynn also reviewed the percentage of the population and the percentage of voters contacted annually. An overview of the Department’s accomplishments follows:

   • Establishment of Central CDV Court
   • Establishment of Central Preliminary Hearing Court
   • Four new judges appointed and trained
   • FY 2013 SOD collections to date: $130,684
   • FY 2013 Toll collections to date: $32,249
   • Establishment of procedures for mini-roster meetings and civil pre-trial conferences

FY 2013 and FY 2014 projections are as follows:
• FY 2013: Deposits $2,268,789, County Disbursements’ $1,020,955, and Expenditures $1,451,702
• FY 2014: Deposits $2,438,379, County Disbursements’ $1,024,119, and Expenditures $1,551,882.

Priorities of the Magistrate’s Office include: security, purchase and install modern digital recording systems in the courtrooms, pursue creation of centralized DUI Court, eliminate all jury trial backlog implement E-Filing and Jury Wheel improvements, improve Magistrate website, and improve physical plant. He spoke more in-depth about the need for court security and the need for improving the physical plant at the Arthur Horne Building and the Bluffton Government Center. A viable option would be the relocation to the Beaufort City Courthouse.

**Status:** Information only.

3. **Elected Officials’ FY 2014 Budget Proposals**
   • Master-in-Equity Marvin Duke, III

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

**Discussion:** Master-in-Equity Marvin Dukes, III, provided the Committee an overview of Department’s proposed FY 2014 budget. His total proposed FY 2014 budget is $68,650. The current year’s budget is $12,700. The reason for the increase is the need for additional monies in the Professional Services account for a court reporter after two previous failed attempts at finding a permanent replacement. These numbers do not include salaries.

**Status:** Information only.

4. **Elected Officials’ FY 2014 Budget Proposals**
   • Auditor Sharon Burris

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

**Discussion:** Auditor Sharon Burris provided the Committee an overview of the Auditor’s budget proposal for FY2014. Her office has several things in the works -- workplace security, document security and inner office security. The total proposed budget for FY2014 budget amounts to $43,000. The FY2013 budget was $27,500. There are two major increases over the prior year. She has included a proposed $5,000 in the Minor Office Furniture account to allow for the replacement of office chairs. The $5,000 Data Processing Equipment increase is to upgrade office equipment. The remaining increase is due to an increase in rentals, fuel, and the need for a color printer. These numbers do not include salaries.

**Status:** Information only.

5. **Elected Officials’ FY 2014 Budget Proposals**
   • Probate Court Ken Fulp
Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Discussion: Probate Judge Ken Fulp provided the Committee with an overview of the Probate’s budget proposal for FY2014. The Department is requesting a budget in the amount of $53,061, which is a 24% decrease year over year. This is mainly due to a decrease in their Professional Services account. He informed the Committee that they have eliminated a position that was vacant as well. These numbers do not include salaries.

Status: Information only.

6. Tax Equalization Board Update

Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Discussion: Staff Attorney Joshua Gruber provided the Committee with an update on the Tax Equalization Board. A draft ordinance that would allow more members to serve on the Board and allow for subcommittee panels as presented to and approved by the Committee. Makeup of the membership is not yet determined.

The Committee discussed the makeup of the Board and the breakdown of the subcommittees.

Status: Information only.

7. Continuing Budget Discussions

Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Discussion: Mr. Flewelling said last year Council discussed separating CAPA, CODA, Hope Haven, and Coastal Mental Health funding from the Together of Beaufort County. He suggested giving them the same amount of money as last year. If there were some way to find out how much they were getting in advance of the year would be sufficient, but they never find out their funding until later in the year.

Mr. McBride feels it defeats the purpose of Together for Beaufort County.

Mr. Stewart suggested changing their fiscal year, which Mr. Flewelling thought was problematic.

Status: Informational purposes only.
The Public Facilities Committee met Monday, April 15, 2013 at 4:00 p.m., in the Conference Room, Building 2, Beaufort Industrial Village, 102 Industrial Village Road, Beaufort, South Carolina.

ATTENDANCE

Public Facilities Chairman Gerald Dawson, Vice Chairman Steven Baer and members Cynthia Bensch, Rick Caporale, Brian Flewelling, William McBride and Gerald Stewart were present. Non-committee member Stewart Rodman, Paul Sommerville and Tabor Vaux were also present.

County staff: Eddie Bellamy, Public Works Director; Colin Kinton, Traffic/Transportation Engineer; Gary Kubic, County Administrator; Rob McFie, Division Director–Engineering and Infrastructure; Jim Minor, Solid Waste and Recycling Manager; David Starkey, Chief Financial Officer; and Dave Thomas, Purchasing Director.

Public: Anthony Barrett, Bluffton Town Manager; Craig Forrest, SCDOT Highway Commissioner; Mark Orlando, Town of Bluffton; Karen Jarrett, Bluffton Town Engineer; Lauren Roberson, landowner; Doug Roberson, Grand Oaks; Lisa Sulka, Bluffton Town Mayor; and Robert Vaux, attorney.

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

Mr. Dawson chaired the meeting.

ACTION ITEMS

1. Discussion – Bluffton Parkway Phase 5B Realignment

Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Discussion: Committee Chairman Gerald Dawson introduced this item to the Committee. This is a follow-up meeting from last month where there were some unanswered questions and concerns regarding the proposed realignment of Phase 5B of the Bluffton Parkway. These questions and concerns were in regards to the development agreement, the access road and the development thereof, and the responsible party of construction, etc.
Mr. Rob McFee, Division Director – Engineering and Infrastructure, spoke on the intent of this meeting. Representatives of Town of Bluffton are here today to present and answer questions for Council.

Town of Bluffton Mayor Lisa Sulka spoke before the Committee. Bluffton Parkway Phase 5B is very important to the Bluffton Parkway. She is passionate about a 600-foot strip of Phase 5B. She provided the Committee copies of various documents:

- map of the easements on the Parkway,
- map of the proposed Phase 5B,
- map of the proposed realignment intersections,
- map of the recorded right-of-way plat,
- right-of-way deed transfer,
- letter to Robert Vaux regarding the right-of-way donation,
- agreement for roadway contribution,
- new alignment that the Town of Bluffton is proposing.

July of 2012, the Town appeared before and received approval of this Committee to move forward with the alignment proposal. The Town funded the study and used the same engineering firm as the County. Thereafter, the Town brought the two property owners together to work out an agreement that contained three access points for Mr. Robertson and the guarantee to be complete within 90 days. Mr. Robertson has the rights to his property and there will be no lien on the property from Reed Development. The right-of-way is free and clear of liens. In the past a question came up as to who would maintain the road with the right-of-way donation. The Town would never ask that the County handle the maintenance or the paving of these right-of-ways. The Agreement clearly states that it is either the responsibility of the Town or the developer. She feels the Town has done everything that Council asked of them. The Town has the Agreement and has the deed. Regarding the Buckwalter Development Agreement, which the County is not a signatory on the agreement; however, the County has a “seat at the table” for negotiations. Mayor Sulka entertained and answered questions of the Committee.

County Administrator Gary Kubic spoke before the Committee and mentioned two requirements that the County has vetted with the Town. One of those is in regards to the development agreement and whether or not the County would be obligated to it in any way. The answer to that is no. We are not a participant of the development agreement; therefore, cannot be obligated in any way to the agreement. Regarding the right of way wording, one of the reasons the County did not accept Pinecrest was because of needed clarification of what the agreements states, post the donation of the right-of-way. The donation goes to the Town, but there are some encumbrances in terms of the full management and control. The County wants control of the right-of-way for future utility placement, signage, and light. Does the donor have any control after the donation? The requirements need clarifying as to what happens with the right-of-way if donated to the Town. Otherwise, County staff feels there would need to be a separate agreement to receive the donation from the Town free and clear of inferences of rights by the donor.
Minutes – Public Facilities Committee  
April 15, 2013  
Page 3 of 9

Mr. Joshua Gruber, Staff Attorney, spoke before the Committee. We have looked at whether or not the County would be responsible or liable for any of the development proposed under the development agreement. Since the County is not a signatory party to the agreement, any restrictions or terms within the document are not binding. Likewise, we do not have the ability to enforce those covenants or restrictions contained within the document. This is our concern in accepting the donation for the right-of-way, which is restricted by the terms of the development agreement. He has collated the list of questions regarding this topic and reviewed those, plus the answers with the Committee.

Committee members discussed and pointed out different things they felt should be included in a County agreement.

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Baer, that Public Facilities Committee approve and recommend Council approve the realignment of Bluffton Parkway Phase 5B. The vote was: YEAS – Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. The motion passed.

**Recommendation:** Council approve of the realignment of Bluffton Parkway Phase 5B.

2. **Consideration of Contract Award**
   - **Engineering Design Services for Spanish Moss Trail Phase 2**

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

**Discussion:** Mr. Dave Thomas Purchasing Director reviewed this item with the Committee. Beaufort County issued a Request for Proposals (RFP) to firms capable of providing engineering and design services for the Spanish Moss Trail Phase II Project, a 2.1-mile segment of the multi-use Spanish Moss Trail extending from Depot Road to Parris Island Gateway. The project will consist of a 12-foot wide concrete trail along the existing abandoned rail bed, and the retrofit of the existing concrete trestle bridge over Battery Creek. The evaluation committee consisted of the following five members: Don Smith, Beaufort County Construction Manager; Colin Kinton, Beaufort County Traffic Engineer; Rob Merchant, Beaufort County Planner; Joe Devito, Operations Director, Beaufort Jasper Water and Sewer Authority; and Eliza Hill, Planner, City of Beaufort. The evaluation committee interviewed the top three firms and selected Andrews and Burgess, Inc. as the number one ranked firm.

The RFP evaluation process differs from a typical construction bid, in that the qualified firms are providing professional services and are selected based upon set evaluation criteria and qualifications, not project cost. After selection of a firm, the County negotiates a not-to-exceed price with the number one ranked firm. During negotiations, the County discussed the project budget and value added engineering concepts with the firm’s design team. County staff met with Andrews & Burgess, Inc. and negotiated a final contract price not-to-exceed $271,579. This will come from local 3% accommodations tax/tourism infrastructure. This project is contingent on...
the contract approval by SCDOT due to federal funding requirements. No expenditures of funds will occur until final approval by SCDOT.

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. McBride, that Public Facilities Committee approve and recommend Council award a contract to Andrews & Burgess, Inc. in the amount of $271,579 for the engineering and design services for the Spanish Moss Trail Phase II. Funding is from local 3% accommodations tax/tourism infrastructure. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. NAYS – Mrs. Bensch. The motion passed.

**Recommendation:** Council award a contract to Andrews & Burgess, Inc. in the amount of $271,579 for the engineering and design services for the Spanish Moss Trail Phase II. Funding is from local 3% accommodations tax/tourism infrastructure.

3. **Discussion – Condemnation of Old Miller Road – Lake Point Drive Connector**

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

**Discussion:** Staff Attorney Joshua Gruber reviewed this item with the Committee. The connection between the termini of Old Miller Road and Lake Point Drive has been planned for many years and is included in both the Beaufort County Comprehensive Plan and Road CIP. This connection was also provided for in the original Grande Oaks PUD Agreement. The right-of-way needed to make the connection is approximately 2,770’ in length x 66’ in width and contains roughly 4.2 acres. The connection will be paved, two-lane roadway constructed by the County.

It is anticipated that this connection will (1) distribute traffic in a more efficient manner, (2) improved network inter-connectivity, and (3) reduce vehicle miles of travel. For example, the connection would provide a much shorter alternate route to the Buckwalter Parkway for residents living in the various phase of Grande Oaks Subdivision. Additionally, it would allow traffic from SC Hwy 46 to access the Buckwalter Parkway through the PUD via Old Miller Road and Lake Point Drive and vice versa.

The County’s effort to acquire the right-of-way has not been successful. After having conducted exhaustive negotiations with the property owners, it is now felt that it will be necessary to use the County’s power of eminent domain to make the acquisition.

**Motion:** It was moved by Mr. McBride, seconded by Mr. Flewelling, that Public Facilities Committee approve and recommend Council approve the condemnation of a right-of-way between the termini of Old Miller Road and Lake Point Drive. The vote was: YEAS – Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. NAYS – Mr. Baer. The motion passed.
**Recommendation:** Council approve the condemnation of a right-of-way between the termini of Old Miller Road and Lake Point Drive.

4. **Discussion – Renewal of Perryclear Drive Roadway Easement**

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

**Discussion:** Staff Attorney Joshua Gruber reviewed this item with the Committee. On June 4, 1962, the Federal government, through the Department of the Navy, granted a 50-year easement authorizing Beaufort County to “construct, use, maintain, operated and repair” a road, now known as Perryclear Drive, on property owned by the Marine Corps Air Station – Beaufort (MCAS). The location of the easement is on the location map and easement survey. That portion of Perryclear Drive subject to the easement is the only means of access to the Northview and Perryclear Subdivisions. These residential subdivisions encompass a total of 56 residential lots and 34 permanent residences.

This easement expired June 4, 2012. A request to renew the easement for a period of 50 years was made to the Commanding Officer, MCAS-Beaufort. In response, the Naval Facilities Engineering Command Southeast has indicated the Navy’s willingness to execute another easement agreement with the provision that the County first submit a payment of $9,050 to cover the administrative and legal costs associated with the easement renewal.

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. McBride, that Public Facilities Committee recommend Council accept the Navy’s demand of $9,050 in exchange for executing a new easement agreement of Perryclear Drive roadway for a period of 50 years. The funds for the easement would come from Vehicular Tag Fee Funds Account 2342001T-51160. The vote was: YEAS – Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. NAYS – Mr. Baer The motion passed.

**Recommendation:** Council accept the Navy’s demand of $9,050 in exchange for executing a new easement agreement of Perryclear Drive roadway for a period of 50 years. The funds for the easement would come from Vehicular Tag Fee Funds Account 2342001T-51160.

5. **Consideration of County Participation in Foundation Challenge Grant for Rail Trail Construction Allison Road to Port Royal**

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

**Discussion:** Mr. Rob McFee, Division Director – Engineering and Infrastructure, reviewed this item with the Committee. The Path Foundation sent a letter informing Council that they have changed the limit on their challenge grant to Phase III. It also references the desire of the Path Foundation to secure commitments from local governments in order to effect the construction of Phase III with Path Foundation contractors and resources. Phase III covers of
Allison Road and Ribaut Road. The ultimate request is to consider the nature of participation Council would endorse. It could be an in-kind contribution. There is 2,000 yards of earth required for this project. To offset the Path Foundation’s cost, the County Public Works Department could haul the dirt and site grading or perhaps use local (3%) accommodations tax/tourism infrastructure to provide cash assistance for this project.

Mr. McBride is reluctant to increase County employees’ workload, given the decrease in County employees.

Mr. Eddie Bellamy, Public Works Director, stated the Department has approximately 1,000 yards of could be donated to the Path Foundation. If there is not a tight timeframe and the weather is good, staff could do the work.

Motion: It was moved by Mr. McBride, seconded by Mr. Flewelling, that Public Facilities Committee recommend Council approve County participation in Foundation Challenge Grant for Rail Trail Construction from Allison Road to Port Royal. The Public Works Department will provide an in-kind contribution. The vote was: YEAS – Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. NAYS – Mr. Baer The motion passed.

Recommendation: County Council approve County participation in Foundation Challenge Grant for Rail Trail Construction from Allison Road to Port Royal. The Public Works Department will provide an in-kind contribution.

6. Consideration of Reappointments and Appointments

- Southern Beaufort County Corridor Beautification Board

Notification: To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2

Motion 1: It was moved by Mr. Vaux, seconded by Mr. Flewelling, that Public Facilities Committee approve and recommend Council nominate Doug Novak, representing Council District 9, to serve as a member of the Southern Beaufort County Corridor Beautification Board. The vote was: YEAS – Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. The motion passed.

Motion 2: It was moved by Mr. Flewelling, seconded by Mr. Baer, that Public Facilities Committee approve and recommend Council nominate Stephen Wilson, representing Council District 11, to serve as a member of the Southern Beaufort County Corridor Beautification Board. The vote was: YEAS – Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. The motion passed.

Motion 3: It was moved by Mrs. Bensch, that Public Facilities Committee approve and recommend Council nominate Michael Brock, representing Council District 7, to serve as a member of the Southern Beaufort County Corridor Beautification Board, providing Mr. Brock
submits his recommendation and accepts the nomination. The vote was: YEAS – Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. The motion passed.

**Recommendation:** Council nominate Doug Novak (Council District 9), Stephen Wilson (Council District 11) and Michael Brock (Council District 7) to serve as members of the Southern Beaufort County Corridor Beautification Board.

**INFORMATION ITEMS**

7. **Update – Cost and Type of Lights on US Highway 278 Near Pepper Hall Plantation to Rose Hill Plantation**

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

   **Discussion:** Mr. Rob McFee, Division Director – Engineering and Infrastructure, reviewed this item with the Committee. In response to requests regarding illuminating US 278, staff has made several inquiries regarding such. The lighting between Pepper Hall Plantation and Rose Hill Plantation, patterned after models such that of Mount Pleasant or Traditions, would run approximately $1.5 to $2.0 million dollars in design and installation. The annual operating cost would be approximately $500,000. This would be for a standard overhead. These numbers are preliminarily. Palmetto Electric Cooperative would have to get very involved with the illumination and County Council would have to identify this as a project they would like to move forward though the Capital Improvement Projects. This issue would require the Planning Commission consideration.

   Mr. Kubic suggested the Committee fill the Southern Beaufort County Corridor Beautification Board vacancies and then bring this issue to the Board’s attention. This is an issue of safety as well as aesthetics. Then, perhaps, it could go through the Planning Commission for their review and consideration.

   **Status:** This is for information only.

8. **Discussion – Updated Solid Waste Management Plan Dated February 2013**

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

   **Discussion:** Mr. Jim Minor, Solid Waste and Recycling Director, reviewed this item with the Committee. The South Carolina Solid Waste Policy and Management Act of 1991 created a requirement for each County to develop and maintain a Solid Waste Management Plan (SWMP). The SWMP is required to cover a 20-year planning horizon explaining how disposal of current and projected waste volumes within the County will be properly handled. The County’s SWMP
also must address the recycling program that contributes toward achieving State waste reduction and recycling goals. The County approved/adopted the current SWMP in February 2000.

In view of the rapid growth and changes within the County since February 2000, staff felt a major revision of the SWMP was due. Beginning in June of 2011 staff and the Solid Waste and Recycling Citizen Board held a series of advertised/public workshops to review and revise the SWMP, in addition, staff met with staff of SCDHEC to review each chapter and provide comments on the SWMP revision throughout the process. At the February 2013 Board meeting, members completed the SWMP revision.

Major revisions:
- States: “To manage waste, Beaufort County plans to site, permit and construct a transfer station of suitable capacity to handle waste streams for the next twenty years.”
- Incorporates the recommendation of 2010 Comprehensive Plan: “To explore means of initiating mandated curbside pick-up for solid waste Districts 6, 7 and 9.”
- Added, “Additionally, as curbside services are implemented across the County, services at Convenience Centers within these areas may be reduced / modified, providing for the combination / Closure of some facilities.”
- Organizes the document in accordance with State guidelines.

Status: The Committee asked that staff provide the Committee with a short PowerPoint presentation before consideration.

9. Off Agenda Item – Relocation of Radio Transmitter Receiver at Hilton Head Island Airport

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

Motion: It was moved by Mr. McBride, seconded by Mr. Flewelling, that Public Facilities Committee accept an off agenda item regarding the Relocation of the Radio Transmitter Receiver at the Hilton Head Island Airport. The vote was: YEAS – Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. The motion passed.

Discussion: Mr. Rob McFee, Division Director – Engineering and Infrastructure, reviewed this item with the Committee. The FAA has reached out to Beaufort County and has offered to do the design work to relocate the radio transmitter receiver at Hilton Head Island Airport for approximately $20,400. The transmitter today lays in the future path of the taxiway realignment, which is a safety requirement that the FAA is planning to execute in the next two years. This agreement would allow the FAA to go ahead and do the work ahead of the process for the safety improvement thereby help facilitate the improvement and help save the County monies incurred to do the work of realignment. The County will pay the FAA who will
reimburse the County at 90%. This is just to design the effort. Funding will come from the Airport Fund, which has dollars from the previous Airport Directors salary.

**Motion:** It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Public Facilities Committee approve $20,400 for the relocation design of the radio transmitter receiver at the Hilton Head Island Airport. The vote was: YEAS –Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Sommerville and Mr. Stewart. The motion passed.

**Status:** The Public Facilities Committee approved $20,400 for the relocation design of the radio transmitter receiver at the Hilton Head Island Airport.

10. **Consideration of Reappointments and Appointments**
   - **Solid Waste and Recycling**

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

   **Status:** Consideration of this item will occur at the May 13 meeting of the Public Facilities Committee.
Official Proceedings  
County Council of Beaufort County  
April 22, 2013

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

CAUCUS

A caucus of the County Council of Beaufort County was held at 4:00 p.m., Monday, April 22, 2013 in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort, South Carolina.

ATTENDANCE

Chairman Paul Sommerville, Vice Chairman Stu Rodman and Councilmen Steven Baer, Cynthia Bensch, Gerald Dawson, Brian Flewelling, William McBride, Gerald Stewart, Roberts “Tabor” Vaux and Laura Von Harten. Rick Caporale absent.

PLEDGE OF ALLEGIANCE

The Chairman led those present in the Pledge of Allegiance to the Flag.

CALL OF EXECUTIVE SESSION

It was moved by Mr. Flewelling, seconded by Mr. Rodman, that Council go immediately into executive session for the purpose of receiving information regarding receipt of legal advice relating to pending and potential claims covered by the attorney-client privilege. The vote was:

YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

EXECUTIVE SESSION

DISCUSSION ITEMS

Topics discussed during caucus included:

- Removing from the consent agenda item 10H, Bluffton Parkway 5B Realignment project; and
- Rearranging the agenda thereby putting prayer first and Pledge of Allegiance second would require an amendment to Council Rules of Procedures.
REGULAR SESSION

The regularly scheduled meeting of the County Council of Beaufort County was held at 5:00 p.m., Monday, April 22, 2013 in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort, South Carolina.

ATTENDANCE

Chairman Paul Sommerville, Vice Chairman Stu Rodman and Councilmen Steven Baer, Cynthia Bensch, Gerald Dawson, Brian Flewelling, William McBride, Gerald Stewart, Roberts “Tabor” Vaux and Laura Von Harten absent. Rick Caporale absent.

PLEDGE OF ALLEGIANCE

The Chairman led those present in the Pledge of Allegiance to the Flag.

INVOCATION

Vice Chairman Rodman gave the Invocation.

The Chairman passed the gavel to the Vice Chairman in order to make a motion.

RESULT OF EXECUTIVE SESSION

It was moved by Mr. Sommerville, seconded by Mr. Stewart, that Council adopt a resolution affirming its opposition to the passage of House Bill.3920 and Senate Bill.203 and respectfully requesting that its Legislative representatives undertake whatever actions necessary to ensure that the County maintains the right to implement solid waste flow controls as a long range planning tool for the solid waste disposal needs of its citizens. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

REVIEW OF PROCEEDINGS OF THE REGULAR MEETING HELD APRIL 8, 2013

This item comes before Council under the Administrative Consent Agenda.

It was moved by Mr. Vaux, seconded by Mr. Stewart, that Council approve the minutes of the regular meeting held April 8, 2013. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart and Mr. Vaux. ABSTAIN – Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2
APPOINTMENTS TO BOARDS AND COMMISSIONS

Community Services Committee

Library Board

Mr. McBride, as Community Services Committee Chairman (no second required), nominated Lynne Miller, representing Council District 7 (serving out of district 10 with Councilman’s consent), to serve as a member of the Library Board.

Governmental Committee

Daufuskie Island Fire District Board

Charles Henry

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. Mr. Henry was reappointed to serve as a member of the Daufuskie Island Fire District Board after garnering the ten votes required to reappoint.

Thomas Dickinson

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. Mr. Dickinson was reappointed to serve as a member of the Daufuskie Island Fire District Board after garnering the ten votes required to reappoint.

Sheldon Fire District Board

John Seno

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. Mr. Seno was appointed to serve as a member of the Sheldon Fire District Board after garnering the six votes required to reappoint.

Public Facilities Committee

Southern Beaufort County Corridor Beautification Board

Mr. Dawson, as Public Facilities Committee Chairman, nominated Douglas Novack, representing Council District 9; John Michael Brock, representing Council District 7; and Steve Wilson, representing Council District 11, to serve as members of the Southern Beaufort County Corridor Beautification Board.

To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2
County Administrator’s Two-Week Progress Report

This item comes before Council under the Administrative Consent Agenda.

Mr. Gary Kubic, County Administrator, presented his Two-Week Progress Report, which summarized his activities from April 8, 2013 through April 19, 2013.

Deputy County Administrator’s Two-Week Progress Report

This item comes before Council under the Administrative Consent Agenda.

Mr. Bryan Hill, Deputy County Administrator, presented his Two-Week Progress Report, which summarized his activities from April 8, 2013 through April 19, 2013.

The Vice Chairman passed the gavel back Chairman in order to continue the meeting.

PUBLIC COMMENT

The Chairman recognized Mr. Aaron Crosby, a resident of Daufuskie Island, who thanked Council for another week of economic activities in both the RBC Heritage Golf Tournament as well as the upcoming 5th Annual Marsh Tacky Beach Races on Daufuskie Island. Mr. Crosby reminded Council it costs $50 per person to ride the ferry to and from Daufuskie Island.

Mr. Craig Brown, a resident of Lady’s Island and representing Kings Grant Phase II Special Purpose Tax District, stated the homeowners of Shallowford and Braeburn Roads are requesting Council dissolve Kings Grant II Special Purpose Tax District (Tax District). Tax District fees have been collected inadvertently after February 1999 when County Council then voted to dissolve this Tax District. Mr. Craig presented the signed petition Council had requested 14 years ago. The other issue is what to do with the funds collected since February 1999. As of June 30, 2012, approximately $19,437 is in an interest bearing account. This Tax District was originally set up by the developer to provide infrastructure and road maintenance and other incidentals related to road maintenance. The County has already taken over maintenance of Shallowford and Braeburn Roads as evidence by clearing drainage easements, paving Braeburn Road in 2012, trimming overgrown trees and brush in the common areas, as well as changing street signs and placing stop signs at the intersection of Hewlett Road. None of the work was paid using excess fees collected from the Tax District. The homeowners are requesting using those funds for cleaning of the common areas.

COUNTY ADMINISTRATOR’S REPORT

The County Channel / Broadcast Update

Mr. Gary Kubic, County Administrator, said The County Channel has all programs, events and meetings available to watch online, on-demand at www.bcgov.net. The County Channel

To view video of full discussion of this meeting please visit http://beaufort.granicus.com/ViewPublisher.php?view_id=2
continues its series of Beaufort County Moments. The latest one focuses on the history of pirates in the area.

The County Channel was there, once again, to capture the beautiful voices of the Beaufort High School Spring Choral Concert. The Chorus is fresh off a national title, and a performance at the Presidential Inauguration.

The County Channel’s live web stream and the “video-on-demand” archives have recently undergone a re-encoding. The County Channel video on our website, www.bcgov.net, is now available on ipads, iPhones, and most android devices. This will be a valuable tool to extend our reach and increase the number of people able to access our content.

**DEPUTY COUNTY ADMINISTRATOR’S REPORT**

**Monthly Budget Summary**

Mr. Hill, Deputy County Administrator, presented a Monthly Budget Summary for the period March 31, 2013.

**Beaufort County Employee Recycling Promotional Program**

Mr. Hill, Deputy County Administrator, stated that the County Office Recycling Program has been in place for 3 years and has grown to over 100 locations and approximately 200 tons annually. This success can be attributed to the direct efforts of our County employees. As with any program, there is room to grow. Council viewed a short Recycling 101 video as well as new flyer about what you should and should not recycle.

The Chairman proclaimed April 22 as Earth Day in Beaufort County. Recent events around the world highlight the importance of protecting our environment. We take the mission seriously in Beaufort County as we work towards building a sustainable future for our citizens and our future generations. Mrs. Carol Murphy, Recycling Coordinator, accepted the proclamation. ReRun, the County's recycling icon, was on hand to shake hands with Council and wave to the audience.

**Beaufort County Disabilities and Special Needs Promotional Video**

Mr. Hill, Deputy County Administrator, presented a short video on several new initiatives of the Disabilities and Special Needs Department (Department). The clients, who tend to the vegetable garden, sell their produce. Clients, who attend the afternoon grant-funded program, participate in pottery making. Mrs. Teri Norris, County graphic artist, has developed a Department logo -- a sun rising -- representing a new beginning of a new day. The Department is developing a gift shop. Items for sale will include client pottery, holiday ornaments provided by ABLE Foundation, and clothe shopping bags emblazoned with the new logo.

To view video of full discussion of this meeting please visit [http://beaufort.granicus.com/ViewPublisher.php?view_id=2](http://beaufort.granicus.com/ViewPublisher.php?view_id=2)
RECOGNITION OF VOLUNTEERS ARE COUNTY ANIMAL SHELTER

The Chairman recognized four volunteers for their service to the County Animal Shelter: Amanda Bellnier has volunteered 35+ hours a week from August 2012 to April 2013. Jan Hughes volunteered every Saturday from 1995 to 2012. Cathy Parson has volunteered every weekend and Holiday and has donated food, catnip and toys from 2006 to Present. Rob Studely has fostered mother dogs and sick puppies and helped with livestock from 1998 to Present.

OFF-AGENDA ITEM

It was moved by Mr. McBride, seconded by Mr. Dawson, that Council hear an off-agenda item relative to the Parks and Leisure Services Department online registration fee. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT - Mr. Caporale. The motion passed.

It was moved by Mr. McBride, as Community Services Committee Chairman (no second required), Council authorize a change to the Parks and Leisure Services Department online registration fee from a fluctuating rate of $71.50 monthly to a flat rate of $65.00 monthly.

Mr. Baer commented that based on the enrollment of approximately 200 children, the difference in rates will produce a revenue drop of approximately $1,000, a nominal amount.

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT - Mr. Caporale. The motion passed.

DISSOLUTION OF KINGS GRANT II SPECIAL PURPOSE TAX DISTRICT

This item comes before Council under the Consent Agenda. Discussion occurred at the April 15, 2013 meeting of the Finance Committee.

It was moved by Mr. Flewelling, seconded by Mr. Baer, that Council approve on first reading, by title only, an ordinance dissolving the Kings Grant II Special Purpose Tax District. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

AN ORDINANCE TO AMEND THE MEMBERSHIP AND COMPOSITION OF THE BEAUFORT COUNTY TAX EQUALIZATION BOARD AND TO ESTABLISH THE TERM OF SERVICE FOR SUCH MEMBERS

This item comes before Council under the Consent Agenda. Discussion occurred at the April 15, 2013 meeting of the Finance Committee.
It was moved by Mr. Flewelling, seconded by Mr. Baer, that Council approve on first reading an ordinance to amend the membership and composition of the Beaufort County Tax Equalization Board and to establish the term of service for such members. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

AN ORDINANCE TO AMEND THE FY 2012-2013 BEAUFORT COUNTY COUNCIL BUDGET, SECTION 4, COUNTY OPERATIONS APPROPRIATION, SECTION 11 COUNTY ADMINISTRATION OPERATIONS, PARAGRAPH M. GENERAL GOVERNMENT SUBSIDIES (TO APPROPRIATE $152,817 TO THE SOLICITOR'S BUDGET)

This item comes before Council under the Consent Agenda. Discussion occurred at the March 18, 2013 meeting of the Finance Committee.

It was moved by Mr. Rodman, as Chairman of the Finance Committee (no second required), that Council approve on second reading an ordinance to amend the FY 2012-2013 Beaufort County Council Budget, Section 4, County Operations Appropriation, Section 11 County Administration Operations, Paragraph M. General Government Subsidies (to appropriate $152,817 to the Solicitor's budget).

Mr. Baer will oppose the motion since it is out-of-cycle funding, and it does not appear essential.

The vote was: YEAS – Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. NAYS – Mr. Baer. ABSTAIN – Mr. McBride. ABSENT – Ms. Caporale. The motion passed.

The Chairman announced that Council would hold a public hearing Monday, May 6, 2013 beginning at 6:00 p.m. in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort.

CONDITIONAL APPROVAL OF BLUFFTON PARKWAY PHASE 5B / BUCKWALTER PARKWAY REALIGNMENT

The Chairman removed this item from the agenda because Council is awaiting a response from the Bluffton Town Council specifically – additional clarification on who will pay for access roads and other matters. The answers to these questions are critical to Council’s ability to vote intelligently on this issue.

ENGINEERING DESIGN SERVICES FOR SPANISH MOSS TRAIL PHASE 2

It was moved by Mr. Dawson, as Public Facilities Committee Chairman (no second required), that Council award a contract to Andrews & Burgess, Inc. in the amount of $271,579 for the engineering and design services for the Spanish Moss Trail Phase II. Funding is from local 3% accommodations tax/tourism infrastructure. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr.
Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

RENEWAL OF PERRYCLEAR DRIVE ROADWAY EASEMENT

It was moved by Mr. McBride, seconded by Mr. Stewart, that Council accept the Navy’s demand of $9,050 in exchange for executing a new easement agreement of Perryclear Drive roadway for a period of 50 years. The funds for the easement would come from Vehicular Tag Fee Funds, account 2342001T-51160.

Mrs. Bensch stated this easement expired in 2012. What is the purpose for the approximate $24,000 legal fee?

Mr. Josh Gruber, County Attorney, stated the Marine Corps has an outside-private contractor the County is required to go through in expending this easement agreement because they are the ones giving us this easement. They have to pay approximately $9,000 to review surveys and approximately $13,000 to an outside legal firm to review this matter. It is not negotiable. If we are going to renew this easement, this fee is what we are required to pay in order to get it done. If Council does not renew the agreement, approximately 40 households would no longer have legal access to their home.

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

CONDEMNATION OF OLD MILLER ROAD – LAKE POINT DRIVE CONNECTOR – BLUFFTON

It was moved by Mr. Dawson, as Public Facilities Committee Chairman (no second required), Council approve the condemnation of a right-of-way between the termini of Old Miller Road and Lake Point Drive.

Mr. Baer questioned if the road is within the Town of Bluffton.

Mr. Gruber replied Old Miller Road, located in Grande Oaks Planned Unit Development, is one of the donut holes within the jurisdiction of the Town’s boundaries.

Mr. Baer asked, “Is there some way to limit our costs for the condemnation”.

Mr. Gruber replied since it is litigation, you never know how far down the line you will have to go. The County’s initial cost upfront is going to be determined by the appraisal that is required per the statute and the amount the County will tender to the landowner. The development opportunities for that piece of land -- a 60-foot or 80-foot right-of-way -- are simply not there.
The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

PUBLIC COMMENT

There were no requests to speak during public comment.

COMMENTS OF COUNCILMAN BAER

Mr. Baer commented on two issues: Issue one. The County is handling the demolition of a row of buildings along Sea Island Parkway on Lady's Island to make room for a park with views of the water. Is the estimated $23,000 demolish cost being paid for by someone else or is the County paying for it out of the general fund?

Mr. Gruber replied when the County Rural and Critical Lands, City of Beaufort, as well private donors purchased about an acre of land along Factory Creek for $1.45 million, the purchase came with a use agreement, which the County signed and entered into. One of the conditions of the agreement was that the County would be responsible for demolition of those structures.

Mr. David Starkey, Chief Financial Officer, said the County was required to do an asbestos study. The funding source of the $23,000 is Rural and Critical Lands restricted monies. There are two Rural and Critical Lands type monies. The first is the borrowings from referenda and the other is gifts from outside parties. Some of these gifts relate to specific projects, are restrictive to the Rural and Critical Land Programs, and used for improvements of lands in any of those projects.

Issue two. The Finance Committee needs to address three important work items during this budget cycle prior to Council passing the budget: (i) a reserve policy considering revenue trajectories; (ii) make budget allocations to lines accurately reflect needs and uses; (iii) bond the $2.0 million in airports receivables and IOUs plus $1.0 million in expected new short-term additions. This returns significant funds to the General Fund Reserve and prevents additional drain.

ADJOURNMENT

Council adjourned at 6:25 p.m.
DATE: May 3, 2013

TO: County Council

FROM: Gary Kubic, County Administrator

SUBJ: County Administrator's Progress Report

The following is a summary of activities that took place April 22, 2013 through May 3, 2013:

April 22, 2013

- Employee orientation
- Community Services Committee meeting
- Finance Committee meeting
- Caucus meeting
- County Council meeting

April 23, 2013

- Meeting with Dan Morgan, MIS Director, and Sharon Burris, Auditor, re: Manatron
- Skull session re: Property tax bill insert (breakdown of ad valorem tax usage)
- Staff meeting re: FAA Grants / Cash Management / General Fund Receipts
- Meeting with Bryan Hill, Deputy County Administrator; Josh Gruber, County Attorney; and Mark Roseneau, Director of Facilities Management, re: Federal Courthouse

April 24, 2013

- Staff meeting re: Website / Content Management
- United Way Annual Awards Luncheon

April 25, 2013

- Phone Conference / Interviews (3) - Director of Airport's Position
- Staff meeting re: DSN Janitorial services

April 26, 2013

- Tour of Ecycle Center in Ulmer, SC
- DSN Volunteer Appreciation Day
April 29, 2013

- Meeting with staff and representatives from RW Beck Re: Solid waste
- Finance Committee meeting
- Community Services Committee meeting

April 30, 2013

- Meeting with Morris Campbell, Director of Community Services, and Ron Clifford, Elections Board Chairman, re: Personnel matter
- Meeting with Franny Gerthoffer, President of Hilton Head Humane Association, Re: County Animal Shelter
- Meeting with Ernie Lindblad re: Windmill Harbour traffic issues

May 1, 2013

- Agenda review with Chairman, Vice Chairman and Executive Staff
- Meeting with County Attorney Josh Gruber
- Personal Property AUP Meeting with David Starkey, Chief Financial Officer, and Maria Walls, Treasurer’s Office
- Staff meeting re: Smoke free campus

May 2, 2013

- Meeting with Allen Ward, of Ward Edwards Engineering, and Rob McFee, Division Director, Engineering and Infrastructure

May 3, 2013

- Meeting with Windmill Harbour Traffic Committee members and Representative Weston Newton
- Meeting with Paul Sommerville, Council Chairman; Josh Gruber, County Attorney; and Edra Stephens, Director of Business License, re: Business license exemption for farmers
Memorandum

DATE: May 6, 2013
TO: County Council
FROM: Bryan Hill, Deputy County Administrator
SUBJECT: Deputy County Administrator's Progress Report

The following is a summary of activities that took place April 22, 2013 through May 3, 2013:

April 22, 2013 (Monday):

- DA Meeting
- Meet with DHEC Representatives and Morris Campbell, Community Services Director re: Bluffton Health Clinic
- Meet with Alicia Holland, Controller
- Attend Community Services Committee Meeting
- Attend Finance Committee Meeting
- County Council

April 23, 2013 (Tuesday):

- Meet with Donna Ownby, EMS Director and Phillip Foot, Public Safety Director re: Budget
- Attend Property Tax Bill Insert Discussion
- Attend FAA Grants / Cash Management / General Fund Receipts Meeting
- Attend Federal Courthouse Building / Parking Lot Meeting

April 24, 2013 (Wednesday):

- Meet with Audra Antonacci, Codes Enforcement Director re: Budget
- Attend Website Development and Content Management Meeting
- Meet with Dan Morgan, MIS/GIS Director re: Budget
- Attend United Way Luncheon

April 25, 2013 (Thursday)--Bluffton:

- Work on Budget
April 26, 2013 (Friday):

- Meet with Gary Kubic, County Administrator and Joshua Gruber, County Attorney
- Work on Budget
- Meet with Phillip Foot, Public Safety Director, Todd Ferguson, Emergency Management Director, and Dan Morgan, MIS/GIS Director re: E911
- Meet with Suzanne Gregory, Employee Services Director
- Meet with Gary Kubic, County Administrator and Stewart Rodman, Councilman
- Attend DSN Appreciation Ceremony

April 29, 2013 (Monday):

- Meet with Alicia Holland, Controller re: Budget
- Meet with Gary Kubic, County Administrator
- Attend Waste Management Strategy Meeting
- Finance Committee Meeting
- Governmental Committee Meeting

April 30, 2013 (Tuesday):

- Meet with Judy Elder, Talbert and Bright, Robert McFee, Engineering & Infrastructure, Joshua Gruber, County Attorney, and Alicia Holland, Controller
- Prepare for Extended Office Leave

May 1, 2013 (Wednesday):

- PLD

May 2, 2013 (Thursday):

- PLD

May 3, 2013 (Friday):

- PLD
April 26, 2013

Gary Kubic
County Administrator
Beaufort County
PO Box 1228
Beaufort SC 29901-1228

Dear Mr. Kubic:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended June 30, 2012 qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The Certificate of Achievement plaque will be shipped to:

David A. Starkey
Chief Financial Officer

under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director
Technical Services Center
SJG/ds
04/26/2013
NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to Beaufort County by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Finance Department, Beaufort County

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.
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Note: April 2013 expenditures are preliminary and not final.
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- FY 2012: 71,835,260
- FY 2013: 72,106,475
- Adopted Budget FY 2013: 90,298,001

Note: April 2013 expenditures are preliminary and not final.
## Budget FY 2013
### As of 5/2/2013

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### Education

|--------------------------------|-----|---------|---------|---------|---------|---------|---------|---------|---------|

### General Fund Expenditures

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<td>(including Transfers and Education Allocation)</td>
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<td>85,375,370</td>
<td>82,769,227</td>
<td>77,058,963</td>
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<td>77,876,117</td>
<td>97,150,130</td>
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### Net (Surplus)/Deficit

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<tr>
<td>(including Transfers and Education Allocation)</td>
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<td>(1,476,698)</td>
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<td>(8,489,617)</td>
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Note: April 2013 expenditures are preliminary and not final.
<table>
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<th>Account</th>
<th>Description</th>
<th>ORIG APPROP</th>
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<th>FY 2013 PER 10</th>
<th>FY 2012 PER 10</th>
<th>FY 2011 PER 10</th>
<th>FY 2010 PER 10</th>
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<td>40000</td>
<td>Total</td>
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<td>(86,094,518.79)</td>
<td>(86,605,617.25)</td>
<td>(85,773,573.88)</td>
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<td>(575,717.26)</td>
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Sum of Account Groups:

| (97,150,130.00) | (86,338,534.36) | (86,094,518.79) | (86,605,617.25) | (85,773,573.88) | (86,852,067.84) |
Client: BCC - Bryan - County Council of Beaufort County
Engagement: Monthly County Council Report
Period Ending: 4/30/2013
Trial Balance: 1000.05 - FY 2013 TRIAL BALANCE
Workpaper: 1500.15 - FY 2013 TRIAL BALANCE Summary of Object Characters

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<th>FY 2013 PER 10</th>
<th>FY 2012 PER 10</th>
<th>FY 2011 PER 10</th>
<th>FY 2010 PER 10</th>
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<td><strong>(9,546,654.74)</strong></td>
<td><strong>(3,004,347.26)</strong></td>
<td><strong>(1,477,134.75)</strong></td>
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ORDINANCE NO. ________

AN ORDINANCE TO AMEND THE MEMBERSHIP AND COMPOSITION OF THE BEAUFORT COUNTY TAX EQUALIZATION BOARD AND TO ESTABLISH THE TERMS OF SERVICE FOR SUCH MEMBERS

WHEREAS, Act Number 1623 of 1972 of the South Carolina General Assembly created the Beaufort County Tax Equalization Board and authorized appointment to the Board by Beaufort County Council; and

WHEREAS, Beaufort County Council subsequently adopted a charter for the Tax Equalization Board that defined the membership of the Board and its powers and duties based upon the language contained within Act Number 1623; and

WHEREAS, Act 283 of 1975, The Home Rule Act, vested Beaufort County Council with the independent authority to control all acts and powers of local governmental authority that are not expressly prohibited by South Carolina law; and

WHEREAS, Beaufort County Council believes that it is in the best interests of its citizens to amend the membership and composition of the Beaufort County Tax Equalization Board and to provide for the Terms of Service of such members.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL, that the Charter for the Beaufort County Tax Equalization Board is hereby amended and replaced with the following:


Pursuant to section 4-9-170, Code of Laws of South Carolina, 1976, and section 3 of Act 283, (the Home Rule Act), the Beaufort County Council hereby assumes all appointive powers in regard to the Beaufort County Tax Equalization Board.

SECTION 2. Composition; Terms; Vacancies.

The Beaufort County Tax Equalization Board shall be composed of fifteen (15) members to be appointed by Beaufort County Council. County Council shall appoint one member to the Board from within each of the eleven individual County Council districts as well as two at-large members who reside North of the Broad River and two at-large members who reside South of the Broad Rover. County Council shall appoint members to the Board, such that there is a balance as to the geographical residency of the members of the Board and the professions of the members as they relate to the functions of the Board. The terms shall be staggered so that the first eight (8) members appointed to the Board shall serve an initial term of four (4) years. The next seven members appointed to the Board shall serve an initial term of two (2) years. After such initial appointments, all members appointed to the Board shall serve a term of four (4) years. Members of the Board shall be appointed and serve until their successors are
appointed and qualified. All vacancies shall be filled by appointment in the same manner as the original appointment for the remainder of the unexpired term.

Appeals and other hearings may be conducted by panels of five (5) members chosen from among the 15 members of the Board. Three members of the panel shall constitute a quorum, unless the parties agree to a lesser number. When only three members of the panel are present to conduct a hearing, the decision of the panel must be unanimous.

Panels may be chosen by a method or methods determined by the Board to maximize the efficiency and effectiveness of the Board. The method of choosing hearing panels should enable timely consideration of appeals and other matters brought to the board, and should also involve considerations of members' availability and limiting overburdening individual members with hearings.

Beaufort County Council may amend this article as it deems necessary, to reduce the Board to a lower complement of members. When so amended, unless otherwise specified, the Council may reappoint seven (7) members from among the existing fifteen (15) and establish their respective terms, or may abolish and reconstitute the Board as it sees fit, seeking applicants for the remaining positions.

SECTION 2. Duties.

The Tax Equalization Board shall meet whenever necessary to act on appeals from the assessments of the Auditor or County Assessor as may be provided by law. The Board may change assessments of the Auditor or County Assessor for only the current year appealed from unless otherwise authorized by law and agreed to by the Auditor or County Assessor. Each change shall be certified by the board to the Auditor or County Assessor and shall be adopted by him/her for the purpose of taxation for the year appealed from. The Tax Equalization Board shall not make a final determination of any assessment until the Auditor or County Assessor has been given an opportunity to present his/her justification for the assessment.

SECTION 3. Officers.

The Tax Equalization Board shall meet and elect a chairperson, a vice-chairperson and secretary. Additionally, each hearing panel shall have a chairperson appointed by the chairperson of the Tax Equalization Board for purposes of ensuring the efficient conduct of each hearing.

SECTION 4. Minutes of Meetings.

Minutes shall be taken of all meetings of the Tax Equalization Board. The minutes shall be a matter of public record. A copy of the minutes of the Board duly certified by the secretary will be sent to the Auditor and the County Assessor. In lieu of a copy of certified minutes, an audio or video recording of the meeting may be substituted so long as a copy of the recording is made available to the Auditor, Tax Collector, and the general public.
SECTION 5. Availability of Auditor’s and Assessor’s Records; Attendance of Auditor or Assessor at Meetings

The records of the Auditor's Office and the County Assessor's Office shall be available to the Board and the Board may request the presence of the Auditor or County Assessor at any of their meetings.

SECTION 6. Taxpayer’s, Property Owner’s Right to Appeal Decisions.

The right is reserved to any property owner, taxpayer or his agent to appeal from the decision of the Beaufort County Tax Equalization Board to the South Carolina Administrative Law Court for such relief as may be available to him/her under the general law.

SECTION 7. EFFECTIVE DATE

This Ordinance shall be effective upon approval at third and final reading by Beaufort County Council.

DONE, this _____ day of May, 2013.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY:_____________________________________
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

____________________________________
Joshua A. Gruber, Staff Attorney

ATTEST:

____________________________________
Suzanne M. Rainey, Clerk to Council

First Reading: April 22, 2013
Second Reading: 
Public Hearing: 
Third and Final Reading:
COUNTY OF BEAUFORT   )
) Petition To Abolish the Kings Grant II
STATE OF SOUTH CAROLINA ) Special Purpose Tax District

This petition is brought forth by the undersigned owners of real property located within the
Kings Grant II subdivision located on Lady's Island in Beaufort County. These properties are
subject to the Kings Grant II Special Purpose Tax District and include thirty seven (37)
properties located on Braeburn Road and Shallowford Downs. Whereas beginning August 27,
1990, each of the property owners in Kings Grant II were assessed an extra fee of
approximately $37.00 per year as a special purpose tax district fee in addition to property taxes
paid to the Beaufort County Treasurer. These funds were set aside to maintain roads and other
public works incident to road maintenance in the common areas of Kings Grant II. This
additional fee for the Special purpose tax has continued to be collected through tax year 2012.
According to the Beaufort County treasurer, Doug Henderson, the fees collected have been
deposited into an interest bearing account. The Balance as of June 30, 2013 is in excess of
$19,000. The owners of property in Kings Grant II, thereby request that the Kings Grant Fee
cease to be assessed on tax bills and the moneys collected to date be set aside to first survey and
mark the approximately 2 acres of common areas owned jointly by the owners of Kings Grant II
properties equally. Get estimates from at least three (3) landscaping companies to clear the
overgrown areas of common areas of dead and potentially hazardous trees, debris and excess
fallen leaves, bush-hog and clear set paths through main common area between Braeburn Road
and Shallowford Downs, clean up entry areas to both Braeburn Road and Shallowford Downs.
A reputable, licensed landscaping company will then be chosen to clear the common areas.

It is the intent of the property owners of Kings Grant (Phase II) to abolish the Kings Grant
(Phase II) Board of Commissioners and use the funds set aside for this Special Purpose Tax
District for the purpose set forth above.

Respectfully submitted,

Owners of Property in Kings Grant II Subdivision
<table>
<thead>
<tr>
<th>No.</th>
<th>Signature</th>
<th>Property Owner</th>
<th>Situs Address</th>
<th>Email Address</th>
<th>Phone No.</th>
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<tbody>
<tr>
<td>1</td>
<td>Drumm, Sharon</td>
<td>1 Shallowford</td>
<td><a href="mailto:jeffers@pontinger.com">jeffers@pontinger.com</a></td>
<td>522-0369</td>
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<tr>
<td>2</td>
<td>Houston, Linda</td>
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<td><a href="mailto:linda@houston.com">linda@houston.com</a></td>
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<td>Flowers, Mary</td>
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<td><a href="mailto:geniflowers@gmail.com">geniflowers@gmail.com</a></td>
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<td>Palm Tree Landscaping@Viasat 812-9738</td>
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<td><a href="mailto:zellrobert9283@gmail.com">zellrobert9283@gmail.com</a></td>
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<td><a href="mailto:kathleento@comcast.net">kathleento@comcast.net</a></td>
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<td><a href="mailto:drfemahook@charony.com">drfemahook@charony.com</a></td>
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<td><a href="mailto:gentile62@gmail.com">gentile62@gmail.com</a></td>
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<td><a href="mailto:Pointette@charony.com">Pointette@charony.com</a></td>
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<td>brown@brown@brown</td>
<td>922-4941</td>
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<td><a href="mailto:liz1@rogers.com">liz1@rogers.com</a></td>
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Prospect石膏Emulsion 40-32% 050
Liz, thanks for your concerns and efforts to keep values up. Please keep us in the loop. Tom.

From: Elizabeth Rigg <lizrigg@yahoo.com>
To: "gonefishinusa1@yahoo.com" <gonefishinusa1@yahoo.com>
Sent: Friday, April 19, 2013 12:22 PM
Subject: Kings Grant II petition

Hi Mr. Kolen,

It was great speaking with you this afternoon. Below is the link to the Finance Committee meeting held this past Monday......the issue and petition will be presented to County Council Monday evening.

I will keep you apprised of any developments. Let me know if you have any questions. Please sign and return the attached petition on the lines with your name and property addresses. Scan, then return to me as soon as possible via email.

Regards

Liz Rigg
22 Shallowford Downs
Beaufort, SC 29907

http://beaufort.granicus.com/ViewPublisher.php?view_id=2
TO: Councilman Stewart H. Rodman, Chairman, Finance Committee

FROM: Dave Thomas, Purchasing Director

SUBJ: Request Approval of a Sole Source Purchase for Fiber Installation Services and Support with Hargray, Inc for Beaufort County’s E911 Infrastructure.

DATE: February 15, 2013

BACKGROUND. The Purchasing Department received a request from the Emergency Management Director to purchase fiber optic services for the E911 system supporting Beaufort County. This point to point fiber installation is necessary to meet the network specification for the installation of the Patriot System.

The pricing information below includes the purchase of fiber, installation, and maintenance support required to implement the E911 system backup for Beaufort County’s Emergency Management Department.

VENDOR INFORMATION: Hargray, Beaufort, SC

*COST $19,575/Month Term is 120 Months*

FUNDING: Account # 23205-54142 Regional 911

RECOMMENDATION: The Finance Committee approves the purchase of fiber services from Hargray, Inc with a total contract cost of $2,349,000 that will be funded within the E911 fund budget.

CC: Gary Kubic, County Administrator
    Bryan Hill, Deputy Administrator
    David Starkey, Chief Financial Officer
    Dan Morgan, MIS Director
    Phil Foot, Public Safety Director
    Todd Ferguson, Director EMD
    Richard Dimont, Contract Specialist

Att: Price Quote and Map
December 7, 2012
Hargray PSAP Scope and Action Plan Summary:

- Pricing from 1 GB Metro Ethernet Service will be $9787.50 for each of two circuits. The circuits will consist of a southern route and northern route and be physically diverse, as outlined in the fiber route maps. Term is 120 months.
  - Fiber route map has been provided.

Phase 1:
- Two southern routes (i.e. Route A and Route B) will be provided; due to fiber constraints they will share a single sheath.
  - Route A will be $9787.50/month with a 120 month term; PO#20121207001
  - Route B will be $4893.75/month with no term; PO#20121207003
  - We can turn up service 30 days from receipt of executed Sales Orders.

Phase 2:
- Construction of northern route is estimated at 180 days from receipt of sales orders. The necessary permitting and procurement of materials etc will begin as soon as we obtain the executed sales orders.
- Route B of southern route will be converted to the northern route when construction is completed. When northern route is activated the county has two fully diverse fiber paths.
- Route B invoicing will cease when northern route is activated.
- Northern route invoicing will commence at the rate to $9787.50; PO#20121207002

Jason Carnes
Hargray Communications
Strategic Accounts Manager
jason.carnes@htc.hargray.com
843-706-1858
TO: Councilman Stewart H. Rodman, Chairman, Finance Committee

VIA: Gary Kubic, County Administrator
     Bryan Hill, Deputy Administrator
     David Starkey, Chief Financial Officer
     Phillip Foot, Public Safety Director
     Todd Ferguson, Emergency Management Director

FROM: Dave Thomas, Purchasing Director

SUBJ: Request to Contract with Cassidian Communications for Annual Maintenance Software Services for Beaufort County's Emergency Management Department

DATE: September 5, 2012

BACKGROUND. The Purchasing Department received a request from the Emergency Management Director to renew a services contract with Cassidian Communications for software support services. This service agreement supports the Communicator NXT system which provides emergency notifications via phone calls, emails, and fax. This service also provides an HC Mass Call system, which allows for additional phone lines above and beyond the County's phone line capacity in case of an emergency. Additionally, the service covers the maintenance and the bulletin boards for the County's 1-800 numbers. The contract term will cover the current fiscal year and expire on July 31, 2013.

VENDOR INFORMATION             COST

Cassidian Communications, Franklin, TN                          $27,510

FUNDING: Account 23140-51050 Emergency Telephone

RECOMMENDATION: The Finance Committee approves the annual contract renewal with Cassidian Communications to provide emergency communication software maintenance support services for the Emergency Management Department in the amount of $27,510. The contract term will cover the current fiscal year and expire on July 31, 2013.

cc: Elizabeth Wooten, Richard Dimont
Att: Price Quote, Non-Competitive Purchase Form
Please remit to:
117 Seaboard Lane, Suite D-100
Franklin, TN 37067
Ph. 1.800.723.3201 x 0222 Kathy Richter
Fax 615.435.4873
kathy.richter@cassidiancommunications.com
*Our address has changed*

Bill to:
Beaufort County Emergency Management Dept
Attn: E911 Systems Administrator
2001 Duke Street LEC Bldg - 2nd Floor
Beaufort County, SC 29902

Shipped to:

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<th>Purchase Order No.</th>
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<th>Terms</th>
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A PO is not required to be on file for this annual service.

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<th>Description</th>
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Software Support for the period of 7/1/12-6/30/13

Instructions for processing electronic payments to DCC:
Bank: Wachovia
Address: 2030 Mallory Lane
Franklin, TN 37067
Contact: Reggie Smith-Service Manager Ph. 615.771.6061
DUNS # 107063141
DCC's Federal Tax ID # 62-1152478
DCC's Bank Account # 2000046043016
ACH Routing # 064003768

Wires:
For Domestic Wires, please use ABA Routing # 111025013
For International Wire transfers, please use Swift Code: PNBPUS33

Questions regarding your invoice?
Contact Kathy Richter @ 1.800.723.3207

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<tr>
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Non-Competitive Purchases Form

This form shall be completed for any non-competitive purchase over $2,500 that is not exempt.

(a) A County contract may be awarded without competition when the Purchasing Director determines in writing, after conducting a good faith review of available sources, that there is only one source for the required supply, service, or construction item. The Purchasing Director shall conduct negotiations, as appropriate, as to price, delivery, and terms. A record of each contract shall be maintained, and shall list each contractor's name, the amount and type of each contract, and the identification of each contract file.

(b) Sale source procurement of a used item from the open market may only be considered, provided that:

1. The using agency recommends purchase;
2. Condition of the item is verified by appropriate County official; and
3. Price analysis justifies purchase when the following factors are considered: (a) new acquisition price; (b) current book value; and (c) maintenance costs.

Code 1982 SS 12-19 Sec. 2-518 Sale source procurement

The County Council may by resolution, exempt specific supplies or services from the purchasing procedures required in the Code. The following supplies and services shall be exempt from the purchasing procedures required in this division; however, the Purchasing Director for just cause may limit or withdraw any exemption provided for in this section. (1) Works of art for museum and public display (2) Published books, library, maps, periodicals, technical pamphlets (3) Copyrighted educational films, filmstrips, slides and transparencies (4) Postage stamps and postal fees (5) Professional dues, membership fees and seminar registration fees (6) Medicine and drugs (7) Utilities including gas, electric, water and sewer (8) Advertisements in professional publications or newspapers (9) Fresh fruit, vegetables, meats, fish, milk, bread and eggs (10) Oil company credit cards (11) Articles for commercial sale by all governmental bodies

Code 1982 SS 12-14 Ord. No. 2000-1 S 1, 1-1-0-2000 Sec. 2-514 Exemption from procedures

Notwithstanding any other section of this division, the Purchasing Director may make or authorize others to make emergency procurements of supplies, services, or construction items when there exists a threat to the functioning of county government; for the preservation or protection of property; for the health, welfare or safety of any person, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, a listing of the items procured under the contract, and the identification number of the contract file.

Code 1982 SS 12-20 Sec. 2-519 Emergency procurements

Requesting Department: __________ EMD __________ Requested Account Code: __________

Description of Requested Services

Emergency notifications systems maintenance agreement for 07/01/12-06/30/17.

Please provide a listing of the items purchased, if additional pages are necessary please attach to this form:

__________________________________________________________

Cost of Requested Services: $27,510.00

Requested Vendor Name: CASSIDIAN

Requested Vendor Address: 117 SEABOARD LANE, SUITE D-100 FRANKLIN, TN 37067

Requested Vendor Phone Number: 615.790.2882 Requested Vendor Email Address: Kathy.richter@cassidiancommunications.com

Type of Service Requested (Please check one) Construction [ ] Services [ ] Supply/Good [ ]

Please attach any documentation provided by the vendor that provides back up for the claims in this document.
Non-Competitive Purchases Form

Please select a reason below as to why this is a non-competitive purchase and provide a brief explanation.

☑️ It is not possible to obtain competition. There is only one source available for the supply, service, or construction item.

☐ The procurement is for a used item from the open market. The item may only be considered if, (1) the using agency recommends purchase, (2) condition of the item is verified by appropriate County official, (3) Price analysis justifies purchase when the following factors are considered: (a) new acquisition price; (b) current book value; and (c) maintenance costs.

☐ The item is a single source purchase. Other sources may be available but purchases are directed to one source because of factors unique to Beaufort County. Please select an option below:

☐ Standardization

☐ Warranty

☐ Other, if selected please specify below.

☐ An emergency exists that threatens the functioning of County government.

☐ An emergency exists that threatens the preservation or protection of County property.

☐ An emergency exists that threatens the health, welfare or safety or any person within the County.

What steps have been taken to verify that these features are not available elsewhere?

☐ Other brands/manufacturers were examined (please list names and contact information, and explain why they are not suitable for use by the County-attach additional pages as necessary):

☐ Other vendors were contracted (please list names and contact information and explain why those contacted did not meet the needs of the County-attach additional pages as necessary):

Requester Name: DAVID ZEOLI, DEPUTY DIRECTOR  Requester Signature: [Signature] Date: [Date]

Department Head Name: [Name] Department Head Signature: [Signature] Date: [Date]
Non-Competitive Purchases Form
For Purchasing Completion only:

Date Received in Purchasing Department: 08-27-12

Reviewed by Purchasing Department for completeness

Date: 09-3-12

Reviewed by: [Signature]

Verified that this is the only source: Yes [ ] No [ ]

Comments:

Purchasing Director or His Designee Approval Signature: [Signature] 07-4-12

Associated Purchase Orders Number:

Associated Contract Number:
TO: Councilman Stewart Rodman, Chairman, Finance Committee
FROM: Dave Thomas, CPPO, Purchasing Director
SUBJ: Emergency Purchase Request for the Beaufort County Public Works Department
DATE: April 24, 2013

BACKGROUND: The Procurement Department received a purchase request from the Public Works Director on April 23, 2013 to purchase a new Low-Boy trailer following the guidelines of the County’s emergency purchasing policy. The purchase request is for a replacement of an un-reliable Low-Boy trailer. First Vehicle stated that the needed repairs to the existing trailer will not bring it up to acceptable safety standards. This is one of two trailers used to haul heavy equipment during normal operations and is an important asset during hurricane and disaster recovery operations. The Public Works Department uses this type of trailer during hurricane season to haul two rubber tired front end loaders in the event that the County needs to evacuate prior to an impending hurricane. With hurricane season starting on June 1st, the Purchasing Director has determined that the purchase of the Low-Boy trailer meets the requirements for an emergency purchase under Beaufort County’s Procurement Code. In view of the time critical nature and following the emergency procurement guidelines, staff requested and received quotes for a Low-Boy trailer from the following vendors:

<table>
<thead>
<tr>
<th>SUBMITTED QUOTES:</th>
<th>Make/Model</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hughes Motor Company, Charleston, SC</td>
<td>Fontaine/Magnitude 55HFDL</td>
<td>$72,556.25*</td>
</tr>
<tr>
<td>2. B &amp; B Specialized Sales, Wallace, MI</td>
<td>Fontaine/Magnitude 55HFDL</td>
<td>$73,950.75</td>
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<tr>
<td>3. Loadcraft Industries, Ltd., Brady, TX</td>
<td>Liddell/APFL Model 55</td>
<td>$76,965.00</td>
</tr>
<tr>
<td>4. Eager Beaver, Lake Wales, TX</td>
<td>Eager Beaver/GFL 55-3</td>
<td>$73,759.88</td>
</tr>
<tr>
<td>5. Jim Hawk Truck Trailers Inc., Altoona, IA</td>
<td>Load King/503/504</td>
<td>$73,872.35</td>
</tr>
<tr>
<td>6. Ferree Trailers, Liberty, NC</td>
<td>Ferree/LTTV-60</td>
<td>$82,299.00</td>
</tr>
</tbody>
</table>

*Hughes Motor Company has a trailer in stock and can deliver it to the County within two weeks of receipt of the purchase order.

FUNDING: Account 10001301-54200 (Specialized Capital Equipment)

FOR ACTION: Finance Committee meeting occurring on April 29, 2013.

RECOMMENDATION: The Purchasing Department recommends that the Finance Committee approves, and recommends to County Council the contract award for the Low-Boy trailer to Hughes Motor Company, the lowest responsive and responsible vendor in the amount of $72,556.25.

CC: Gary Kubic, County Administrator
    Bryan Hill, Deputy Administrator
    David Starkey, Chief Financial Officer
    Eddie Bellamy, Public Works Director

Att: Supporting Documents, Picture of Low-Boy trailer.
Chad Stanley  
Beaufort County  
120 Shanklin Road  
Beaufort S.C. 29906

Chad,

Please find listed below pricing and specifications on a new 55 ton Fontaine lowboy.

**Fontaine Magnitude 55HFLD 26 Air Tridem (Flat Level Deck) SMAGNITUDE55H**

- **Est. Wt.**: 21,891# +/- 3%
- **Capacity**: 55 tons in 12-foot length with 4th axle close coupled or single axle stinger - GAWR and tire ratings determine legal payloads
- **Load Base**: 12-foot rigid 2-point load centered in deck area
- **Framework**: All main longitudinal members fabricated with 100,000# minimum yield steel flanges with 50,000# webs
- **Compatibility**: Designed to accept 4th flip axle below, spreader and/or 23 inch flip box
- **Gooseneck Design**: Hydraulic removable non-ground bearing design
- **Loaded Fifth Wheel Height**: 50 inches nominal with 5 ride height positions
- **Swing Radius**: 102 inches (11 feet 11 inches overall gooseneck length) - NGB
- **Alternate Kingpin**: Removable kingpin at 102 inch radius
- **Flip Box**: None standard
- **Power Source**: Set up for wet line operation
- **Electrical Receptacle**: J560 7-pin connector
- **Deck Length**: 26 feet clear deck length
- **Loaded Deck Height**: 22 inches with 6 inches ground clearance
- **Flooring**: 2 inch nominal wood - side rails only - STANDARD
- **Front Ramps**: None, front of deck sloped top down to assist in loading with traction cleats
- **Front Bogie Ramp**: Standard
- **Extension Brackets**: 12 pair - 24 total removable swing type, 1 pair - 2 total heavy duty removable hook-on type (26 swing type, 2 hook-on type on 27 foot deck)
- **Deck to Bogie Connection**: Fixed
- **Tool Box**: 2 Fully covered trays in front of deck between mainbeams with lockable covers
- **Crossmembers**: Recess last 3 crossmembers in deck
- **Number of Axles**: 3 axles
- **Axle Capacity**: 25,000# nominal capacity each
- **Axle Spread**: 54.5 inches (between axles) - STANDARD
Dust Shields: None standard
Brakes: 16.5 inches x 7 inches with 5.5 inches autoslacks - heavy duty brake drums
Suspension: Air ride
First Axle Lift: None - STANDARD
Third Axle Lift: Air lift - STANDARD
Tires: 275/70R 22.5 OEM standard
Wheels: 8.25 x 22.5 steel disc - hub-piloted - STANDARD
Bolsters: Recessed load bearing between all axles and rear of last axle
Covered Rear Bogie: None standard
Rear Bogie Height: 40 7/8 inches to top flange - 36 5/8 inches to top of bolsters
Boom Trough: V-style boom trough with bolt-in V pan
Mechanical Ride Height Control: Mechanical ride height control valve (Whittle Style)
Manual Dump Valve: Standard
Bumper: Heavy duty V-style rear bumper
Spreader: None standard
Flip Axle: None standard
Dust Shields on Flip Axle: None standard
Width: 8 feet 6 inches
Electrical System: DOT sealed beam and harness with LED lights and 4 inch flush mounted battery powered amber strobes
Paint: Fontaine standard black polyurethane enamel - STANDARD
Lash Rings: 14 pair - 28 total
Flag Holders: Flag holders - 1 pair located at front of deck and on rear bumper
Accent Package: None standard
Liquid Filled Gauge: Liquid filled air gauge installed

Sales Price $67,100.00
SC Sales Tax $ 300.00
Total Delivered $67,400.00

The pricing above does not include the covered wheel wells option. This trailer is on the ground and ready to ship from the factory. The wheel wells can be added by Fontaine's Modification Center, I'm just waiting on the price quote from them. I should have tomorrow morning.

Thank you for the opportunity to quote this trailer and I look forward to working with Beaufort County in helping solve your transportation needs.

Sincerely
Bill Peek
Hughes Motors Inc.
(843)553-6410 ext#263
Fontaine PartSource  
3110 Industrial Parkway  
Jasper, AL 35501  
(866) 382-7278  

QUOTET  
ORDER NUMBER: 1038967  
ORDER DATE: 4/19/2013  

SALESPERSON: SB00  
CUSTOMER NO: 62-HUGHE01  

SOLD TO:  
Hughes Motors, Inc.  
6841 Bulldog Drive  
Charleston, SC 29406  

CONFIRM TO:  
Travis Richardson  

SHIP TO:  
Hughes Motors, Inc.  
6841 Bulldog Drive  
Charleston, SC 29406  

<table>
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<th>CUSTOMER P.O.</th>
<th>UNIT</th>
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<tr>
<td>WHEELCOVER INST</td>
<td>EACH</td>
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<td>0.00</td>
<td>0.00</td>
<td>1,256.25</td>
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<td></td>
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</table>

Net Order: 5,156.25  
Less Discount: 0.00  
Freight: 0.00  
Sales Tax: 0.00  
Order Total: 5,156.25  

This sale is subject to Sales Terms and Conditions found on our website at www.fontainepartsoure.com
To whom it may concern,
In regards to the 2002 EVENS 55 Tone LOWBOY,
Unit # 22251, VIN # 1J9E153C921003597 in department 3300/10001301 general support.

This low-boy is again in the process of repairs by a certified welder. This low-boy has had multiple structural repairs. The Cracks in the main frame and the lock pins over the last 4 years has taken the integrity outside acceptable standards. The original equipment manufacturer is no longer in business and can no longer assist in inspection of the low-boy to insure that it meet original manufacture specifications.

That being noted, it is the recommendation of FVS, that this trailer be taken out of service and replaced as soon as possible.

Much research has been done with regards to the specifications of a replacement Low-Boy to better suit the needs of the county. The county equipment needs to be offloaded and loaded in fields and dirt as well as paved roadways. To meet this requirement and weight specification it is the recommendation of FVS that the "Fontaine Magnitude 55HFLD be used as a acceptable replacement.

With the help of Hughes motors and their professional recommendation of the purchase the "Fontaine Magnitude 55HFLD I’m confident it will serve the county for years to come.

Curtis McDaniel
General Manager
First Vehicle Services
843-255-2773 ph
843-255-2774 fax
curtis.mcdaniel@firstgroup.com
www.firstvehicleservices.com

"If you cannot do it safely, don't do it"
Magnitude 55H-FLD Lowbed / Lowboy Trailers -- Flat Level Deck

- 55 tons frame capacity in 12 ft
- Hydraulic removable gooseneck
- Flat Level Deck design

http://www.fontaineheavyhaul.com/lowbed_trailer_magnitude_55H_FLD.html

4/24/2013
COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT
Building 2, 102 Industrial Village Road
Post Office Drawer 1226, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee
VIA: Gary Kubic, County Administrator
Bryan Hill, Deputy County Administrator
David Starkey, Chief Financial Officer
Anthony Criscitiello, Planning Director

FROM: Dave Thomas, CPPO, Purchasing Director

SUBJ: Request to Fund the Planting of the Old Savannah Highway Medians

DATE: April 30, 2013

BACKGROUND: The Purchasing Department received a requisition over $25,000 from the Beaufort County Planning Director requesting to fund the planting of the recently installed Old Savannah Highway Medians. The Town of Port Royal has offered to maintain the landscaping after installation. This project includes the cost of site preparation/grade; a four month hand watering program to facilitate plant establishment; plants and installation of plants: pine straw mulch. Because the proper installation and maintenance needs are heavily linked, the County would prefer that the Town contract for the installation of the plants on the medians. The County agrees to provide up to $61,884 for the site preparation/grade; a four month hand watering program to facilitate plant establishment; plants and installation of plants; and provision of pine straw mulch.

VENDOR VIA TOWN OF PORT ROYAL:

1. The Greenery, Inc., Beaufort, SC

Cost

$61,884

FUNDING:

1. Funding from account 20120011 Tree Replacement Fund. Available budget is $298,818.

FOR ACTION: Finance Committee meeting on May 6, 2013.

RECOMMENDATION: The Purchasing Department recommends that the Finance Committee approves the contract for median landscape installation from the aforementioned vendor via the Town of Port Royal for a total amount of $61,884.

cc: Richard Dimont

ATTACHMENTS:

1. Median Planting Proposal and design from The Greenery, Inc.
2. Town of Port Royal letter of endorsement
### Highway Medians - Port Royal, SC

#### Town of Port Royal - Median Landscape

<table>
<thead>
<tr>
<th>ITEM</th>
<th>QTY</th>
<th>UNIT</th>
<th>TOTAL COST</th>
<th>NOTES</th>
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<tr>
<td>SITE PREP/GRADE</td>
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<tr>
<td>Fine grade (Fill N.I.C.)</td>
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<td>LS</td>
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<td>IRRIGATION</td>
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<tr>
<td>Hand Watering Program (4 Months)</td>
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<td>LS</td>
<td>$3,570.00</td>
<td>Water Provided by TPR</td>
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<tr>
<td>PLANTING</td>
<td></td>
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<tr>
<td>OLD SAVANNAH HIGHWAY MEDIANs</td>
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<tr>
<td>Miscanthus sinensis &quot;Morning Light&quot;</td>
<td>549</td>
<td>3 gal</td>
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<tr>
<td>Muhlenbergia capillaris</td>
<td>1934</td>
<td>3 gal</td>
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<td>Pennisetum alopecuroides &quot;Hameln&quot;</td>
<td>1400</td>
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<td>OTHER</td>
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<tr>
<td>Mulch - Pine straw</td>
<td>2,300</td>
<td>Bales</td>
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<td>Traffic Control</td>
<td>1</td>
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</table>

#### COST ESTIMATE SUMMARY

**WORK PROPOSAL TOTAL**

**$61,883.85**

#### GENERAL NOTES

1) Rough grading to +/-1 is to be done by others.
2) Power for the irrigation controller is to be provided by others.
3) Unless specifically noted, the price for clearing, grubbing, and tree work is not included in this bid.
4) Irrigation sleeves are to be installed by others unless otherwise noted.
5) This bid is based on our best estimate from the landscape planting plan provided.
6) Maintenance for the trees, shrubs, ground covers, and lawns beyond final acceptance of the landscape is not included in this bid. A separate landscape maintenance quote can be provided upon request.
7) Prices are subject to change if notification of intent to enter into a contract is not received within 45 days of the quotation date.

The Greenery, Inc. guarantees all plants that are covered by an automatic sprinkler system for one full year. Plants not covered by a sprinkler system are guaranteed to be healthy and properly planted at the time of installation. Guarantee shall not apply to plants, the loss of which is due to abuse, vandalism, animals, frost, lightning, hail, vehicular damage, freeze, neglect, or Acts of God. The Greenery, Inc. does not guarantee the life of transplanted plants. Damage to or loss of plants due to deer is not covered by any warranty expressed or implied.

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The Greenery, Inc.
Jerry Ashmore, Branch Manager

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Town of Port Royal
SAVANNAH HIGHWAY MEDIANS
THE GREENERY, INC.
MANAGER: JERRY ASHMORE
DRAWN BY: ANSLEY WHITE
JANUARY 9, 2012
NOT DRAWN TO SCALE (APPROX. 1" = 3’-0")
March 15, 2013

Mr. David Thomas  
P O Drawer 1228  
Beaufort, SC 29901  

RE: Town of Port Royal’s  
Previous Work with The Greenery, LLC  

Dear Mr. Thomas:  

The Town of Port Royal has enjoyed an excellent relationship with the Greenery. Two years ago, the Greenery was selected by the Town to provide all landscape, grass cutting and other maintenance services such as trimming on Ribaut Road and other specific roads within the Town.  

Previous to and since being awarded this contract, the Greenery has also performed a number of landscaping projects for the Town, all of which were sole sourced to the Greenery. These projects include:  

- Design and installation of planting beds at the end of the SC 802 bridge and grassing of adjoining right-of-ways  
- Design and installation of landscaping for the Cypress Wetland Amphitheater and plaza  
- Invasive species control and removal in the Cypress Wetland  
- Design and installation of many smaller planting islands within the Town such as the Richmond Ave. median and the areas at Mossy Oaks and Ribaut Road  
- Grass cutting and clearing within the SCSPA property - SCSPA worked directly with the Greenery to perform this work in the Town  
- Repairs to damaged roadway island plantings resulting from car accidents  
- Renovation and improvements to landscaping at Town Hall  

In all cases the Greenery has provided an exceptional level of quality, cooperation and maintenance of the landscaping they have installed for the Town. The Greenery has stood behind its work for the Town and has quickly and responsibly responded to any issues related to landscaping for work they have performed.
We would appreciate endorsement of the plan for the County to transfer funding for median planting to the Town of Port Royal so that we may directly contract with the Greenery for the landscaping in the medians on Savannah Highway. This will enable the Town to continue to receive the same high quality and professional installations the Town has become accustomed.

The Town is also committing to the provision of long-term maintenance of the Savannah Highway median landscaping after installation.

Sincerely,

Van Willis
Town Manager
TO: Councilman Stewart Rodman, Chairman, Finance Committee
FROM: Dave Thomas, Purchasing Director
SUBJ: Request to purchase forty-one in-car cameras for the Beaufort County Sheriff's Office from State Contract
DATE: May 2, 2013

BACKGROUND: The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase forty-one in-car cameras from L-3 Mobile-Vision, a State contract vendor. This request includes replacing twenty-five older model cameras and sixteen new in-car cameras to outfit vehicles that had not been previously equipped.

VENDOR INFORMATION: L-3 Mobile-Vision, NJ
COST: $195,352.70

FUNDING: Account # 10001202-52610, Data Processing Equipment


RECOMMENDATION: The Finance Committee approves the contract award to L-3 Mobile-Vision, for a total amount of $195,352.70.

CC: Gary Kubic, County Administrator
     Bryan Hill, Deputy Administrator
     David Starkey, Chief Financial Officer
     Michael Hatfield, Chief Deputy, Beaufort County Sheriff's Office
     Richard Dimont, Contract Specialist

Att: State Contract Pricing Information
**Sold To**

Beaufort County Sheriff's Department  
Jerry Spencer  
2001 Duke St.  
PO Drawer 1228  
Beaufort, SC 29902  
USA

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<tr>
<th>Phone</th>
<th>Fax</th>
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<tr>
<td>8432553278</td>
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<tr>
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<td>MVD-FB3DVS</td>
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<td>MVD-INTRG-MIC-X</td>
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<td>$0.00</td>
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<td>1</td>
<td>MVD-INTRG-MIC-X</td>
<td>Interrogation Room Microphone Specify length</td>
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<td>MVD-FB2-CF8GB</td>
<td>Mic Cable: 100 ft.</td>
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<tr>
<td>5</td>
<td>2</td>
<td>MVD-FB3-8GBSD</td>
<td>Flash Card, 8GB, Flashback 2 (For existing FB1 &amp; FB2 DVR)</td>
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<td>6</td>
<td>2</td>
<td>MVD-FB3-8GBSD</td>
<td>Flash Card, 8GB UHS-SD, Flashback 3</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Note:** Customer to arrange for own installation

Signing below is in lieu of a formal Purchase Order.  
Your signature will authorize acceptance of both pricing and product:

Signed: ___________________________  Date: ___________________________

L-3 Shipping Terms are FOB Boonton, NJ. By Signing below you agree to waive your shipping terms and ship this order FOB Boonton, NJ.

Signed: ___________________________  Date: ___________________________

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<thead>
<tr>
<th>Terms</th>
<th>Unit Price</th>
<th>Ext. Price</th>
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<tbody>
<tr>
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**SubTotal** $184,295.00  
**Tax** TBD  
**S&H** $0.00  
**Total** $184,295.00

Credit Terms: Net 30 Days. State/Local Fee and Taxes are not included

$184,295.00 SC TAX

Expiration Date: 04/25/13 14:10:12
AN ORDINANCE TO AMEND THE FY 2012-2013 BEAUFORT COUNTY COUNCIL BUDGET, SECTION 4, COUNTY OPERATIONS APPROPRIATION, SECTION 11 COUNTY ADMINISTRATION OPERATIONS, PARAGRAPH M. GENERAL GOVERNMENT SUBSIDIES (TO APPROPRIATE $152,817 TO THE SOLICITOR’S BUDGET).

Be it resolved, that County Council hereby appropriate $152,817 to the FY 2012-2013 Solicitor’s budget, account 10001198-55230.

Adopted this ___ day of ______, 2013.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY:____________________________________
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

____________________________
Joshua A. Gruber, Staff Attorney

ATTEST:

______________________________
Suzanne M. Rainey, Clerk to Council

First Reading, By Title Only:  April 8, 2013
Second Reading:  April 22, 2013
Public Hearing:
Third and Final Reading: