

COUNTY COUNCIL OF BEAUFORT COUNTY

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D. PAUL SOMMERVILLE
CHAIRMAN

STEWART H. RODMAN
VICE CHAIRMAN

COUNCIL MEMBERS

CYNTHIA M. BENSCH
RICK CAPORALE
GERALD DAWSON
BRIAN E. FLEWELLING
STEVEN G. FOBES
WILLIAM L. MCBRIDE
GERALD W. STEWART
ROBERTS "TABOR" VAUX, JR
LAURA L. VON HARTEN

GARY KUBIC
COUNTY ADMINISTRATOR

BRYAN J. HILL
DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

AGENDA COUNTY COUNCIL OF BEAUFORT COUNTY

Monday, January 27, 2014

4:00 p.m.

Council Chambers, Administration Building
Government Center, 100 Ribaut Road, Beaufort

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

1. CAUCUS - 4:00 P.M.
 - A. Discussion of Consent Agenda
 - B. 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
 - C. Discussion is not limited to agenda items
2. REGULAR MEETING - 5:00 P.M.
3. CALL TO ORDER
4. PLEDGE OF ALLEGIANCE
5. INVOCATION – Councilman Brian Flewelling
6. ADMINISTRATIVE CONSENT AGENDA
 - A. Approval of Minutes – January 13, 2014 ([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. Committee Reports (next meeting)
 1. Community Services (January 27, 2:00 p.m., ECR)
 2. Finance (January 27 at 1:00 p.m., ECR)
 - a. January 21, 2014 minutes ([backup](#))
 - b. January 13, 2014 minutes ([backup](#))
 3. Governmental (February 3 at 4:00 p.m., ECR)
 4. Natural Resources (January 27 at 3:00 p.m., ECR)



5. Public Facilities (February 17 at 4:00 p.m., BIV)
 - a. January 21, 2014 minutes ([backup](#))

7. PUBLIC COMMENT

8. COUNTY ADMINISTRATOR'S REPORT

- Mr. Gary Kubic, County Administrator
- A. The County Channel / Broadcast Services
 - B. Introduction of Carl Wedler, new Beaufort County Veterans Affairs Officer
 - C. MCAS Beaufort Noise Impact Presentation

9. DEPUTY COUNTY ADMINISTRATOR'S REPORT

- Mr. Bryan Hill, Deputy County Administrator
- A. Monthly Budget Summary ([backup](#))

10. CONSENT AGENDA

A. AN ORDINANCE TO AMEND SECTIONS 2-509 AND 2-512 OF THE BEAUFORT COUNTY CODE OF ORDINANCES SO AS TO EFFECT CHANGES TO THE BEAUFORT COUNTY PURCHASING ORDINANCE ([backup](#))

1. Consideration of second reading approval to occur January 27, 2014
2. Public Hearing – Monday, February 10, 2014, 6:00 p.m., Council Chambers, Administration Building, 100 Ribaut Road, Beaufort
3. First reading approval occurred January 13, 2014 / Vote 10:0
4. Finance Committee discussion and recommendation to approve occurred January 6, 2014 / Vote 5:1

B. TEXT AMENDMENT TO THE BEAUFORT COUNTY ZONING AND DEVELOPMENT STANDARDS ORDINANCE/ZDSO, ARTICLE VII, SEC. 106-1912. WATER DEPENDENT USES (ADDS STANDARDS TO ALLOW COMMERCIAL DOCKS FOR MARICULTURE USE) ([backup](#))

1. Consideration of second reading approval to occur January 27, 2014
2. Public Hearing – Monday, February 10, 2014, 6:00 p.m., Council Chambers, Administration Building, 100 Ribaut Road, Beaufort
3. First reading approval occurred January 13, 2014 / Vote 10:0
4. Natural Resources Committee discussion and recommendation to approve occurred December 9, 2013 / Vote 7:0

C. TEXT AMENDMENT TO THE BEAUFORT COUNTY ZONING AND DEVELOPMENT STANDARDS ORDINANCE/ZDSO, ARTICLE V. USE REGULATIONS, SEC. 106-1287. COMMERCIAL RETAIL, REGIONAL (ADDS STANDARDS TO ALLOW ADAPTIVE RE-USE OF LIGHT INDUSTRIAL PROPERTIES) ([backup](#))

1. Consideration of first reading approval to occur January 27, 2014
2. Natural Resources Committee discussion and recommendation to approve occurred January 6, 2014 / Vote 5:3
3. Natural Resources Committee discussion occurred December 9, 2013

D. ON-AIRPORT TREE MITIGATION RUNWAY 21 APPROACH PROJECT FOR HILTON HEAD ISLAND AIRPORT/HXD ([backup](#))

1. Contract award: Newtech, Inc., Bluffton, South Carolina
2. Contract amount: \$449,174
3. Contract funding: Account 54020011-54302 (Tree Removal Mitigation), FAA Grant #30-2010 (95%), SCAC Grant 11-002 (2.5%). The remaining 2.5% will come from the Hilton Head Island airport's operating budget.
4. Finance Committee discussion and recommendation to approve occurred January 21, 2014 / Vote 5:0

E. ADDITIONAL THREE-MONTH EXTENSION OF JANITORIAL SERVICES WITH CAROLINA CLEANING, INC. ([backup](#))

1. Contract award: Carolina Cleaning, Inc., Hilton Head Island, South Carolina
2. Contract amount: \$126,806
3. Contract funding: General Fund, Facilities Management, \$108,798; Enterprise Funds, Hilton Head Island and Lady's Island Airports, \$18,008
4. Public Facilities Committee discussion and recommendation to approve occurred January 21, 2014 / Vote 7:0

F. PURCHASE OF A BOBCAT AND ACCESSORIES FROM STATE CONTRACT FOR BEAUFORT COUNTY'S STORMWATER UTILITY / INFRASTRUCTURE DEPARTMENT ([backup](#))

1. Contract award: Clark Equipment Company West Fargo, North Dakota
2. Contract amount: \$66,107
3. Contract funding: Account 50250011-54200, Stormwater Enterprise Fund, Specialized Capital Equipment
4. Public Facilities Committee discussion and recommendation to approve occurred January 21, 2014 / Vote 7:0

11. PUBLIC HEARINGS – 6:00 P.M.

A. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NEEDS ASSESSMENT TO SOLICIT PUBLIC INPUT ON COMMUNITY NEEDS AND PRIORITIES FOR HOUSING, PUBLIC FACILITIES, AND ECONOMIC DEVELOPMENT ([backup](#))

1. Public Hearing Only

B. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT AMENDMENT TO CDBG #4-CI-11-002 (THE BURTON WATER EXTENSION PROJECT). THE CONTRACT FOR THE ORIGINAL PROJECT CAME IN UNDER BUDGET AND THE COUNTY WILL REQUEST AN AMENDMENT TO USE THE EXCESS FUNDS TO EXTEND THE WATER LINES ALONG LAMON DRIVE WHICH WILL SERVE 15 PERSONS OF WHICH 51% ARE LOW-TO-MODERATE INCOME ([backup](#))

1. Public Hearing Only

12. PUBLIC COMMENT

13. ADJOURNMENT

Official Proceedings
County Council of Beaufort County
January 13, 2014

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, January 13, 2014 in the Executive Conference Room of the Administration Building, 100 Ribaut Road, Beaufort, South Carolina.

ATTENDANCE

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

PLEDGE OF ALLEGIANCE

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

DISCUSSION ITEMS

Council discussed removing from the consent agenda item 10B, an ordinance to amend ordinance 2004/36 to establish the salaries for various elected and appointed officials. Council discussed a Supreme Court Order that addresses the implementation of the changes necessary to docket management in the Court of General Sessions.

CALL FOR EXECUTIVE SESSION

It was moved by Mr. Rodman, seconded by Mr. Stewart, that Council go immediately into executive session to receive legal advice relating to pending and potential claims covered by the attorney-client privilege. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

EXECUTIVE SESSION

REGULAR SESSION

The regular meeting of the County Council of Beaufort County was held at 5:00 p.m., Monday, January 13, 2014 in Council Chambers of the Administration Building, 100 Ribaut Road, Beaufort, South Carolina.

ATTENDANCE

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

PLEDGE OF ALLEGIANCE

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

INVOCATION

Councilman Dawson gave the Invocation.

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

ADMINISTRATIVE CONSENT AGENDA

Review of Proceedings of the Regular Meeting held December 9, 2013

This item comes before Council under the Administrative Consent Agenda

It was moved by Mr. Flewelling, seconded by Mr. Dawson, that Council approve the minutes of the regular meeting held December 9, 2013. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

County Administrator’s Five-Week Progress Report

This item comes before Council under the Administrative Consent Agenda.

Mr. Gary Kubic, County Administrator, presented his Five-Week Progress Report, which summarized his activities from December 9, 2013 through January 10, 2014.

Deputy County Administrator’s Five-Week Progress Report

This item comes before Council under the Administrative Consent Agenda.

Mr. Bryan Hill, Deputy County Administrator, presented his Five-Week Progress Report, which summarized his activities from December 9, 2013 through January 10, 2014.

Committee Reports

Finance Committee

Mr. Caporale, as Finance Committee Chairman, announced that Council would hear today from Cherry Bekaert, external auditors, who will present the FY 2013 Comprehensive Annual Financial Report (CAFR).

At the January 21, 2014, meeting of the Finance Committee staff will present the Capital Improvements Program Fiscal Year 2014. On January 27 members will hear from Mr. Doug Henderson, County Treasurer, regarding compensation, and Mr. Ian Hill, County Historic Preservationist, regarding the Bailey Bill.

Governmental Committee

Mr. Stewart, Governmental Committee Chairman, announced Council would receive public input regarding the current business license fee structure at a work session on Wednesday, January 29, 2014 beginning at 6:00 p.m. in Council Chambers of the Administration Building.

At the February 3, 2014, meeting of the Government Committee members will continue discussing potential items for inclusion on a possible penny sales tax referendum. Our Mayors have been invited to attend this meeting.

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

PUBLIC COMMENT

The Chairman recognized Mr. Roberts Vaux, representing the Bluffton Beautification Committee, who stated Council kindly made \$20,000 available to plant trees to match the \$20,000 from the Town of Bluffton. Mr. Vaux showed images of what government can do when two bodies cooperate and work together for the citizens. In addition, the Economic Development Corporation has started the process of completely re-landscaping and signing the multi-county park.

COUNTY ADMINISTRATOR'S REPORT

The County Channel / Broadcast Services Update

Mr. Gary Kubic, County Administrator, said The County Channel has all programs, events and meetings available to watch online, on-demand at www.bcgov.net. Our latest episode of Coastal Kingdom will premiere on Wednesday night at 8:00 p.m. This episode features the plants and animals found in our Lowcountry fields and forests. Species include grasshoppers, praying mantis, tree frogs, swallowtail kites, and diamondback rattlesnakes. Coastal Kingdom, hosted by Naturalist Tony Mills, and filmed as a partnership with the Lowcountry Institute on Spring Island.

Photographers Recognition / 2014 Beaufort County Land Preservation Calendar

Mr. Gary Kubic, County Administrator, introduced the winning photographers whose work was selected for our 2014 Beaufort County Land Preservation Calendar, “The Sky’s the Limit”. It features photos inspired by the Beaufort County Seal. As you saw when we unveiled the calendar last month, the calendar features 14 months of stunning photographs inspired by the symbols within the County seal.

We would especially like to thank Councilman Bill McBride, former Council Vice Chairman Grady Thames, and community leader Ms. Etta Mann for their roles in the development of the seal in 1975, and for their participation in the County seal history video.

Mr. Kubic introduced this year’s photo contest winners.
The cover photo – “Tree Roots at Sunrise” by Scott Quarforth.
January – “Gator Gaze” by Tom Leherer.
February - “Springtime on the Point” by Sandy Dimke.
March – “Oak of Life” by Josh Whiteside.
April – “Waiting out the Storm” by David Shipper.
May – “The Strand” by Chris Kirk.
June – “Just Fiddling Around” by David Shipper.
July - “Bright Blue Morning” by Joan Eckhardt.
August - “Harvest Season” by Chris Kirk.
September – “Reflections and Shadows” by Patricia Roche.
October - “A Majestic Early Morning” by Dick Snell.
November – “Shady Haven” by Barre Wright.
December – “Shrimp Boats” by Phil Heim.
January 2015 – “Bygone Days” by Joanne Long.
February 2015 – “Morning Marsh” by Graecene Peluso.

Update / Beaufort/Jasper/Hampton Comprehensive Health Program

Mr. Roland Gardner, Executive Director, Beaufort/Jasper/Hampton Comprehensive Health Services, Inc., (B/J/H Comp Health) stated the mission is to provide quality, affordable, accessible and comprehensive health care services to the South Carolina Lowcountry Community. Services provided include: Electronic Health Record, Family Practice, Internal Medicine, Pediatrics, OB/GYN, Dental Services, Medical Social Works Services, Pharmacy Services, Radiology Services, Home Health Nursing, Community Services, WIC, Diabetes Education and Collaborative; Mental Health Linkage, Royal White Title III Aids/HIV Early Intervention Services; Environmental Health Services, School Based Health Instruction; and Early Periodic Screening Diagnostic and Treatment. B/J/H Comp Health had 190,299 visits from Beaufort County residents between 2011 and 2013.

DEPUTY COUNTY ADMINISTRATOR’S REPORT

Construction Project Updates

Mr. Rob McFee, Division-Director Engineering and Infrastructure, narrated a video highlighting the status of various construction projects: U.S. Highway 278, S.C. Highway 170, Bluffton Parkway 5A, Island West Frontage Road, Courthouse Reskin Project and Coroner’s facility.

Presentation / FY 2013 Comprehensive Annual Financial Report (CAFR)

Ms. Bonnie Cox, Partner, and Ms. Jessica Cawley, Senior Manager, with Cherry Bekaert, external auditors, presented the audit results summary of the FY 2013 Comprehensive Annual Financial Report (CAFR). Cherry Bekaert is ready to issue a clean audit opinion. County management has been proactive, accessible and available to resolve audit issues, *i.e.*, GFOA comments from the 2012 CAFR were addressed in the 2013 CAFR as well as special resources for implementation of new accounting standards. The County is on track to have issued financial statements and compliance audits by the January 31, 2014 deadline.

Cherry Bekaert has required audit communications responsibilities under the U.S. Generally Accepted Auditing Standards (i) to express an opinion about whether the financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles, (ii) consideration of internal control, no assurance provided, and (iii) overall outcome: unmodified opinion, or “clean” opinion.

Cherry Bekaert encountered no significant difficulties in dealing with management in performing and completing our audit. There were no disagreements with management during our audit procedures. There were no transactions entered into by the County during the year for which there is a lack of authoritative guidance or consensus. Significant estimates included in the financial statements include depreciation expense and the related accumulated depreciation of depreciable capital assets. We will request certain representations from management that will be included in the management representation letter. To our knowledge, there were no consultations with other accountants.

GASB Statement No. 63. Cherry Bekaert reported that the County implemented GASB No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position. GASB No. 63 identifies the net position as the residual of all other elements presented in a statement of financial position. This Statement amends the net asset reporting requirements in GASB No. 34, Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets. The implementation of GASB No. 63 did not result in a change to beginning net position.

GASB Statement No. 65. Cherry Bekaert reported that the County implemented GASB No. 65, Items Previously Reported as Assets and Liabilities. GASB No. 65 establishes accounting and

financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities. The provisions of GASB No. 65 did not result in a change to beginning net position.

Proposed Audit Adjustments. (1) Cherry Bekaert proposed an entry to increase prior year net position for the deferred charges on advance refunding of debt outstanding at June 30, 2012 in the amount of approximately \$1,068,000 (less than 0.4% Net Position). This amount was recorded as a decrease in general government expenses in the June 30, 2013 government-wide financial statements. (2) Cherry Bekaert proposed the \$430,913 adjustment to record advances from the General Fund related to the construction of the St. Helena Island branch library prior to the USDA loan proceeds being received.

Compliance OMB A-133 Results of the County. (1) Finding for 2013 (Internal Controls over Compliance). 2013-01, Significant Deficiency - The County does not have policies or procedures in place over training of supervisors over the Summer Service Food Program for Children, which resulted in improper meal count claims submitted for reimbursement. (2) Current status of prior year findings from 2012: Finding 2012-01 - Controls were not in place to ensure defeased debt and related escrow funds were recorded as assets and liabilities. This error was corrected in the 2012 financial statements. Finding 2012-02 – The Clerk of Court’s Office does not have segregation of duty procedures in place to ensure that timesheets are prepared by the staff and approved by the Clerk to Court. This finding has been fully corrected.

Recommendations for Strength Controls over Compliance. (1) Sub-recipient monitoring – Cherry Bekaert recommended management obtain the A-133 reports of sub-recipients, review of findings, and follow up on findings to ensure the findings do not affect the County. We noted the County does not obtain the A-133 reports for sub-recipients, specifically related to the Home Investment Partnership Program. (2) Grant and contract agreements – Cherry Bekaert recommends all significant contracts, grants, or agreements, be provided to the Finance Department in order to ensure they are properly accounted for and included on the Schedule of Expenditures of Federal Awards, if necessary. During our testing, it was noted that the Finance Department was not made aware of a federally funded grant in a timely manner. (3) Approval of expenditures documentation – Cherry Bekaert recommends the department head document his review and approval of the expenditures charged to the grant. During our testing of the Alcohol and Drug Program, we noted no evidence of approval of expenditures by the department head. (4) Segregation of duties for approval of expenditures – Cherry Bekaert recommends the process of reviewing and approving expenditures be segregated among the appropriate individuals. During our testing of the federal expenditures related to the construction of the St. Helena Library, we noted expenditures charged to the program were prepared and approved by the same individual. (5) Capital assets system to track federally funded assets – Cherry Bekaert recommends management implement a system in which to track federally funded equipment. A-133 requires federally fund equipment be tracked separately in order to identify the equipment at the time of disposal in the event the federal agency has the right to retain or purchase the equipment. During our testing of the federal expenditures related to the construction of the St.

Helena Library, we noted capital assets purchased with federal funds are not identified within the capital asset system.

CONSENT AGENDA

AN ORDINANCE TO AMEND SECTIONS 2-509 AND 2-512 OF THE BEAUFORT COUNTY CODE OF ORDINANCES SO AS TO EFFECT CHANGES TO THE BEAUFORT COUNTY PURCHASING ORDINANCE

This item comes before Council under the Consent Agenda. Discussion occurred at the January 13, 2014 meeting of the Finance Committee.

It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Council approve on first reading an ordinance to amend Sections 2-509 and 2-512 of the Beaufort County Code of Ordinances to effect changes to the Beaufort County Purchasing Ordinance. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

RESOLUTION CREATING THE PASSIVE PARK ADVISORY BODY CONSISTING OF FIVE MEMBERS COMPRISED OF BUSINESS LEADERS AND CONCERNED CITIZENS WITH EXPERTISE IN LAND DEVELOPMENT, ENGINEERING, AND/OR CONSERVATION

This item comes before Council under the Consent Agenda. Discussion occurred at the January 6, 2014 meeting of the Natural Resources Committee.

It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Council adopt a resolution creating the Passive Park Advisory Body consisting of five members comprised of business leaders and concerned citizens with expertise in land development, engineering, and /or conservation. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

TEXT AMENDMENT TO THE BEAUFORT COUNTY ZONING AND DEVELOPMENT STANDARDS ORDINANCE/ZDSO, ARTICLE VII, SEC. 106-1912. WATER DEPENDENT USES (ADDS STANDARDS TO ALLOW COMMERCIAL DOCKS FOR MARICULTURE USE)

This item comes before Council under the Consent Agenda. Discussion occurred at the December 9, 2013 meeting of the Natural Resources Committee.

It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Council approve on first reading a text amendment to the Beaufort County Zoning and Development Standards Ordinance/ZDSO, Article VII, Sec. 106-1912. Water Dependent Uses (adds standards to allow commercial docks for mariculture use). The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr.

Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

MCNAIR LAW FIRM CONTRACT EXTENSION FOR PROVIDING LOBBYING EFFORTS AS IT RELATES TO THE EDUCATION FUNDING FORMULA

This item comes before Council under the Consent Agenda. Discussion occurred at the January 6, 2014 meeting of the Governmental Committee.

It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Council approve a contract extension with the McNair Law Firm to provide lobbying efforts as it relates to the Education Funding Formula. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

AN ORDINANCE TO AMEND ORDINANCE 2004-36 TO ESTABLISH THE SALARIES FOR VARIOUS ELECTED AND APPOINTED OFFICIALS (MAGISTRATES' SALARIES)

Mr. Vaux recused himself, left the room, and was not present for any of the discussion. Mr. Vaux's wife is a County Magistrate.

Mr. Flewelling remarked that voting in favor of this motion from the Finance Committee, it is voting in opposition to the ordinance change. Voting in favor of the motion is a vote to oppose the change. This issue failed in Committee because of a tie vote.

It was moved by Mr. Rodman, as Finance Committee Chairman (no second required), that Council deny an amendment to ordinance 2004-36 to establish the salaries for various elected and appointed officials (Magistrate salaries). The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. McBride, Mr. Sommerville and Mr. Stewart. NAYS – Mrs. Bensch, Mr. Flewelling, Mr. Rodman and Ms. Von Harten. ABSENT – Mr. Fobes. RECUSAL - Mr. Vaux recused himself, left the room, and was not present for any of the discussion. Mr. Vaux's wife is a County Magistrate. The motion passed.

Mr. Vaux reentered the room.

ADOPTION OF 2014 CAUCUS AND REGULAR MEETING SCHEDULE

It was moved by Ms. Von Harten, seconded by Mr. McBride, that Council adopt its 2014 caucus and regular meeting schedule. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

ESTABLISHMENT OF HAWKERS' AND PEDDLERS' LICENSE FEES

It was moved by Mr. Stewart, seconded by Mr. Flewelling, that Council approve the 2014 hawkers and peddlers license fees as follows: \$75 for County residents; \$500 for State, but not County residents; and \$1,000 for nonresidents. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

A RESOLUTION OF BEAUFORT COUNTY COUNCIL AUTHORIZING THE COUNTY ADMINISTRATOR TO MAKE AN ASSIGNMENT OF FUND BALANCE FOR PURPOSES OF GASB 54 ACCOUNTING COMPLIANCE

It was moved by Mr. McBride, seconded by Mr. Dawson, that Council adopt of resolution authorizing the County Administrator to make an assignment of fund balance for purposes of Governmental Accounting Standards Board Statement No. 54 compliance. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

PUBLIC HEARINGS

SOUTHERN BEAUFORT COUNTY ZONING MAP AMENDMENT / REZONING REQUEST FOR R601 031 000 0048 0000 (1 ACRE AT THE NORTHWEST CORNER OF GOETHE ROAD AND BLUFFTON ROAD (S.C. HIGHWAY 46) FROM SUBURBAN (S) TO COMMERCIAL SUBURBAN (CS)

The Chairman opened a public hearing beginning at 6:07 p.m. for the purpose of receiving information from the public regarding a Southern Beaufort County Zoning Map Amendment / rezoning request R601 031 000 0048 0000 (1 acre at the northwest corner of Goethe Road and Bluffton Road (S.C. Highway 46) from Suburban (S) to Commercial Suburban (CS). After calling three times for public comment and receiving none, the Chairman declared the hearing closed at 6:08 p.m.

It was moved by Mr. Flewelling, as Natural Resources Committee Chairman (no second required), that Council approve on third and final reading a Southern Beaufort County Zoning Map Amendment / Rezoning Request R601 031 000 0048 0000 (1 acre at the northwest corner of Goethe Road and Bluffton Road (S.C. Highway 46) from Suburban (S) to Commercial Suburban (CS). The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

TEXT AMENDMENTS TO THE BEAUFORT COUNTY ZONING AND DEVELOPMENT STANDARDS ORDINANCE/ZDSO, ARTICLE V. USE REGULATIONS, TABLE 106-1098. LIGHT INDUSTRY USES, AND SECTION 106-1359 AND SECTION 106-1366, LIMITED AND SPECIAL USE STANDARDS (ADDS LIGHT INDUSTRIAL AND WAREHOUSING / DISTRIBUTION AS ALLOWED USE IN COMMERCIAL REGIONAL DISTRICTS AND ESTABLISHES LIMITED STANDARDS FOR THESE USES)

The Chairman opened a public hearing beginning at 6:09 p.m. for the purpose of receiving information from the public regarding text amendments to the Beaufort County Zoning and Development Standards Ordinance/ZDSO, Article V. Use Regulations, Table 106-1098. Light Industry Uses, and Section 106-1359 and Section 106-1366, Limited and Special Use Standards (adds light industrial and warehousing / distribution as allowed use in commercial regional districts and establishes limited standards for these uses.) After calling three times for public comment and receiving none, the Chairman declared the hearing closed at 6:10 p.m.

It was moved by Mr. Flewelling, as Natural Resources Committee Chairman (no second required), that Council approve on third and final reading text amendments to the Beaufort County Zoning and Development Standards Ordinance/ZDSO, Article V. Use Regulations, Table 106-1098. Light Industry Uses, and Section 106-1359 and Section 106-1366, Limited and Special Use Standards (adds light industrial and warehousing / distribution as allowed use in commercial regional districts and establishes limited standards for these uses.) The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. ABSENT – Mr. Fobes. The motion passed.

PUBLIC COMMENT

The Chairman recognized Pastor Doug Ludlam, Indian Hill Baptist Church, who stated the widened U.S. Highway 278 brings traffic within three feet of some headstones in his church's cemetery. He expressed concern for the safety of both drivers and the graves.

ADJOURNMENT

Council adjourned at 6:40 p.m.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
D. Paul Sommerville, Chairman

ATTEST _____
Suzanne M. Rainey, Clerk to Council

Ratified:



Memorandum

DATE: January 24, 2014
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 January 13, 2014 through January 24, 2014:

January 13, 2013

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

January 14, 2014

- Meeting re: Proposed jellyfish processing operation in Seabrook
- Conference call with Jon Rembold, Director of Airports re: Airports
- Beaufort Regional Chamber of Commerce Military Enhancement Committee (MEC) meeting re: MEC funding update

January 15, 2014

- Meeting with Eric Larson, Stormwater Management Director re: Overview of Stormwater Department operations
- County Assessor Ed Hughes monthly meeting
- Joint Code Review Team / Community Code Review Committee meeting

January 16, 2014

- Meeting with Mike Bostwick, Director of YMCA
- County / Town of Bluffton bimonthly meeting with Chairman Paul Sommerville, Gary County Administrator Gary Kubic, Mayor Lisa Sulka, and Town Manager Anthony Barrett re: County and Town issues

January 17, 2014

- Meeting with Councilman Jerry Stewart re: Review Governmental Committee meeting agenda for February 3, 2014 meeting

January 20, 2014

- Holiday - Martin Luther King, Jr., Day

January 21, 2014

- News Interview with WHHI Television
- Finance Committee meeting

January 22, 2014

- Agenda review with Chairman and Executive Staff re: Review draft agenda for January 27th Council meeting
- Joint Code Review Team / Community Code Review Committee meeting

January 23, 2014

- Spanish Moss Trail meeting with Tony Criscitiello, Dean Moss, and Rob Merchant

January 24, 2014

- Northern Regional Plan Implementation Committee meeting
- Meeting with Gallagher Benefit Consultants re: To discuss FY 2015 increases in hospitalization costs



Memorandum

DATE: January 24, 2014
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 January 13, 2014 through January 24, 2014:

January 13, 2013 (Monday):

- Attend Detention Center Staff Meeting
- Meet with Mark Roseneau, Public Facilities re: CIP Presentation
- Meet with Jon Rembold, Airports Director re: CIP Presentation
- Finance Committee Meeting
- County Council

January 14, 2013 (Tuesday):

- Meet with Chief Thompson, Bluffton Fire District
- Meet with Phil Foot, Public Safety Director re: CIP Presentation
- Meet with Phil Foot, Public Safety Director and Donna Ownby, EMS Director re: CIP Presentation
- Meet with Tallulah Trice, Animal Shelter Director re: CIP Presentation
- Meet with David Coleman, Engineering re: Myrtle Park Options

January 15, 2013 (Wednesday):

- Work on CIP Presentation
- Meet with Gregg Hunt, Mosquito Control Director re: CIP Presentation
- Meet with Eddie Bellamy, Public Works Director, and Jim Minor, Solid Waste re: CIP Presentation
-

January 16, 2013 (Thursday):

- PLD

January 17, 2013 (Friday):

- Meet with Scott Marshall, PALS Director
- Meet with Dinos Liollo and Joshua Gruber, County Attorney re: St. Helena Library
- Work on CIP Presentation for Finance Committee

January 20, 2013 (Monday)--MARTIN LUTHER KING, JR. DAY:

- Closed

January 21, 2013 (Tuesday):

- Meet with Phil Foot, Public Safety Director
- Meet with Jon Rembold, Airports
- Prepare for Finance CIP Presentation
- Finance Committee

January 22, 2013 (Wednesday):

- Agenda Review
- Meet with Suzanne Gregory, Employee Services Director
- Meet with Lt. Grant, Detention Center
- Work on Retreat Worksheets

January 23, 2013 (Thursday):

- DA Meeting
- Bluffton Hours P.M.

January 24, 2013 (Friday):

- Meet with Alicia Holland, CFO and Dan Morgan, MIS Director
- Attend Library System Budget Meeting
- Telephone Call with Bernie Cole re: Library IT Update
- Attend Gallagher Consultants Meeting
- Bluffton Hours P.M.

FINANCE COMMITTEE

January 13, 2014

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

The Finance Committee met Monday, January 13, 2014 at 2:00 p.m., in the Executive Conference Room, Administration Building, 100 Ribaut Road, Beaufort, South Carolina.

ATTENDANCE

Chairman Rick Caporale and members Brian Flewelling, William McBride, Stu Rodman, Paul Sommerville and Jerry Stewart present. Vice Chairman Steve Fobes absent. (Paul Sommerville, as County Council Chairman, serves as an *ex-officio* member of each standing committee of Council and is entitled to vote.) Non-Committee members Cynthia Bensch, Gerald Dawson and Laura Von Harten present.

County staff: Allison Coppage, Assistant County Attorney; Alan Eisenman, Budget Analyst; Joshua Gruber, County Attorney; Doug Henderson, Treasurer; Bryan Hill, Deputy County Administrator; Alicia Holland, Chief Financial Officer; and Gary Kubic, County Administrator.

Public: Jim Bequette, a resident of Lady's Island; Jessica Cawley, Senior Manager, Cherry Bekaert; and Bonnie Cox, Partner, Cherry Bekaert.

Media: Joe Croley, Hilton Head Island-Bluffton Chamber of Commerce; Zach Murdock, *Island Packet / The Beaufort Gazette*.

Councilman Caporale chaired the meeting.

INFORMATION ITEMS

1. Presentation / FY 2013 Comprehensive Annual Financial Report (CAFR)

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

Discussion: Mrs. Bonnie Cox, Partner, Cherry Bekaert, the County's newly contracted external auditing firm, presented the FY 2013 Audit Report Summary. The summary provided an overview of Cherry Bekaert, LLP and their service to the County, Beaufort County's audit results, and the firm's recommendations. The recommendations included changes in the following areas:

- Sub-recipient monitoring
- Grant and contract agreements

- Approval of expenditures documentation
- Segregation of duties for approval of expenditures
- Capital assets system to track federally funded assets

Cherry Bekaert provided a clean audit opinion, and stated the CAFR will be available by January 31, 2014. It was also stated that all issues noted and management has proactively addressed recommendations of the firm.

Status: Information only.

2. Off Agenda – A Resolution of Beaufort County Council authorizing the County Administrator to make an assignment of fund balance for purposes of Governmental Accounting Standards Board (GASB) Statement No. 54 Compliance

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

Discussion: Mrs. Alicia Holland, Chief Financial Officer, presented the Committee a resolution requesting Council consider delegating the County Administrator the authority to assign unrestricted fund balance amounts where the County's intent is for those amounts to be used for specific purposes. This delegation of authority is for the sole purpose of reporting these amounts in the annual financial statements.

Status: Council will consider this item at the January 13, 2014 meeting.

FINANCE COMMITTEE

January 21, 2014

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

The Finance Committee met Tuesday, January 21, 2014 at 12:00 p.m., in the Conference Room, Building 2, Beaufort Industrial Village, 102 Industrial Village Road, Beaufort, SC.

ATTENDANCE

Chairman Rick Caporale, Vice Chairman Steve Fobes, and members Brian Flewelling, William McBride, Stu Rodman and Jerry Stewart present. Non-Committee members Cynthia Bensch, Gerald Dawson and Laura Von Harten present.

County staff: Neil Baxley, Sheriff's Office; Eddie Bellamy, Public Works Director; Morris Campbell, Division Director-Community Services; David Coleman, Capital Improvement Manager; Phil Foot, Division Director, Public Safety; Quandara Grant, Security Director, Detention Center; Joshua Gruber, County Attorney; Bryan Hill, Deputy County Administrator; Alicia Holland, Chief Financial Officer; Gregg Hunt, Director, Mosquito Control; Colin Kinton, Traffic Engineer; Gary Kubic, County Administrator; Scott Marshall, Parks and Leisure Services Director; Rob McFee, Division Director-Engineering and Infrastructure; Jim Minor, Solid Waste and Recycling Manager; Dan Morgan, MIS Director; Donna Ownby, EMS Director; Jon Rembold, Airports Director; Mark Roseneau, Director, Facilities Management; Dave Thomas, Purchasing Director; Tallulah Trice, Director, Animal Control; Mitzi Wagner, Disabilities and Special Needs Director.

Media: Joe Croley, Hilton Head Island-Bluffton Chamber of Commerce; Zach Murdock, *The Beaufort Gazette*.

Public: Jim Bequette, a resident of Lady's Island; and Amy Vitner, Senior Vice President, First Southwest Company.

Councilman Caporale chaired the meeting.

ACTION ITEM

- 1. Consideration of Contract Award
On-Airport Tree Mitigation Runway 21 Approach Project for Hilton Head Island Airport / HXD (> 50,000)**

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

Discussion: Purchasing Director Dave Thomas presented this item to the Committee. On January 9, 2014, Beaufort County received bids for the On-Airport Tree Mitigation Runway 21 Approach Project for the Hilton Head Island Airport. The services included mobilization, surveying, replanting, bush hogging, pine straw mulching, removal of old fencing, replacing of new fencing, grass sprigging, and a 15-foot wide utility easement to be planted with native grasses. Three firms' submitted bids. Newtech, Inc. submitted the lowest quality/responsible bid of \$449,174. Their bid complies with the FAA procurement guidelines for this federally funded project. Funding would come from Expenditure Code 54020011-54302, Tree Removal Mitigation – FAA Grant #30-2010 (95%), SCAC Grant 11-002 (2.5%). The remaining 2.5% will come from the Hilton Head Island Airport's operating budget.

Mr. Fobes asked that staff provide Council with a drawing of the project outcome.

Committee Chairman Caporale stated that the Airports Board did not vet this item. He feels it is a mistake and is disrespectful to the Board.

Airport Director, Jon Rembold, stated this project has been bided on previously and has been discussed and voted on within the Airports Board in the past.

Motion: It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Finance Committee approve and recommend Council award a contract to Newtech, Inc., Bluffton, South Carolina in the amount of \$449,174 for the On-Airport Tree Mitigation Project. Funding would come from Expenditure Code 54020011-54302, Tree Removal Mitigation – FAA Grant #30-2010 (95%), SCAC Grant 11-002 (2.5%). The remaining 2.5% will come from the Hilton Head Island Airport's operating budget. The vote: YEAS - Mr. Caporale, Mr. Flewelling, Mr. Fobes, Mr. Rodman, and Mr. Stewart. ABSENT – Mr. McBride. The motion passed.

Recommendation: Council award a contract to Newtech, Inc., Bluffton, South Carolina in the amount of \$449,174 for the On-Airport Tree Mitigation Project. Funding would come from Expenditure Code 54020011-54302, Tree Removal Mitigation – FAA Grant #30-2010 (95%), SCAC Grant 11-002 (2.5%). The remaining 2.5% will come from the Hilton Head Island Airport's operating budget.

INFORMATION ITEMS

2. Capital Improvement Bond Capacity / Financial Presentation for the County's Capital Improvements Program Fiscal Year 2014

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

Discussion: Mr. Gary Kubic, County Administrator, stated that the purpose of this presentation is to provide Council an overview of the Capital Improvements Program FY 2014. This item is for discussion at the Annual Planning meeting. He thanked staff for their hard work in putting the presentation together.

Mr. Tony Criscitiello, Division Director – Planning and Development, provided the Committee information relative to the Comprehensive Plan – priority investments, projected revenue sources and recommendations.

Mr. Mark Roseneau, Facilities Management Director, provided the Committee an overview of current County facility needs. There are 17 facilities needing improvements, which amount to \$6,280,000. He reviewed these improvements in detail.

Mr. Jon Rembold, Airports Director, provided the Committee an overview of the current airport needs. An overview of CIP Projects in the amount of \$45,955,000, FAA Compliance and Master Plan, and Land Acquisition was provided to Council. He also provided the Committee with a video tour of the Hilton Head Island Airport.

Deputy County Administrator Bryan Hill introduced the department heads who provided an overview of their department's fiscal year 2014 Capital Budget requests.

Captain Neil Baxley, Emergency Management, reviewed with the Committee the Department's need for the following: facility relocation, microwave replacements, dynamic messaging, HAR-Garden's Corner, and flashing beacons. The total request amounts to \$2,482,520.

Mr. Dan Morgan, MIS Director, reviewed with the Committee the Department's need for the following: 10G Bandwidth Upgrade Project, Palo-Alto, Fax Server Upgrade Project, Security Upgrades, and Server Upgrade/WLAN. The Department's total request amounts to \$192,332.

Mrs. Donna Ownby, Emergency Medical Services Director, reviewed with the Committee the Department's need for the following: vehicle purchases, computers, cardiac monitors, and Lucas Devices. The Department's total request amounts to \$561,000.

Mr. Colin Kinton, Traffic Engineer Director, reviewed with the Committee the Department's need for traffic signal upgrades in the amount of \$61,000.

Lt. Quandara Grant, Security Director, Detention Center, reviewed with the Committee the Department's need for the following: camera replacement, radio upgrades, food service equipment, and a walk-in cooler/freezer. The total request amounts to \$329,500.

Ms. Tallulah Trice, Animal Control Director, reviewed with the Committee the Department's need for the following: specialized capital equipment and vehicle purchase. The total request amounts to \$198,000.

Mr. Greg Hunt, Mosquito Control Director, reviewed with the Committee the Department's need for the following: vehicle purchases, truck mounted sprayers, lab ultra low temp freezer, Lab Autoclave, and helicopter skid assembly. The Department's request amounts to \$114,973.

Mr. Eddie Bellamy, Public Works Director, reviewed with the Committee the Department's General Support needs, which are as follows: vehicle purchases, bulldozer, boat, and rubber tire front end loader. The total request amounts to \$424,650. Mr. Bellamy also reviewed with the Committee the Roads and Drainage (North) Division's need for the following vehicle purchases: JD 670 Motor Grader and TrucKat. The total request amounts to \$505,098. The Roads and Drainage (South) Division's needs includes the following: vehicle purchases, dump truck, 20 ton tag along trailer, JD 670 Motor Grader, street sweeper, and tracked skid loader. The total request amounts to \$583,931.

Mr. Jim Minor, Solid Waste and Recycling Manager, reviewed with the Committee the Department's need for the following: vehicle purchases and compactors for drop of centers. The Department's total request amounts to \$420,000.

Mr. Scott Marshall, Parks and Leisure Services Director, reviewed with the Committee the Department's needs, which are as follows: resurface Bluffton pool, vehicle purchase, and recreation workout equipment. The total request amounts to \$80,000.

Mr. Mark Roseneau, Facilities Management Director, reviewed with the Committee the needs of the Buildings Maintenance Division, which included vehicle purchases and specialized capital equipment in the amount of \$58,895. He also reviewed the needs of the Ground Maintenance Division, which included vehicle purchases and specialized capital equipment in the amount of \$83,800.

Mr. Roseneau also provided the Committee an overview of facility management projects, which included the following: renovations to existing buildings, MIS relocation, Buckwalter Park expansion, Animal Shelter complex, and DSN facility south of the Broad River. These items total \$16,317,400.

Mr. Dan Morgan, MIS Director, reviewed with the Committee in more detail the MIS Relocation Project.

Mr. David Coleman, Capital Improvements Project Manager, reviewed the Buckwalter Park expansion in more detail.

Ms. Tallulah Trice, Animal Control Director, provided additional information relative to renovations at the Animal Shelter Complex.

Mrs. Mitzi Wagner, Disabilities and Special Needs Director, provided the Committee additional information relative to the Disabilities and Special Needs facility located at Old Miller Road.

Mr. Bryan Hill, Deputy County Administrator, provided the Committee an overview of the cost summary:

- Comprehensive Plan \$6,280,000
- Airport Match \$2,297,750
- Fiscal Year 14 Capital Requests \$5,980,226
- Renovation to Building \$16,317,400
- Total Funding Request \$30,875,376

Mrs. Alicia Holland, Chief Financial Officer, provided the Committee with an overview of the millage:

- \$1,824,698,184 Total County Assessed Value
- \$145,975,855 Constitutional Debt Limit
- \$92,854,427 Outstanding Debt Subject to Limit
- \$53,121,428 Legal Debt Limit Remaining

Mrs. Holland also provided Committee with two additional handouts and reviewed them with Committee: 2014 General Obligation Bonds Millage and Capacity and General Obligation Bonds, Series 2014.

Status: This item was intended for informational purposes.

3. Ms. Amy Vitner, Senior Vice President, First Southwest Company

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

Discussion: Ms. Amy Vitner, Senior Vice President, First Southwest Company, provided the Committee an overview of the County's Fiscal Health, Key Rating Metrics (Moody's / Standard and Poor's), Comparisons to Other SC Counties, and a Summary of Strengths and Challenges.

Status: This item was intended for informational purposes.

4. FY2015 Budget Preparation Schedule

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

Discussion: The FY2015 Budget Preparation Schedule was provided to the Committee for information purposes.

Status: This item was intended for informational purposes.

PUBLIC FACILITIES COMMITTEE

January 21, 2014

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

The Public Facilities Committee met on Tuesday, January 21, 2014 at 4:00 p.m., in the Conference Room of Building 2, Beaufort Industrial Village, 102 Industrial Village Road, Beaufort, South Carolina.

ATTENDANCE

Public Facilities Chairman Gerald Dawson, Vice Chairman Steve Fobes and members Cynthia Bensch, Rick Caporale, Brian Flewelling, William McBride, Gerald Stewart and Ms. Von Harten present.

County staff: Eddie Bellamy, Public Works Director; Allison Coppage, Assistant County Attorney; Joshua Gruber, County Attorney; Bryan Hill, Deputy County Administrator; Rob McFee, Division Director–Engineering and Infrastructure; Jim Minor, Solid Waste Manager; and Dave Thomas, Purchasing Director.

Public: Steve Curless and Marti Lambert, Self Help of Beaufort.

Media: Joe Croley, Hilton Head-Island-Bluffton Chamber of Commerce; and Zach Murdock, *Island Packet / The Beaufort Gazette*.

Mr. Dawson chaired the meeting.

ACTION ITEMS

- 1. Consideration of Contract Award / Request to Purchase a Bobcat and Accessories from State Contract for Beaufort County's Stormwater Utility Infrastructure Department (> \$50,000)**

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

Discussion: The Purchasing Department received a request from the Stormwater Utility Infrastructure Department to purchase a new Bobcat and accessories from Clark Equipment Company, West Fargo, North Dakota, a South Carolina State contract vendor. The new Bobcat will be a replacement for the existing Bobcat that is severely damaged.

Funding will come from account 50250011-54200, Stormwater Enterprise Fund – Specialized Capital Equipment.

Motion: It was moved by Mr. Fobes, seconded by Mr. McBride, that Public Facilities Committee approve and recommend Council award a contract to Clark Equipment Company, West Fargo, North Dakota in the amount of \$66,107 for the purchase of a new Bobcat and accessories. Funding will come from account 50250011-54200, Stormwater Enterprise Fund – Specialized Capital Equipment. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. McBride, and Mr. Stewart. The motion passed.

Recommendation: Council award a contract to Clark Equipment Company, West Fargo, North Dakota in the amount of \$66,107 for the purchase of a new Bobcat and accessories. Funding will come from account 50250011-54200, Stormwater Enterprise Fund – Specialized Capital Equipment.

2. Consideration of Contract Award / Request Additional Three-Month Extension of Janitorial Services with Carolina Cleaning, Inc. (> \$50,000)

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

Discussion: The Purchasing Department received a request from the Facilities Management Director to extend janitorial services with Carolina Cleaning for an additional three months. On November 18, 2013, the original request to extend janitorial services with Carolina Cleaning was approved for the term of three months, through January 31, 2014. The original three-month extension and this additional three-month extension are necessary in order to complete the preparation of the Request for Proposal (RFP) for janitorial services. The RFP preparation process has taken longer than expected due to additional buildings, specifications, and requirements being considered. The current timeline includes issuing the RFP by February and the award process being completed no later than May 1, 2014. The new monthly contract extension will end April 30, 2014.

Motion: It was moved by Mr. McBride, seconded by Mr. Flewelling, that Public Facilities Committee approve and recommend to Council approval of a janitorial contract extension for a three-month term to Carolina Cleaning, Inc., Hilton Head Island, South Carolina, in the amount of \$126,806. Funding will come from the General Fund, Facilities Management \$108,798 and Enterprise Funds, Hilton Head Island and Lady's Island Airports \$18,008. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. McBride, and Mr. Stewart. The motion passed.

Recommendation: Council approve a janitorial contract extension for a three-month term to Carolina Cleaning, Inc., Hilton Head Island, South Carolina, in the amount of \$126,806. Funding will come from the General Fund, Facilities Management \$108,798 and Enterprise Funds, Hilton Head Island and Lady's Island Airports \$18,008.

INFORMATION ITEMS

3. Request to Install Sidewalks on Martin Luther King Drive in Front of Penn Center

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

Discussion: Mr. Steve Curless, Self Help of Beaufort, requested the County consider installing sidewalks in front of Penn Center, Martin Luther King Jr. Drive, St. Helena Island. Mr. Curless said the highway is narrow and is dangerous for pedestrians who walk the roadway.

Status: Information only.

4. Discussion / Daufuskie Island Conservancy Solid Waste Integrated Services Study

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, stated that the problem with the solid waste issue has been addressed on several occasions. There has been a system in place for some time, as inefficient as it may be there is still a system. Mr. Gruber recommended that County staff and the residents pledge to be open and responsive and as new possibilities become available, they are adequately reviewed to identify possibilities and determine what would be the best solution for all parties involved.

Motion: It was moved by Mr. McBride, seconded Mr. Flewelling, that Public Facilities Committee direct the County Administrative staff to review the situation and make a recommendation to the committee to resolve the solid waste issue. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. McBride, and Mr. Stewart. The motion passed.

Status: Public Facilities Committee directed the County Administrative staff to review the situation and make a recommendation to the committee to resolve the solid waste issues.

Budget FY 2014
As of 1/24/2014

Actual Year to Date Comparison
For the Period Ending December 31st

January 24, 2014
Actual to Date

Adopted
Budget

Description	Organization	ORG	FY 2011	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	
	Taxes	41000	(41,718,077)	(44,510,040)	(43,665,103)	(46,462,219)	(46,462,219)	(75,817,001)	
	Licenses & Permits	42000	(497,252)	(859,255)	(839,528)	(668,590)	(748,697)	(2,293,000)	
	Intergovernmental	43000	(1,393,659)	(2,778,764)	(3,570,304)	(1,595,753)	(1,598,440)	(7,865,416)	
	Charges for Services	44000	(4,608,531)	(4,736,764)	(5,040,506)	(4,676,643)	(5,053,749)	(10,662,398)	
	Fines & Forfeitures	45000	(429,292)	(389,764)	(384,334)	(353,092)	(438,670)	(1,107,531)	
	Interest	46000	(44,250)	(92,093)	(59,822)	(42,757)	(42,757)	(105,000)	
	Miscellaneous	47000	(285,848)	(205,853)	(258,392)	(269,350)	(282,400)	(232,000)	
	Other Financing Sources	48000	(592,039)	(601,665)	(991,397)	(30,310)	(30,310)	(1,268,750)	
	General Fund Revenue		(49,568,948)	(54,174,198)	(54,809,386)	(54,098,714)	(54,657,242)	(99,351,096)	
General	Elected	COUNTY COUNCIL	1000	375,566	286,805	354,642	744,202	841,445	681,962
General	Elected	AUDITOR	1010	278,662	252,616	242,593	267,240	289,274	558,533
General	Elected	TREASURER	1020	433,556	408,801	477,661	475,418	509,867	967,364
General	Elected	TREASURER TAX BILLS & CC FEES	1021	180,969	107,891	-	-	-	-
General	Elected	CLERK OF COURT	1030	429,819	404,706	399,478	463,829	492,393	1,037,944
General	Elected	FAMILY COURT	1031	107,244	105,956	107,784	83,475	90,991	242,574
General	Elected	PROBATE COURT	1040	368,469	366,082	339,279	362,080	395,006	727,213
General	Elected	CORONER	1060	157,468	169,377	189,614	212,776	225,098	444,032
General	State	HILTON HEAD MAGISTRATE	1080	396	-	-	-	-	-
General	State	BEAUFORT MAGISTRATE	1081	340,631	354,684	423,920	319,491	340,962	757,189
General	State	BLUFFTON MAGISTRATE	1082	207,967	199,851	172,201	209,783	226,096	415,508
General	State	SHELDON MAGISTRATE	1083	32,097	33,328	35,759	30,272	30,222	73,782
General	State	ST HELENA MAGISTRATE	1084	37,342	40,069	1,244	48,035	53,154	96,100
General	State	MAGISTRATE BOND COURT	1085	41,246	46,838	50,966	62,827	67,112	106,375
General	State	MAGISTRATE AT-LARGE	1086	52,961	61,020	100,156	120,524	132,596	196,760
General	State	MASTER IN EQUITY	1090	145,889	144,432	156,030	135,251	147,708	357,911
General	Elected/Sta	GENERAL GOVT ELECTED BENEFITS POOL	1099	-	-	-	430,331	493,143	753,736
General	Allocation	GEN GOVT DIRECT SUBSIDIES	1198	662,653	529,570	614,981	817,064	919,909	1,496,629
General	Admin	COUNTY ADMINISTRATOR	1100	330,298	249,879	277,515	282,177	306,324	551,121
General	Admin	PUBLIC INFORMATION OFFICER	1101	55,296	42,341	70,505	89,226	93,145	152,919
General	Admin	BROADCAST SERVICES	1102	100,429	98,165	128,642	157,038	166,091	254,677
General	Admin	COUNTY ATTORNEY	1103	283,068	324,518	73,130	195,178	210,486	319,714
General	Admin	VOTER REGISTRATION/ELECTIONS	1143	427,699	271,931	429,358	250,962	275,117	732,808
General	Admin	ELECTION WORKERS	1144	211	820	600	-	-	-
General	Admin	ASSESSOR	1120	977,370	881,426	899,745	1,009,518	1,094,110	2,153,656
General	Admin	REGISTER OF DEEDS	1122	265,367	251,359	277,732	265,386	282,263	482,153

Budget FY 2014
As of 1/24/2014

Actual Year to Date Comparison
For the Period Ending December 31st

January 24, 2014
Actual to Date

Adopted
Budget

Description	Organization	ORG	FY 2011	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	
General	Admin	RISK MANAGEMENT	1115	48,137	44,887	47,566	51,214	55,440	101,689
General	State	LEGISLATIVE DELEGATION	1070	33,689	33,653	36,399	32,467	35,684	72,415
General	Admin	ZONING & DEVELOPMENT ADM	1130	95,951	102,402	79,989	86,030	93,612	171,934
General	Admin	PLANNING	1131	362,780	355,182	331,103	293,216	318,144	551,640
General	Admin	COMPREHENSIVE PLAN	1132	248,464	81,972	-	74,751	74,751	27,270
General	Admin	AUTOMATED MAPPING/GIS	1152	222,114	168,015	186,331	188,698	203,307	441,043
General	Admin	DIRECTOR OF COMMUNITY SERVICES	1140	66,686	65,439	52,908	54,590	59,405	143,025
General	Admin	EMPLOYEE SERVICES	1160	466,634	492,152	492,835	501,905	541,870	994,544
General	Admin	RECORDS MANAGEMENT	1154	81,815	106,701	143,838	186,894	196,065	349,872
General	Admin	FINANCE DEPARTMENT	1111	260,658	308,107	322,250	241,902	260,134	648,510
General	Admin	PURCHASING	1116	104,070	118,891	91,763	78,194	82,216	217,754
General	Admin	BUSINESS LICENSES	1134	132,425	27,505	23,416	23,543	25,289	48,161
General	Admin	MANAGEMENT INFORMATION SYSTEMS	1150	1,248,492	1,100,184	1,188,517	1,297,527	1,364,645	2,495,535
General	Admin	DIRECTOR OF PUBLIC SERVICES	1300	106,590	104,825	108,223	111,715	121,810	219,074
General	Fringe	GENERAL GOVT BENEFITS POOL	1199	1,160,723	1,067,904	1,205,000	547,511	627,684	962,073
Public Safety	Elected	SHERIFF	1201	3,588,166	3,048,628	3,318,974	3,714,329	4,002,168	7,579,076
Public Safety	Elected	SHERIFF	1202	6,447,032	5,406,145	5,484,777	5,864,565	6,274,349	11,537,858
Public Safety	Elected	SHERIFF	1203	-	322,258	311,986	331,145	354,700	686,110
Public Safety	Elected	SHERIFF	1205	645,897	553,910	556,153	511,959	550,815	1,200,984
Public Safety	Elected	PUB SAFETY ELECTED POOLED BENEFITS	1209	-	-	-	1,222,056	1,404,952	2,194,754
Public Safety	Admin	EMERGENCY MANAGEMENT	1210	259,808	241,211	244,626	212,627	224,780	463,159
Public Safety	Admin	EMERGENCY MANAGEMENT	1212	76,147	72,747	8,856	8,886	9,688	17,377
Public Safety	Admin	EMERGENCY MANAGEMENT - Comm	1220	2,103,259	2,460,510	2,704,521	2,757,094	3,020,412	5,692,452
Public Safety	Admin	EMERGENCY MANAGEMENT - DATA	1240	233,161	284,896	254,225	297,269	315,220	512,768
Public Safety	Admin	EMERGENCY MEDICAL SERVICE	1230	2,516,973	2,516,438	2,533,993	2,978,343	3,202,527	4,972,901
Public Safety	Admin	DETENTION CENTER	1250	2,961,014	2,582,738	2,685,089	2,711,032	3,018,394	5,527,543
Public Safety	Admin	TRAFFIC - Signal Management	1241	119,548	114,541	242,210	197,856	213,097	430,757
Public Safety	Admin	TRAFFIC - Signal Management	1242	59,130	83,219	71,745	29,652	30,848	129,750
Public Safety	Admin	BUILDING CODES	1260	494,259	336,852	286,788	313,461	337,806	591,095
Public Safety	Admin	BUILDING CODES ENFORCEMENT	1261	-	96,391	124,402	115,256	124,848	244,002
Public Safety	Fringe	PUBLIC SAFETY BENEFITS POOL	1299	1,482,433	2,489,163	2,428,396	1,383,375	1,591,261	2,494,623
Public Works	Admin	FACILITIES MANAGEMENT	1310	1,023,009	876,540	935,372	1,017,419	1,118,453	1,944,103
Public Works	Admin	BUILDINGS MAINTENANCE	1311	578,950	534,447	454,180	495,522	521,050	1,107,433
Public Works	Admin	GROUPS MAINTENANCE - NORTH	1312	573,455	591,452	941,990	950,678	1,010,739	1,885,649
Public Works	Admin	GROUPS MAINTENANCE - SOUTH	1313	467,904	303,061	-	-	-	28,704
Public Works	Admin	PUBLIC WORKS GEN SUPPORT	1301	344,642	342,420	294,575	297,243	320,229	625,608
Public Works	Admin	ROADS/DRAINAGE - NORTH	1320	428,696	396,472	350,078	408,524	432,818	901,384
Public Works	Admin	ROADS/DRAINAGE - SOUTH	1321	318,271	222,312	223,444	238,372	252,951	435,329
Public Works	Admin	PUBLIC WORKS ADMINISTRATION	1302	142,662	134,261	156,817	115,271	125,626	237,329
Public Works	Admin	ENGINEERING	1330	182,404	123,666	177,318	138,294	149,124	348,014

Budget FY 2014
As of 1/24/2014

Actual Year to Date Comparison
For the Period Ending December 31st

January 24, 2014
Actual to Date

Adopted
Budget

Description	Organization	ORG	FY 2011	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014	
Public Works	Admin	SWR ADMINISTRATION	1340	2,269,382	2,095,270	2,148,138	2,990,846	3,018,242	4,852,684
Public Works	Admin	SWR HILTON HEAD	1343	54,512	50,057	50,598	56,267	60,416	104,112
Public Works	Admin	SWR BLUFFTON	1344	68,772	75,772	74,461	84,987	92,155	170,307
Public Works	Admin	SWR BURTON	1345	82,239	71,116	67,023	54,598	60,469	122,114
Public Works	Admin	SWR DAUFUSKIE	1346	203	-	-	-	-	7,200
Public Works	Admin	SWR ST HELENA	1347	67,963	68,475	85,939	86,222	94,881	176,420
Public Works	Admin	SWR SHELDON	1348	48,473	52,143	57,035	65,176	70,351	124,214
Public Works	Fringe	PUBLIC WORKS BENEFITS POOL	1399	843,970	653,142	698,928	678,772	780,237	1,217,584
Public Health	Admin	ANIMAL SHELTER & CONTROL	1270	383,367	433,109	489,525	370,694	391,532	561,967
Public Health	Admin	MOSQUITO CONTROL	1400	605,822	510,333	686,776	525,674	557,157	1,370,377
Public Health	Allocation	PUBLIC HEALTH DIRECT SUBSIDIES	1498	1,382,812	1,114,880	901,151	832,307	1,079,405	1,697,947
Public Health	Fringe	PUBLIC HEALTH BENEFITS POOL	1499	187,869	147,128	184,276	83,340	96,094	153,054
Public Welfare	Admin	VETERANS AFFAIRS	1500	71,726	71,104	72,600	62,133	66,077	191,950
Public Welfare	State	DEPT OF SOCIAL SERVICES	1510	98,408	60,655	117,871	87,947	92,502	147,349
Public Welfare	Allocation	PUBLIC WELFARE DIRECT SUBSIDIES	1598	148,990	207,127	27,813	313,300	313,720	598,000
Public Welfare	Fringe	PUBLIC WELFARE BENEFITS POOL	1599	21,200	14,452	15,284	17,495	20,048	30,644
Cultural	Admin	PALS CENTRAL ADMINISTRATION	1600	202,748	121,694	165,338	173,663	185,294	300,185
Cultural	Admin	PALS SUMMER PROGRAM	1601	104,438	94,416	135,536	131,681	131,681	107,500
Cultural	Admin	PALS AQUATICS PROGRAM	1602	567,995	506,678	518,215	644,476	682,620	1,089,007
Cultural	Admin	PALS HILTON HEAD PROGRAMS	1603	40,000	40,000	40,000	40,000	60,000	80,000
Cultural	Admin	PALS BLUFFTON PROGRAMS	1604	403,198	54,303	59,699	62,179	63,193	146,010
Cultural	Admin	PALS ATHLETIC PROGRAMS	1605	214,995	389,588	347,597	393,954	410,234	1,024,870
Cultural	Admin	PALS RECREATION CENTERS	1606	333,626	309,599	283,504	275,266	293,659	515,025
Cultural	Admin	LIBRARY ADMINISTRATION	1620	322,923	314,121	336,208	334,787	357,333	709,546
Cultural	Admin	LIBRARY BEAUFORT BRANCH	1621	263,647	244,396	239,307	185,561	279,409	489,825
Cultural	Admin	LIBRARY BLUFFTON BRANCH	1622	308,492	225,374	232,716	202,221	289,072	570,194
Cultural	Admin	LIBRARY HILTON HEAD BRANCH	1623	323,100	279,472	245,883	223,334	317,687	492,569
Cultural	Admin	LIBRARY LOBECO BRANCH	1624	63,160	62,161	65,311	28,837	68,314	139,474
Cultural	Admin	LIBRARY ST HELENA BRANCH	1625	47,464	45,751	142,234	262,983	287,740	571,647
Cultural	Admin	LIBRARY TECHNICAL SERVICES	1626	332,020	248,503	250,621	285,675	297,676	437,128
Cultural	Admin	LIBRARY SC ROOM	1627	50,220	49,436	49,287	51,117	55,425	101,636
Cultural	Fringe	CULTURAL & RECRE BENEFITS POOL	1699	509,957	404,465	367,775	401,749	460,708	707,502
General Fund Expenditures				46,610,984	43,139,876	44,080,837	47,119,833	51,382,878	91,802,002

Budget FY 2014
As of 1/24/2014

Actual Year to Date Comparison
For the Period Ending December 31st

January 24, 2014
Actual to Date

Adopted
Budget

Description	Organization	ORG	FY 2011	FY 2012	FY 2013	FY 2014	FY 2014	FY 2014
Transfers	Allocation	GENERAL FUND XFERS OUT	1999					
		Miscellaneous Grant	59200	-	-	-	-	-
		Daufuskie Ferry	59202	50,000	50,000	50,000	75,000	150,000
		Public Safety Grants	59206	-	-	7,788	-	-
		EMS Grants	59207	3,000	3,000	-	-	-
		Real Property	59209	-	-	-	-	-
		Energy Grant	59225	-	-	444	-	-
		Tire Recycling	59226	-	-	-	-	-
		Dale Water Line	59229	-	-	-	-	-
		PALS Programs Fund	59231	-	-	-	-	-
		DSN Programs Fund	59241	810,306	679,750	850,000	1,000,000	2,000,000
		A&D Programs Fund	59261	182,282	149,844	175,000	200,000	400,000
		DNA Laboratory	59270	166,247	-	-	-	-
		Victims Assistance	59271	46,917	53,817	59,645	59,758	119,516
		School Resource Officer	59273	72,927	66,726	71,420	64,661	129,322
		Sheriff Grant	59274	13,608	2,403	-	256	256
		DNA Grant Fund	59280	-	22,097	-	-	-
		COSY Program	59281	65,000	70,000	70,000	75,000	150,000
		Debt Service Fund	59300	-	-	-	-	-
		LI Airport	59570	-	-	-	-	-
		HHI Airport	59580	12,500	-	-	-	-
		Treasurer's Execution Fund	59603	-	-	41,302	-	-
		Clerk of Court	59619	-	-	-	-	-
		Public Defender	59651	251,417	150,000	150,000	300,000	600,000
		Sheriff's Trust	59663	10,000	-	-	-	-
		Total General Fund Transfers Out		1,684,204	1,247,637	1,475,599	1,774,675	2,070,412
Education	Education	Education Allocation	1698	786,050	666,667	666,667	2,075,000	4,000,000
		General Fund Expenditures (including Transfers and Education Allocation)		49,081,238	45,054,180	46,223,103	50,969,508	55,886,623
		Net (Surplus)/Deficit		(487,710)	(9,120,018)	(8,586,283)	(3,129,206)	1,229,381

Client: **BCC - Bryan - County Council of Beaufort County**
 Engagement: **Monthly County Council Report**
 Period Ending: **12/31/2013**
 Trial Balance: **1000.05 - FY 2014 TRIAL BALANCE**
 Workpaper: **1500.16 - FY 2014 TRIAL BALANCE Summary of Object Characters - Revenue**

Account	Description	ORIG APPROP 12/31/2013	FY 2014 12/31/2013	FY 2013 12/31/2012	FY 2012 12/31/2011	FY 2011 12/31/2010
Group : [40000]	REVENUES					
41000	Taxes	(75,817,001.00)	(46,462,218.64)	(43,665,102.91)	(44,510,039.67)	(41,718,076.99)
42000	Licenses & Permits	(2,293,000.00)	(668,589.55)	(839,528.09)	(859,254.62)	(497,252.04)
43000	Intergovernmental	(7,865,416.00)	(1,595,752.60)	(3,570,303.66)	(2,778,763.50)	(1,393,658.93)
44000	Charges for Services	(10,662,398.00)	(4,676,643.46)	(5,040,505.83)	(4,736,763.94)	(4,608,530.72)
45000	Fines & Forfeitures	(1,107,531.00)	(353,091.63)	(384,334.17)	(389,764.13)	(429,292.39)
46000	Interest	(105,000.00)	(42,757.03)	(59,822.46)	(92,093.18)	(44,250.24)
47000	Miscellaneous	(232,000.00)	(269,349.52)	(258,392.19)	(205,853.39)	(285,847.77)
48000	Other Financing Sources	(1,268,750.00)	(30,310.24)	(991,396.62)	(601,664.58)	(592,039.40)
40000 Total		<u>(99,351,096.00)</u>	<u>(54,098,712.67)</u>	<u>(54,809,385.93)</u>	<u>(54,174,197.01)</u>	<u>(49,568,948.48)</u>
	Sum of Account Groups	(99,351,096.00)	(54,098,712.67)	(54,809,385.93)	(54,174,197.01)	(49,568,948.48)

Client: **BCC - Bryan - County Council of Beaufort County**
 Engagement: **Monthly County Council Report**
 Period Ending: **12/31/2013**
 Trial Balance: **1000.05 - FY 2014 TRIAL BALANCE**
 Workpaper: **1500.15 - FY 2014 TRIAL BALANCE Summary of Object Characters**

Account	Description	ORIG APPROP	FY 2014	FY 2013	FY 2012	FY 2011
		12/31/2013	12/31/2013	12/31/2012	12/31/2011	12/31/2010
40000	REVENUES	(99,351,096.00)	(54,098,712.67)	(54,809,385.93)	(54,174,197.01)	(49,568,948.48)
50000	SALARIES, WAGES, OT, HOLIDAY	44,893,286.00	22,145,925.57	21,540,195.54	20,845,543.89	21,408,926.00
50100	EMPLYR COST OF EE	8,423,311.00	4,130,432.49	3,964,042.22	3,663,702.49	3,715,848.57
50140	POOLED BENEFITS	8,513,970.00	4,764,629.37	4,899,657.60	4,776,253.60	5,653,109.00
50500	EMPLOYEE RECOGNITION AWARD	327,000.00	162,177.10	149,061.58	141,300.08	122,510.06
51000	PURCHASED SVCS	19,187,508.00	9,231,828.29	8,757,829.67	8,923,510.64	9,235,506.94
52000	SUPPLIES	5,126,693.00	2,075,808.14	2,511,730.15	2,415,343.51	2,514,429.36
54000	CAPITAL	971,991.00	2,359,392.68	436,000.49	257,583.49	1,319,810.43
55000	SUBSIDIES	8,092,243.00	4,255,005.33	2,420,111.21	2,695,243.68	3,265,004.97
56000	CONTINGENCY	18,000.00	6,900.00	0.00	0.00	0.00
57000	UNCLASSIFIED	248,000.00	62,735.15	68,874.42	88,063.24	161,888.27
58000	DEPRECIATION	0.00	0.00	0.00	0.00	0.00
59000	TRANSFERS OUT	3,549,094.00	1,774,675.00	1,475,599.35	1,247,636.52	1,684,203.46
Total		0.00	(3,129,203.55)	(8,586,283.70)	(9,120,015.87)	(487,711.42)

ORDINANCE NO. _____

AN ORDINANCE TO AMEND SECTIONS 2-509 AND 2-512 OF THE BEAUFORT COUNTY CODE OF ORDINANCES SO AS TO EFFECT CHANGES TO THE BEAUFORT COUNTY PURCHASING ORDINANCE

WHEREAS, Beaufort County is required to adopt competitive purchasing policies pursuant to South Carolina Code of Laws Section 11-35-50; and

WHEREAS, certain requirements and limitation contained within Beaufort County's Purchasing Ordinance have not been updated since the year 1999; and

WHEREAS, general increases in costs as well as the rate of economic inflation have created administrative inefficiencies in terms of contracting for goods and services thereby necessitating changes to the County's Purchasing Ordinance; and

WHEREAS, the constitutionally elected and appointed officials within Beaufort County have inherent authority to contract for goods and services so long as they remain compliant with all necessary competitive procurement regulations and do not exceed their annual fiscal appropriations provided to them by County Council; and

WHEREAS, it is now in the County's best interests to update its Purchasing Ordinance to reflect these changes.

NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council that Sections 2-509 and 2-512 of the Beaufort County Purchasing Ordinance are hereby amended as follows:

NOTE: **Underlined and bold-face typed** portions indicate additions to the County Code. ~~Stricken~~ portions indicate deletions to the County Code.

Sec. 2-509. Authority and duties of purchasing director.

- (a) *Principal public procurement official.* The purchasing director shall serve as the principal public procurement official of the county and shall be responsible for the procurement of supplies, services, and construction in accordance with this division, as well as the management and disposal of supplies.
- (b) *Duties.* In accordance with this division, the purchasing director shall:
 - (1) *Purchase.* Purchase all supplies, materials, equipment, and contractual services required by county agencies and perform the purchasing-related functions required of the purchasing director in this division.

- (2) *Negotiate contracts.* Negotiate contracts for personal services and submit them for approval and award as provided in this division.
 - (3) *Use standard specifications.* Use standard specifications wherever they are applicable to purchase orders and contracts, and ensure compliance with such specifications through adequate inspection of deliveries.
 - (4) *Transfer between agencies.* Transfer between agencies supplies, materials, and equipment that are no longer needed by a holding agency but that can be used by the receiving agency.
 - (5) *Exchange, trade in and sell.* Exchange, trade in or sell those supplies, materials and equipment which are surplus, obsolete or unused and which are found by the county administrator not to be required for public use.
 - (6) *Develop standard forms and conditions.* Develop, with the approval of the county attorney as to legal sufficiency, standard forms and conditions of invitations to bid and purchase orders and contracts; develop and prescribe the use by agencies of other forms required in carrying out this division, and amend or eliminate any such forms.
 - (7) *Acquire and dispose of real property.* Upon request of the county council and subject to its approval of each transaction, perform all delegable functions in connection with acquisition and disposal of real property.
 - (8) *Perform other duties.* Perform other duties as assigned by the county administrator and comptroller.
- (c) *Operational procedures.* Consistent with this division, the purchasing director shall adopt operational procedures relating to the execution of his duties.
- (d) *Dollar limitations.* Provided that funds have been preapproved by the county council as part of the budget process, an award is made to the lowest responsive and responsible bidder, the contracting authority for the county, except as otherwise provided in section 2-512 pertaining to authority to contract for certain services, section 2-513 pertaining to exemption and section 2-514 pertaining to exemption for real property, shall be as follows:
- (1) ~~Purchasing director or his designee, \$5,000.00 or less.~~

- (2) ~~(1)~~ Comptroller or his designee, over \$5,000.00, but less than \$10,000.00. **Purchasing director, comptroller, chief financial officer, and deputy county administrator or his/her designee, \$10,000 or less.**
- ~~(3)~~ **(2)** county administrator or his designee, over \$10,000.00, but less than \$25,000.00 **\$50,000.00.**
- ~~(4)~~ **(3)** Council committee, over \$25,000.00 **\$50,000.00**, but less than \$50,000.00 **\$100,000.00.**
- ~~(5)~~ **(4)** The county council, \$50,000.00 **\$100,000.00** and over.

(e) Elected and Appointed Officials. Provided that funds have been approved by the County Council as part of the annual budget appropriation process, and that any expenditure of funds regardless of the amount will not result in a budget deficit within any elected official's office, the Sheriff, Auditor, Treasurer, Clerk of Court, Coroner, Solicitor, Public Defender, Probate Judge, and Magistrates shall be exempt from the dollar limitations on expenditure authority identified above provided that they shall comply with all of provisions of competitive purchasing as may be required by South Carolina law and the Beaufort County Purchasing Ordinance. The County Council may request such reports and information as it deems necessary and prudent on the purchasing activities of these offices to ensure compliance with these provisions.

Sec. 2-512. Authority to contract for certain services.

- (a) *General authority.* Departments needing to procure the professional services of clergy, physicians, dentists or undertakers may do so on their own behalf subject to subsection 2-516(h).
- (b) *Contracts for legal services.* No contract for the services of legal counsel may be awarded without the approval of the county council **or the county administrator.**
- (c) *Auditing, consulting and other professional services.* Auditing, consulting and other professional services shall be procured in accordance with section 2-542.
- (d) *Fixed base operators, etc.* Contracts for fixed base operators and other private services operating on county airports shall be subject to the ordinance and the approval of the county council.

Adopted this ____ day of _____, 2014.

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: January 13, 2014

Second Reading:

Public Hearing:

Third and Final Reading:

2014/

TEXT AMENDMENT TO THE BEAUFORT COUNTY ZONING AND DEVELOPMENT STANDARDS ORDINANCE/ZDSO, ARTICLE VII, SEC. 106-1912. WATER DEPENDENT USES (ADDS STANDARDS TO ALLOW COMMERCIAL DOCKS FOR MARICULTURE USE).

Whereas, Standards that are underscored shall be added text and Standards ~~lined through~~ shall be deleted text.

Adopted this ____ day of _____, 2014.

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: January 13, 2014

Second Reading:

Public Hearing:

Third and Final Reading:

Sec. 106-1912. Water dependant uses

(b) *Docks, piers, and wharfs.*

- (1) Tidal creeks and shallows are the most sensitive, ecologically, and are, therefore, being regulated.
- (2) Small tidal creeks and shallows, which fall within the county, are defined as those bodies of water, [being tidally influenced] as per the Beaufort County official small tidal creek delineation map. Private docks and community docks in small tidal creeks may be allowed on both existing lots of record, and new subdivisions under the following criteria:
 - h. The use of docks shall be limited to private, non-commercial uses, unless ~~allowed for it~~ is associated with an upland property productively in use as an on-going mariculture enterprise, and in possession of a current mariculture permit issued by the state of South Carolina for the purpose of growing mollusk shellfish. Also, the use of docks on small tidal creeks dedicated to commercial fishing or shrimping is permitted as part of a Commercial Fishing Village Overlay District.

(Note: The remainder of Sec. 106-1912 is unaffected.)

2014 /

TEXT AMENDMENT TO THE BEAUFORT COUNTY ZONING AND DEVELOPMENT STANDARDS ORDINANCE/ZDSO, ARTICLE V. USE REGULATIONS, SEC. 106-1287. COMMERCIAL RETAIL, REGIONAL (ADDS STANDARDS TO ALLOW ADAPTIVE RE-USE OF LIGHT INDUSTRIAL PROPERTIES.

Whereas, Standards that are underscored shall be added text and Standards ~~lined through~~ shall be deleted text.

Adopted this ____ day of _____, 2014.

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:
Second Reading:
Public Hearing:
Third and Final Reading:

Sec. 106-1287. Commercial retail, regional.

(a) *Limited/special standards for use in all applicable districts.* Limited/special standards for regional commercial retail uses in all applicable districts are as follows:

(1) These uses may constitute no more than five percent of the total permitted floor area of the project in which they are located.

(2) The access to these uses shall be from the development's interior streets. The uses shall not have frontage on arterial or collector streets.

(b) *Reports/studies required.* All applications for this use shall include a community impact statement.

(c) *Limited standards for regional commercial retail uses within rural business districts.* Limited standards for regional commercial retail uses within rural business districts are as follows:

(1) This use is limited to 3,500 square feet of floor area.

(2) Drive-through facilities are not permitted as part of this use.

(3) The following uses are not permitted as part of this use: Vehicular sales, rental and service uses (NAICS 441); and hospitals and medical facilities (NAICS 621, 622, 623, 624).

(d) *Limited standards for adaptive re-use; regional commercial retail uses in the Light Industrial zoning district.* Limited and Special Use standards for regional commercial retail establishments utilizing developed site uses which have been unoccupied by an operating business for more than two years, and are in existence as of the date of this ordinance amendment, are as follows:

(1) It is the intent of this section to allow the adaptive re-use of sites developed in conformity with allowable uses for the Limited Industrial district, but which have become vacant and remained vacant for more than two years, thereby avoiding the creation or continuation of a blighted area.

(2) The permitted floor space size limitations of 106-1287(a)(1) shall not be applicable; existing structures can utilize up to sixty percent (60%) as a Limited Use for all uses qualifying as commercial retail, regional, and may utilize the existing permitted access to the site, notwithstanding 106-1287 (a)(2), provided that the following Limited Use Standards are met; utilization of more than sixty per cent (60% of the structure shall be processed as a Special Use (Article III, Division 3, Subdivision IV (Section 106-551 through 106-555), meeting the standards below as well as any special conditions determined to be required under the Zoning Board of Appeals standards of review:

(i) adequate parking meeting the standards of Article XIII, Division 5 (Section 106-2891 through 106-2896) (Parking and Loading Standards) is provided on-site or through shared parking as allowed by Article XIII, with on-site individual parking spaces delineated;

(ii) the site is located within 1,000 feet of an arterial road, and traffic impacts as measured by trips per day will not exceed by more than 10% the traffic impact of the former permitted use on the site, as determined by reference to the ITE Manual, latest edition, with trips per day in excess of 10% requiring a Traffic Impact Analysis (TIA);

(iii) the proposed use and any structural addition shall conform with the Airport Overlay District for MCAS-Beaufort (Appendix A1) ,if the site is within that overlay zone;

(iv) Any structural additions shall not increase the existing floor space by more than 5%; if more than a 5% increase is proposed, the application will be treated as a Special Use; and

(v) Any increase in the total existing impervious surface on the site not contemplated in the original storm water submission will require a resubmission of stormwater calculations and appropriate mitigation measures as determined by reference to the Beaufort County Storm Water Manual.

(3) Limited Use Standards for Retail Uses having Exterior Sales Not Within the Airport Overlay District for MCAS-Beaufort (Appendix A1). Retail Uses having exterior sales (flea markets, farmers markets, vehicle sales, etc.) which are within a site with fencing and buffers shall be allowed to operate year-round, without limitation as to the number of outdoor sales events, provided that:

(i) the outdoor sales area is located at least 50 feet from the public road servicing the site;

(ii) a permanent structure with a roof is provided for at least 50% of the spaces to be used for sales in the outdoor sales area;

(iii) there are clearly marked pedestrian paths of at least ten feet in width between the outdoor sales area and the existing structure within which interior retail sales will occur; and

(iv) operating hours for outdoor sales will be limited to the hours of 7:00 a.m. to 8:00 p.m.

(v) Outdoor sales will be allowed only on Fridays, Saturdays, Sundays and recognized national holidays.

(4) Special Use Standards for Exterior Sales within the Airport Overlay District for MCAS-Beaufort (Appendix A1). In addition to the standards set forth

above, retail uses having exterior sales located within the Airport Overlay District for MCAS-Beaufort shall be permitted as a Special Use (Article III, Division 3, Subdivision IV (Section 106-551 through 106-555), with the following special considerations:

(1) In order to avoid noise impacts within the particular Airport Overlay District which might be deleterious to the health and safety of people visiting or participating in such activities or events on-site, giving due consideration to governmental publications, treatises and other matter as may be submitted, the site must include such noise mitigation measure as are necessary to protect the visiting public, which may be satisfied by having exterior sales areas covered by roofing (at least 75% of the exterior sales booths or sale areas), vegetated buffers of at least 100 feet on sides not buffered by buildings,



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

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

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee
FROM: Dave Thomas, CPPO, Purchasing Director *DT*
SUBJ: **Recommendation of Contract Award for IFB# 120914 On-Airport Tree Mitigation Runway 21 Approach Project for the Hilton Head Island Airport**
DATE: January 21, 2014

BACKGROUND: On January 9, 2014, Beaufort County received bids for the On-Airport Tree Mitigation Runway 21 Approach Project for the Hilton Head Island Airport. The services include mobilization, surveying, replanting, bush hogging, pine straw mulching, removal of old fencing, replacement of new fencing, grass sprigging, and a 15 foot-wide utility easement to be planted with native grasses. Please see below the three firms that submitted bids for this project.

BIDDERS:

TOTAL BID

Newtech, Inc., Bluffton, SC	\$449,174
Carolina Tree Care, Summerton, SC	\$719,998
The Greenery, Inc., Hilton Head Island, SC	\$738,839

Engineer's estimate: \$419,825

Newtech, Inc. submitted the lowest qualified/responsible bid of \$449,174. Their bid is in compliance with the FAA procurement guidelines for this federally funded project. There is no apparent cause to reject their bid.

FUNDING: Expenditure Code 54020011-54302 (Tree Removal Mitigation) – FAA Grant #30-2010 (95%), SCAC Grant 11-002 (2.5%). The remaining 2.5% will come from the Hilton Head Island Airport's operating budget.

FY 2013 COST: NA

FOR ACTION: Public Facilities Committee meeting occurring January 21, 2014.

RECOMMENDATION: The Purchasing Department recommends that the Public Facilities Committee approve, and recommend to County Council the contract award to Newtech, Inc., in the amount of \$449,174 for the On-Airport Tree Mitigation Project from the funding source listed above.

CC: Gary Kubic, County Administrator
Bryan Hill, Deputy Administrator
Alicia Holland, Chief Financial Officer *AH*
Jon Rembold, Airports Director *JR*
Monica Spells, Compliance Officer *MS*

Attachment: Bid Tab

TALBERT & BRIGHT

January 10, 2014

Mr. Dave Thomas, CPPO, CPPB
Purchasing Director
Beaufort County Purchasing Dept.
Post Office Drawer 1228
Beaufort, SC 29901-1228

Re: Recommendation of Award
On-Airport Tree Mitigation
Runway 21 Approach
Hilton Head Island Airport
Hilton Head, South Carolina
TBI Project No. 2119-1307
Beaufort County IFB No. 140914

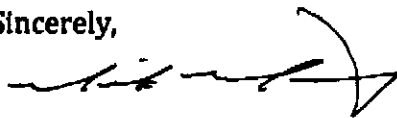
Dear Mr. Thomas:

We have reviewed the bids that were received on January 9, 2014 for the above referenced project and offer the following general comments:

- Three (3) bids were received ranging from a low bid of \$449,174.50 to a high bid of \$738,839.58.
- The apparent low bidder was Newtech, Inc. of Bluffton, South Carolina and the second low bidder was Carolina Tree Care of Summerton, South Carolina.
- The bid received from Newtech, Inc. outlines the subcontractors that will be used on the project. The bidder's total committal for this contract meets the minimum contract DBE goal. The proposed DBE subcontractor meets the requirements of the contract documents.
- The prime contractor intends on performing 26.5% of the work. This amount exceeds the 25% minimum requirement.
- All bid forms have been completed and the apparent low bid is considered responsive.

Based on our review of the bids, discussions with the apparent low bidder and concurrence with the DBE good faith efforts, we recommend that a contract be awarded to Newtech Inc., in the amount of \$449,174.50.

Sincerely,



Mick Metcalf, P.E.
Senior Project Manager

cc: Jon Rembold, Airports Director
Judy Elder, Talbert, Bright & Ellington, Inc.

ENGINEERING & PLANNING CONSULTANTS

4944 PARKWAY PLAZA BOULEVARD SUITE 350 CHARLOTTE, NORTH CAROLINA 28217 704.426.6070 FAX 704.426.6080

CHARLOTTE, NORTH CAROLINA · WILMINGTON, NORTH CAROLINA · RICHMOND, VIRGINIA · COLUMBIA, SOUTH CAROLINA · ATLANTA, GEORGIA

**BID SUMMARY FOR
HILTON HEAD ISLAND AIRPORT
BEAUFORT COUNTY IFB NO. 140914
ON AIRPORT TREE MITIGATION_RUNWAY 21 APPROACH**

Thursday, January 09, 2014
2:00 PM

		BID AMOUNT	
CONTRACTOR	BID SECURITY	BID SCHEDULE ADDENDUM NO. 1	REMARKS
Newtech, Inc. 6 Ghost Pony Road Bluffton, SC 29910 843.706.3760	✓	\$449,174.50	
Carolina Tree Care 3259 Rowe Drive Summerton, SC 29148 803.478.8299	✓	\$719,998.98	
The Greenery, Inc. 960 William Hilton Parkway Hilton Head Island, SC 29928 843.686.9042	✓	\$738,839.58	

This Bid Summary is certified to be true and correct to the best of my knowledge.

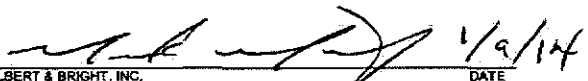

 Mick Metcalf, P.E., Senior Project Engineer
 Talbert, Bright & Ellington, Inc.

BID TABULATION
 ON-AIRPORT TREE MITIGATION - RUNWAY 21 APPROACH
 HILTON HEAD ISLAND AIRPORT
 BEAUFORT COUNTY IFB NO. 140914
 Thursday, January 09, 2014

PAGE 1 OF 1

ITEM NO.	SPEC NO.	DESCRIPTION	QTY	UNIT	ENGINEER'S ESTIMATE 0109H4		NEWTECH, INC. BLUFFTON, SC		CAROLINA TREE CARE SUMMERTON, SC		THE GREENERY, INC. HILTON HEAD ISLAND, SC	
					UNIT PRICE	EXT TOTAL	UNIT PRICE	EXT TOTAL	UNIT PRICE	EXT TOTAL	UNIT PRICE	EXT TOTAL
1	S-101	MOBILIZATION	1	LS	\$15,500.00	\$15,500.00	\$15,000.00	\$15,000.00	\$120,000.00	\$120,000.00	\$35,500.00	\$35,500.00
2	S-103	SURVEYING	1	LS	\$8,000.00	\$8,000.00	\$7,700.00	\$7,700.00	\$8,500.00	\$8,500.00	\$5,000.00	\$5,000.00
3	S-2950.1	PLANTING OF LITTLE GEM MAGNOLIA	565	EA	\$185.00	\$104,525.00	\$210.00	\$118,650.00	\$325.00	\$183,625.00	\$407.30	\$230,124.50
4	S-2950.2	PLANTING OF WAX MYRTLE	231	EA	\$181.00	\$41,811.00	\$200.00	\$46,200.00	\$325.00	\$75,075.00	\$385.48	\$89,425.88
5	S-2950.3	PLANTING OF YAUPON HOLLY	219	EA	\$182.00	\$39,858.00	\$205.00	\$44,895.00	\$325.00	\$71,175.00	\$407.30	\$89,196.70
6	S-2950.4	PLANTING OF SOUTHERN RED CEDAR	107	EA	\$185.00	\$19,795.00	\$213.00	\$22,791.00	\$325.00	\$34,775.00	\$295.00	\$31,565.00
7	S-2950.5	PLANTING OF AMERICAN HOLLY	225	EA	\$187.00	\$42,075.00	\$210.00	\$47,250.00	\$325.00	\$73,125.00	\$517.30	\$116,392.50
8	S-2950.6	PINESTRAW MULCH (For plants in S-2950.1 thru S-2950.5)	2,694	BALE	\$11.50	\$30,981.00	\$11.00	\$29,634.00	\$7.00	\$18,858.00	\$6.00	\$16,164.00
9	S-2950.7	ONE-YEAR WARRANTY AND MAINTENANCE PERIOD	1	LS	\$13,800.00	\$13,800.00	\$15,000.00	\$15,000.00	\$40,000.00	\$40,000.00	\$40,800.00	\$40,800.00
10	F-162-6.1	8-FOOT HIGH CHAIN LINK FENCE (Black Vinyl Coated)	1,750	LF	\$25.00	\$43,750.00	\$24.00	\$42,000.00	\$21.75	\$38,062.50	\$26.29	\$46,007.50
11	T-903-5.2	REMOVAL AND DISPOSAL OF EXISTING FENCE	1,050	LF	\$8.80	\$9,030.00	\$8.25	\$8,662.50	\$7.56	\$7,838.00	\$3.00	\$3,150.00
12	T-903-5.1	AREA 1 TO BE SPRIGGED WITH BERMUDA GRASS	1.7	ACRE	\$4,200.00	\$7,140.00	\$4,000.00	\$6,800.00	\$3,530.00	\$6,001.00	\$2,613.00	\$4,442.10
13	T-903-5.2	AREA 2 TO BE SPRIGGED WITH BERMUDA GRASS	5.8	ACRE	\$4,200.00	\$24,360.00	\$4,000.00	\$23,200.00	\$3,104.00	\$18,003.20	\$2,613.00	\$15,155.40
14	T-903-5.3	15 FOOT WIDE UTILITY EASEMENT TO BE PLANTED WITH NATIVE GRASSES (15 FOOT SPACING)	0.4	ACRE	\$600.00	\$240.00	\$550.00	\$220.00	\$2,500.00	\$1,000.00	\$2,910.00	\$1,164.00
15	P-151	BUSH HOGGING	7.9	ACRE	\$2,400.00	\$18,960.00	\$2,680.00	\$21,172.00	\$3,273.58	\$25,861.28	\$2,500.00	\$19,750.00
TOTAL BID AMOUNT						\$419,825.00		\$449,174.50		\$719,998.98		\$738,839.58

I HEREBY CERTIFY THIS TABULATION OF BIDS TO BE CORRECT.


 TALBERT & BRIGHT, INC. DATE 1/9/14



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

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

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee
FROM: Dave Thomas, CPPO, Purchasing Director *dt*
SUBJ: **Additional Three (3) Month Extension of Janitorial Services with Carolina Cleaning Inc.**
DATE: January 21, 2014

BACKGROUND: The Purchasing Department received a request from the Facilities Management Director to extend janitorial services with Carolina Cleaning for an additional three months. On November 18, 2013, the original request to extend janitorial services with Carolina Cleaning was approved for the term of three months, through January 31, 2014. The original three (3) month extension and this additional three (3) month extension are necessary in order to complete the preparation of the Request for Proposal (RFP) for janitorial services for the County. The RFP preparation progress has taken longer than expected due to additional buildings, specifications, and requirements being considered. The current timeline includes issuing the RFP by February and the award process being completed no later than May 1, 2014. The new month to month contract extension will end April 30, 2014.

VENDOR INFORMATION:

COST

Carolina Cleaning Inc., Hilton Head Island, SC \$126,805

FUNDING:

General Fund, Facilities Management	\$108,798
Enterprise Funds, Hilton Head Island and Lady's Island Airports	\$ 18,008

PRIOR YEAR COST: November 1, 2012-October 31, 2013 \$539,794

FOR ACTION: Public Facilities Committee meeting occurring January 21, 2014.

RECOMMENDATION: The Purchasing Department recommends that the Public Facilities Committee approve and recommend to County Council an additional three (3) month extension of services from the aforementioned vendor with a total cost of \$126,805.

CC: Gary Kubic, County Administrator
Bryan Hill, Deputy Administrator *AH*
Alicia Holland, Chief Financial Officer *AH*
Mark Roseneau, Facilities Management Director *MR*



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

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

TO: Councilman Gerald Dawson, Chairman, Public Facilities Committee
FROM: Dave Thomas, CPPO, Purchasing Director *DT*
SUBJ: Request to Purchase a Bobcat and Accessories from State Contract for Beaufort County's Stormwater Utility/Infrastructure Department
DATE: January 21, 2014

BACKGROUND: The Purchasing Department received a request from the Stormwater Utility/Infrastructure Department to purchase a new Bobcat and accessories from Clark Equipment Company, a South Carolina State contract vendor, via Bobcat of Savannah, an authorized dealer. The new Bobcat will replace the old Bobcat that hit a washout area and slid into an outfall channel that was full of water; the insurance company found it a total loss from water damage during the construction of a project at the Hilton Head Island Airport. The Bobcat replacement will support Stormwater Utility/Infrastructure operations. Please see the attached quote for product description and pricing information.

STATE CONTRACT VENDOR INFORMATION

COST

Clark Equipment Company, West Fargo, ND

\$66,107

FUNDING: Account# 50250011-54200, Stormwater Enterprise Fund - Specialized Capital Equipment

FY 2013 COST: NA

FOR ACTION: Public Facilities Committee meeting occurring January 21, 2014.

RECOMMENDATION: The Purchasing Department recommends that the Public Facilities Committee approves, and recommends to County Council the contract award to purchase the items from the aforementioned vendor for a total cost of \$66,107.

CC: Gary Kubic, County Administrator
Bryan Hill, Deputy Administrator
Alicia Holland, Chief Financial Officer *AH*
Rob McFee, Division Director, Engineering and Infrastructure *RM*
Eddie Bellamy, Public Works Director *EB*
Eric Larson, Stormwater Utility/Infrastructure Manager *Eric W. Larson*



Bobcat

Product Quotation

Quotation Number: CMS-22380v1

Date: 2013-12-18 05:28:31

Customer Name/Address:	Bobcat Dealer	Contract Holder/Manufacturer
BEAUFORT COUNTY STORMWATER 120 SHANKLIN ROAD BEAUFORT, SC 29906 Phone: (843) 812-7572	Brent Bobcat of Savannah, 402 HIGHWAY 80 EAST BLOOMINGDALE GA 31302 Phone: 912-236-5588 Fax: 912-234-3675	Clark Equipment Company dba Bobcat Company PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 701-280-7860 Contact: Crystal Stram Crystal.stram@doosan.com

SC Contract # 5000013444

Description	Part No	Qty	Price Ea.	Total
T770 Bobcat Compact Track Loader (iT4) 92 HP Turbo Interim Tier 4 Diesel Engine Air Intake Heater - Automatically Activated Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Engine/Hydraulic Systems Shutdown Horn Instrumentation: Engine Temp & Fuel Gauges, Hourmeter, RPM and Warning Lights	M0185	1	\$45,350.58	\$45,350.58
Lift Arm Support Lift Path: Vertical Lights, Front & Rear Operator Cab <ul style="list-style-type: none"> Includes: Adjustable Suspension Seat, Top & Rear Windows, Seat Bar, Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts) 				
Parking Brake: Spring Applied, Pressure Released (SAPR) Tracks: Rubber, 17.7" wide Warranty: 12 Months, Unlimited Hours				
A91 Option Package Cab Enclosure with Heat and AC High Flow Hydraulics Sound Reduction Hydraulic Bucket Positioning Power Bob-Tach Deluxe Instrument Panel Keyless Start	M0185-P01-A91	1	\$6,335.34	\$6,335.34
Engine Block Heater Attachment Control Kit Cab Accessories Package Two Speed Travel 3-Point Seat Belt				
Selectable Joystick Controls (SJC)	M0185-R01-C04	1	\$1,815.00	\$1,815.00
Forestry Applications Kit, M-Series	7230523	1	\$5,456.20	\$5,456.20
Engine Compartment Seal Kit	7190789	1	\$705.32	\$705.32
80" C/I Heavy Duty Bucket	6726344	1	\$1,154.44	\$1,154.44
— Bolt-On Cutting Edge, 80"	6718008	1	\$256.00	\$256.00
Pallet Fork Frame, Heavy Duty	7109332	1	\$874.76	\$874.76
— 48" Pallet Fork Teeth	6541518	1	\$417.24	\$417.24

Quote Total - US dollars (state sales tax will apply) \$62,364.88
(6% Sales tax) 3,741.89

*Prices off South Carolina Contract# 5000013444. Contract Period: 05-18-2013 thru 05-15-2018

*Terms Net 30 Days. Credit cards accepted.

*FOB: Destination within the 48 Contiguous States.

*Delivery: 90 to 120 days from ARO

*State Sales Taxes apply.

*ORDERS TO BE PLACED WITH: Clark Equipment Company dba Bobcat Co, Govt Sales, PO Box 6000, West Fargo, ND 58078. Vendor #7000049765

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

**CDBG Notice of Public Hearing Concerning Needs Assessment
Beaufort County**

NOTICE IS HEREBY GIVEN that on Monday, January 27, 2014 at 6:10 p.m. in County Council Chambers inside Beaufort County Administration Building, 100 Ribaut Road, Beaufort, SC, Beaufort County will hold a public hearing to solicit public input on community needs and priorities for housing, public facilities, and economic development. At this public hearing City of Walterboro will provide the results of its needs assessment and the activities which might be undertaken to meet identified needs, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income.

This public hearing and the matters to be discussed are subject to the provisions of the County's Citizen Participation Plan, developed in anticipation of participation in the State of South Carolina's Community Development Block Grant (CDBG) Program, providing for the participation of the citizens of County in the planning and implementation of community and economic development projects which will involve CDBG funds. The Citizen Participation Plan is available for review at Beaufort County Administration Building at the above address, Monday through Friday between the hours of 9:00a.m. and 5:00p.m. Persons with questions or comments concerning the public hearing or the Citizen Participation Plan may contact Michelle Knight, Lowcountry Council of Governments, PO Box 98, Yemassee, SC 29945, (843) 726-5536.

Beaufort County does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Joshua A. Gruber, County Attorney for Beaufort County, PO Box 1228, Beaufort, SC 29901-1228, (843) 255-2055, has been designated to coordinate compliance with the nondiscrimination requirements contained in the U. S. Department of Housing and Urban Development's regulations.

Note: Assistance will be provided to accommodate the special needs of disabled persons upon request.

**Beaufort County Community Development Block Grant
Notice of Public Hearing Concerning Project Amendment**

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on Monday, January 27, 2014 at 6:00 PM in Beaufort County Administration Building, 100 Ribaut Road, Beaufort, SC , Beaufort County will hold a public hearing to discuss a project amendment to CDBG #4-CI-11-002 (the Burton Water Extension project). The contract for the original project came in under budget and the County will request an amendment to use the excess funds to extend the water lines along Lamon Drive which will serve 15 persons of which 51% are LMI.

This public hearing and the matters to be discussed are subject to the provisions of Beaufort County's Citizens Participation Plan, developed in anticipation of participation in the State of South Carolina's Community Development Block Grant (CDBG) Program, providing for the participation of citizens of Beaufort County in the planning and implementation of community and economic development projects which involve CDBG funds.

The Citizen Participation Plan is available for review at the above address between the hours of 9:00 am – 5:00 pm, Monday through Friday. Persons with questions or comments concerning the public hearing or the Citizen Participation Plan may contact Michelle Knight, Lowcountry Council of Governments, POB 98, Yemassee, SC 29945 and (843) 726-5536.

Beaufort County does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in its federally assisted programs or activities. Joshua A. Gruber, County Attorney for Beaufort County, PO Box 1228, Beaufort, SC 29901- 1228, (843) 255-2055, has been designated to coordinate compliance with the nondiscrimination requirements contained in the US Department of Housing and Urban Development's regulations implementing Section 504 (24 CFR Part 8, dated June 2, 1988).

NOTE: Assistance will be provided to accommodate the special needs of disabled persons upon request.