

COUNTY COUNCIL OF BEAUFORT COUNTY

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DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

AGENDA COUNTY COUNCIL OF BEAUFORT COUNTY

Monday, May 20, 2013

4:00 p.m.

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

Citizens may participate in the public comment periods and public hearings from telecast sites at County Council Chambers, Beaufort 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. Receipt of legal advice relating to pending and potential claims covered by the attorney-client privilege.
 - 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. ADMINISTRATIVE CONSENT AGENDA
 - A. Approval of Minutes – May 6, 2013 ([backup](#))
 - B. Receipt of County Administrator's Two-Week Progress Report ([backup](#))
 - C. Receipt of Deputy County Administrator's Two Week Progress Report ([backup](#))
 - D. Appointments to Boards and Commissions ([backup](#))
7. PUBLIC COMMENT
8. COUNTY ADMINISTRATOR'S REPORT
Mr. Gary Kubic, County Administrator
 - A. Update / 2013A, 2013B, and 2013C Bond Issuance Results ([backup](#))



9. CONSENT AGENDA – ITEMS A THROUGH N

- A. AN ORDINANCE APPROVING A FINANCIAL INCENTIVE PACKAGE FOR PROJECT ROBOT AND ANY NECESSARY SUPPLEMENTAL BUDGET APPROPRIATIONS THEREFORE
1. Consideration of second reading approval to occur May 20, 2013
 2. Public hearing – Monday, June 10, 2013, beginning at 6:00 p.m. in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort
 3. First reading, by title only, occurred May 6, 2013 / Vote 10:1
 4. Finance Committee discussion and recommendation to approve occurred April 29, 2013 / Vote 7:0
- B. AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$736,610 FOR RENOVATIONS TO MOSS CREEK FIRE STATION #33 BLUFFTON TOWNSHIP FIRE DISTRICT ([backup](#))
1. Consideration of second reading approval to occur May 20, 2013
 2. First reading, by title only, approval occurred May 6, 2013 / Vote 11:0
 3. Public hearing – Monday, June 10, 2013, beginning at 6:00 p.m. in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort
 4. Funding: \$647,604 debt service / Bluffton Township Fire District
\$ 89,006 general fund / Bluffton Township Fire District
 5. Finance Committee discussion and recommendation to approve occurred April 22, 2013 / Vote 7:0
- C. PLANTING OF THE OLD SAVANNAH HIGHWAY MEDIANS ([backup](#))
1. Contract award: The Greenery, Inc., Beaufort, South Carolina
 2. Contract amount: \$61,884
 3. Funding: Account 20120011, Tree Replacement Fund
 4. Finance Committee discussion to occur May 20, 2013
 5. Finance Committee discussion occurred May 6, 2013
- D. MAILING SERVICES FOR BEAUFORT COUNTY ASSESSOR'S OFFICE ([backup](#))
1. Contract award: South Data, Mount Airy, North Carolina
 2. Contract amount: \$59,361.48
 3. Funding: Account 10001120-51030, Postage/Other Carriers
 4. Finance Committee discussion and recommendation to approve occurred May 14, 2013 / Vote 5:0
- E. BLUFFTON PARKWAY PHASE 5A – SEGMENT 3 ROAD AND FLYOVER BRIDGES DESIGN CONSTRUCTION ENGINEERING SERVICES (BEAUFORT COUNTY SALES TAX PROJECT #1) ([backup](#))
1. Contract award: Florence & Hutcheson, Columbia, South Carolina
 2. Contract amount: \$440,720
 3. Funding: 1% Sales Tax Road Improvement Program. In 2012, SCDOT approved a \$15.0 million grant for this project.
 4. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 6:0

- F. CRYSTAL LAKE PRESERVATION PARK, LADY’S ISLAND, PHASE 1 IMPROVEMENTS ([backup](#))
 - 1. Contract award: O’Quinn Marine Construction, Beaufort, South Carolina
 - 2. Contract amount: \$155,000
 - 3. Funding: Rural and Critical Lands Preservation Capital Improvement Program, Account 45010011-5411 with a current balance of \$437,438
 - 4. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 6:0
- G. DISABILITIES AND SPECIAL NEEDS HOUSE RENOVATION – 18 COTTAGE WALK, LADY’S ISLAND ([backup](#))
 - 1. Contract award: Ground Work General Construction LLC, North Charleston, South Carolina
 - 2. Contract amount: \$70,495.86
 - 3. Funding: Account 244199110-54420, Renovations for Existing Buildings, DSN – \$50,495.86; SC Department of Disabilities and Special Needs Grant - \$20,000
 - 4. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 6:0
- H. ISLAND WEST US 278 FRONTAGE ROAD DESIGN AND CONSTRUCTION ([backup](#))
 - 1. Contract award: Lane Construction Corporation, Beaufort, South Carolina
 - 2. Contract amount: \$598,389.50
 - 3. Funding: Sales Tax Project 2D for US 278 Frontage Roads \$398,389.50, Account 33402-54504; Harris Teeter \$100,000 for signalization of the intersection with Hampton Parkway/US 278; Island West POA \$100,000 for frontage road completion
 - 4. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 6:0
- I. REQUEST FOR CONDEMNATION OF CEE CEE ROAD, ST. HELENA ISLAND ([backup](#))
 - 1. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 6:0
- J. REQUEST FOR CONDEMNATION OF INGLEWOOD CIRCLE, ST. HELENA ISLAND([backup](#))
 - 1. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 4:1
- K. REQUEST FOR CONDEMNATION OF QUEENS ROAD, ST. HELENA ISLAND ([backup](#))
 - 1. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 5:0
- L. REQUEST TO REMOVE FROM COUNTY ROAD MAINTENANCE INVENTORY ROSIE SINGLETON DRIVE, ST. HELENA ISLAND ([backup](#))
 - 1. Public Facilities Committee discussion and recommendation to approve occurred May 13, 2013 / Vote 5:0

M. HARDWARE AND SOFTWARE SUPPORT FOR COUNTY MIS DEPARTMENT
([backup](#))

1. Contract award: Thomas Reuters/Manatron, Portage, Michigan
2. Contract amount: \$158,863.92
3. Funding: Account 10001150-51110, Maintenance Contracts
4. Finance Committee discussion and recommendation to approve occurred May 14, 2013 / Vote 5:0

N. RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING AND AGREEMENT BETWEEN THE COUNTY AND THE SOUTH CAROLINA ASSOCIATION OF COUNTIES RELATING TO THE ASSOCIATION SERVING AS THE CLAIMANT AGENT PURSUANT TO THE SETOFF DEBT COLLECTION ACT OF 2003, AS AMENDED ([backup](#))

1. Finance Committee discussion to occur May 20, 2013

10. PRESENTATION / FY 2013-2014 COUNTY BUDGET PROPOSAL ([backup](#))

1. Consideration of first reading, by title only, approval to occur May 20, 2013
2. Public hearing – Monday, June 10, 2013, beginning at 6:00 p.m. in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort
3. Finance Committee discussion and recommendation to approve on first reading, by title only, occurred May 14, 2013 / Vote 5:0
4. Finance Committee discussion occurred May 6, 2013
5. Finance Committee discussion occurred April 29, 2013
6. Finance Committee discussion occurred April 22, 2013
7. Finance Committee discussion occurred April 15, 2013
8. Finance Committee discussion occurred April 8, 2013
9. Finance Committee discussion occurred March 18, 2013
10. Annual Planning Meeting/Retreat discussion occurred March 1, 2013

11. PRESENTATION / FY 2013-2014 SCHOOL DISTRICT BUDGET PROPOSAL([backup](#))

1. Consideration of first reading approval to occur May 20, 2013
2. Public hearing – Monday, June 10, 2013, beginning at 6:00 p.m. in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort
3. Finance Committee discussion and recommendation to approve occurred May 14, 2013 / Vote 5:0
4. Finance Committee discussion occurred April 15, 2013

12. PUBLIC HEARINGS – A THROUGH B

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 third and final reading approval to occur May 20, 2013
2. Second reading approval occurred May 6, 2013
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 third and final reading approval to occur May 20, 2013
2. Second reading approval occurred May 6, 2013
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

13. PUBLIC COMMENT

14. ADJOURNMENT

Committee Reports

May 20, 2013

A. COMMITTEES REPORTING

1. Community Services

- ① Minutes provided from the [April 29](#) meeting. No action is required.
- ② Library Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
05.06.13	Jean Morgan	Council District 8	Appoint	6 of 11 (1 st term)

2. Finance

- ① Minutes from the May 14 meeting provided June 10. Action is required. See main agenda items 9D, 9M, 10, and 11.
- ② Minutes provided from the [May 6](#) meeting. No action is required.
- ③ Minutes provided from [April 29](#) meeting. No action is required.
- ④ Tax Equalization Board

<i>Nominated</i>	<i>Nominate</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>	<i>Term</i>
05.06.13		Sharon Busch	Council District 1	Appoint	6 of 11 (1 st term)	2/17
05.06.13		Merritt Patterson	Council District 2	Appoint	6 of 11 (1 st term)	2/17
05.06.13		Robert Cummins	Council District 3	Appoint	6 of 11 (1 st term)	2/17
			Council District 4	Appoint	6 of 11 (1 st term)	2/15
			Council District 5	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Wayne Corley	Council District 6	Appoint	6 of 11 (1 st term)	2/17
			Council District 7	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Shannon Stephens	Council District 8	Appoint	6 of 11 (1 st term)	2/17
			Council District 9	Appoint	6 of 11 (1 st term)	2/15
	05.20.13	William John	Council District 10	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Robert Coon	Council District 11	Appoint	6 of 11 (1 st term)	2/17
		Paul Jernigan	At-Large, North	Appoint	6 of 11 (1 st term)	2/17
			At-Large, North	Appoint	6 of 11 (1 st term)	2/15
			At-Large, South	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Scott Kleinert	At-Large, South	Appoint	6 of 11 (1 st term)	2/17

- 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 from the May 13 meeting provided June 10. Action is required. See main agenda items 9E, 9F, 9G, 9H, 9I, 9J, 9K, and 9L.
- ② Solid Waste and Recycling Board

<i>Nominate</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>	<i>Term</i>
05.20.13	Sallie Bridgwater	Solid Waste District 6	Appoint	6 of 11 (1 st term)	

③ Southern Beaufort County Corridor Beautification Board

<i>Nominate</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>	<i>Term</i>
		Council District 5	Appoint	6 of 11 (1 st term)	
		Council District 6	Appoint	6 of 11 (1 st term)	
05.20.13	Richard Tray Hunter	Council District 7	Appoint	6 of 11 (1 st term)	2/17
	Glenn Stanford	Council District 8	Appointed 04.08.13	Appointed 04.08.13	2/17
	Douglas Novack	Council District 9	Appointed 05.06.13	Appointed 05.06.13	2/17
		Council District 10	Appoint	6 of 11 (1 st term)	
	Steve Wilson	Council District 11	Appointed 05.06.13	Appointed 05.06.13	2/17
		Town of Bluffton	Appoint	6 of 11 (1 st term)	
		Town of Hilton Head Island	Appoint	6 of 11 (1 st term)	

- 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, June 24 at 1:00 p.m., ECR

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, June 10 at 2:00 p.m., ECR

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 – Tuesday, June 11 at 2:00 p.m., ECR (Note date change from June 3 to June 11)

6. Public Facilities

Gerald Dawson, Chairman

Steven Baer, Vice Chairman

➔ Next Meeting – Monday, June 17 at 4:00 p.m., BIV #2

7. Transportation Advisory Group

Paul Sommerville, Chairman

➔ Next Meeting – To be announced.

COMMUNITY SERVICES COMMITTEE

April 29, 2013

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

The Community Services Committee met Monday, April 29, 2013 at 4:00 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 member Cynthia Bensch and Paul Sommerville was also present.

County staff: Joshua Gruber, Staff Attorney; Gary Kubic, County Administrator; David Starkey, Chief Financial Officer.

Public: Roland Gardner, CEO, Beaufort/Jasper Hampton Comprehensive Services; Rick Toomey, CEO, Beaufort Memorial Hospital; Gerald Schulze, Chairman, Beaufort Memorial Hospital Board; Jeff White, Chief Financial Officer, Beaufort Memorial Hospital.

Councilman McBride chaired the meeting.

ACTION ITEM

1. **Off Agenda Item - Consideration of Reappointments and Appointments**
 - **Library Board**

Motion: It was moved by Mr. Baer, seconded by Mr. Caporale, that Community Services Committee approve and recommend Council nominate Jean Morgan, representing Council District 8, to serve as a member of the Library Needs 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 Jean Morgan, representing Council District 8, to serve as a member of the Library Board.

INFORMATION ITEM

2. **Beaufort Memorial Hospital FY 2014 Funding Request**

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

Discussion: Mr. Rick Toomey, CEO, Beaufort Memorial Hospital, gave an update on the trends and changes that are currently affecting the hospital. There are five areas where hospitals are seeing global change: physicians owning the own practices, consolidation of hospitals, accountable-care organizations, financial sustainability, and healthcare information technology.

Physicians coming out of medical school are not looking to create their own offices; but, instead, are looking for employment in larger groups. According to the South Carolina Hospital Association and the South Carolina Medical Association, more than 50% of physicians are employed by hospitals. New physicians are looking for organizations that will perform the administrative part of the business, so they can concentrate on the medical side. Beaufort Memorial Hospitals now employees more than 25 physicians compared to 5 years ago when there were seven physicians.

More hospitals are looking to consolidate from a legal aspect, *i.e.*, merger, acquisition, and/or becoming a part of an alliance. They are looking to form larger entities for group purchasing, safety and contract negotiating. Beaufort Memorial Hospital Board has formed a committee to manage these issues as well as finding ways to make the organization stronger, but remain independent.

Beaufort Memorial Hospital has been recognized as one of the nation's MOST WIRED according to the results of the 2012 Most Wired Survey released in the July issue of Hospitals & Health Networks magazine. Beaufort Memorial has been chosen as one of two in the State of South Carolina for its technology.

America is one of the least healthy industrialized nations, and South Carolina is one of America's least healthy states. South Carolina ranked 46 out of all 50 states in 2012 according to the United Health Foundation.

Factors that puts us at a lower rank:

- Diabetes ranked 49
- Children in Poverty 48
- Low Birth Weight 47
- High School Graduation rate 47
- Violent Crime 46
- Lack of Health Insurance 45
- Obesity 42
- Premature Death 42
- Infant Mortality 40
- Smoking 39

Mr. Jeff White, Chief Financial Officer, spoke on financial sustainability. Mr. White charted patient revenue from 2008 of \$365,243,225 to a reduction of revenue to \$236,593,986 for 2013. The deductions from revenue included contractual adjustments, indigent adjustments

or charity care, and bad debts. The total deductions from fiscal year 2008 of \$237,432,345 decreased to \$165,055,136 for 2013 an approximately \$22,000,000 decrease.

There has been a tremendous increase in operating expense care. Labor and benefits are approximately 60% of the expense a year. In 2008, the total operating expense was \$120,071,271. Since Affordable Care Act, there has been a tremendous increase for 2013 in the deduction, which stands at \$74,177,245. Operating income loss as of FY 2013 is \$171,412.

Areas that will continue to affect the hospital's income and operations: (i) 2011 cuts in Medicaid reimbursement cuts were 3% and amounted to \$379,756 annually, (ii) Beaufort County elimination indigent support amounting to a reduction of \$643,382; (iii) the State of South Carolina cut Medicaid to \$506,342 an additional 4%. (iv) As a result of sequestration, on April 1, 2013 the federal government Medicare reimbursement cut of 2% amounted to a reduction of \$997,020; (v) Affordable Care Act cuts in Medicare disproportionate share, effective January 1, 2014, amounts to \$7,171,000 annually. Total cuts in hospital reimbursement are \$9,699,500.

The hospital's impact of Medicaid expansion would total approximately \$13,174,426.

Status: Information only.

DRAFT

FINANCE COMMITTEE

May 6, 2013

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

The Finance Committee met Monday, May 6, 2013 at 1:00 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. Non-Committee members Cynthia Bensch, Gerald Dawson, Paul Sommerville, Tabor Vaux, Laura Von Harten were also present.

County staff: Suszanne Cook, Sheriff's Office Financial Officer; Tony Criscitiello, Division Director – Planning and Development; Joshua Gruber, Staff Attorney; Doug Henderson, Treasurer; Alicia Holland, Comptroller; Gary Kubic, County Administrator; Scott Marshall, Voter Registration and Elections Director; Dan Morgan, Division Director – Information and Technology; David Starkey, Chief Financial Officer; Edra Stephens, Business License Manager; Dave Thomas, Purchasing Director; Scott Trezevant, MIS.

Public: Luis Ackerman, Ann Ackerman, Ladson Howell, Steven Marchetti, Frank Roberts, Frank Roberts, Jr.

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

Councilman Rodman chaired the meeting.

ACTION ITEMS

1. Consent Agenda – Contracts

- **\$195,352.70 Purchase of 41 In-Car Cameras for Sheriff's Office**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase 41 in-car cameras from L-3 Mobile Vision, a State contract vendor. This request includes replacing 25 older model cameras and 16 new in-car cameras to outfit vehicles that had not been previously equipped. The funding is from account 10001202-52610, Data Processing Equipment, in the amount of \$195,352.70.

Motion: It was moved by Mr. Flewelling that Finance Committee approve and recommend to Council an award of contract to L-3 Mobile-Vision, Booton, New Jersey in the amount of \$195,352.70 for the purchase of 41 in-car cameras for Beaufort County Sheriff's Office from state contract. Funding is from account 10001202-52610, Data Processing Equipment. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council award a contract to L-3 Mobile-Vision, Booton, New Jersey in the amount of \$195,352.70 for the purchase of 41 in-car cameras for Beaufort County Sheriff's Office from state contract. Funding is from account 10001202-52610, Data Processing Equipment.

2. Discussion of Reappointments and Appointments

• Tax Equalization Board

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

Discussion: Mr. Joshua Gruber, County Attorney, clarified that Mr. Jimmy Mack lives in Council District 6; and, if nominated, would have to fill the at-large south seat. Committee members decided not to nominate Mr. Mack.

Motion: It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Finance Committee nominate Wayne Corley, representing Council District 6, for appointment to serve as a member on the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council nominate Wayne Corley, representing Council District 6, to serve as a member of the Tax Equalization Board.

INFORMATION ITEM

3. Consent Agenda – Contracts

• \$ 61,884.00 Planting of Old Savannah Highway Medians

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. 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 (Town) 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.

Since proper installation and maintenance needs are heavily linked, the County would prefer 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. The vendor is The Greenery, Inc., of Beaufort, South Carolina and funded from account 20120011, Tree Replacement Fund with a current available budget of \$298,818.

Mr. Baer stated he has a problem with this issue not going out for competitive bid. There are a lot of nurseries and minority enterprises in this business. There was no chance for them to bid at all. The cost of pine straw seems high and the same thing found when looking at the cost of trees.

Mr. Thomas stated the Town did a competitive bid-pricing quote for their project and selected this company.

Mr. Baer felt it should be the County discretion since we are the ones paying for it. He would never approve a project like this without seeing the competitive bids. The pine straw is twice as much as others would pay for delivery and installation of the same items.

Mr. Thomas stated the bid also includes a warranty on the items. Mr. Baer and Mrs. Bensch stated all companies offer a warranty.

Mr. Flewelling pointed out that the County is not contracting with the Greenery, Inc. on this item. We are contracting with the Town. We are paying the Town an estimated price. We are not handling the contract.

Mr. Kubic said the County is merely facilitating the vegetative improvements because the Town has no money to do so. In return, the Town handled the bid process. The will assume all maintenance responsibilities.

Mr. Baer says Council has the right to protect the taxpayers' interest in that fund. We at least should see their competitive bids to ensure it is not the "good ole boy" network.

Status: This item will come back before the Committee at the next meeting with additional documentation regarding the Town of Port Royal's bid process.

4. Consent Agenda – Contracts

- **\$32,326.56 Purchase of Lights, Sirens, and Accessories for Sheriff's Office**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase lights, sirens and accessories from Savannah Communications. This request

includes replacement lights, sirens, and accessories for our current and replacement law enforcement vehicles. The item must be purchased through Savannah Communications for standardization and warranty purposes. Funding would come from account 10001202-51295, Other Vehicle Costs, in the amount of \$32,326.56.

Motion: It was moved by Mr. Flewelling, that Finance Committee award a contract to Savannah Communications to purchase lights, sirens and accessories for current and replacement law enforcement vehicles in the amount of \$32,326.56. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Finance Committee awarded a contract to Savannah Communications to purchase lights, sirens and accessories for current and replacement law enforcement vehicles in the amount of \$32,326.56.

5. Consent Agenda – Contracts

- **\$26,752.00 Purchase of one 2013 Ford XLT, 4x4 Super Cab F150 Truck for Sheriff's Office**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase a new 2013 XLT Ford F150, 4x4, Super Cab Truck. This is a replacement vehicle for the Sheriff's Office and will be used for law enforcement purposes. State contract vendor is Vic Bailey Ford, Spartanburg, South Carolina. Funding would come from account 10001202-54000, Vehicle Purchases in the amount of \$26,752.

Motion: It was moved by Mr. Flewelling, that Finance Committee approve the purchase of one 2013 Ford XLT, 4x4 Super Cab F150 Truck from Vic Bailey Ford of Spartanburg, South Carolina in the amount of \$26,752 for the Sheriff's Office. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Finance Committee approved the purchase of one 2013 Ford XLT, 4x4 Super Cab F150 Truck from Vic Bailey Ford of Spartanburg, South Carolina in the amount of \$26,752 for the Sheriff's Office.

6. Consent Agenda – Contracts

- **\$25,853.40 Purchase of 12-Refurbished Voting Machines for Board of Elections/Voter Registration**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Board of Elections and Registration Executive Director to purchase 12 refurbished voting terminals software, and equipment. The purchase includes a one-year warranty on the software and hardware. Election Systems and Software Company is the sole manufacturer and dealer for the iVotronic voting machines, which are the only voting machines authorized for use in the State of South Carolina. iVotronic is no longer manufactured and the only units still available for purchase are refurbished models from the manufacturer. The addition of 12 machines will bring the total number of voting machines to 381. The sole source vendor is Election Systems and Software, Inc., Omaha, Nebraska. Funding would come from account 10001143-52610, Data Processing Equipment, in the amount of \$25,853.40.

Motion: It was moved by Mr. Flewelling, that Finance Committee approve a contract award to Election Systems and Software Company of Omaha, Nebraska for the purchase of 12 refurbished voting terminals and equipment in the amount of \$25,853.40. Funding would come from account 10001143-52610, Data Processing Equipment. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Finance Committee approved a contract award to Election Systems and Software Company of Omaha, Nebraska for the purchase of 12 refurbished voting terminals and equipment in the amount of \$25,853.40. Funding would come from account 10001143-52610, Data Processing Equipment.

7. Discussion of Agriculture / Mariculture Exclusion from Business License Ordinance

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

Discussion: Mr. Sommerville spoke before the Committee. In 2010, the County revised its Business License Ordinance. It originally read that wholesalers did not have to obtain a business license and suppliers to groceries stores, retailers, etc. did not have to obtain a business license. It was changed in a way that it incorporated agriculture and mariculture folks as part of the group of individuals needing a business license. Prior to 2011, no effort was made to require a business license for agriculture and mariculture individuals. For whatever reason the level of enforcement did not pick up until 2013 when numerous folks received a letter from the County regarding business license requirement. He feels strongly that there should be agriculture exclusion. He also stated our Comprehensive Plan talks a lot about encouraging agriculture and mariculture. Staff performed a cost benefit and we have learned who are the net payers and the net takers. We found that the biggest net producer of tax revenue is agriculture. He wants Council to protect both agriculture and mariculture. He spoke of what other counties in South Carolina are doing, and said many do not have business licenses at all. Two of the eight that do, have special revisions in their ordinance excluding mariculture and agriculture. He also spoke of the remaining six counties who have no language either way. After speaking to individuals in other counties, even without the exclusions, agriculture does not pay them. Jasper County does charge a fee to anyone who sells produce. He also reviewed some counties in Georgia, with the

Committee. He would like to come out of this meeting with instructions to staff to exclude agriculture and mariculture from the business license ordinance.

Mr. Stewart said at the time of putting this together he would not have read into this that the County would be charging business license to these individuals. How is this construed from the ordinance?

Mr. Gruber, Staff Attorney, said the reason is there is no exclusion in the ordinance. Our business license applies to everyone, unless specifically excluded. If you want to exclude someone, it must be stated directly.

Mr. Kubic said staff would welcome the idea. Staff needs a definition of a farmer, and Council's interpretation of such. Staff will produce a model for the Committee. Staff wants to make sure Council sees all of the applicants under the current revision, then sort out the ones felt necessary.

Mrs. Bensch feels the text really needs a review and a determination as to whether or not we need a business license. It is an annual burden.

Mr. Baer feels we need to look at the amount of dollars generated from business license. He is not in favor of generating large amounts of revenue from this. There are still things such as inspections that still have to be done even if the fee is dropped. We have tremendous burdens for ever-increasing taxes and the increasing demand of taxes.

Mr. Sommerville also spoke to business administration fees and the counties that have implemented said fee.

Mr. McBride stated he is concerned about the unintended consequences. Sometimes you have the best intention, but give a gateway for people to circumvent what we are attempting to accomplish.

Mr. Rodman said previously we listed business license as something we should look at more in depth. Staff will come forward with some wording and a breakdown of categories.

Status: This item will come back before the Committee and staff will provide the Committee with more documentation.

8. FY 2014 Budget Proposals

- Discussion
- Prioritization

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

Discussion: Mr. Rodman presented the Committee with a handout of the budget and presented this item with the Committee. He reviewed the budget as it currently stands. He reviewed facilities expenditures and operations. He also reviewed the operations in more depth, its affect on millage and millage flexibility. He also spoke about Council's previously discussed priorities. He asked staff to come back with two lists – (i) list of potential best priority items and essential items, and (ii) a list programs or items if allow the millage increase.

Mr. Gary Kubic, County Administrator, spoke on the County budget. He reviewed a list of projects. At the top of the list, at the highest cost, is an employee cost of living adjustment. The Board and Education and other groups have mentioned increasing employee salaries. An employee furlough occurred in FY 2010/2011. Many employees rely on a pay-to-pay basis to make ends meet. In that regard, over the years since the furlough, employees have stated their thoughts regarding furloughs. Several good things happened from the furlough. Our employees fully appreciate the fact that we did not impair their hospital benefits. Since then, we have reduced the level of employment wherein other employees pitch in on tasks. Employees know they have to be efficient and be cognizant of the budget. He is interested in Council's thoughts regarding a cost of living adjustment.

Mr. Kubic informed the Committee that on May 10, the County should be receiving a response from Public Defender Gene Hood regarding two previously asked questions. Staff will be reviewing bank statements and projecting cash reserve will be June 30.

The Solicitor's Office identifies a demand for FY 2014 is \$1.4 million. Understanding the allocation to the Solicitor's Office is important because it is an ongoing expenditure.

Staff will meet the Beaufort Memorial Hospital this week. We are looking at other counties who are in the same situation as Beaufort Memorial Hospital. Some of them dedicate a portion of a mill or enter to an agreement that has a cap. He is unsure as to the current number requested, or where the dollars would come from. They were having a \$10 million profit, and now they are saying they are in deficit. Staff wants to know if an indigent care factor is added into their calculation.

Mr. Baer stated his concern of items not included in the priority list. One of which is employee healthcare increases caused by Obama Care.

Mr. Kubic spoke of reducing the hours of part time employees for hours of less than 30 hours. Staff then will have to decide whether to hire additional part time employees or whether to add overtime for full time employees.

Mr. Baer stated the Sheriff's Office budget had an increase, but is not included in the list provided. The increase was due to two additional deputies for the Magistrate's Office.

Mr. Kubic said he would double check the numbers and explained how he came up with the numbers included in the list provided.

Mr. Baer also spoke about the amount of items on the list, which would help us to meet the budget. He also feels there are areas on the list that do not exist yet. He spoke of convenient centers. We have seven convenient centers open 84 hours a week. Those hours can be reduced. Another thing that should be included on the list is an alternate source for the Daufuskie Island Ferry. He is tired of paying for the single source vendor yearly. We need to be looking at cheaper ways of doing things.

Mr. Kubic said staff is pulling the last four years of efficiencies. Two years ago, Council said there was an issue reducing Convenience Center hours, but it can be revisited. Some items included in the list that are predicated to change. The equipment purchase listed would refer to the user departments involved that will come forward with their justifications. He asked Council to look closely at the debt side and the items we would like to address for a future bond. In addition, on the sizing of the debt, there is a timing issue. It would go through a procurement process.

Mr. Caporale spoke about software needs and wanted to know how it is going. Mr. Kubic stated one of the challenges of staff is to seek new ways of doing old business. Labor is the most expensive item.

Mrs. Bensch spoke about the allocation for LRTA (Palmetto Breeze).

Mr. Baer inquired whether LRTA has requested an increase. Most of the loadings are in other counties. He wanted to know if other counties are providing their financial share.

Status: More information will be brought forward at the next meeting.

9. Executive Session

- **Discussion of negotiations incident to proposed contractual arrangements and proposed purchase of property**
- **Discussion of security personnel and devices**

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

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee go immediately into executive session for discussions of negotiations incident to proposed contractual arrangements and proposed purchase of property; and for discussion of security personnel and devices. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: The Committee went into executive session for discussions of negotiations incident to proposed contractual arrangements and proposed purchase of property; and for discussion of security personnel and devices.

DRAFT

FINANCE COMMITTEE

April 29, 2013

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

The Finance Committee met Monday, April 29, 2013 at 1:00 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. Non-Committee members Cynthia Bensch, Gerald Dawson, Laura Von Harten and Tabor Vaux were also present.

County staff: Eddie Bellamy, Public Works Director; Suzanne Cook, Sheriff's Office Financial Officer; Tony Criscitiello, Joshua Gruber, Staff Attorney; Chief Hatfield, Sheriff's Office; Alicia Holland, Comptroller; Gary Kubic, County Administrator; David Starkey, Chief Financial Officer; Dave Thomas, Purchasing Director.

Public: Kim Statler, Lowcountry Economic Alliance.

Fire Districts: Ed Boys, Daufuskie Island Fire Chief; Buddy Jones, Sheldon Fire Chief; Chuck Henry, Daufuskie Island Fire Commission Chairman; Bruce Kline, Lady's Island/St. Helena Fire Chief; John Oram, Bluffton Fire Commission member; Terrence Reynolds, Bluffton Township Fire Commission member; Harry Rountree, Burton Fire Chief; Charles Schreiner, Lady's Island/St. Helena Fire Commission member; John Thompson, Bluffton Township Fire Department Deputy Chief; and Barry Turner, Bluffton Township Fire Chief.

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

Councilman Rodman chaired the meeting.

ACTION ITEMS

1. Executive Session

- Discussion of matters relating to the proposed location, expansion or the provision of services encouraging location or expansion of industries or other businesses in Beaufort County

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

Motion: It was moved by Mr. Flewelling, seconded by Mr. Caporale, that Finance Committee go immediately into executive session for discussions of matters relating to the proposed location, expansion or the provision of services encouraging location or expansion of industries or other businesses in Beaufort County. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Finance Committee approve and recommend to Council approval of \$850,000 to purchase equipment, conditional upon the first \$200,000 commitment coinciding with the South Carolina Department of Commerce’s commitment and the balance upon completion of Round B funding. The vote was: YEAS –Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. NAYS - Mr. Baer. The motion passed.

Recommendation: Council approve \$850,000 to purchases equipment, conditional upon the first \$200,000 commitment coinciding with the South Carolina Department of Commerce’s commitment and the balance upon completion of Round B funding.

2. Consent Agenda – Contracts

- **\$72,556.25 Lowboy Trailer for Public Works Department**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Procurement Department received a purchase request from the Public Works Director on April 23, 2013 to purchase a new lowboy trailer following the guidelines for the County’s emergency purchasing policy. The purchase request is for a replacement of an unreliable lowboy trailer. First Vehicle stated that the needed repairs would not bring the existing trailer 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 1, the Purchasing Director has determined that the purchase of the lowboy trailer meets the requirements for an emergency purchase under Beaufort County’s Procurement Code. In a view of the time critical nature and following the emergency procurement guidelines, staff requested and received quotes for a lowboy trailer from the following vendors:

Hughes Motor Company, Charleston, SC	\$72,556.25
B&B Specialized Sales, Wallace, MI	\$73,950.75
Loadcraft Industries, LTD., Brady, TX	\$76,965.00
Eager Beaver, Lake Wales, TX	\$73,759.88
Jim Hawk Truck Trailers, Inc., Altoona, IA	\$73,872.35
Ferree Trailers, Liberty, NC	\$82,299.00

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 would come from account 10001301-54200, Specialized Capital Equipment.

Motion: It was moved by Mr. McBride, seconded by Mr. Stewart, that Finance Committee approve and recommend to Council an award of contract to Hughes Motor Company of Charleston, South Carolina for the purchase of a low-boy trailer in the amount of \$72,556.25. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council award a contract to Hughes Motor Company of Charleston, South Carolina for the purchase of a lowboy trailer in the amount of \$72,556.25.

3. Fire Districts' FY2014 Budget Proposals

- Bluffton Township

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 reviewed the Bluffton Township Fire District's FY 2014 budget proposal with the Committee. The FY 2013 budget was \$9,338,338 for operations and \$2,062,500 for general fund projects under their capital projects and debt service. The District is proposing for FY 2014 an operating budget of \$10,723,403, \$138,900 for general fund project, and \$200,000 for impact fund projects, both of which fall under capital projects and debt service. The total dollar change is \$1,385,065 of which \$1,294,519 will go to the costs to provide 24 new firefighters for the Colleton River and Palmetto Bluff Fire Stations. The remaining \$90,791 is increased costs over last year's request. The general fund projects in the FY 2014 budget included PPE replacement, maintenance-facility design fees, and Polycom system upgrades. The impact fee projects' budget is for Station 36 uplifts. The proposed millage rate is 23.03 for operations and a mill rate of zero for debt. The mill value is \$446,421.

Motion: It was moved by Mr. Stewart, seconded by Mr. Caporale, that Finance Committee approve and recommend Council approve the Bluffton Township Fire District's FY 2014 budget proposal in the amount of \$10,723,403 for operations, \$138,900 general fund projects, and \$200,000 impact fund projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Bluffton Township Fire District's proposed FY2014 Budget in the amount of \$10,723,403 for operations, \$138,900 general fund projects, and \$200,000 impact fund projects.

Fire Districts' FY2014 Budget Proposals

- **Burton**

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

Discussion: Chief Harry Rountree reviewed the Burton Fire District's FY2014 budget proposal with the Committee. The FY 2013 budget was \$4,535,416 for operations, \$616,300 general fund projects, and \$368,523 debt service funded projects. The District is proposing a FY 2014 operating budget of \$4,637,756, general fund projects of \$135,000, and \$373,587 debt-service funded projects. Operations have increase \$102,340 due to increased normal business expenditures, increased benefits cost, and increased PORS Retirement Employer Contribution. The proposed millage rate is 60.18 for operations and 5.74 for debt. The mill value is \$68,690.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee approve and recommend Council approve the Burton Township Fire District's FY 2014 budget proposal in the amount of \$4,637,756 for operations, \$135,000 general fund projects, and \$373,587 debt service funded projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Burton Township Fire District's FY 2014 budget proposal in the amount of \$4,637,756 for operations, \$135,000 general fund projects, and \$373,587 debt service funded projects.

4. Fire Districts' FY2014 Budget Proposals

- **Daufuskie Island**

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

Discussion: Chief Ed Boyd reviewed the Daufuskie Island Fire District's FY2014 budget proposal with the Committee. The FY 2013 budget was \$991,617 for operations, and zero dollars for capital projects and debt service. The District is proposing a FY 2014 operating budget of \$1,011,253 and general fund projects of \$39,048. Operations have increased by \$19,636. The District is proposing to use general fund money for replacement of roof shingles on the fire station and the replacement of the 15-year old SCBA. The proposed millage rate is 51.43 for operations and 2.00 for debt. The mill value is \$19,524.

Motion: It was moved by Mr. McBride, seconded by Mr. Flewelling, that Finance Committee approve and recommend Council approve the Daufuskie Island Fire District's FY 2014 budget proposal in the amount of \$1,011,253 for operations and \$39,048 for general fund projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Daufuskie Island Fire District's FY 2014 budget proposal in the amount of \$1,011,253 for operations and \$39,048 for general fund projects.

5. Fire Districts' FY2014 Budget Proposals

- Lady's Island / St. Helena Island

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

Discussion: Chief Bruce Kline reviewed the Lady's Island / St. Helena Island Fire District's FY2014 budget proposal with the Committee. The FY 2013 approved budget was \$4,713,120 for operations, and \$207,596 debt service funded projects. The District is proposing a FY 2014 operating budget of \$4,793,647 and debt service funded projects of \$314,249. Operations have increase \$80,527 and debt service funded projects have increased by \$106,653. The proposed millage rate is 34.31 for operations and 2.30 for debt. The mill value is \$136,630.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee approve and recommend Council approve the Lady's Island / St. Helena Island Fire District FY 2014 budget proposal in the amount of \$4,793,647 for operations and \$314,249 debt service funded projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Lady's Island / St. Helena Island Fire District's FY 2014 budget proposal in the amount of \$4,793,647 for operations and \$314,249 debt service funded projects.

6. Fire Districts' FY2014 Budget Proposals

- Sheldon

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

Discussion: Chief Buddy Jones reviewed the Sheldon Fire District's FY2014 budget proposal with the Committee. The FY 2013 approved budget was \$1,099,070 for operations and \$72,500 debt service funded projects. The District is proposing a FY 2014 operating budget of \$1,126,443 and debt service funded projects \$72,500. Operations have increases \$27,373 due to increases in the following: payroll cost, health insurance cost, retirement cost, and vehicle maintenance. The proposed millage rate is 34.14 for operations and 2.18 for debt. The mill value is \$32,993.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee approve and recommend Council approve the Sheldon Fire District's FY 2014 budget proposal in the amount of \$1,126,443 for operations and \$72,500 in debt service funded

projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Sheldon Fire District's FY 2014 budget proposal in the amount of \$1,126,443 for operations and \$72,500 in debt service funded projects.

7. Discussion of Reappointments and Appointments

• Tax Equalization Board

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

Discussion: Mr. Joshua Gruber, County Attorney provided the Committee an overview of the amendment to the makeup of the Tax Equalization Board ordinance.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Merritt Patterson, representing Council District 2, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Robert Cummins, representing Council District 3, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Paul Jernigan, representing At-Large North, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Jimmy Mackey, representing At-Large South, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. McBride, seconded by Mr. Caporale, that Finance Committee nominate to Sharon Busch, representing Council District 1, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Caporale, seconded by Mr. McBride, that Finance Committee nominate Shannon Stephens, representing Council District 8, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Rodman, seconded by Mr. Caporale, that Finance Committee nominate Robert Coon, representing Council District 11, for appointment to serve on as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Caporale, seconded by Mr. Baer, that Finance Committee nominate to Council Scott Kleinert, representing At-Large South, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council nominate Sharon Busch, representing Council District 1; Merritt Patterson, representing Council District 3; Robert Cummins, representing Council District 3; Shannon Stephens, representing Council District 8; Robert Coon, representing Council District 11; Paul Jernigan, representing At-Large North; Jimmy Mackey, representing At-Large South, and Scott Kleinert, representing At-Large South, to serve members of the Tax Equalization Board.

INFORMATION ITEMS

8. Elected Official FY 2014 Budget Proposal

- **Sheriff's Office**

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

Discussion: Mrs. Suzanne Cook, Financial Officer, and Chief Hatfield presented this item to the Committee. Mrs. Cook provided members with a PowerPoint presentation of the Sheriff's Office FY 2014 budget proposal. There are four different general revenue funds:

- **Administrative Division** - 61 officers and 23 civilians, and includes the following: Warrants, Civil Process, Courthouse Security; General Sessions Coordinator, Criminal Records, Juvenile Service, Crisis Negotiations and Litter Control.
- **Enforcement Division** - 131 officers and 3 civilians and includes the following: Patrol, Marine/Beach Patrol, Investigations, Traffic Team, Airport Security, SWAT Team, and K-9 Teams.
- **Forensic Services Laboratory** - 5 officers
- **Drug Investigative Section** - 13 officers for drug investigative section, and includes the following: Drug, Arson, DNA Analysis, and Drug Investigators.

She also gave an overview of Special Revenue Funds used for the Victim's Advocacy Program, Sex Offender Registry Management, School Resource Officers, and Traffic Officer. The Sheriff's Office FY 2013 approved budget is \$20,281,242. They are requesting \$21,413,177 for FY 2014. This is a \$1,131,935 increase. The FY budget increase includes \$615,677, \$313,705 for 2% COLA, and \$202,554 for w new positions for Courthouse Security Officers. Mrs. Cook also provided a comparison of revenue from FY 2013 approved budget and FY 2014 recommended budget.

Status: Informational only.

9. Committee Discussion

- **Reserve Policy**
- **Transparency**
- **Airport Financing**
- **Off Agenda - County Budget**

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

Discussion: Councilman Steven Baer provided the Committee an overview of his thoughts regarding the reserve policy, transparency, and airport financing.

County Administrator provided the Committee a handout on FY 2014 Appropriations 100% Rollforward.

Discussion between Council Members and County staff followed.

Status: staff will bring forth their thoughts and recommendations at the May 14, 2013 meeting of Finance.

10. Consent Agenda – Contracts

- **\$46,004 Personal Protection Equipment for Bluffton Township Fire District**

Notification: To view video of full discussion of this meeting please visit 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) for the Bluffton Township Fire District vendors capable of providing personal protective equipment to replace existing equipment that is soon to reach its service life. Two vendors, both from South Carolina have submitted proposals. The first being Poseidon Equipment and Supplies from Charleston, South Carolina in the amount of \$42,899.74, and the second being Safe Industries of Piedmont, South Carolina in the amount of \$46,004. The Fire District's evaluation committee consisted of the following five members: Chief Boulware, Captain Derek Church, Captain Matt McDowell, Captain Donald Rooker, and Lieutenant Ben Rushing. After an in depth process of evaluations the committee selected Safe Industries as the number one ranked firm. The recommendation for contract award was approved by the Bluffton Fire District Board on March 26, 2013. Funding would come from account 73010011-7810 which falls under the Bluffton Fire District operating funds.

Motion: It was moved by Mr. McBride, seconded by Mr. Stewart, that Finance Committee approve a contract award to Safe Industries in the amount of \$46,004 for protective equipment services for the Bluffton Township Fire District. Funding would come from account 73010011-7810, Bluffton Fire District operating funds. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Committee approved a contract award to Safe Industries in the amount of \$46,004 for protective equipment services for the Bluffton Township Fire District. Funding would come from account 73010011-7810, Bluffton Fire District operating funds.

11. Consent Agenda – Contracts

- **\$42,294 Fifteen Ballistic Vest for Sheriff's Office from State Contract**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase 15 tactical ballistic vests from Lawmen's Safety Supply, a State contract vendor. These are replacement vests for the current SWAT tactical ballistic vests recommended for replacement every five years. The total cost is \$42,294 and would come from account 10001205-5205B.

Motion: It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Finance Committee approves a contract award to Lawmen's Safety Supply, a State contractor vendor, for the purchase of 15 tactical ballistic vests for the Sheriff's Office. The total cost is \$42,294 and would come from account 10001205-5205B.

for a total amount of \$42,294. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Committee approved a contract award to Lawmen's Safety Supply, a State contractor vendor, for the purchase of 15 tactical ballistic vests for the Sheriff's Office. The total cost is \$42,294 and would come from account 10001205-5205B.

Official Proceedings
County Council of Beaufort County
May 6, 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, May 6, 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, Rick Caporale, Gerald Dawson, Brian Flewelling, William McBride, Gerald Stewart, Roberts "Tabor" Vaux and Laura Von Harten.

CALL OF EXECUTIVE SESSION

It was moved by Mr. Rodman, seconded by Mr. Stewart, that Council go immediately into executive session for the purpose of receiving information regarding discussion of negotiations incident to proposed contractual arrangements and proposed purchase of property; and 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. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

EXECUTIVE SESSION

RECONVENE OF CAUCUS

DISCUSSION ITEMS

Topics discussed during caucus included:

- Requesting clarification of the motion in the April 15, 2013 minutes of Public Facilities Committee relative to Bluffton Parkway 5B realignment project;
- Providing Council an evaluation of the in-kind contributions regarding the engineering design services for Spanish Moss Trail Phase 2;
- Removing item 10G, planting of Old Savannah Highway medians, from the consent agenda;
- Removing item 10D, an ordinance approving a Financial Incentive package of Project Robot and any necessary supplemental budget appropriations therefore, from the consent agenda;

- Revisiting the Template Ordinance to allow all Board and Commission appointments out of district;
- Reporting the progress of the Development Agreement Subcommittee meeting of May 2, 2013 where members received information from the attorney/property owner; and
- Reporting on a meeting held with the residents of Dataw Island regarding the Beaufort County Airport (Lady’s Island) Master Plan.

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, Rick Caporale Gerald Dawson, Brian Flewelling, William McBride, Gerald Stewart, Roberts “Tabor” Vaux and Laura Von Harten absent.

PLEDGE OF ALLEGIANCE

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

INVOCATION

The Chairman gave the Invocation.

PROCLAMATION

Public Works Week

The Chairman proclaimed May 20 through May 25, 2012 as Public Works Week throughout Beaufort County and urged citizens to take the time this week to acquaint themselves with Public Works’ daily contributions to improve their lives. Mr. Eddie Bellamy, Public Works Director, accepted the proclamation.

Mr. Bellamy introduced several employees of the Public Works Division: General Support - Alphonso McNeil, John Milledge, Chad Stanley; Roads and Drainage North - Ivan Glover, Earl Morrall, Joe Murray, Jeff Smalls; Roads and Drainage South - Joe Jenkins; Stormwater Infrastructure - Conrad Alston, Oronda Milledge, Charles Bush; Solid Waste & Recycling - Beth Lewis and Brad McAbee; Public Works Administration - Debra Spencer.

Candice Glover “American Idol” Top 3 Contestant

Mr. McBride announced that he had presented a proclamation to Ms. Candice Glover, who, on May 2, 2013, because of her stellar performances, advanced to the “American Idol” Top 3 with the full support and love from family, fans and community. The proclamation, presented at a 1:00 p.m. concert held at Penn Center Frissell Hall, honored her achievements as an “American Idol” Top 3 contestant by declaring today, Saturday, May 4, as Candice Glover Day.

The Chairman passed the gavel to the Vice Chairman in order to receive the Administrative Consent Agenda.

REVIEW OF PROCEEDINGS OF THE REGULAR MEETING HELD APRIL 22, 2013

This item comes before Council under the Administrative Consent Agenda.

It was moved by Mr. Baer, seconded by Mrs. Bensch, that Council approve the minutes of the regular meeting held April 22, 2013. 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. ABSTAIN – Mr. Caporale. The motion passed.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Community Services Committee

Library Board

Lynne Miller

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Ms. Miller, representing Council District 7 (serving outside of Council District 10 with Councilman’s consent), was appointed to serve as a member of the Library Board after garnering the six votes required to appoint.

Southern Beaufort County Corridor Beautification Board

Douglas Novack

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Novack, representing Council District 9, was appointed to serve as a member of the Southern Beaufort County Corridor Beautification Board after garnering the six votes required to appoint.

Steve Wilson

The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Wilson, representing Council District 11, was appointed to serve as a member of the Southern Beaufort County Corridor Beautification Board after garnering the six votes required to appoint.

John Michael Brock

At the request of the applicant, Mrs. Bensch withdrew Mr. Brock's name from consideration.

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 22, 2013 through May 3 2013.

Deputy County Administrator's Two-Week Progress Report

This item comes before Council under the Administrative Consent Agenda.

Mr. Gary Kubic, County Administrator, presented the Deputy County Administrator's Two-Week Progress Report, which summarized his activities from April 22, 2013 through May 3, 2013.

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

PUBLIC COMMENT

The Chairman recognized Mr. Walter Burnside, who is the CenturyLink regional manager for the States of South Carolina and Georgia representing. Mr. Burnside is before Council to discuss a proposal that CenturyLink has put in front of the County E911 Group as well as to explain why we feel that that is a great solution for the County. Based on the requirements needed for the Cassidian product and the County E911 redundant fiber network, we have proposed a one-gigabit Metro Ethernet fiber network at a significant cost savings from what our competitor has proposed. With this proposal, it is a full redundant network. It is fully managed 24/7. We monitor it. We watch it. We handle any issues that might arise. Mr. Burnside circulated a document that lists CenturyLink proposal, what our competitor has proposed, and a description of the differences between those two proposals. He is available to answer questions or to have another meeting to discuss it and delve further into it. He would like consideration from Council knowing that there have been issues in the past. We have a new team in place, and we would like the opportunity to rectify past issues.

Mr. Sommerville commented that this matter is before Council tonight as item 10c, as part of the consent agenda, to award this contract to Hargray. He asked Mr. Kubic to explain the procedure.

Mr. Kubic explained that if Council makes an award tonight to Hargray, CenturyLink has 14 days to write an appeal protesting the award to him, as County Administrator. The procurement procedure then allows the County Administrator to hear their protest. Then the County Administrator renders a decision. Depending upon their view of his decision, CenturyLink submits an appeal of the County Administrator's decision and then appears before Council -- the appellate body. Then Council has the opportunity to agree with the County Administrator or continue with its selection. Council ultimately becomes the appellate body.

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.begov.net. The County Channel continues its series of Beaufort County Moments. The latest one focuses on the history of the Beaufort County Arsenal.

The County Channel covered the Nurse's Pinning Ceremony, and the 2013 Commencement of the University of South Carolina Beaufort. We would like to congratulate all the graduates.

The historical marker at Fort Fremont was unveiled last week. The marker sits alongside the historic fort, built by the US Army in 1898 in response to the Spanish-American War. The Fort Fremont 15-acre site purchased for \$4.0 million by Beaufort County through the Beaufort County Rural and Critical Lands Program and the Trust for Public Lands as a historic site and public park.

The County Channel covered the Candice Glover, "American Idol" Top 3 contestant, concert Saturday, May 4, 2013 held on the corner of Bay and Charles Streets in Beaufort.

Announcement / Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting

Mr. Gary Kubic, County Administrator, announced that a Certificate of Achievement for Excellence in Financial Reporting has been awarded to Beaufort County by the Government Finance Officers Associate (GFOA) for its Fiscal Year 2012 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 the government and its management. An award of Financial Reporting Achievement has been awarded to the Finance Department of Beaufort County. The GFOA has stated that our program shows the spirit of full disclosure in an attempt to clearly communicate the financial story, motivate potential users to ready the CAFR, and enjoy what information that is there about the County.

Mr. Kubic congratulated Mr. David Starkey, Chief Financial Officer, and his financial team for an excellent job.

Mr. Kubic announced that Mr. David Starkey has submitted his resignation and will be joining the State of South Carolina working on the State's efforts to publish a timely Comprehensive Annual Financial Report (CAFR). Many people do not understand some of the things we do and how difficult it is for us, as public officials, to do our jobs, appreciate the criticism, and do the right thing for the right reason. Mr. Starkey started with the County November 26, 2007, not all that long ago. People should remember that he was part of a team brought to us by Elliott Davis, the County external auditors. When Mr. Kubic came on board in 2004, he had to make certain decisions as to what he was going to do first. He did not come to Beaufort County without a plan. He had a plan that he thought he could implement. What he did not realize, at the time, was all of the modifications that real time and real events required him to do. He put things into a series. In 2007, he decided we needed to change directions with the finance team. Today, with the help of Mr. Doug Henderson, County Treasurer, we have three CPAs within our Finance Department and one CPA in the Treasurer's Office. We have definitely improved the caliber, quality, and professionalism of those individuals and the credentials they carry with them. That is due to part to Mr. Starkey's standards.

We decided we would do the right thing no matter what it meant -- whether it was criticism of one of our own or others -- we saw it, and published it as it came to us.

Remember the Clerk of Court. We fixed that problem. It was not an easy problem because it involved another elected official. Mr. Kubic moved gingerly and cautiously, but under the leadership of Mr. Starkey, we corrected and fixed that problem.

Remember the Tax Increment Financing (TIF) reconciliations. Under the leadership of Mr. Starkey, he personally identified each of the 1,800 parcels. We fixed that problem. There was a period of time when Mr. Starkey was the Treasurer and, in part, the Auditor.

Remember when we found \$200,000 of taxpayer money missing. Partially under the leadership of Mr. Starkey, a forensic audit resulted and two individuals found guilty of the process, which resulted in a change of leadership with that elected officeholder. That is not an easy thing to enter in a community, but we did the right thing.

Mr. Kubic is very proud of what David has achieved. In the process of working with the reporting mechanism (Comprehensive Annual Financial Report (CAFR)), we are now first due to David's leadership. Vince Lombardi once said, "The difference between a successful person and others is not a lack of strength, not a lack of knowledge, but rather a lack of will." Mr. Kubic is appreciative that David's is strong willed.

Monthly Budget Summary

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

Administration Assessment of Proposed Intersectional Realignment of Hampton Parkway to US Highway 278

Mr. Gary Kubic, County Administrator, reported that at the February 22, 2013 meeting of the Public Facilities Committee, members had asked Administration to assess the opportunity to relocate the current Hampton Parkway / US Highway 278 intersection to Island West Park Road, which serves Stokes Toyota, Enmark and Goodwill.

As result of this process, it is Administration's recommendation that despite the merits associated with the relocation of the Hampton Parkway / US Highway 278 intersection to the Island West Park Road site, such change in the design plan is not practical at this time. The realignment of the intersection would increase design and construction cost and extends the timeline to complete the construction of the Island West frontage road. Therefore, unless otherwise directed by Council, the development of the Hampton Parkway / US 278 intersection and the Island West frontage road connector will proceed as planned without any change.

Frontage Road / St. Gregory Catholic Church / Berkeley Hall Lawsuit

Mr. Caporale requested an update on the Berkeley Hall lawsuit. Representatives of St. Gregory the Great Catholic Church called a meeting and brought all of the parties together. That involved a host of legal folks -- ours, theirs and others indentified with the litigation of Berkeley Hall -- and the fact that we are in a holding pattern until it is the resolved. Mr. Kubic did suggest, openly, to the church and to Monsignor Cellini that if Berkeley Hall dropped the litigation the next day, he would start proceeding with construction. Many people are confused about the bid -- we originally went out for bid from the center point of St. Gregory west into Berkeley Hall and then we went out for bid from the center point east to the firehouse. That portion was just a collective process for Mr. Kubic to ascertain pricing from the center point east. The true traffic relief, according to our experts, has to include the center point heading west into Berkeley Hall because that grants the County at least 70% of the necessary relief that we seek for the church, the school, and our commuters on US Highway 278. That is our position. We are hoping that Berkeley Hall drops the litigation. The amount of wetland mitigation is so minuscule the argument that we are saving the environment is a curious one, in Mr. Kubic's opinion, based on the many wetland mitigations that he has seen, particularly south of the Broad River over the years. Nevertheless, it is one of the valid issues. We are hoping that the adjudication will commence as soon as possible because we want to do those improvements.

Construction Project Updates

U.S. Highway 278 Roadway Construction Project

Mr. Rob McFee, Division Director-Engineering and Infrastructure, reported this project involves widening of 4.8 miles of U.S. Highway 278, including the bridges, over the Okatie River. The contractor is APAC Southeast of Savannah, Georgia. The cost is \$23,637,119. The contract completion date is November 2013. SCDOT is managing this project for Beaufort County. The bridge substructure operations are 80% complete and asphalt paving in the westbound lanes is underway.

S.C. Route 170

Mr. Rob McFee, Division Director-Engineering and Infrastructure, reported this project involves the widening of SC Highway 170 from S.C. Highway 46 to U.S. Highway 278 (approximately 4.9 miles). Improvements include multi-use path, signalization and raised median to preserve trees. The contractor is Cleland Construction of Ridgeland, South Carolina. The bid amount is \$14,998,972.30. The completion date is May 2014. The project will greatly improve safety and capacity of S.C. Route 170 between U.S. Highway 278 and S.C. Highway 46. Clearing operations are about 90% complete and utility relocations are well underway. Earth moving operations should commence next week.

Bluffton Parkway Phase 5A

Mr. Rob McFee, Division Director-Engineering and Infrastructure, reported Bluffton Parkway Phase 5A bridges will connect U.S. Highway 278 and Bluffton Parkway roadway facilities and provide safe, grade-separated movement for the traveling public. Council awarded the \$36.6 million construction contract to R.R. Dawson Bridge Company of Lexington, Kentucky February 25, 2013. The construction duration is 900 days. The project contains approximately 4,000 feet of elevated bridge roadway and 4,500 feet of roadway improvements along US Highway 278 and Bluffton Parkway at the end of the existing Phase 5 at Buckwalter Plantation. The contractor's project schedule has been submitted and is under review. Equipment staging off Buckingham Plantation Road has begun.

Courthouse Renovation

Mr. Rob McFee, Division Director-Engineering and Infrastructure, reported this project involves the removal of failed exterior finish, roof and all exterior doors and windows. The new brick exterior, with cast-stone elements and standing-seam metal roof, will replace the existing components. The rear balcony and main entry will be enclosed adding approximately 2,500 square feet of new office space. The contractor is Fraser Construction Company of Bluffton, South Carolina. The cost is \$14,031,500. The contract completion date is November 2013. The Courthouse brick façade continues as well as window installation and interior work such as carpet replacement in the Probate Court.

Coroner's Facility

Mr. Rob McFee, Division Director-Engineering and Infrastructure, reported this project consists of repurpose upgrade of approximately 63,000 square feet of the former Disabilities and Special Needs building in Port Royal. This \$851,000 project award was to Beaufort Construction of Beaufort, South Carolina. A notice to proceed was issued May 3, 2013. Project completion is December 2013.

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

EMERGENCY PURCHASE OF LOW-BOY TRAILER FOR COUNTY PUBLIC WORKS DEPARTMENT

This item comes before Council under the Consent Agenda. Discussion occurred at the April 29, 2013 meeting of the Finance Committee.

It was moved by Mr. Flewelling, seconded by Mrs. Bensch, that Council award a contract to Hughes Motor Company of Charleston, South Carolina for the purchase of a lowboy trailer in the amount of \$72,556.25. Funding is from Account 10001301-54200, Specialized Capital Equipment. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$736,610 FOR RENOVATIONS TO MOSS CREEK FIRE STATION #33 BLUFFTON TOWNSHIP FIRE DISTRICT

This item comes before Council under the Consent Agenda. Discussion occurred at the April 22, 2013 meeting of the Finance Committee.

It was moved by Mr. Flewelling, seconded by Mrs. Bensch, that Council approve on first reading, by title only an ordinance authorizing a supplemental appropriation in the amount of \$736,610 (\$647,604 debt service and \$89,006 general fund) for renovations to Moss Creek Fire Station #33 Bluffton Township Fire District. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

PURCHASE OF 41 IN-CAR CAMERAS FOR BEAUFORT COUNTY SHERIFF'S OFFICE FROM STATE CONTRACT

This item comes before Council under the Consent Agenda. Discussion occurred at the May 6, 2013 meeting of the Finance Committee.

It was moved by Mr. Flewelling, seconded by Mrs. Bensch, that Council award a contract to L-3 Mobile-Vision, Boonton, New Jersey in the amount of \$195,352.70 for the purchase of 41 in-car cameras for Beaufort County Sheriff's Office from state contract. Funding is from account 10001202-52610, Data Processing Equipment. The vote was: YEAS - Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

SOLE SOURCE PURCHASE FOR FIBER INSTALLATION SERVICES AND SUPPORT WITH HARGRAY, INC. FOR COUNTY E911 INFRASTRUCTURE

Mr. Caporale will vote to abstain. Single source procurement has always disturbed him whether it was when he served on the Board of Education or now on County Council. There are some good reasons for it sometimes when there is nowhere else to get what you need. That is not the case this time, and that is why he raised the question about why Council is taking a higher bid. Beyond that, he has worked for both of these companies so he is not going to comment because anything that he might say about either one would be indiscrete -- there are people that he knew there and still know and respect on both sides. They are good competitors. We should let them compete, and let them bring the best offers they can. His concern is that where there are two potential vendors let us have them go at it and bring the taxpayers the very best offer they can. Beyond that, he does not want to be involved in the decisions. He is not going to vote on this. He has no connection to either company. He owns some stock in one of them. Other than that, he has no financial connection and gets no insurance, retirement, etc. He trusts Mr. Kubic will give CenturyLink a fair hearing. He will abstain on this vote so that his motives are not misunderstood by anyone.

It was moved by Mr. Flewelling, seconded by Mrs. Bensch, that Council approve the purchase of fiber services from Hargray, Inc. in the amount of \$19,575 per month for 120 months, or a total contract cost of \$2,349,000. Funding for this item is from account 22010011-54142 Regional 911.

Mr. Dawson is inclined not to support the motion until he has more information as to why there is such a contrast between the two contracts.

Mr. Joshua Gruber, County Attorney, said this is a time-sensitive matter that directly affects health, life, safety of the citizens of the county. The County is required to do competitive bidding when and where that is an option. Because this issue came forward as a sole source, competitive bidding is not available (one of the criteria that must be present with sole source procurement). Staff would not be bringing a recommendation forward if competition were available. We cannot do that by state law.

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

AN ORDINANCE APPROVING A FINANCIAL INCENTIVE PACKAGE FOR PROJECT ROBOT AND ANY NECESSARY SUPPLEMENTAL BUDGET APPROPRIATIONS THEREFORE

Mr. Baer submitted written comments on the funding for Project Robot. “There is no coherent analytic documentation available for this – only scattered bullet points. It reminds him of a Timeshare presentation – all sizzle, no substance. (Even the money that County Taxpayers will have to spend is not well defined or stated in the ordinance.) No one has looked at this quantitatively from the view of protecting taxpayer funds. Some might say that is the Commerce Department’s job. If that is true, why cannot we see their analysis? Some might say it must be okay if Venture Capitalists (VC) put in their money. Nothing could be more wrong! (1) About 75% of VC projects fail. That is a well-documented ratio. (2) VCs have different options than ours. For example, they may decide to sell or merge this venture with another one, and move it to another State. I know – I was part of a VC deal that did exactly that. (3) VCs also have payoff ratios far different from what is likely for our own funds in this deal.

Regarding risk, a few years ago County taxpayers lost \$377,000 on a water line for a business - on the advice of the same group advising us in this deal. The business moved somewhere else, and your taxpayer dollars were lost or stranded. (i) How are we protected from that here? (ii) What are the technology and competitive risks of this venture? How are we protected? We were not in the case of the water line. I believe our risks are substantial – but no one here has evaluated that. (iii) How much will County taxpayers have to put up? (I think it will be over a million dollars before we are finished. And once we have money in, there will be an incentive to add more money to protect our sunk costs. We will go in deeper and deeper.) (iv) What guarantees will we have that our investment will be repaid in dollars or jobs? Who can show us the math of that? (v) A few years ago, we came very close to losing \$2.5 million of County

taxpayer funds – following the same “poorly documented” path by the same group. (vi) If this passes, our contribution will also likely trigger a tax increase or take money from other worthwhile projects, including better-justified economic development projects. (vii) There are folks here carefully saving their money to buy a home, or finance a school loan, and are worried about all the data the bank will require to do their due diligence. I am sad to say that County Council has done no equivalent due diligence on this deal to use their tax money. We should be treating taxpayer money like our own instead of something different for which we are not as careful. Unfortunately, in this deal, we sprinkle around buzzwords ‘job creation or economic development’ like a ‘get out of jail free card,’ excuse for not doing our due diligence homework.”

It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Council approve on first reading, by title only, an ordinance approving a financial incentive package for Project Robot and any necessary supplemental budget appropriations therefore. The vote was: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. NAYS – Mr. Baer. The motion passed.

PLANTING OF THE OLD SAVANNAH HIGHWAY MEDIANS

Without Council objection, the Chairman removed this item from the agenda. Discussion of this item is to occur at the May 14, 2013 meeting of the Finance Committee.

PUBLIC HEARING

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)

The Chairman opened a public hearing beginning at 6:01 p.m. for the purpose of receiving information from the public regarding 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). After calling three times for public comment and receiving none, the Chairman declared the hearing closed at 6:02 p.m.

Mr. Baer stated this funding request is out of cycle funding long after our FY 13 budget closed. It will likely also trigger an increase in the Public Defender’s budget. Where will the \$152,000 come from? Will it be our reserve? What other projects were / are being cut to build that reserve? Where is the analysis from staff that was discussed at the March 18, 2013 Finance Committee meeting? This is the start of another \$611,000 coming in less than 2 months in the FY 14 budget, plus whatever the Public Defender’s fair share will be. That is \$763,000 plus Public Defender plus COLA. What projects will be cut or tax increases triggered to pay for that? We have a grueling month ahead of us to put together the FY 14 budget. There are many more

wants than needs, even if we trigger a tax increase, as this is likely to do. That is where these questions will be addressed. There is no need to cut ahead in line in that process with this special request. This request not only undoes last year's budget, it puts a large foot in the door of our upcoming budget ahead of all the other equally convincing needs. It is inappropriate to treat this as a special case, without allowing all the other worthy causes an equal chance at the apple.

Mr. McBride concurs with Mr. Baer's remarks. He will oppose the motion since it is out-of-cycle funding.

It was moved by Mr. Rodman, as Chairman of the Finance Committee (no second required), that Council approve on third and final 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). The vote was: YEAS – Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. NAYS – Mr. Baer and Mr. McBride. The motion passed.

RESULT OF EXECUTIVE SESSION

It was moved by Mr. Flewelling, seconded by Mr. Caporale, that Council authorize the County Administrator to enter into a purchase agreement for the acquisition of real property located at 1019 Okatie Highway, parcel 603-9-6B, containing 1.26 acres in Okatie, South Carolina in the amount not to exceed \$159,900 exclusive of any closing costs. The funding is from proceeds from a previous bond sale, not the general fund. The vote was: YEAS – Mr. Baer, Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

OFF-AGENDA ITEM

It was moved by Mrs. Bensch, seconded by Mr. Caporale, that Council hear an off-agenda item regarding a financial contribution to the Fellowship of Christian Athletes Week of Champions.

Mr. Joshua Gruber, County Attorney, advised Council of an appeals court case involving Saluda County regarding the taking up of off-agenda items. Right now, according to the appeals court, Council is without the ability, if it publishes an agenda, to take an item up off agenda and take action on it. Council can take up anything for information purposes; but if there is going to be any vote, it must appear on the agenda prior to its publication.

Mr. Rodman agreed to take up this item at a meeting of the Finance Committee.

Mrs. Bensch, make of the motion and Mr. Caporale who seconded, withdrew the motion.

PUBLIC COMMENT

There were no requests to speak during public comment.

ADJOURNMENT

Council adjourned at 6:25 p.m.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
D. Paul Sommerville, Chairman

ATTEST _____
Suzanne M. Rainey, Clerk to Council

Ratified:

DRAFT



Memorandum

DATE: May 17, 2013
TO: County Council
FROM: Gary Kubic, County Administrator *Gary Kubic*
SUBJ: County Administrator's Progress Report

The following is a summary of activities that took place May 6, 2013 through May 17, 2013:

May 6, 2013

- Budget meeting with Paul Sommerville, Chairman; Stu Rodman, Vice Chairman; and David Starkey, Chief Financial Officer
- Finance Committee meeting
- County Caucus
- County Council meeting

May 7, 2013

- Town of Hilton Head Island Council meeting re: County Channel

May 8, 2013

- Staff meeting re: Daufuskie Island Ferry (current and future contracts)

May 9, 2013

- Meeting with Monica Spells, Compliance Officer

May 10, 2013

- Meeting with Andy Fulghum, Jasper County Administrator and staff, and Eddie Bellamy, Director of Public Works Re: Waste management

COUNTY COUNCIL

May 17, 2013

Page 2

May 13, 2013

- Meeting with Deputy County Administrator Bryan Hill
- Meeting with Arthur Middleton, PALS Board Chairman; Bryan Hill, Deputy County Administrator; and Morris Campbell, Director of Community Services, Re: Issues relating to PALS
- Meeting to discuss Public Defender's budget
- Public Facilities Committee meeting

May 14, 2013

- Meeting with Carl Ellington and Judy Elder of Talbert Bright & Ellington Re: Hilton Head Island Airport
- Meeting to discuss five acre tract in Buckwalter Tech Park
- Finance Committee meeting

May 15, 2013

- Agenda review with Chairman, Vice Chairman and Executive Staff
- Annual Emergency Management Planning Session
- Meeting with Rick Toomey, CEO, Beaufort Memorial Hospital; Jeff White, Hospital Chief Financial Officer; and Bryan Hill, Deputy County Administrator, Re: County contribution to Beaufort Memorial Hospital

May 16, 2013

- Staff meeting Re: Reorganization
- Skull session with Hilton Head Humane Association representatives and County staff Re: County Animal Shelter

May 17, 2013

- Meeting with David Starkey, Chief Financial Officer
- Staff meeting to discuss airport financing and contracts
- Meeting with Bryan Hill, Deputy County Administrator; Josh Gruber, County Attorney; and Rob McFee, Division Director of Engineering, Re: Fort Frederick Heritage Preserve
- Staff meeting Re: Island West frontage road



Memorandum

DATE: May 17, 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 May 6, 2013 through May 17, 2013:

May 6, 2013 (Monday):

- PLD

May 7, 2013 (Tuesday):

- PLD

May 8, 2013 (Wednesday):

- PLD

May 9, 2013 (Thursday):

- PLD

May 10, 2013 (Friday):

- Meet with Alicia Holland, Controller
- Meet with Anthony Criscitiello, Planning Director re: MPO Guidelines
- Meet with Joe Penale, PALS Interim Director

May 13, 2013 (Monday):

- Briefing with Gary Kubic, County Administrator
- Meet with Ed Hughes, Assessor
- Meet with Arthur Middleton, Morris Campbell, Community Services Director and Gary Kubic, County Administrator

- Attend Meeting to Discuss Public Defender's Budget with Gary Kubic, County Administrator, David Starkey, CFO, Alicia Holland, Controller, and Joshua Gruber, County Attorney
- Attend Public Facilities Committee Meeting

May 14, 2013 (Tuesday):

- Attend Meeting to Discuss Daufuskie Ferry Contract Renewal
- Attend Meeting to Discuss 5 Acre Buckwalter Tech Park Tract
- Attend Finance Committee Meeting

May 15, 2013 (Wednesday):

- Agenda Review
- Attend Annual Emergency Management Planning Session
- Meet with Monica Spells, Compliance Officer
- Attend Beaufort Memorial Hospital / County Meeting

May 16, 2013 (Thursday):

- Attend Reorganization Discussion Meeting with Gary Kubic, County Administrator, and Suzanne Gregory, Employee Services Director
- Attend Meeting to Discuss Lady's Island Oyster Farm Dock
- Attend Animal Shelter Skull Session

May 17, 2013 (Friday):

- Attend Meeting to Discuss Airport Contracts and Financing
- Attend Meeting to Discuss Fort Fredrick
- Attend Island West Frontage Road Meeting

Committee Reports

May 20, 2013

A. COMMITTEES REPORTING

1. Community Services

- ① Minutes provided from the [April 29](#) meeting. No action is required.
- ② Library Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
05.06.13	Jean Morgan	Council District 8	Appoint	6 of 11 (1 st term)

2. Finance

- ① Minutes from the May 14 meeting provided June 10. Action is required. See main agenda items 9D, 9M, 10, and 11.
- ② Minutes provided from the [May 6](#) meeting. No action is required.
- ③ Minutes provided from [April 29](#) meeting. No action is required.
- ④ Tax Equalization Board

<i>Nominated</i>	<i>Nominate</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>	<i>Term</i>
05.06.13		Sharon Busch	Council District 1	Appoint	6 of 11 (1 st term)	2/17
05.06.13		Merritt Patterson	Council District 2	Appoint	6 of 11 (1 st term)	2/17
05.06.13		Robert Cummins	Council District 3	Appoint	6 of 11 (1 st term)	2/17
			Council District 4	Appoint	6 of 11 (1 st term)	2/15
			Council District 5	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Wayne Corley	Council District 6	Appoint	6 of 11 (1 st term)	2/17
			Council District 7	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Shannon Stephens	Council District 8	Appoint	6 of 11 (1 st term)	2/17
			Council District 9	Appoint	6 of 11 (1 st term)	2/15
	05.20.13	William John	Council District 10	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Robert Coon	Council District 11	Appoint	6 of 11 (1 st term)	2/17
		Paul Jernigan	At-Large, North	Appoint	6 of 11 (1 st term)	2/17
			At-Large, North	Appoint	6 of 11 (1 st term)	2/15
			At-Large, South	Appoint	6 of 11 (1 st term)	2/15
05.06.13		Scott Kleinert	At-Large, South	Appoint	6 of 11 (1 st term)	2/17

- 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 from the May 13 meeting provided June 10. Action is required. See main agenda items 9E, 9F, 9G, 9H, 9I, 9J, 9K, and 9L.
- ② Solid Waste and Recycling Board

<i>Nominate</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>	<i>Term</i>
05.20.13	Sallie Bridgwater	Solid Waste District 6	Appoint	6 of 11 (1 st term)	

③ Southern Beaufort County Corridor Beautification Board

<i>Nominate</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>	<i>Term</i>
		Council District 5	Appoint	6 of 11 (1 st term)	
		Council District 6	Appoint	6 of 11 (1 st term)	
05.20.13	Richard Tray Hunter	Council District 7	Appoint	6 of 11 (1 st term)	2/17
	Glenn Stanford	Council District 8	Appointed 04.08.13	Appointed 04.08.13	2/17
	Douglas Novack	Council District 9	Appointed 05.06.13	Appointed 05.06.13	2/17
		Council District 10	Appoint	6 of 11 (1 st term)	
	Steve Wilson	Council District 11	Appointed 05.06.13	Appointed 05.06.13	2/17
		Town of Bluffton	Appoint	6 of 11 (1 st term)	
		Town of Hilton Head Island	Appoint	6 of 11 (1 st term)	

- 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, June 24 at 1:00 p.m., ECR

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, June 10 at 2:00 p.m., ECR

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 – Tuesday, June 11 at 2:00 p.m., ECR (Note date change from June 3 to June 11)

6. Public Facilities

Gerald Dawson, Chairman

Steven Baer, Vice Chairman

➔ Next Meeting – Monday, June 17 at 4:00 p.m., BIV #2

7. Transportation Advisory Group

Paul Sommerville, Chairman

➔ Next Meeting – To be announced.

COMMUNITY SERVICES COMMITTEE

April 29, 2013

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

The Community Services Committee met Monday, April 29, 2013 at 4:00 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 member Cynthia Bensch and Paul Sommerville was also present.

County staff: Joshua Gruber, Staff Attorney; Gary Kubic, County Administrator; David Starkey, Chief Financial Officer.

Public: Roland Gardner, CEO, Beaufort/Jasper Hampton Comprehensive Services; Rick Toomey, CEO, Beaufort Memorial Hospital; Gerald Schulze, Chairman, Beaufort Memorial Hospital Board; Jeff White, Chief Financial Officer, Beaufort Memorial Hospital.

Councilman McBride chaired the meeting.

ACTION ITEM

1. **Off Agenda Item - Consideration of Reappointments and Appointments**
 - **Library Board**

Motion: It was moved by Mr. Baer, seconded by Mr. Caporale, that Community Services Committee approve and recommend Council nominate Jean Morgan, representing Council District 8, to serve as a member of the Library Needs 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 Jean Morgan, representing Council District 8, to serve as a member of the Library Board.

INFORMATION ITEM

2. **Beaufort Memorial Hospital FY 2014 Funding Request**

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

Discussion: Mr. Rick Toomey, CEO, Beaufort Memorial Hospital, gave an update on the trends and changes that are currently affecting the hospital. There are five areas where hospitals are seeing global change: physicians owning the own practices, consolidation of hospitals, accountable-care organizations, financial sustainability, and healthcare information technology.

Physicians coming out of medical school are not looking to create their own offices; but, instead, are looking for employment in larger groups. According to the South Carolina Hospital Association and the South Carolina Medical Association, more than 50% of physicians are employed by hospitals. New physicians are looking for organizations that will perform the administrative part of the business, so they can concentrate on the medical side. Beaufort Memorial Hospitals now employees more than 25 physicians compared to 5 years ago when there were seven physicians.

More hospitals are looking to consolidate from a legal aspect, *i.e.*, merger, acquisition, and/or becoming a part of an alliance. They are looking to form larger entities for group purchasing, safety and contract negotiating. Beaufort Memorial Hospital Board has formed a committee to manage these issues as well as finding ways to make the organization stronger, but remain independent.

Beaufort Memorial Hospital has been recognized as one of the nation's MOST WIRED according to the results of the 2012 Most Wired Survey released in the July issue of Hospitals & Health Networks magazine. Beaufort Memorial has been chosen as one of two in the State of South Carolina for its technology.

America is one of the least healthy industrialized nations, and South Carolina is one of America's least healthy states. South Carolina ranked 46 out of all 50 states in 2012 according to the United Health Foundation.

Factors that puts us at a lower rank:

- Diabetes ranked 49
- Children in Poverty 48
- Low Birth Weight 47
- High School Graduation rate 47
- Violent Crime 46
- Lack of Health Insurance 45
- Obesity 42
- Premature Death 42
- Infant Mortality 40
- Smoking 39

Mr. Jeff White, Chief Financial Officer, spoke on financial sustainability. Mr. White charted patient revenue from 2008 of \$365,243,225 to a reduction of revenue to \$236,593,986 for 2013. The deductions from revenue included contractual adjustments, indigent adjustments

or charity care, and bad debts. The total deductions from fiscal year 2008 of \$237,432,345 decreased to \$165,055,136 for 2013 an approximately \$22,000,000 decrease.

There has been a tremendous increase in operating expense care. Labor and benefits are approximately 60% of the expense a year. In 2008, the total operating expense was \$120,071,271. Since Affordable Care Act, there has been a tremendous increase for 2013 in the deduction, which stands at \$74,177,245. Operating income loss as of FY 2013 is \$171,412.

Areas that will continue to affect the hospital's income and operations: (i) 2011 cuts in Medicaid reimbursement cuts were 3% and amounted to \$379,756 annually, (ii) Beaufort County elimination indigent support amounting to a reduction of \$643,382; (iii) the State of South Carolina cut Medicaid to \$506,342 an additional 4%. (iv) As a result of sequestration, on April 1, 2013 the federal government Medicare reimbursement cut of 2% amounted to a reduction of \$997,020; (v) Affordable Care Act cuts in Medicare disproportionate share, effective January 1, 2014, amounts to \$7,171,000 annually. Total cuts in hospital reimbursement are \$9,699,500.

The hospital's impact of Medicaid expansion would total approximately \$13,174,426.

Status: Information only.

DRAFT

FINANCE COMMITTEE

May 6, 2013

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

The Finance Committee met Monday, May 6, 2013 at 1:00 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. Non-Committee members Cynthia Bensch, Gerald Dawson, Paul Sommerville, Tabor Vaux, Laura Von Harten were also present.

County staff: Suszanne Cook, Sheriff's Office Financial Officer; Tony Criscitiello, Division Director – Planning and Development; Joshua Gruber, Staff Attorney; Doug Henderson, Treasurer; Alicia Holland, Comptroller; Gary Kubic, County Administrator; Scott Marshall, Voter Registration and Elections Director; Dan Morgan, Division Director – Information and Technology; David Starkey, Chief Financial Officer; Edra Stephens, Business License Manager; Dave Thomas, Purchasing Director; Scott Trezevant, MIS.

Public: Luis Ackerman, Ann Ackerman, Ladson Howell, Steven Marchetti, Frank Roberts, Frank Roberts, Jr.

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

Councilman Rodman chaired the meeting.

ACTION ITEMS

1. Consent Agenda – Contracts

- **\$195,352.70 Purchase of 41 In-Car Cameras for Sheriff's Office**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase 41 in-car cameras from L-3 Mobile Vision, a State contract vendor. This request includes replacing 25 older model cameras and 16 new in-car cameras to outfit vehicles that had not been previously equipped. The funding is from account 10001202-52610, Data Processing Equipment, in the amount of \$195,352.70.

Motion: It was moved by Mr. Flewelling that Finance Committee approve and recommend to Council an award of contract to L-3 Mobile-Vision, Booton, New Jersey in the amount of \$195,352.70 for the purchase of 41 in-car cameras for Beaufort County Sheriff's Office from state contract. Funding is from account 10001202-52610, Data Processing Equipment. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council award a contract to L-3 Mobile-Vision, Booton, New Jersey in the amount of \$195,352.70 for the purchase of 41 in-car cameras for Beaufort County Sheriff's Office from state contract. Funding is from account 10001202-52610, Data Processing Equipment.

2. Discussion of Reappointments and Appointments

• Tax Equalization Board

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

Discussion: Mr. Joshua Gruber, County Attorney, clarified that Mr. Jimmy Mack lives in Council District 6; and, if nominated, would have to fill the at-large south seat. Committee members decided not to nominate Mr. Mack.

Motion: It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Finance Committee nominate Wayne Corley, representing Council District 6, for appointment to serve as a member on the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council nominate Wayne Corley, representing Council District 6, to serve as a member of the Tax Equalization Board.

INFORMATION ITEM

3. Consent Agenda – Contracts

• \$ 61,884.00 Planting of Old Savannah Highway Medians

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. 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 (Town) 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.

Since proper installation and maintenance needs are heavily linked, the County would prefer 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. The vendor is The Greenery, Inc., of Beaufort, South Carolina and funded from account 20120011, Tree Replacement Fund with a current available budget of \$298,818.

Mr. Baer stated he has a problem with this issue not going out for competitive bid. There are a lot of nurseries and minority enterprises in this business. There was no chance for them to bid at all. The cost of pine straw seems high and the same thing found when looking at the cost of trees.

Mr. Thomas stated the Town did a competitive bid-pricing quote for their project and selected this company.

Mr. Baer felt it should be the County discretion since we are the ones paying for it. He would never approve a project like this without seeing the competitive bids. The pine straw is twice as much as others would pay for delivery and installation of the same items.

Mr. Thomas stated the bid also includes a warranty on the items. Mr. Baer and Mrs. Bensch stated all companies offer a warranty.

Mr. Flewelling pointed out that the County is not contracting with the Greenery, Inc. on this item. We are contracting with the Town. We are paying the Town an estimated price. We are not handling the contract.

Mr. Kubic said the County is merely facilitating the vegetative improvements because the Town has no money to do so. In return, the Town handled the bid process. The will assume all maintenance responsibilities.

Mr. Baer says Council has the right to protect the taxpayers' interest in that fund. We at least should see their competitive bids to ensure it is not the "good ole boy" network.

Status: This item will come back before the Committee at the next meeting with additional documentation regarding the Town of Port Royal's bid process.

4. Consent Agenda – Contracts

- **\$32,326.56 Purchase of Lights, Sirens, and Accessories for Sheriff's Office**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase lights, sirens and accessories from Savannah Communications. This request

includes replacement lights, sirens, and accessories for our current and replacement law enforcement vehicles. The item must be purchased through Savannah Communications for standardization and warranty purposes. Funding would come from account 10001202-51295, Other Vehicle Costs, in the amount of \$32,326.56.

Motion: It was moved by Mr. Flewelling, that Finance Committee award a contract to Savannah Communications to purchase lights, sirens and accessories for current and replacement law enforcement vehicles in the amount of \$32,326.56. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Finance Committee awarded a contract to Savannah Communications to purchase lights, sirens and accessories for current and replacement law enforcement vehicles in the amount of \$32,326.56.

5. Consent Agenda – Contracts

- **\$26,752.00 Purchase of one 2013 Ford XLT, 4x4 Super Cab F150 Truck for Sheriff's Office**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase a new 2013 XLT Ford F150, 4x4, Super Cab Truck. This is a replacement vehicle for the Sheriff's Office and will be used for law enforcement purposes. State contract vendor is Vic Bailey Ford, Spartanburg, South Carolina. Funding would come from account 10001202-54000, Vehicle Purchases in the amount of \$26,752.

Motion: It was moved by Mr. Flewelling, that Finance Committee approve the purchase of one 2013 Ford XLT, 4x4 Super Cab F150 Truck from Vic Bailey Ford of Spartanburg, South Carolina in the amount of \$26,752 for the Sheriff's Office. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Finance Committee approved the purchase of one 2013 Ford XLT, 4x4 Super Cab F150 Truck from Vic Bailey Ford of Spartanburg, South Carolina in the amount of \$26,752 for the Sheriff's Office.

6. Consent Agenda – Contracts

- **\$25,853.40 Purchase of 12-Refurbished Voting Machines for Board of Elections/Voter Registration**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Board of Elections and Registration Executive Director to purchase 12 refurbished voting terminals software, and equipment. The purchase includes a one-year warranty on the software and hardware. Election Systems and Software Company is the sole manufacturer and dealer for the iVotronic voting machines, which are the only voting machines authorized for use in the State of South Carolina. iVotronic is no longer manufactured and the only units still available for purchase are refurbished models from the manufacturer. The addition of 12 machines will bring the total number of voting machines to 381. The sole source vendor is Election Systems and Software, Inc., Omaha, Nebraska. Funding would come from account 10001143-52610, Data Processing Equipment, in the amount of \$25,853.40.

Motion: It was moved by Mr. Flewelling, that Finance Committee approve a contract award to Election Systems and Software Company of Omaha, Nebraska for the purchase of 12 refurbished voting terminals and equipment in the amount of \$25,853.40. Funding would come from account 10001143-52610, Data Processing Equipment. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Finance Committee approved a contract award to Election Systems and Software Company of Omaha, Nebraska for the purchase of 12 refurbished voting terminals and equipment in the amount of \$25,853.40. Funding would come from account 10001143-52610, Data Processing Equipment.

7. Discussion of Agriculture / Mariculture Exclusion from Business License Ordinance

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

Discussion: Mr. Sommerville spoke before the Committee. In 2010, the County revised its Business License Ordinance. It originally read that wholesalers did not have to obtain a business license and suppliers to groceries stores, retailers, etc. did not have to obtain a business license. It was changed in a way that it incorporated agriculture and mariculture folks as part of the group of individuals needing a business license. Prior to 2011, no effort was made to require a business license for agriculture and mariculture individuals. For whatever reason the level of enforcement did not pick up until 2013 when numerous folks received a letter from the County regarding business license requirement. He feels strongly that there should be agriculture exclusion. He also stated our Comprehensive Plan talks a lot about encouraging agriculture and mariculture. Staff performed a cost benefit and we have learned who are the net payers and the net takers. We found that the biggest net producer of tax revenue is agriculture. He wants Council to protect both agriculture and mariculture. He spoke of what other counties in South Carolina are doing, and said many do not have business licenses at all. Two of the eight that do, have special revisions in their ordinance excluding mariculture and agriculture. He also spoke of the remaining six counties who have no language either way. After speaking to individuals in other counties, even without the exclusions, agriculture does not pay them. Jasper County does charge a fee to anyone who sells produce. He also reviewed some counties in Georgia, with the

Committee. He would like to come out of this meeting with instructions to staff to exclude agriculture and mariculture from the business license ordinance.

Mr. Stewart said at the time of putting this together he would not have read into this that the County would be charging business license to these individuals. How is this construed from the ordinance?

Mr. Gruber, Staff Attorney, said the reason is there is no exclusion in the ordinance. Our business license applies to everyone, unless specifically excluded. If you want to exclude someone, it must be stated directly.

Mr. Kubic said staff would welcome the idea. Staff needs a definition of a farmer, and Council's interpretation of such. Staff will produce a model for the Committee. Staff wants to make sure Council sees all of the applicants under the current revision, then sort out the ones felt necessary.

Mrs. Bensch feels the text really needs a review and a determination as to whether or not we need a business license. It is an annual burden.

Mr. Baer feels we need to look at the amount of dollars generated from business license. He is not in favor of generating large amounts of revenue from this. There are still things such as inspections that still have to be done even if the fee is dropped. We have tremendous burdens for ever-increasing taxes and the increasing demand of taxes.

Mr. Sommerville also spoke to business administration fees and the counties that have implemented said fee.

Mr. McBride stated he is concerned about the unintended consequences. Sometimes you have the best intention, but give a gateway for people to circumvent what we are attempting to accomplish.

Mr. Rodman said previously we listed business license as something we should look at more in depth. Staff will come forward with some wording and a breakdown of categories.

Status: This item will come back before the Committee and staff will provide the Committee with more documentation.

8. FY 2014 Budget Proposals

- Discussion
- Prioritization

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

Discussion: Mr. Rodman presented the Committee with a handout of the budget and presented this item with the Committee. He reviewed the budget as it currently stands. He reviewed facilities expenditures and operations. He also reviewed the operations in more depth, its affect on millage and millage flexibility. He also spoke about Council's previously discussed priorities. He asked staff to come back with two lists – (i) list of potential best priority items and essential items, and (ii) a list programs or items if allow the millage increase.

Mr. Gary Kubic, County Administrator, spoke on the County budget. He reviewed a list of projects. At the top of the list, at the highest cost, is an employee cost of living adjustment. The Board and Education and other groups have mentioned increasing employee salaries. An employee furlough occurred in FY 2010/2011. Many employees rely on a pay-to-pay basis to make ends meet. In that regard, over the years since the furlough, employees have stated their thoughts regarding furloughs. Several good things happened from the furlough. Our employees fully appreciate the fact that we did not impair their hospital benefits. Since then, we have reduced the level of employment wherein other employees pitch in on tasks. Employees know they have to be efficient and be cognizant of the budget. He is interested in Council's thoughts regarding a cost of living adjustment.

Mr. Kubic informed the Committee that on May 10, the County should be receiving a response from Public Defender Gene Hood regarding two previously asked questions. Staff will be reviewing bank statements and projecting cash reserve will be June 30.

The Solicitor's Office identifies a demand for FY 2014 is \$1.4 million. Understanding the allocation to the Solicitor's Office is important because it is an ongoing expenditure.

Staff will meet the Beaufort Memorial Hospital this week. We are looking at other counties who are in the same situation as Beaufort Memorial Hospital. Some of them dedicate a portion of a mill or enter to an agreement that has a cap. He is unsure as to the current number requested, or where the dollars would come from. They were having a \$10 million profit, and now they are saying they are in deficit. Staff wants to know if an indigent care factor is added into their calculation.

Mr. Baer stated his concern of items not included in the priority list. One of which is employee healthcare increases caused by Obama Care.

Mr. Kubic spoke of reducing the hours of part time employees for hours of less than 30 hours. Staff then will have to decide whether to hire additional part time employees or whether to add overtime for full time employees.

Mr. Baer stated the Sheriff's Office budget had an increase, but is not included in the list provided. The increase was due to two additional deputies for the Magistrate's Office.

Mr. Kubic said he would double check the numbers and explained how he came up with the numbers included in the list provided.

Mr. Baer also spoke about the amount of items on the list, which would help us to meet the budget. He also feels there are areas on the list that do not exist yet. He spoke of convenient centers. We have seven convenient centers open 84 hours a week. Those hours can be reduced. Another thing that should be included on the list is an alternate source for the Daufuskie Island Ferry. He is tired of paying for the single source vendor yearly. We need to be looking at cheaper ways of doing things.

Mr. Kubic said staff is pulling the last four years of efficiencies. Two years ago, Council said there was an issue reducing Convenience Center hours, but it can be revisited. Some items included in the list that are predicated to change. The equipment purchase listed would refer to the user departments involved that will come forward with their justifications. He asked Council to look closely at the debt side and the items we would like to address for a future bond. In addition, on the sizing of the debt, there is a timing issue. It would go through a procurement process.

Mr. Caporale spoke about software needs and wanted to know how it is going. Mr. Kubic stated one of the challenges of staff is to seek new ways of doing old business. Labor is the most expensive item.

Mrs. Bensch spoke about the allocation for LRTA (Palmetto Breeze).

Mr. Baer inquired whether LRTA has requested an increase. Most of the loadings are in other counties. He wanted to know if other counties are providing their financial share.

Status: More information will be brought forward at the next meeting.

9. Executive Session

- **Discussion of negotiations incident to proposed contractual arrangements and proposed purchase of property**
- **Discussion of security personnel and devices**

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

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee go immediately into executive session for discussions of negotiations incident to proposed contractual arrangements and proposed purchase of property; and for discussion of security personnel and devices. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: The Committee went into executive session for discussions of negotiations incident to proposed contractual arrangements and proposed purchase of property; and for discussion of security personnel and devices.

DRAFT

FINANCE COMMITTEE

April 29, 2013

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

The Finance Committee met Monday, April 29, 2013 at 1:00 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. Non-Committee members Cynthia Bensch, Gerald Dawson, Laura Von Harten and Tabor Vaux were also present.

County staff: Eddie Bellamy, Public Works Director; Suzanne Cook, Sheriff's Office Financial Officer; Tony Criscitiello, Joshua Gruber, Staff Attorney; Chief Hatfield, Sheriff's Office; Alicia Holland, Comptroller; Gary Kubic, County Administrator; David Starkey, Chief Financial Officer; Dave Thomas, Purchasing Director.

Public: Kim Statler, Lowcountry Economic Alliance.

Fire Districts: Ed Boys, Daufuskie Island Fire Chief; Buddy Jones, Sheldon Fire Chief; Chuck Henry, Daufuskie Island Fire Commission Chairman; Bruce Kline, Lady's Island/St. Helena Fire Chief; John Oram, Bluffton Fire Commission member; Terrence Reynolds, Bluffton Township Fire Commission member; Harry Rountree, Burton Fire Chief; Charles Schreiner, Lady's Island/St. Helena Fire Commission member; John Thompson, Bluffton Township Fire Department Deputy Chief; and Barry Turner, Bluffton Township Fire Chief.

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

Councilman Rodman chaired the meeting.

ACTION ITEMS

1. Executive Session

- Discussion of matters relating to the proposed location, expansion or the provision of services encouraging location or expansion of industries or other businesses in Beaufort County

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

Motion: It was moved by Mr. Flewelling, seconded by Mr. Caporale, that Finance Committee go immediately into executive session for discussions of matters relating to the proposed location, expansion or the provision of services encouraging location or expansion of industries or other businesses in Beaufort County. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Finance Committee approve and recommend to Council approval of \$850,000 to purchase equipment, conditional upon the first \$200,000 commitment coinciding with the South Carolina Department of Commerce's commitment and the balance upon completion of Round B funding. The vote was: YEAS –Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. NAYS - Mr. Baer. The motion passed.

Recommendation: Council approve \$850,000 to purchases equipment, conditional upon the first \$200,000 commitment coinciding with the South Carolina Department of Commerce's commitment and the balance upon completion of Round B funding.

2. Consent Agenda – Contracts

- **\$72,556.25 Lowboy Trailer for Public Works Department**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Procurement Department received a purchase request from the Public Works Director on April 23, 2013 to purchase a new lowboy trailer following the guidelines for the County's emergency purchasing policy. The purchase request is for a replacement of an unreliable lowboy trailer. First Vehicle stated that the needed repairs would not bring the existing trailer 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 1, the Purchasing Director has determined that the purchase of the lowboy trailer meets the requirements for an emergency purchase under Beaufort County's Procurement Code. In a view of the time critical nature and following the emergency procurement guidelines, staff requested and received quotes for a lowboy trailer from the following vendors:

Hughes Motor Company, Charleston, SC	\$72,556.25
B&B Specialized Sales, Wallace, MI	\$73,950.75
Loadcraft Industries, LTD., Brady, TX	\$76,965.00
Eager Beaver, Lake Wales, TX	\$73,759.88
Jim Hawk Truck Trailers, Inc., Altoona, IA	\$73,872.35
Ferree Trailers, Liberty, NC	\$82,299.00

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 would come from account 10001301-54200, Specialized Capital Equipment.

Motion: It was moved by Mr. McBride, seconded by Mr. Stewart, that Finance Committee approve and recommend to Council an award of contract to Hughes Motor Company of Charleston, South Carolina for the purchase of a low-boy trailer in the amount of \$72,556.25. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council award a contract to Hughes Motor Company of Charleston, South Carolina for the purchase of a lowboy trailer in the amount of \$72,556.25.

3. Fire Districts' FY2014 Budget Proposals

- Bluffton Township

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 reviewed the Bluffton Township Fire District's FY 2014 budget proposal with the Committee. The FY 2013 budget was \$9,338,338 for operations and \$2,062,500 for general fund projects under their capital projects and debt service. The District is proposing for FY 2014 an operating budget of \$10,723,403, \$138,900 for general fund project, and \$200,000 for impact fund projects, both of which fall under capital projects and debt service. The total dollar change is \$1,385,065 of which \$1,294,519 will go to the costs to provide 24 new firefighters for the Colleton River and Palmetto Bluff Fire Stations. The remaining \$90,791 is increased costs over last year's request. The general fund projects in the FY 2014 budget included PPE replacement, maintenance-facility design fees, and Polycom system upgrades. The impact fee projects' budget is for Station 36 uplifts. The proposed millage rate is 23.03 for operations and a mill rate of zero for debt. The mill value is \$446,421.

Motion: It was moved by Mr. Stewart, seconded by Mr. Caporale, that Finance Committee approve and recommend Council approve the Bluffton Township Fire District's FY 2014 budget proposal in the amount of \$10,723,403 for operations, \$138,900 general fund projects, and \$200,000 impact fund projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Bluffton Township Fire District's proposed FY2014 Budget in the amount of \$10,723,403 for operations, \$138,900 general fund projects, and \$200,000 impact fund projects.

Fire Districts' FY2014 Budget Proposals

- **Burton**

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

Discussion: Chief Harry Rountree reviewed the Burton Fire District's FY2014 budget proposal with the Committee. The FY 2013 budget was \$4,535,416 for operations, \$616,300 general fund projects, and \$368,523 debt service funded projects. The District is proposing a FY 2014 operating budget of \$4,637,756, general fund projects of \$135,000, and \$373,587 debt-service funded projects. Operations have increase \$102,340 due to increased normal business expenditures, increased benefits cost, and increased PORS Retirement Employer Contribution. The proposed millage rate is 60.18 for operations and 5.74 for debt. The mill value is \$68,690.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee approve and recommend Council approve the Burton Township Fire District's FY 2014 budget proposal in the amount of \$4,637,756 for operations, \$135,000 general fund projects, and \$373,587 debt service funded projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Burton Township Fire District's FY 2014 budget proposal in the amount of \$4,637,756 for operations, \$135,000 general fund projects, and \$373,587 debt service funded projects.

4. Fire Districts' FY2014 Budget Proposals

- **Daufuskie Island**

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

Discussion: Chief Ed Boyd reviewed the Daufuskie Island Fire District's FY2014 budget proposal with the Committee. The FY 2013 budget was \$991,617 for operations, and zero dollars for capital projects and debt service. The District is proposing a FY 2014 operating budget of \$1,011,253 and general fund projects of \$39,048. Operations have increased by \$19,636. The District is proposing to use general fund money for replacement of roof shingles on the fire station and the replacement of the 15-year old SCBA. The proposed millage rate is 51.43 for operations and 2.00 for debt. The mill value is \$19,524.

Motion: It was moved by Mr. McBride, seconded by Mr. Flewelling, that Finance Committee approve and recommend Council approve the Daufuskie Island Fire District's FY 2014 budget proposal in the amount of \$1,011,253 for operations and \$39,048 for general fund projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Daufuskie Island Fire District's FY 2014 budget proposal in the amount of \$1,011,253 for operations and \$39,048 for general fund projects.

5. Fire Districts' FY2014 Budget Proposals

- Lady's Island / St. Helena Island

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

Discussion: Chief Bruce Kline reviewed the Lady's Island / St. Helena Island Fire District's FY2014 budget proposal with the Committee. The FY 2013 approved budget was \$4,713,120 for operations, and \$207,596 debt service funded projects. The District is proposing a FY 2014 operating budget of \$4,793,647 and debt service funded projects of \$314,249. Operations have increase \$80,527 and debt service funded projects have increased by \$106,653. The proposed millage rate is 34.31 for operations and 2.30 for debt. The mill value is \$136,630.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee approve and recommend Council approve the Lady's Island / St. Helena Island Fire District FY 2014 budget proposal in the amount of \$4,793,647 for operations and \$314,249 debt service funded projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Lady's Island / St. Helena Island Fire District's FY 2014 budget proposal in the amount of \$4,793,647 for operations and \$314,249 debt service funded projects.

6. Fire Districts' FY2014 Budget Proposals

- Sheldon

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

Discussion: Chief Buddy Jones reviewed the Sheldon Fire District's FY2014 budget proposal with the Committee. The FY 2013 approved budget was \$1,099,070 for operations and \$72,500 debt service funded projects. The District is proposing a FY 2014 operating budget of \$1,126,443 and debt service funded projects \$72,500. Operations have increases \$27,373 due to increases in the following: payroll cost, health insurance cost, retirement cost, and vehicle maintenance. The proposed millage rate is 34.14 for operations and 2.18 for debt. The mill value is \$32,993.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee approve and recommend Council approve the Sheldon Fire District's FY 2014 budget proposal in the amount of \$1,126,443 for operations and \$72,500 in debt service funded

projects. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council approve the Sheldon Fire District's FY 2014 budget proposal in the amount of \$1,126,443 for operations and \$72,500 in debt service funded projects.

7. Discussion of Reappointments and Appointments

• Tax Equalization Board

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

Discussion: Mr. Joshua Gruber, County Attorney provided the Committee an overview of the amendment to the makeup of the Tax Equalization Board ordinance.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Merritt Patterson, representing Council District 2, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Robert Cummins, representing Council District 3, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Paul Jernigan, representing At-Large North, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Flewelling, seconded by Mr. McBride, that Finance Committee nominate Jimmy Mackey, representing At-Large South, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. McBride, seconded by Mr. Caporale, that Finance Committee nominate to Sharon Busch, representing Council District 1, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Caporale, seconded by Mr. McBride, that Finance Committee nominate Shannon Stephens, representing Council District 8, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Rodman, seconded by Mr. Caporale, that Finance Committee nominate Robert Coon, representing Council District 11, for appointment to serve on as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Motion: It was moved by Mr. Caporale, seconded by Mr. Baer, that Finance Committee nominate to Council Scott Kleinert, representing At-Large South, for appointment to serve as a member of the Tax Equalization Board. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Recommendation: Council nominate Sharon Busch, representing Council District 1; Merritt Patterson, representing Council District 3; Robert Cummins, representing Council District 3; Shannon Stephens, representing Council District 8; Robert Coon, representing Council District 11; Paul Jernigan, representing At-Large North; Jimmy Mackey, representing At-Large South, and Scott Kleinert, representing At-Large South, to serve members of the Tax Equalization Board.

INFORMATION ITEMS

8. Elected Official FY 2014 Budget Proposal

- **Sheriff's Office**

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

Discussion: Mrs. Suzanne Cook, Financial Officer, and Chief Hatfield presented this item to the Committee. Mrs. Cook provided members with a PowerPoint presentation of the Sheriff's Office FY 2014 budget proposal. There are four different general revenue funds:

- **Administrative Division** - 61 officers and 23 civilians, and includes the following: Warrants, Civil Process, Courthouse Security; General Sessions Coordinator, Criminal Records, Juvenile Service, Crisis Negotiations and Litter Control.
- **Enforcement Division** - 131 officers and 3 civilians and includes the following: Patrol, Marine/Beach Patrol, Investigations, Traffic Team, Airport Security, SWAT Team, and K-9 Teams.
- **Forensic Services Laboratory** - 5 officers
- **Drug Investigative Section** - 13 officers for drug investigative section, and includes the following: Drug, Arson, DNA Analysis, and Drug Investigators.

She also gave an overview of Special Revenue Funds used for the Victim's Advocacy Program, Sex Offender Registry Management, School Resource Officers, and Traffic Officer. The Sheriff's Office FY 2013 approved budget is \$20,281,242. They are requesting \$21,413,177 for FY 2014. This is a \$1,131,935 increase. The FY budget increase includes \$615,677, \$313,705 for 2% COLA, and \$202,554 for w new positions for Courthouse Security Officers. Mrs. Cook also provided a comparison of revenue from FY 2013 approved budget and FY 2014 recommended budget.

Status: Informational only.

9. Committee Discussion

- **Reserve Policy**
- **Transparency**
- **Airport Financing**
- **Off Agenda - County Budget**

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

Discussion: Councilman Steven Baer provided the Committee an overview of his thoughts regarding the reserve policy, transparency, and airport financing.

County Administrator provided the Committee a handout on FY 2014 Appropriations 100% Rollforward.

Discussion between Council Members and County staff followed.

Status: staff will bring forth their thoughts and recommendations at the May 14, 2013 meeting of Finance.

10. Consent Agenda – Contracts

- **\$46,004 Personal Protection Equipment for Bluffton Township Fire District**

Notification: To view video of full discussion of this meeting please visit 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) for the Bluffton Township Fire District vendors capable of providing personal protective equipment to replace existing equipment that is soon to reach its service life. Two vendors, both from South Carolina have submitted proposals. The first being Poseidon Equipment and Supplies from Charleston, South Carolina in the amount of \$42,899.74, and the second being Safe Industries of Piedmont, South Carolina in the amount of \$46,004. The Fire District's evaluation committee consisted of the following five members: Chief Boulware, Captain Derek Church, Captain Matt McDowell, Captain Donald Rooker, and Lieutenant Ben Rushing. After an in depth process of evaluations the committee selected Safe Industries as the number one ranked firm. The recommendation for contract award was approved by the Bluffton Fire District Board on March 26, 2013. Funding would come from account 73010011-7810 which falls under the Bluffton Fire District operating funds.

Motion: It was moved by Mr. McBride, seconded by Mr. Stewart, that Finance Committee approve a contract award to Safe Industries in the amount of \$46,004 for protective equipment services for the Bluffton Township Fire District. Funding would come from account 73010011-7810, Bluffton Fire District operating funds. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Committee approved a contract award to Safe Industries in the amount of \$46,004 for protective equipment services for the Bluffton Township Fire District. Funding would come from account 73010011-7810, Bluffton Fire District operating funds.

11. Consent Agenda – Contracts

- **\$42,294 Fifteen Ballistic Vest for Sheriff's Office from State Contract**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Beaufort County Sheriff's Office to purchase 15 tactical ballistic vests from Lawmen's Safety Supply, a State contract vendor. These are replacement vests for the current SWAT tactical ballistic vests recommended for replacement every five years. The total cost is \$42,294 and would come from account 10001205-5205B.

Motion: It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Finance Committee approves a contract award to Lawmen's Safety Supply, a State contractor vendor, for the purchase of 15 tactical ballistic vests for the Sheriff's Office. The total cost is \$42,294 and would come from account 10001205-5205B.

for a total amount of \$42,294. The vote was: YEAS – Mr. Baer, Mr. Caporale, Mr. Flewelling, Mr. McBride, Mr. Rodman, and Mr. Stewart. The motion passed.

Status: Committee approved a contract award to Lawmen's Safety Supply, a State contractor vendor, for the purchase of 15 tactical ballistic vests for the Sheriff's Office. The total cost is \$42,294 and would come from account 10001205-5205B.



Beaufort County, South Carolina

2013A, 2013B, & 2013C Bond Issuance Results

Alicia Holland, Controller

May 20, 2013 0



2013A Bonds

- ❖ 7 Bidders for this debt
- ❖ Interest rates of new bonds: 1.5% – 4.0%
- ❖ Premium realized on the borrowing: \$629,300
- ❖ Effective interest rate of borrowing: 2.71%



2013B Bonds

- ❖ 10 Bidders for this debt
- ❖ Interest rates of new bonds: 1.5% – 5.0%
- ❖ Premium realized on the borrowing: \$2,750,030
- ❖ Keeps millage requirements within the 1 mil increase, as stipulated by the referendum
- ❖ Effective interest rate of borrowing: 2.68%



Partial Refunding of the 2006 Bonds (2013C Bonds)

- ❖ Interest rates of new bonds: 1.5% – 5.0%
- ❖ Premium realized on borrowing: \$4,174,601
 - ❖ Utilized in escrow for increased debt service savings
- ❖ Effective interest rate of borrowing: 2.06%



Estimated Effect on Future Debt Millage

Before 2013 Bond Borrowings

Millage	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
County Debt	5.17	4.98	4.99	4.88	4.74
County Purchase Property	4.43	4.03	4.06	4.12	4.07
Total Debt Millage	9.60	9.01	9.05	9.00	8.81

After 2013 Bond Borrowings

Millage	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
County Debt	5.48	5.25	5.26	5.08	4.96
County Purchase Property	4.34	4.90	4.93	4.99	4.94
Total Debt Millage	9.82	10.15	10.19	10.07	9.90

❖ Notes:

- ❖ No future borrowings assumed
- ❖ Estimated net value of mil = \$1,620,461 (4% factor for appeals included)
- ❖ Millage takes TIF completions into account, but no additional growth

AN ORDINANCE TO AMEND SECTION 3. SPECIAL DISTRICT TAX LEVY APPROPRIATION OF ORDINANCE 2012/7 THEREBY APPROPRIATING NOT TO EXCEED \$736,610 OF THE ACCUMULATED YEAR-END FUND BALANCE.

SECTION I

The funds appropriated herein are tax payments received from tax levies accumulated through June 30, 2013.

SECTION II

At fiscal year ended June 30, 2012, the fund balance of the Bluffton Township Fire District was \$1,832,857 in excess of that which was projected and appropriated for budget purposes.

SECTION III

As these funds were not included in the County Budget Ordinance 2012/7 for Fiscal Year 2012/2013, Ordinance 2013/23 authorizes that \$736,610 (\$647,604 from debt service and \$89,006 from general fund) shall be appropriated to the Bluffton Township Fire District for renovations to Moss Creek Fire Station #33.

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: May 6, 2013

Second Reading:

Public Hearing:

Third and Final Reading:



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

Building 2, 102 Industrial Village Road
Post Office Drawer 1228, 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 *GKUBIC*
Bryan Hill, Deputy County Administrator *BHill*
David Starkey, Chief Financial Officer *DStarkey*
Anthony Criscitiello, Planning Director *AC*

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

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.

<u>VENDOR VIA TOWN OF PORT ROYAL:</u>	<u>Cost</u>
1. The Greenery, Inc., Beaufort, SC	\$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 ◀

ITEM	QTY	UNIT	TOTAL COST	NOTES
SITE PREP/GRADE				
Fine grade (Fill N.I.C.)	1	LS	\$3,127.00	Fill N.I.C.
IRRIGATION				
Hand Watering Program (4 Months)	1	LS	\$3,570.00	Water Provided by TPR
PLANTING				
OLD SAVANNAH HIGHWAY MEDIANS				
Miscanthus sinensis "Morning Light"	549	3 gal		
Muhlenbergia capillaris	1934	3 gal		
Pennisetum alopecuroides "Hameln"	1400	1 gal	\$39,401.85	
OTHER				
Mulch- Pinestraw	2,300	Bales		Planted Areas
Traffic Control	1	LS	\$15,785.00	
COST ESTIMATE SUMMARY			\$61,883.85	
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, groundcovers, 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.

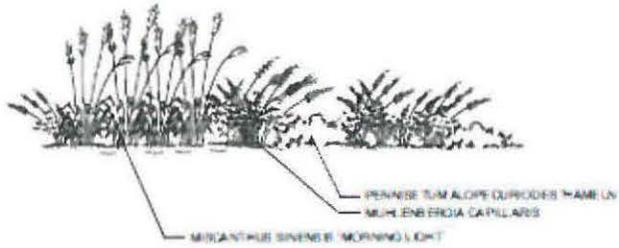
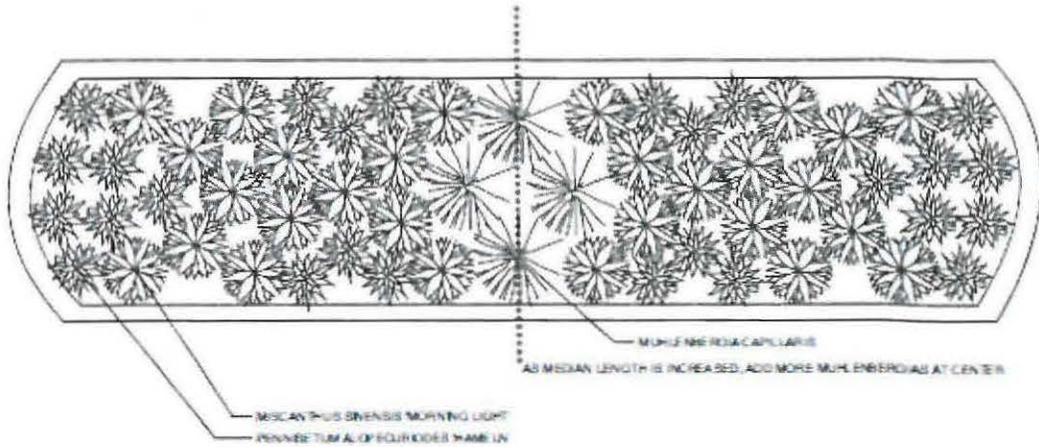
The Greenery, Inc. guarantees all plants that are covered by an automatic sprinkler system for one full year. Plants not covered by a sprinkler system are guaranteed to be healthy and properly planted at the time of installation. Guarantee shall not apply to plants, the loss of which is due to abuse, vandalism, animal, fire, 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.

The Greenery, Inc.
Jerry Ashmore, Branch Manager

Date

Town of Port Royal

Date



SAVANNAH HIGHWAY MEDIANS

THE GREENERY, INC.
 MANAGER: JERRY ASHMORE DRAWN BY: ANSLEY WHITE
 JANUARY 9, 2012
 NOT DRAWN TO SCALE (APPROX. 1" = 3'-0")

Town of Port Royal, South Carolina

Council

Samuel E. Murray
Mayor

Vernon DeLoach
Mayor Pro Tempore

Mary Beth Heyward
Tom Klein
Joe Lee



Van Willis
Town Manager

T. Alan Beach
Chief of Police

Jeffrey S. Coppinger
Daniel G. Lemieux
Operations

Uinda Bridges
Planning

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 preformed 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

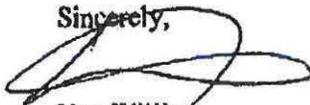
In all cases the Greenery has provided an exceptional level of quality, cooperation and maintenance of the landscaping they have installed for the Town. The Greenery has stood behind its work for the Town and has quickly and responsibly responded to any issues related to landscaping for work they have performed.

P.O. Drawer 9 • Port Royal, SC 29935-0009 • Telephone (843) 986-2211 • Fax (843) 986-2210
www.portroyal.org

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,

A handwritten signature in black ink, appearing to read "Van Willis", written over the word "Sincerely,".

Van Willis
Town Manager

**Minutes
Council Meeting
Yvonne C. Butler Council Chambers, 700 Paris Avenue**

November 9, 2011

Members Present: Mayor Sam Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Joe Lee and Henry Robinson

Staff Present: Town manager Van Willis, Planning Administrator Linda Bridges, Police Capt. Alan Beach and Municipal Clerk Tanya Payne

I. PLEDGE OF ALLEGIANCE:

Mayor Murray called the meeting to order at 7:18 pm and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember DeLoach offered the invocation.

III. PRESENTATION:

A. Presentation of Plaque and Proclamation to Councilmember Henry Robinson

Mayor Murray read a proclamation honoring Councilmember Henry Robinson for thirty-eight years of service to the Town and presented it to Mr. Robinson along with a plaque thanking him for his service.

Councilmember Robinson said he appreciated the opportunity of serving the Town and its citizens and told Council he was willing to continue serving if they saw fit to appoint him to serve on a Town board.

IV. APPROVAL OF MINUTES:

- A. Minutes from the Public Hearing of October 5, 2011**
- B. Minutes from the Council Workshop of October 5, 2011**
- C. Minutes from the Regular Council Meeting of October 12, 2011**

Councilmember Robinson moved to adopt the minutes from the Public Hearing of October 5, 2011, the Council Workshop of October 5, 2011 and the Regular Council Meeting of October 12, 2011. Councilmember Heyward seconded the motion.

Mayor Murray pointed out that an error in the October 12th Council Meeting minutes that incorrectly identified David Kell.

The correction was made and motion carried by unanimous vote.

V. AMENDMENTS TO THE AGENDA:

Town Manager Willis stated the owners of property located at Wright's Point had withdrawn their request for rezoning and asked that Ordinance 2011-16 be removed from the agenda.

Councilmember Heyward moved to remove Ordinance 2011-16 from the agenda and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

VI. COUNCIL BRIEFING:

Town Manager Willis explained that by working out some details with the contractor, the entire Fort Frederick Circle road would be repaved adding only thirty dollars to the cost.

VII. PUBLIC COMMENTS:

At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on agenda items. Each speaker will be limited to two minutes.

There were no comments at this time.

VIII. SECOND READINGS:

- A. Ordinance 2011-17. An ordinance to rezone approximately 317 acres in the Town of Port Royal, South Carolina, generally lying along**

Battery Creek and as set forth in that plat entitled: “Plat of 51.60 acres of highland at South Carolina State Ports Authority, Port Royal Terminal” prepared by Thomas & Hutton Engineering Co. dated December 20, 2006 and recorded in Plat Book 0122 at pages 0032-0035 on October 17, 2007, Beaufort County RMC Office, consisting of approximately 51.44 acres of highland and 265.91 acres of marsh to Planned Unit Development (PUD).

Town Manager Willis read Ordinance 2011-17 by title and explained this document would be the guide for development of the port property. He reviewed a list of changes that had been made to the PUD since it was introduced.

Attorney Frances Cantwell stated that no development applications or permit applications would be taken until the property was transferred to the new owners.

Councilmember Heyward moved to adopt Ordinance 2011-17 and Councilmember Robinson seconded the motion.

Mayor Murray and Councilmembers Heyward, Robinson and Lee voted yes.

Councilmember DeLoach voted no.

The motion carried.

- B. Ordinance 2011-18. An ordinance authorizing the Mayor to execute a Development Agreement on behalf of the Town with the Port Royal Development Group, LLC pertaining to Approximately 317 acres of property located in the Town of Port Royal along Battery Creek known as the Port of Port Royal tract as shown on a plat entitled “Plat of 51.6 acres of highland at South Carolina State Ports Authority, Port Royal Terminal” prepared by Thomas & Hutton Engineering Co. dated December 20, 2006 and recorded in Plat Book 0122 at Pages 0032-0035 on October 17, 2007, Beaufort County RMC Office, consisting of approximately 51.44 acres of highland and 265.91 acres of marsh.**

Town Manager Willis read Ordinance 2011-18 by title and reviewed changes that had been made to the development agreement since its introduction.

Councilmember Heyward moved to adopt Ordinance 2011-18 and Councilmember Robinson seconded the motion.

Mayor Murray and Councilmembers Heyward, Robinson and Lee voted yes.

Councilmember DeLoach voted no.

The motion carried.

- C. Ordinance 2011-19. An ordinance authorizing the mayor to execute on behalf of the Town a third amendment to the development agreement approved by Ordinance 2006-72 pertaining to approximately 317 acres of property located in the Town of Port Royal located along Battery Creek and owned by the South Carolina State Ports Authority.**

Town Manager Willis read Ordinance 2011-19 by title and explained it would extend the current development agreement with the Port's authority in the event there was a problem and the sale of the port property failed.

Councilmember Heyward moved to adopt Ordinance 2011-19 and Councilmember Robinson seconded the motion.

Mayor Murray and Councilmembers Heyward, Robinson and Lee voted yes.

Councilmember DeLoach voted no.

The motion carried.

IX. FIRST READING:

- A. Ordinance 2011-16. An ordinance to rezone in the Town of Port Royal, South Carolina, approximately 4.81 acres as shown and described as Beaufort County Tax District 112, map 34, Parcel 3 from Mixed Use-1 (MU-1) to Highway Commercial (HC) (Parris Island Gateway at Wright's Point Circle)**

This item was removed from the agenda.

- B. Ordinance 2011-20. An ordinance amending the Trask Development Agreement adopted by Ordinance 2001-46 and amended by Ordinance 2002-6 to extend the expiration date.**

Town Manager Willis read Ordinance 2011-20 by title and explained the agreement was about to expire and said the owners had requested an extension. He pointed out that developments on this property included Shadow Moss and Ashton Square.

Attorney David Tedder told Council everyone had lived up to terms of the agreement but said various circumstances had delayed development. He said underlying zoning for

the property was MU-1 and CP and that the agreement conforms to the Town's Comprehensive Plan.

Councilmember Lee moved to adopt first reading of Ordinance 2011-20 and Councilmember Robinson seconded the motion.

Mayor Murray and Councilmembers Heyward, Lee and Robinson voted yes.

Councilmember DeLoach voted no.

The motion carried.

X. FOR COUNCIL'S ACTION:

A. Appointments:

1. Redevelopment Commission – appoint one

Councilmember Lee moved to appoint Philip Alling to the Redevelopment Commission and Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

2. Historic Preservation Commission – appoint one

There was no appointment at this time.

B. Approval of landscape maintenance contract

Town Manager Willis told Council that Tony Magilone had reviewed the RFP's received for landscaping throughout twenty-two areas of the Town and said Mr. Magilone had recommended The Greenery. Mr. Willis said he was working with that company on details of the contract.

Tony Magilone reviewed duties of the landscaper and areas of the Town that would be affected. He said one component of the contract was to deal with invasive species in the wetlands.

Councilmember Lee moved to authorize the Town Manager to negotiate a contract with the Greenery for up to one hundred fifty-seven thousand dollars for landscape work in the Town. Councilmember Robinson seconded the motion.

The motion carried by unanimous vote.

XI. IMPORTANT INFORMATION AND DATES:

- A. Friday, November 11, 2011 – Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Veteran’s Day**
- B. Monday, November 21, 2011, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street, Beaufort**
- C. Thursday and Friday, November 24 and 25, 2011 - Town Hall, Public Works and the administrative offices of the Police Department will be closed in observance of Thanksgiving**
- D. Wednesday, December 7, 2011, 6:00 pm – Christmas in the Park with a visit from Santa**
- E. Thursday, December 8, 2011, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- F. Wednesday, December 14, 2011, 6:30 pm – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- G. Wednesday, December 14, 2011, Immediately following the scheduled Public Hearing – Regular Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- H. Monday, December 19, 2011, 2011, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

Town Manager Willis reviewed the list of important dates and information.

XII. PUBLIC COMMENTS: At this time, the Mayor will recognize members of the audience who have submitted Speaker Forms to address the Council on non-agenda items. Each speaker will be limited to two minutes.

John Ellerbe speaking on behalf of the Historic Port Royal Foundation invited everyone to attend a lecture and book signing, *The Battle of Port Royal, 1861* by author Michael Coker to be held November 11th at the Union Church on 11th Street.

XIII. ADJOURNMENT:

Councilmember Robinson moved to adjourn the meeting.

The meeting adjourned at 8:10 pm.

Respectfully submitted,

Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, notification of the meeting was posted on the Town bulletin board two weeks before the meeting. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours prior to the meeting.

REQUEST FOR PROPOSALS (RFP)
GROUND, LANDSCAPING, WETLAND AND POND MAINTENANCE
MUNICIPALITIES OF PORT ROYAL, SC AND CITY OF BEAUFORT, SC

Proposal deadline is October 6, 2011 at 4:00 pm.

The City of Beaufort, South Carolina (City) and the Town of Port Royal, South Carolina (herein after Municipalities or Municipality) will be accepting Proposals from companies experienced with the maintenance and upkeep of parks, streets, rights-of-ways, public landscape areas, wetlands and ponds. The intent of this RFP is to select an experience landscaping company to perform the above services for the Municipalities as outlined in Attachment "A" Scope of Services.

The City of Beaufort and Town of Port Royal have a standing Resolution that provides for the joint solicitation and undertaking of common types of professional services. This RFP is being issued under the conditions of this Resolution.

The RFP response for the Town of Port Royal should be placed in a sealed envelope with the following statement on the cover "GROUND, LANDSCAPING, WETLAND AND POND MAINTENANCE PROPOSAL FOR THE TOWN OF PORT ROYAL, SC DO NOT OPEN" along with the name, address and any license information of the submitting company and submitted to:

Town of Port Royal, SC
Attn: Mr. Van Willis, Town Manager
700 Paris Ave. PO Drawer 9
Port Royal, SC 29935

The RFP response for the City of Beaufort should be placed in a separate sealed envelope with the following statement on the cover "LAWN, TREE AND PROPERTY CARE CONTRACT 2011 FOR THE CITY OF BEAUFORT, SC DO NOT OPEN" along with the name, address and any license information of the submitting company and submitted to:

City of Beaufort, SC
Isiah Smalls, Public Works Director
1911 Boundary Street
Beaufort, SC 29902

Proposals must be made by hard copy delivered to the above addressees by the deadline date and time. **No fax or email proposals will be acceptable. All proposals submitted will be firm for 45 days after the submittal date.**

STATEMENTS RECEIVED AFTER 4:00 P.M., October 6, 2011 WILL NOT
BE CONSIDERED



COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT

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

David L. Thomas, Purchasing Director
dlthomas@bcgov.net 843.255.2353
Richard Dimont, Contract Specialist
rdimont@bcgov.net
843.255.2352 FAX: 843.255.9437

TO: Councilman Stewart Rodman, Chairman, Finance Committee
FROM: Dave Thomas, CPPO, Purchasing Director *DT*
SUBJ: RFP# 1312040041519 Mailing Services for the Beaufort County Assessor's Office
DATE: April 19, 2013

BACKGROUND: Beaufort County issued an Invitation for Bid (IFB) for the Beaufort County Assessor's Office to vendors capable of providing mailing services which includes postage, stuffing of notices, and mailing. The Beaufort County Assessor intends to mail notices to each Beaufort County property owner on August 30, 2013. The contract covers the postage, assessment notice form, envelope, and processing for 126,700 assessment notices.

<u>SUBMITTED BIDS:</u>	<u>Cost</u>
1. South Data, Mount Airy, NC	\$59,361.48
2. American Solutions, Ladson, SC	\$62,863.22
3. Si Solutions Inc., Florence, SC	\$65,693.50

FUNDING: Account # 10001120-51030 (Postage/Other Carriers).

FOR ACTION: Finance Committee meeting occurring on May 13, 2013.

RECOMMENDATION: The Finance Committee approves, and recommends to County Council the contract award for mailing services to South Data, the lowest responsive/responsible bidder in the amount of \$59,361.48.

CC: Gary Kubic, County Administrator *GKUBIC*
Bryan Hill, Deputy Administrator
David Starkey, Chief Financial Officer
Ed Hughes, County Assessor
Richard Dimont, Contract Specialist *RD*

Att: Certified Bid Tab.



COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION
102 Industrial Village Road, Building #3, Beaufort, SC 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2700 Facsimile: 843-255-9420

TO: Councilman Herbert N. Glaze, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *G. Kubic*
Bryan Hill, Deputy Administrator *B. Hill*
David Starkey, Chief Financial Officer *D. Starkey*
Rob McFee, Division Director of Engineering & Infrastructure *J. McFee*
Dave Thomas, Purchasing Director *D. Thomas*
Monica Spells, Compliance Officer *M. Spells*

FROM: Bob Klink P.E, County Engineer *B. Klink*

SUBJ: **Bluffton Parkway Phase 5A – Segment 2 Road and Flyover Bridges Design Construction Engineering Services – Beaufort County Sales Tax Project #1**

DATE: November 16, 2012

BACKGROUND. Bluffton Parkway 5A – Segment 2 Road and Flyover Bridges is an approved 1% sales tax road improvement project. While the County will have construction engineering inspection/construction management (CEI/CM) services with another contractor, it will be necessary to have assistance of the design engineer. Design questions, clarifications and /or revisions will need to be answered. The project design firm Florence & Hutcheson (F & H) has given the County the attached proposal to provide these services at a not to exceed cost of \$440,720. Their price breakdown and scope of services documentation has been reviewed and it is recommended that F & H be retained for these services during construction.

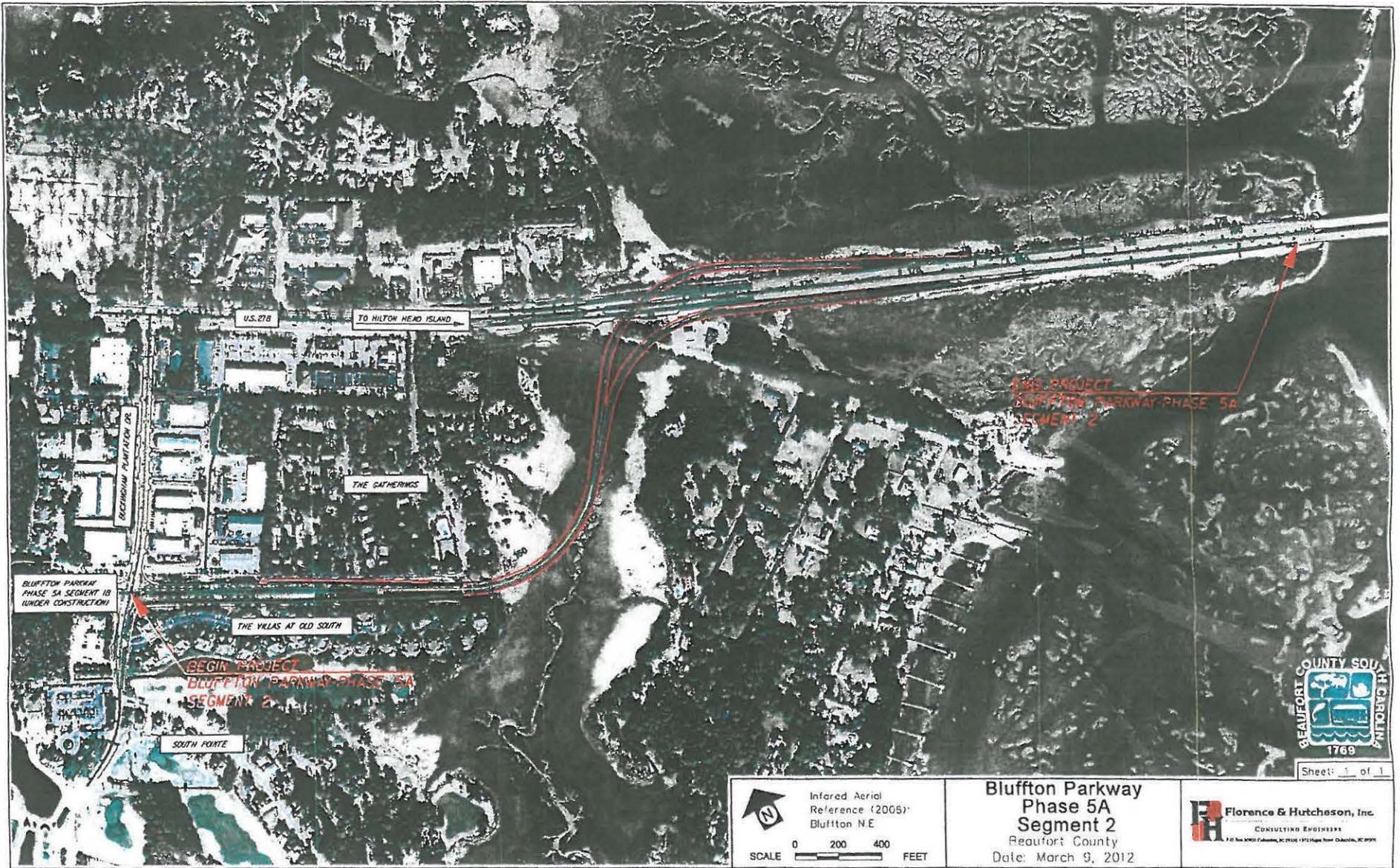
This project will be funded from the 1% Sales Tax Road Improvement Program. In 2012, the South Carolina Department of Transportation approved a 15 million dollar grant for this project.

RECOMMENDATION. That the Public Facilities Committee approve and recommend to County Council a contract change order to F & H for design assistance during construction of the Bluffton Parkway Phase 5A Segment 2 Road and Flyover Bridges in the amount of \$440,720 on an as needed basis.

REK/mjh

Attachments: 1) Location Map
2) F & H Design Assistance Proposal
3) None Competitive Purchase Request Form
4) Purchasing Director's Memo

Contract/BP5ASeg2/PFCapp/DesServF&H



 Infrared Aerial
 Reference (2005)
 Bluffton NE
 SCALE 0 200 400 FEET

Bluffton Parkway
Phase 5A
Segment 2
 Beaufort County
 Date: March 9, 2012


Florence & Hutcheson, Inc.
 CONSULTING ENGINEERS
110 New South Carolina, P.O. Box 1971 High Street, Columbia, SC 29201

Sheet: 1 of 1

EXHIBIT "B"

Bluffton Parkway 5A Segment 2 Roadway & Bridge Project Construction Services

Roadway & Bridge Engineering Assistance During Construction

- **Pre-Construction Conference** - The CONSULTANT will attend the Pre-Construction Conference and respond to questions by the CONTRACTOR pertinent to the design and proposed construction methodology. For this proposal, it is assumed the F&H will send Wes Lockard, Greg Schuch, and Barrett Stone (or their designee(s)) to the pre-construction meeting.
- **Value Engineering Proposal Review** - The CONSULTANT will review and evaluate any Value Engineering proposals submitted by the CONTRACTOR during the construction phase in an effort to achieve the most efficient design at the lowest construction cost without compromising the intent of the design. Results of Value Engineering evaluations will be submitted to the COUNTY for review and appropriate action.
- **Erection and Shop Plan Review** - CONSULTANT will review the CONTRACTOR'S erection and shop drawings and specifications, as required by the 2007 Edition of the Standard Specifications for Highway Construction, in a timely manner following award of contract and during construction. Anticipated submittals include the following:
 - Stay-in-place form shop drawings
 - Joint hardware shop drawings
 - Pot bearing shop drawings
 - Prestressed beam shop drawings
 - Prestressed pile shop drawings
 - Structural steel girder shop drawings
 - Drawings, calculations, and material specifications for post-tensioned bent caps
 - MSE wall shop drawings and calculations
 - Temporary shoring wall working drawings and calculations
 - Formwork/falsework working drawings and calculations
- **Technical Assistance During Construction** - The CONSULTANT will assist COUNTY personnel during the construction phase with problems or questions that arise relating to the design and proposed construction methodology. For this proposal, it is assumed the F&H will attend bi-weekly meetings held between the COUNTY and the CONTRACTOR that will occur during the entire 900 day construction period. F&H will send Wes Lockard, Greg Schuch, and/or Barrett Stone (or their designee(s)) to the meetings depending upon the phase of construction and the anticipated questions and assistance required. It is also assumed the F&H will be required to respond to questions from the CONTRACTOR weekly that arise during the construction period and respond appropriately to the CONTRACTOR and the COUNTY.
- **As-Built Plans** - The CONSULTANT will not be responsible for the development of As-Built Plans for this project.
- **Construction Revisions** - The CONSULTANT will make necessary revisions to construction plans that arise during the construction phase of the project. For estimating purposes, it is assumed that there will be three (3) roadway construction revisions and ten (10) bridge construction revisions.

Geotechnical Engineering Services

- **Construction Engineering Services** - The CONSULTANT shall also provide geotechnical construction engineering services. It is believed that load tests for piles and/or drilled shafts may produce substantial foundation savings and will be a part of the construction services. These services shall include the following items.
 - Written evaluation of contractor's pile installation plan.
 - Written evaluation of contractor's submitted hammer using Wave Equation.
 - Written evaluation of PDA results. The PDA testing will be performed by others.
 - Pile Driving Criteria and bearing charts for use by inspectors in the field.
 - Written recommendations of final pile order lengths.
 - General pile driving troubleshooting.
 - Written evaluation of contractor's drilled shaft installation plan.
 - Geotechnical and/or bridge engineer to witness the load testing.
 - Written evaluation of drilled shaft load test results. Load tests are to be performed by others.
 - Written recommendations of final shaft lengths based on load test results.
 - General troubleshooting for drilled shaft construction (obstructions, casing extension, etc.)
 - Review of working drawings for ground modification.
 - The scope of services shall be conducted according to the SCDOT Standard Specifications, supplemental specifications, and/or plan notes.

Services of the County or Others

The COUNTY agrees to provide to the CONSULTANT, and at no cost to the CONSULTANT, the following upon request:

1. Access to and use of all reports, data and information in possession of the COUNTY which may prove pertinent to the work set forth herein.
2. Existing Policies and Procedures of the COUNTY with reference to geometrics, standards, specifications and methods pertaining to all phases of the CONSULTANT's work.
3. Existing roadway and bridge plans as needed.
4. Eminent Domain advertisement notice and/or COUNTY letter granting CONSULTANT access to private property.
5. Payment of fees required by state and federal review/approval agencies.
6. Decisions during the design and construction processes that will enable the CONSULTANT and/or CONTRACTOR to proceed toward the completion of the assigned tasks within the time allotted for completion.

The COUNTY acknowledges that the following services will be provided by others or provide separate compensation for the CONSULTANT to perform:

1. As-built plans for roadway and bridge.
2. Any engineering work required due to error(s) or decisions made by the COUNTY, COUNTY'S representative, or CONTRACTOR.
3. Right-of-Way acquisition and verification.
4. Construction Engineering and Inspection Services
5. Construction Staking
6. Public information meetings or meetings with elected officials

F&H FEE SCHEDULE

Principal	\$175.00/Hour
Sr. Engineer/Project Manager	\$145.00/Hour
Project Engineer/Sr. Registered L.S.	\$125.00/Hour
Environmental Planner	\$100.00/Hour
Jr. Engineer/Designer	\$95.00/Hour
CADD Designer	\$80.00/Hour
CADD Technician	\$70.00/Hour
Clerical	\$50.00/Hour
Survey Team (2 Man Crew)	\$130.00/Hour
Mileage	\$0.585/Mile
Reproduction	Plans \$0.25/Sq.Ft. Pages \$0.25/Page
Expenses and Subsistence	Actual Cost

11/14/2012

Bluffton Parkway 5A Segment 2 Roadway & Bridge Project Construction Services

FEE

Task 1- Pre-Construction Conference			
	HOURS	RATE	TOTAL
Senior Bridge Engineer	8	\$ 145.00	\$ 1,160.00
Senior Roadway Engineer	8	\$ 145.00	\$ 1,160.00
Environmental Planner	8	\$ 100.00	\$ 800.00
Total			\$ 3,120.00

Task 2 - Value Engineering Proposal Review			
(Assume 2 VE Design Reviews)			
	HOURS	RATE	TOTAL
Senior Bridge Engineer	40	\$ 145.00	\$ 5,800.00
Senior Roadway Engineer	20	\$ 145.00	\$ 2,900.00
Bridge Design Engineer	60	\$ 125.00	\$ 7,500.00
Roadway Design Engineer	40	\$ 125.00	\$ 5,000.00
Total			\$ 21,200.00

Task 3 - Erection and Shop Plan Review			
(Bridge & MSE Walls)			
	HOURS	RATE	TOTAL
Senior Bridge Engineer	80	\$ 145.00	\$ 11,600.00
Bridge Design Engineer	240	\$ 125.00	\$ 30,000.00
Total			\$ 41,600.00

Task 4 - Technical Assistance During Construction			
(Bi-weekly Meetings and Weekly Q&R)			
	HOURS	RATE	TOTAL
Senior Bridge Engineer	480	\$ 145.00	\$ 69,600.00
Senior Roadway Engineer	480	\$ 145.00	\$ 69,600.00
Bridge Design Engineer	600	\$ 125.00	\$ 75,000.00
Roadway Design Engineer	600	\$ 125.00	\$ 75,000.00
Total			\$ 289,200.00

Task 5 - Construction Revisions			
(Assume 3 Roadway & 10 Bridge Revisions)			
	HOURS	RATE	TOTAL
Senior Bridge Engineer	60	\$ 145.00	\$ 8,700.00
Senior Roadway Engineer	20	\$ 145.00	\$ 2,900.00
Bridge Design Engineer	160	\$ 125.00	\$ 20,000.00
Roadway Design Engineer	40	\$ 125.00	\$ 5,000.00
Total			\$ 36,600.00

Task 6 - Geotechnical Engineering Services			
	HOURS	RATE	TOTAL
Senior Bridge Engineer	20	\$ 145.00	\$ 2,900.00
Senior Geotechnical Engineer	80	\$ 145.00	\$ 11,600.00
Bridge Design Engineer	60	\$ 125.00	\$ 7,500.00
Geotechnical Design Engineer	120	\$ 125.00	\$ 15,000.00
Total			\$ 37,000.00

Direct Expenses- \$ 12,000.00

Total Segment 2 Engineering Services Fee \$ 440,720.00



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 sole source procurements shall be maintained as public record and shall list each contractor's name, the amount and type of each contract, a listing of the items procured under each contract, and the identification of each contract file.

(b) Sole 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 Sole 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 books, 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; or 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: Engineering Division Requested Account Code: 33401-54500

Description of Requested Services

Engineering Design Assistance for Bluffton Parkway Phase 5A Segment 2 Sales Tax Project #1

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

Cost of Requested Services: \$440,720

Requested Vendor Name: Florence & Hutcheson

Requested Vendor Address: PO Box 50800, 501 Huger Street, Columbia, SC 29250



Non-Competitive Purchases Form

Requested Vendor Phone Number: 803-254-5800 Requested Vendor Email Address: dbeaty@flohut.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.

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.*

F & H was awarded the original professional engineering services contract for the Sales Tax Project #1 – Bluffton Parkway Phase 5A Segments 1 & 2. This firm is the active design consultant/engineer of record for the County on this project. The County was awarded a \$15 million dollar Federal Hwy Grant for construction of Segment 2. The project has been advertised for bids and bids received on Oct 4, 2012. A recommendation for contract award for the construction of Segment 2 is moving forward to County Council. It is anticipated that the contract award will be completed in January 2013.

This request for non-competitive purchase, is for F & H to to provide design assistance during construction. F & H should be consultant to provide the engineering design assistance needs during construction and is recommended as a non-competitive purchase. F & H has participated in all phases of the planning and design of the Bluffton Parkway Phase 5A with the County and outside agencies. The time expended on hiring a new design consultant to assist during construction would hinder the construction effort tremendously.

- 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 of any person within the County.*

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



Non-Competitive Purchases Form

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: Robert E. Klink Requester Signature: [Signature] Date: 11/16/12

Department Head Name: Robert McFee Department Head Signature: [Signature] Date: 11/19/12

For Purchasing Completion only:

Date Received in Purchasing Department: 11/14/12

Reviewed by Purchasing Department for completeness

Date: 11/19/12

Reviewed by: [Signature]

Verified that this is the only source: Yes No NA

Comments: Current Consultant and would save time and money moving forward.
See attached memo dated November 19, 2012.

Purchasing Director or His Designee Approval Signature: [Signature] 11/19/12

Associated Purchase Orders Number: 20081325, (original PO) 20110195 (FY 2011 replacement), 20120230 (FY 2012 replacement), 20130415 (current FY PO)

Associated Contract Number: _____



Memorandum

FROM: Dave Thomas, Purchasing Department Director *DT*

SUBJ: **Non-Competitive Purchase of Engineering Design Services During Construction of Bluffton Parkway Phase 5A Segment 2– Sales Tax #1**

DATE: November 19, 2012

The Purchasing Department has reviewed the 11/16/12 request from the County Engineer for the subject engineering services to be completed by Florence & Hutcheson (F&H).

F&H has a current contract with the County for engineering design services on the Bluffton Parkway Phases 5A, Segments 1 & 2. In 2008, County Council then awarded a design contract in the amount of \$2.4 million to F&H.

The Engineering Division has indicated in the attached non-competitive purchase form that since now the Bluffton Parkway Phases 5A Segment 2 will be awarded soon, design assistance from the engineering firm of record will be needed when construction starts. Therefore, the non-competitive purchase form for Florence & Hutcheson to complete the necessary design engineer assistance during construction of the Bluffton Parkway Phases 5A Segment 2 project is endorsed by the County Purchasing Department.



COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION
102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy County Administrator *BHill*
David Starkey, Chief Financial Officer *DStarkey*
Robert McFee, Director of Engineering and Infrastructure *JRMcfee*
Dave Thomas, Purchasing Director *DThomas*
Monica Spells, Compliance Officer *Spells*

FROM: Bob Klink, County Engineer *BKlink*

SUBJ: CRYSTAL LAKE PRESERVE PARK. LADY'S ISLAND - PHASE 1 IMPROVEMENTS
IFB# 1310001330042522

DATE: April 30, 2013

BACKGROUND. On April 9, 2012, County Council approved the development and use of the County's Crystal Lake property on Lady's Island as a community park. Crystal Lake Preserve Park is a Rural and Critical Land Preservation Program Capital Improvement Project.

The first phase of the project involves the construction of approximately 660 feet of wooden boardwalk, a 24-foot pier head, handicap parking and fencing. Future phases include walking trails, additional boardwalks and a community center with office space.

On April 25, 2013, Beaufort County received bids for the construction of Phase 1 improvements from the following five contractors:

<u>Contractors</u>	<u>Total Bid</u>
O'Quinn Marine Construction, Beaufort, SC	\$155,000
Nix Construction, Hilton Head, SC	\$169,800
Quality Enterprises, Chesapeake, VA	\$187,905
Brantley Construction Company, Charleston, SC	\$213,000*
JOCO Construction Company, Beaufort, SC	\$246,195
Engineer's Estimate	\$178,000

*Brantley Construction Company was non-responsive to the bid specifications for the SMBE program.

O'Quinn Marine Construction submitted the lowest qualified/responsible bid of \$155,000.00. They will be self performing all work and are in compliance with the County's SMBE Ordinance. There is no apparent cause for rejecting their bid.

FUNDING. Rural and Critical Land Preservation Capital Improvement Program, Acct #45010011-54411 with a current balance of \$437,438.

RECOMMENDATION. The Public Facilities Committee approve and recommend to County Council award of a contract to O'Quinn Marine Construction in the amount of \$155,000.00 for the construction of the Crystal Lake Preserve Park Phase 1 Improvements with the funding source listed above.

REK/DC/mjh
a

Attachments: 1) Bid Certification
2) SMBE Documents
3) 4/9/12 County Council Minutes
4) Location Map

Cc: Tony Criscitiello

PRELIMINARY BID TABULATION

PURCHASING DEPARTMENT



Project Name:	Crystal Lake Park
Project Number:	13 10001330 0425 22
Project Budget:	
Bid Opening Date:	Thursday April 25, 2013
Time:	3:00 PM
Location:	Building #3 102 Industrial Village Rd, Beaufort, SC
Bid Administrator:	Dave Thomas, Beaufort County Purchasing Director
Bid Recorder:	David Coleman

The following bids were received for the above referenced project:

BIDDER	BID FORM	BID BOND	ALL ADDENDA	SCH OF VALUES	SUB LISTING	SMBE DOCS	BASE BID	ALT #1	ALT #2	BID TOTAL
Quality Enterprises	x	x	x				\$187,905.00			\$187,905.00
Joco Construction	x	x	x				\$246,195.00			\$246,195.00
Brantley Construction Co	x	x	x				\$213,000.00			\$213,000.00
O'Quinn Marine Construction	x	x	x				\$155,000.00			\$155,000.00
Nix Construction Co. Inc.	x	x	x				\$169,800.00			\$169,800.00

Beaufort County posts PRELIMINARY bid tabulation information within 2 business days of the advertised bid opening. Information on the PRELIMINARY bid tabulation is posted as it was read during the bid opening. Beaufort County makes no guarantees as to the accuracy of any information on the PRELIMINARY tabulation. The bid results indicated here do not necessarily represent the final compliance review by Beaufort County and are subject to change. After the review, the final award will be made by Beaufort County Council and a certified bid tab will be posted online.

Bid Administrator Signature

D. I. CE

Bid Recorder Signature

D. I. CE

Bid Certification Signature

Hickman, Maggie

From: Spells, Monica
Sent: Monday, April 29, 2013 1:05 PM
To: Hickman, Maggie; Thomas, Dave
Cc: Dimont, Richard
Subject: Crystal Lake Park Project SMBE Compliance
Attachments: Bid Compliance Crystal Lake.pdf

Please see the attached SMBE bid compliance review of good faith efforts for the Crystal Lake Park project. All bidders except Brantley Construction were found to be in compliance with the SMBE program provisions. The remaining four bidders submitted a notarized self-performance affidavit (to perform 100% of the contract work and/or provide services with their own current workforce/staff on payroll) and therefore did not need to demonstrate a good faith effort to utilize subcontractors.

Note: Per our policy as indicated on the self-performance affidavit, should the successful bidder need to subcontract all and/or some of the contracted work, written notice should be submitted to me within three business days of such determination.

Thank you,
Monica

**Beaufort
County**
South Carolina
bcgov.net

Monica N. Spells, Compliance Officer
Beaufort County Government
100 Ribaut Road | PO Box 1228
Beaufort, SC 29901-1228
843.255.2354 phone

Small and Minority Business Bid Compliance Review of Good Faith Efforts (1 of 1)
 Beaufort County Crystal Lake Park Project • IFB #1310001330042522 • Bids Due April 25, 2013 at 3:00 PM

Prime Bidder		Brantley	Joco/ Merit*	Nix*	O'Quinn*	Quality*
1	Included Good Faith Efforts Checklist Form	0	n/a	n/a	n/a	n/a
2	Requested SMBE List from Compliance Office	0	n/a	n/a	n/a	n/a
3	Included Copy of Written Notice to SMBE	0	n/a	n/a	n/a	n/a
4	Provided Proof of Sending Written Notice to SMBE	0	n/a	n/a	n/a	n/a
5	Sent Bid Notice to SMBE 10 Days in Advance	0	n/a	n/a	n/a	n/a
6	Included Copy of Written Notice to Good Faith Agencies	0	n/a	n/a	n/a	n/a
7	Provided Proof of Sending Written Notice to Good Faith Agencies	0	n/a	n/a	n/a	n/a
8	Signed Non-Discrimination Statement Form (Exhibit 1)	0	n/a	n/a	n/a	n/a
9	Included Outreach Documentation Log (Exhibit 2)	0	n/a	n/a	n/a	n/a
10	Included Proposed Utilization Plan (Exhibit 3)	0	n/a	n/a	n/a	n/a
Total		0	n/a	n/a	n/a	n/a

* The following bidders submitted a notarized affidavit for 100% self-performance on the project, so good faith efforts documentation does not apply:

Joco Construction, LLC/Merit Marine
Nix Construction Company, Inc.
O'Quinn Marine Construction, Inc.
Quality Enterprises USA, Inc.

<u>BIDDER</u>	<u>LOCATION</u>	<u>BID TOTAL</u>
Brantley Construction Services, LLC	Charleston, SC	\$213,000
Joco Construction, LLC/Merit Marine (JV)	Beaufort, SC	\$246,195
Nix Construction Company, Inc.	Hilton Head Island, SC	\$169,800
O'Quinn Marine Construction, Inc.	Beaufort, SC	\$155,000
Quality Enterprises USA, Inc.	Chesapeake, VA	\$187,905

Total of 10 Possible Points

Scoring:
 0 = No
 1 = Yes





CONCEPTUAL MASTER PLAN

CRYSTAL LAKE PRESERVE PARK

BEAUFORT COUNTY, SOUTH CAROLINA

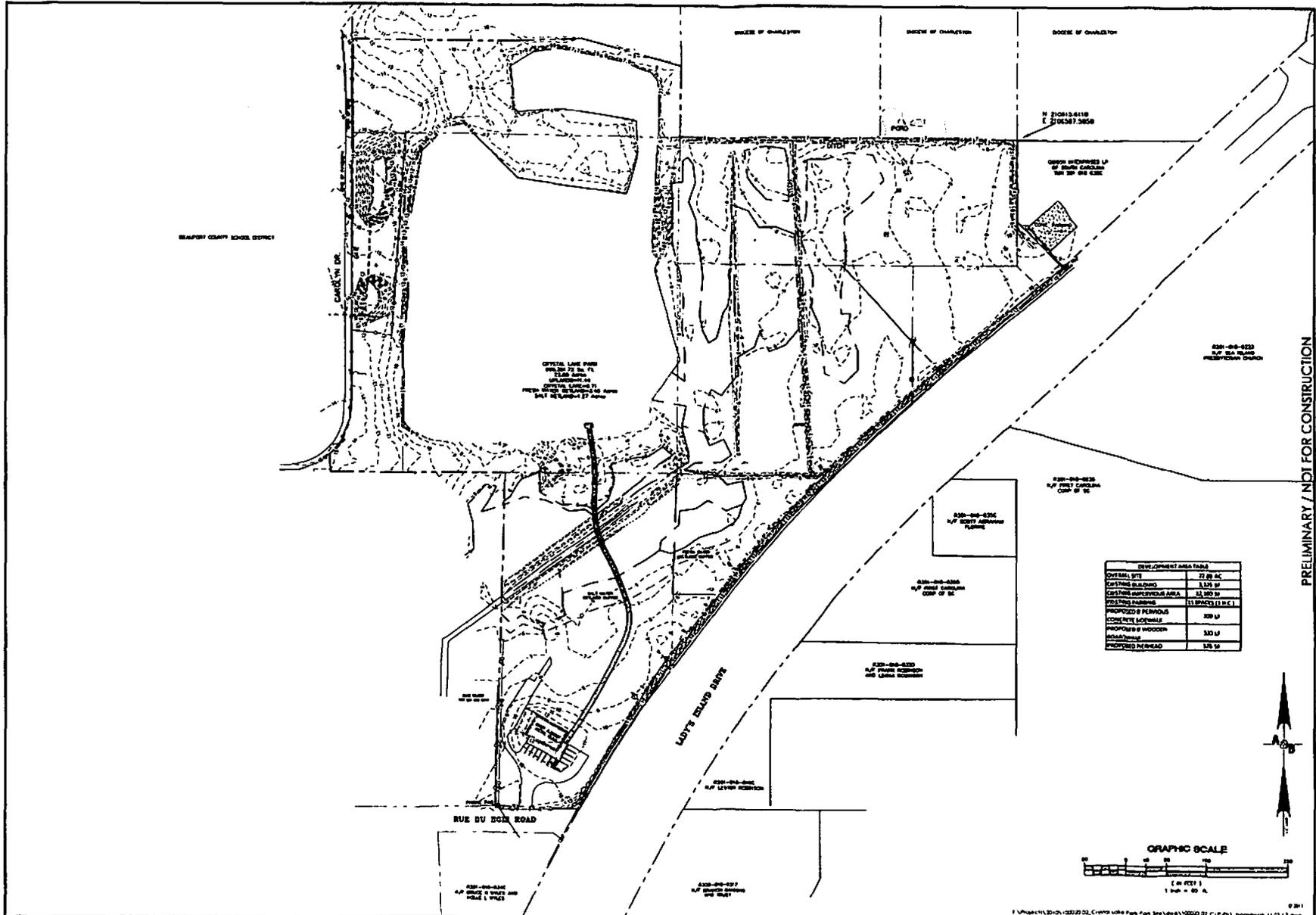
PREPARED FOR:

BEAUFORT COUNTY PARKS AND LEISURE SERVICES

LandPlan
 PARTNERS IN
 LANDSCAPE ARCHITECTURE



JUNE 19, 2006



PRELIMINARY / NDI FOR CONSTRUCTION

PLAN REVISIONS	
NO.	DATE
1	
2	
3	
4	
5	
6	
7	
8	

WE HEREBY AGREE TO HOLD THE CLIENT HARMLESS AND TO DEFEND AND HOLD HARMLESS THE CLIENT FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST OR INCURRED BY THE CLIENT AS A RESULT OF THE PREPARED AND ISSUED DRAWINGS.

ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND DECIMALS THEREOF.

Preliminary Site Plan
For
Crystal Lake Park
S.C. Hwy. 802
Lady's Island
Beaufort County, SC

Existing Site
& Demolition
Plan

Date Drawn: 11/20/12
Last Revised: 11/20/12
Drawn By: Codrion
Engineer: S. Andrews

SHEET #:
1
JOB: 100020

DEVELOPMENT AREA TABLE	
Overall Site	21.89 AC
Existing Impervious	3,125 SF
Existing pervious Area	33,600 SF
Proposed Impervious	11 SPACES (1 P.C.)
Proposed Pervious	300 SF
Proposed Decking	330 SF
Proposed Roadway	325 SF
Proposed Retention	325 SF



APPROVAL OF PROPOSAL FOR DEVELOPMENT AND USE OF CRYSTAL LAKE PROPERTY AS A COMMUNITY PARK BY FRIENDS OF CRYSTAL LAKE COMMITTEE

This item comes before Council under the Consent Agenda. It was discussed at the April 2, 2012 Natural Resources Committee meeting.

It was moved by Mr. Glaze, seconded by Mr. Stewart, that Council approve the proposal for the development and use of the Crystal Lake property as a community park. The vote was: YEAS – Mr. Baer, Mr. Dawson, Mr. Flewelling, Mr. Glaze, Mr. McBride, Mr. Newton, Mr. Rodman, Mr. Sommerville, Mr. Stewart and Ms. Von Harten. ABSENT – Mr. Caporale. The motion passed.

AN ORDINANCE AUTHORIZING THE PLEASANT FARM SPECIAL TAX DISTRICT TO BORROW FUNDS FROM A QUALIFIED LENDING INSTITUTION IN AN AMOUNT NOT TO EXCEED \$60,000 FOR PURPOSES OF PROVIDING INFRASTRUCTURE IMPROVEMENTS AS PROVIDED FOR IN ORDINANCE NO. 2006/4

Mr. Baer will vote against this issue, because the County should not be in this business.

Mr. Rodman said this item came out of Finance Committee. Essentially, the County would be putting forward a guarantee to a bank that these funds would be paid, but, these are funds that are collected on the tax bill. There is actually no risk for us in doing that. Therefore, Mr. Rodman does think it harms the County in any way to go forward with this.

Mr. Flewelling pointed out that the funds will be used for projects which would normally be the responsibility of County government. It is admirable that the citizens of Pleasant Farm subdivision are attempting to pay for these improvements out of their pockets.

It was moved by Mr. Glaze, seconded by Mr. Stewart, that Council approve on second reading and an ordinance authorizing the Pleasant Farm Special Tax District to borrow funds from a qualified lending institution in an amount not to exceed \$60,000 for purposes of providing infrastructure improvements as provided for in Ordinance No. 2006/4. The vote was: YEAS - Mr. Dawson, Mr. Flewelling, Mr. Glaze, Mr. McBride, Mr. Newton, Mr. Rodman, Mr. Sommerville, Mr. Stewart and Ms. Von Harten. OPPOSED - Mr. Baer. ABSENT – Mr. Caporale. The motion passed.

FUTURE LAND USE MAP AMENDMENT OF SOUTHERN BEAUFORT COUNTY PROPERTIES R600 021 0002 0000, R600 021 000 0075 0000, R603 021 000 004A 0000, R603 021 000 004A 0000, R603 021 000 006A 0000, R603 021 000 007B 0000, R603 021 000 0194 0000, AND R603 021 000 0195 0000 (7 PARCELS TOTALING 142+/- ACRES OFF HIGHWAY 278/FORDING ISLAND ROAD AND GRAVES ROAD KNOWN AS PEPPER HALL); FROM RURAL AND COMMUNITY COMMERCIAL TO REGIONAL COMMERCIAL AND NEIGHBORHOOD MIXED USE

WHEREAS, Beaufort County has produced increased results with the voter authorized Rural and Critical Lands Program funds by cooperating with other funding partners including, but not limited to, the United States Government, the State of South Carolina, the Town of Hilton Head Island, and donations from local citizens and foundations of land and funds for planning; and

WHEREAS, Beaufort County has successfully partnered with other agencies for the management and operation of property acquired pursuant to the Rural and Critical Lands Program including, but not limited to, the United States Government, the State of South Carolina and the Town of Bluffton; and

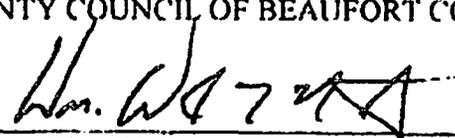
WHEREAS, the Crystal Lake Reserve, owned by Beaufort County, offers a unique location for educational activities because it combines the following characteristics:

1. Crystal Lake Reserve contains salt marsh, brackish marsh and a relatively large body of fresh water;
2. Crystal Lake Reserve is connected by water to the salt marshes of the Beaufort River and Port Royal Sound;
3. Crystal Lake Reserve adjoins a major roadway with substantial visibility and easy access;
4. Crystal Lake Reserve is located in one of the fastest growing areas of Beaufort County;
5. Crystal Lake Reserve shares borders with two schools which offers the opportunity for student participation and support;
6. Crystal Lake Reserve includes an existing building and parking areas which may be reused for the purposes contemplated by this resolution.

NOW, THEREFORE, that Beaufort County Council does hereby recommend and request that action be taken to include in the Master Plan for Crystal Lake Reserve and in the Northern Beaufort County Regional Plan a space for an interpretative center at Crystal Lake Reserve.

Adopted this 27th day of November, 2006.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: 

Wm. Weston J. Newton, Chairman

Attest:


Suzanne M. Rainey, Clerk to Council



COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION
102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy County Administrator
David Starkey, Chief Financial Officer *DS*
Robert McFee, Director of Engineering and Infrastructure *JR McFee*
Dave Thomas, Purchasing Director
Monica Spells, Compliance Officer *Spells*

FROM: Bob Klink, County Engineer *BK*

SUBJ: DSN HOUSE RENOVATIONS – 18 COTTAGE WALK, LADY'S
IFB# 1340050011050224

DATE: April 30, 2013

BACKGROUND. Beaufort County has received a grant totaling \$20,000 from the South Carolina Department of Disability & Special Needs for renovations and up fits to the 18 Cottage Walk DSN home.

On May 2, 2013, Beaufort County received bids for the renovations of DSN House at 18 Cottage Walk, Lady's Island. The improvements include enlarged doorways and up fits for electrical, plumbing, HVAC, flooring, and fire protection. Listed below are the five firms that submitted bids:

<u>Contractors</u>	<u>Total Bid</u>
Ground Work General Construction, LLC, North Charleston, SC	\$70,495.86
Hutter Construction Corporation, Beaufort, SC	\$75,000.00
Beaufort Design Build, LLC, Beaufort, SC	\$79,900.00
Patterson Construction Company, Beaufort, SC	\$88,928.00
Beaufort Construction Company, Beaufort, SC	\$97,607.00
Engineer's Estimate	\$90,000

Ground Work General Construction, LLC (GWGC) submitted the lowest qualified/responsible bid of \$70,495.86. Their bid is in compliance with the state procurement guidelines for the grant. There is no apparent cause for rejecting their bid. SMBE program provisions did not apply due to the SCDDSN grant award.

<u>FUNDING.</u>	<u>Funding Source</u>	<u>Available Balance</u>	<u>Project Budget</u>
	Renovations for Existing Buildings - DSN Acct #24410011-54420	\$79,229	\$50,495.86
	SCDDSN Grant	\$20,000	<u>\$20,000</u>
	Total		\$70,495.86

RECOMMENDATION. The Public Facilities Committee approve and recommend to County Council award of a contract to GWGC, LLC in the amount of \$70,495.86 for the renovations to the DSN House at 18 Cottage Walk from the funding source listed above.

REK/DC/mjh

Attachment: 1) Bid Certification



2003/09/06



2003/09/06



2003/09/06



2003/09/06



2003/09/06



2003/09/06





2003/09/06



2003/09/06



2003/09/06



2003/09/06



2003/09/06



2003/09/06



**COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION**

102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy County Administrator
David Starkey, Chief Financial Officer *DS*
Robert McFee, Director of Engineering and Infrastructure *JRM*
Dave Thomas, Purchasing Director
Monica Spells, Compliance Officer *MSpells*

FROM: Bob Klink, County Engineer *BK*

SUBJ: **US 278 FRONTAGE ROAD AT ISLAND WEST (SALES TAX PROJECT 2D)
FINAL DESIGN & CONSTRUCTON**

DATE: May 10, 2013

BACKGROUND. After many months of discussion and negotiations with Santee Cooper, Island West POA, and other property owners, the final draft alignment for the proposed frontage road connecting Island West, Island West Park and Toyota Drive with US 278 has been developed. (See Attachment #1)

This proposed design balances the utility requirements and POA needs, and minimizes the need for new right of way (ROW) acquisition as well as wetland impacts. Considering the present stage of construction on US 278 and the safety needs this facility will address, staff proposes to move into final design under the design/build model of project delivery.

By adding the final design, permitting, and ROW acquisition efforts and construction process to our existing Design/Build Dirt Road Paving Contract #44, these tasks can be handled concurrently and will save approximately 6 months. This will allow completion of the project to occur in December 2013. (See Attachment #2 Schedule). Lane Construction has given the County a design/build price of \$598,389.50 for the final design, permitting and construction of Island West Frontage Road.

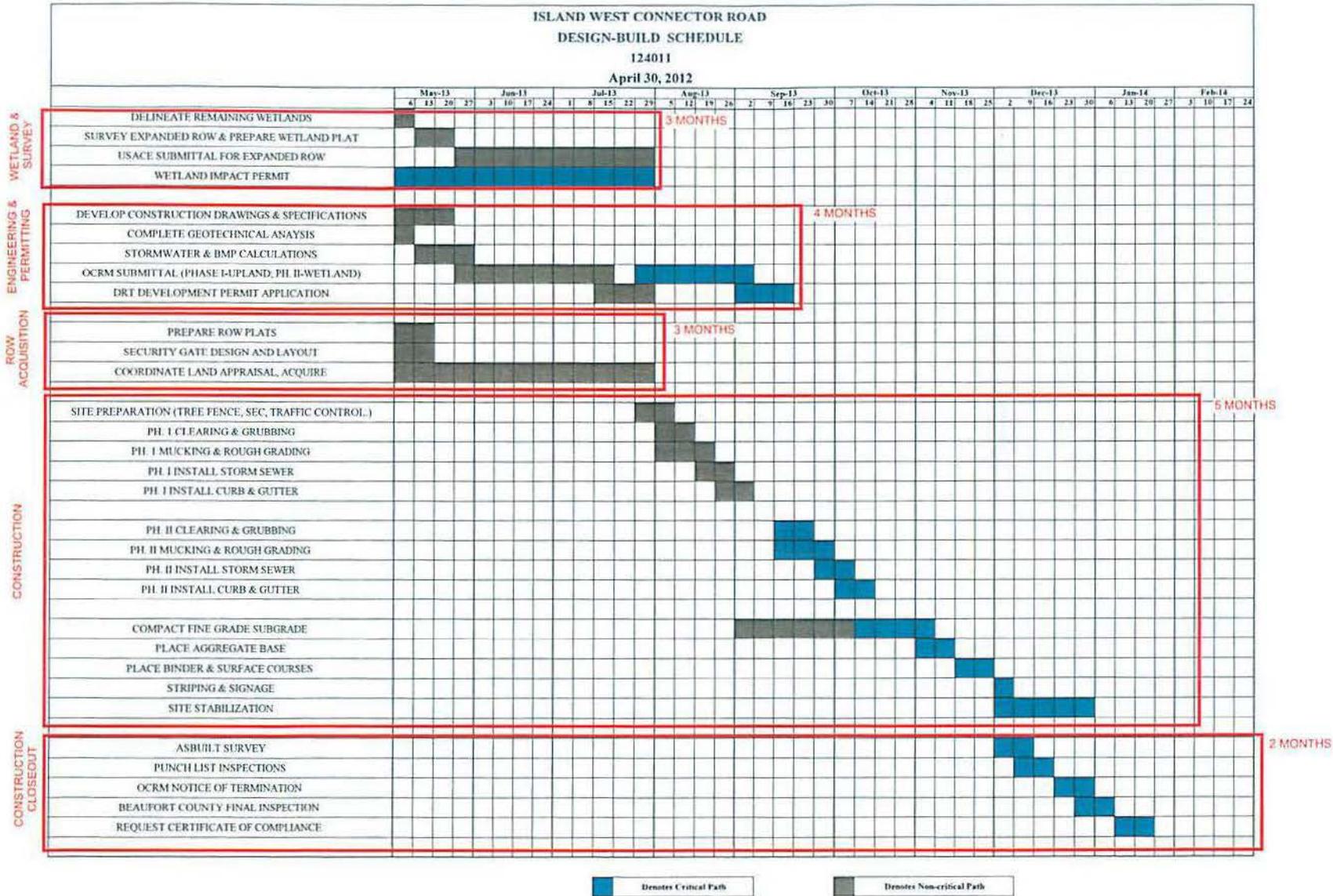
FUNDING. Sales Tax Project 2D for US 278 Frontage Roads, Account # 33402-54504 with an available funding budget of \$2,398,603. Harris Teeter will be contributing \$100,000 for the signalization of the intersection with Hampton Parkway/US 278 and the Island West POA will also be providing \$100,000 in funding for the frontage road completion.

On April 9, 2012, County Council approved US 278 Frontage Road at Island West as an eligible one cent sales tax project with a funding allocation of \$800,000.

RECOMMENDATON. The Public Facilities Committee approve and recommend to County Council award of a change order for Design/Build Dirt Road Paving Contract #44 with Lane Construction in the amount of \$598,389.50 for the final design, permitting and construction of the US 278 Frontage Road at Island West from the funding source listed above.

REK/mjh

Attachments: 1) Roadway Alignment
2) Design/Construction Schedule
3) Non-Competitive Purchase Request





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 sole source procurements shall be maintained as public record and shall list each contractor's name, the amount and type of each contract, a listing of the items procured under each contract, and the identification of each contract file.

(b) Sole 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 Sole 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 books, 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; or 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: Engineering Division Requested Account Code: 33402-54504

Description of Requested Services

Design Build Services for engineering design and construction of Island West Frontage Road – Sales Tax Project 2D
US 278 Frontage Roads

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

Cost of Requested Services: \$598,389.50

Requested Vendor Name: Lane Construction

Requested Vendor Address: PO Box 4487, Beaufort, SC 29903

Requested Vendor Phone Number: 843-846-8116 Requested Vendor Email Address: LaneConstruction.com



Non-Competitive Purchases Form

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.

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.*

This is a request for sole source procurement of engineering design and construction services under the design/build model of project delivery. Andrews & Burgess, Inc. has completed engineering services for the phase 1 roadway alignment for Island West. Due to the present stage of construction on US 278 and the safety needs of the Island West community, this request is submitted.

- 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 of 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):*



Non-Competitive Purchases Form

Requester Name: Robert E. Klink

Requester Signature: *Robert E. Klink*

Date: 5/10/13

Department Head Name: Robert McFee

Department Head Signature: *Robert McFee*

Date: 5/10/13

For Purchasing Completion only:

Date Received in Purchasing Department: _____

Reviewed by Purchasing Department for completeness

Date: _____

Reviewed by: _____

Verified that this is the only source: Yes No

Comments: _____

Purchasing Director or His Designee Approval Signature: _____

Associated Purchase Orders Number: _____

Associated Contract Number: _____



**COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION**
102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKUBI*
Bryan Hill, Deputy County Administrator
Josh Gruber, County Attorney *JG*
Robert McFee, Division Director of Engineering & Infrastructure *JMM*

FROM: Robert Klink, PE, County Engineer *RK*

SUBJ: **Beaufort County Dirt Road Paving Requirements for Dirt Roads Without
Right of Way Documentation – Cee Cee Road, St. Helena**

DATE: May 3, 2013

BACKGROUND. Cee Cee Road is a County maintained dirt road located on St. Helena Island off of Coffin Point Road connecting eastward to US 21. Public Works has maintained the 0.7 mile dirt road for over 20 years.

Cee Cee Road was included in County Council 3/12/12 awarded Dirt Road Paving Contract #46 to be designed and constructed in anticipation that if easements/right of way could not be obtained, then the County would have an option to move ahead under the basis of having prescriptive right of way.

During the development of this contract, the design build contractor and Engineering Division staff received direction to obtain written deeds from all property owners for all roads which the County does not have such documentation for. Engineering staff requested that the Cee Cee Road right of way owners quit claim deed the right of way needed in order for the County to pave their road.

Efforts to-date to obtain signed deeds for Cee Cee Road include validation of the field survey, preparing letters and deeds, conducting an on-site community meeting with the residents and property owners, and providing time for owner consideration and questions or discussions. Follow-up right of way requests were completed to the nonresponsive owners along with several made by registered mail for two problematic parcels for which the owners could not be located. The timeline associated with this right of way process has been approximately three months.

Engineering has received deeds for eight of the sixteen parcels of right of way needed. The County had right of way for approximately the first 735 feet of Cee Cee Road that is adjacent to the County drop off center and has received right of way for approximate 0.4 miles. Condemnation of the eight remaining parcels (0.2 miles) would be necessary to complete the total right of way effort for Cee Cee Road and allow paving to proceed.

Engineering Division staff and the design-build contractor team are therefore presenting this information for committee review and are recommending that the remaining required right-of-way be condemned.

RECOMMENDATION. The Public Facilities Committee approve and recommend to County Council to authorize proceeding with condemnation of the remaining required right-of-way for Cee Cee Road.

^{DS}
REK/DS/mjh

Attachments) 1. Location Map
2. ROW Map

We still need the parcels in GREEN:

Ernest, Sr. and Michelene Seabrook
Susan Jenkins
James Simmons, Jr.
James Leroy Simmons
Lymus Middleton, et al.
Anthony Jenkins

Middleton, et al.
Can't locate owners

Anthony Jenkins
Can't locate owner

Cee Cee Road:
R/W Acquisition as of
April 29, 2013

Location Map - Cee Cee Road

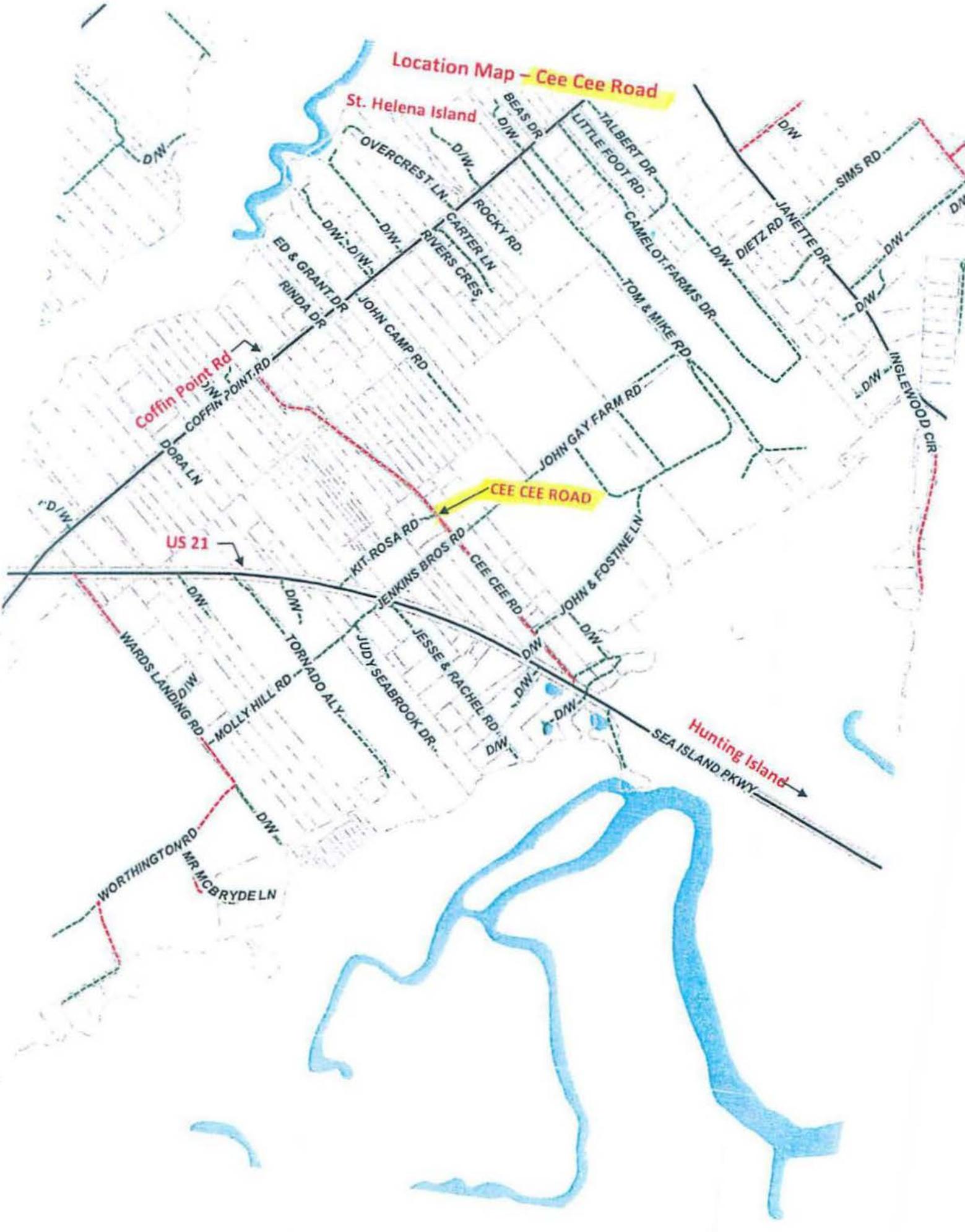
St. Helena Island

Hunting Island

Coffin Point Rd

CEE CEE ROAD

US 21





COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION
102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *G Kubic*
Bryan Hill, Deputy County Administrator
Josh Gruber, County Attorney *JG*
Robert McFee, Division Director of Engineering & Infrastructure *R McFee*

FROM: Robert Klink, PE, County Engineer *R Klink*

SUBJ: **Beaufort County Dirt Road Paving Requirements for Dirt Roads Without Right of Way Documentation – Inglewood Circle, St. Helena**

DATE: May 3, 2013

BACKGROUND. Inglewood Circle is a County maintained dirt road located on St. Helena Island off of Janette Drive near Avenue of the Oaks. Public Works has maintained the 0.8 mile dirt road for over 20 years. This road has a platted right of way; however, the plat is associated with a defunct corporation and the County does not hold the deed.

Inglewood Circle was included in County Council 3/12/12 awarded Dirt Road Paving Contract #45 to be designed and constructed in anticipation that if easements/right of way could not be obtained, then the County would have an option to move ahead under the basis of having prescriptive right of way.

During the development of this contract, the design build contractor and Engineering Division staff received direction to obtain deeds from all property owners for all roads which the County does not have such documentation for. Engineering staff requested that the Inglewood Circle right of way owners quit claim deed their interest in the platted right of way needed in order for the County to pave their road.

Efforts to-date to obtain signed deeds for Inglewood Circle include validation of the field survey, preparing letters and deeds, conducting an on-site community meeting with the residents and property owners, and providing time for owner consideration and questions or discussions. Follow-up right of way requests were completed to the nonresponsive owners. The timeline associated with this right of way process has been approximately eight months.

Engineering has received deeds for fifty-two of the sixty-seven parcels of right of way needed. The majority of the property owners have supported the road paving by granting right of way. Condemnation of the fifteen remaining parcels would be necessary to complete the total right of way effort for Inglewood Circle and allow paving to proceed.

Engineering Division staff and the design-build contractor team are therefore presenting this information for committee review and are recommending that the remaining required right-of-way be condemned.

RECOMMENDATION. The Public Facilities Committee approve and recommend to County Council to authorize proceeding with condemnation of the remaining required right-of-way for Inglewood Circle.

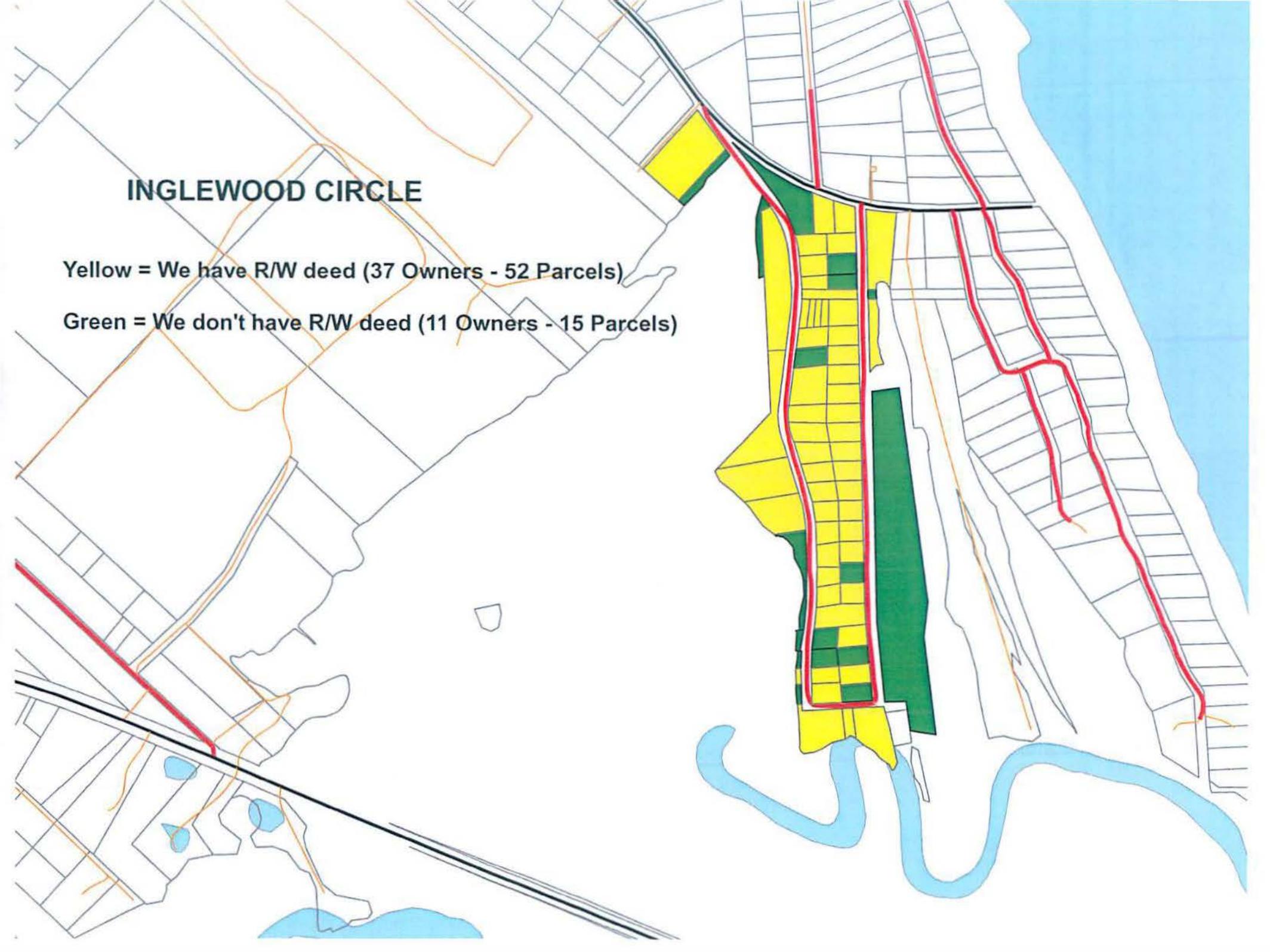
^{p/b}
REK/DS/mjh

Attachments 1) Location Map
2) ROW Map

INGLEWOOD CIRCLE

Yellow = We have R/W deed (37 Owners - 52 Parcels)

Green = We don't have R/W deed (11 Owners - 15 Parcels)





COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION
102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy County Administrator
Josh Gruber, County Attorney *JG*
Robert McFee, Division Director of Engineering & Infrastructure *JRM Fee*

FROM: Robert Klink, PE, County Engineer *RK*

SUBJ: **Beaufort County Dirt Road Paving Requirements for Dirt Roads Without Right of Way Documentation – Queens Road, St. Helena**

DATE: May 3, 2013

BACKGROUND. Queens Road is a County maintained dirt road located on St. Helena Island off of Ernest Drive connecting to Saxonsville Road on its east end. Public Works has maintained the 0.7 mile dirt road for over 20 years. The County does not own right of way for Queens Road.

Queens Road was included in County Council 3/12/12 awarded Dirt Road Paving Contract #46 to be designed and constructed in anticipation that if easements/right of way could not be obtained, then the County would have an option to move ahead under the basis of having prescriptive right of way.

During the development of this contract, the design build contractor and Engineering Division staff received direction to obtain written deeds from all property owners for all roads which the County does not have such documentation for. Engineering staff requested that the Queens Road right of way owners quit claim deed the right of way needed in order for the County to pave their road.

Efforts to-date to obtain signed deeds for Queens Road include validation of the field survey, preparing letters and deeds, conducting an on-site community meeting with the residents and property owners, and providing time for owner consideration and questions or discussions. Follow-up right of way requests were completed to the nonresponsive owners. The timeline associated with this right of way process has been approximately three months.

Engineering has received deeds for ten of the twenty-two parcels of right of way needed. Ten of the eleven property owners living along Queens Road have supported the road paving by granting right of way. The majority of the remaining twelve parcels involve out of state residents along with two parcels which are heirs property. Condemnation of the twelve remaining parcels would be necessary to complete the total right of way effort for Queens Road and allow paving to proceed.

Engineering Division staff and the design-build contractor team are therefore presenting this information for committee review and are recommending that the remaining required right-of-way be condemned. It is important to note that the property owners residing along Queens Road have provided overwhelming support for this paving project.

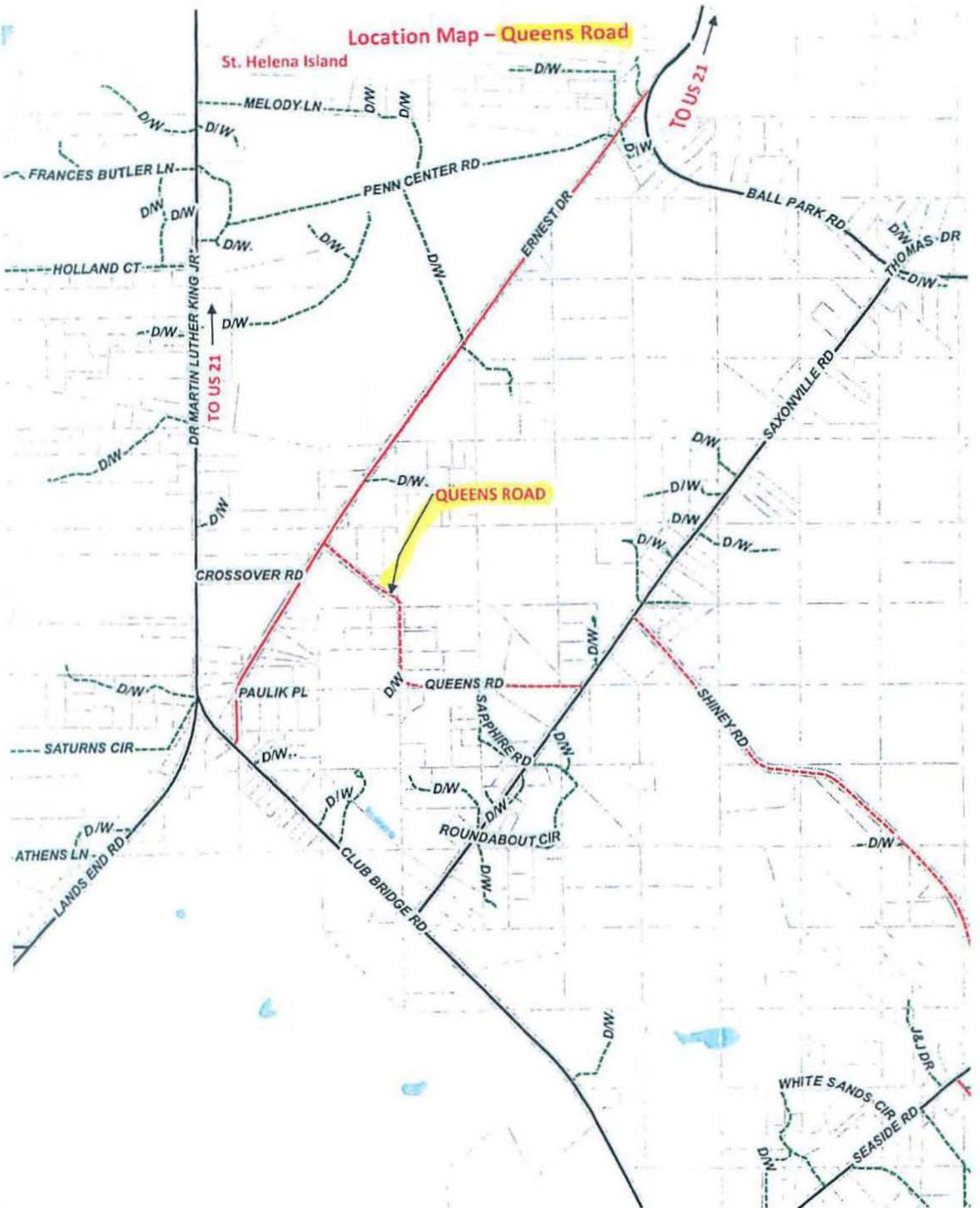
RECOMMENDATION. The Public Facilities Committee approve and recommend to County Council to authorize proceeding with condemnation of the remaining required right-of-way for Queens Road.

^{DB}
REK/DS/mjh

Attachments: 1) Location Map 2) ROW Map

Location Map - Queens Road

St. Helena Island



CROSSOVER RD

QUEENS ROAD

PAULIK PL

QUEENS RD

SAPHIRE RD

ROUNABOUT CIR

CLUB BRIDGE RD

BALL PARK RD

SAXONVILLE RD

SHINEY RD

WHITE SANDS CIR

SEASIDE RD

DR MARTIN LUTHER KING JR DR

ERNEST DR

PENN CENTER RD

MELODY LN

FRANCES BUTLER LN

HOLLAND CT

SATURNS CIR

ATHENS LN

LANDS END RD

THOMAS DR

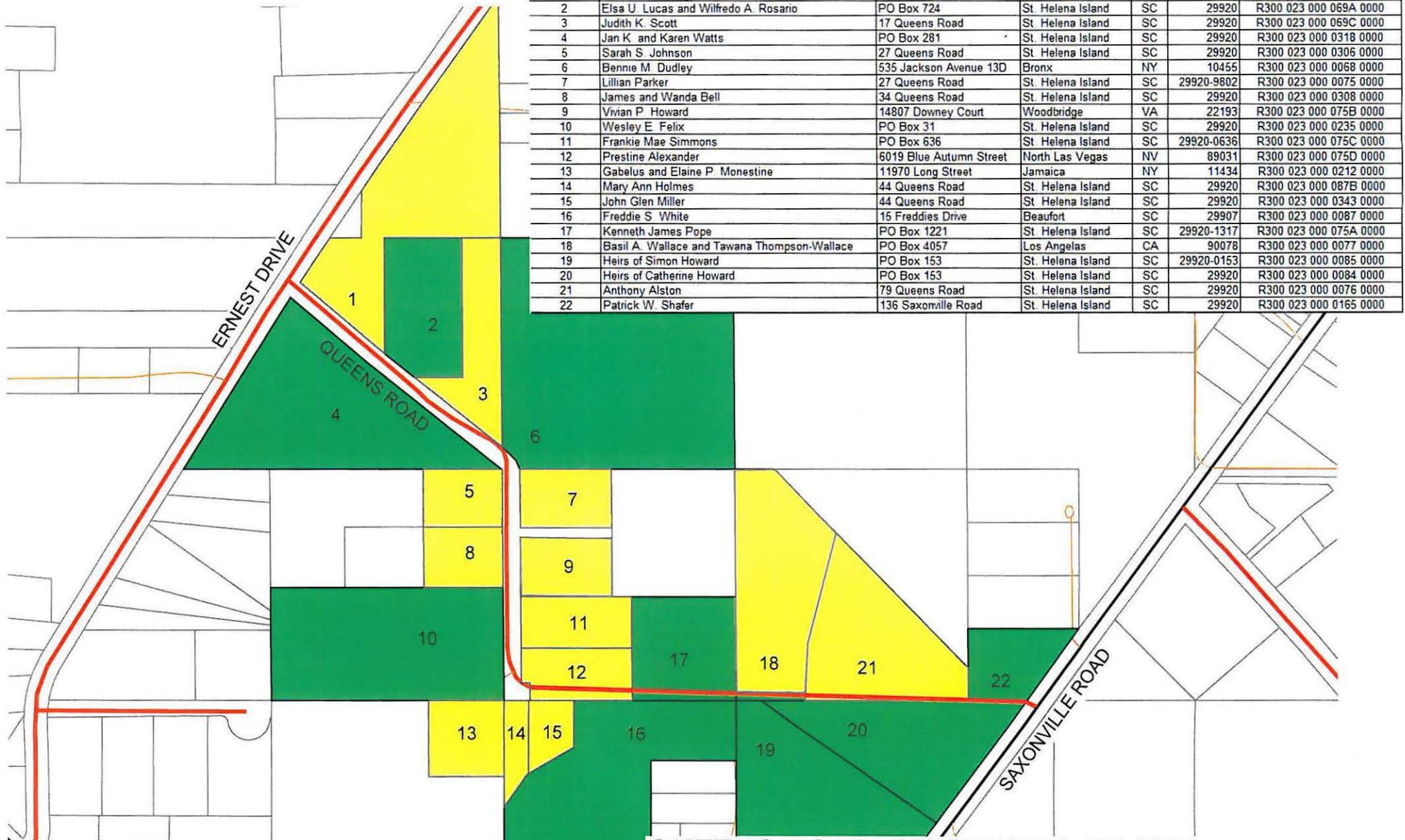
J&J DR

TO US 21

TO US 21

D/W

1	William S. Young Jr.	PO Box 115	St. Helena Island	SC	29920	R300 023 000 0069 0000
2	Elsa U. Lucas and Wilfredo A. Rosano	PO Box 724	St. Helena Island	SC	29920	R300 023 000 069A 0000
3	Judith K. Scott	17 Queens Road	St. Helena Island	SC	29920	R300 023 000 069C 0000
4	Jan K. and Karen Watts	PO Box 281	St. Helena Island	SC	29920	R300 023 000 0318 0000
5	Sarah S. Johnson	27 Queens Road	St. Helena Island	SC	29920	R300 023 000 0306 0000
6	Bennie M. Dudley	535 Jackson Avenue 13D	Bronx	NY	10455	R300 023 000 0068 0000
7	Lillian Parker	27 Queens Road	St. Helena Island	SC	29920-9802	R300 023 000 0075 0000
8	James and Wanda Bell	34 Queens Road	St. Helena Island	SC	29920	R300 023 000 0308 0000
9	Vivian P. Howard	14807 Downey Court	Woodbridge	VA	22193	R300 023 000 075B 0000
10	Wesley E. Felix	PO Box 31	St. Helena Island	SC	29920	R300 023 000 0235 0000
11	Frankie Mae Simmons	PO Box 636	St. Helena Island	SC	29920-0636	R300 023 000 075C 0000
12	Prestine Alexander	6019 Blue Autumn Street	North Las Vegas	NV	89031	R300 023 000 075D 0000
13	Gabelus and Elaine P. Monestine	11970 Long Street	Jamaica	NY	11434	R300 023 000 0212 0000
14	Mary Ann Holmes	44 Queens Road	St. Helena Island	SC	29920	R300 023 000 087B 0000
15	John Glen Miller	44 Queens Road	St. Helena Island	SC	29920	R300 023 000 0343 0000
16	Freddie S. White	15 Freddie's Drive	Beaufort	SC	29907	R300 023 000 0087 0000
17	Kenneth James Pope	PO Box 1221	St. Helena Island	SC	29920-1317	R300 023 000 075A 0000
18	Basil A. Wallace and Tawana Thompson-Wallace	PO Box 4057	Los Angeles	CA	90078	R300 023 000 0077 0000
19	Heirs of Simon Howard	PO Box 153	St. Helena Island	SC	29920-0153	R300 023 000 0085 0000
20	Heirs of Catherine Howard	PO Box 153	St. Helena Island	SC	29920	R300 023 000 0084 0000
21	Anthony Alston	79 Queens Road	St. Helena Island	SC	29920	R300 023 000 0076 0000
22	Patrick W. Shafer	136 Saxonville Road	St. Helena Island	SC	29920	R300 023 000 0165 0000



RIGHT-OF-WAY ACQUISITION MAP

**QUEENS ROAD, ST. HELENA ISLAND
ACQUIRED ROW FROM 13/22 (60%)
PROPERTY OWNERS**

REQUESTING 25' RIGHT-OF-WAY (ROW) FROM EACH SIDE OF THE ROAD CENTERLINE TO CREATE 50' ROW (TOTAL WIDTH)

- = ROW GRANTED
- = ROW NOT GRANTED

Andrews & Burgess Inc.
Engineering & Surveying

40A Shanklin Road
Beaufort, SC 29906
843.466.0369
Fax 843.466.9766



COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION
102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee

VIA: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy County Administrator *BH*
Josh Gruber, County Attorney *JG*
Robert McFee, Division Director of Engineering & Infrastructure *RMcFee*

FROM: Eddie Bellamy, Public Works Director *EB*
Robert Klink, PE, County Engineer *REK*

SUBJ: Beaufort County Dirt Road Paving Requirements for Dirt Roads Without
Right of Way Documentation – Remove from Road Maintenance Inventory
Rosie Singleton Drive, St. Helena

DATE: May 3, 2013

BACKGROUND. Rosie Singleton Drive is a dirt road located on St. Helena Island off of Old Church Road. Public Works has maintained approximately 500 feet of the 0.8 mile dirt road for over 20 years. Rosie Singleton Drive was selected for paving in the FY 09/10 – FY 12/13 Dirt Road Paving Program and has been planned for paving in a pending solicitation for Dirt Road Paving Contract #48.

Engineering Division staff received direction that the County must have deeded right of way to improve a dirt road. Engineering has completed two written requests to the six property owners to contribute right of way in order to pave Rosie Singleton Drive. Five of the six property owners have been non-responsive to both written requests. The second request includes a comment that if right of way is not acquired, Rosie Singleton Drive may be reclassified as a private road and removed from the Beaufort County maintenance inventory. Property owners along the road would then assume the responsibility and costs of maintaining the road and drainage ditches.

The one property owner on the west side of the road that has responded has declined to provide right of way. Staff has verbally discussed the need for right of way with this property owner and she acknowledged that she was aware that the road could potentially return to private status and no longer subject to County maintenance if the right of way grant for paving was declined.

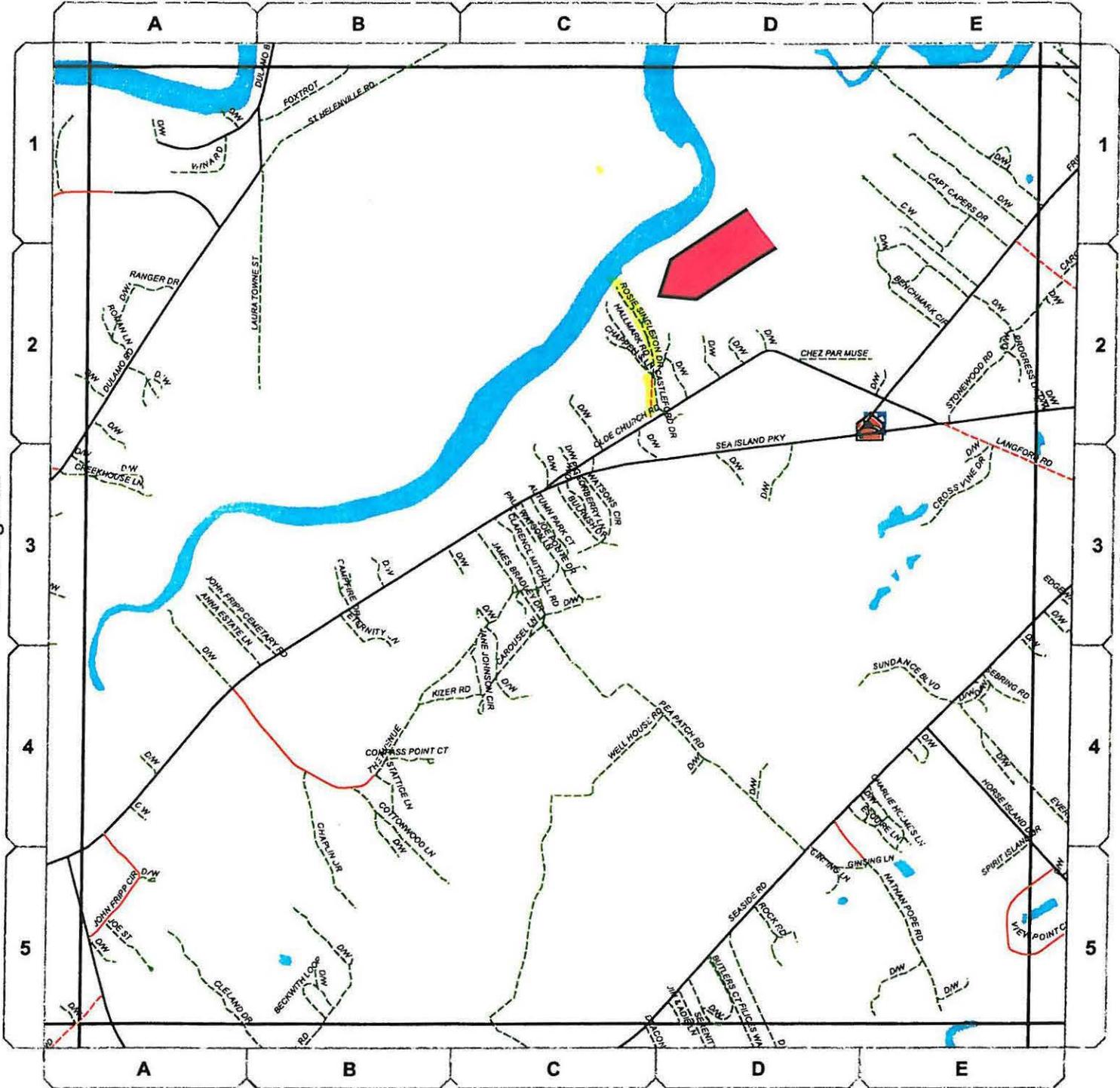
Efforts to date to obtain signed deeds for Rosie Singleton Drive include obtaining a cost for survey, initiating a survey agreement, performing the field survey, preparing letters and deeds, and providing time for owner consideration and questions or discussions. The timeline associated with the process has been approximately three months, with only one owner responding to decline the request. With no community support for granting right of way, staff would not recommend condemnation actions.

The Engineering Division and Public Works Department jointly recommend that the portion of Rosie Singleton Drive that is maintained by the County be designated as a private road and that the County perform no further work or maintenance on this road.

RECOMMENDATION. The Public Facilities Committee approve and recommend to County Council to designate Rosie Singleton Drive as a private road.

^{DS}
REK/DS/mjh

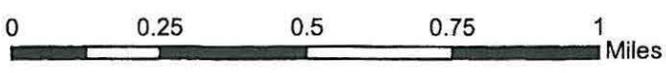
Attachment: Location Map



- PUBLIC SERVICE FACILITIES**
- Hospitals
 - Fire Stations
 - Police Stations
 - EMS Stations
 - Elementary Schools
 - Middle Schools
 - High Schools
 - Airport
 - Boat Landings

- ROADS**
- <all other values>
- OWNER / SURFACE**
- STATE / PAVED
 - STATE / UNPAVED
 - COUNTY / PAVED
 - COUNTY / UNPAVED
 - PRIVATE / PAVED
 - PRIVATE / UNPAVED
 - MILITARY / PAVED
 - MILITARY / UNPAVED
 - TOWN / PAVED
 - TOWN / UNPAVED

- MUNICIPALITIES**
- City of Beaufort
 - Town of Bluffton
 - City of Hardeeville
 - Hilton Head Island
 - Town of Port Royal
 - Yemmessee





R300 012 000 0015
RANDALL W. MCCOY & SUE E.
MCCOY JIROS

315.55 SQ. FT.

R300 012 000 0019
BERTHA BRADLEY SINGLETON

64.58 SQ. FT.

R300 012 000 0014
ELIZABETH CHAPPELL & PHIL E.
CHAPPELL JR.

2000.07 SQ. FT.
REMAINING AREA FOR ACQUISITION

R300 012 000 0019
BERTHA BRADLEY SINGLETON

R300 012 000 0144
ELIZABETH TURNER

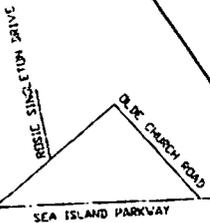
4472.25 SQ. FT.

R300 012 000 0137
AMBER HERBERT JOHNSON

144.50 SQ. FT.

ROSIE SINGLETON DRIVE

OLDE CHURCH ROAD



LOCATION MAP (N.T.S.)



(1" = 100')

**PLAT SHOWING PROPOSED
RIGHT OF WAY ACQUISITION
ROSIE SINGLETON DRIVE
BEAUFORT COUNTY
ST. HELENA ISLAND
BEAUFORT COUNTY, SOUTH CAROLINA**

DATE: MARCH 2, 2013 SCALE: 1" = 30'

I, David E. Gasque, a Registered Professional Land Surveyor in the State of South Carolina, certify to attend to the above named land to the best of my knowledge, information and belief, the survey shown herein was made in accordance with the requirements of the minimum standards required for the practice of land surveying in South Carolina, and means to establish the requirements for a CLASS survey as specified therein, and there are no encroachments or projections other than shown. This survey is not valid unless it bears the original signature and seal of a licensed land.

David E. Gasque, R.L.S.
S.C. Registration Number 12208

GASQUE & ASSOCIATES INC.
LAND SURVEYORS · PLANNERS
28 PROFESSIONAL VILLAGE CIRCLE, BEAUFORT, S.C.
P.O. BOX 1353, BEAUFORT, S.C.
(843) 522-1799

THIS PLAN IS COPYRIGHTED AND IS ONLY VALID FOR THE USE OF THE ENTITY OR PERSON(S) SHOWN HERE ON.

2013/03/02 7:53 AM 013 000 0137

COPY



April 1, 2013

**COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION
102 Industrial Village Road, Building #3, Beaufort, SC 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2700 Facsimile: 843-255-9420**

Re: Beaufort County Dirt Road Paving Contract 48- Rosie Singleton Drive

The Beaufort County Council and the County Transportation Committee (CTC) have selected Rosie Singleton Drive to be included in the County's ongoing Dirt Road paving program. In order to comply with CTC funding requirements, the County Engineering Division has designed a paved roadway that will fit within a 50' right-of-way. Since Rosie Singleton Drive does not currently have a 50' right-of-way, we are asking that you donate a strip of land containing 4,472.25 SQ. FT. (0.103 acres). This piece of land, which contains a portion of the proposed right-of-way, is more clearly described in Exhibit "A" of the enclosed quitclaim deed. The other property owners who would benefit from this project are being asked to donate right-of-way as well.

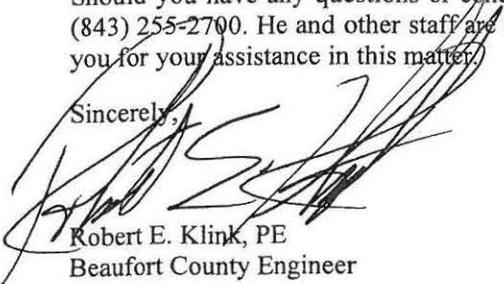
The County intends to pave a new 20' wide asphalt section and provide drainage and utility improvements. The County will be responsible for relocating any utilities, mailboxes, and other structures located within the deeded right-of-way that require moving to accommodate the proposed work. We will work around trees, landscaping and other vegetation wherever possible. If you have any particular concerns, we will be available to meet onsite to discuss the plans with you and/or your neighbors.

A quitclaim deed has been enclosed. Please sign the deed, have it witnessed and notarized, and return it to the Engineering Division in the envelope provided. You may bring the deed to our office if you prefer, and we will witness and notarize the document. If you do not wish to grant the right-of-way, please notify the Engineering Division as soon as possible and return the unsigned deed to us. Please note that without all of the requested right-of-way we will have to abandon the paving project. If that happens, Rosie Singleton may be reclassified as a private road and removed from the Beaufort County maintenance inventory. Property owners along the road would then assume the responsibility and costs of maintaining the road and drainage ditches.

We feel these improvements will provide a great benefit to you and your community, and we strongly recommend encouraging your neighbors to grant the right-of-way requested in this letter. We look forward to working with you so that together, we can ensure that Rosie Singleton Drive does not remain a dirt road.

Should you have any questions or concerns, please contact Eric Klatt, Beaufort County Right of Way Manager at (843) 255-2700. He and other staff are available to answer any questions over the phone and/or meet onsite. Thank you for your assistance in this matter.

Sincerely,


Robert E. Klink, PE
Beaufort County Engineer

REK/EWK/cvs
Enclosures: Deed



COUNTY COUNCIL OF BEAUFORT COUNTY
BEAUFORT COUNTY ENGINEERING DIVISION

102 Industrial Village Road, Building #3, 29906
Post Office Drawer 1228, Beaufort, SC 29901-1228
Telephone: 843-255-2692 Facsimile: 843-255-9420

April 25, 2013

Re: Beaufort County Dirt Road Paving Contract 48 - Rosie Singleton Drive 2nd Request

The Beaufort County Council and the County Transportation Committee (CTC) have selected Rosie Singleton Drive to be included in the County's ongoing Dirt Road paving program. In order to comply with CTC funding requirements, the County Engineering Division has designed a paved roadway that will fit within a 50' right-of-way. Since Rosie Singleton Drive does not currently have a 50' right-of-way, we are asking that you donate a strip of land containing 315.55 SQ. FT. (0.007 acres). This strip of land, which contains a portion of the proposed right-of-way, is more clearly described in Exhibit "A" of the enclosed quitclaim deed. The other property owners who would benefit from this project are being asked to donate right-of-way as well.

The County intends to pave a new 20' wide asphalt section and provide drainage and utility improvements. The County will be responsible for relocating any utilities, mailboxes, and other structures located within the deeded right-of-way that require moving to accommodate the proposed work. We will work around trees, landscaping and other vegetation wherever possible. If you have any particular concerns, we will be available to meet onsite to discuss the plans with you and/or your neighbors.

A quitclaim deed has been enclosed. Please sign the deed, have it witnessed and notarized, and return it to the Engineering Division in the envelope provided. You may bring the deed to our office if you prefer, and we will witness and notarize the document. If you do not wish to grant the right-of-way, please notify the Engineering Division as soon as possible and return the unsigned deed to us. **Please note that without all of the requested right-of-way we will have to abandon the paving project. If that happens, Rosie Singleton may be reclassified as a private road and removed from the Beaufort County maintenance inventory. Property owners along the road would then assume the responsibility and costs of maintaining the road and drainage ditches.**

Should you have any questions or concerns, please contact Eric Klatt, Beaufort County Right of Way Manager at (843) 255-2700. He and other staff are available to answer any questions over the phone and/or meet onsite. Thank you for your assistance in this matter.

Sincerely,

Robert E. Klink, PE
Beaufort County Engineer

REK/EJK/cvs
Enclosures: Deed



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

Building 3, 102 Industrial Village Road
Post Office Drawer 1228, Beaufort, SC 29901-1228
Phone: (843) 255-2353 Fax: (843) 255-9437

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee
FROM: Dave Thomas, Purchasing Director *DT*
SUBJ: Request to Purchase Hardware and Software Support from a Sole Source Vendor for the Beaufort County MIS Department
DATE: May 7, 2013

BACKGROUND: The Purchasing Department received a request from the MIS Department to renew the annual maintenance and software support contract from Thomas Reuters for the Manatron tax assessment software package suite. This contract will cover services for all of fiscal year 2014.

SOLE SOURCE VENDOR INFORMATION:

Thomas Reuters/Manatron, Portage, MI

COST

\$158,863.92

FUNDING: Account # 10001150-51110 Maintenance Contracts

FOR ACTION: Finance Committee meeting occurring on May 13, 2013.

RECOMMENDATION: The Finance Committee approves and recommends to County Council the contract award for software support services from Thomas Reference/Manatron for a total contract cost of \$158,863.92.

CC: Gary Kubic, County Administrator *GKubic*
Bryan Hill, Deputy Administrator *BHill*
David Starkey, Chief Financial Officer *DStarkey*
Dan Morgan, MIS Director *DMorgan*
Richard Dimont, Contract Specialist

Att: Pricing Information, Non-Competitive Purchases Form

MANATRON
A Thomson Reuters Business

February 2013

Dear Thomson Reuters Customer:

In many ways, 2012 was a transformative year, but there has also been continued economic uncertainty coupled with additional legislative pressure impacting local government. Regardless, our team remains focused on delivering an unparalleled customer experience by improving the quality and value of our products and services. During 2013, we will invest nearly \$20 million back into our solutions to ensure that your mission-critical solutions operate more effectively in this ever-changing technological world.

Our most significant transformation has been to fully embrace the Thomson Reuters brand. Aside from assuming the well-recognized brand, we are focusing a significant amount of our energy towards improving your experience as our customer. In 2013, you will see a significant change in the way that we seek your feedback via Internet based surveys as well as a closed-loop follow-up process. Ultimately, receiving your feedback in a timely manner is essential to understanding your needs as well as what will enable your office to achieve higher levels of success. Our focus on your customer experience underscores that you continue to make the right choice in retaining us as a key solution provider.

As we have committed to do each year, Thomson Reuters provides you with pricing guidance to plan for your upcoming budget cycle. The enclosed schedule includes current software and/or hardware with future maintenance and support pricing that can be used for your planning purposes. More specifically, the schedule itemizes the products, pricing and coverage period, along with the billing date of the next invoice.

As a few reminders, please note the following:

- **This is not an invoice**
- Coverage periods can be changed to coincide with your fiscal year
- Cancellations require a 30-day written communication

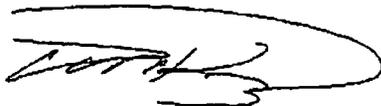
If any changes are necessary, please contact:

Barbara Fitzgerald
269-388-2612
barbara.fitzgerald@thomsonreuters.com

Thomson Reuters hopes to see you at our annual User Group Conference in San Diego, CA – September 22-27, 2013. Please visit grm.thomsonreuters.com frequently for updates.

We greatly appreciate your business and look forward to continuing our service to you and your jurisdiction. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,



G. William McKinzie
Managing Director, Government
Thomson Reuters, Tax & Accounting

2013 FEB 21 PM 2:18
COUNTY FINANCE

MANATRON

BEAUFORT COUNTY FINANCE

Maintenance and Support Schedule
and/or Note Schedule

For Internal Use Only

0019705

7/15/2013

MAN07ANN-Y

ACCT# 4007000

BEAUFORT COUNTY ADMINISTRATION
P.O. DRAWER 1228
100 RIBAUT ROAD

BEAUFORT SC 29901-1228

JULY-JUNE

1.00 SY	ANNUAL MAINTENANCE & SUPPORT	\$0.00	\$0.00
1.00 PER	THE PERIOD 7/1/13-6/30/14 FOR	\$0.00	\$0.00
1.00 CON	CONTRACT #SC2007.001.01 FOR	\$0.00	\$0.00
1.00 PAPP-S	PROVAL PLUS SUPPORT	\$30,992.09	\$30,992.09
1.00 GRM-TAX BILL-S	GRMTax Bill&Collections Support	\$90,496.93	\$90,496.93
1.00 GRM-CASHIERING-S	GRM Cashiering Spt *Included*	\$0.00	\$0.00
1.00 GRM-TAX ADMINP-S	GRM Record Admin Spt *Included*	\$0.00	\$0.00
1.00 GRM-ASSMT ADMIN-S	GRM Assessment Admin Spt *Included*	\$0.00	\$0.00
1.00 GRM-PPC-S	GRM Personal Property Spt *Included*	\$0.00	\$0.00
1.00 PROPERTYMAX-S	PROPERTYMAX SOFTWARE SUPPORT	\$7,029.01	\$7,029.01
1.00 WEBHOSTPROPERTY-S	WEBHOSTING OF PROPERTY SITES	\$3,905.00	\$3,905.00
1.00 PROPERTYMAX-DATA-S	PropertyMax Data Extract Spt	\$4,686.01	\$4,686.01
1.00 COLLECTMAX-S	COLLECTMAX SOFTWARE SUPPORT	\$7,029.01	\$7,029.01
1.00 WEBHOSTCOLLECT-S	WEBHOSTING FOR COLLECTMAX	\$3,853.25	\$3,853.25
1.00 COLLECTMAX-DATA-S	CollectMax Data Extract Spt	\$4,686.01	\$4,686.01
1.00 GEOANALYST-S	PV GeoAnalyst Support	\$6,186.61	\$6,186.61

Subtotal	158,863.92
Tax	\$0.00
Total	\$158,863.92



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 sole source procurements shall be maintained as public record and shall list each contractor's name, the amount and type of each contract, a listing of the items procured under each contract, and the identification of each contract file.

(b) Sole 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. 2-51B Sole 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 books, 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; or 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: MIS Requested Account Code: 10001150-5110

Description of Requested Services
Annual maintenance and support

Please provide a listing of the items purchased, if additional pages are necessary please attach to this form:
Proval support, tax bill & collections support, cashiening, record admin, assessment, personal property, Propermax software support, webhosting, and Aka Analysty support.
 Cost of Requested Services: 158,803.92

Requested Vendor Name: Thomson Reuters/Manatron

Requested Vendor Address: 510 East Millman Ave Portage, MI 49002

Requested Vendor Phone Number: 800-471-2900 Requested Vendor Email Address: _____

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 of 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: Shakeya Polite Requester Signature: Shakeya Polite Date: 5/6/13

Department Head Name: Daniel R. Morgan Department Head Signature: [Signature] Date: 5/6/13



Non-Competitive Purchases Form

For Purchasing Completion only:

Date Received in Purchasing Department: 05/06/13

Reviewed by Purchasing Department for completeness

Date: 05/07/13

Reviewed by: David L. Thomas

Verified that this is the only source: Yes No

Comments: _____

Purchasing Director or His Designee Approval Signature: [Signature]

Associated Purchase Orders Number: _____

Associated Contract Number: _____

Resolution 2012 /

TO APPROVE THE MEMORANDUM OF UNDERSTANDING AND AGREEMENT BETWEEN THE COUNTY AND THE SOUTH CAROLINA ASSOCIATION OF COUNTIES RELATING TO THE SOUTH CAROLINA ASSOCIATION OF COUNTIES BEING AUTHORIZED AND DESIGNATED AS THE CLAIMANT AGENT FOR THE COUNTY PURSUANT TO THE SETOFF DEBT COLLECTION ACT OF 2003, AS AMENDED, AND TO AUTHORIZE THE COUNTY TREASURER OF BEAUFORT COUNTY TO USE THE PROCEDURES PROVIDED IN CHAPTER 56, TITLE 12 AS THE INITIAL STEP IN THE COLLECTION OF DELINQUENT TAXES.

WHEREAS, the Setoff Debt Collection Act of 2003, as amended, (South Carolina Code Section 12-54-10), allows the South Carolina Department of Revenue to render assistance in the collection of delinquent accounts or debts owing to the County; and

WHEREAS, S.C. Code Ann. § 12-51-40(e) authorizes, in the alternative and subject to the prior approval of the county governing body, the County Treasurer to use the procedures provided in Chapter 56, Title 12 (Setoff Debt Collection Act), as the initial step in the collection of delinquent taxes; and

WHEREAS, the County Council wishes to increase the collection rate of debts that are due and owing to the County by availing itself of the Setoff Debt Collection Act of 2003, as amended; and

WHEREAS, County Council has reviewed and approved the Memorandum of Understanding and Agreement designating the South Carolina Association of Counties to serve as the claimant agent.

NOW, THEREFORE, BE IT RESOLVED, that the County Council of Beaufort County hereby adopts a resolution approving a Memorandum of Understanding and Agreement between the County and the South Carolina Association of Counties relating to the Association serving as the claimant agent pursuant to the Setoff Debt Collection Act of 2003, as amended. A copy of the Memorandum of Understanding and Agreement is incorporated herein by reference.

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

Memo:

To: Members of Beaufort County Council
From: Gary Kubic *GKubic*
CC: Bryan Hill, Alicia Holland
Date: May 17, 2014
Re: Administration Worksheet #6 / FY 2014 Budget

Pursuant to the May 14, 2014 Finance Committee recommendation, the FY 2013-2014 County budget proposal will be presented on Monday, May 20, 2014, for first reading by title only.

I am attaching Revision #6/Administration Worksheet and millage debt estimator for your use.

Since last Monday's Finance Committee, Worksheet #5 has been revised.

Revenue changes include a drop in the vacancy factor from 50 to 30 positions and an increase in the mil value from 2.765 million to 2.9 million.

As instructed, Worksheet #6's column under the heading of May 17, 2013 reflects the potential application of the additional revenue of 2.9 million.

The major adjustments include a 2% COLA, Beaufort Memorial, additional library hours for five branches (40 to 50 hrs.), economic development, Island Recreation Center and Daufuskie Ferry Service.

No change in the proposed use of debt obligations for technical and motorized equipment.

Lastly, a forecast of the estimated debt service requirement is included.

This data is intended to assist your decision-making matrix.

REVISION #6 / ADMINISTRATION WORKSHEET				
	05.06.2013	05.14.2013	05.17.2013	
1	FY 2014 APPROPRIATIONS (100% ROLL FORWARD)	97,150,130.00	97,150,130.00	97,150,130.00
2	FIX CURRENT FULL TIME EMPLOYEES (VACANCY FACTOR 30 @ 48K/FTE)	94,750,130.00	94,750,130.00	95,710,130.00
3	AVAILABLE APPROPRIATION AMOUNT (BALANCE ROLL FORWARD)	2,400,000.00	2,400,000.00	1,440,000.00
4	AVAILABLE ADDITIONAL MILLAGE WITHIN CAP APPROXIMATELY +1.7 MILS	2,765,400.00	0.00	2,900,000.00
	TOTAL	5,165,400.00	2,400,000.00	4,340,000.00
	UNFUNDED GENERAL FUND PROGRAMS		ADJUSTMENTS	ADJUSTMENTS
1	COST OF LIVING ADJUSTMENT (2 %)	1,200,000.00	0.00	1,200,000.00
2	PUBLIC DEFENDER	700,000.00	450,000.00	450,000.00
	FY 2013 (-150,000) + FY 2014 300,000 + 450,000 = 600,000			
3	SOLICITOR	600,000.00	98,000.00	100,000.00
	FY 2013 810,000 + 152,000 + FY 2014 100,000 = GT FY 2014 1,062,000			
4	BEAUFORT MEMORIAL HOSPITAL	600,000.00	0.00	100,000.00
5	LIBRARY HOURS (40 to 50hrs.) / ALL LIBRARIES / 10 FTE'S	500,000.00	0.00	225,000.00
6	ALLIANCE SOCIAL SERVICE AGENCIES	400,000.00	73,300.00	73,000.00
	FY2013 398,000 + 73,300 =FY 2014 471,300			
7	EMERGENCY MEDICAL SERVICES (SUN CITY / BURTON / TWO 24-7 CREWS)	350,000.00	175,000.00	175,000.00
8	UNIVERSITY OF SOUTH CAROLINA BEAUFORT	300,000.00	0.00	0.00
9	TECHNICAL COLLEGE OF THE LOW COUNTRY	300,000.00	0.00	0.00
10	DISABILITY & SPECIAL NEEDS RESIDENTIAL HOMES (2 @ SOUTH OF BROAD)	300,000.00	200,000.00	200,000.00
11	SOLID WASTE RECYCLING DISPOSAL COST INCREASES	250,000.00	249,000.00	249,000.00
12	COURTROOM SECURITY / MAGISTRATES	190,000.00	190,000.00	190,000.00
13	ECONOMIC DEVELOPMENT	170,000.00	50,000.00	200,000.00
14	ISLAND RECREATION CENTER	150,000.00	0.00	75,000.00
15	DAUFUSKIE FERRY	150,000.00	150,000.00	200,000.00
	FY 2013(-150,000) + FY2014 196,000 + 200,000 = 246,000			
16	EMS FIELD TRAINING OFFICERS	150,000.00	150,000.00	150,000.00
17	MILITARY ENHANCEMENT COMMITTEE (PART II / SECOND ALLOCATION)	125,000.00	125,000.00	125,000.00
18	CODE ENFORCEMENT ADDITIONAL HIRES (BUSINESS LICENSE ENFORCEMENT)	75,000.00	0.00	0.00
19	EMPLOYEE / EDUCATIONAL ASSISTANCE	25,000.00	0.00	0.00
20	TOTAL	6,535,000.00	1,910,300.00	3,712,000.00

REVISION #6 /ADMINISTRATION WORKSHEET				
UNFUNDED GENERAL FUND / TECHNICAL & MOTORIZED EQUIPMENT				
1	EMERGENCY MANAGEMENT SPECIALIZED EQUIPMENT	750,000.00	0.00	0.00
2	VEHICLE REPLACEMENT	1,708,780.00	0.00	0.00
3	PUBLIC WORKS EQUIPMENT	1,225,516.00	0.00	0.00
4	EMS / FIELD BUILDING RENOVATION (TECHNICAL EQUIPMENT STORES)	500,000.00	0.00	0.00
5	EMERGENCY MANAGEMENT MICROWAVE / 4 REPLACEMENTS	250,000.00	0.00	0.00
6	TRAFFIC MANAGEMENT EQUIPMENT	182,515.00	0.00	0.00
7	CLERK OF COURTS SPECIALIZED COURTROOM EQUIPMENT	140,000.00	140,000.00	140,000.00
8	EMS / LUCAS CPR / EQUIPMENT	125,000.00	125,000.00	125,000.00
9	LIFE PACK	125,000.00	106,200.00	125,000.00
10	MIS / SPECIALIZED EQUIPMENT	106,200.00	50,000.00	106,200.00
11	EMS / QUICK VEHICLE RESPONSE	50,000.00	35,000.00	50,000.00
12	VOTER REGISTRATION / DATA PROCESSING	35,000.00	21,000.00	35,000.00
13	DETENTION CENTER EQUIPMENT	21,000.00	12,500.00	21,000.00
14	BEACON LIGHTING	12,500.00	0.00	12,000.00
15	TOTAL	5,231,511.00	489,700.00	614,200.00
16	GRAND TOTAL	11,766,511.00	2,400,000.00	4,326,200.00
	BALANCE			13,800.00
GENERAL OBLIGATION DEBT				
1	FACILITIES MAINTENANCE (ADDITIONAL MILLAGE REQUIRED RANGE 1 TO 4.3)	6,887,400.00	6,887,400.00	6,887,400.00
	EQUIPMENT AND TECHNICAL DEBT		4,629,311.00	4,616,811.00
	TOTAL	6,887,400.00	11,516,711.00	11,504,211.00

Beaufort County
Estimated Debt Service Millages Before & After Proposed Bonds
Fiscal Years 2014 - 2018

Proposed Bonds:

\$4.6 Million 3-year general obligation bonds - Effective interest rate = 1.0%

\$6.9 Million 20-year general obligation bonds - Effective interest rate = 3.5%

Assumptions:

Debt service payments will begin coming due in fiscal year (FY) 2015

Principal amortized straight-line manner over the lives of the bonds with constant interest rates (see above)

Millages are subject to change based on changes in rollforward calculations getting closer to August's millage setting date

Before Proposed Bonds

Millage Type	FY 2013*	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
County General Obligation Debt	4.44	5.48	5.25	5.26	5.08	4.96
County Purchase Property (Referendum) Debt	3.87	4.34	4.90	4.93	4.99	4.94
	8.31	9.82	10.15	10.19	10.07	9.90

After Proposed Bonds

Millage Type	FY 2013*	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
County General Obligation Debt (Includes \$4.6 Million & \$6.9 Million Bonds)	4.44	5.48	6.59	6.58	6.39	5.30
County Purchase Property (Referendum) Debt	3.87	4.34	4.90	4.93	4.99	4.94
	8.31	9.82	11.49	11.51	11.38	10.24

Millage Difference

Millage Type	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
County General Obligation Debt	0.00	1.34	1.32	1.31	0.34
County Purchase Property (Referendum) Debt	0.00	0.00	0.00	0.00	0.00
	0.00	1.34	1.32	1.31	0.34

Difference in Taxes on a 4% \$251,800 Home**

Millage Type	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
County General Obligation Debt	\$ -	\$ 13.49	\$ 13.32	\$ 13.15	\$ 3.41
County Purchase Property (Referendum) Debt	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ 13.49	\$ 13.32	\$ 13.15	\$ 3.41

Difference in Taxes on a 6% \$251,800 Home**

Millage Type	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
County General Obligation Debt	\$ -	\$ 20.24	\$ 19.98	\$ 19.72	\$ 5.12
County Purchase Property (Referendum) Debt	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ 20.24	\$ 19.98	\$ 19.72	\$ 5.12

* - FY 2013 is before the FY 2014 reassessment/rollforward

** - Median market value of real property after the tax year 2013/fiscal year 2014 reassessment



BEAUFORT COUNTY BOARD OF EDUCATION
May 15, 2013

BEAUFORT
COUNTY SCHOOL DISTRICT

VIA EMAIL

BILL EVANS
Chairman, District 2
Lady's Island, Beaufort

The Hon. Paul Sommerville
Beaufort County Council Chairman
100 Ribaut Road, Suite 150
Beaufort, SC 29902

MARY CORDRAY
Vice Chairman, District 8
Bluffton

Re: Beaufort County Board of Education
FY 2013-2014 Certified Budget

LAURA BUSH
Secretary, District 9
Bluffton, Daufuskie

Dear Chairman Sommerville:

EARL CAMPBELL
District 1
Burton, Dale, Lobeco, Seabrook

On May 7, 2013, the Beaufort County Board of Education
("Board") certified its budget by adopting the following motion:

MICHAEL RIVERS, SR.
District 3
St. Helena Island

"I move that the Beaufort County Board of Education
approve and certify to the Beaufort County Council a Fiscal
Year 2013-2014 General Fund Budget in the amount of
\$182,906,012 with anticipated revenue in the amount of
\$183,234,977 from the following sources:

JIM BECKERT
District 4
Beaufort, Port Royal

- (1) \$114,868,815 to be derived from property tax collections;
- (2) \$61,645,428 to be derived from state revenues;
- (3) \$900,000 to be derived from federal sources;
- (4) \$1,463,500 to be derived from other local sources;
- (5) \$4,357,254 to be derived from inter-fund transfers;

GERI KINTON
District 5
Burton, Okatie

PAUL ROTH
District 6
Bluffton

As requested by County Council, also enclosed is a draft county
ordinance. We believe the enclosed ordinance is the maximum extent of what the
County can assert as its lawful authority.

EVVA ANDERSON
District 7
Bluffton

We would be pleased to respond to your questions or concerns.

MIKE SANZ
District 10
Hilton Head Island

Respectfully submitted,

JOANN ORISCHAK
District 11
Hilton Head Island

DR. JACQUELINE ROSSWURM
Acting Superintendent

ROBYN CUSHINGBERRY
Executive Assistant to the Board

William Evans
Chairman, Beaufort County Board of Education

cc: Beaufort County Board of Education Members
Beaufort County Council Members
Dr. Jacqueline Rosswurm, Acting Superintendent

ORDINANCE NO. 2013- __

FY 2013-2014 BEAUFORT COUNTY SCHOOL DISTRICT BUDGET

An Ordinance to provide for the levy of tax for school purposes for Beaufort County for the fiscal year beginning July 1, 2013 and ending June 30, 2014, and to make appropriations for said purposes.

BE IT ORDAINED BY COUNTY COUNCIL OF BEAUFORT COUNTY:

SECTION 1. TAX LEVY

The County Council of Beaufort County hereby appropriates the funds as detailed in Sections 3 and 4 of this Ordinance and establishes the millage rates as detailed in Section 2 of this Ordinance. The County Council of Beaufort County reserves the right to modify these millage rates at its August 26, 2013 meeting.

SECTION 2. MILLAGE

In Fiscal Year 2013-2014 and in accordance with the laws of South Carolina, the County Auditor is hereby authorized and directed to levy a tax on the following mills on the dollar of assessed value of property within the County.

School Operations	100.55
School Bond Debt Service (Principal and Interest)	31.71

These taxes shall be collected by the County Treasurer, as provided by law, and distributed in accordance with the provisions of this Ordinance and subsequent appropriations as may be hereafter passed by the County Council of Beaufort County.

SECTION 3. SCHOOL OPERATIONS APPROPRIATION

An amount of \$183,234,997 of which \$182,906,012 is hereby appropriated to the Beaufort County Board of Education to fund school operations and \$328,985 is appropriated to the Fund Balance of the School District. This appropriation is to be spent in accordance with the school budget approved by the County Council of Beaufort County, and will be funded from the following revenue sources:

- A. \$114,868,815 to be derived from tax collections;
- B. \$ 61,645,428 to be derived from State revenues;
- C. \$ 900,000 to be derived from Federal revenues;
- D. \$ 1,463,500 to be derived from other local sources;
- E. \$ 4,357,254 to be derived from inter-fund transfers;

The Beaufort County Board of Education is responsible for ensuring that the school expenditures do not exceed those amounts herein appropriated without first receiving the approval of a supplemental appropriation from County Council.

SECTION 4. BUDGETARY ACCOUNT BREAKOUT

The line-item budgets submitted by the Beaufort County Board of Education under separate cover for FY 2013-2014 are incorporated herein by reference and shall be part and parcel of this Ordinance.

SECTION 5. OUTSTANDING BALANCE APPROPRIATION

The balance remaining in each fund at the close of the prior fiscal year, where a reserve is not required by State or Federal law, is hereby transferred to the appropriate category of Fund Balance of that fund.

SECTION 6. TRANSFERS VALIDATED

All duly authorized transfers of funds heretofore made from one account to another, or from one fund to another during Fiscal Year 2013 are hereby approved.

SECTION 7. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2013. Approved and adopted on third and final reading this ____th day of June, 2013.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
D. Paul Sommerville, Chairman

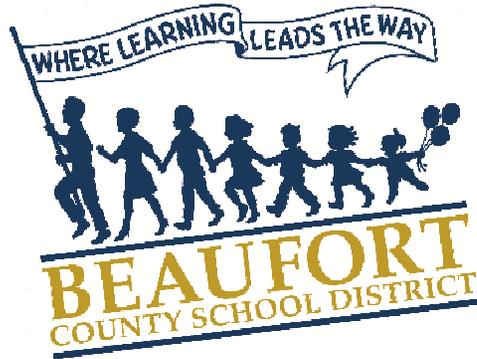
APPROVED AS TO FORM:

Joshua A. Gruber, Staff Attorney

ATTEST:

Suzanne M. Rainey, Clerk to Council

First Reading, By Title Only:
Second Reading:
Public Hearing:
Third and Final Reading:



FY 2013-2014 CERTIFIED GENERAL FUND BUDGET

Beaufort County School District

First Reading – County Council
Phyllis White, Chief Operational Services Officer
May 20, 2013

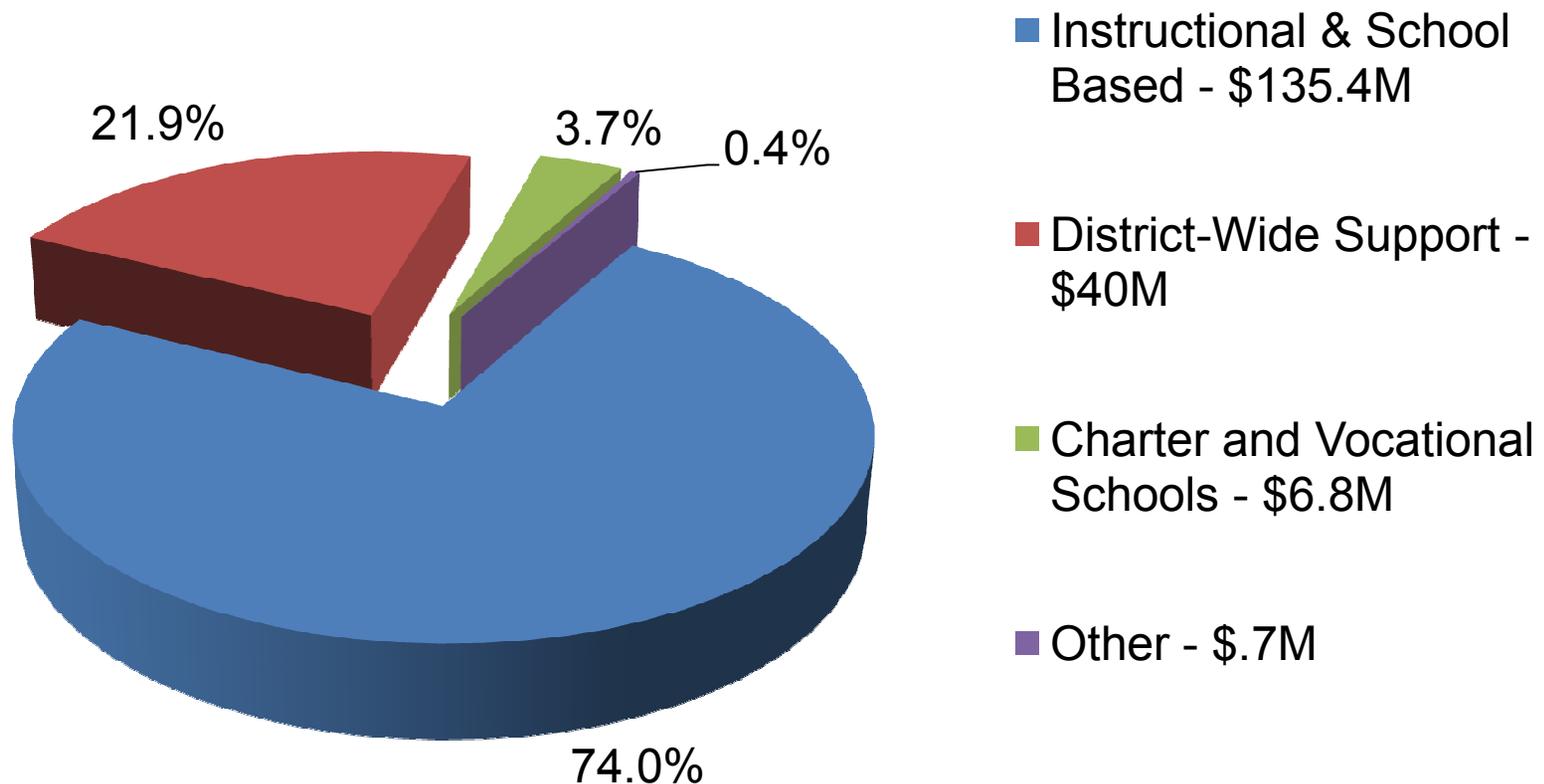
Comprehensive Budget-All Funds

	2012-2013	2013-2014	Change
	Approved Budget	Approved Budget	
Comprehensive Budget (Total)	\$280,397,319	\$287,192,656	\$6,795,337
General Fund	177,978,690	182,906,012	\$4,927,322
Special Revenue Funds*	19,410,869	17,801,878	(\$1,608,991)
Education Improvement Act Funds*	11,352,298	12,334,623	\$982,325
Debt Service Fund*	50,190,374	51,537,981	\$1,347,607
School Building Fund*	9,846,159	10,500,000	\$653,841
Internal Service Fund*	801,500	881,800	\$80,300
School Food Service Fund*	8,616,144	8,579,500	(\$36,644)
Pupil Activity Fund*	2,201,285	2,650,862	\$449,577

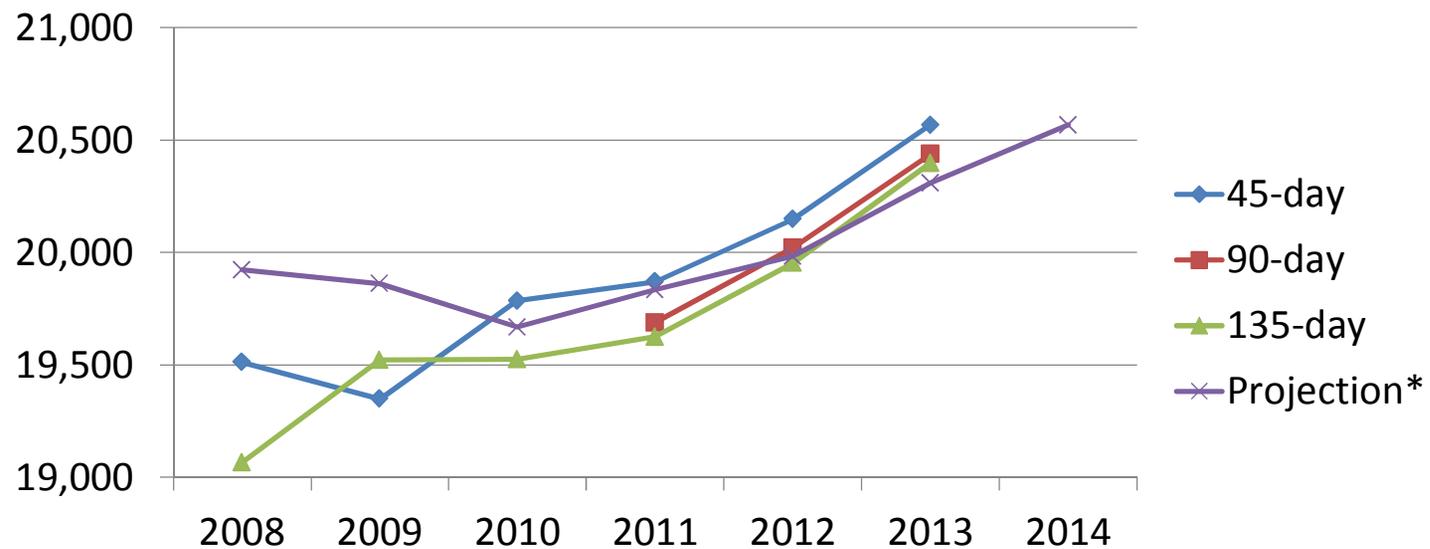
*Restricted in use

FY 2013-2014 General Fund Budget

Total Budget = \$182.9M



Beaufort County School District 2014 Enrollment Projection



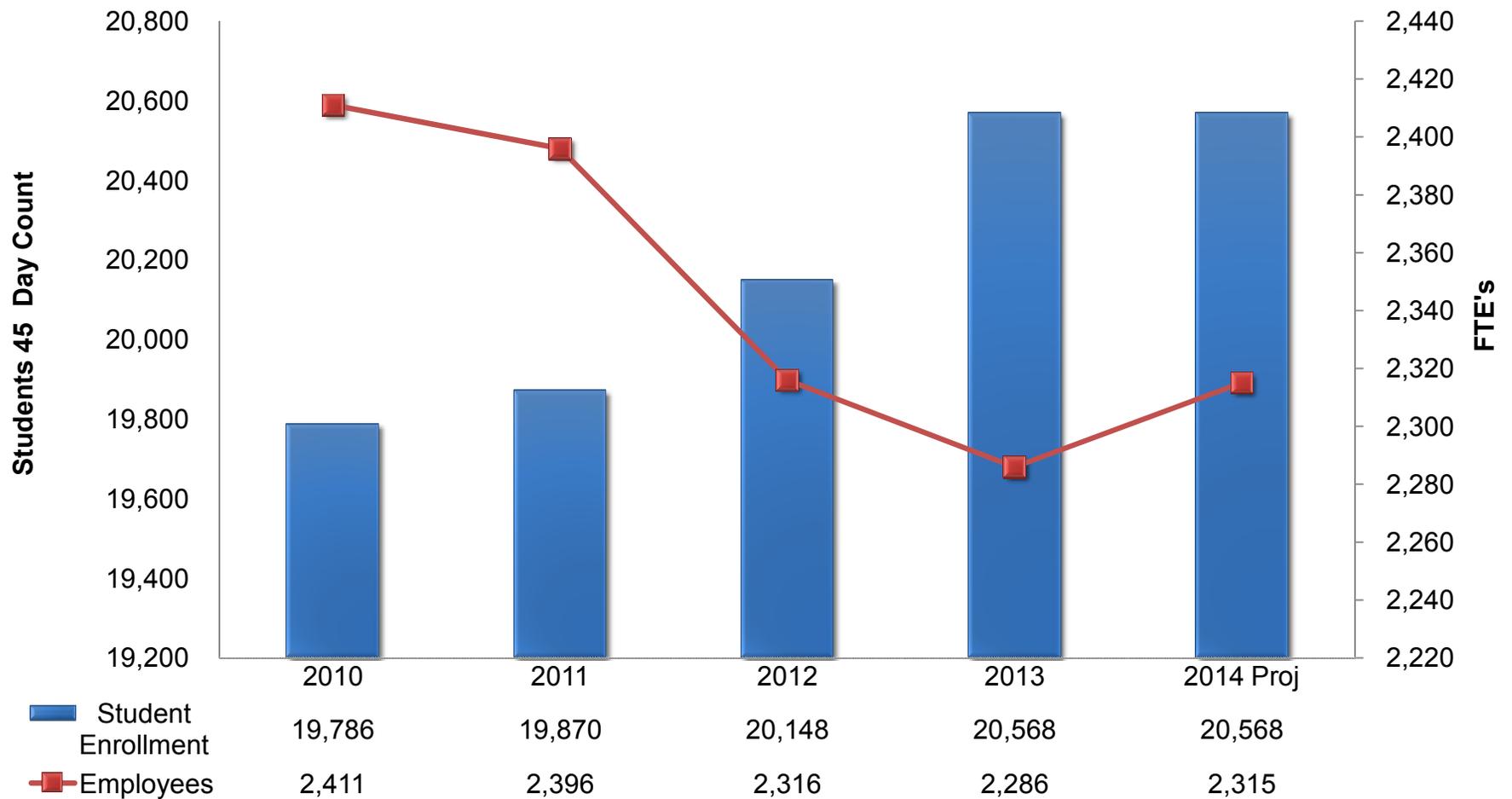
45-day	19,512	19,349	19,786	19,870	20,148	20,568	
90-day	19,346	19,349	19,580	19,689	20,021	20,437	
135-day**	19,221	19,067	19,525	19,626	19,953	20,399	
Projection*	19,923	19,862	19,669	19,834	19,983	20,148	20,568

*Projection is based on 45th day

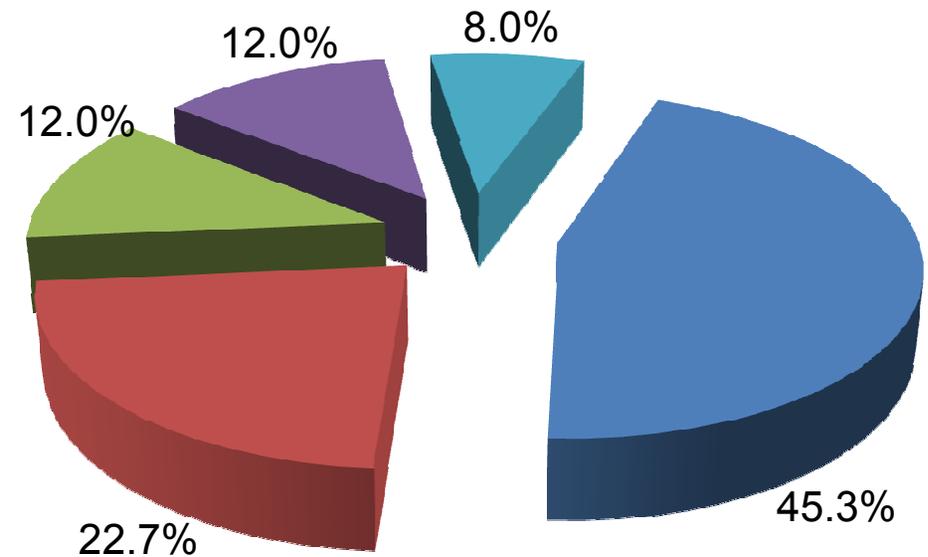
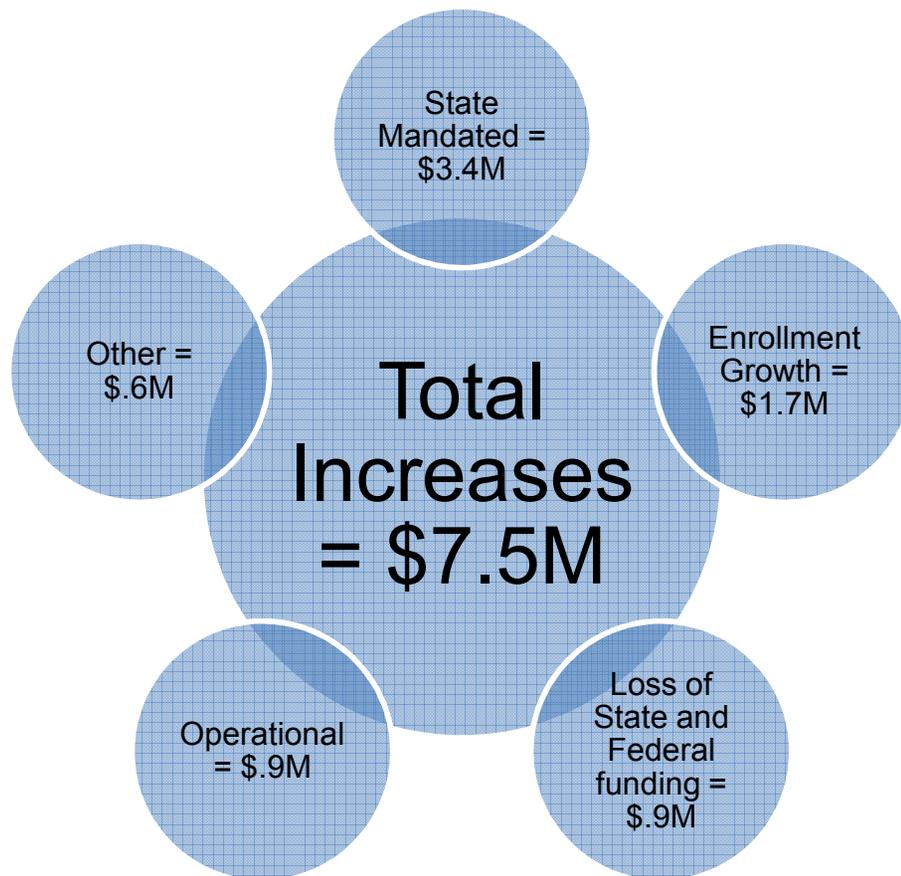
Note: All #s include charter school 2010 - 248, 2011 - 304, 2012 - 342, 2013 - 456, 2014 - 494

**<1% change from 45th day to 135th day

Staff vs. Students

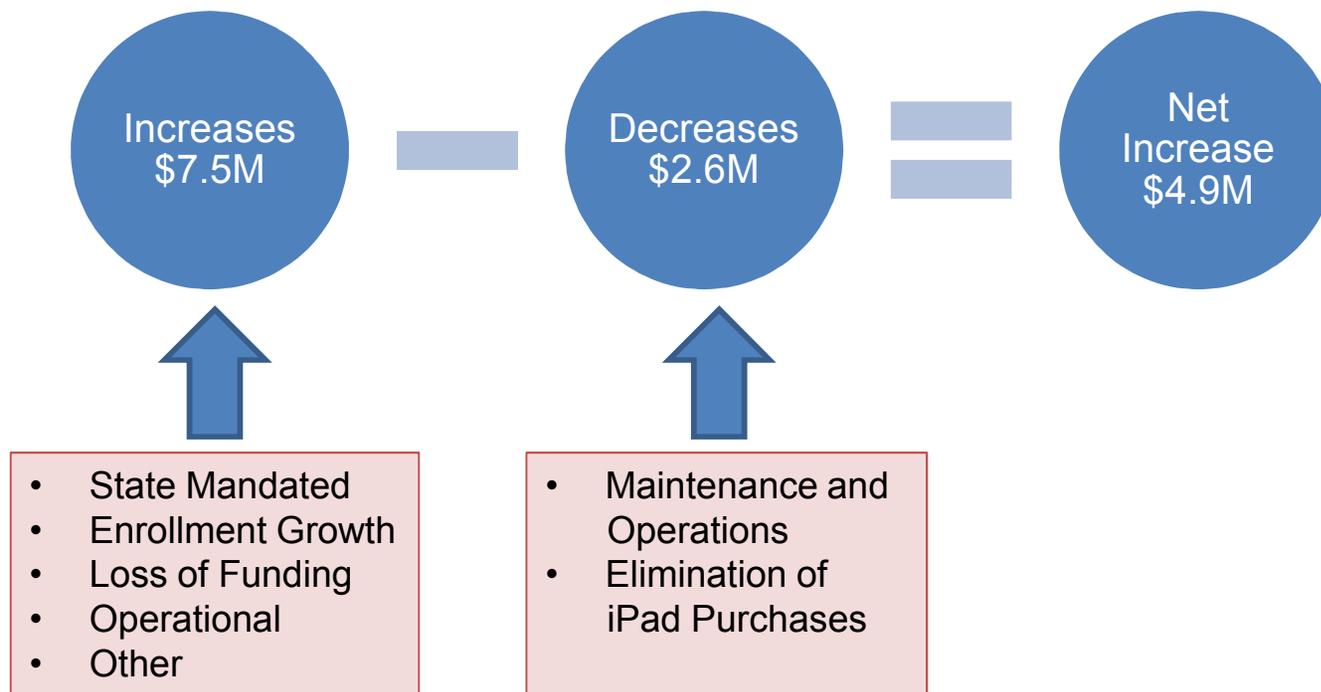


Increases for FY 2013-2014 Budget



- State Mandated
- Enrollment Growth
- Loss of State/Federal Funds
- Operational
- Other

Net Expenditure Changes



Summary FY 2013-2014 (in millions)

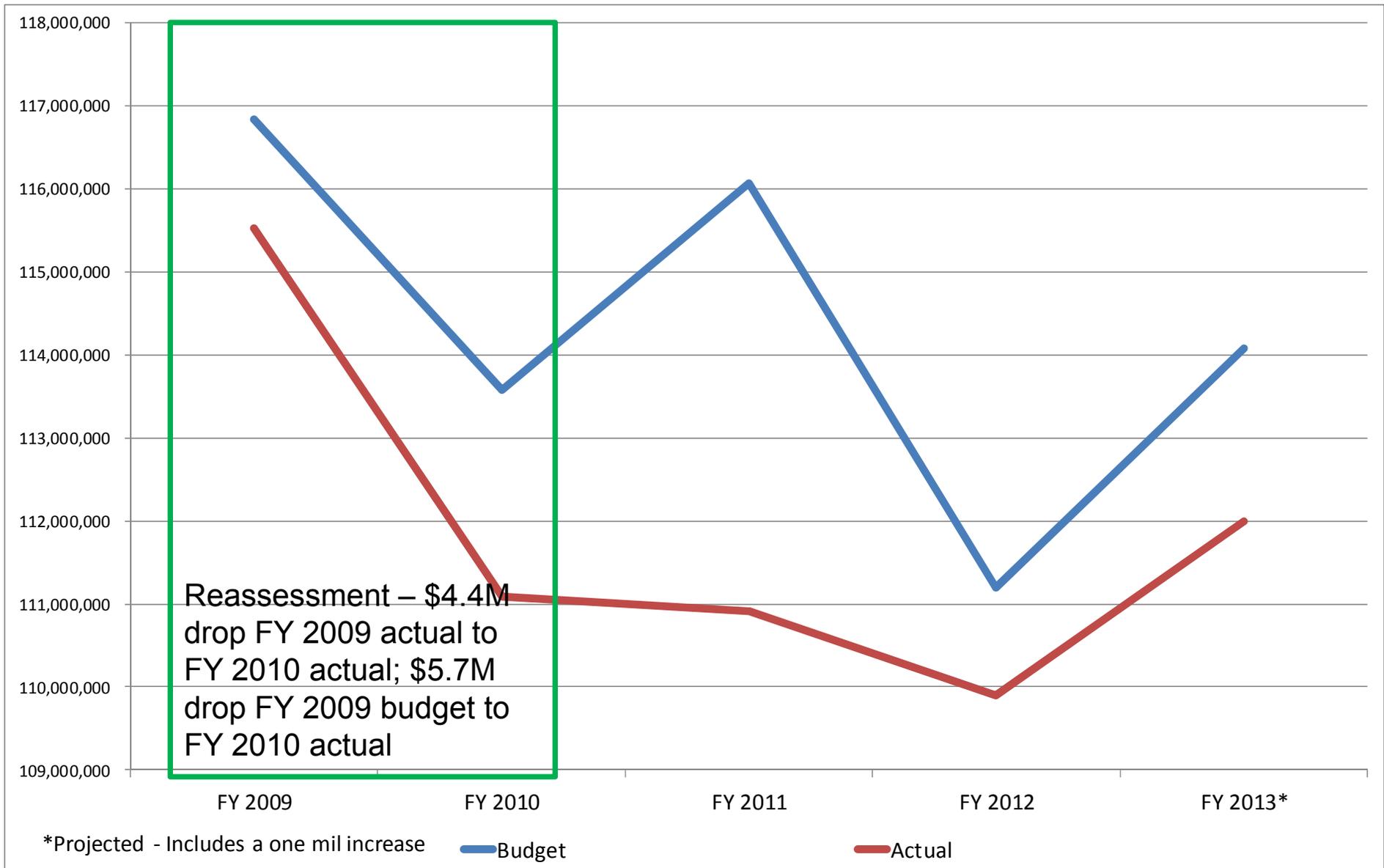
	Est.		Inc / (Dec)				
	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>'14 vs '13</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>
<u>Revenues:</u>							
Doe Settlement		2.7					
State		57.2	61.9	4.1	66.0	67.1	73.2
Local		112.0	114.1	7.2	121.3	115.4	115.4
TIF		1.3	1.3	(1.3)			
Appeals				(6.4)	(6.4)		
Other		<u>2.2</u>	<u>2.3</u>	<u>0.1</u>	<u>2.4</u>	<u>2.3</u>	<u>1.7</u>
		175.3	179.5	3.7	183.2	184.7	190.3
<u>Expenditures:</u>							
State Mandate - Step & Benefits				3.4			
Enrollment Growth				1.7			
Operational Increases				1.0			
Loss of State & Fed Funding				0.9			
All Other				0.6			
Operational Decreases				(0.9)			
iPads				(1.6)			
Expenditures:		<u>173.7</u>	<u>177.4</u>	<u>4.9</u>	<u>182.9</u>	<u>186.9</u>	<u>190.9</u>
<u>Revenues less expenditures:</u>		1.6	2.1		0.3	(2.2)	(0.6)
<u>Fund Balance:</u>	<u>26.5</u>	<u>28.1</u>	<u>30.2</u>		<u>30.5</u>	<u>28.4</u>	<u>27.7</u>
Percent of Next Year:			16.5%		16.3%	14.9%	14.2%

Historical Reassessment Information

Beaufort County				
Changes in TY 2009 Real Property Billed (Net of TIFs)				
December 15, 2009 - October 31, 2010				
Note: Personal property and automobiles are excluded from these amounts.				
Taxing Entity	December 15, 2009	October 31, 2010	Difference	Percent Difference
County Operations County	65,776,416.35	64,452,735.51	(1,323,680.84)	-2.0%
Debt County	5,921,683.44	5,802,516.28	(119,167.16)	-2.0%
County Purchase Property	3,484,303.51	3,414,185.90	(70,117.61)	-2.0%
BCSD Operations	100,768,331.39	95,408,652.42	(5,359,678.97)	-5.3%
BCSD Debt	40,542,282.72	39,722,279.63	(820,003.09)	-2.0%
Burton FD Operations	2,940,471.17	2,820,640.90	(119,830.27)	-4.1%
Burton FD Debt	291,035.67	279,176.20	(11,859.47)	-4.1%
LISH FD Operations	3,840,444.10	3,731,433.03	(109,011.07)	-2.8%
LISH FD Debt	189,612.75	184,235.19	(5,377.56)	-2.8%
Bluffton FD Operations	8,040,825.42	7,804,805.32	(236,020.10)	-2.9%
Bluffton FD Debt	151,257.47	146,817.40	(4,440.07)	-2.9%
Sheldon FD Operations	935,471.57	898,081.36	(2,494.29)	-4.0%
Sheldon FD Debt	62,385.69	59,891.40	(2,494.29)	-4.0%
Daufuskie FD Operations	855,580.60	843,120.87	(922.87)	-1.5%
Daufuskie FD Debt	63,366.12	62,443.25	(922.87)	-1.5%

Source: Beaufort County

Local Tax Revenue Budget vs. Actual



Timeline

- June 10, 2013 – County Council Second reading of FY 2013-2014 Budget – 5 p.m. (6:00 public hearing) County Chambers, Beaufort
- June 24, 2013 – County Council Third and Final reading of FY 2013-2014 Budget – Adoption of Budget – 5 p.m. (6:00 public hearing) County Chambers, Beaufort
- August 26, 2013 – Final millage setting by County Council

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:

SECTION 1. Appointive Powers of Council.

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 River. 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: May 6, 2013

Public Hearing:

Third and Final Reading:

ORDINANCE 2003 /

WHEREAS, the Beaufort County Council created King Grant Phase II Special Purpose Tax District by Ordinance 1990/14 adopted August 17, 1990 for the purpose of maintaining roads to include drainage and other public works incident to road maintenance; and

WHEREAS, at the request of the homeowners of King Grant Phase II Special Purpose Tax District Beaufort County Council voted February 22, 1999 to dissolve the King Grant Phase II Special Purpose Tax District upon receipt of a petition from said homeowners; and

WHEREAS, the Beaufort County Council received a petition April 22, 2013 from the homeowners of Kings Grant II Special Purpose Tax District requesting County Council dissolve the District as well as requesting the County remit the \$20,673.75 remaining balance to the homeowners for their use in cleaning of the common areas.

NOW, THEREFORE, BE IT RESOLVED, by the County Council of Beaufort County, South Carolina hereby dissolves the King Grant Phase II Special Purpose Tax District.

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: April 22, 2013

Second Reading: May 6, 2013

Public Hearing:

Third and Final Reading: