

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, March 10, 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 Stu Rodman
6. PROCLAMATION
 - A. Disabilities Awareness Month – Mrs. Grace Dennis and Mr. Jonathan Brown ([backup](#))
7. ADMINISTRATIVE CONSENT AGENDA
 - A. Approval of Minutes – February 24, 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 (March 24 at 2:00 p.m., Hilton Head Island Branch Library)
 - a. February 24, 2014 minutes ([backup](#))
2. Executive (April 14 at 1:00 p.m., ECR)
 - a. February 24, 2014 minutes ([backup](#))
3. Finance (March 17 at 2:00 p.m., BIV #2 / joint meeting with Public Facilities)
4. Governmental (March 11 at 5:00 p.m., ECR)
5. Natural Resources (April 7 at 2:00 p.m., ECR)
6. Public Facilities (March 17 at 2:00 p.m., BIV / joint meeting with Finance)

E. Appointments to Boards and Commissions ([backup](#))

8. PUBLIC COMMENT

9. DEPUTY COUNTY ADMINISTRATOR'S REPORT

Mr. Bryan Hill, Deputy County Administrator

A. The County Channel / Broadcast Services

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

1. Consideration of first reading approval to occur March 10, 2014
2. Natural Resources Committee discussion and recommendation to amend the motion that failed at first reading January 27, 2014. Committee action occurred March 3, 2014 / Vote 6:0
3. Text amendment failed at first reading January 27, 2014 / Vote 5:5
4. Natural Resources Committee discussion and recommendation to approve occurred January 6, 2014 / Vote 5:3
5. Natural Resources Committee discussion occurred December 9, 2013

11. CONSENT AGENDA

A. AN ORDINANCE TO ESTABLISH A GENERAL FUND FUND BALANCE POLICY FOR BEAUFORT COUNTY, SOUTH CAROLINA ([backup](#))

1. Consideration of first reading approval to occur March 10, 2014
2. Finance Committee discussion and recommendation to approve occurred March 3, 2014 / Vote 5:0
3. Issue referred back to Finance Committee at February 24, 2014 Council meeting
4. Finance Committee discussion and recommendation to approve occurred February 17, 2014 / Vote 6:0

B. AN ORDINANCE TO ESTABLISH A DEBT SERVICE FUND POLICY FOR BEAUFORT COUNTY, SOUTH CAROLINA ([backup](#))

1. Consideration of first reading approval to occur March 10, 2014
2. Finance Committee discussion and recommendation to approve occurred March 3, 2014 / Vote 5:0
3. Finance Committee discussion and recommendation to approve occurred February 17, 2014 / Vote 6:0

12. PUBLIC HEARING

A. AN ORDINANCE TO AMEND THE FY2013-2014 BEAUFORT COUNTY BUDGET ORDINANCE SO AS TO PROVIDE A SUPPLEMENTAL APPROPRIATION FROM THE COUNTY'S GENERAL RESERVE FUND IN THE AMOUNT OF \$100,000 TO BE ALLOCATED TO SENIOR SERVICES OF BEAUFORT COUNTY ([backup](#))

1. Consideration of third and final reading approval to occur March 10, 2014
2. Second reading approval occurred February 24, 2014 / Vote 11:0
3. First reading approval occurred February 10, 2014 / Vote 10:0
4. Community Services Committee discussion and recommendation to approve occurred January 27, 2014 / Vote 5:0

13. PUBLIC COMMENT

14. ADJOURNMENT



Proclamation

WHEREAS, more than 500,000 South Carolina residents and families are impacted by severe lifelong disabilities, including autism, traumatic brain injury, spinal cord injury, and intellectual and related disability without regard to race, culture, geography, age, sex or economic class; and

WHEREAS, people with lifelong disabilities are productive citizens, neighbors, and family members deserving of respect and opportunity for economic self-sufficiency, independence and personal growth; and

WHEREAS, we owe a special debt of gratitude to the caregivers who selflessly provide physical, emotional and spiritual support to our residents with disabilities and special needs; and

WHEREAS, the 2014 observance of Disabilities Awareness Month celebrates the successful partnership between people with and without disabilities as well as the increasing involvement of people with disabilities in education, employment and community activities.

NOW, THEREFORE, BE IT RESOLVED, Beaufort County Council hereby proclaims March 2014 as

Disabilities Awareness Month

throughout Beaufort County and encourages our citizens to work together to promote increased opportunity for people with disabilities, to recognize the many contributions made by people with disabilities to our community, and to honor the dedication of the caregivers who bring support and hope to their fellow citizens.



Dated this 10th day of March, 2014.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: 

D. Paul Sommerville, Chairman

Official Proceedings
County Council of Beaufort County
February 24, 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, February 24, 2014 in the large meeting room of the Bluffton Branch Library, 120 Palmetto Way, Bluffton, South Carolina.

ATTENDANCE

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

PLEDGE OF ALLEGIANCE

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

DISCUSSION ITEMS

Council discussed removing three items from the consent agenda:

Item 10A, an ordinance to amend the FY 2013-2014 Beaufort County budget ordinance so as to provide a supplemental appropriation from the County's General Reserve Fund in the amount of \$100,000 to be allocated to senior services of Beaufort County.

Item 10B, an ordinance to establish a General Fund Reserve Policy for Beaufort County, South Carolina.

Item 10D, removal of Barrel Landing Road from State Highway System and acceptance as a County road.

CALL FOR EXECUTIVE SESSION

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

EXECUTIVE SESSION

RECONVENE OF REGULAR SESSION

The regular meeting of the County Council of Beaufort County was held at 5:00 p.m., Monday, February 24, 2014 in the large meeting room of the Bluffton Branch Library, 120 Palmetto Way, Bluffton, South Carolina.

ATTENDANCE

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

PLEDGE OF ALLEGIANCE

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

INVOCATION

Councilman William McBride 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 February 10, 2014

This item comes before Council under the Administrative Consent Agenda.

It was moved by Mr. McBride, seconded by Mrs. Bensch, that Council approve the minutes of the regular meeting held February 10, 2014. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

County Administrator’s Two-Week Progress Report

This item comes before Council under the Administrative Consent Agenda.

Mr. Bryan Hill, Deputy County Administrator, presented the County Administrator’s Two-Week Progress Report, which summarized his activities from February 10, 2014 through February 21, 2014.

Deputy County Administrator’s Two-Week Progress Report

This item comes before Council under the Administrative Consent Agenda.

Mr. Bryan Hill, Deputy County Administrator, presented his Two-Week Progress Report, which summarized his activities from February 10, 2014 through February 21, 2014.

Committee Reports

Community Services Committee

Community Development Block Grant 2014 Needs Assessment Priority Rankings

It was moved by Mr. McBride, as Community Services Committee Chairman (no second required), that Council approve the Community Development Block Grant 2014 Needs Assessment priority rankings as follows: (i) multiple neighborhood improvements, (ii) water, sewer, and/or drainage improvements, (iii) infrastructure to support new and existing businesses, and (iv) improvement to public facilities. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

Alcohol and Drug Abuse Board

Mr. McBride, as Community Services Committee Chairman, nominated John Coaxum and Frances Kenney for reappointment to serve as members of the Alcohol and Drug Abuse Board.

Beaufort / Jasper Economic Opportunity Authority

Mr. McBride, as Community Services Committee Chairman, nominated Thelma Lewis for reappointment to serve as a member of the Beaufort / Jasper Economic Opportunity Authority.

Disabilities and Special Needs Board

Mr. McBride, as Community Services Committee Chairman, nominated Grace Dennis and Margaret Gatch for reappointment to serve as members of the Disabilities and Special Needs Board.

Library Board

Mr. McBride, as Community Services Committee Chairman, nominated Eileen M. Fitzgerald, representing Council District 8; Bernie Kole, representing Council District 3; Lynn Miller, representing Council District 10; Jean Morgan, representing Council District 7; Yolanda Riley, representing Council District 1; and Anna Maria Tabernik, representing Council District 6, for reappointment to serve as members of the Library Board.

Mr. McBride, as Community Services Committee Chairman, nominated Joseph Bogacz, representing Council District 11, for appointment to serve as a member of the Library Board.

Parks and Leisure Services Board

Mr. McBride, as Community Services Committee Chairman, nominated Chuck Culpepper, representing military *ex-officio*, and Bruce Yeager, representing southern Beaufort County, for reappointment to serve as members of the Parks and Leisure Services Board.

Governmental Committee

Mr. Stewart, as Governmental Committee Chairman, announced Council would receive public input regarding the current business license fee structure at a work session on Tuesday, March 11, 2014 beginning at 6:00 p.m. in Council Chambers of the Administration Building.

Natural Resources Committee

Mr. Flewelling, as Natural Resources Committee Chairman, reported the final meeting of the Joint Review Committee of the Community Development Code is February 26, 2014. The new Community Development Code draft zoning maps are available online.

Historic Preservation Review Board

Rosalyn Brown

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mrs. Brown, representing St. Helena Island, was reappointed to serve as a member of the Historic Preservation Review Board after garnering the eight votes required to reappoint.

Michelle Knoll

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mrs. Knoll, representing Port Royal Island, was reappointed to serve as a member of the Historic Preservation Review Board after garnering the eight votes required to reappoint.

Northern Corridor Review Board

Donald Starkey

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Starkey, representing resident of respective area served, was appointed to serve as a member of the Northern Corridor Review Board after garnering the six votes required to appoint.

Planning Commission

Marque Fireall

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Fireall, representing Comprehensive Plan Planning Area – St. Helena Township, was appointed to serve as a member of the Planning Commission after garnering the six votes required to appoint.

Southern Corridor Review Board

Ed Pinckney

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Pinckney, representing landscape architect-Town of Bluffton, was reappointed to serve as a member of the Southern Corridor Review Board after garnering the ten votes required to reappoint.

Stormwater Management Utility Board

Allyn Schneider

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Schneider, representing Stormwater District 9, was reappointed to serve as a member of the Stormwater Management Utility after garnering the ten votes required to reappoint.

Donald Smith

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Smith, representing Stormwater District 5, was reappointed to serve as a member of the Stormwater Management Utility after garnering the ten votes required to reappoint.

Zoning Board of Appeals

Chester Williams

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Williams, representing at-large southern Beaufort County, was reappointed to serve as a member of the Zoning Board of Appeals after garnering the ten votes required to reappoint.

Edgar Williams

The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. Mr. Williams, representing northern Beaufort County, was reappointed to serve as a member of the Zoning Board of Appeals after garnering the ten votes required to reappoint.

PUBLIC COMMENT

The Chairman recognized Terry Gibson, President of the Board of Directors, for Senior Services of Beaufort County, who encouraged Council to approve a supplemental appropriation of \$100,000 to absorb a budget shortfall to complete FY 2014.

Rev. Venus Young, a resident of Burton, participates in the Senior Services Program offered at the Burton Wells Regional Park. He encouraged Council to see that the program continues through fiscal year 2014 and into the future.

DEPUTY COUNTY ADMINISTRATOR'S REPORT

Update / County Mutual Aid Efforts

Mr. Bryan Hill, Deputy County Administrator, displayed several images of our Public Works personnel and equipment assisting Allendale County, heavily impacted by the winter ice storm that affected the area February 13, 2014. As a part of the county mutual aid effort, Beaufort County sent three teams of four men each and several pieces of heavy equipment from Beaufort to assist in the cleanup.

Monthly Budget Summary

Mr. Bryan Hill, Deputy County Administrator, submitted the actual year-to-date comparison for the period ending January 31, 2014 as well as snapshots of revenues and expenses effective January 31, 2014.

2014 STRATEGIC PLAN COMMITTEE ASSIGNMENTS

Mr. Sommerville reported that Council held its annual planning meeting February 13, 14 and 15, 2014 at the Bluffton Branch Library. He announced the 2014 Strategic Plan: Committee Assignments as follows:

Community Services Committee

Daufuskie Island Ferry: Outside Report and Direction

Parks and Leisure Services Organization/Programs: Evaluation and Direction

Executive Committee

Bluffton Parkway: Funding / Advocacy

County Economic Development Policy and Strategy: Evaluation and Expansion
Old Federal Courthouse
Pepper Hall Site: Development

Finance Committee

Budget Document/Process and Financial Reporting: Revision
Mitchelville Historic Site Development: Funding
Reserve Policy

Governmental Committee

Business License Fee: Direction
Business Retention and Growth Program: Development and Funding
Economic Development Sites Report (Lowcountry Alliance)
Designated Funding Mechanism for Economic Development: Direction
Lowcountry Economic Alliance: Performance/Activity Report and Funding
Referendum(s) 2014 (Capital, LOST, and Rural and Critical Lands): Direction

Natural Resources Committee

Community Development Code: Adoption
Comprehensive Plan for County-owned Land: Inventory Use and Direction
Greenprint Map Update
Water Quality Office: Next Steps

Public Facilities Committee

Animal Services Facility: Evaluation and Direction
Bridge Replacement Plan and Funding Mechanism
County Information Technology Upgrade Plan
Countywide Telecommunications Infrastructure Master Plan: Development and Funding
Long Range Regional Transportation Model/Plan: Development
Pinckney Island: Plan and Funding
Transfer Station: Direction

County Administrator / Staff

County Campus Plan: Direction and Funding
Health Plan / Affordable Care Act
Rural and Critical Lands: Direction

CONSENT AGENDA

A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE A LEASE PURCHASE AGREEMENT FOR THE FINANCING OF THE PUBLIC SAFETY SOFTWARE SOLUTION SERVICES AND EQUIPMENT APPROVED BY BEAUFORT COUNTY COUNCIL ON NOVEMBER 18, 2013

This item comes before Council under the Consent Agenda. Discussion occurred at the February 17, 2014 meeting of the Finance Committee.

It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Council adopt a resolution authorizing the County Administrator to execute a lease purchase agreement for the financing of the Public Safety Software Solution Services and Equipment approved by Beaufort County

Council on November 18, 2013. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

A RESOLUTION SUPPORTING THE REPLACEMENT OF THE HARBOR RIVER BRIDGE AS A FIXED-SPAN FACILITY

This item comes before Council under the Consent Agenda. Discussion occurred at the February 17, 2014 meeting of the Public Facilities Committee.

It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Council adopt a resolution supporting the replacement of the Harbor River Bridge as a fixed-span facility. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

AN ORDINANCE TO AMEND THE FY2013-2014 BEAUFORT COUNTY BUDGET ORDINANCE SO AS TO PROVIDE A SUPPLEMENTAL APPROPRIATION FROM THE COUNTY'S GENERAL RESERVE FUND IN THE AMOUNT OF \$100,000 TO BE ALLOCATED TO SENIOR SERVICES OF BEAUFORT COUNTY

It was moved by Mr. McBride, seconded by Mr. Rodman, that Council approve on second reading a FY 2014 budget amendment supplemental in the amount of \$100,000 from fund balance to be used to fund Senior Services of Beaufort County. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

The Chairman announced a public hearing Monday, March 10, 2014, beginning at 6:00 p.m. in Council Chambers of the Administration Building, Government Center, 100 Ribaut Road, Beaufort.

AN ORDINANCE TO ESTABLISH A GENERAL FUND RESERVE POLICY FOR BEAUFORT COUNTY, SOUTH CAROLINA

Without objection from members of Council, the Chairman sent the ordinance back to the Finance Committee for discussion at the March 3, 2014 meeting.

REMOVAL OF BARREL LANDING ROAD FROM STATE HIGHWAY SYSTEM AND ACCEPTANCE AS A COUNTY ROAD

It was moved by Mr. Dawson, as Public Facilities Committee Chairman, no second required, that Council approve the removal of Barrell Landing Road from the State Highway System and accept it as a County road. The vote: YEAS - Mr. Caporale, Mr. Dawson, Mr. Flewelling, Mr. Rodman, Mr. Sommerville, Mr. Vaux and Ms. Von Harten. NAYS – Mrs. Bensch, Mr. Fobes, Mr. McBride and Mr. Stewart. The motion passed.

A RESOLUTION OF BEAUFORT COUNTY COUNCIL TO ESTABLISH A COMMISSION TO CONSIDER PROPOSALS FOR FUNDING CAPITAL PROJECTS IN BEAUFORT COUNTY, SOUTH CAROLINA, PURSUANT TO SECTION 4-10-300, ET SEQ., OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976, AS AMENDED; TO PROVIDE FOR THE COMPOSITION AND APPOINTMENT OF SUCH COMMISSION; AND OTHER MATTERS RELATED THERETO

It was moved by Mr. Stewart, seconded by Mr. Rodman, that Council adopt a resolution to establish a Commission to consider proposals for funding capital projects in Beaufort County, South Carolina, pursuant to Section 4-10-300, et seq., of the Code of Laws of South Carolina, 1976, as amended; to provide for the composition and appointment of such Commission; and other matters related thereto. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

PUBLIC COMMENT

The Chairman recognized Mrs. Mary Amonitii, a resident of Hilton Head Island and a member of Health Care Network of the Lowcountry, who stated the members agree wholeheartedly that there should be more funding for seniors.

CALL FOR EXECUTIVE SESSION

It was moved by Ms. Von Harten, seconded by Mr. Flewelling, that Council go immediately into executive session to receive legal advice relating to negotiations incident to proposed contractual arrangements and proposed purchase of property. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. McBride, Mr. Rodman, Mr. Sommerville, Mr. Stewart, Mr. Vaux and Ms. Von Harten. The motion passed.

EXECUTIVE SESSION

RECONVENE OF REGULAR SESSION

It was moved by Mrs. Bensch, seconded by Mr. Fobes, that Council authorize County Administration to expend up to \$1.0 million from the general fund reserve fund for the purpose of purchasing and/or entering into a finance agreement for 34 acres located in the Bluffton Multi-County Industrial Park in partnership with the Town of Bluffton and the Bluffton Public Development Corporation. The vote: YEAS - Mrs. Bensch, Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Rodman, Mr. Vaux and Ms. Von Harten. NAYS – Mr. McBride, Mr. Sommerville and Mr. Stewart. The motion passed.

ADJOURNMENT

Council adjourned at 7:09 p.m.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
D. Paul Sommerville, Chairman

ATTEST _____
Suzanne M. Rainey, Clerk to Council

Ratified:

DRAFT



Memorandum

DATE: March 7, 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 February 24, 2014 through March 7, 2014:

February 24 - 28, 2014

- Personal leave

March 3, 2014

- Natural Resources Committee meeting (unable to attend meeting)
- Finance Committee meeting (unable to attend meeting)

March 4, 2014

- No scheduled appointments

March 5 - 7, 2014

- Personal leave



Memorandum

DATE: March 7, 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 February 24, 2014 through March 7, 2014:

February 24, 2014 (Monday)--Bluffton:

- Prepare for County Council
- Meet with Paul Sommerville, Chairman of County Council, Joshua Gruber, County Attorney and Allison Coppage, Assistant County Attorney
- Community Services Committee
- County Council

February 25, 2014 (Tuesday):

- Meet with Lieutenant Grant and Major Allen at Detention Center
- Meet with Suzanne Gregory, Employee Services Director
- Telephone call with Gary Kubic, County Administrator
- Meet with Joshua Gruber, County Attorney
- Telephone call with Gene Hood, Public Defender
- Visit Burton Wells PALS Center - Registration

February 26, 2014 (Wednesday):

- Meet with Eric Larson, Stormwater Director
- Bluffton Hours P.M.
- Meet with Richard Mosse and Roberts Vaux re: Bluffton Development Corporation

February 27, 2014 (Thursday):

- Meet with Cheryl Harris, Mr. Kubic's Assistant
- Meet with Suzanne Gregory, Employee Services Director
- Visit to MIS Office
- Meet with Joshua Gruber, County Attorney
- Meet with Alicia Holland, CFO
- Telephone call with Councilman William McBride
- Telephone call with Councilwoman Cynthia Bensch

February 28, 2014 (Friday):

- Telephone call with Paul Sommerville, Chairman of County Council
- Visit Leroy Brown Center
- Visit Burton Wells PALS Center

March 3, 2014 (Monday):

- PLD

March 4, 2014 (Tuesday):

- PLD

March 5, 2014 (Wednesday):

- PLD

March 6, 2014 (Thursday):

- PLD

March 7, 2014 (Friday):

- PLD

COMMUNITY SERVICES COMMITTEE

February 24, 2014

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

The Community Services Committee met Monday, February 24, 2014 at 2:00 p.m., in the large meeting room of the Bluffton Branch Library, 120 Palmetto Way, Bluffton.

ATTENDANCE

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

County staff: Morris Campbell, Division Director–Community Services; Allison Coppage, Assistant County Attorney; Stuart Forrest, Library System Specialist; Bryan Hill, Deputy County Administrator; Fred Leyda, Human Services Alliance Director; Monica Spells, Compliance Officer; Dave Thomas, Purchasing Director; and Wlodek Zaryczny, Library Director.

Public: Terry Gibson, Chairman, Senior Services of Beaufort County; Jennifer Howard, visiting from Greenville; Michelle Knight, Community and Economic Development Director, Lowcountry Council of Governments; Joseph McDomick, Gullah Farmers Cooperative; and Jeannette Williams, Executive Director, Senior Services of Beaufort County.

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

Councilman William McBride chaired the meeting.

ACTION ITEMS

1. Prioritization of Community Development Block Grant (CDBG) Needs Assessment

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

Discussion: Members of the Community Services Committee prioritized the Community Development Block Grant 2014 Needs Assessment:

- Multiple neighborhood improvements
- Water, sewer, and /or drainage improvements
- Infrastructure to support new and existing businesses
- Improvement of public facilities

Motion: It was moved by Ms. Von Harten, seconded by Mr. Dawson, that Community Services Committee recommend Council approve the Community Development Block Grant 2014 Needs Assessment priority rankings as follows: (i) multiple neighborhood improvements, (ii) water, sewer, and/or drainage improvements, (iii) infrastructure to support new and existing businesses, and (iv) improvement of public facilities. The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council approve the Community Development Block Grant 2014 Needs Assessment priority rankings as follows: (i) multiple neighborhood improvements, (ii) water, sewer, and/or drainage improvements, (iii) infrastructure to support new and existing businesses, and (iv) improvement to public facilities.

2. Consideration of Contract Award

- **Annual Maintenance and Support with Bibliotheca for Radio Frequency Identification (RFID) at St. Helena Island Branch Library**

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

Discussion: Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. This is a contract award for the annual maintenance and support with Bibliotheca for radio frequency identification (RFID) at the St. Helena Island Branch Library.

Motion: It was moved by Ms. Von Harten, seconded by Mr. Vaux, that Community Services Committee recommend Council award a contract to Bibliotheca, Norcross, Georgia to include prepayment in the amount of \$95,711 for radio frequency identification (RFID) maintenance and support at the St. Helena Island Branch Library. The source of funding is 10001625-51110, St. Helena Island Library, Maintenance Contracts. The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council award a contract to Bibliotheca, Norcross, Georgia to include prepayment in the amount of \$95,711 for radio frequency identification (RFID) maintenance and support at the St. Helena Island Branch Library. The source of funding is 10001625-51110, St. Helena Island Library, Maintenance Contracts.

3. Reappointments and Appointments

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

- **Alcohol and Drug Abuse Board**

Motion: It was moved by Mr. Dawson, seconded by Mr. Vaux, that Community Services Committee recommend Council nominate John Coaxum and Frances Kenney for reappointment to serve as members of the Alcohol and Drug Abuse Board. The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council nominate John Coaxum and Frances Kenney for reappointment to serve as members of the Alcohol and Drug Abuse Board.

- **Beaufort / Jasper Economic Opportunity Authority**

Motion: It was moved by Ms. Von Harten, seconded by Mr. Fobes, that Community Services Committee recommend Council nominate Thelma Lewis for reappointment to serve as a member of the Beaufort / Jasper Economic Opportunity Authority. The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council nominate Thelma Lewis for reappointment to serve as a member of the Beaufort / Jasper Economic Opportunity Authority.

- **Disabilities and Special Needs Board**

Motion: It was moved by Ms. Von Harten, seconded by Mr. Dawson, that Community Services Committee recommend Council nominate Grace Dennis and Margaret Gatch for reappointment to serve as members of the Disabilities and Special Needs Board. The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council nominate Grace Dennis and Margaret Gatch for reappointment to serve as members of the Disabilities and Special Needs Board.

- **Library Board**

Motion: It was moved by Mr. Fobes, seconded by Mr. Caporale, that Community Services Committee recommend Council nominate:

- Eileen M. Fitzgerald, representing Council District 8, for reappointment
- Bernie Kole, representing Council District 3, for reappointment

- Lynn Miller, representing Council District 10, for reappointment
- Jean Morgan, representing Council District 7, for reappointment
- Yolanda Riley, representing Council District 1, for reappointment
- Anna Maria Tabernik, representing Council District 6, for reappointment
- Joseph Bogacz, representing Council District 11, for appointment

The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council nominate:

- Eileen M. Fitzgerald, representing Council District 8, for reappointment
- Bernie Kole, representing Council District 3, for reappointment
- Lynn Miller, representing Council District 10, for reappointment
- Jean Morgan, representing Council District 7, for reappointment
- Yolanda Riley, representing Council District 1, for reappointment
- Anna Maria Tabernik, representing Council District 6, for reappointment
- Joseph Bogacz, representing Council District 11, for appointment

- **Parks and Leisure Services Board**

Motion: It was moved by Mr. Dawson, seconded by Mr. Caporale, that Community Services Committee recommend Council nominate Chuck Culpepper, representing military *ex-officio*, and Bruce Yeager, representing southern Beaufort County, for reappointment to serve as members of the Parks and Leisure Services Board. The vote: YEAS – Mr. Caporale, Mr. Dawson, Mr. Fobes, Mr. McBride, Mr. Vaux and Ms. Von Harten. The motion passed.

Recommendation: Council nominate Chuck Culpepper, representing military *ex-officio*, and Bruce Yeager, representing southern Beaufort County, for reappointment to serve as members of the Parks and Leisure Services Board.

INFORMATION ITEMS

4. Update / Gullah Farmers Cooperative / Farmer-To-School Program

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

Discussion: Mr. Joseph McDomick, a member of the Gullah Farmers Cooperative, gave an update on the array of successes associated with the Farmer-to-School Program.

Status: This item was intended for informational purposes only.

5. Burton Sewer Project

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

Discussion: Council held a public hearing January 27, 2014 regarding 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 low-to-moderate income.

Status: Committee instructed LCOG to close out this project and apply for a grant to provide water in the Stuart Point community.

DRAFT

EXECUTIVE COMMITTEE

February 24, 2014

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

The Executive Committee met Monday, February 24, 2014 at 3:15 p.m., in the large meeting room of the Bluffton Branch Library, 120 Palmetto Way, Bluffton.

ATTENDANCE

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

County staff: Eddie Bellamy, Public Works Director; Morris Campbell, Division Director–Community Services; Allison Coppage, Assistant County Attorney; Tony Criscitiello, Division Director–Planning and Development; Josh Gruber, County Attorney; Bryan Hill, Deputy County Administrator; Alicia Holland, Chief Financial Officer; Rob McFee, Division Director–Engineering and Infrastructure; Joy Nelson, Public Information Officer; Monica Spells, Compliance Officer; and Dave Thomas, Purchasing Director.

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

Councilman Paul Sommerville chaired the meeting.

INFORMATION ITEM

1. Discussion / 2014 Retreat Items

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

Status: Chairman Paul Sommerville announced the 2014 Strategic Plan committee assignments.

Community Services Committee:

- Daufuskie Island Ferry: Outside Report and Direction
- Parks and Leisure Services Organization/Programs: Evaluation and Direction

Executive Committee:

- Bluffton Parkway: Funding / Advocacy
- County Economic Development Policy and Strategy: Evaluation and Expansion
- Old Federal Courthouse
- Pepper Hall Site: Development

Finance Committee:

- Budget Document/Process and Financial Reporting: Revision
- Mitchelville Historic Site Development: Funding
- Reserve Policy

Governmental Committee:

- Business License Fee: Direction
- Business Retention and Growth Program: Development and Funding
- Economic Development Site Report (Lowcountry Alliance)
- Designated Funding Mechanism for Economic Development: Direction
- Lowcountry Economic Alliance: Performance/Activity Report and Funding
- Referendum 2014 (Capital, LOST, and Rural and Critical Lands): Direction

Natural Resources Committee:

- Community Development Code: Adoption
- Comprehensive Plan for County-owned Land: Inventory Use and Direction
- Greenprint Map Update
- Water Quality Office: Next Steps

Public Facilities Committee:

- Animal Services Facility: Evaluation and Direction
- Bridge Replacement Plan and Funding Mechanism
- County Information Technology Upgrade Plan
- Countywide Telecommunications Infrastructure Master Plan: Development and Funding
- Long Range Regional Transportation Model/Plan: Development
- Pinckney Island: Plan and Funding
- Transfer Station: Direction

County Administrator / Staff

- County Campus Plan: Direction and Funding
- Health Plan / Affordable Care Act
- Rural and Critical Lands: Direction

Mr. Caporale requested and the Chairman agreed to create a committee to discuss the elected official salaries. Mrs. Bensch volunteered to serve as one of three Committee members.

Committee members agreed to create a Capital Project Sales Tax Commission. This Commission will consider proposals for funding capital projects within the county and then formulate the referendum question.

Mr. Josh Gruber, County Attorney, explained the process for appointing representatives from the County to the Capital Project Sales Tax Commission required by SC Code Section 4-10-320(A)(2)(d). In addition to the County Council's appointees (3 out of the required 6), the Town of Hilton Head Island will appoint one representative (due to its larger population), and the two remaining members would be chosen by that municipality's representative.

Committee brought forward the following individuals as possible members to serve on the Capital Project Sales Tax Commission: David Tigges, Chairman, Lowcountry Economic Alliance (possible Hilton Head Island Town Council appointee); Craig Forrest, former, SCDOT Commissioner; Don Manson, Council appointee to B/J Water and Sewer Authority; and Jon Verity, Chairman, City of Beaufort, Redevelopment Commission.

Status: Members agreed to (i) create a Capital Project Sales Tax Commission, and (ii) have the Natural Resources Committee review the Rural and Critical Lands Ordinance to recommend possible changes, if, it is to be changed.

There was no consensus regarding the inclusion of several referendum questions on the November 2014 ballot: (i) Local Option Sales Tax (LOST), and (ii) whether to include the development of the Pepper Hall site as a stand-alone referendum question, or incorporate it into the Capital Project Sales Tax question, or the Rural and Critical Lands question, or the Local Option Sales Tax question.

DRAFT

1. Finance

① Accommodations Tax (2% State) Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
02.14.14	Anita Singleton-Prather	Cultural	Reappoint	8 of 11 (2 nd term)
02.14.14	Jeff Thomas	Hospitality	Reappoint	10 of 11 (3 rd term)

② Airports Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
02.24.14	Mac Sanders	Active pilot/aircraft owner Beaufort County (Lady's Island Airport) / ARW	Reappoint	10 of 11 (3 rd term)

3. Natural Resources

① Alcohol and Drug Abuse Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
02.24.14	John Coaxum	At-Large	Reappoint	8 of 11 (2 nd term)
02.10.14	Frances Kenney	At-Large	Reappoint	10 of 11 (3 rd term)

② Beaufort/Jasper Economic Opportunity Commission

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
02.24.14	Thelma Lewis	At-Large	Reappoint	10 of 11 (3 rd term)

③ Disabilities and Special Needs Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
02.24.14	Grace Dennis	At-Large	Reappoint	10 of 11 (3 rd term)
02.24.14	Margaret Gatch	At-Large	Reappoint	10 of 11 (3 rd term)

④ Library Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
02.24.14	Eileen Fitzgerald	Council District 8	Reappoint	10 of 11 (3 rd term)
02.24.14	Bernard Kole	Council District 3	Reappoint	8 of 11 (2 nd term)
02.24.14	Lynn Miller	Council District 10	Reappoint	8 of 11 (2 nd term)
02.24.14	Jean Morgan	Council District 7	Reappoint	8 of 11 (2 nd term)
02.24.14	Yolanda Riley	Council District 1	Reappoint	8 of 11 (2 nd term)
02.24.14	Anna Maria Tabernik	Council District 6	Reappoint	8 of 11 (2 nd term)
02.24.14	Joseph Bogacz	Council District 11	Appoint	6 of 11 (1 st term)

⑥ Parks and Leisure Services Board

<i>Nominated</i>	<i>Name</i>	<i>Position/Area/Expertise</i>	<i>Reappoint/Appoint</i>	<i>Votes Required</i>
02.24.14	Chuck Culpepper	Military	Reappoint	8 of 11 (2 nd term)
02.24.14	Bruce Yeager	Southern Beaufort County	Reappoint	8 of 11 (2 nd term)

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 standards for regional commercial retail establishments utilizing developed site uses which have been unoccupied by an operating business for more than two years are as follows:

- (1) It is the intent of this section to allow adaptive re-use of sites developed in conformity with allowable uses for the Light 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 Sec. 106-1287(a)(1) shall not be applicable; existing structures within the interior floor space of structures can be fully utilized for all uses qualifying as commercial retail, regional, and may utilize the permitted access to the site, notwithstanding Sec. 106-1287(a)(2), provided that:
 - (i) Adequate parking is provided on-site or through shared parking, 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;
 - (iii) The proposed use shall meet the Land Use Compatibility Recommendations of the United States Navy for the Accident Potential Zones (APZs) or Noise Zones, if the site is within such a zone; and
 - (iv) No flea market outside retail sales for an adaptive reuse shall be permitted within the APZs or Noise Zones, if the site is within such a zone.
 - (v) Structural additions shall not increase the existing floor space by more than 15%; if more than a 15% increase is proposed, the application will be treated as a special use.

ORDINANCE NO. _____

AN ORDINANCE TO ESTABLISH A GENERAL FUND ~~RESERVE FUND~~ RESERVE FUND BALANCE POLICY FOR BEAUFORT COUNTY, SOUTH CAROLINA

WHEREAS, Beaufort County Council operates as a Council-Administrator form of government; and,

WHEREAS, the County Council has the power to establish by ordinance a General Fund ~~Reserve Fund~~ Reserve Fund Balance Policy and has identified the need for such a policy as a top fiscal priority at its last two annual retreats; and,

WHEREAS, the County Council desires, as part of its long range financial planning, to achieve a goal of maintaining a fund balance of ~~at least thirty percent (30%)~~ twenty-five percent (25%) of the total General Fund expenditures for the previous fiscal year as an undedicated General Fund fund balance ~~reserve~~; and,

WHEREAS, a formal ~~reserve fund~~ balance policy is recommended by various finance and accounting professional organizations and independent bond rating agencies; and,

WHEREAS, it is recognized by the Government Accounting Standards Board and the Government Finance Officers Association that it is prudent for local government entities to establish a formal ~~reserve fund~~ balance policy for General Operating Funds.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL OF BEAUFORT COUNTY, SOUTH CAROLINA, THAT SECTIONS 2-403 THROUGH 2-405 OF THE BEAUFORT COUNTY CODE OF ORDINANCES ARE HEREBY CREATED AND PROVIDE AS FOLLOWS:

SECTION 2-403. Establishment of General Fund ~~Reserve Fund~~ Reserve Fund Balance Policy

Beaufort County Council hereby establishes a General Fund ~~Reserve Fund~~ Reserve Fund Balance Policy which shall require the maintenance of a fund balance of ~~at least thirty percent (30%)~~ twenty-five percent (25%) of the total General Fund expenditures for the previous fiscal year as an undedicated General Fund fund balance ~~reserve~~.

SECTION 2-404. Use of General Fund ~~Reserve Fund~~ Reserve Fund Balances, Minimum Maintained Fund Balance

The General Fund fund balance ~~reserve~~ may only be used in certain limited situations such as to stabilize revenues, mitigate a projected deficit in the current operating period, retire or defease outstanding bonds or notes of the County, fund one-time or unanticipated expenditures, and pay judgments or otherwise settle legal disputes and claims.

Any legislative action that results in reducing the General Fund ~~reserves~~ fund balance below the ~~thirty percent (30%)~~ twenty-five percent (25%) threshold shall contain a provision specifically authorizing the use of such ~~reserves~~ funds.

The County Administrator shall ~~use his or her best efforts to~~ inform the Council, ~~when possible,~~ and with as much advance time as may be practical under the circumstances, whenever the County has

obligations that would reasonably be expected to result in the General Fund ~~reserves~~ fund balance to decline below the ~~thirty percent (30%)~~ twenty-five percent (25%) threshold.

At any other time that the Council determines that the use of the General Fund ~~reserves~~ fund balance within the ~~thirty percent (30%)~~ twenty-five percent (25%) threshold is needed for one or more of the reasons provided for in this section, the Council shall, by resolution, authorize the use of such reserves.

At no time shall County Council take action, which shall have the effect of reducing the General Fund fund balance ~~reserve~~ to an amount below an average of two (2) months worth of total General Fund expenditures for the previous fiscal year without first declaring that an emergency exists within the County thereby necessitating the use of such funds.

In addition, Beaufort County Council shall, during the August through October hurricane season, maintain a ~~reserve~~ fund balance of unrestricted and available cash equal to a minimum of 25% of the General Fund Appropriation. Funding sources may include, but are not limited to, credit instruments, bond anticipation notes and tax anticipation notes.

Further, all components of the ~~reserve~~ fund balance will be reported to County Council quarterly and the ordinance shall be reviewed annually for the first five years it is in effect.

SECTION 2-405. Effective Date and Date of Compliance.

It is necessary that this Ordinance become effective immediately upon its adoption to ensure the long term financial health and stability of Beaufort County, South Carolina.

It is acknowledged that the current amount of the General Fund ~~reserves~~ fund balance would not be sufficient to meet the ~~thirty percent (30%)~~ twenty-five percent (25%) threshold established by this Ordinance. Additionally, it is anticipated that it will take several years of prudent and responsible financial management to increase the General Fund ~~reserves~~ fund balance in order to satisfy the goals of this policy. Therefore, Beaufort County Council ~~shall~~ will strive to contribute ~~no less than~~ at least half of one percent (.5%) of the total General Fund expenditures annually to reach compliance with this stated ~~General Fund fund balance reserve~~ policy.

DONE this _____ day of _____, 2014.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

Joshua A. Gruber, Staff Attorney

First Reading:

Second Reading:

Public Hearing:

ORDINANCE NO. 2004/

**ORDINANCE TO ADOPT A DEBT RESERVE POLICY
FOR BEAUFORT COUNTY'S DEBT SERVICE FUND**

WHEREAS, Beaufort County is obligated to make payments on the interest and principal amounts of debt that have been acquired by the County to ensure the adequate provision of various governmental services; and

WHEREAS, since the inception of the Governmental Accounting Standards Board (GASB) Statement 54, Fund Balance Reporting and Governmental type Definitions, which the County adopted in its fiscal year 2011 comprehensive annual financial report (CAFR); and

WHEREAS, the adoption of a Debt Reserve Policy for the County's Debt Service Fund has the potential to increase the County's bond rating, thus allowing the County to save additional funds when it must issue revenue bonds.

NOW, THEREFORE, BE IT RESOLVED at a meeting duly assembled of Beaufort County Council, that there is hereby adopted a Reserve Policy for the County's Debt Service Fund. The Policy shall state that the county will strive to maintain enough fund balance, net of any potential incoming revenue, within its Debt Service Fund and County Purchase Property Fund to cover the County's interest – only payments occurring on August 1 and September 1 of every fiscal year. The additional revenues required to grow the fund balance may be achieved by maintaining all borrowing premium revenues within the funds when debt millage levels are maintained to cover each year's debt service payments.

Adopted this ____ day of _____, 2014

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

Joshua A. Gruber, Staff Attorney

First Reading:

Second Reading:

Public Hearing:

Third and Final Reading:

2014/

AN ORDINANCE TO AMEND THE FY2013-2014 BEAUFORT COUNTY BUDGET ORDINANCE SO AS TO PROVIDE A SUPPLEMENTAL APPROPRIATION FROM THE COUNTY'S GENERAL RESERVE FUND IN THE AMOUNT OF \$100,000.

WHEREAS, on June 24, 2013, Beaufort County Council adopted Ordinance No. 2013/25 which set the County's FY 2013-2014 budget and associated expenditures; and

WHEREAS, supplemental funding requests were offered by County Council to Senior Services of Beaufort County; and

WHEREAS, Beaufort County has determined it to be in the best interests of its citizens to provide supplemental funding to the above-referenced County entity.

NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council that the FY 2013-2014 Beaufort County Budget Ordinance be hereby amended to provide a supplemental appropriation in the amount of \$100,000 with such funds to be allocated to Senior Services of Beaufort County.

DONE 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: February 10, 2014
Second Reading: February 24, 2014
Public Hearing:
Third and Final Reading:

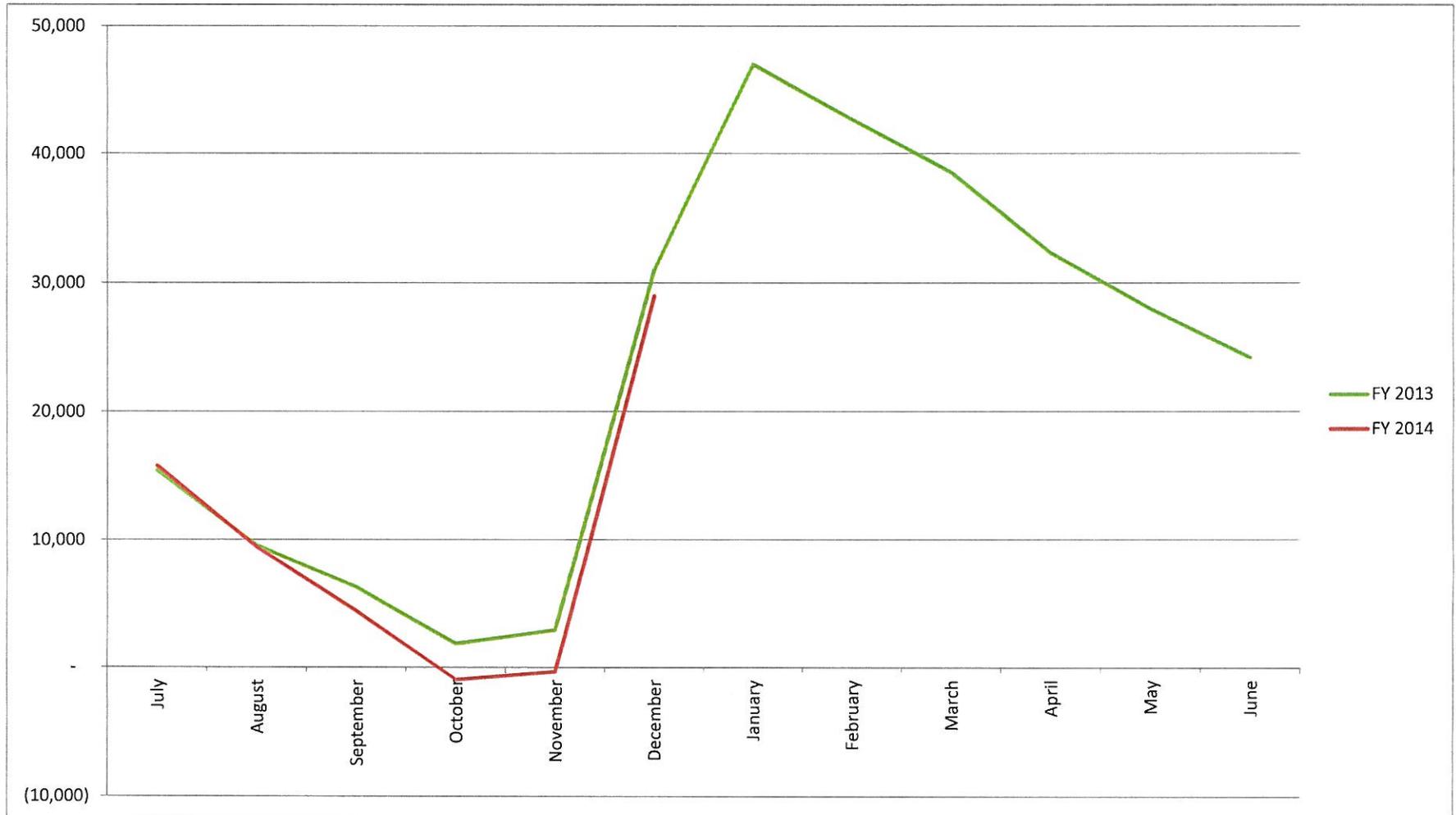
ADD-ONS

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

Topic: General Fund Balance Monthly Analysis
Dated Submitted: March 10, 2014
Submitted By: Alicia Holland
Venue: Council Meeting

Beaufort County
General Fund balance - monthly analysis

	<u>31-Jul</u>	<u>31-Aug</u>	<u>30-Sep</u>	<u>31-Oct</u>	<u>30-Nov</u>	<u>31-Dec</u>	<u>31-Jan</u>	<u>28-Feb</u>	<u>31-Mar</u>	<u>30-Apr</u>	<u>31-May</u>	<u>30-Jun</u>
FY 2012												22,342
FY 2013	15,386	9,541	6,295	1,873	2,957	30,948	47,001	42,687	38,539	32,325	28,015	24,221
FY 2014	15,745	9,423	4,440	(970)	(351)	28,964						



Note: Figures above are in thousands.

Alicia Holland
Council Meeting
March 10, 2014

3/10/2014