

COUNTY COUNCIL OF BEAUFORT COUNTY  
ADMINISTRATION BUILDING  
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GERALD W. STEWART  
VICE CHAIRMAN

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GERALD DAWSON  
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STEVEN G. FOBES  
YORK GLOVER, SR.  
ALICE G. HOWARD  
STEWART H. RODMAN  
ROBERTS "TABOR" VAUX

GARY T. KUBIC  
COUNTY ADMINISTRATOR

JOSHUA A. GRUBER  
DEPUTY COUNTY ADMINISTRATOR  
SPECIAL COUNSEL

THOMAS J. KEAVENY, II  
COUNTY ATTORNEY

ASHLEY M. BENNETT  
CLERK TO COUNCIL

## AGENDA COUNTY COUNCIL OF BEAUFORT COUNTY REGULAR SESSION

Monday, February 20, 2017  
6:00 p.m.

Council Chambers, Administration Building  
Beaufort County Government Robert Smalls Complex  
100 Ribaut Road, Beaufort

1. CALL TO ORDER - 6:00 P.M.
2. REGULAR SESSION
3. PLEDGE OF ALLEGIANCE
4. INVOCATION – Council Member Brian E. Flewelling
5. RECOGNITION
  - A. Bluffton Parkway Phase 5A / 2017 Engineering Excellence Awards  
Americian Council of Engineering Companies of South Carolina
6. ADMINISTRATIVE CONSENT AGENDA
  - A. Approval of Minutes
    1. January 23, 2017 Caucus ([backup](#))
    2. January 23, 2017 Regular Session ([backup](#))
  - B. Committee Reports (next meeting)
    1. Community Services (March 27 at 3:00 p.m., HHI Branch Library)
      - a. Minutes – January 23, 2017 ([backup](#))
    2. Executive (March 13 at 3:00 p.m., ECR)
    3. Finance (March 6 at 2:00 p.m., ECR)
      - a. Minutes – February 6, 2017 ([backup](#))
    4. Governmental (March 6 at 4:00 p.m., ECR)
      - a. Minutes – February 6, 2017 ([backup](#))
    5. Natural Resources (February 27 at 2:00 p.m., ECR)
    6. Public Facilities (February 27 at 4:00 p.m., ECR)
      - a. Minutes – January 30, 2017 ([backup](#))
      - b. Minutes – January 17, 2017 ([backup](#))
  - C. Appointments to Boards and Commissions ([backup](#))



7. PUBLIC COMMENT – Speaker sign-up encouraged no later than 5:45 p.m. day of meeting.

8. CONSENT AGENDA

- A. CONTRACT AWARD / SLOPE REPAIR ON U.S. HIGHWAY 278 / BLUFFTON PARKWAY FLYOVER BRIDGE APPROACH AND SPANISH MOSS TRAIL PHASE 2 ([backup](#))
1. Contract award: Quality Enterprises, USA, Inc., Chesapeake, Virginia
  2. Contract amount: \$543,550 (\$253,650 US 278/Blft Pkwy Flyover Bridge Approach)  
(\$289,900 Spanish Moss Trail Phase 2)  
\$ 54,355(10% contingency)
  3. Funding sources: \$279,015-Bluffton Parkway Phase 5, Account 47010012-54500  
\$186,564-Spanish Moss Trail Phase 2, Account 48060011-54435  
\$132,326-Local (3%) Accommodations Tax Funds
  4. Finance Committee discussion and recommendation to award contract occurred February 6, 2017 / Vote 7:0
- B. AN ORDINANCE TO APPROPRIATE \$132,326 FROM THE LOCAL (3%) ACCOMMODATIONS TAX FUND FOR REPAIR / RE-ESTABLISHMENT OF SLOPES ADJACENT TO MARSHLANDS ON THE SPANISH MOSS TRAIL ([backup](#))
1. Consideration of first reading to occur February 20, 2017
  2. Finance Committee discussion and recommendation to approve on first reading occurred February 6, 2017 / Vote 7:0
- C. AN ORDINANCE TO APPROPRIATE \$250,000 FROM THE 2% HOSPITALITY TAX FUND FOR PINCKNEY ISLAND ACCESS DESIGN SERVICES ([backup](#))
1. Consideration of first reading to occur February 20, 2017
  2. Finance Committee discussion and recommendation to approve on first reading occurred February 6, 2017 / Vote 7:0
- D. AN ORDINANCE TO RATIFY CERTAIN ACTIONS OF THE BEAUFORT COUNTY COUNCIL AND TO UPDATE CHAPTER 18 OF ARTICLE III (BUSINESS AND PROFESSIONAL LICENSE) ([backup](#))
1. Consideration of first reading to occur February 20, 2017
  2. Finance Committee discussion and recommendation to approve on first reading occurred February 6, 2017 / Vote 7:0
- E. CONTRACT AWARD / DESIGN SERVICES FOR A TWO-STORY OFFICE BUILDING ADJACENT TO THE BEAUFORT COUNTY MYRTLE PARK OFFICE COMPLEX, BLUFFTON ([backup](#))
1. Community Services discussion and consideration of contract award to occur Monday, February 20, 2017 beginning at 3:00 p.m. in the Executive Conference Room of the Administration Building, 100 Ribaut Road, Beaufort

9. PUBLIC HEARINGS – 6:30 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

1. Public Hearing Only

B. TEXT AMENDMENT TO THE BEAUFORT COUNTY COMMUNITY DEVELOPMENT CODE (CDC), APPENDIX A - DALE COMMUNITY PRESERVATION DISTRICT, SECTION A.7.60.F.3, SIGN STANDARDS (TO CHANGE SIGN STANDARDS FOR THE DALE MIXED USE (DMU) COMMUNITY PRESERVATION DISTRICT, SUBJECT TO CERTAIN CONDITIONS) ([backup](#))

1. Consideration of third and final reading to occur February 20, 2017

2. Second reading occurred January 23, 2017 / Vote 9:1

3. First reading occurred January 9, 2017 / Vote 9:1

4. Natural Resources Committee discussion and recommendation to approve on first reading occurred December 19, 2016 / Vote 6:0

10. MATTERS ARISING OUT OF EXECUTIVE SESSION

11. PUBLIC COMMENT - Speaker sign-up encouraged.

12. ADJOURNMENT

Official Proceedings  
County Council of Beaufort County  
January 23, 2017

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

A caucus of the County Council of Beaufort County was held Monday, January 23, 2017 beginning at 5:00 p.m. in the Executive Conference Room of the Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina.

**ATTENDANCE**

Vice Chairman Gerald Stewart and Councilmen Rick Caporale, Michael Covert, Gerald Dawson, Brian Flewelling, Steven Fobes, York Glover, Alice Howard, Stewart Rodman and Roberts “Tabor” Vaux. Chairman D. Paul Sommerville absent.

**PLEDGE OF ALLEGIANCE**

The Vice Chairman led those present in the Pledge of Allegiance.

**CALL FOR EXECUTIVE SESSION**

It was moved by Mr. Rodman, seconded by Mr. Fobes, that Council go immediately into executive session for (1) matters incident to proposed contractual negotiations and the purchase of real property – South Carolina Battleground Trust, (2) receipt of legal advice relative to the possible purchase of real property, and (3) receipt of legal advice relative to possible contract for the sale of real property. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. The motion passed.

**EXECUTIVE SESSION**

**ADJOURNMENT**

Council adjourned at 6:08 p.m.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: \_\_\_\_\_  
D. Paul Sommerville, Chairman

ATTEST:

\_\_\_\_\_  
Ashley M. Bennett, Clerk to Council

Ratified:

Official Proceedings  
County Council of Beaufort County  
January 23, 2017

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

The regular session of the County Council of Beaufort County was held Monday, January 23, 2017 beginning at 6:00 p.m. in Council Chambers of the Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina.

**ATTENDANCE**

Vice Chairman Gerald Stewart and Councilmen Rick Caporale, Michael Covert, Gerald Dawson, Brian Flewelling, Steven Fobes, York Glover, Alice Howard, Stewart Rodman and Robert “Tabor” Vaux. Chairman D. Paul Sommerville absent.

**PLEDGE OF ALLEGIANCE**

The Vice Chairman led those present in the Pledge of Allegiance.

**INVOCATION**

Council member Alice Howard gave the Invocation.

**ADMINISTRATIVE CONSENT AGENDA**

**Review of the Proceedings of the Caucus held January 9, 2017**

This item comes before Council under the Administrative Consent Agenda.

It was moved by Mr. Flewelling seconded by Mr. Fobes, that Council approve the minutes of the caucus held January 9, 2017. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. ABSTAIN – Mr. Dawson. The motion passed.

**Review of the Proceedings of the Regular Session held December 12, 2016**

This item comes before Council under the Administrative Consent Agenda.

There was one correction made to the minutes of the regular session held January 9, 2017: page 8, vote on text amendments to the Community Development Code, Appendix A, Community Preservation Districts; Division A.7.70.F.3.B, Free Standing Signs Standards for Dale Mixed Use District (DMU), change Mr. Dawson’s vote from “YEAS” to “RECUSED - This recusal is consistent

with the intent when this item appeared before the Natural Resources Committee. Mr. Dawson serves in a leadership capacity as Associate Minister for Mount Carmel Baptist Church.”

It was moved by Mr. Flewelling seconded by Mr. Fobes, that Council approve the minutes of the regular session held January 9, 2017. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. ABSTAIN – Mr. Dawson. The motion passed.

## **Committee Reports**

### **Community Services Committee**

#### **Resolution to Beaufort County Legislative Delegation Regarding Status of the Community Residential Care Facility operated in Port Royal by the Disabilities and Special Needs Department**

It was moved by Mr. Glover seconded by Mr. Rodman, that Council adopt a resolution to the Beaufort County Legislative Delegation requesting a proviso be written to retain the total amount of proceeds from the sale of the Port Royal Community Residential Care Facility to be applied to the purchase, construction and/or renovation of residential homes to be managed by the Beaufort County Disabilities and Special Needs Department. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. The motion passed.

#### **Alcohol and Drug Abuse Board**

Community Services Committee nominated Mrs. Linda Neidich Hoffman for reappointment to serve as a member of the Alcohol and Drug Abuse Board.

#### **Beaufort Memorial Hospital Board**

Community Services Committee nominated Mrs. Andrea Allen, Ms. Kathleen R. Cooper and Dr. Faith L. Pokey for reappointment to serve as members of the Beaufort Memorial Hospital Board.

#### **Library Board**

Community Services Committee nominated Ms. Tracey Robinson, representing Council District 4, for appointment to serve as a member of the Library Board.

**Natural Resources Committee**

**Announcement – Development Agreement Subcommittee**

Natural Resources Chairman Brian Flewelling announced the composition of the Development Agreement Subcommittee to address the Hilton Head National rezoning amendment proposal as follows: Mr. Roberts “Tabor” Vaux, Chairman, and members Mr. Rick Caporale and Mr. Steven Fobes.

**Woodland Estates and Burlington Estates Special Purpose Tax District**

**Danielle Casey**

The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. Mrs. Casey, representing service area, garnered the six votes required for appointment to serve as a member of the Woodland Estates and Burlington Estates Special Purpose Tax District.

**Gary E. Davy**

The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. Mr. Davy, representing service area, garnered the six votes required for appointment to serve as a member of the Woodland Estates and Burlington Estates Special Purpose Tax District.

**Ryan K. Steady**

The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. Mr. Steady, representing service area, garnered the six votes required for appointment to serve as a member of the Woodland Estates and Burlington Estates Special Purpose Tax District.

**David A. Walters**

The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. Mr. Walters, representing service area, garnered the six votes required for appointment to serve as a member of the Woodland Estates and Burlington Estates Special Purpose Tax District.

**Troy N. Young**

The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. Mr. Young, representing service area, garnered the six votes required for appointment to serve as a member of the Woodland Estates and Burlington Estates Special Purpose Tax District.

## **Zoning Board of Appeals**

### **Joseph Passiment**

The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. Mr. Passiment, representing southern Beaufort County, garnered the six votes required for appointment to serve as a member of the Zoning Board of Appeals.

### **Design Review Board**

Natural Resources Committee nominated Mr. Peter Brower, representing architect, landscape architect, building design, civil engineer; and Mr. Pearce Scott, representing registered architect, for reappointment to serve as members of the Design Review Board.

### **Historic Preservation Review Board**

Natural Resources Committee nominated Ms. Katrina Epps, representing Bluffton Historic Preservation Organization; Ms. Natalie Hefter, representing southern Beaufort County; and Mr. Beekman Web, representing Lady's Island, for reappointment to serve as members of the Historic Preservation Review Board.

### **Planning Commission**

Natural Resources Committee nominated Ms. Caroline Fermin, representing Port Royal Island; Mr. Jason Clyde Hincer, representing Lady's Island, and Mr. Harold Leroy Mitchell, representing Sheldon Township, for reappointment to serve as members of the Planning Commission.

### **Rural and Critical Lands Preservation Board**

Natural Resources Committee nominated Ms. Susie Fripp-Gordon, representing Council District 1, and Mr. Richard Walls, representing Council District 7, for reappointment and Mr. Walter Mack, representing Council District 3, for appointment to serve as members of the Rural and Critical Lands Preservation Board.

### **Southern Beaufort County Corridor Beautification Board**

Natural Resources Committee nominated Ms. Sallie C. Bridgewater, representing Council District 6; Mr. Randy Boehme, representing Town of Bluffton; Ms. Carol J. Humphrey, representing Council District 10; Mr. Douglas Novak, representing Council District 9; Mr. Glen Stanford, representing Council District 8; and Mr. Stephen Wilson, representing Council District 11, to serve as members of the Southern Beaufort County Corridor Beautification Board.

### **Stormwater Management Utility Board**

Natural Resources Committee nominated Mr. William Bruggeman, representing at-large; Mr. James Fargher, representing Stormwater District 8 – unincorporated St. Helena Island/islands east, and Mr. Marc Feinberg, representing Stormwater District 9 – unincorporated Bluffton Township and Daufuskie Island, for reappointment to serve as members of the Stormwater Management Utility Board.

### **Zoning Board of Appeals**

Natural Resources Committee nominated Mr. Thomas Gasparini, representing Southern Beaufort County (attorney), and Mr. Kevin Mack, representing northern Beaufort County, for reappointment to serve as members of the Zoning Board of Appeals.

### **Public Facilities Committee**

#### **Announcement – Public Facilities Committee Workshop**

Public Facilities Chairman Stu Rodman announced a Public Facilities Committee Workshop will meet at 1:00 p.m. on January 30, 2017 in the Executive Conference Room of the Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina for discussion of a potential ordinance allowing nighttime use of golf carts in designated portions of the County and discussion of current and future projects.

### **County Transportation Committee**

Public Facilities Committee nominated Mr. John Glover, representing Council District 3, for appointment to serve as a member of the County Transportation Committee.

### **Solid Waste and Recycling Board**

Public Facilities Committee nominated Mr. Forrest Duryea, representing Solid Waste District 9 – Bluffton Township, and Ms. Kim Corley, representing Solid Waste District 8 – St. Helena Island / islands west for reappointment to serve as members of the Solid Waste and Recycling Board.

### **PUBLIC COMMENT**

The Chairman recognized Mr. Jim Beckert, County Auditor, who provided Council a review of the motor vehicle bill process as well as notification of a data file request from South Data, the vendor used to produce 2016 real and personal property tax bills.

**CAUCUS AGENDA ITEMS**

**STATUS OF HURRICANE MATTHEW RECOVERY PROCESS**

Deputy County Administrator / Special Counsel Josh Gruber stated 1.7 million cubic yards of debris has been picked up so far and an estimate of 250,000 remains. There is no update on marine debris removal. The County received written notification from both the Department of Natural Resources and the Department of Health and Environmental Control, that neither agency believes they are responsible nor has the resources to engage in marine debris pickup. We are awaiting a response from the Attorney General's Office for an opinion we sought from them. We are moving forward with the Request for Proposals for a marine debris contractor in the event it becomes the County's responsibility. All updated information relative to Hurricane Matthew Recovery process is available on the Disaster Recovery Website at [www.beaufortcountydasterrecovery.net](http://www.beaufortcountydasterrecovery.net).

**RECEIPT OF COUNTY ADMINISTRATOR'S TWO-WEEK PROGRESS REPORT**

Council accepted the County Administrator's Progress Report.

**RECEIPT OF DEPUTY COUNTY ADMINISTRATOR / SPECIAL COUNSEL'S TWO-WEEK PROGRESS REPORT**

Council accepted the Deputy County Administrator / Special Counsel's Progress Report.

**CONSENT AGENDA**

**CONTRACT AWARD / SLOPE MOWER FOR PUBLIC WORKS**

This item comes before Council under the Consent Agenda. Discussion occurred at the January 17, 2017 meeting of the Public Facilities Committee.

It was moved by Mr. Fobes, seconded by Mr. Flewelling, that Council award a contract to Blanchard Equipment Company, Inc., St. George, South Carolina in the amount of \$75,727 for a new John Deere 6120 E Cab Tractor with rotary cutter and to Sparrow and Kennedy Tractor, Moncks Corner, South Carolina in the amount of \$53,741 for a Tiger Slide Mower attachment. Total cost is \$129,468 and will come from account 501250011-54200. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. The motion passed.

**AUTHORIZATION FOR BEAUFORT COUNTY ADMINISTRATION TO TAKE APPROPRIATE LEGAL ACTION TO ESTABLISH A 50-FOOT RIGHT OF WAY FOR 51 BAY POINT ROAD, LANDS END SUBDIVISION, ST. HELENA ISLAND**

This item comes before Council under the Consent Agenda. Discussion occurred at the January 17, 2017 meeting of the Public Facilities Committee.

It was moved by Mr. Fobes, seconded by Mr. Flewelling, that Council authorize Beaufort County Administration to take appropriate legal action to establish a 50-foot right of way for 51 Bay Point Road, Lands End Subdivision, St. Helena Island. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. The motion passed.

**A RESOLUTION TO APPROVE THE VENDOR SERVICE AGREEMENT BETWEEN BEAUFORT COUNTY AND AMERICAN FINANCIAL CREDIT SERVICES FOR THE PURPOSE OF COLLECTING DELINQUENT BUSINESS PERSONAL PROPERTY TAXES THROUGH THE DELINQUENT PERSONAL PROPERTY TAX RECOVERY PROGRAM**

This item comes before Council under the Consent Agenda. Discussion occurred at the January 9, 2017 meeting of the Finance Committee.

It was moved by Mr. Fobes, seconded by Mr. Flewelling, that Council adopt a resolution to approve the Vendor Service Agreement between Beaufort County and American Financial Credit Services for the purpose of collecting delinquent business personal property taxes through the Delinquent Personal Property Tax Recovery Program. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Sommerville. The motion passed.

**TEXT AMENDMENT TO THE BEAUFORT COUNTY COMMUNITY DEVELOPMENT CODE (CDC), APPENDIX A - DALE COMMUNITY PRESERVATION DISTRICT, SECTION A.7.60.F.3, SIGN STANDARDS (TO CHANGE SIGN STANDARDS FOR THE DALE MIXED USE (DMU) COMMUNITY PRESERVATION DISTRICT, SUBJECT TO CERTAIN CONDITIONS)**

This item was removed from the Consent Agenda.

Mr. Dawson recused himself, left the room, and was not present for any of the discussion. He serves in a leadership capacity as Associate Minister for Mount Carmel Baptist Church.

It was moved by Mr. Fobes, seconded by Mr. Flewelling, that Council approve on second reading text amendments to the Community Development Code, Appendix A, Community Preservation Districts; Division A.7.70.F.3.B, Free Standing Signs Standards for Dale Mixed Use District (DMU). The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. RECUSED – Mr. Dawson. Mr. Dawson recused himself, left the room, and was not present for any of the discussion. He serves in a leadership capacity as Associate Minister for Mount Carmel Baptist Church. ABSENT – Mr. Sommerville. The motion passed.

**MATTERS ARISING OUT OF EXECUTIVE SESSION**

There were no matters arising out of Executive Session.

**PUBLIC COMMENT**

There were no requests to speak.

**CALL FOR EXECUTIVE SESSION**

It was moved by Mr. Rodman, seconded by Mr. Flewelling, that Council go immediately into executive session for receipt of legal advice relative to possible purchase of real property. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Flewelling, Mr. Fobes, Mr. Glover, Mrs. Howard, Mr. Rodman, Mr. Stewart and Mr. Vaux. NAY – Mr. Dawson. ABSENT – Mr. Sommerville. The motion passed.

**EXECUTIVE SESSION**

**ADJOURNMENT**

Council adjourned at 6:50 p.m.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: \_\_\_\_\_  
D. Paul Sommerville, Chairman

ATTEST: \_\_\_\_\_  
Ashley M. Bennett, Clerk to Council

Ratified:

## COMMUNITY SERVICES COMMITTEE

January 23, 2017

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

The Community Services Committee met Monday, January 23, 2017 beginning at 3:00 p.m. in the Executive Conference Room of the Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina.

### ATTENDANCE

Chairman Alice Howard, Vice Chairman Rick Caporale and members Michael Covert, Steven Fobes, York Glover, and Roberts "Tabor" Vaux present. Non-committee members Gerald Dawson and Jerry Stewart present.

County staff: Allison Coppage, Assistant County Attorney; Joshua Gruber, Deputy County Administrator/Special Counsel; Tom Keaveny, County Attorney; Gary Kubic, County Administrator; Craig Helart, Manager, Civic Engagement and Outreach; Fred Leyda, Director, Human Services Alliance; Bill Love, Director, Disabilities and Special Needs; Ray McBride, Library Director; and Monica Spells, Assistant County Administrator-Civic Engagement and Outreach.

Media: Joe Croley, *Lowcountry Inside Track*.

Councilman Howard chaired the meeting.

### ACTION ITEMS

1. **Update / Beaufort County Disabilities and Special Needs (DSN) Department**
  - a. **Ten-Year Capital Improvement Needs for DSN Facilities**
  - b. **Discussion / Draft Resolution to Beaufort County Legislative Delegation Regarding Status of the Community Residential Care Facility Operated in Port Royal by DSN Department**

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

**Discussion:** Mr. Bill Love, Director, Disabilities and Special Needs Department, provided the Committee with an overview of ten-year capital improvement needs for the Disabilities and Special Needs (DSN) Department which included the following:

- Ongoing renovations and rehabilitation of existing residential homes
- Expansion of residential facilities
- Replacement of Port Royal Community Residential Facility

- Purchase and replace vehicles
- Increase the use of technology to assist with consumer monitoring
- Replacement of electronic locking doors
- River Walk Day Program
- Purchase and replace vehicles – ADA buses
- Remodeling of cafeteria
- Remodeling of laundry
- Expansion of changing rooms

Mr. Love provided an overview of a proposed resolution to the Beaufort County Legislative Delegation requesting a proviso be written to retain the total amount of proceeds from the sale of the Port Royal Community Residential Care Facility to be applied to the purchase, construction and/or renovation of residential homes to be managed by the Beaufort County DSN Department.

**Motion:** It was moved by Mr. Glover, seconded by Mr. Covert, that Committee approve and recommend Council adopt a resolution to the Beaufort County Legislative Delegation requesting a proviso be written to retain the total amount of proceeds from the sale of the Port Royal Community Residential Care Facility to be applied to the purchase, construction and/or renovation of residential homes to be managed by the Beaufort County Disabilities and Special Needs Department. The motion: YEAS – Mr. Caporale, Mr. Covert, Mr. Fobes, Mr. Glover, Mrs. Howard and Mr. Vaux. The motion passed.

**Recommendation:** Council adopt a resolution to the Beaufort County Legislative Delegation requesting a proviso be written to retain the total amount of proceeds from the sale of the Port Royal Community Residential Care Facility to be applied to the purchase, construction and/or renovation of residential homes to be managed by the Beaufort County Disabilities and Special Needs Department.

## **2. Consideration of Reappointments and Appointments / Alcohol and Drug Abuse Board**

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

**Motion:** It was moved by Mr. Caporale, seconded by Mr. Glover, that Committee recommend Council nominate Mrs. Linda Neidich Hoffman for reappointment to serve as a member of the Alcohol and Drug Abuse Board. The motion: YEAS – Mr. Caporale, Mr. Covert, Mr. Fobes, Mr. Glover, Mrs. Howard and Mr. Vaux. The motion passed.

**Recommendation:** Council nominate Mrs. Linda Neidich Hoffman for reappointment to serve as a member of the Alcohol and Drug Abuse Board.

### **3. Consideration of Reappointments and Appointments / Beaufort Memorial Hospital Board**

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

**Motion:** It was moved by Mr. Glover, seconded by Mr. Fobes, that Committee recommend Council nominate Mrs. Andrea Allen, Ms. Kathleen R. Cooper, and Dr. Faith L. Pokey for reappointment to serve as members of the Beaufort Memorial Hospital Board. The motion: YEAS – Mr. Caporale, Mr. Covert, Mr. Fobes, Mr. Glover, Mrs. Howard and Mr. Vaux. The motion passed.

**Recommendation:** Council nominate Mrs. Andrea Allen, Ms. Kathleen R. Cooper and Dr. Faith L. Pokey for reappointment to serve as members of the Beaufort memorial Hospital Board.

### **4. Consideration of Reappointments and Appointments / Library Board**

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

**Motion:** It was moved by Mr. Glover, seconded by Mr. Vaux, that Committee recommend Council nominate Ms. Tracey Robinson, representing Council District 4, for appointment to serve as a member of the Library Board. The motion: YEAS – Mr. Caporale, Mr. Covert, Mr. Fobes, Mr. Glover, Mrs. Howard and Mr. Vaux. The motion passed.

**Recommendation:** Council nominate Ms. Tracey Robinson, representing Council District 4, for appointment to serve as a member of the Library Board.

## **INFORMATION ITEMS**

### **5. Update / Individual (FEMA Disaster) Assistance for Residents and Survivors**

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

**Discussion:** Mr. Fred Leyda, Director, Human Services Alliance, provided the Committee an update on individual assistance for residents and survivors during Hurricane Matthew and ongoing. The call center at United Way of the Lowcountry (United Way) continues to receive calls. We are currently up to 13,016 referrals connecting families with resources. The highest needs include food, utility assistance, rental assistance and home repairs. Food is listed as an area we are struggling with; but, we are doing well with our food pantries. What is happening is there is a segment of the population that is not accustomed to help. When they call for help, they are not accustomed to being sent to a food pantry. The United Way relief fund is up to

\$37,445 for hurricane relief. The challenge there is getting folks outside of our local area to donate. We are steady with the current number of volunteers and there has been approximately 100 hours of additional volunteer work.

Mr. Leyda spoke about case management and how to follow up on cases. We have been informed by the State, that they will be designating an agency that will be responsible for case management. In talking to other communities that have had to deal with this, have said to be careful due to the inability to find out the outcome of these cases. We need some ongoing case management.

Mr. Leyda distributed two handouts to the Committee: (1) Sheldon Township Community Support Partnership Timeline; and (2) South Carolina Leadership Class of 2017.

**Status:** Information only.

## **6. Update / Beaufort County Library System**

### **a. Programs and Services**

### **b. Revised Comprehensive Plan / Ten-Year Capital Improvement Needs for Library Facilities**

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

**Discussion:** Mr. Ray McBride, Library Director, provided the Committee a PowerPoint presentation on the Beaufort County Library System. The presentation included an overview of the following:

- Library Board of Trustees
- Friends of the Library and Public Library Foundation of Beaufort County
- County population and demographics
- Library branches
- Online resources
- Library collection
- SCLENDS – South Carolina Library Sharing Resources
- Annual Statistics for staffing, door count, circulation, library cards, internet usage, program attendance, library collection, and checkouts by category and age
- Challenges (aging facilities, deferred maintenance, staff turnover, and aging network infrastructure)

**Conclusion:**

- Libraries are well-used by every demographic
- Books are still very popular
- Growth in Bluffton area is beginning to stress the Bluffton Branch Library
- Library network infrastructure is aging/failing
- HVAC units will continue to fail until replaced

Priorities for 2017:

- Develop/support implementation of new Library Strategic Plan
- Continue to hire diverse staff
- Accelerate staff training opportunities
- Expand partnership with the Beaufort County School District, Pat Conroy Literary Center, Family Literacy 360, and Reconstruction Grant
- Finish technology infrastructure refresh/rebuild
- Complete library collection inventory
- Expansion of the SmartSpot WIFI Loan Program
- Initiate Bookmobile service County-wide
- Continue to repair/renovate library facilities
- Continue to monitor HVAC issues

Mr. McBride provided an overview of the Library Strategic Plan within the 2010 Beaufort County Comprehensive Plan versus a new draft Library Strategic Plan to include the following recommendations:

- Level of Service – (1) Adopt a realistic service standard of 1.0 square foot per capita in building space. (2) Adopt the new collection materials state standard of 2 items per capita
- Address the Funding Gap – (1) Utilize Library Impact Fees where and when appropriate. (2) Initiate capital campaigns to solicit funding for individual library building projects from corporate and private donors. (3) Utilize the Capital Project Sales Tax or Bond issuance to fund capital needs for libraries. (This would be pursued via countywide referendum once the existing Capital Project Sales Tax expires.)

**Status:** Information only.

## **7. Consideration of Reappointments and Appointments / Disabilities and Special Needs Board**

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

**Status:** Ms. Anne Hamilton is not seeking reappointment, leaving one vacancy on the Disabilities and Special Needs Board.

## FINANCE COMMITTEE

February 6, 2017

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

The Finance Committee met Monday, February 6, 2017 beginning at 2:00 p.m., in the Executive Conference Room, Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina.

### ATTENDANCE

Chairman Jerry Stewart, Vice Chairman Michael Covert and members Rick Caporale, Gerald Dawson, Brian Flewelling, Steven Fobes and Stu Rodman present. Non-committee members Alice Howard and Tabor Vaux present.

County staff: Jim Beckert, Auditor; Allison Coppage, Assistant County Attorney; Phil Foot, Assistant County Administrator–Public Safety; Joshua Gruber, Deputy County Administrator/Special Counsel; Kyle Jackson, Risk Management Director; Tom Keaveny, County Attorney; Gary Kubic, County Administrator; Eric Larson, Division Director–Environmental Engineering and Land Management; Rob McFee, Division Director–Facilities and Construction Engineering; Edra Stevens, Business License Director; and Dave Thomas, Purchasing Director.

Public: Hannah Horne, Hilton Head Island–Bluffton Chamber of Commerce; Heather Kinard, Arthur J. Gallagher Human Resources & Compensation Consulting; Miriam Mitchell, former Beaufort County Risk Management Director; and Scott Thomason, Arthur J. Gallagher Human Resources & Compensation Consulting.

Media: Joe Croley, *Lowcountry Inside Track*.

Councilman Stewart chaired the meeting.

### ACTION ITEMS

- 1. Consideration of Contract Award / Slope Repair on U.S. Highway 278 / Bluffton Parkway Flyover Bridge Approach and Spanish Moss Trail Phase 2**

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

**Discussion:** Mr. Rob McFee, Division Director–Facilities and Construction Engineering, reviewed this item with the Committee. As a result of damage from Hurricane Matthew, Beaufort County advertised for competitive bids for the construction repair/re-establishment of slopes adjacent to marshlands at two sites. These two sites are: Site 1 – Approximately 1,200 feet

of roadway slope on U.S. Highway 278 westbound on the approach to the Bluffton Parkway Flyover Bridge. Site 2 – Approximately 1,000 feet of repurposed railway bed slope on the Spanish Moss Trail Phase 2 between North Street and bridge over Battery Creek.

The Engineering Department analyzed bid prices of Jeffers Construction, Inc., Hardeeville, South Carolina, and Quality Enterprises USA, Inc., Chesapeake, Virginia. Jeffers Construction did not submit a bid price for Site 1. The Engineering Department is recommending that the subject bid be awarded in total to Quality Enterprises USA, Inc., Chesapeake, Virginia, with a total bid price for both sets of \$543,550. Staff is requesting a 10% project contingency of \$54,355, making the total of \$597,905 (\$279,015 for Site 1 and \$318,890 for Site 2).

Funding is as follows:

Site 1 – Bluffton Parkway Flyover Bridge approach total budget of \$279,015 with funding from Bluffton Parkway Phase 5, Account 47010012-54500 with an available balance of \$1.3 million.

Site 2 – Spanish Moss Trail Phase 2 slope total budget of \$318,890 with funding from Spanish Moss Trail Phase 2, Account 48060011-54435 with an available balance of \$186,564 and the remainder of \$132,326 from Local 3% Accommodations Tax with an unobligated available fund balance of \$1.7 million.

A request to FEMA for reimbursement of applicable costs will be submitted.

**Motion:** It was moved by Mr. Rodman, seconded by Mr. Dawson, that Committee approve and recommend Council approve the following: (1) A contract award to Quality Enterprises, USA, Inc., Chesapeake, Virginia for the construction repair/re-establishment of marsh side slopes at the approach to westbound Bluffton Parkway Flyover Bridge and the Spanish Moss Trail Phase 2 between North Street and Battery Creek in the amount of \$543,550 (Bluffton Parkway Phase 5 Account 47010012-54500 in the amount of \$279,015 and Spanish Moss Trail Phase 2 Account 48060011-54435 in the amount of \$186,564). (2) The use of Local (3%) Accommodations Tax in the amount of \$132,326 to fund the remaining balance of slope repairs on the Spanish Moss Trail Phase 2. (3) Approval of a 10% contract contingency totaling \$54,355. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Rodman and Mr. Stewart. The motion passed.

**Recommendation:** Council approve the following: (1) A contract award to Quality Enterprises, USA, Inc., Chesapeake, Virginia for the construction repair/re-establishment of marsh side slopes at the approach to westbound Bluffton Parkway Flyover Bridge and the Spanish Moss Trail Phase 2 between North Street and Battery Creek in the amount of \$543,550 (Bluffton Parkway Phase 5 Account 47010012-54500 in the amount of \$279,015 and Spanish Moss Trail Phase 2 Account 48060011-54435 in the amount of \$186,564). (2) The use of Local (3%) Accommodations Tax in the amount of \$132,326 to fund the remaining balance of slope repairs on the Spanish Moss Trail Phase 2. (3) Approval of a 10% contract contingency totaling \$54,355.

## 2. Consideration of Contract Award / Pinckney Island Access Design Service

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

**Discussion:** Mr. Rob McFee, Division Director–Facilities and Construction Engineering, reviewed this item with the Committee. Pinckney Island National Wildlife Refuge consists of 4.053 acres on Pinckney Island in southern Beaufort County. The only access point to the island is its intersection with U.S. Highway 278. The purpose of this project is to improve access safety by providing a grade separated access to Pinckney Island. The annual visitation to the refuge is almost 200,000 visitors per year. Traffic volumes on U.S. Highway 278 exceed 55,000 vehicles per day and the posted speed limit is 55 mph. These volumes, combined with the speed of traffic along U.S. Highway 278 and the existing geometry of the entrance, make entry to and exit from the refuge difficult. In 2010, U.S. Fish and Wildlife Service conducted a transportation study report to identify viable alternatives to improve this safety issue. The report identified the preferred alternative as a grade separated access that would close the median on U.S. Highway 278 and provide an underpass in order to enter the refuge. Construction cost estimates are approximately \$1,750,000. In order to finalize the environmental permitting, provide agency coordination, the design and construction documents, and an appropriation of \$250,000 is requested from the County's Hospitality Tax Fund with an available balance of \$4.7 million.

**Motion:** It was moved by Mr. Rodman, seconded by Mr. Flewelling, that Committee approve and recommend Council approve on first reading an ordinance to appropriate \$250,000 from the County's Hospitality Tax Fund to finalize environmental permitting, provide agency coordination, the engineering design and construction documents for the Pinckney Island National Wildlife Refuge access at U.S. Highway 278. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Rodman and Mr. Stewart. The motion passed.

**Recommendation:** Council approve on first reading an ordinance to appropriate \$250,000 from the County's Hospitality Tax Fund to finalize environmental permitting, provide agency coordination, the engineering design and construction documents for the Pinckney Island National Wildlife Refuge access at U.S. Highway 278.

## 3. An Ordinance to Ratify Certain Actions of the Beaufort County Council and to Update Chapter 18 of Article III (Business and Professional License)

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

**Discussion:** Mrs. Allison Coppage, Assistant County Attorney, provided the Committee a revised proposed ordinance to ratify certain actions of Beaufort County Council and to update Article III, Chapter 18, Business and Professional License. In 2014, Council adopted ordinance 2014/11 which adopted the North American Industry Classification System (NAICS) code. There are a significant number of discrepancies in the intent of County Council and the Code of Ordinances as codified. The proposed ordinance, removes all references to the SIC codes and

strikes Section 18-67 and the table in there. It ties the classes to the NAIC Code as promulgated by the Office of Management and Budget on a bi-annual basis. It removes the stagnant tables.

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Rodman, that Committee approve and recommend Council approve on first reading an ordinance to ratify certain actions of the Beaufort County Council and to update Chapter 18 of Article III (Business and Professional License). The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Rodman and Mr. Stewart. The motion passed.

**Recommendation:** Council approve on first reading an ordinance to ratify certain actions of the Beaufort County Council and to update Chapter 18 of Article III (Business and Professional License).

#### **4. Consideration of Reappointments and Appointments / Accommodations (2% State) Tax Board**

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

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Covert, that Committee approve and recommend Council nominate Ms. Emma Campbell, representing at-large; Ms. Olivia Young, representing hospitality-lodging; and Mr. Walter Young, representing hospitality-lodging, for reappointment to serve as members of the Accommodations Tax (2% State) Board. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Rodman and Mr. Stewart. The motion passed.

**Recommendation:** Council nominate Ms. Emma Campbell, representing at-large; Ms. Olivia Young, representing hospitality-lodging; and Mr. Walter Young, representing hospitality-lodging, for reappointment to serve as members of the Accommodations Tax (2% State) Board.

#### **5. Consideration of Reappointments and Appointments / Airports Board**

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

**Motion:** It was moved by Mr. Caporale, seconded by Mr. Flewelling, that Committee approve and recommend Council nominate Mr. Howard Ackerman, representing proximity to Hilton Head Island Airport, for appointment to serve as a member of the Airports Board. The vote: YEAS – Mr. Caporale, Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Rodman and Mr. Stewart. The motion passed.

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Covert, that Committee approve and recommend Council nominate Mr. Leslie Adlam, representing qualifications; Mr. Dan Ahern, representing proximity to Lady's Island Airport; Mr. James Buckley, representing proximity to Hilton Head Island Airport; Mr. Gerard Costa, representing active/recent retired commercial pilot; Mrs. Anne Esposito, representing active pilot and aircraft owner at Hilton

Head Island Airport; Mr. Richard Sells, representing Hilton Head Island Town Council; Mr. Harold Wallace, representing proximity to Lady's Island Airport; and Mrs. Blakely Williams, representing Beaufort Chamber of Commerce, for reappointment to serve as members of the Airports Board. The vote: YEAS –Mr. Covert, Mr. Dawson, Mr. Flewelling, Mr. Fobes, Mr. Rodman and Mr. Stewart. ABSTAIN – Mr. Caporale. The motion passed.

**Recommendation:** Council nominate Mr. Leslie Adlam, representing qualifications; Mr. Dan Ahern, representing proximity to Lady's Island Airport; Mr. James Buckley, representing proximity to Hilton Head Island Airport; Mr. Gerard Costa, representing active/recent retired commercial pilot; Mrs. Anne Esposito, representing active pilot and aircraft owner at Hilton Head Island Airport; Mr. Richard Sells, representing Hilton Head Island Town Council; Mr. Harold Wallace, representing proximity to Lady's Island Airport; and Mrs. Blakely Williams, representing Beaufort Chamber of Commerce, for reappointment to serve as members of the Airports Board.

### INFORMATION ITEMS

#### **6. Consideration of Contract Award / 2017-2018 Workers' Compensation Broker Services (Fully Insured vs. Self-Insured)**

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

**Discussion:** Mr. Gary Kubic, County Administrator, introduced this item to the Committee. Workers' compensation is a major portion of our general fund budget. Administration is here to provide Council with options regarding workers' compensation services. Currently, we are with the South Carolina Association of Counties (SCAC) who operate and control a trust fund for workers' compensation. Council's position today will have an impact on our relationship with SCAC. A 90-day notice of provisions to the current contract will need to be provided in the event of any change. He introduced County Attorney Tom Keaveny to provide a historical recap of this item.

Mr. Keaveny introduced the new Risk Management Director Mr. Kyle Jackson, who replaced Mrs. Miriam Mitchell.

After the 2016 Retreat, Mr. Keaveny participated in a committee to evaluate a Request for Payment to explore the possibility of changing workers' compensation coverage from fully-insured to self-insured. He learned in that process the amount of the claims made on an annual basis, to include all expenses, as well as the annual premiums paid to SCAC.

- 2010 claims paid totaled \$1.29 million and premiums totaled \$2.13 million.
- 2011 claims paid totaled \$1.2 million and premiums totaled \$2.094 million.
- 2012 claims paid totaled \$1.1 million and premiums totaled \$1.8 million.
- 2013 claims paid totaled \$1.1 million and premiums totaled \$2.1 million.
- 2014 claims paid totaled \$534,000 and premiums totaled \$2,179,000

The County endeavored to see what options were available by way of self-insurance, as well as the stance of others in South Carolina. We learned, both Greenville County and Aiken counties are self-insured and have been for numerous years. In order to transition to self-insured, you hire a broker, who hires a third-party administrator (TPA) to cover up to a certain level. The County could probably realize an approximate \$1 million savings a year transiting from fully-insured to self-insured. This is a significant amount of money and seemed to be worth exploring.

Mr. Kyle Jackson, Risk Management Director, and Mr. Scott Thomason, Arthur J. Gallagher Human Resources & Compensation Consulting, presented to the Committee a PowerPoint Presentation on Fully-Insured versus Self-Insured services.

Self-insurance is a well-designed plan in which an organization pays its own losses through a combination of a self-insured retention, buffer layer coverage and an excess layer of coverage. Companies and public entities alike in recent decades have turned to self-insured options for greater control over their losses and the benefits of cost differential potential. These include the following: Aiken County, Richland County, University of South Carolina, Greenville School District, City of North Myrtle Beach, Beaufort County School District and Charleston County School District. Characteristics of good self-insured candidates include high claim frequency, low claim severity, and extended payout schedules.

In a fully insured program, the insurance carrier assumes all the risk with agreed upon deductions. The premiums paid are based off the total payroll and a rolling three-year loss history that makes up a unique modification factor (MOD) number. The MOD number, for example, can range from .65 up to 1.60. That MOD number can either be a 65% discount or a 60% debit depending on the loss history and the premiums paid. A fully insured program does offer deductible options, but premiums are still subject to the rates and the MOD number.

Mr. Jackson provided the following numbers from the South Carolina Association of Counties for fiscal year 2016-2017:

- Current premium: \$2,033,612
- Payroll: \$57,000,000
- Deductible: \$0
- Coverage: \$1,000,000
- MOD: 1.13 (was 1.41) and premium was \$2,320,111
- We have not received a claim report in 2016
- 2015 claims incurred: \$532,423

**2010 - 2015**

<b>Year</b>	<b>Claims</b>	<b>Premium</b>	<b>MOD</b>
2010	\$1,298,179	\$2,130,997	1.19
2011	\$1,281,751	\$2,094,029	1.26
2012	\$1,141,312	\$1,832,524	1.13
2013	\$1,056,758	\$2,128,178	1.31
2014	\$ 540,423	\$2,179,710	1.36
2015	\$ 450,267	\$2,347,805	1.41

Mr. Jackson provided Self-Insured with Gallagher numbers for fiscal year 2016-2017:

- Payroll Estimation 2017-2018: \$60,151,800
- Self-Insured Retention: \$300,000 per claim
- Buffer layer coverage starts when a claim is over \$300,000 and covers the County up to \$500,000 (cost \$141,750)
- Excess policy kicks in with \$500,000 coverage when the claim reaches \$500,000 (cost \$231,084)
- State Fees and Assessments: \$25,000 (estimated)
- Risk Management Fees: \$45,000 (estimated)
- Third Party Administrator (TPA): \$46,950 (estimated)
- Total Cost: \$489,784

**Status:** This item will come before Committee at the March 6, 2017 meeting at which time staff will provide a draft resolution for Committee discussion and consideration.

**7. Discussion / Estimate for Removing Piles from Private Communities that will be Non-Reimbursable by FEMA**

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

**Discussion:** Mr. Josh Gruber, Deputy County Administrator/Special Council, reviewed this item with the Committee. We are beginning to wrap-up the debris collections from the roadways in the County. The goal is to have it complete by the end of February. The County has been working with the private communities that were affected by the storm and the debris piles created by the community prior to FEMA approval for the private property debris removal. A number of communities, reacting to the storm and cleaning the roads and stockpiling the debris, preceded prior to County receiving the approval process.

According to County Council's Proclamation to declare a health emergency, we are directed to remove this debris from these communities. We have identified these piles of debris that need to be removed from these communities to include Fripp Island, Dataw Island, Moss Creek and Rose Hill. The total cost is approximately \$300,000.

In addition, Mr. Gruber provided the Committee a brief update on storm-related costs to date, estimated non-reimbursable costs, status of the reserve fund, and estimated cost of debris cleanup within municipalities.

Mr. Keaveny updated the Committee on marine debris. In order to be eligible for FEMA reimbursement, the County must have a legal responsibility to remove the debris. There is debris from the high tide mark in the water. The Coastal Zone Management Act (CZMA) seems to say the land from the mean high tide mark to the sea belongs to the State. Neither the Ocean and Coastal Resource Management (OCRM) or the Department of Natural Resources (DNR) would take responsibility for cleanup and denied responsibility. The Emergency Management Division asked OCRM and DNR to put in writing their positions on the legal responsibility of cleaning that area. They both said it was not their responsibility under the statute. With that, the County asked the Attorney General for an expedited opinion. The County received their opinion, which said, under the Home Rule Act and South Carolina Constitution, that the County has the responsibility to clean the debris from the mean high tide mark to the low tide mark. Now we can move into the public assistance program where we receive FEMA reimbursement. A Request for Proposals (RFP) was sent out and, hopefully, we have some bidders. Next, we will hire a contractor and get this marine debris picked up.

Mr. Keaveny also spoke about the issue of abandoned boats. He has been in contact with the Chief Counsel for DNR and there is a whole process to have boats declared abandoned. That process has begun. The boats have been identified and tagged. Boats that no one claims within 90 days will become abandoned.

Mr. Keaveny spoke about the debris in the waterway. The Coast Guard said it is their responsibility to clean the debris from the unnavigable waters. They said they have cleaned the waterways. The County does not plan to get into the waterway and clean up marine debris. The County plans to adhere to the Attorney General Opinion and clean debris from the mean high tide mark to the low tide mark.

**Status:** Information only.

#### **8. Discussion / Review of FY 2016 / 2017 Performance**

- **FY 2016 Year-End Financial Position**
- **Hurricane Matthew Update**
- **Cash Flow Related to Hurricane Matthew**

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

**Discussion:** Mrs. Alicia Holland, Assistant County Administrator–Finance, distributed to the Committee two handouts: (1) 2016 Financial Highlights and (2) Presentation on General Fund summary, millage rates, and debt capacity. She reviewed these as follows:

### 2016 Financial Highlight

This document provided an overview of the total Fund Balance, General Fund Expenditures, Percentage of Expenditures, Unassigned Fund Balance a Percentage of Expenditures, General Fund Revenues, General Fund Expenditures and net change in Fund balance and the variances between June 30, 2015 and June 30, 2016.

### Presentation / Fiscal Year 2016 – General Fund Summary, Millage Rates, Debt Capacity

This presentation provided an overview of the General Fund Balance and County Millage Rates variance between June 30, 2015 and June 30, 2016, as well as County Debt Capacity as of June 30, 2016. Mrs. Holland highlighted the 2016 General Fund as follows:

**Status:** Information only.

#### **9. Consideration of Reappointments and Appointments / Board of Assessment Appeals**

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

**Status:** This item will come forth at the March 6, 2017 Finance Committee meeting.

## GOVERNMENTAL COMMITTEE

February 6, 2017

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

The Governmental Committee met Monday, February 6, 2017 beginning at 4:00 p.m. in the Executive Conference Room of the Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina.

### ATTENDANCE

Chairman Gerald Dawson, Vice Chairman Steven Fobes, and members Mike Covert, Brian Flewelling, Jerry Stewart and Roberts "Tabor" Vaux. Member York Glover absent. Non-Committee members Rick Caporale, Alice Howard and Stu Rodman present.

County staff: Allison Coppage, Assistant County Attorney; Phil Foot, Assistant County Administrator-Public Safety; Joshua Gruber, Deputy County Administrator/Special Counsel; Greg Hunt, Mosquito Control Director; Tom Keaveny, County Attorney; Gary Kubic, County Administrator; and Dave Thomas, Purchasing Director.

Public: Mary Lee Carns, Vice President for Institution Advancement and External Relations, Technical College of the Lowcountry; Sean Henrickson, Vice President of Continuing Education and Military Affairs, Technical College of the Lowcountry; Hannah Horne, Hilton Head Island – Bluffton Chamber of Commerce; Joe Lee, member, Beaufort County Economic Development Corporation; Cliff Mrkvicka, Chairman, Technical College of the Lowcountry; Stephen Murray, Chairman, Beaufort County Economic Development Corporation; Jim Wegman, Military Enhancement Committee; and Blakely Williams, President/CEO, Beaufort Regional Chamber of Commerce.

Media: Joe Croley, *Lowcountry Inside Track*.

Councilman Dawson chaired the meeting.

### ACTION ITEMS

#### **1. Consideration of Reappointments and Appointments / Bluffton Township Fire District Board**

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

**Motion:** It was moved by Mr. Vaux, seconded by Mr. Stewart, that Committee approve and recommend Council nominate Mr. Paul Hamilton, representing Council District 9, and Mr. Ed Olsen, representing at-large, for reappointment to serve as members of the Bluffton Township Fire District Board. The vote: YEAS – Mr. Covert, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Glover. The motion passed.

**Recommendation:** Council nominate Mr. Paul Hamilton, representing Council District 9, and Mr. Ed Olsen, representing at-large, for reappointment to serve as members of the Bluffton Township Fire District Board.

## **2. Consideration of Reappointments and Appointments / Burton Fire District Commission**

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

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Fobes, that Committee approve and recommend Council nominate Mr. Gary Bright, Mr. Herbert Burnes and Mr. Madison Chisum, representing at-large, for reappointment to serve as members of the Burton Fire District Commission. The vote: YEAS – Mr. Covert, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Glover. The motion passed.

**Recommendation:** Council nominate Mr. Gary Bright, Mr. Herbert Burnes and Mr. Madison Chisum for reappointment to serve as members of the Burton Fire District Commission.

## **3. Consideration of Reappointments and Appointments / Daufuskie Island Fire District Board**

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

**Motion:** It was moved by Mr. Vaux, seconded by Mr. Flewelling, that Committee approve and recommend Council nominate Mr. Geoffrey Brunning and Charles V. Henry for reappointment to serve as members of the Daufuskie Island Fire District Board. The vote: YEAS – Mr. Covert, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Glover. The motion passed.

**Recommendation:** Council nominate Mr. Geoffrey Brunning and Charles V. Henry for reappointment to serve as members of the Daufuskie Island Fire District Board.

#### **4. Consideration of Reappointments and Appointments / Parks and Leisure Services Board**

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

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Covert, that Committee approve and recommend Council nominate Mr. Ronald Campbell, representing northern Beaufort County; Mr. Christian Kata, representing northern Beaufort County; Mr. Michael Manesiotis, representing southern Beaufort County; and Mr. Gregory McCord, representing northern Beaufort County, for reappointment to serve as members of the Parks and Leisure Services Board. The vote: YEAS – Mr. Covert, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Glover. The motion passed.

**Recommendation:** Council nominate Mr. Ronald Campbell, representing northern Beaufort County; Mr. Christian Kata, representing northern Beaufort County; Mr. Michael Manesiotis, representing southern Beaufort County; and Mr. Gregory McCord, representing northern Beaufort County, for reappointment to serve as members of the Parks and Leisure Services Board.

#### **5. Consideration of Reappointments and Appointments / Sheldon Fire District Board**

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

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Fobes, that Committee approve and recommend Council nominate Mr. Wayne Blankenship, Mr. Donnie Phillips and Mr. John B. Seno for reappointment to serve as members of the Sheldon Fire District Board. The vote: YEAS – Mr. Covert, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Glover. The motion passed.

**Recommendation:** Council nominate Mr. Wayne Blankenship, Mr. Donnie Phillips and Mr. John B. Seno for reappointment to serve as members of the Sheldon Fire District Board.

### **INFORMATION ITEMS**

#### **6. Discussion / Update on Economic Development**

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

**Discussion:** Beaufort County Economic Development Corporation Chairman Stephen Murray distributed to the Committee memorandum dated February 10, 2016 from the Mayors

regarding Beaufort County Economic Development (EDC) as well as a Beaufort County EDC Update dated February 6, 2017. His update included a timeline of the creation of the EDC, as well as board membership, timeline and milestones of the EDC. In the six months since the creation of the EDC, the Request for Qualifications process for a facilitator has been completed, and Camoin Associates was selected as facilitator. A presentation by the EDC facilitator, Camoin Associates, will be provided on February 10, 2017, Day 1 of Council's 2017 Leadership and Strategic Planning Session.

Discussion of the Committee on whether this item should be brought up as a report of the Governmental Committee or as a standalone item. The Committee unanimously decided to take up the Economic Development presentation as a separate item.

**Status:** A presentation by the Beaufort County Economic Development Corporation facilitator, Camoin Associates, will be provided on February 10, 2017, Day 1 of Council's 2017 Leadership and Strategic Planning Session.

#### **7. Consideration of Contract Award / Public Health Insecticide for Beaufort County Mosquito Control**

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

**Discussion:** Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Mosquito Control Director to purchase an EPA-registered public health insecticide (Natular XRT tablets) from Clarke Mosquito Control Products, Inc., a sole source vendor. Mosquito Control will use this product to treat an estimated 22,500 catch basins throughout Beaufort County starting in April, 2017. Mosquitoes potentially associated with West Nile virus use the underground stormwater systems as breeding sites. The timely treatments will help reduce the risk of this mosquito-borne disease among humans, horses, and birds. Total cost will be \$88,168.00 and will be funded from account 10001400-52320, Mosquito Control, Public Health Products.

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Fobes, that Committee award a contract to Clarke Mosquito Control Products, Inc., Roselle, Illinois in the amount of \$88,168 for the purchase of Natular XRT tablets. Funding will come from account 10001400-52320, Mosquito Control, Public Health Products. The vote: YEAS – Mr. Covert, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Glover. The motion passed.

**Status:** Committee awarded a contract to Clarke Mosquito Control Products, Inc., Roselle, Illinois in the amount of \$88,168 for the purchase of Natular XRT tablets. Funding will come from account 10001400-52320, Mosquito Control, Public Health Products.

## 8. Executive Session

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

**Motion:** It was moved by Mr. Flewelling, seconded by Mr. Stewart, that Council go immediately into executive session for the purpose of discussions incident to proposed contractual negotiations and discussion of economic development projects. The vote: YEAS – Mr. Covert, Mr. Dawson, Mr. Fobes, Mr. Flewelling, Mr. Stewart and Mr. Vaux. ABSENT – Mr. Glover. The motion passed.

**Status:** Committee went into executive session for the purpose of discussions incident to proposed contractual negotiations and discussion of economic development projects.

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## PUBLIC FACILITIES COMMITTEE

January 30, 2017

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

The Public Facilities Committee met Monday, January 30, 2017 beginning at 4:00 p.m., in the Executive Conference Room of the Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina.

### ATTENDANCE

Chairman Stu Rodman, and members Rick Caporale, Michael Covert, Alice Howard, Jerry Stewart and Roberts "Tabor" Vaux present. Vice Chairman York Glover absent. Non Committee members Gerald Dawson, Brian Flewelling, Steven Fobes and D. 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: Allison Coppage, Assistant County Attorney; Thomas Keaveny, County Attorney; Josh Gruber, Deputy County Administrator / Special Counsel; Colin Kinton, Division Director-Transportation Engineering; Eric Larson, Division Director-Environmental Engineering and Land Management; Rob McFee, Division Director-Facilities and Construction Engineering; Rob Merchant, Planner; and Sheriff P. J. Tanner.

Media: Joe Croley, *Lowcountry Inside Track* and Lucas High, *Beaufort Gazette/Island Packet*.

Public: Ben Andrews, Club Car; Scott Marshall, Bluffton Deputy Town Manager; Mike McFee, Beaufort City Councilman; Bill Prokop, Beaufort City Manager; and Bruce Simmons, Quality Golf Carts.

Chairman Stu Rodman chaired the meeting.

### ACTION ITEMS

1. **Discussion of a Potential Ordinance Allowing Nighttime Use of Golf Carts in Designated Portions of the County**

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

**Discussion:** Mr. Tom Keaveny, County Attorney, provided the Committee an update on this item. This is Workshop #2 for the purposes of discussing a potential ordinance to allow nighttime use of golf carts in designated portions of the County. At the previous workshop, the Committee discussed the following conditions: limiting hours, penalties, lighting requirements,

insurance requirements, modifications, and inspection process. Today's workshop is to discuss enhanced safety equipment available for golf carts and to receive comment from the golf cart community. He introduced Mr. Ben Andrews, representing Club Car, and Bruce Simmons, representing Quality Golf Carts, to speak before the Committee.

Mr. Andrews and Mr. Simmons informed the Committee that there is no standardization for golf carts. Some have lights while others do not. They spoke of personal transportation vehicle (PTV) kits that contain the necessary safety equipment for on-road use as well as the speed limit for this particular class of vehicle. The permitting process to use golf carts on the road, currently does not include any inspection process, just proof of ownership and liability insurance.

Discussion and concerns of the Committee members, staff and representatives of the various municipalities were as follows:

- The importance of lighting at night. The standard tail lights are not bright enough.
  - The possibility of requiring a third light bar on the roof with turn signals, brake lights, and LED illumination.
- Cost of third light bar.
  - Less than \$100.
- Safety concern relative to seatbelt use.
  - Lap belts can be installed on all golf carts. It is a liability though without manufacture approval.
- City of Beaufort residents want nighttime use of golf carts. The City intends on listening to the safety requirements and is interested in this item moving forward.
- Town of Bluffton has adopted a resolution to accept any ordinance approved by Beaufort County Council allowing nighttime use of golf carts.
- Individuals need to understand the insurance needed to operate golf carts on secondary roads, is a special insurance, and is not covered under the homeowner's policy.
- If the County passes an ordinance allowing nighttime use of golf carts, who would have jurisdiction to enforce the requirements?
  - The County has the jurisdiction to enforce. The municipality would have something in order to enforce within the municipality.
- The possibility of creating a working group with the municipalities to draft a proposed ordinance.
- The desire of county and municipalities' staff to work together to draft a proposed ordinance.
- Concerns with golf cart parking locations.
- Concern relative to the safety of driving golf carts on unlit roads.
- Restricting nighttime use of golf carts between midnight and 5:00 a.m.

Sheriff Tanner informed the Committee that both the Jekyll Island Authority and city of Brunswick, Georgia have similar ordinances regulating the use of golf carts on secondary roads. These ordinances include regulations on child restraints, seatbelt use, lighting, signals, mirrors,

and are very detailed. The City of Brunswick is the only governmental entity he has found that allows nighttime use of golf carts, and it is limited to one hour after sunset.

**Status:** Information only.

## 2. Conclude Discussion on 2015 and 2016 Completed, In Process, and Funded Projects

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

**Discussion:** Mr. Rob McFee, Division Director- Facilities and Construction Engineering, provided to the Committee the Status of Priority Investment Chapter – Ten-Year Capital Improvements Plan. This included an outline of projected, completed, underway and projects not initiated in the following areas: Public Safety, Disabilities and Special Needs, Emergency Management, Boat Landings, Public Works, Libraries, Administrative Office Space, Planning, Parks and Leisure Services-North and South, Hilton Head Island Airport, Beaufort County Airport at Lady’s Island, and Road Projects.

**Status:** Information only.

## 3. Overview of U.S. Highway 278 Improvements

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

**Discussion:** Mr. Rob McFee, Division Director- Facilities and Construction Engineering, presented to the Committee a PowerPoint created by Mr. Craig L. Winn, Program Manager for Lowcountry Council of Governments / LATS Regional Production Group, on U.S. Highway 278 Corridor Improvements. The Presentation provided an overview of the Mackay Creek Bridge Replacement, Jenkins Island Improvements, Pinckney Island Intersection Improvements, and U.S. Highway 278 Corridor Improvement.

Mr. Eric Larson, Division Director-Environmental Engineering and Land Management, provided the Committee an overview of the following County Retrofit Projects:

- Beaufort County Administration Parking Lot
- Battery Creek 319
- Battery Creek West M1
- Brewer Memorial Park Demonstration Wet Pond Project Feasibility
- Buckingham Plantation Stormwater Retrofit
- Camp St. Mary’s M2
- Factory Creek M2
- Grober Hill M2
- U.S. Highway 278 Retrofit

- Paige Point Road Overtopping Design
- Salt Creek South M1
- Sawmill Creek Overtopping / Forby Land
- S.C. Highway 170 / Okatie West
- Shanklin Road M2

**Status:** Information only.

#### 4. Introduction and Discussion of Pending and New Capital Projects

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

**Status:** This item was covered by the overview of the Status of Priority Investment Chapter – Ten-Year Capital Improvements Plan.

#### 5. Identification of Potentially “Shovel Ready” Projects

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

**Status:** This item was covered by the overview of the Status of Priority Investment Chapter – Ten-Year Capital Improvements Plan.

#### 6. Dialog with Staff / Open Issues / Future Agenda Items

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

**Status:** No items brought forth for discussion.

## PUBLIC FACILITIES COMMITTEE

January 17, 2017

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

The Public Facilities Committee met Tuesday, January 17, 2017 beginning at 4:00 p.m., in the Executive Conference Room of the Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina.

### ATTENDANCE

Chairman Stu Rodman, Vice Chairman York Glover and members Michael Covert and Alice Howard present. Committee members Rick Caporale, Jerry Stewart and Robert "Tabor" Vaux absent.

County Staff: Allison Coppage, Assistant County Attorney; Phil Foot, Assistant County Administrator-Public Safety; Thomas Keaveny, County Attorney; Josh Gruber, Deputy County Administrator / Special Counsel; Colin Kinton, Division Director-Transportation Engineering; Gary Kubic, County Administrator; Eric Larson, Division Director-Environmental Engineering; Shannon Loper, Parks and Leisure Services Director; Rob McFee, Division Director-Facilities and Construction Engineering; Rob Merchant, Planner; John Miller, Public Works Manager; Dave Thomas, Purchasing Director and David Wilhelm, Public Works Director.

Media: Joe Croley, *Lowcountry Inside Track*.

Chairman Stu Rodman chaired the meeting.

### ACTION ITEMS

#### **1. Consideration of Contract Award / Slope Mower for Public Works**

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

**Discussion:** Mr. Dave Thomas, Purchasing Director, reviewed this item with the Committee. The Purchasing Department received a request from the Director of Public Works to purchase one new John Deere 6120 E Cab Tractor with rear rotary cutter from Blanchard Equipment Co. Inc., with a tiger side mower attachment from Sparrow and Kennedy Tractor, from the state's vendor contract, for the Stormwater Section. The new equipment is a replacement for a 2009 John Deere bush hog assigned to the Public Works Department, with over 5,673 hours of operation. The Stormwater Section utilizes the bush hog to maintain our stormwater drainage system by mowing the workshelves and ditches. The old bush hog will be

sold at auction. Total cost of \$129,468 includes all discounts, delivery, South Carolina sales taxes, manuals, installation, and a basic warranty. Funding would come from account 50250011-54200, Stormwater Utility Fund, Specialized Capital Equipment.

**Motion:** It was moved by Mr. Covert, seconded by Mr. Glover, that Committee approve and recommend Council award a contract to Blanchard Equipment Company, Inc., St. George, South Carolina in the amount of \$75,727 for a new John Deere 6120 E Cab Tractor with rotary cutter and to Sparrow and Kennedy Tractor, Moncks Corner, South Carolina in the amount of \$53,741 for a Tiger Slide Mower attachment. Total cost is \$129,468 and will come from account 501250011-54200. The vote: YEAS – Mr. Covert, Mr. Glover, Mrs. Howard, and Mr. Rodman. ABSENT – Mr. Caporale, Mr. Stewart and Mr. Vaux. The motion passed.

**Recommendation:** Council award a contract to Blanchard Equipment Company, Inc., St. George, South Carolina in the amount of \$75,727 for a new John Deere 6120 E Cab Tractor with rotary cutter and to Sparrow and Kennedy Tractor, Moncks Corner, South Carolina in the amount of \$53,741 for a Tiger Slide Mower attachment. Total cost is \$129,468 and will come from account 501250011-54200.

## **2. Consideration of 50-Foot Right-of-Way Prescriptive Easement for 51 Bay Point Road, Lands End Subdivision, St. Helena Island**

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

**Discussion:** Mr. Rob McFee, Division Director- Facilities and Construction Engineering, reviewed this item with the Committee. The Engineering Department Right of Way staff has been researching ownership of a boat landing/beach access and a 50-foot right of way located at 51 Bay Point Road in Lands End Subdivision on St. Helena Island. This lot in question has no parcel identification number and has never been taxed. Property owners bordering 51 Bay Point Road appear to be encroaching on the 50-foot right of way and are decreasing public access to the landing. The Rhett Street 50-foot right of way is referenced in plat book 13 at page 100. Rhett Street no longer exists, but the parcel and encroachment are more clearly identified on a survey completed by Gasque and Associates Inc., dated December 16, 2016. A map showing the location and the bordering neighbors has been provided. County staff can find no official conveyance documentation of the lot in question; however, County Council minutes going back as far as 1969 reference the landing off of Rhett Road and the County has provided maintenance on landings and walkways in the Lands End Subdivision.

The Engineering Department recommends that County Council authorize the filing of a legal action to establish a 50 foot right of way prescriptive easement for 51 Bay Point Road to ensure continued public beach/boat landing access.

**Motion:** It was moved by Mr. Glover, seconded by Mrs. Howard, that Committee approve and recommend Council authorize Beaufort County Administration to take appropriate legal action to establish a 50-foot right of way for 51 Bay Point Road, Lands End Subdivision, St. Helena Island. The vote: YEAS – Mr. Covert, Mr. Glover, Mrs. Howard and Mr. Rodman. ABSENT – Mr. Caporale, Mr. Stewart and Mr. Vaux. The motion passed.

**Recommendation:** Council authorize Beaufort County Administration to take appropriate legal action to establish a 50-foot right of way for 51 Bay Point Road, Lands End Subdivision, St. Helena Island.

### 3. Consideration of Reappointments and Appointments / County Transportation Committee

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

**Motion:** It was moved by Mrs. Howard, seconded by Mr. Glover, that Committee recommend Council nominate Mr. John Glover, representing Council District 3, for appointment to serve as a member of the County Transportation Committee. The vote: YEAS – Mr. Covert, Mr. Glover, Mrs. Howard and Mr. Rodman. ABSENT – Mr. Caporale, Mr. Stewart and Mr. Vaux. The motion passed.

**Motion:** It was moved by Mr. Howard, seconded by Mr. Glover, that Committee recommend Council nominate Mr. Christopher England, representing Council District 7, for reappointment to serve as a member of the County Transportation Committee. The vote: YEAS – Mr. Covert, Mr. Glover, Mrs. Howard and Mr. Rodman. ABSENT – Mr. Caporale, Mr. Stewart and Mr. Vaux. The motion passed.

**Recommendation:** Council nominate Mr. John Glover, representing Council District 3, for appointment, and Mr. Christopher England, for reappointment, to serve as members of the County Transportation Committee.

### 4. Consideration of Reappointments and Appointments / Solid Waste and Recycling Board

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

**Motion:** It was moved by Mr. Covert, seconded by Mrs. Howard, that Committee recommend Council nominate Mr. Forrest Duryea, representing Solid Waste District 9 – Bluffton Township, for reappointment to serve as a member of the Solid Waste and Recycling Board. The vote: YEAS – Mr. Covert, Mr. Glover, Mrs. Howard and Mr. Rodman. ABSENT – Mr. Caporale, Mr. Stewart and Mr. Vaux. The motion passed.

**Motion:** It was moved by Mr. Glover, seconded by Mrs. Howard, that Committee recommend Council nominate Ms. Kim Corley, representing Solid Waste District 8 – St. Helena Island / Island West, for reappointment to serve as a member of the Solid Waste and Recycling Board. The vote: YEAS – Mr. Covert, Mr. Glover, Mrs. Howard and Mr. Rodman. ABSENT – Mr. Caporale, Mr. Stewart and Mr. Vaux. The motion passed.

**Recommendation:** Council nominate Mr. Forrest Duryea, representing Solid Waste District 9 – Bluffton Township, and Ms. Kim Corley, representing Solid Waste District 8 – St. Helena Island / Island West, for reappointment to serve as members of the Solid Waste and Recycling Board.

### **INFORMATION ITEMS**

#### **5. Consideration of Contract Award / Buckwalter Regional Park Gymnasium Equipment for Parks and Leisure Services Department**

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

**Discussion:** Mr. Dave Thomas reviewed this item with the Committee. Beaufort County's Purchasing Department received seven bids from qualified vendors for Buckwalter Regional Park's gymnasium weight room equipment for the Parks and Leisure Services Department. The services provided will include: gym equipment to include strength equipment and cardio equipment as well as service and maintenance. The lowest responsive/responsible bid was from Promaxima, Houston, Texas, and includes a five-year warranty and maintenance program. Funding will come from account 26520011-54200, Specialized Capital Equipment.

**Motion:** It was moved by Mr. Covert, seconded by Mr. Glover, that Committee award a contract to Promaxima, Houston, Texas in the amount of \$89,923 for weight room equipment at Buckwalter Regional Park gymnasium. The vote: YEAS – Mr. Covert, Mr. Glover, Mrs. Howard and Mr. Rodman. ABSENT – Mr. Caporale, Mr. Stewart and Mr. Vaux. The motion passed.

**Status:** Committee awarded a contract to Promaxima, Houston, Texas in the amount of \$89,923 for weight room equipment at Buckwalter Regional Park gymnasium.

#### **6. Consideration of Daufuskie Island Cooperative, Inc. Lease and Marshside Mama Sublease Agreements**

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

**Discussion:** Mrs. Allison Coppage, Assistant County Attorney, reviewed this item with the Committee. Beaufort County entered into a lease with the Daufuskie Island Cooperative, Inc., (Cooperative) on May 13, 2010 for the use of two buildings (1,600 square feet), to be used

as a general store and a restaurant. The Cooperative subleases that property to Marshside Mama and collects rents in the amount of \$600 a month. The lease expired December 31, 2015, but they have been continuing on a month-to-month lease. In meeting with the Daufuskie Island Cooperative and legal counsel, the Cooperative would like to renew the lease agreement on similar terms.

The County had its independent auditor look at the rents received by the Cooperative from Marshside Mama during the lease terms and there is about \$15,000 in rents not paid. The Cooperative said they gave a credit to Marshside Mama for improvements to the property that amounted to \$15,000. The Cooperative could not be here today to speak on that due to transportation issues.

Mr. Dawson wanted to know what is being changed in this lease to address the current problems the community has with Marshside Mama.

Mrs. Coppage said it would be the will of Council to provide suggested language to include into the drafting of the lease to alleviate current concerns.

Mr. Gary Kubic, County Administrator, stated Daufuskie Island is an interesting situation where Beaufort County indirectly is in the bar business. The location is where the County dock is located. We do want to encourage community days and activities there. All of Council has had the ability to see the deficiencies of the building and the restrooms. Staff has been working on ways to correct that. When we found that money exchange, per the lease agreement, may not have adequate documentation, an audit was commissioned. There have been several letters from Daufuskie residents received where they do not want to see Marshside Mama displaced. Once we receive the financial exchange identified and if we discover any deficiencies, those deficiencies will have to be recovered or known. Once we get the building codes information, it is expected that we are indirectly inviting the public into an inferior building, and we will have to make it proper. Also, the restrooms are deficient and will need upgrading. If we are entertaining a sublease, there is a process we use for requesting proposals.

Questions and concerns of the Committee included the following:

- If a capital improvement is needed, who is responsible?
  - In this lease, it is a combination of responsibilities. The subtenant is liable for maintaining in good and working order as well as a list of repairs that needed to be done by the tenant.
  - Staff recommends that the County not to take on that responsibility.
- Restrooms for Daufuskie Days.
  - Since an incident of many years ago, additional porta toilets have been sent over.

**Status:** This item will come back before the Public Facilities Committee for further discussion and consideration of the lease agreement with the Daufuskie Island Cooperative, Inc. and Marshside Mama.

## 7. Update / Litter Control Program

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

**Discussion:** Mr. David Wilhelm, Public Works Director, provided the Committee an update on the Litter Control Program and the monthly litter summary by program. He introduced an interactive map that demonstrates the various Adopt-A-Highway sections. The interactive map can be found at <http://bcscgis.maps.arcgis.com/apps/View/index.html?appid=8fa213552cf042b0b477d60069f38105>

**Status:** Information only.

## 8. Discussion / Replacement of Hilton Head Island Bridges

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

**Discussion:** Mr. Colin Kinton, Division Director–Transportation Engineering, provided the Committee an overview of this item. On Friday, January 13, 2017, the Lowcountry Area Transportation Study Metropolitan Planning Organization endorsed spending \$2 million toward completing the environmental assessment for the widening of U.S. Highway 278 between Moss Creek and Squire Pope Road. It was approved subject to Beaufort County entering into an Intergovernmental Agreement with South Carolina Department of Transportation (SCDOT) for the reimbursement of the \$2 million and funding for the entire project.

Committee Chairman Stu Rodman spoke about bridges. His understanding is that one of the Hilton Head Island bridges is at the end of its useful life, and the other has approximately 30 years of remaining life. Both the SCDOT and the federal government are looking at improving the inefficient bridge. If it is determined that the other three bridges are inadequate, the case can be made to replace. This goes beyond the Environmental Study. It looks at traffic, congestion, etc. This is a three-year study.

Mr. Kinton stated the total cost of the project is approximately \$200 million. SCDOT has secured \$44 million for replacement of the one bridge and is asking the County to come up with the other \$156 million.

Mr. Kubic stated the Environmental Assessment three-year period concerned Administration due to the pursuit of general bonding for our projects, and did not want to be delayed. Staff has achieved that agreement with SCDOT. There are some engineering hypotheticals with Mackey Bridge, and what can and cannot be done with the current integrity of the original spans holding up the roadway pavement. The work we are doing as a County with

SCDOT on this matter is very open, and he has been impressed with the State's desire to include all parties in discussions on how to proceed. They are cognizant of a comprehensive corridor review. What is troubling is the State paying \$44 million and the balance being a County responsibility. It is not the County's Administration's position currently. The 80:20 does not seem fair. Hilton Head Island, through its tourist magnet and all of the income that is generated for the State as a result, clearly, from an economic standpoint, those bridges are very vital to the State for potential revenue production.

Beaufort County Administration had a meeting with SCDOT and talked about funding possibility to get the \$2 million and talked about the Metropolitan Planning Organization (MPO). Possible sources of revenue talked about to include: CTC, Town of Hilton Head Island, free balance of 2006 Sales Tax Funds, TAG Funds, County Hospitality Tax, Impact Fees, and applying for a loan or grant through the State Infrastructure Bank. The suggestion from the meeting was to have a team meeting to include County Council, Town of Hilton Head Island and State Legislative Delegation to discuss and decide what to present to SCDOT.

**Status:** Information only.

**9. Discussion / Review**

- **2015 and 2016 Strategic Plan Assignment**
- **Open Agenda Items for 2016**
- **Suggested Items for Council's 2017 Annual Retreat**

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

**Discussion:** Mr. Rob McFee, Division Director-Facilities and Construction Engineering, provided the Committee with a PowerPoint presentation on the Beaufort County Retreat Strategic Major Projects for 2015-2016 as follows:

**Completed Projects:**

- Hilton Head Island Airport (HXD) – Runway 3 Approach Obstruction Removal
- Bluffton Parkway Phase 5A, Segment 1 and 2
- S.C. Highway 170 Widening
- St. Gregory the Great Church Frontage Road
- Annual Dirt Road Improvements
- Mink Point Boulevard – SCDOT Project
- Perryclear Bridge Replacement
- Spanish Moss Trail Phase 2

- Wesley Felix Parks and Leisure Services Park – Renovations to Facilities
- Daufuskie Island Fishing Pier Improvements
- Stormwater Utility Rate Study

Project Underway:

- Hilton Head Island Airport (HXD) – Runway 21 Approach Obstruction Removal
- Hilton Head Island Airport (HXD) – Taxiway A Relocation, On-Airport Tree Removal and Ramp Replacement
- Detention Center Needs Assessment and Facility Study
- Buckwalter Regional Park (Recreation Center Expansion Phase 2)
- Myrtle Park Administrative Complex Improvements
- Daufuskie Island Park Restroom
- Broad River Fishing Pier Improvements

An overview of the Public Works Department, Solid Waste and Recycling Section and a status update of the curbside waste and recycling collection, convenience centers and landfill was provided.

Future Projects:

- Hilton Head Island Airport (HXD) – Runway 21 Extension and West Drainage Improvements
- Hilton Head Island Airport (HXD) – Runway 03 Extension and Taxiway F Realignment
- Hilton Head Island Airport (HXD) – Runway 03/21 Extension Engineered Material Arresting System
- U.S. Highway 17 – Jasper County
- U.S. Highway 278 Bridge Replacement Plan
- Animal Services / Shelter Building
- Myrtle Park Spec Building
- Jenkins Island Access Management
- Pathway Projects Plan and Funding
- Beaufort County Facilities Condition Assessment Plan

Committee Chairman Stu Rodman reviewed with the Committee open agenda items on 2016 Public Facilities Committee to include the following open item for 2017: Review of Road Impact Fees and identification of the list of projects. He suggested the possibility of having a Public Facilities Committee Workshop to provide a review of projects. He suggested possibly holding the Workshop January 30, 2017. He also spoke about the Public Facilities Committee taking up the traffic component of the proposed Hilton Head National rezoning request.

**Status:** Information only.

**10. Discussion / Comprehensive Financial Plan: Projects**

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

**Status:** No discussion occurred at this meeting.

**11. Dialog with Staff / Open Issues / Future Agenda Items**

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

**Status:** This item will remain on the agenda as a placeholder for future items of the agenda.

**DRAFT**

Boards and Commissions  
Reappointments and Appointments  
February 20, 2017

**1 Community Services Committee**

***Alcohol and Drug Abuse Board***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Linda Neidich Hoffman	At-Large	Reappoint	10/11	4	2/2021

***Beaufort Memorial Hospital Board***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Andrea Allen	At-Large	Reappoint	10/11	4	2/2021
01.23.17	Kathleen R. Cooper	At-Large	Reappoint	8/11	4	2/2021
01.23.17	Faith L. Polkey	At-Large	Reappoint	8/11	4	2/2021

***Library Board***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Tracey Robinson	Council District 4	Appoint	6/11	4	2/2021

**2 Finance Committee**

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

<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Emma Campbell	At-Large	Reappoint	10/11	4	2/2021
02.20.17	Olivia Young	Hospitality - Lodging	Reappoint	8/11	4	2/2021
02.20.17	Walter Young	Hospitality - Lodging	Reappoint	6/11	4	2/2021

***Airports Board***

<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Howard Ackerman	Proximity to HHI Airport	Appoint	6/11	2	2/2019
02.20.17	Leslie Adlam	Qualifications	Reappoint	8/11	2	2/2019
02.20.17	Dan Ahern	Proximity to LI Airport	Reappoint	10/11	2	2/2019
02.20.17	James Buckley	Proximity to HHI Airport	Reappoint	8/11	2	2/2019
02.20.17	Gerard Costa	Active/Recent Retired Com Pilot	Reappoint	8/11	2	2/2019
02.20.17	Anne Esposito	Active Pilot and Aircraft Owner at HHI	Reappoint	10/11	2	2/2019
02.20.17	Richard Sells	HHI Town Council	Reappoint	8/11	2	2/2019
02.20.17	Harold Wallace	Proximity to LI Airport	Reappoint	8/11	2	2/2019
02.20.17	Blakely Williams	Beaufort Chamber of Commerce	Reappoint	8/11	2	2/2019

**3 Governmental Committee**

***Bluffton Township Fire District Board***

<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Paul Hamilton	Council District 9	Reappoint	6/11	4	2/2021
02.20.17	Ed Olsen	At-Large	Reappoint	10/11	4	2/2021

***Burton Fire District Commission***

<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Gary Bright	Fire Service Area	Reappoint	10/11	4	2/2021
02.20.17	Herbert Burnes	Fire Service Area	Reappoint	10/11	4	2/2021
02.20.17	Madison Chisum	Fire Service Area	Reappoint	6/11	4	2/2021

***Daufuskie Island Fire District Board***

<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Geoffrey Brunning	Fire Service Area	Reappoint	6/11	4	2/2021
02.20.17	Charles V. Henry	Fire Service Area	Reappoint	10/11	4	2/2021

***Parks and Leisure Services Board***

<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Ronald Campbell	Northern Beaufort County	Reappoint	10/11	4	2/2021
02.20.17	Christian Kata	Northern Beaufort County	Reappoint	8/11	4	2/2021
02.20.17	Michael Manesiotis	Southern Beaufort County	Reappoint	10/11	4	2/2021
02.20.17	Gregory McCord	Northern Beaufort County	Reappoint	8/11	4	2/2021

***Sheldon Fire District Board***

<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Wayne Blankenship	Fire Service Area	Reappoint	10/11	4	2/2021
02.20.17	Donnie Phillips	Fire Service Area	Reappoint	10/11	4	2/2021
02.20.17	John B. Seno	Fire Service Area	Reappoint	8/11	4	2/2021

**4 Natural Resources Committee**

***Design Review Board***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Peter Brower	Architect, Landscape Architect, Building Design, Civil Engineer	Reappoint	8/11	4	2/2021
01.23.18	Pearce Scott	Registered Architect	Reappoint	8/11	4	2/2021

***Historic Preservation Review Board***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Katrina Epps	Bluffton Historic Preservation Organization	Reappoint	8/11	4	2/2021
01.23.17	Natalie Hefter	Southern Beaufort County	Reappoint	10/11	4	2/2021
01.23.17	Beekman Webb	Lady's Island	Reappoint	10/11	4	2/2021

**Planning Commission**

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Caroline Fermin	Port Royal Island	Reappoint	8/11	3	2/2020
01.23.17	Jason Clyde Hincer	Lady' Island	Reappoint	8/11	3	2/2020
01.23.17	Harold Leroy Mitchell	Sheldon Township	Reappoint	8/11	3	2/2020

**Rural and Critical Lands Preservation Board**

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Susie Fripp-Gordon	Council District 1	Reappoint	8/11	2	2/2019
01.23.17	Richard Walls	Council District 7	Reappoint	8/11	2	2/2019
01.23.17	Walter Mack	Council District 3	Appoint	6/11	4	2/2021

**Note:** Members serve the same term as the appointing member of Council.

**Southern Beaufort County Corridor Beautification Board**

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Sallie Bridgewater	Council District 6	Reappoint	8/11	4	2/2021
01.23.17	Randy Boehme	Town of Bluffton	Reappoint	8/11	4	2/2021
01.23.17	Carol Humphrey	Council District 10	Reappoint	8/11	4	2/2021
01.23.17	Douglas Novak	Council District 9	Reappoint	8/11	4	2/2021
01.23.17	Glen Stanford	Council District 8	Reappoint	8/11	4	2/2021
01.23.17	Stephen Wilson	Council District 11	Reappoint	8/11	4	2/2021

**Stormwater Management Utility Board**

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	William Bruggeman	At-Large	Reappoint	8/11	4	2/2021
01.23.17	James Fargher	Stormwater District 8 (unincorporated St. Helena Island/Islands East)	Reappoint	8/11	4	2/2021
01.23.17	Mark Feinberg	Stormwater District 9 (unincorporated Bluffton Township and Daufuskie Island)	Reappoint	8/11	4	2/2021

***Zoning Board of Appeals***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Thomas Gasparini	Southern Beaufort County (attorney)	Reappoint	10/11	3	2/2020
01.23.17	Kevin Mack	Northern Beaufort County	Reappoint	10/11	3	2/2020

**5 Public Facilities Committee**

***County Transportation Committee***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	John Glover	District 3	Appoint	6/11	4	2/2021
<u>Nominate</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
02.20.17	Christopher England	District 7	Reappoint	8/11	4	2/2021

**Note:** Members serve the same term as the appointing member of Council.

***Solid Waste and Recycling Board***

<u>NominateD</u>	<u>Name</u>	<u>Position/Area/Expertise</u>	<u>Reappoint/Appoint</u>	<u>Votes Required</u>	<u>Term/Years</u>	<u>Expiration</u>
01.23.17	Kim Corley	Solid Waste District 8 - St. Helena Island/Islands East	Reappoint	8/11	4	2/2021
01.23.17	Forrest Duryea	Solid Waste District 9-Bluffton Township	Reappoint	8/11	4	2/2021



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

TO: Councilman Jerry Stewart, Chairman, Finance Committee

VIA: Gary Kubic, County Administrator *GKubic*  
Josh Gruber, Deputy County Administrator *JG*  
Alicia Holland, Assistant County Administrator for Finance *AH*  
Dave Thomas, Purchasing Director *DT*

FROM: Robert McFee, PE, Division Director for Construction, Engineering & Facilities *RM Fee*

SUBJ: **Slope Repair Contract on Westbound US 278/Bluffton Parkway Flyover Bridge Approach & the Spanish Moss Trail Phase 2 – IFB #122916E**

DATE: January 31, 2017

**BACKGROUND.** As a result of damage from Hurricane Matthew, Beaufort County advertised for competitive bids for the construction repair/re-establishment of slopes adjacent to marshlands at two sites. These two sites are:

- Site 1 - Approximately 1,200 ft of roadway slope on US 278 westbound on the approach to the Bluffton Parkway Flyover Bridge.
- Site 2 - Approximately 1,000 ft of repurposed railway bed slope on the Spanish Moss Trail Phase 2 between North Street and bridge over Battery Creek.

On 1/12/17, the following contractors submitted bids.

<u>PROPOSER</u>	<u>LOCATION</u>	<u>SITE 1 BID</u>	<u>SITE 2 BID</u>	<u>TOTAL BID</u>
Cleland Site Prep, Inc.	Ridgeland, SC	\$766,076.00	\$840,925.00	\$1,607,000.00
Jeffers Construction, Inc.	Hardeeville, SC	\$ -0-	\$196,376.15	\$ 196,376.15
Quality Enterprises, USA, Inc.	Chesapeake, VA	\$253,650.00	\$289,900.00	\$ 543,550.00

The Engineering Department analyzed both Jeffers Construction and Quality Enterprises bid prices. As shown above, Jeffers Construction did not submit a bid price for Site 1. The Engineering Department is recommending that the subject bid be awarded in total to Quality Enterprises who bid on both sites in the amount of \$543,550 as both locations need to be repaired as soon as possible and Quality Enterprises' bid will accomplish that.

Staff is requesting a 10% project contingency of \$54,355. Total project budget is \$597,905 which is a budget of \$279,015 for Site 1 and a budget of \$318,890 for Site 2.

**FUNDING.**

Site 1 - Bluffton Parkway Flyover Bridge approach total budget of \$279,015 with funding from Bluffton Parkway Phase 5 Acct #47010012-54500 with an available balance of \$1.3 million at January 31, 2017.

Site 2 - Spanish Moss Trail Phase 2 slope total budget of \$318,890 with funding from Spanish Moss Trail Phase 2 Acct #48060011-54435 with an available balance of \$186,564 and the remainder of \$132,326 from Local 3% Accommodations Tax with an unobligated available fund balance of \$1.7 million at January 31, 2017. The construction of the Spanish Trail Phase 2 was funded partially from Local A Tax as per Attachment #2.

A request to FEMA for reimbursement of applicable costs will be submitted.

**FOR ACTION.** Finance Committee Meeting on February 6, 2017.

**RECOMMENDATION.** The Finance Committee approve and recommend to County Council approval of:

- 1) a contract award to Quality Enterprises, USA, Inc., for the construction repair/re-establishment of marsh side slopes at the approach to westbound Bluffton Parkway Flyover Bridge and the Spanish Moss Trail Phase 2 between North Street and Battery Creek in the amount of \$543,550 from the accounts listed above;
- 2) the use of Local A Tax for the remaining budget of \$132,326 to fund the slope repairs on the Spanish Moss Trail Phase 2 and;
- 3) Recommend approval of a 10% contract contingency totaling \$54,355.

JRM/mjh

Attachments: 1) Bid Recap Sheet  
2) Ordinance #2015/9

Contract/SlopeRepair/FinApp

**PRELIMINARY BID TABULATION**  
PURCHASING DEPARTMENT



Project Name:	Hurricane Slope Damage
Project Number:	122916E
Project Budget:	
Bid Opening Date:	January 12, 2017
Time:	3:00 PM
Location:	Building #2 106 Industrial Village Rd, Beaufort, SC
Bid Administrator:	Dave Thomas, Beaufort County Purchasing Director
Bid Recorder:	

The following bids were received for the above referenced project

BIDDER	BID FORM	BID BOND	ALL ADDENDA	SCH OF VALUES	SUB LISTING	SMBE DOCS	SITE 1 CONSTRUCTION US 278	SITE 2 CONSTRUCTION - SPANISH MOSS TRAIL	BID GRAND TOTAL
Jeffers Construction, Inc	x	x	x				\$0.00	\$196,376.15	\$196,376.15
Cleland Site Prep, Inc	x	x	x				\$766,075.00	\$840,925.00	\$1,607,000.00
Quality Enterprises USA, Inc	x	x	x				\$253,650.00	\$289,900.00	\$543,550.00

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

Bid Administrator Signature

Bid Recorder Signature

Bid Certification Signature

ORDINANCE NO. 2015 / 9

**AN ORDINANCE TO APPROPRIATE FUNDS NOT TO EXCEED \$806,727 FROM THE 3% LOCAL ACCOMMODATIONS TAX FUNDS TO THE COUNTY GENERAL FUND FOR CONSTRUCTION OF THE SPANISH MOSS TRAIL – PHASE 2**

**WHEREAS**, Beaufort County has developed a bicycle and pedestrian trail for the use by the public and visitors as part of Beaufort County's Rails to Trails program; and

**WHEREAS**, Beaufort County applied for and was awarded a grant from the Transportation, Community, and System Preservation program of the Federal Highway Administration in an amount of \$1,043,520.00; and

**WHEREAS**, as a condition of accepting the grant, Beaufort County was required to provide a local match funds of 20% of the overall grant award or in this case \$260,880.00; and

**WHEREAS**, Beaufort County Council by Resolution dated October 10, 2011 allocated the local match funds for the Spanish Moss Trail; and

**WHEREAS**, to complete the construction of the Spanish Moss Trail - Phase 2 project an additional \$806,727.00 is required, resulting in a total expenditure from the 3% Accommodations Tax Fund in the amount of \$1,067,607.00;

**WHEREAS**, Beaufort County Council believes that it is in the best interests of its citizens and to visitors of Beaufort County, to provide them with a safe and accessible pedestrian and bicycle route that will not only become a recreational asset, but provide an alternative mode of transportation that will link people to jobs, services and schools,

**NOW, THEREFORE, BE IT ORDAINED** by Beaufort County Council that a transfer in the amount of \$806,727.00 is hereby authorized from the 3% Local Accommodations Tax Fund to the General Fund for the purpose of constructing the Spanish Moss Trail – Phase 2.

DONE this 13<sup>th</sup> day of April, 2015.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY:



D. Paul Sommerville, Chairman

APPROVED AS TO FORM:



Joshua A. Gruber, Deputy County Administrator  
Special Counsel

First Reading: March 9, 2015  
Second Reading: March 23, 2015  
Public Hearing: April 13, 2015  
Third and Final Reading: April 13, 2015

**Ordinance 2017 / \_\_**

**AN ORDINANCE TO APPROPRIATE \$132,326.00 FROM THE LOCAL (3%)  
ACCOMMODATIONS TAX FUND FOR REPAIR/RE-ESTABLISHMENT OF SLOPES  
ADJACENT TO MARSHLANDS ON THE SPANISH MOSS TRAIL**

**WHEREAS**, County Council is authorized to utilize the Local (3% ) Accommodations Tax Fund for certain limited purposes including cultural, recreational or historic facilities and highways, roads, streets, bridges and boat ramps providing access to tourist destinations; and

**WHEREAS**, as a result of damage from Hurricane Matthew, there is a need for construction associated with the repair/re-establishment of slopes adjacent to marshlands at the Spanish Moss Trail Phase 2 between North Street and bridge over Battery Creek; and

**WHEREAS**, on February 7, 2017 Beaufort County Finance Committee recommended approval of a contract award to Quality Enterprises, USA, Inc. utilizing funds Spanish Moss Trail Phase 2 Account and Local (3%) Accommodations Tax; and

**WHEREAS**, Beaufort County Code Ordinance Sec. 66-44(b) states “the authorization to utilize any funds from the ‘County of Beaufort, South Carolina, Local (3%) Accommodations Tax Account,’ shall be by ordinance duly adopted by the County Council”; and

**WHEREAS**, Beaufort County Council believes that it is in the best interests of its citizens to appropriate \$132,326.00 from the Local (3%) Accommodations Tax Fund for the repair/re-establishment of slopes adjacent to marshlands on the Spanish Moss Trail.

**NOW, THEREFORE, BE IT ORDAINED** by Beaufort County Council that an appropriation of \$132,326.00 be made from the Local (3%) Accommodations Tax Funds to pay for the repair/re-establishment of slopes adjacent to marshlands on the Spanish Moss Trail.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Thomas J. Keaveny, II, County Attorney

ATTEST:

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Ashley M. Bennett, Clerk to Council

First Reading:

Second Reading:

Public Hearing:

Third and Final Reading:

**ORDINANCE 2017 / \_\_**

**AN ORDINANCE TO APPROPRIATE \$250,000.00 FROM THE 2% HOSPITALITY TAX FUND TO FOR PINCKNEY ISLAND ACCESS DESIGN SERVICES**

**WHEREAS**, County Council is authorized to utilize the 2% Hospitality Tax Fund for certain limited purposes, including tourism – related cultural, recreational or historic facilities; and

**WHEREAS**, Beaufort County Code Ordinance Sec. 66-534(b) states “the authorization to utilize any funds from the ‘County of Beaufort, South Carolina, Hospitality Tax Account,’ shall be by ordinance duly adopted by the County Council”; and

**WHEREAS**, the Pinckney Island National Wildlife Refuge consists of 4.052 acres on Pinckney Island and the only access point to the island is its intersection with U.S. Highway 278; and

**WHEREAS**, the annual visitation to the refuge is almost 200,000 visitors per year and the traffic on U.S. Highway 278 exceeds 55,000 vehicles per day travelling at the posted speed limit of 55 mph; and

**WHEREAS**, the volume of vehicles combined with the speed makes entry to and exit from the refuge difficult and unsafe; and

**WHEREAS**, Beaufort County Council believes that it is in the best interests of its citizens to appropriate \$250,000.00 from the 2% Hospitality Tax Fund to finalize environmental permitting, provide agency coordination, engineering design and construction documents for the Pinckney Island National Wildlife Refuge access at U.S. Highway 278.

**NOW, THEREFORE, BE IT ORDAINED** by Beaufort County Council, duly assembled, hereby appropriates \$250,000.00 from the 2% Hospitality Tax for the Pinckney Island Access Design Services.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

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Thomas J. Keaveny, II, County Attorney

ATTEST:

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Ashley M. Bennett, Clerk to Council

First Reading:

Second Reading:

Public Hearing:

Third and Final Reading:

ORDINANCE 2017 / \_\_

AN ORDINANCE TO RATIFY CERTAIN ACTIONS OF THE BEAUFORT COUNTY  
COUNCIL AND TO UPDATE CHAPTER 18 OF ARTICLE III  
(BUSINESS AND PROFESSIONAL LICENSE)

WHEREAS, on May 22, 2014 Beaufort County Council Adopted Ordinance No. 2014/11 to adopt the National American Industry Classification System as promulgated by the Office of Management and Budget and published in the Federal Register; and

WHEREAS, certain SIC Codes remain within the body of the ordinance; and

WHEREAS, in order to provide a clear and accurate legislative record, it is deemed appropriate and necessary to affirm the actions of Beaufort County Council Committees thereby curing any perceived scrivener's errors.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL OF BEAUFORT COUNTY, SOUTH CAROLINA; AND IT IS HEREBY ORDERED ORDAINED BY AND UNDER THE AUTHORITY OF THE SAID COUNTY COUNCIL, AS FOLLOWS:

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

Sec. 18-46. - Purpose.

The business license levied by this article is for the purpose of providing such regulation as may be required by the business subject thereto and for the purpose of raising revenue to provide ad valorem tax relief. Each license shall be issued for one calendar year beginning on January 1 and shall expire on December 31; this time period shall be considered a license year. The provisions of this article and the rates herein shall remain in effect from year to year as amended by Beaufort County Council.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-47. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Business* means a calling, occupation, profession or activity engaged in with the object of gain, benefit or advantage, either directly or indirectly. In addition to the above-described activities constituting doing business in the county, an individual shall be deemed to be in business if that individual owns and rents two or more residential rental units (or partial interest therein) within the county, excluding the municipalities therein. This applies to both short-term and long-term rentals.

*Charitable purpose* means benevolent, philanthropic, patriotic, or eleemosynary purpose which does not result in personal gain to a sponsor, organizer, officer, director, trustee or person with ultimate control of the organization. Charitable organization shall be deemed a business subject to a license tax unless the entire net proceeds of its operation, after necessary expenses, are devoted to charitable purposes. Compensation in any form to a sponsor, organizer, officer, director, trustee or person with ultimate control of the organization shall not be deemed a necessary operating expense.

*Classification* means that division of businesses by major groups subject to the same license rate, as determined by a calculated index of ability to pay based on national averages, benefits, equalization of tax burden, relationship of services, or other basis deemed appropriate by county council.

*County* means the County of Beaufort, South Carolina.

*Gross receipts* means the total revenue of a business, received or accrued, for one calendar or fiscal year collected or to be collected by the businesses, excepting income from business done wholly outside of the unincorporated area of the county and fully reported to a municipality or other county. The term "gross receipts" means the value proceeding or accruing from the sale of tangible business personal property, including merchandise and commodities of any kind and character and all receipts, by the reason of any business engaged in, including interest, dividends, discounts, rentals of real estate or royalties, without deduction on the account of the cost of the property sold, the cost of the materials used, labor or service cost, interest paid, or any other expenses whatsoever and without any deductions on account of losses. Gross income for business license purposes, may be verified by inspection of returns filed with the Internal Revenue Service, the South Carolina Department of Revenue, the South Carolina Insurance Commission, or other government agency. In case of brokers or agents, gross income means commissions received or retained, unless otherwise specified. Gross income for insurance companies means gross premiums collected. Gross income for business license tax purposes shall include the value of bartered goods and/or trade-in merchandise.

*License official* means the county employee, or other individuals, designated by the county administrator to perform the duties set forth in this article.

*Person* means any individual, firm, partnership, LLP, LLC, cooperative nonprofit membership, corporation, joint venture, association, estate, trust, business trust, receiver, syndicate, holding company or other group or combination acting as a unit, in the singular or plural, and the agent or employee having charge or control of a business in the absence of the principals.

*Wholesaler* means a business where the product the business sells is to be resold (retailed); where the supplier is truly a wholesaler, a business license is not required, however, if a warehouse or place of business is maintained in the county, or if a product is sold to an end user, its ultimate customer, a business license is required. Therefore, paper goods distributors who sell supplies to hotels and building supply distributors who sell to contractors or owners for buildings under construction are required to obtain a business license. Such distributors' customers are the end users of the products.

( [Ord. No. 2014/11, 5-12-2014](#) )

**Cross reference**— Definitions generally, § 1-2.

Sec. 18-48. - Administration.

The license official shall administer the provisions of this article, collect license taxes, issue licenses, make or initiate investigations and audits to ensure compliance, initiate denial or revocation procedures, report violators to code enforcement, produce forms, make reasonable regulations relating to the administration of this article, and perform such other duties as may be assigned by the county administrator.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-49. - Violations.

Any persons violating any provision of this article shall be deemed guilty of an offense and subject to a fine of up to \$500.00 or imprisonment for not more than 30 days or both, upon conviction. Each day of violation shall be considered a separate offense. Punishment for violation shall not relieve the offender of liability for delinquent taxes, penalties and costs provided for in this article.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-50. - License required.

Every person engaged or intending to engage in any calling, business, occupation or profession whether listed in the rate classification index or not, shall register the business and make application for a business license and will be required to pay an annual license tax and obtain a business license as provided in this article. A new business shall be required to have a business license prior to operation within the county.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-51. - License tax.

- (a) The required license tax shall be paid for each business subject to this article according to the applicable rate classification on or before May 31 in each year, except for those businesses in Rate Class 8 for which a different due date is specified.
- (b) A separate license shall be required for each place of business and for each classification of business conducted at one place. If gross income cannot be separated for classifications at one location, the license tax shall be computed on the combined gross income for the classification requiring the highest rate.
- (c) A license tax based on gross income shall be computed on the gross income for the preceding calendar or fiscal year, and on a 12-month projected income based on the monthly average for a business in operation for less than one year. The tax for a new business shall be computed on the estimated probable gross income stated in the license application for the balance of the calendar year. No refund shall be made for a business that is discontinued, annexed into a municipality or has rendered an overpayment of a prior year license tax.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-52. - Effective date.

The business license tax shall be implemented on an annual basis for calendar year 2000 and all subsequent years. The required due date for the payment of all taxes and the display of license for calendar year 2000 shall be May 31, 2000. In all subsequent years the due date shall be as specified in section 18-53.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-53. - Registration required.

- (a) The owner, agent or legal representative of every business subject to this article, whether listed in the classification index or not, shall register the business and make application for a business license on or before May 31 of each year, except that a new business shall be required to have a business license prior to operation within the county. A license for a bar must be issued in the name of the individual who has been issued a state ABC license and will have actual control and management of the business.
- (b) Application shall be on a form provided by the license official which shall contain the social security number and/or the federal identification number, the South Carolina Retail License Number (if applicable), the business name as reported on the state income tax return, and all other information about the applicant and the business deemed necessary to carry out the purposes of this article by

the license official. Applicants may be required to submit copies of state and federal income tax returns reflecting gross income figures.

- (c) The applicant shall certify under oath that the information given in the application is true, that the gross income is accurately reported, or estimated for a new business, without any unauthorized deductions, and that all assessments and personal property taxes on business property due and payable to the county have been paid.
- (d) Insurance agents and brokers shall report the name of each insurance company for which a policy was issued and the total premiums collected for each company for each type of insurance coverage on a form approved by the license official. An insurance agent not employed by an insurance company, or employed by more than one company, shall be licensed as a broker.
- (e) Every business, which either acts as an agent, broker or representative for any other person or has contractual arrangements with persons who are acting as independent contractors for it shall supply the following information: name, address, telephone number and estimated payments or premiums due to that person. Such information shall be supplied upon the request of the license official and shall be a condition precedent to obtaining the license required under this article.
- (f) Elimination of commercial waste. On the business license application form, each business shall fully disclose its method of solid waste handling and shall present proof of such solid waste disposal before a license is granted.
- (g) No business license shall be issued until the applicant first submits documents necessary to establish compliance with Beaufort County Zoning Ordinance, Building Code, and other regulatory codes as adopted by Beaufort County Council.
- (h) Any person desiring to peddle goods anywhere in unincorporated Beaufort County must first meet all regulations pursuant to the provisions of S.C. Code 1976, § 40-41-10 and are also subject to being in compliance with the zoning and building codes.
- (i) Miscellaneous sales (antique malls, flea markets or leased space sales). Any person leasing space for the sale of merchandise from an established business shall be required to have a business license, whether or not the sales are made through a central cash register. Furthermore, it shall be the responsibility of the lessor of the spaces to advise the business license office of persons leasing space.
- (j) Beaufort County shall not grant a business license to any applicant for a use identified in section 106-1098 of and regulated by section 106-1281 of Beaufort County's Zoning Development Standards Ordinance if such use shall be located within 500 feet of a residence, church, school or day care center.

( [Ord. No. 2014/11, 5-12-2014](#) )

#### Sec. 18-54. - Deductions and exemptions.

- (a) No deductions from gross income shall be made, except income from business done wholly outside of the county jurisdiction on which a license tax is paid to another county or a municipality, or income which cannot be taxed pursuant to state law. The applicant shall have the burden to establish the right to a deduction by satisfactory records and proof. No person shall be exempt from the requirements of this article by reason of the lack of an established place of business within the county, unless exempted by state or federal law. The license official shall determine the appropriate classification and licensing for each business. No person shall be exempt from this article by reason of the payment of any other tax, unless exempted by state law, and no person shall be relieved of the liability for the payment of any other tax by reason of the application of this article.
- (b) The provisions of this article shall not extended to those businesses which are contained within NAICS Major Business ~~Group-04: agriculture production; crops, or Group-02: agriculture production; livestock and animal specialties, or Group-08: forestry, or Group-09: fishing,~~ nor shall it apply to the

manufacture or sale of sea island grass products, but shall extend and apply to vendors of every other class and kind of goods.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-55. - False application unlawful.

It shall be unlawful for any person subject to the provisions of this article to make a false application for a business license, or to give or file, or direct the giving or filing, of any false information with respect to the license or tax required by this article.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-56. - Display and transfer.

- (a) All persons shall display the license issued to them under this article on the original form provided by the license official, in a conspicuous place, in the business establishment, at the address shown on the license. A transient or nonresident shall carry the license upon his person or in a vehicle used in the business readily available for inspection by any authorized agent of the county.
- (b) A change of address must be reported to the license official within ten days after removal of the business to a new location, and the license will be valid at the new address upon written notification of the license official and compliance with zoning and building codes. Failure to obtain the approval of the license official for a change of address shall invalidate the license and subject the licensee to prosecution for doing business without a license. A business license shall not be transferable, and a transfer of ownership shall be considered a termination of the old business and the establishment of a new business requiring a new business license, based on old business income.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-57. - Inspections and audits.

- (a) For the purpose of enforcing the provisions of this article the license official or other authorized agent of the county is empowered to enter upon the premises of any person subject to this article to make inspections and examine and audit books and records. It shall be unlawful for any person to fail or refuse to make available the necessary books and records. during normal business hours with 24 hours' prior written notice. If an audit or inspection reveals that false information has been filed by the licensee, the costs of the audit shall be added to the correct license tax and late penalties in addition to other penalties provided in this article. Each day of failure to pay the proper amount of license tax shall constitute a separate offense.
- (b) The license official may make random inspections of any businesses within the county to insure compliance with this article. Records of inspections and audits shall not be deemed public records. The license official shall not release the reported gross income of any person by name without permission of the licensee, provided that statistics compiled by classifications may be made public.
- (c) The license official, upon approval of the county administrator, may disclose gross income of licenses to the Internal Revenue Service, South Carolina Department of Revenue, Beaufort County Tax Appraiser and other county and municipal business license offices for the purpose of assisting tax assessments, tax collections and enforcement of the business license. Such disclosures shall be for internal, confidential and official use by these governmental agencies and shall not be deemed public records.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-58. - Assessments.

- (a) When any person shall have failed to obtain a business license or to furnish the information required by this article or the license official, the license official shall proceed to examine the records of the business or any other available records as may be appropriate and to conduct investigations and statistical surveys as he/she may deem appropriate to assess a license tax and penalties as provided in this article.
- (b) A notice of assessment shall be served by certified mail and any application for adjustment of the assessment may be made to the license official within five days after the notice is mailed or the assessment will become final. The license official shall establish by regulation the procedure for hearing an application for adjustment of assessment and issuing a notice of final assessment.
- (c) A final assessment may be appealed to county council only by payment in full of the assessment under protest within five days and the filing of written notice of appeal within ten days after payment pursuant to the provisions of this article relating to appeals to county council. With regard to assessments of insurance companies and brokers for nonadmitted insurance companies, the state association of counties is designated as the exclusive agent of the county and is empowered to utilize all procedures and actions authorized by ordinance or state law.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-59. - Delinquent license taxes.

For nonpayment of all or any part of the correct license tax under this article, the license official shall levy and collect a late penalty of five percent of the unpaid tax for each month or portion thereof after the due date until paid. If any license tax shall remain unpaid for 60 days after its due date, the license official shall issue an execution which shall constitute a lien upon the property of the licensee for the tax, penalties and cost of collection, and shall proceed to collect in the same manner as prescribed by law for the collection of other taxes. Upon identification of a delinquent account the director of business license or his/her designee has the authority to establish payment plans, revenue procedures, and reduce or waive penalties based upon the revenue procedures as adopted with this amendment.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-60. - Notices.

The license official may but shall not be required to serve or mail written notices that license taxes under this article are due, but he shall publish a notice of the due date in a newspaper of general circulation within the county three times prior to the due date in each year. With regard to providing notice to insurance companies and brokers for nonadmitted insurance companies that license taxes are due, the South Carolina State Association of Counties is designated as the exclusive agent of the county and is empowered to utilize all procedures and actions authorized by ordinance or state law. Failure to receive notice shall not constitute a defense to prosecution for failure to pay the tax due or grounds for waiver of penalties.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-61. - Denial of license.

The license official shall deny a license under this article to an applicant when the application is incomplete, contains a misrepresentation, false or misleading statement, evasion or suppression of a material fact, does not comply with all other applicable county ordinances, or when the activity for which a

license is sought is unlawful or constitutes a public nuisance. A decision of the license official shall be subject to appeal to county council as provided in this article. Denial shall be written with reasons stated.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-62. - Suspension or revocation of license.

When the license official determines that:

- (1) A license has been mistakenly or improperly issued or issued contrary to law;
- (2) A licensee has breached any condition upon which the license was issued or has failed to comply with the provisions of this article;
- (3) A licensee has obtained a license through a fraud, misrepresentation, a false or misleading statement, evasion or suppression of a material fact on the license application;
- (4) A licensee has been convicted of an offense under a law or ordinance regulating business, a crime involving moral turpitude, or an unlawful sale of merchandise or prohibited goods;
- (5) A licensee has engaged in an unlawful activity or nuisance related to the business; or
- (6) The business is not in compliance with all other applicable county ordinances;

The license official shall give written notice to the licensee or the person in control of the business within the county by personal service or certified mail that the license is suspended pending a hearing before county council for the purpose of determining whether the license should be revoked. The notice shall state the time and place at which the hearing is to be held, which shall be within 30 days from the date of service of the notice. The notice shall contain a brief statement of the reasons for suspension and proposed revocation and a copy of the applicable provisions of this article.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-63. - Appeals to county council.

- (a) Any person aggrieved by a final assessment, or a denial of a business license under this article by the license official may appeal the decision to county council by written request stating the reasons therefor filed with the license official within ten days after the payment of the assessment under protest or notice of denial is received.
- (b) An appeal or a hearing on revocation shall be held by county council within 30 days after receipt of a request for appeal or service of notice of suspension at a regular or special meeting of which the applicant or licensee has been given written notice. At the hearing all parties shall have the right to be represented by counsel, to present testimony and evidence and to cross examine witnesses. The proceedings shall be recorded and transcribed at the expense of the party so requesting. The rules of evidence and procedure prescribed by county council shall govern the hearing. The county council shall by majority vote of members present, render a written decision based on findings of fact and the application of the standards in this article which shall be served upon all parties or their representatives and shall be final unless appealed to a court of competent jurisdiction within ten days after service
- (c) No person shall be subject to prosecution for doing business without a license until the expiration of ten days after written notice of denial or revocation which is not appealed or until after final judgment of court upholding denial or revocation.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-64. - Confidentiality.

Except in accordance with proper judicial order or as otherwise provided by law, it shall be unlawful for any official or employee to divulge or make known in any manner the amount of income or any particulars set forth or disclosed in any report or return required under this article. Nothing in this section shall be construed to prevent the identification of particular reports or returns.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-65. - Classification rates and schedules.

- (a) The license tax for each class of business shall be computed in accordance with the rates set forth in sections 18-66—18-68 and the North American Industrial Classification System (NAICS), except that, in cases of conflict between the provisions of the NAICS and this Code, the provisions of this Code shall prevail.
- (b) Unless otherwise specifically provided, all rates shall be doubled for businesses and itinerants having no fixed place of business within the county and triple for businesses located out of state.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-66. - Class 8 rates.

Each NAICS number designates a separate subclassification. The businesses in this section are treated as separate and individual subclasses due to provisions of state law, regulatory requirements, service burdens, tax equalization considerations, etc., which are deemed to be sufficient to require individually determined rates. Nonresident rates do not apply except where indicated.

~~15, 16, 17 Contractors, construction, all types. See the rate schedule in section 18-68.~~

- (1) For nonresident contractors, the total tax for the full amount of the contract shall be paid prior to issuing a building permit or commencement of work and shall entitle the contractor to complete the job without regard to the normal license expiration date. An amended report shall be filed for each new job and the appropriate additional license tax per \$1,000.00 of the contract amount shall be paid prior to commencement of new work. Only one base tax shall be paid in a calendar year. A trailer at the construction site, a home office or structure in which the contractor resides is not a permanent place of business under this article.
- (2) No contractor shall be issued a business license until all state and county qualification examinations and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying the contractor with the job. In addition, each contractor shall furnish the license official with a list of all subcontractors furnishing labor or materials for each project.
- (3) Subcontractors shall be licensed on the same basis as general, prime or manager for the same job, and no deductions shall be made by a general or prime contractor or manager for value of work performed by subcontractors. General or prime contractors will be responsible and will pay for the business license of any subcontractor doing work on the project if the subcontractor is found to be operating without a county business license.
- (4) No contractor shall be issued a business license until all performance and indemnity bonds required by the county building code have been filed and approved. Zoning permits must be obtained when required by the county zoning ordinance codified in Chapter 106.

~~40 Railroad companies. See S.C. Code 1976, § 12-23-210.~~

*44 Passenger transportation.* On gross income, appropriate rate class-7 plus each vehicle per year, \$25.00.

- (5) Permission to use streets required. It shall be unlawful for any person to construct, install, maintain, or operate in, on, above or under any street or public place under control of the county any line, pipe, cable, pole, structure or facility for utilities, communications, cablevision or other purposes without a consent agreement or franchise agreement issued by the county council by ordinance which prescribes the term, fees and conditions for use.
- (6) Consent, franchise, or business license tax required. The annual fee for use of streets or public places authorized by a consent agreement or franchise agreement shall be set by the ordinance approving the agreement and shall be based on gross revenues derived from activities in the county, the length of lines installed in streets and public places, or other formula deemed appropriate by county council. No consent fee or franchise fee shall be construed to be in lieu of a business license tax based on gross revenue unless specifically provided by ordinance. Credits for business license tax paid may be applied to taxes set by ordinance granting consent or a franchise when specifically authorized by the ordinance.

*484 Telephone companies not using public streets under franchise or consent.* Establishments providing local or long distance telephone communications as described in North American Industrial Classification System (NAICS) 5733, including voice and data communications; radio telephone services; cellular telephone services; paging and beeper services; leasing lines, fiber optic cables, microwave or satellite facilities; selling access and reselling use of facilities or methods to others, shall pay an annual business license tax of 0.3 percent of gross receipts from all communications activities conducted in the county and for communications services billed to customers located in the county on which a business license tax has not been paid to another municipality.

*4844 Television, cable or pay.* Basic fee, consent or franchise.

*491—493 Electrical and gas companies.* Consent or franchise.

*55 Automotive, motor vehicle dealers and farm machinery, retail.* ~~See the rate schedule in section 48-68.~~

- (1) One sales lot not more than 400 feet from the main showroom may be operated under this license provided that proceeds from sales at the lot are included in gross receipts at the main office when both are operated under the same name and ownership.
- (2) Gross receipts from this classification shall include full sales price without deduction for trade-ins.
- (3) Dealer transfers shall not be included in gross receipts.

*5999 Promoter/coordinator of arts and crafts shows.* Class rates apply ~~See the rate schedule in section 48-68.~~

5999	Promoter/Coordinator of Arts and Crafts Shows	Base Rate/Tax	Incremental Rate per Thousand
	First \$5,000.00	\$50.00	
	Over \$5,000.00		\$0.49
	Plus, for each participating vendor	Class rates apply	

This shall be a special license issued only for special arts and crafts events sanctioned as such and be valid solely for the time period and the specific location stated thereon. This special license must be applied for and obtained before commencement of the event for which it is to be used.

It is the responsibility of the special events promoter or coordinator to ensure that all participating vendors are included in this special arts and crafts license.

Each participating vendor must be the creator of the art or craft which is to be sold. This includes any person who desires to engage in the business of offering for public sale flower arrangements or any hand-crafted item produced in the home. Goods purchased for sale or resale cannot be vended on this special license.

Inspections may be made on site during the sale.

Other merchants and vendors at such special events, not qualifying for this special license under arts and crafts, shall be required to obtain a regular business license.

Merchants and vendors now operating under valid licenses shall be allowed to operate on those licenses, incorporating such gross sales in the annual gross receipts to be reported on the succeeding year's application.

~~63~~ *Insurance companies.*

- (1) On gross premiums collected through offices or agents located in the county, wherever the risk is located in the county, or collected on policies written on property or risks located in the county, wherever the premiums are collected.
- (2) Gross premiums shall include new and renewal business without deductions for any dividend, credit, return premiums or deposit.
- (3) Solicitation for insurance, receiving or transmitting an application or policy, examination of a risk, collection or transmitting of a premium, adjusting a claim, delivering a benefit, or doing any act in connection with a policy or claim shall constitute doing business within the county whether or not an office is maintained therein. A premium collected on property or a risk located within the county shall be deemed to have been collected within the county.

~~631—632~~ *Life, health and accident insurance.* The rate is 0.75 percent of gross premiums. Declining rates shall not apply.

~~633—635~~ *Fire and casualty insurance.* The rate is two percent of gross premiums. Declining rates shall not apply.

~~636~~ *Title insurance.* The rate is two percent of gross premiums. Declining rates shall not apply.

~~641~~ *Brokers for fire and casualty insurers.* The rate is two percent of gross premiums. Declining rates shall not apply. Nonadmitted: On gross premiums collected on policies of companies not licensed in the state, the broker shall collect and remit annually to the state association of counties, with a copy of the report required by the insurance commission showing the location of the risks insured. (Premiums for nonadmitted business are not included in broker's gross commissions for other business.)

Notwithstanding any other provision of this article, license taxes for insurance companies and brokers for nonadmitted insurers shall be payable on or before May 31 in each year without penalty. Pursuant to the S.C. Code 1976, § 5-7-300, the agreement with the state association of counties on

file with the clerk for collection of current and delinquent license taxes from insurers and brokers is approved.

~~7993~~ Amusement machines, (coin-operated (except gambling)).

- (1) Music machines, juke boxes, kiddie rides, video games, pin tables with levers and other amusement machines with or without free play licensed pursuant to S.C. Code 1976, § 12-21-2720(A)(1) and (A)(2), Type I and Type II:
  - a. Operator of machine (S.C. Code 1976, § 12-21-2746) (For operation of all machines, not on gross income), \$12.50 per machine, plus \$12.50 business license.
  - b. Distributor selling or leasing machines. (Not licensed by the state as an operator pursuant to S.C. Code 1976, § 12-21-2728, see schedule in section 18-68 (nonresident rates apply)).

~~7993~~ Amusement machines, coin-operated non-payout. Amusement machines of the non-payout type or in-line pin game licensed by S.C. Department of Revenue pursuant to S.C. Code 12-21-2720(A)(3) Type III:

- a. Operator of machines (owner of business): \$180.00 per machine (S.C. Code § 12-21-2720(B)): plus \$12.50 business license
- b. Distributor selling or leasing machines, not licensed by the state as an operator pursuant to S.C. Code 1976, § 12-21-2728, ~~see schedule in section 18-68.~~ (Nonresident rates apply.)

~~7993~~ Billiard, Pool Tables, Football Table, Bowling Lane Table.

Measuring three and one-half [feet wide] x seven feet long: \$5.00  
 Tables longer than three and one-half [feet wide] x seven feet [long]: \$12.50  
 And Gross income of all business where located, the following rates apply:  
 First \$5,000.00 gross income: ~~\$43.75~~ Class rates apply  
 Over \$5,000.00: ~~\$0.38/thousand~~ Class rates apply

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-67. - Rate classification index.

The license tax for each class of businesses subject to this ordinance shall be computed in accordance with the North American Industry Classification System as promulgated by the Office of Management and Budget and published in the Federal Register.

~~The rate classification index for businesses licensed pursuant to this article shall be as follows:~~

NAICS	Rate Class 1 Business Group
47	Travel agencies

53	General merchandise stores
54	Food stores
553—554	Automotive supply stores and gasoline service stations
56	Apparel and accessory stores
58	Eating places
86	Membership organizations

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NAICS	Rate-Class 2 Business-Group
01	Agricultural production, crops
02	Agricultural production, animals
20	Food and kindred products
22	Textile mill products
23	Apparel and other finished products from fabrics and similar materials
25	Furniture and fixtures
30	Rubber and miscellaneous plastic products
31	Leather and leather products
32	Stone, clay, glass and concrete products
33	Primary metal industries
34	Fabricated and metal products (except machinery and transportation equipment)

37	Transportation equipment
39	Miscellaneous manufacturing industries
50	Wholesale trade, durable goods
51	Wholesale trade, nondurable goods
52	Building materials, hardware, garden supply and mobile home dealers
57	Furniture, home furnishings and equipment stores
70	Hotels, roominghouses, camps and other lodging

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SIC	Rate Class 3 Business Group
07	Agricultural service
24	Lumber and wood products (except furniture)
26	Paper and allied products
29	Petroleum refining and related industries
36	Electrical and electronic machinery, equipment and supplies
42	Motor freight transportation and warehousing
44	Water transportation
45	Transportation by air
59	Miscellaneous retail (except vending machines, peddlers and pawnbrokers)
61	Credit agencies other than banks

75	Automotive repair, services and garages
78	Motion pictures
79	Amusement and recreation services (except motion pictures, amusement machines and carnivals)
89	Miscellaneous services

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NAICS	Rate Class 4 Business Group
27	Printing, publishing and allied products
28	Chemicals and allied products
35	Machinery, except electrical
48	Communication (except telephone)
76	Miscellaneous repair services

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NAICS	Rate Class 5 Business Group
09	Fishing, hunting and trapping
14	Mining — Minerals
38	Measuring, analyzing and controlling instruments; photographic, medical and optical goods; watches and clocks
41	Local and suburban transit and interurban highway passenger transportation
62	Security and commodity brokers, dealers — Exchanges and services

73	Business services
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NAICS	Rate Class 6 Business Group
49	Sanitary services
72	Personal services

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NAICS	Rate Class 7 Business Group
08	Forestry
10	Mining — Metals
21	Tobacco manufacture
46	Pipelines (except natural gas)
64	Insurance agents, brokers and service
65	Real estate
67	Holding and other investment offices
80	Health services
81	Legal services
82	Educational services
83	Social services

87	Engineering, accounting, research, management and related services
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NAICS	Rate Class 8 Business Group
15, 16, 17	Contractors, construction, all types
40	Railroad companies
4121	Taxicabs
481	Telephone communication
491— 493	Electric and gas services
55	Automotive and motor vehicle dealers and farm machinery, retail (except auto supply store 553 and gasoline service stations 554)
5093	Junk and scrap dealers
5813	Drinking places (alcoholic beverages—License must be issued in the name of the individual who has been issued a state ABC license and will have actual control and management of the business)
5932	Pawnbrokers
5962	Vending machines (automatic merchandising)
5963	Peddlers, itinerant
63	Insurance companies
6411	Brokers for nonadmitted insurers
7993	Amusement machines, coin-operated

7999	Billiard or pool tables, all types
7999	Carnivals and circuses

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( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-68. - Rate schedule.

The tax schedule for businesses licensed pursuant to this article shall be as follows except where nonresident rates apply:

Business Class	Gross Revenue \$0—\$5,000 Minimum Tax	Rate per 1,000 or Fraction Thereof Over \$5,000 in Gross Revenue
Class 1	\$37.50	\$0.27
Class 2	43.75	0.38
Class 3	50.00	0.49
Class 4	56.25	0.60
Class 5	62.50	0.71
Class 6	68.75	0.82
Class 7	75.00	0.93
Class 8	43.75	0.38

#### Alphabetical Business Classification Index

This index is not intended to be a complete listing of all types of businesses. It is an aid in finding classifications by common name and reference to the Standard Industrial Classification manual group number. All businesses not exempt by law which are in the major groups listed under each rate class are subject to a license tax whether found in the alphabetical index or not. The license official shall determine the proper classification of a business not listed.

Alphabetical Business Classification Index		
Name	SIC	Class
Abattoirs	2011	2
Abstract land title or warranty companies	6541	7
Accounting and bookkeeping services	8721	7
Acupuncture – (except medical doctor)	8049	7
Administrative office	7389	5
Advertising agencies or agents	7311	5
Advertising novelties, signs, placards, etc.	7319	5
Air conditioning:		
–Contractor	1711	8
–Service and repair	7623	4
Aircraft:		
–Retail	5599	8
–Supplies – wholesale	5088	2
–Service and repair	4581	3
Airport limousine service	4111	5
Alterations, clothing	7219	6
Ambulance service	4119	5
Amusement and recreation services	7999	3

Amusement machines, coin-operated	7993	8
Amusement parks	7996	3
Animal hospital	0742	3
Answering service	7399	5
Antenna—installation—except household	1799	8
—Sales—household	5731	2
—System—satellite, master	4841	4
Antiques—retail	5932	3
Apartment complexes or buildings rental	6513	7
Appliances household—repair	7629	4
—Retail	5722	2
Appraisers, real estate	6531	7
Architects	8712	7
Armature rewinding shops	7694	4
Armored car services	7381	5
Art glass, dealers in	5999	3
Artificial flowers, dealers in	5999	3
Artists:		
—Portrait	8999	3
—Commercial	7336	5

–Studios	8999	3
–Supplies, retail	5999	3
Assignment, purchasers of accounts, factors	6153	3
Astrologers	Prohibited	
Athletic arena	7941	3
Athletic clubs:		
–Admission charged	7991	3
–Membership	7997	3
Attorneys	8111	7
Auction houses	5999	3
Auctioneers – regulated by state law		
Automatic sprinklers – installation	1711	8
Automobile:		
–Accessories – retail	5531	1
–Automatic car wash	7542	3
–Body, paint and trim shop	7532	3
–Club, membership	8699	1
–Dealers new or used – retail	5511	8
–Detailers	7542	3
–Leasing – long term	7515	3

<del>–Manufacturing</del>	<del>3711</del>	<del>2</del>
<del>–Parts –new –wholesale</del>	<del>5013</del>	<del>2</del>
<del>–Parts –new –retail</del>	<del>5531</del>	<del>1</del>
<del>–Parts –used –wholesale/retail</del>	<del>5015</del>	<del>2</del>
<del>–Rental</del>	<del>7514</del>	<del>3</del>
<del>–Repairs and service</del>	<del>7538</del>	<del>3</del>
<del>–Salvage or scrap</del>	<del>5093</del>	<del>2</del>
<del>–Service station</del>	<del>5541</del>	<del>1</del>
<del>–Tires, recapping</del>	<del>7534</del>	<del>3</del>
<del>–Tires, wholesale</del>	<del>5014</del>	<del>2</del>
<del>–Tires, retail</del>	<del>5531</del>	<del>1</del>
<del>–Towing service</del>	<del>7549</del>	<del>3</del>
Awning and tent:		
<del>–Makers</del>	<del>2394</del>	<del>2</del>
<del>–Rentals</del>	<del>7359</del>	<del>5</del>
<del>–Repair</del>	<del>7699</del>	<del>4</del>
Bags, bagging and ties, dealers in	5113	2
Bail bondsman	7389	5
Bakery:		
<del>–Retail</del>	<del>5461</del>	<del>1</del>

-Wholesale	5149	2
Ballroom, leased or rented	7911	3
<b>Barber:</b>		
-Schools	7241	6
-Shops	7241	6
-Supplies—wholesale	5087	2
Barrel and drum makers and dealers	5085	2
Bars—drinking places	5813	8
Baskets, boxes, crates, bags, etc., dealers	5113	2
Bath houses	7999	3
Bath, turkish, sauna or vapor	7299	6
<b>Batteries:</b>		
-Manufacture	3692	3
-Vehicle—retail or wholesale	5531	1
Bearings—wholesale	5085	2
<b>Beauty:</b>		
-Schools	7231	6
-Shops	7231	6
-Supplies—wholesale	5087	2
Bed and breakfast inns	7011	2

Beeper service, radio pager	4812	8
Belting—wholesale	5085	2
Beverage coolers—wholesale	5087	2
Bicycle:		
—Retail	5941	3
—Rental	7999	3
—Repair	7699	4
—Supplies—wholesale	5091	2
Bill distributors, handbills	7319	5
Billboards, erection and lease	7312	5
Billiard or pool hall	7999	8
Bingo	7999	3
Blacksmith	7699	4
Blood bank	8099	7
Blueprinting	7334	5
Boarding house	7021	2
Boats—sightseeing operation	4489	3
—Supplies and accessories—wholesale	5091	2
—Supplies and accessories—retail	5551	8
—Boatyards, storage, repair and rental	4499	3

<b>Boiler:</b>		
–Installation	1711	8
–Repair	7699	4
–Wholesale	5074	2
Bolts and screws – wholesale	5072	2
Bondsman	7389	5
Book publisher	2731	4
Book store – retail	5942	3
Bookbinder	3555	4
Booking Agent, films	7829	3
Bootblack, bootblack stand	7251	6
<b>Bottlers:</b>		
–Flavored milk	2087	2
–Soft drinks	2086	2
Supplies – wholesale	5085	2
<b>Bowling:</b>		
–Apparel and accessories	5699	1
–Lane equipment and supplies	5941	3
–Lanes and centers	7933	3
Box, manufacturing	2653	3

Boxing or wrestling matches	7941	3
Brick, agents for	5211	2
Brokers. See heading under type of broker		
Building construction—general contractors	1541	8
Building materials and supplies:		
—Brick and stone		
—Wholesale	5032	2
—Construction materials		
—Retail	5211	2
—Wholesale	5039	2
—Roofing, siding and insulation—wholesale	5033	2
Burglar alarms—installation only	1731	8
—Sale and installation	7382	5
Bus, charter	4141	5
Bus and motor coach company	Franchise/NA	
Bus terminal	4173	5
Business broker, selling businesses	7389	5
Business college	8244	7
Business consultant	8748	7
Business forms, manufacturing	2759	4

Business forms—retail	5943	3
Business services, not elsewhere classified	7389	5
Cablevision	4841 Franchise	
Cabaret	5813	8
Cabinets:		
—Custom order	5712	2
—Manufacturing	2434	3
Cafeteria	5812	1
Camera and photo supplies:		
—Repair shop	7699	4
—Retail	5946	3
—Wholesale	5043	2
Candy:		
—Retail	5441	1
—Wholesale	5145	2
Canvasser	5963	8
Car rental—short term	7514	3
Car wash	7542	3
Carnival	7999	8

Carpenter	1751	8
Carpet:		
–Cleaning	7217	6
–Installation	1752	8
–Retail	5713	2
–Wholesale	5023	2
Carriage, horse drawn for hire	4789	1
Cater	5812	1
Cement manufacture (chemical adhesives)	2891	4
Cement products (see Concrete)		
Cemetery:		
–Agent or sales of sites	6553	7
–Caretaker	0782	3
Charcoal, producers	2861	4
Chauffeur and limousine tour services	4119	5
Cheese, manufacturer or processor	2022	2
Chemical and allied products, manufacture	2819	4
Chimney cleaner	7349	5
Chiropractor	8041	7
Christmas tree sales	5241	2

Cigarettes, cigars, tobacco:		
-Manufacture	21	7
-Retail	5993	3
-Wholesale	5194	2
Circus	7999	8
Claim adjustment agent or agency	6411	7
Clay, stone and glass products, manufacture	3200	2
Clipping service, press	8999	3
Clothing:		
-Retail	5651	1
-Secondhand dealer	5932	3
-Wholesale	5130	2
Coal, wood or coke:		
-Retail	5989	3
-Wholesale	5052	2
Coffee or tea store - retail	5499	1
Coffee roasters and wholesale coffee dealers	5149	2
Coin shop - retail	5999	3
Cold storage warehouse	4222	3
Collection and claim agency	7322	5

Compact discs music retail	5735	2
Computer:		
–Consultant	7379	5
–Internet provider	7375	5
–Operator training	8243	7
–Repairs	7378	4
–Service (not repairs)	7371–7379	5
–Stores – retail	5734	2
Concession stands	5963	8
Concrete:		
–Manufacture (paving)	2951	3
–Manufacture, ready-mixed, wholesale	3273	2
–Manufacture, dry ready-mix, wholesale	3272	2
–Mixtures and products retail	5211	2
–Wholesale	5032	2
Consultant, business	8748	7
Contractors, construction – all types:	15,16,17	8
–Carpentry	1751	
–Commercial and industrial building	154	
–Concrete	1771	

-Drywall	1742	
-Electrical	1731	
-Flooring	1752	
-General contractors, residential and commercial	15	
-Grading/excavating	1794	
-Heavy construction other than residential	16	
-Masonry	1741	
-Painting and paper hanging	1721	
-Plastering, dry wall, acoustical, and insulation	1742	
-Plumbing, heating and air-conditioning	1711	
-Residential building	152	
-Roofing, siding and sheet metal	1761	
-Signs, erecting	1799	
-Special trade contractors	17	
-Tile, terrazzo, marble	1743	
Convalescent home	8052	7
Convenience store—primarily gasoline and limited food retail	5541	1
Convention promoter or decorator	7389	5
Cosmetics:		
-Manufacture	2844	4

-Retail	5999	3
-Wholesale	5122	2
Cotton brokers	6221	5
Cotton presses and warehouses	4221	3
Cotton mill	2211	2
Courier services	4215	3
Court reporting services	7338	2
Cracker manufacture	2051	2
Craft shops	5945	3
Crafters (peddlers)	5963	8
Credit reporting agency	7323	5
Dairy:		
-Products-retail	5451	1
-Products-wholesale	5143	2
-Supplies-wholesale	5084	2
Dance hall	7911	3
Dancing school	7911	3
Data processing:		
-Service	7379	5
-Systems, supplies and equipment	7372	5

Day care:		
–Adult and handicapped	8322	7
–Child	8351	7
Decorator, interior	7389	5
Delicatessen	5411	1
Delivery service:		
–Local trucking without storage	4212	3
–Messenger/courier (except air)	4215	3
Dental equipment and supplies—wholesale	5086	2
Dental laboratory	8072	7
Dentist	8021	7
Department store	5311	1
Design of machinery	8712	7
Detective service	7381	5
Diaper service	7219	6
Directory—telephone—distribution	7389	5
Dog kennel or grooming	0752	3
Dressmaker for retail trade	5699	1
Drinking place—alcoholic	5813	8
Driver training school	8299	7

Drugs—store:		
—Retail	5912	3
—Wholesale	5122	2
Dry cleaning:		
—Coin-operated	7215	6
—Retail or agents	7212	6
—Wholesale	7219	6
Dry goods:		
—Retail	5399	1
—Wholesale	5131	2
Dyeing and finishing textiles	2269	2
Eating places	5812	1
Electric appliances and supplies:		
—Repair	7629	4
—Retail	5722	2
—Wholesale	5064	2
Electric power company	4900	8
Electrical contractor	1731	8
Electrical machinery—manufacture	3600	3
Electronics, consumer—retail	5731	2

Elevator dealer—wholesale	5084	2
Elevator maintenance	7699	4
Employment agency	7361	5
Engineering services	8711	7
Engraving, metal	3479	2
Entertainment	7929	3
Equipment rental—construction	7353	5
Escort service	7299	6
Explosives—wholesale	5169	2
Exterminators	7342	5
Excavation work	1794	8
Fabrics—retail	5949	3
Factors	6153	3
Farm and industrial machinery—wholesale	5080	2
Farm machinery—retail	5599	8
Fertilizer:		
—Manufacture	2874	4
—Retail	5261	2
—Wholesale	5191	2
Field warehousing	7389	5

Film:		
–Developers for general public	7384	5
–Developers for movies and TV	7819	3
–Distributor	7822	3
Finance company	6141	3
Fire and security services	7382	5
Fireworks:		
–Retail + \$50.00 state license required +	5999	3
–Wholesale	5092	2
Fish and seafood:		
–Retail	5421	1
–Wholesale	5146	2
Fisheries	0912	5
Fishermen's equipment – retail	5941	3
Fixtures and furniture – manufacture	2500	2
Flea market operator	7389	5
Floor covering:		
–Contractor	1752	8
–Retail	5713	2
–Wholesale	5023	2

Florist:		
–Retail	5992	3
–Wholesale	5193	2
Flour – wholesale	5149	2
Flowers, real or artificial:		
–Retail	5992	3
–Wholesale	5193	2
Food:		
–Broker	5141	2
–Retail, not consumed on premises	5411	1
–Wholesale	5141	2
Food service equipment – sale and installation	1799	8
Fortune telling	Prohibited	
Foundry	3300	2
Freight forwarder	4731	1
Fruit and produce:		
–Harvesting by machine	0722	3
–Retail	5431	1
–Wholesale	5148	2
Fuel-oil:		

-Retail	5983	3
-Wholesale	5172	2
Funeral home, mortician, crematory	7261	6
Fur, clothing - retail	5632	1
Furnace:		
-Retail	5075	2
-Wholesale	5075	2
-Heating contractor	1711	8
Furniture:		
-Repair, refinishing, upholstering	7641	4
-Retail	5712	2
-Secondhand	5932	3
-Wholesale	5021	2
-Manufacture	2500	2
Garage, auto repairs	7538	3
Garbage service, collection and disposal	4953	6
Garbage, collection with disposal	4212	3
Garment pressing, alteration	7212	6
Gas:		
-Liquefied petroleum and equipment	5984	3

<del>Natural gas company</del>	4900	8
Gasoline/Service station:		
<del>Retail</del>	5541	1
<del>Wholesale</del>	5172	2
Gift shop	5947	3
Glass:		
<del>Motor vehicles sale and installation</del>	7536	3
<del>Products, manufacture</del>	3200	2
<del>Retail</del>	5231	2
Golf:		
<del>Courses (including miniature)</del>	7992	3
<del>Sporting goods - retail</del>	5941	3
Grain:		
<del>Broker (commodity)</del>	6221	5
<del>Dealer - wholesale or retail</del>	5153	2
<del>Elevator</del>	4221	3
Gravel:		
<del>Retail</del>	5211	2
<del>Wholesale</del>	5032	2
Greeting cards - retail	5947	3

<b>Grocers:</b>		
–Retail	5411	1
–Wholesale	5141	2
Guards, security	7381	5
<b>Guns:</b>		
–Retail or dealer	5941	3
–Wholesale	5091	2
Gunsmith	7699	4
Hair-grooming	7231-7241	6
<b>Hardware:</b>		
–Retail	5251	2
–Wholesale	5072	2
<b>Hats:</b>		
–Retail	5611	1
–Wholesale	5136	2
Hazardous waste storage, disposal or transportation	4953	6
<b>Health:</b>		
–Club	7991	3
–Food store	5499	1
–Health services, HMO	8010	7

–Health services, medical service plans (insurance)	6324	8
–Home health care services	8082	7
Hearing aids—retail	5999	3
Heating contractor	1711	8
Hemstitching and pleating	7219	6
Hi-fi and stereo, retail	5731	2
Hobby shop	5945	3
Holding companies	6700	7
Home repairs (certification required)	1521	8
Horticulturist	0781	3
Hose, industrial—wholesale	5085	2
Hosiery:		
–Mill	2200	2
–Retail	5632	1
–Wholesale	5137	2
Hospital:		
–Animal	0742	3
–General medical and surgical	8062	7
–Psychiatric	8063	7
–Specialty	8069	7

Hotel	7011	2
Hotel supplies, wholesale	5046	2
House mover, wrecker	1799	8
Ice dealer:		
–Retail	5999	3
–Manufacture	2097	2
Ice cream:		
–Manufacture	2024	2
–Retail dairy products	5451	1
–Shop or stand	5812	1
–Wholesale	5143	2
Industrial chemicals – wholesale	5169	2
Industrial and farm machinery and equipment	5080	2
Inn, food and lodging	7011	2
Insulation contractor	1742	8
Insurance – adjuster	6411	7
–Agent, broker (see 8 for nonadmitted), solicitor	6411	7
–Broker for nonadmitted insurer	6411	8
–Company, fire and casualty	633–635	8
–Company, life and health	631–632	8

–Company, title and others not elsewhere classified	636—639	8
–Consultant or engineer	6411	7
Interior decorator	7389	5
Internet:		
–Provider, information retrieval	7375	5
–E-Mail (electronic mail service only)	4822	4
Investment counselor	6282	5
Investment firm, general brokerage	6211	5
Iron and steel, semi finished items—wholesale	5051	2
Janitor or housekeeping service	7349	5
Janitor supplies—wholesale	5087	2
Jewelry:		
–Repair	7631	4
–Retail	5944	3
–Wholesale	5094	2
Junk dealer—wholesale	5093	8
Karate school	7999	3
Kennel	0752	3
Kerosene and fuel oil, heating:		
–Retail	5983	3

-Wholesale	5172	2
Kindergarten	8211	7
Kitchen designers and contractors	1521	8
Knitting mill - textile manufacture	2253	2
Laboratory, testing, commercial	8734	7
Lamps:		
-Retail	5719	2
-Wholesale	5023	2
Land title or abstract company	6361	1
Landfill, solid waste	4953	6
Landscape service	0781	3
Lapidary:		
-Retail shop	5999	3
-Supplies and equipment - wholesale	5085	2
Laundries	7215	6
Laundry agent or pickup station	7211	6
Lawn care service	0782	3
Lawnmowers:		
-Repair	7699	4
-Retail	5261	2

-Wholesale	5083	2
Leased equipment, not otherwise listed	7359	5
Leasing company, vehicles, and non-expendable equipment	7510	3
Leather goods, retail	5948	3
Leather and products, manufacture	3111	2
Legal services, attorney	8111	7
Libraries, lending and depositories in stores	8231	7
Limousine service	4111	5
Linen service	7213	6
Livestock dealer and services	0751	3
Locker rental, cold storage of food	4222	3
Locksmith	7699	4
Lodging and roominghouses	7021	2
Luggage—retail	5948	3
Lumber:		
-Manufacture	2400	3
-Retail	5211	2
Machine shop	3599	4
Magazine, sales or subscriptions, door-to-door	5963	8
Mail order business	5961	3

Management consultant	8742	7
Manicurist	7231	6
Manufactured home (See mobile home)		
Manufacturing:		
–Apparel	2300	2
–Chemicals and allied products	2800	4
–Clay, stone and glass products	3200	2
–Computer equipment	3500	4
–Electrical machinery, equipment, supplies	3600	3
–Furniture and fixtures	2500	2
–Leather and leather products	3100	2
–Lumber	2400	3
–Machinery – industrial, commercial, computer	3500	4
–Medicine	2833	4
–Metals, primary	3300	2
–Metal products	3400	2
–Miscellaneous manufacturing (not listed)	3900	2
–Paper and allied products	2600	3
–Petroleum refining and related	2900	3
–Rubber and miscellaneous products	3000	2

–Soap	2841	4
–Textile mill products	2200	2
–Tobacco products	2100	7
–Transportation equipment	3700	2
–Manufacturing not otherwise listed	3900	2
Marble, building – cut and shape	3281	2
Marble, granite and other stone yards	5032	2
Marina	4493	3
Massage	7299	6
Mattress:		
–Manufacture	2515	2
–Retail	5712	2
Meat processing	2013	2
Meat:		
–Retail market	5421	1
–Wholesale	5147	2
Medical and health services	8000	7
Medical, dental, hospital equipment and supplies – wholesale	5047	2
Medicine – manufacture	2833	4
Men's and boys wearing apparel – retail	5611	1

Messenger service	4215	3
Metal jobber—wholesale	5051	2
Metal products, manufacture	3400	2
Milk:		
—Retail	5451	1
—Wholesale	5143	2
Millinery:		
—Retail	5632	1
—Wholesale	5137	2
Mining:		
—Metals	1000	7
—Minerals	1400	5
Miscellaneous business services, not listed	8999	3
Mobile home:		
—Sites, rental	6515	7
—Repairs	7699	4
—Retail	5271	2
Money lender—industrial loans, finance company (not banks)	6141	3
Monuments—retail	5999	3
Mortgage broker	6163	3

Motel	7011	2
Motion picture:		
–Film agent	7829	3
–Operator	7832	3
–Supply house	5043	2
–Theater and drive-in	7833	3
Motor freight line	4231	3
Motor vehicle driver training school	8299	7
Motorcycles:		
–Dealer or agent	5571	8
–Parts and accessories	5531	1
–Rental	7999	3
–Repairs	7699	4
Motor vehicle dealer—retail	551-552	8
Motors, outboard—retail	5551	8
Movers, trucking and storage	4214	3
Multigraphing or photocopying	7334	5
Music—sheet music and musical instruments:		
–Retail	5736	2
–School	8299	7

–Tapes and compact discs—retail	5735	2
–Teachers and educational services	8299	7
–Wire transmitted, systems	7389	5
Musicians—entertainers	7929	3
Natatorium or swimming pool	7999	3
Neckwear—retail	5611	1
News syndicate	7383	5
Newspaper:		
–Advertising	7311	5
–Publishing	2711	4
–Retail	5994	3
–Wholesale	5192	2
Newsstand	5994	3
Nightclub	5813	8
Notions, novelties:		
–Retail	5947	3
Nursery, day	8351	7
Nursery or horticulturist	5261	2
Nurses registry	7361	5
Nursing home:		

-Skilled care	8051	7
-Intermediate care	8052	7
-Assisted living with health care	8053	7
Office building, rental	6531	7
Office building, rental agent	6531	7
Office furniture:		
-Rental	7359	5
-Retail	5999	3
-Wholesale	5021	2
Office machines:		
-Rental	7359	5
-Retail	5999	3
-Service and repair	7629	4
-Wholesale	5044	2
Office supplies:		
-Retail	5999	3
-Wholesale	5112	2
Oil, fuel only:		
-Retail	5983	3
-Wholesale	5172	2

Ophthalmic goods—wholesale	5048	2
Optical goods:		
—Retail	5995	3
—Wholesale	5048	2
Optometrist	8042	7
Osteopathic, physicians and clinics	8031	7
Packing house, cold storage	4222	3
Paging service, electronic	4812	8
Paint:		
—Manufacture	2851	4
—Retail	5231	2
—Wholesale	5198	2
—Contractor/wallpaper hangers	1721	8
Paper and allied products:		
—Manufacture	2621	3
—Retail	5943	3
—Wholesale	5113	2
Parcel delivery company	4215	3
Parking lots and garages	7521	3
Parking spaces, trailer park	6515	7

Party shop	5411	1
Pawnbrokers, (South Carolina Certificate of Authority and Precious Metals Permit required)	5932	8
Peanut and popcorn stands	5441	1
Peddlers, all types	5963	8
Personal holding company	6719	7
Personal services, miscellaneous	7299	6
Personnel supply services	7361	5
Personnel, management consultants	8742	7
Pest control—exterminators	7342	5
Pet:		
—Grooming, kennel, boarding, training	0752	3
—Shop	5999	3
Pharmacy	5912	3
Photocopying	7334	5
Photograph developing and retouching	7384	5
Photographer:		
—Commercial	7335	5
—Portraits	7221	6
Photo supply store—retail	5946	3

Physical fitness center	7991	3
Physician	8011	7
Piano tuner	7699	4
Pianos--retail	5736	2
Pictures or picture frames--retail	5999	3
Plating, silver etc.	3471	2
Plumbing:		
—Contractor	1711	8
—Supplies and equipment		
—Retail	5211	2
—Wholesale	5074	2
Pool cleaning	7349	5
Polygraph service	7381	5
Printing or duplicating, all types	2700	4
Produce—retail and wholesale	5141	2
Promoters, sports and entertainment	7941	3
Protective services, security	7381	5
Public relations	8743	7
Publisher	2731	4
Pulpwood yards, wholesale	5099	2

Pumps:		
–Retail	5999	3
–Wholesale	5084	2
Radiator repairs	7539	3
Radio and TV:		
–Retail	5731	2
–Rental or lease	7359	5
–Repairs	7622	4
–Stations	4832	4
–Supplies, parts, wholesale	5065	2
Railroad company	4000	8
Real estate:		
–Operator, lessors with more than one dwelling unit	651	7
–Agent broker, realtor, manager	6531	7
–Developer, subdivider	6552	7
Recreation center	7999	3
Recreation vehicle dealer – retail	5561	8
Refrigerators:		
–Retail	5722	2
–Wholesale	5064	2

Rehabilitation house, after care	8081	7
Rental property income (more than one dwelling unit)	6514	7
Rental service, miscellaneous, not listed	7359	5
Repair services, miscellaneous	7699	4
Reporter, stenographer, fee or commission	7338	5
Repossession service	7389	5
Representative, business	7389	5
Residential care—home	8361	7
Restaurant (without alcohol)	5812	1
Retail trade:		
—Apparel and accessories	5699	1
—Building materials, hardware, farm equipment, etc.	5200	2
—Food	5411	1
—Furniture, home equipment	5712	2
—General merchandise	5399	1
—Miscellaneous, not listed	5999	3
Retirement center	8361	7
Riding school, academy	7999	3
Roofing:		
—Contractor	1761	8

-Manufacture	2952	3
-Retail	5211	2
-Wholesale	5033	2
Rooming house	7021	2
Rubber-related products--manufacture	3069	2
-Stamps--manufacture	3999	2
-Stamps--retail	5999	3
Rug-cleaning	7217	6
Rugs and carpets--retail	5713	2
Safes--dealer or agent	5044	2
Sales, door-to-door or by telephone	5963	8
Sales engineer	7389	5
Sales office. See heading under product		
Sales promotion	7389	5
Sand:		
-Retail	5211	2
-Wholesale	5032	2
Sandwiches:		
-Manufacture and wholesale	5149	2
-Retail	5812	1

Sanitarium	8051	7
Satellite antenna—sales and installation—household	5731	2
Satellite master antenna systems—services	4841	4
Sausage factory	2013	2
Saw mill, planing mill	2421	3
Saws—wholesale	5072	2
Scales:		
—Retail	5999	3
—Wholesale	5046	2
School:		
—Acting	8299	7
—Dance	7911	3
—Educational or vocational	8200	7
—Supplies and books—retail	5943	3
—Supplies and desks—wholesale	5021	2
Scrap Yards—wholesale	5093	8
Screens, doors, windows:		
—Manufacture	2431	3
—Retail	5211	2
—Wholesale	5051	2

Secondhand goods, all types	5932	3
Secretarial service	7338	5
Security and guard services	7381	5
Seeds – retail	5261	2
Sewer pipe – wholesale	5032	2
Sewing machines:		
–Manufacture	3634	3
–Retail	5722	2
–Wholesale	5064	2
Shipyards	3731	2
Shirts, manufacture	2326	2
Shoes:		
–Repair	7251	6
–Retail	5661	1
–Wholesale	5139	2
Shooting gallery	7999	3
Shopping centers leasing	6512	1
Shopping service for individuals	7299	6
Shuffleboards	7999	3
Sightseeing buses	4141	5

Sign painter	7389	5
Signs, erecting	1799	8
Silver and gold dealers—retail	5944	3
Skating rink—ice or rollerskate	7999	3
Soap:		
—Manufacture	2841	4
—Wholesale	5122	2
Soda fountain	5812	1
Soda fountain supplies—wholesale	5145	2
Soda water—wholesale	5145	2
Soft drinks—wholesale	5145	2
Soft drink stands—retail	5812	1
Solicitor (see peddler)	5963	8
Spa—health club	7991	3
Sporting goods:		
—Retail	5941	3
—Wholesale	5091	2
Stable, feed, boarding or sales	7999	3
Stamp shop—retail (philatelist)	5999	3
Stationery, including books	5943	3

Statuary—retail	5999	3
Steam, heating and cooling contractor	1711	8
Stenographer, fee or commission	7338	5
Stevedoring	4491	3
Stock broker or dealer	6211	5
Stone, clay, glass products—manufacture	3299	2
Stoves:		
—Repair	7699	4
—Retail	5722	2
—Wholesale	5064	2
—Manufacture	3631	3
Sugar—wholesale	5149	2
Surgical instruments—wholesale	5047	2
Surveyor	8713	7
Sweeping service, road, bridges, etc.	4959	6
Swimming pool contractor	1799	8
Tailor, custom—retail	5699	1
Tailor shop—repair	7219	6
Talent agent	7399	5
Tanning salon	7299	6

Tape recorders—retail	5731	2
Tapes, music—retail	5735	2
Tavern	5813	8
Tax service	7291	6
Taxi cab	4121	7
Taxidermist	7699	4
Tea, coffee—retail	5499	1
Telegraph or signal company agent	4822	4
Telephone:		
—Answering service	7389	5
—Beeper service, radio pager	4812	8
—Billing services	7389	5
—Communication services (based on gross receipts billed to customers within the county)	4811	8
—Company	481	8
—Directories, distribution	7389	5
—Equipment leasing	7359	5
—Equipment sales—retail	5999	3
—Installation	1731	8
—Maintenance	7629	4

–Paging service, electronic	4812	8
–Pay phones, public	7389	5
–Solicitation service	7389	5
Television:		
–Broadcast station	4833	4
–Closed circuit system	4841	4
–CATV	Franchise	
Pay-TV	Franchise	
Television and VCR:		
–Rent or lease	7359	5
–Repair	7622	4
–Tape rental	7841	3
Temporary employment agency	7363	5
Tents:		
–Manufacture	2394	2
–Repair	7699	4
–Retail	5999	3
Textile Mill, fiber, fabric or goods production, dyeing, finishing, printing	2200	2
Theater:		
–Motion picture	7832	3

-Stage	7922	3
Theatrical or night club act, agent	7922	3
Ticket agent, bureau	7922	3
File:		
-Contractor	1743	8
-Manufacture	3253	2
-Retail	5211	2
-Wholesale	5032	2
Tin and metal shop, repair only	7699	4
Tires, recapping	7534	3
Tobacco products:		
-Manufacture	21	7
-Retail	5993	3
-Wholesale	5194	2
Tour buses	4141	5
Tourist guides	7999	3
Towel service and rental - uniforms, rags, etc.	7213	6
Toys:		
-Retail	5945	3
-Wholesale	5092	2

Tractors. See industrial and farm machinery		
Trade shows:		
–Promoters	7389	5
–Sales (see peddlers)	5963	8
Trading stamps, dealers or companies	7389	5
Trailer parks	6515	7
Transportation – Equipment – manufacture	3799	2
–Freight agent, broker	4731	1
–Mobile unit handicapped, nursing care	4119	5
Travel – agency, bureau – domestic and foreign	4724	1
–Ticket office not operated by transportation company	4729	1
–Tour operator	4725	1
Tree trimming, arborist	0783	3
Trophy shop	5999	3
Truck and auto rental or leasing	7513	3
Trucking or hauling, local (without storage)	4212	3
Trusses, dealers	5999	3
Tuxedo rental	7299	6
Typesetting	2791	4
Typewriters and office machines:		

-Retail	5999	3
-Wholesale	5044	2
Typing service	7338	5
Uniform rental	7299	6
Uniform supply service	7213	6
Upholstery shop	7641	4
Vacuum cleaners:		
-Retail	5722	2
-Wholesale	5064	2
Variety store	5331	1
Vehicles. See heading under type		
Vending machines:		
-Sale of products	5962	8
-Wholesale	5046	2
Veterinarian	0742	3
Video poker, coin-operated machines	7993	8
Video tape:		
-Rental	7841	3
-Sales--retail	5735	2
Vinyl siding--installation	1761	8

Wall paper:		
–Retail	5231	2
–Wholesale	5198	2
Warehouse and storage	4225	3
Washing cars	7542	3
Washing machines – retail	5722	2
Waste paper and rags – wholesale	5093	2
Watchmaker – repairs	7631	4
Water or steam hose – wholesale	5085	2
Water transportation services	4400	3
Waterbeds retail	5712	2
Weather stripping:		
–Installation	1799	8
–Retail	5211	2
Weight control – reducing facilities	7991	2
Welding shop	7692	4
Welding supplies – wholesale	5085	2
Wholesalers – not otherwise listed:		
–Durable goods	5099	2
–Nondurable goods	5199	2

Wigs:		
–Retail	5699	1
–Wholesale	5199	2
Window-cleaning service	7349	5
Women's wearing apparel, retail	5611	1
Wood-sawyer, sawing wood by machinery	2421	3
Woodenware – retail	5999	3
Woolen mill	2282 4	2
Wrecker, towing service	7549	3
Wrecking buildings	1795	8
X-ray laboratories	8071	7
X-ray machines – wholesale	5047	2
Yacht basins – operation	4493	3
Yacht clubs	7997	3
Yacht sales	5551	8
Yard cleaning	0782	3
Yard goods:		
–Retail	5949	3
–Wholesale	5131	2
Yarn:		

-Manufacture	2281	2
-Retail	5949	3
Yogurt:		
-Manufacture	2024	2
-Retail shop, stand	5812	1
-Wholesale	5143	2

-

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-69. - Interstate commerce.

Exemptions in the business license ordinance for income from business in interstate commerce are hereby repealed. Properly apportioned gross income from interstate commerce shall be included in the gross income for every business subject to a business license tax.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-70. - Applicability and effective date.

- (a) This article shall become effective on January 1, 2011.
- (b) The business license department is authorized to adopt guidelines, policies and procedures to implement this article.

( [Ord. No. 2014/11, 5-12-2014](#) )

Sec. 18-71. - Severability.

If any part of the ordinance [codified in this article] is held by a court of competent jurisdiction be unconstitutional, illegal, or invalid for any reason, it shall be construed to have been the legislative intent of the county council of Beaufort County, South Carolina, to pass this [Ordinance No. 2014/11](#) without such unconstitutional, illegal or invalid provision, and the remainder of this [Ordinance No. 2014/11](#) shall be deemed and held to be constitutional, lawful and valid as if such portion had not been included. If this [Ordinance No. 2014/11](#) or any provision thereof is held by a court of competent jurisdiction to be inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property or circumstances.

( [Ord. No. 2014/11, 5-12-2014](#) )

DONE, this \_\_\_\_ day of \_\_\_\_\_, 2017.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: \_\_\_\_\_  
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Thomas J. Keaveny, II, County Attorney

ATTEST:

\_\_\_\_\_  
Ashley Bennett, Clerk to Council

First Reading:

Second Reading:

Public Hearing:

Third and Final Reading:



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

TO: Council Member, Alice Howard Chairman, Committee Services Committee

VIA: Gary Kubic, County Administrator *GKubic*  
Josh Gruber, Deputy County Administrator *JG*  
Alicia Holland, Assistant County Administrator for Finance *AH*  
Dave Thomas, Purchasing Director *DT*

FROM: Robert McFee, PE, Division Director for Construction, Engineering & Facilities *JRM*

SUBJ: **Design Services for a Two Story Office Building Adjacent to the Beaufort County Myrtle Park Admin Complex, Bluffton, SC RFP #120915**

DATE: February 13, 2017

**BACKGROUND.** Beaufort County issued a Request for Proposals from qualified firms to provide shell and core architectural, mechanical, electrical, plumbing (MEP) and civil engineering design services for the construction of a two story office building located on County owned property adjacent to the County's Myrtle Park Admin Complex. Two options were requested in the proposal: A two-story 15,000 sqft/per floor building and a two-story 20,000 sqft/per floor building. The following firms responded and provided proposals.

Beaufort Design Build LLC, Beaufort, SC  
LS3P, Charleston, SC

Glick Boehm & Associates Charleston, SC  
R. W. Chambers Architects, Beaufort, SC

The design proposal process differs from a typical construction bid, in that the proposers outline how they would accomplish the project within a specified fee. In this regard, proposals are reviewed on the basis of the value offered rather than solely on the lowest price. A selection committee consisting of the Public Works Director, Facility Management Director, and CIP Construction Manager reviewed the original proposals. The selection committee asked all four proposers to prepare a Best and Final Offer to be presented at an interview. The selection committee met with Beaufort Design Build, Glick Boehm Architects and LS3P. R. W. Chambers Architects declined the invitation to present a Best and Final Offer.

On the basis of the qualification of the firm, understanding of the scope of services requested, recent and similar experience, in-house services and completeness and cost effectiveness of the fee, the selection Committee recommended a contract award to Beaufort Design Build, LLC in the amount of \$315,000.

*JAX* **FUNDING.** The project will be funded by the Santee Cooper Economic Development Revolving Loan Program with the \$4.5 million loan fund balance in Acct #48070011-54430 – Site Development.

**FOR ACTION.** Community Services Committee Meeting on February 20, 2017.

**RECOMMENDATION.** The Community Services Committee approve and recommend to County Council approval of a contract award to Beaufort Design Build LLC to provide design services for a two-story office building adjacent to the County's Myrtle Park Admin Complex in the amount of \$315,000 funded by the source listed above.

JRM/AA/mjh

Attachments: 1) Location Map



ORDINANCE 2017 /

TEXT AMENDMENT TO THE BEAUFORT COUNTY COMMUNITY DEVELOPMENT CODE (CDC), APPENDIX A - DALE COMMUNITY PRESERVATION DISTRICT, SECTION A.7.60.F.3, SIGN STANDARDS (TO CHANGE SIGN STANDARDS FOR THE DALE MIXED USE (DMU) COMMUNITY PRESERVATION DISTRICT, SUBJECT TO CERTAIN CONDITIONS).

WHEREAS, added text is underlined and deleted text is ~~struck through~~.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: \_\_\_\_\_  
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Thomas J. Keaveny, II, County Attorney

ATTEST:

\_\_\_\_\_  
Ashley M. Bennett, Clerk to Council

First Reading: January 9, 2017  
Second Reading: January 23, 2017  
Public Hearing:  
Third and Final Reading:

## Division A.7: Dale Mixed Use District (DMU)

### A.7.60.F. Sign Standards

#### 3. Freestanding Signs

- a) One freestanding sign may also be placed in front of a building. The sign shall be set back at least ~~five-ten~~ feet from the street right-of-way.
- b) Such signs shall have a maximum height of seven feet and a maximum area of ~~12-24~~ square feet. If the property is located beyond a one-quarter (1/4) mile radius of the intersection of Keans Neck Road and Kinloch Road, and the principal structure is setback a minimum of 50 feet from the road right of way, the maximum height of the sign is increased to 10 feet and the maximum area is increased to 40 square feet.
- c) The sign shall be constructed of wood, ~~stucco, tabby, brick,~~ or painted metal and shall be externally illuminated with the exception of LED message boards as allowed in Section 5.6.30 (General Sign Requirements). In those instances, an LED message board is limited to one-half (1/2) of the sign area.

# 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: Presentation / CDBG  
Date Submitted: February 20, 2017  
Submitted By: Michelle Knight  
Venue: County Council Regular

Topic: Presentation / CDBG  
Date Submitted: February 20, 2017  
Submitted By: Michelle Knight  
Venue: County Council Regular



2017

# Community Development Block Grant

CDBG

Community and Economic Development  
Strengthening People Strengthening Communities

# POLICY OF NON-DISCRIMINATION

Lowcountry Council of Governments does not discriminate on the basis of age, race, color, religion, sex, national origin, disability or familial status in the admission or access to, or treatment or employment in, its federally assisted programs or activities. Sherry Smith, Lowcountry Council of Governments, Finance Director, Post Office Box 98, Yemassee, SC 29945, Phone (843) 473-3976 or email [ssmith@lowcountrycog.org](mailto:ssmith@lowcountrycog.org) has been designated to coordinate compliance with the non-discrimination requirements of the CDBG program.

**The SC CDBG Program is designed to provide assistance to units of local government in improving economic opportunities and meeting community revitalization needs, particularly for persons of low and moderate income (LMI). The program has been funded through the State since 1982 by US Dept. of Housing and Urban Development (HUD) under Title I of the Housing Community Development Act of 1974 as amended (Title I). The Annual allocation from HUD for the program is administered by: S C Department of Commerce -Division of Grant Administration.**

**SC has been allotted approximately \$18,871,096 CDBG funds for 2017. This allocation has been divided among the program as follows:**

<b><u>Community Development Programs:</u></b>	<b><u>\$15,704,965</u></b>
• <i>Community Infrastructure</i>	\$10,534,846
• <i>Community Enrichment</i>	\$3,000,000
• <i>Neighborhood Revitalization</i>	\$1,270,119
• <i>Special Projects</i>	\$300,000
<i>“Ready to Go” Public Facilities Program</i>	\$600,000

- **Business Development Program:** \$2,000,000
- Regional Planning Program: \$ 500,000
- State Technical Assistance (1%) \$ 188,710
- State Administration (2% of allocation+\$100,000) \$477,421

**All Projects have to meet a national objective meaning:**

- **Benefit low-to-moderate income (“LMI”) Persons**
- **Aid in the prevention or elimination of slums or blight**
- **Meet other urgent community needs posing a serious threat to the health or welfare of the community, where other financial resources are not available to meet such needs**

# LMI QUALIFIED

## Beaufort County

		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8+</b>
		Person							
Median Family Income:  \$68,900	30% Limits	\$14,150	\$16,200	\$20,090	\$24,250	\$28,410	\$32,570	\$36,730	\$40,890
	50% Limits	\$23,600	\$27,000	\$30,350	\$33,700	\$36,400	\$39,100	\$41,800	\$44,500
	80% Limits	\$37,750	\$43,150	\$48,550	\$53,900	\$58,250	\$62,550	\$66,850	\$71,150

Community and Economic Development  
Strengthening People Strengthening Communities

## **FAIR HOUSING IS THE LAW**

**Also, as a part of the requirements of the program, the locality is expected to undertake activities that promote Fair Housing. Title VIII of the Civil Rights of 1968 stipulates that we all have the right to be treated fairly regardless of our race, color, religion, sex, familial status, or national origin.**

**In the sale and rental of housing**

**In residential real estate transactions**

**In the provision of brokerage services**



**If you believe that you have been a victim of discriminatory housing practices, you have avenues by which the matter can be investigated.**

**Lowcountry Council of Governments is committed to Fair Housing.**



**Lowcountry Council of Governments is committed to Fair Housing.**

**For more information, please call us at 843-473-3972.**

# Application Request Deadlines

## Ongoing

- “Ready to Go”

## March 15, 2017 at 5:00 PM

- Community Infrastructure

## August 15, 2017 at 5:00 PM

- Community Enrichment
- Neighborhood Revitalization
- Special Projects

## Applications Are Due By:

April 14, 2017 at 5:00 PM

- Community Infrastructure

September 15, 2017 at 5:00 PM

- Community Enrichment
- Neighborhood Revitalization
- Special Projects

***“Ready to Go”* and Business Development  
Projects are due 30 days after a request is made.**

## Funding Amounts that can be applied for:

	<b>Minimum</b>	<b>Maximum</b>
Community Infrastructure	\$50,000	\$ 750,000
Community Enrichment	\$ 50,000	\$ 500,000
Special Projects	\$50,000	\$150,000
Neighborhood Revitalization	\$50,000	\$ 500,000
“Ready to Go”	\$50,000	\$ 500,000
Economic Development	\$50,000	\$ 500,000
Job Creation/Retention	\$50,000	\$10,000 per job

# MATCH REQUIREMENTS

- **Matching fund requirements for all projects are now 10% of the grant request.**
- **However, additional leveraging for Community Development projects will make your project more competitive.**

## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

<b>COMMUNITY INFRASTRUCTURE</b> <b>\$10,534,846</b>
APPLICATION REQUEST 3/15/17 APPLICATION DEADLINE 4/14/17
WATER
SEWER
DRAINAGE
ROADS
MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$750,000
<b>SPECIAL PROJECTS      \$300,000</b>
APPLICATION REQUEST 8/15/17 APPLICATION DEADLINE 9/15/17
ECONOMIC DEVELOPMENT
PUBLIC HEALTH & SAFETY
ENERGY CONSERVATION
HISTORIC PRESERVATION

<b>COMMUNITY ENRICHMENT</b> <b>\$3,000,000</b>
APPLICATION REQUEST 8/15/17 APPLICATION DEADLINE 9/15/17
BROWNFIELD PROJECTS/DEMOLITION OBSOLETE BUILDINGS
DOWNTOWN STREETScape IMPROVEMENTS
PLANNING FOR REGIONAL INFRASTRUCTURE
PUBLIC FACILITIES MODIFICATIONS
LIBRARIES
PUBLICALLY OWNED FACILITIES
TRANSPORTATION-ORIENTED PUBLIC FACILITIES
PUBLIC SAFETY FACILITIES/SERVICES
DEMOLITION VACANT, DILAPIDATED STRUCTURES TO ADDRESS/SUPPORT CRIME PREVENTION
FIRE SUBSTATIONS OR FIRE TRUCKS
HEALTH CLINIC FACILITIES/EQUIPMENT
MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$500,000

**10% MATCH REQUIREMENT FOR ALL PROJECTS**

<b>READY TO GO      \$600,000</b>
<b>APPLICATION REQUEST ONGOING APPLICATION DUE 30 DAYS AFTER REQUEST</b>
<b>ACTIVITIES LISTED IN COMMUNITY INFRASTRUCTURE &amp; COMMUNITY ENRICHMENT</b>
<b>MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$500,000</b>

<b>NATIONAL OBJECTIVE</b>
<b>•Benefit low-to-moderate income (“LMI”) Persons</b>
<b>•Aid in the prevention or elimination of slums or blight</b>
<b>•Meet other urgent community needs posing a serious threat to the health or welfare of the community</b>

<b>NEIGHBORHOOD REVITALIZATION \$1,270,119 - MUST HAVE A PLAN</b>
<b>APPLICATION REQUEST 8/15/17 APPLICATION DEADLINE 9/15/17</b>
<b>INFRASTRUCTURE - WATER, SEWER, ROADS, DRAINAGE</b>
<b>PUBLIC FACILITIES (SIDEWALKS, SECURITY LIGHTING AND CAMERAS, POLICE SUBSTATIONS)</b>
<b>HOUSING - INFRASTRUCTURE TO SUPPORT AFFORDABLE HOUSING</b>
<b>HOUSING - LIMITED EXTERIOR REHAB ONLY</b>
<b>DEMOLITION AND CLEARANCE OF VACANT/DILAPIDATED PROPERTIES</b>
<b>PUBLIC SERVICES (CRIME WATCH PROGRAM, DRUG/GANG EDUCATION, AWARENESS/PREVENTION PROGRAMS)</b>
<b>MINIMUM FUNDING AMOUNT - \$50,000 MAXIMUM FUNDING AMOUNT - \$500,000</b>

Topic: Memo / Request Review of Special Purpose Districts  
Date Submitted: February 20, 2017  
Submitted By: Jim Beckert  
Venue: County Council Regular



**Jim Beckert, Auditor  
Beaufort County**

100 Ribaut Rd. Beaufort, South Carolina 29902  
Phone: (843) 255-2500 Email: auditor@bcgov.net

February 20, 2017

Beaufort County Council  
C/o Mr. Paul Sommerville  
100 Ribaut Road  
Beaufort SC 29902

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SUBJECT: REQUEST REVIEW OF APPOINTED BOARDS FOR SPECIAL PURPOSE DISTRICT (SPD) IN ACCORDANCE WITH ORDINANCE

Dear County Council,

As a follow to my first letter dated January 23, 2017 it is good to see the establishment of a governing board for Woodland Estates and Burlington Estates after years of collecting fees without establishing the Board to authorize the fee.

Confusion has come from the review of county ordinance back on December 31, 2011 that states "Continued collections in line with ordinance; however there have been no remissions to this district since its inception." There is no record of a Board being appointed but fees were charged even after the December 2011 review of all documents.

In addition to Woodland Estates and Burlington Estates there are three other Special Purpose Districts that have been collecting fees in the past without an appointed Board as required.

They need to be addressed as well:

- Burlington Land
- O'Neal Place
- Robin Wood

Thank you

Jim Beckert  
Auditor

Topic: Memo / Request Review of Special Purpose Districts  
Date Submitted: February 20, 2017  
Submitted By: Jim Beckert  
Venue: County Council Regular

Topic: Memo / Request Tax Bill Print File  
Date Submitted: February 20, 2017  
Submitted By: Jim Beckert  
Venue: County Council Regular



**Jim Beckert, Auditor  
Beaufort County**

100 Ribaut Rd. Beaufort, South Carolina 29902  
Phone: (843) 255-2500 Email: auditor@bcgov.net

February 20, 2017

Beaufort County Council  
C/o Mr. Paul Sommerville  
100 Ribaut Road  
Beaufort SC 29902

SUBJECT: REQUEST 2<sup>nd</sup> REQUEST 2016 TAX BILL PRINT FILE FROM PRINT VENDOR

Dear County Council,

Having no response from Council to my first requesting (dated January 23, 2017), I am requesting again of County Council is aware that I have requested the data file South Data, Inc. (the county's print vendor) used to produce the 2016 tax bills however; the data file has not been provided. To perform the duties of this office, I am requesting County Council have the complete data file the print vendor used to produce the 2016 real and personal property tax bills be made available to the Auditor's Office as soon as possible, but no later than 5 working days. The data file exists with the print vendor it just needs to be made available.

It is preferred the complete data file be provided by the print vendor in two different formats (XML and CSV) directly from their website for download.

Thank you,

Jim Beckert  
Auditor

Topic: Memo / Request Tax Bill Print File  
Date Submitted: February 20, 2017  
Submitted By: Jim Beckert  
Venue: County Council Regular

Topic: Hurricane Matthew Recovery Briefing  
Date Submitted: February 20, 2017  
Submitted By: Eric Larson  
Venue: County Council Regular

Topic: Hurricane Matthew Recovery Briefing  
Date Submitted: February 20, 2017  
Submitted By: Eric Larson  
Venue: County Council Regular

# Beaufort County Hurricane Matthew Recovery Briefing February 20, 2017 (Day 136)

A Report to Beaufort County Council



# Outline

- Debris Removal
  - Road (public and private)
  - Marine
  - Stormwater
- Damage Assessment
  - Private Property
  - County Facilities
- Public Assistance funding
- Status of County Operations
- Individual Assistance funding
  - Human Services assistance to the public



# Public Road Debris

- As of February 15, 2017:
  - 1,463,690 CY collected from Public Roads (30,184 loads)
  - 36,310 CY estimated remaining \*
  - As high as 122 trucks operating; currently 17
  - 63,323 hanging limbs removed
  - 3,195 leaning trees removed
  - 1,079 stumps removed
- 102<sup>nd</sup> day of operation
- Work also includes 27 school campuses and the public roads in 3 municipal areas
- 1<sup>st</sup> Pass was completed on 12/2/16
- 2<sup>nd</sup> Pass was considered complete on 12/23/16
- Still on schedule to be complete by end of Feb.

\* Based on 1.5 mil. CY to be collected. Does not include stumps, SW and Marine Debris sites



# Stumps

- Inventory complete
  - Two categories (within ROW):
    - Extracted = 160
    - In place = 100
      - FEMA advised County all stumps are eligible for removal on January 13, 2017
- Cost is included in current task orders
- Actual Number exceeded 1,000 stumps (see debris report)



# Debris Disposal

- 4 Debris Management Sites
- Ihly Farms Mulch removal
  - 54,416 CY removed
  - 573 loads
- CERES has a contract to use the mulch to construct a firing range in Yemassee. Good example of beneficial re-use of the waste product.



**BEAUFORT COUNTY, SC**

FEMA-4286-DR | SC - HURRICANE MATTHEW

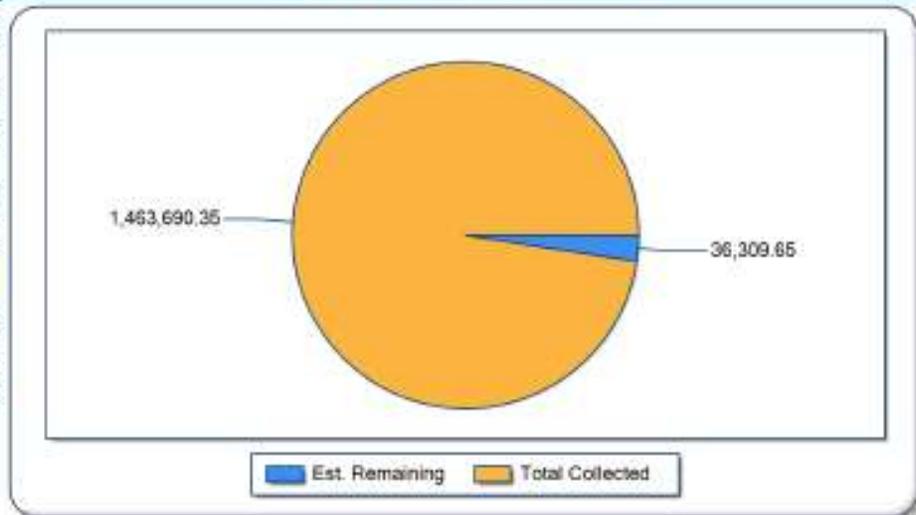
ROW COLLECTION

Daily Totals

Daily Statistics (02/15/2017)

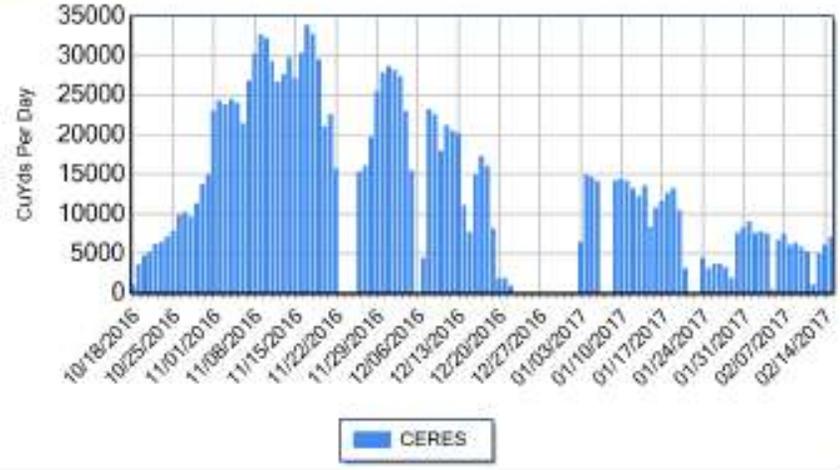
CuYds Collected Vs. Remaining

Total Cubic Yards	7,095
VEGETATIVE/WOODY	7,095
Total Loads	143
Total Trucks Operating	17
Average CuYds Per Load	49.61
Average Load Call	78.22%
Disposal Sites in Operation	2



Project Totals

Job to Date Statistics	Total CuYds Per Day
Total Cubic Yards	1,463,690
Total Loads	30,184
Days Operational	102
Average Cubic Yards Per Load	48
Maximum Day Cubic Yards	33,776
Average Day Cubic Yards	14,350
Average Load Call	78.72%

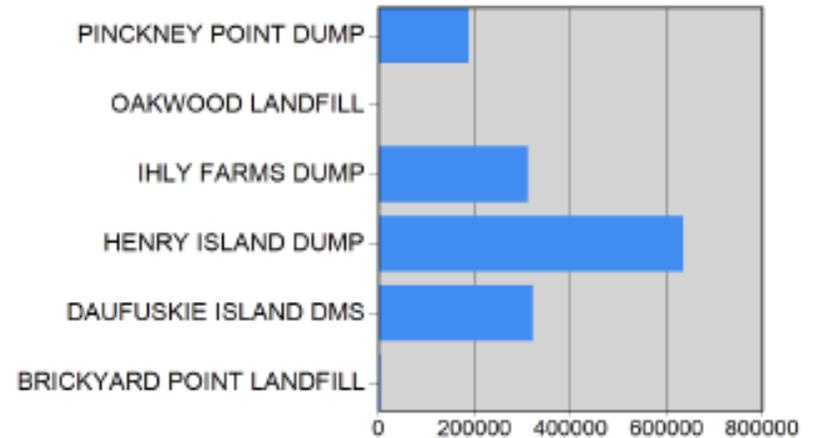


Debris Management Sites

Today and Job to Date DMS Statistics

DMS CuYds To Date

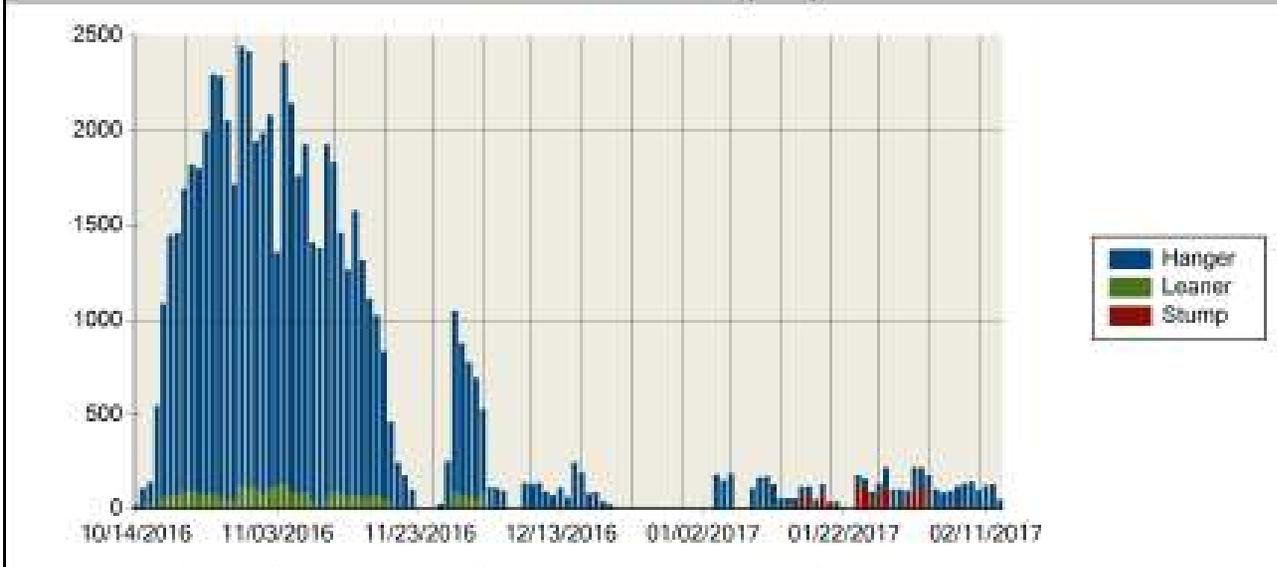
Site Name	Today	JTD
<b>BRICKYARD POINT LANDFILL</b>	<b>0.0</b>	<b>4,902.9</b>
CONSTRUCTION&DEMOLITION	0.0	4,902.9
<b>DAUFUSKIE ISLAND DMS</b>	<b>6,832.2</b>	<b>322,375.4</b>
VEGETATIVE/WOODY	6,832.2	322,375.4
<b>HENRY ISLAND DUMP</b>	<b>262.4</b>	<b>635,443.3</b>
VEGETATIVE/WOODY	262.4	635,443.3
<b>IHLY FARMS DUMP</b>	<b>0.0</b>	<b>311,497.6</b>
VEGETATIVE/WOODY	0.0	311,497.6
<b>OAKWOOD LANDFILL</b>	<b>0.0</b>	<b>844.4</b>
CONSTRUCTION&DEMOLITION	0.0	844.4
<b>PINCKNEY POINT DUMP</b>	<b>0.0</b>	<b>188,627.0</b>
VEGETATIVE/WOODY	0.0	188,627.0



**BEAUFORT COUNTY, SC**

FEMA-4286-DR | SC - HURRICANE MATTHEW  
ROW COLLECTION

Hazard Removals By Day



Today's Hazard Removals

<b>Total Crews in the Field</b>	<b>1</b>
<b>Hangers</b>	<b><u>Totals</u></b>
1A-HANGER REMOVAL PER TREE	01
<b>Leaners</b>	<b><u>Totals</u></b>
<b>Stumps</b>	<b><u>Totals</u></b>

Cumulative Hazard Removal

	<u>Progress to Date</u>		
	<u>Estimated</u>	<u>Completed</u>	<u>Percent</u>
Hanger	0	03,323	0.0 %
Leaner	0	3,106	0.0 %
Stump	0	1,079	0.0 %
<b>Total</b>	<b>0</b>	<b>67,497</b>	

Productivity Statistics

Hanger Removal Maximum	2,313
Hanger Removal Average	827
Hanger Removal Minimum	2
Leaner Removal Maximum	138
Leaner Removal Average	36
Leaner Removal Minimum	1
Stump Removal Maximum	137
Stump Removal Average	67
Stump Removal Minimum	17



# Mulch Haulout report

RecoveryTrac Project Haulout Report

Report Period: 01/25/2017 to 02/15/2017

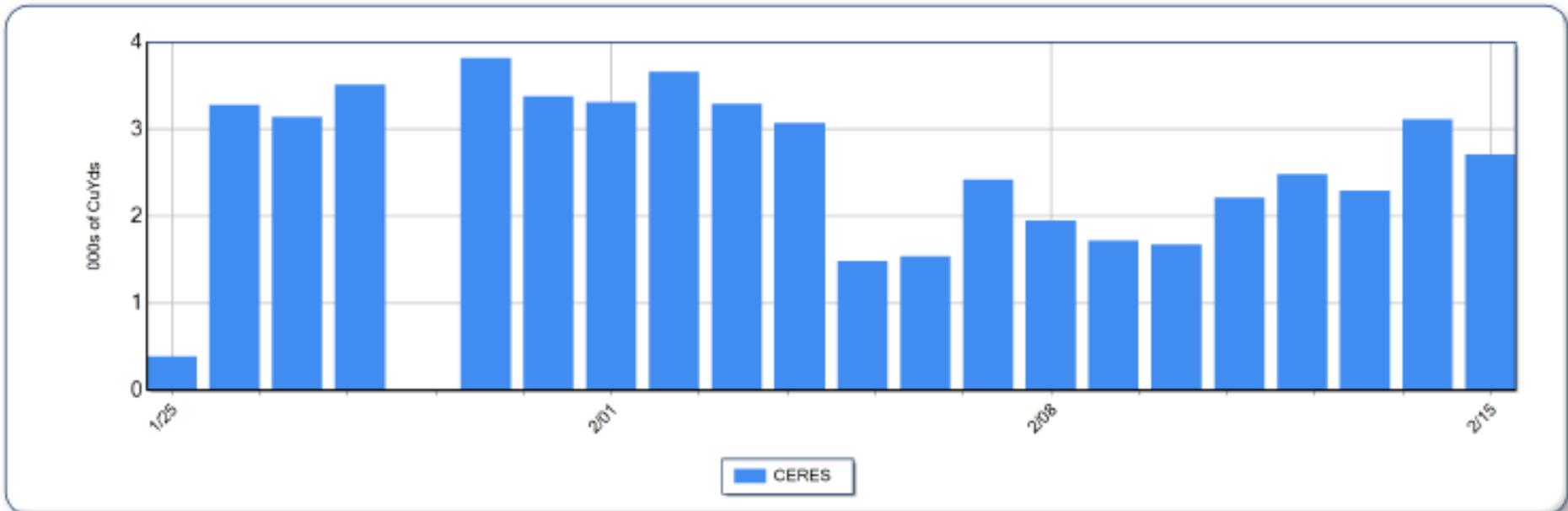
## BEAUFORT COUNTY HURRICANE MATTHEW

### Current Day (02/15/2017) Statistics

### Cumulative - JTD Statistics

DMS	Loads	Avg Load Call	Total Volume	DMS	Loads	Avg Load Call	Total Volume
DAUFUSKIE ISLAND DMS	18	95.6	327	DAUFUSKIE ISLAND DMS	32	92.8	564
IHL Y FARMS DUMP	24	87.3	2,376	IHL Y FARMS DUMP	541	87.7	53,852
<b>Totals:</b>	<b>42</b>		<b>2,703</b>	<b>Totals:</b>	<b>573</b>		<b>54,416</b>

### Haulout Debris Removed by Contractor by Day



# DMS Monitoring



# Air Curtain Incineration



# Grinding



# Pinckney Point 1/14/17



# Pinckney Point 2/5/17



# Pinckney Point 2/12/17



# Henry Sod Farm 1/14/17



# Henry Sod Farm 2/5/17



# Henry Sod Farm 2/14/17



# Henry Sod Farm 2/14/17



# Henry Sod Farm 2/14/17



# Ihly Farm 1/14/17



# Ihly Farm 1/29/17



# Ihly Farm 2/5/17

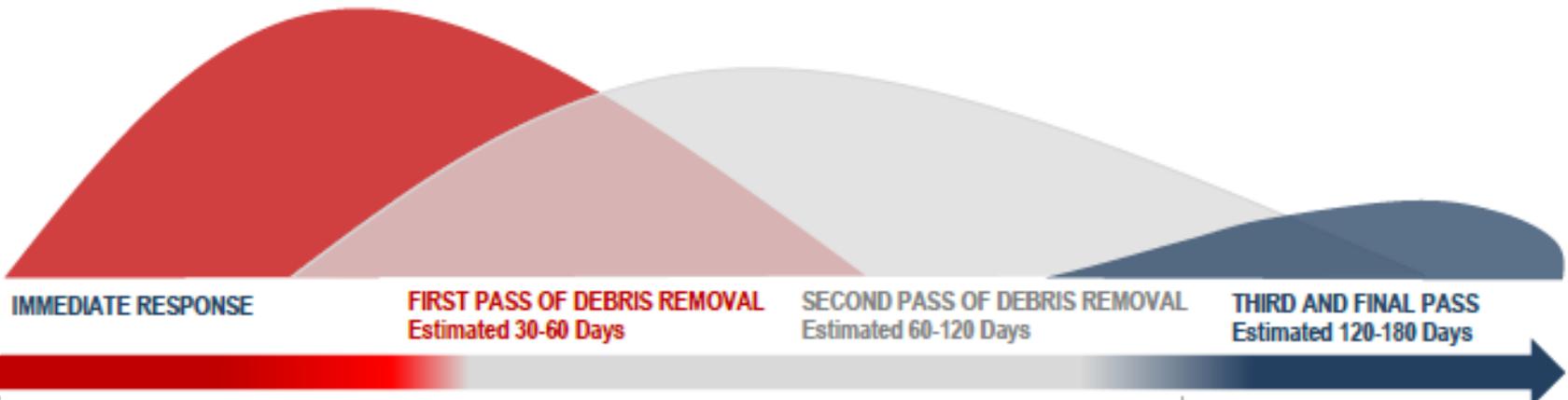


# Ihly Farm 2/12/17



# Schedule

Matthew  
Impact  
10.8.16



## IMMEDIATE RESPONSE

### Activities included:

- Emergency Road Clearing (Push)
- Conduct preliminary damage assessments.
- Identify and assess debris management site
- County activated contracts with pre-positioned debris hauling contractor (Ceres Environmental) and debris monitoring contractors (Tetra Tech)
- Request for Public Assistance made to FEMA through South Carolina Emergency Management Department

## FIRST PASS OF DEBRIS REMOVAL Estimated 30-60 Days

### Activities include:

- Debris Contractor Ceres has initiated debris removal activities
- All debris removal is being monitored and documented in accordance with FEMA regulations
- Dangerous hanging limbs affecting the public Rights-of-Way are being removed
- Hazardous leaning trees affecting the public rights-of-way are being removed
- Beaufort County has requested a waiver from FEMA to allow debris collection from Rights of Way on Private roads

## SECOND PASS OF DEBRIS REMOVAL Estimated 60-120 Days

### Activities include:

- Hanging limb and leaning tree removal will be completed
- Contractors will make a second pass of debris removal on all roads
- The County will identify the need for additional debris removal programs ;
  - Waterways
  - Derelict Vessels
  - Parks
- Damage complaints will be signed-off when rectified

## THIRD AND FINAL PASS Estimated 120-180 Days

### Activities include:

- Third and final pass of debris removal will be made
- Remaining damage complaints will be closed out
- Debris management sites will be remediated
- Contractors will be released

# Town of Hilton Head Island Debris

- Separate Contract with Crowder – Gulf
- Estimated total cost for Debris = \$55 mil.
  - 30% Public, 70% Private
  - Expended to date: \$11,264,997 (through 2/8/17)
- Estimated total volume for Debris = 2.5 mil C.Y.
  - Collected to date: 2,054,442 CY (through 2/8/17)
  - Hangers 42,058
  - Leaners 5,301
  - Mulch removed 771,051 CY
    - Sold to paper mill, local farms, Oakwood Landfill, Firewood supply company, Lumber supply company, a hardwood sawmill and to the Port of Savannah for logs to be exported to Ho Chi Minh City, Vietnam



# IMPORTANT NOTICE TO THE PUBLIC

- Hurricane Debris Removal Operations Complete for Most of Beaufort County
- ONLY storm debris from October 7 is allowed. CERES is seeing a trend of newer, “green” debris from routine landscape maintenance being set out for collection.



# IMPORTANT NOTICE TO THE PUBLIC

- Beaufort County advises residents to immediately **STOP** placing debris at the right-of-way. If you have not placed your debris at the right of way it is too late and the property owner is responsible for removal and proper disposal of any debris. The third and final pass began in most of Beaufort County on Tuesday, Jan. 3. Debris placed at the right-of-way after the third pass is complete for any area will not be picked up by County contractors and is prohibited by FEMA regulations and federal law. Contractors will continue picking up debris previously identified by the debris monitoring firm to complete the third pass in specific areas only.



# Public and Private Road Debris

- Residents are asked to sort Class 1 and Class 2 debris into separate piles on the right-of-way at their residence for collection. The separation categories for debris placed at rights-of-way are:
  - Class 1 waste – includes small limbs, leaves and landscape trimmings.
  - Class 2 waste – includes building materials, drywall, lumber, carpet, furniture, mattresses and plumbing items.
- The County advises residents not to block fire hydrants, stormwater ditches or utility boxes when placing items at the right-of-way



# Convenience Centers

- All Beaufort County Convenience Centers are accepting limited amounts of non-storm generated yard waste (Class 1)
- Class 1 waste accepted at Convenience Centers includes small limbs and landscape trimmings. Capacity for this material is limited. No trailers or large loads will be accepted. Residents who wish to drop off waste in bags should use paper bags. Plastic bags are prohibited



# Private Road Debris (PPDR)

- On October 29, 2016, FEMA approved the County's request to remove debris from private roads
- As of Feb. 10, 2017, FEMA has approved private roads in 76 communities for PPDR. 1 others are pending approval. None to be submitted. 4 withdrawals. 3 denied (driveways)



# PPDR as of Feb. 10, 2017

- Battery Point
- Battery Townhomes
- Bay Pointe Vistas
- Beach Field
- Bermuda Bluff
- Bloody Point
- Blue Gray Estate
- Bluffton Park
- Callawassie Island
- Cane Island Retreat
- Cat Island
- Cedar Cove at Haig Point
- Cedar Lake
- Celadon
- Cheechessee Creek
- City Walk
- Coffin Point Plantation
- Colleton River
- Coosaw Point
- Dataw Island
- Distant Island
- Edgefield
- Fernlakes
- Fripp Island POA
- Haig Point Club
- Harbor Island
- Heritage Lakes
- Heyward Point
- Hidden Lakes
- Inlet @ Bermuda Bluff
- Islands of Beaufort
- Liberty Point
- Live Oaks at Battery Creek
- Marshes at Lady's Island
- May River Plantation
- May River Preserve
- Melrose Resort
- Meridian Cottages
- Moss Creek
- Oakridge
- Olde Tabby Park
- Oldfield
- Overlook at Battery Creek
- Picket Fences
- Pinckney Retreat
- Pine Forest Village
- Pleasant Farm
- Pleasant Point
- Polawana Island
- Port Royal Landing
- Ribaut Island
- River House Plantation
- River Oaks
- Rose Dhu Creek
- Rose Hill Plantation
- Sandy Pointe
- Shady Glen
- Shammy Creek Landing
- **South Point**
- Spring Island
- Stock Farm
- Tabby Road
- Tansi Village
- The Crescent
- The Farm at Buckwalter
- Traditions at Old Carolina
- Tuxedo Park
- Victoria Bluff
- Vivian's Island
- Walling Grove
- Wellstone at Bluffton
- Willow Point
- Windmill Harbour
- Wrights Point
- Yacht Club Estate



# Pending PPDR 2/10/17

## Pending FEMA:

- Palmetto Place

## • Withdrawn:

- Hampton Hall Club
- Old Point Townhouse Condo Assoc.
- Shadow Moss
- Westgate Circle

## Denied by FEMA:

- Fig Beach Club
- Mariner Horizontal Property
- The Preserve at Woodbridge

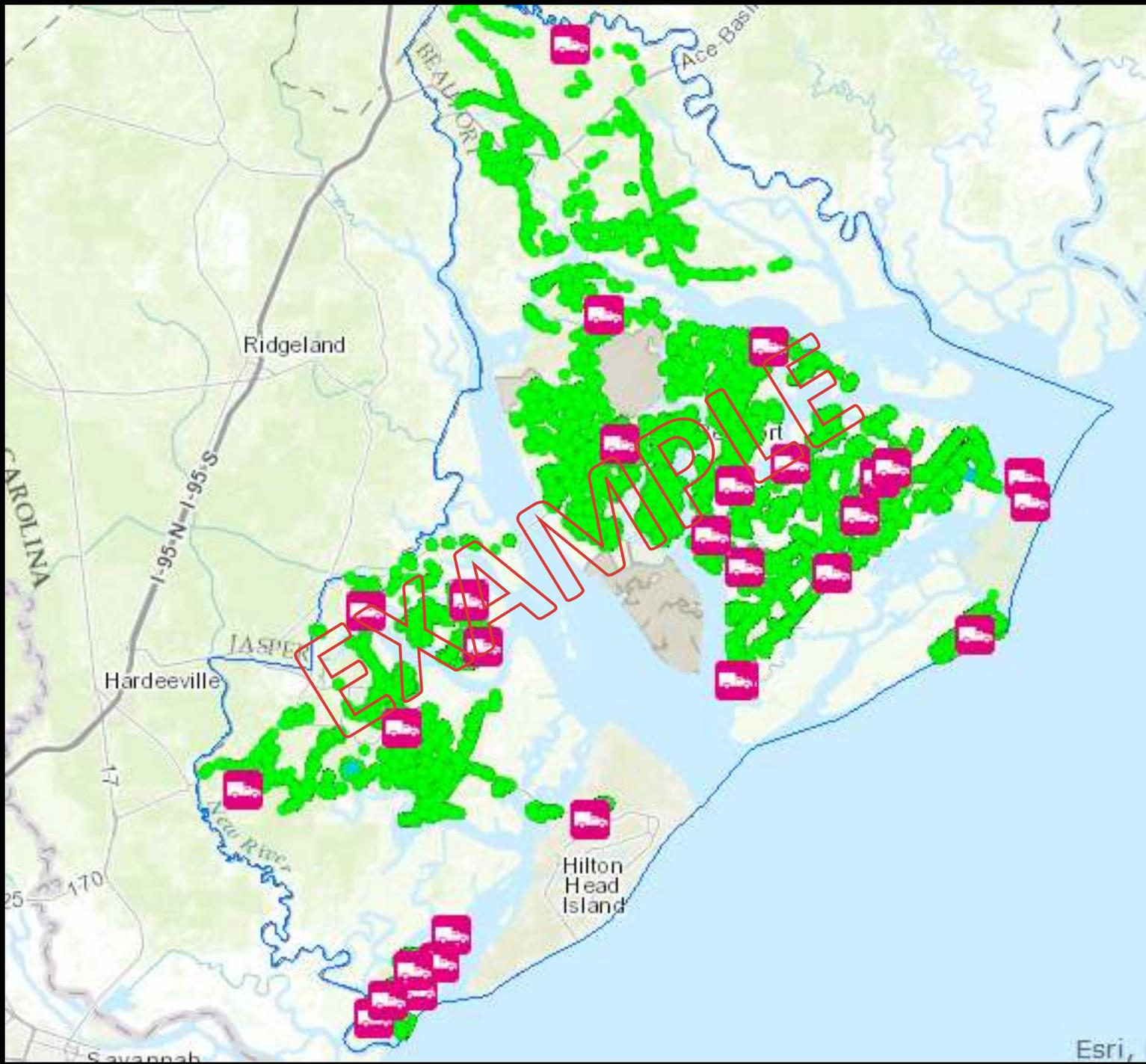
- Yet to be submitted to FEMA:
  - None



# PPDR status 2/10/17

- January 23, 2017, CERES switches to a “punch list” system for collecting in these communities
- The County is divided into 74 similarly sized zones:
  - 33 zones completed
  - 35 zones have punch lists to be completed
  - 6 zones are still active with 2<sup>nd</sup>/3<sup>rd</sup> passes





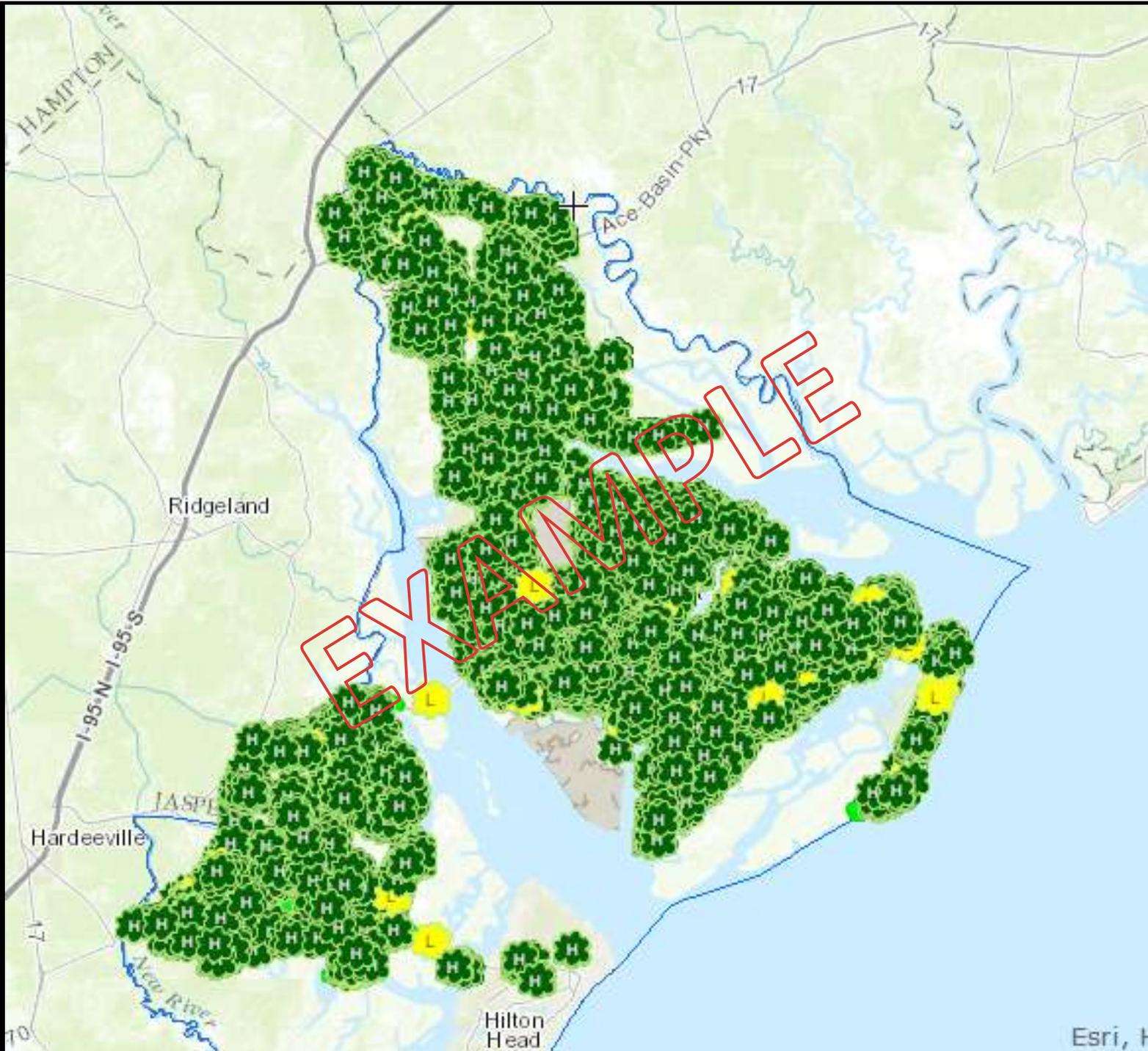
Esri

# “Hangers”, “Leaners”, & Stumps



Esri, HERE, DeLorme, Intermap, USGS, NGA, EPA, USDA, N





Esri, I

# PPDR non-eligible debris piles

Below is the list with estimated quantities reviewed by CERES

- Fripp Island - approximately 4000 yards of debris
- Dataw Island - approximately 10,000 yards of mulch
- Moss Creek - approximately 8,500 yards of mulch, and 5,750 yards of stumps and very large logs
- Rose Hill - approximately 750 yards of stumps and logs that previous contractor could not grind and approximately 500 yards of brush



# Marine Debris

- Boats, Docks, other debris obstructing the navigable waters
- The County questioned if this is the responsibility of the County, SC-DNR, SC-DHEC/OCRM, SC-EMD, or USACE
  - Both SC-EMD and FEMA are working with the County for answers
  - Both DNR and DHEC have sent letters to SC-EMD stating the responsibility is not theirs
  - Jan. 31, 2017 - County received an opinion from the Attorney General's office stating the County has a legal responsibility to remove debris between Low and High tide, the Marsh
    - Additional clarification on the navigable waterways is still needed
    - The County is getting guidance on how to request approval from FEMA to begin work (still pending as of 2/17/17)

# Marine Debris action to date

- SC-DNR and US Coast Guard did hazard removal in the navigable channels in the first days after the storm
- Efforts are ongoing by DNR to identify and inventory the vessels and debris
- County advertised for bids to be due 2/15/17. Activating the mutual aid agreement with ToHHI is another option.
  - SC-EMD and FEMA have stated we cannot change order the task to CERES.
  - Cost to remove is unknown at this time



# Marine Debris Proposals

- 4 Statements of Qualifications and unit price proposals were received 2/15/17:
  - Arbor Tree & Land, Inc.
  - AshBritt Environmental
  - Crowder Gulf
  - DRC Emergency Services
- Selection committee meets 2/23/17
  - ToHHI representative will be a part of the selection



# MS4 Infrastructure Debris

- Fallen trees, woody debris washed into and blocking ditches and pipes within County maintained easements
- Identification and Inventory is complete
  - NRCS staff on site today and tomorrow for assessment
  - Cost estimate \$524,036
- Pursuing USDA funding prior to submittal to FEMA as part of Public Assistance. Application was submitted on January 23, 2017
  - Allows 100% reimbursement for monitoring up to 7.5% of debris cost
- Follows same time frame as other debris
  - If awarded USDA funding, we have 220 days from the date of the agreement

# MS4 Infrastructure Debris

DISTRICT	Lady's Island	Port Royal Island (North)	Port Royal Island (South)	Sheldon	St. Helena	Bluffton	
Number of Downed Trees	30	100	57	40	107	15	Total = 249 Trees Down
Workshelf with Downed Trees	12,735ft	51,943ft	18,059ft	67,372ft	42,487ft	2,312ft	Total = 36.92 Miles

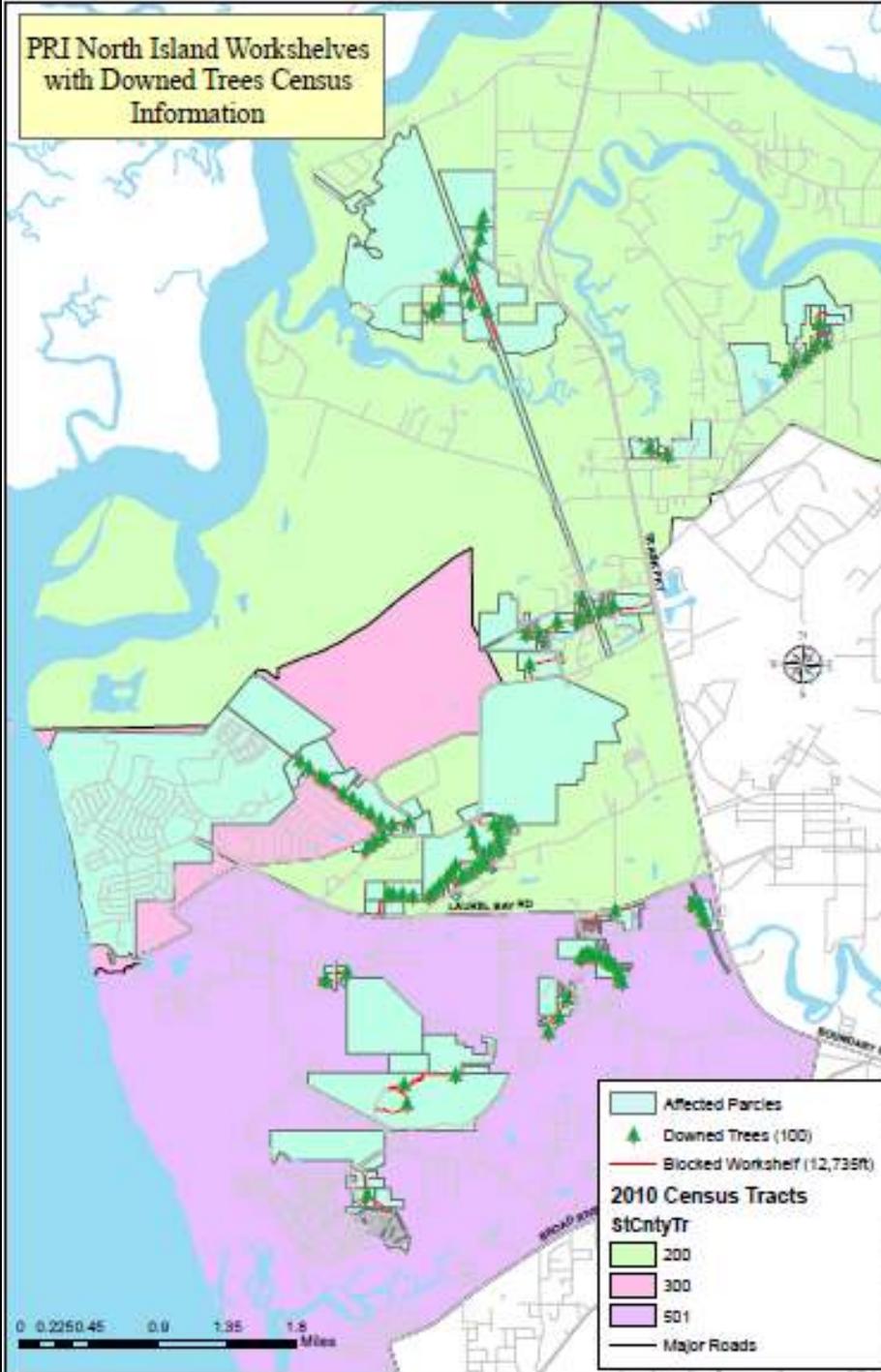
- In-house crews have performed limited work in clearing; likely will assist CERES in certain areas
- CERES to take over and complete
- Grant pending approval/denial by USDA
- Additional properties may be added



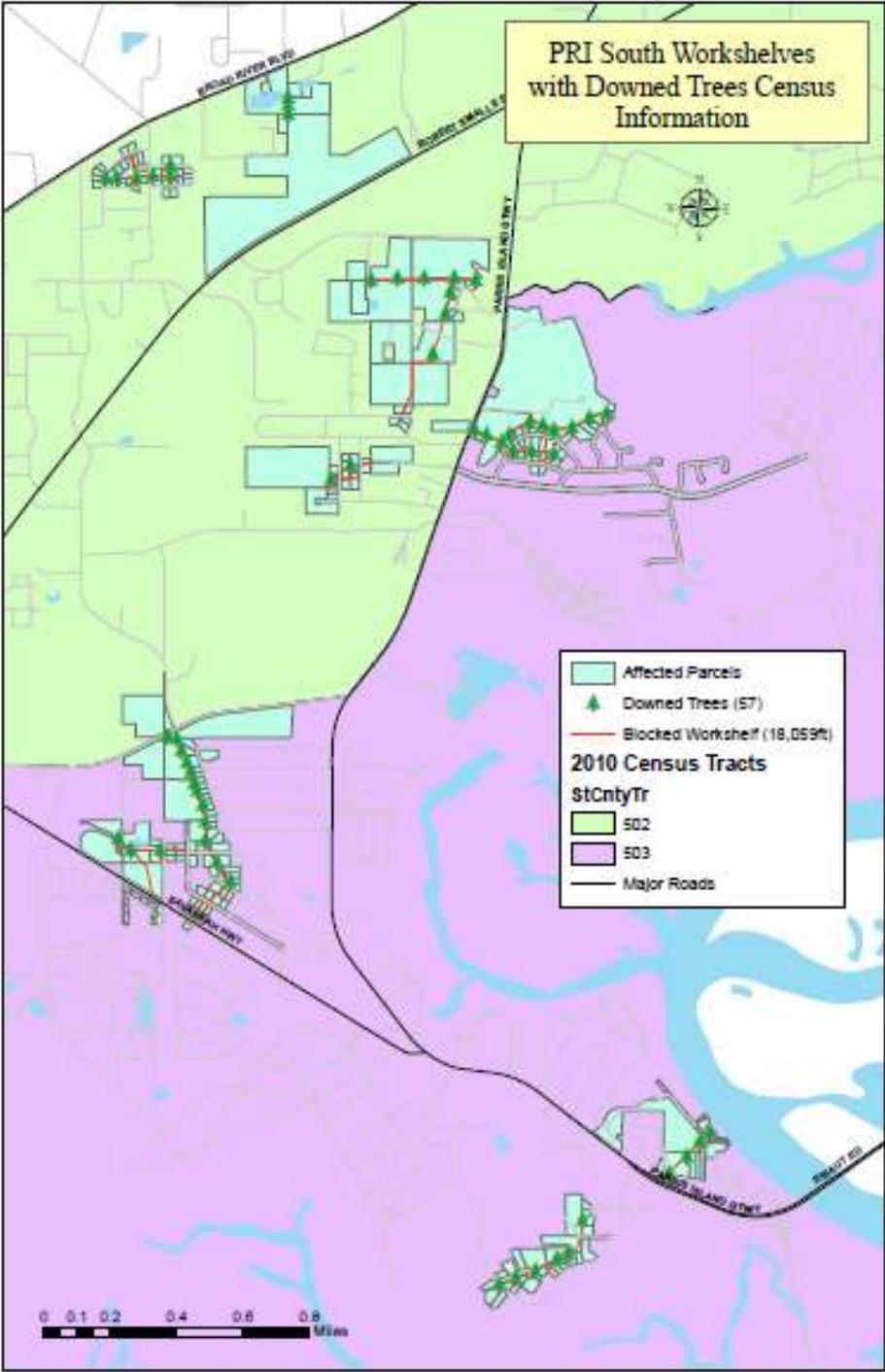
# Lady's Island Workshelves with Downed Trees Census Information



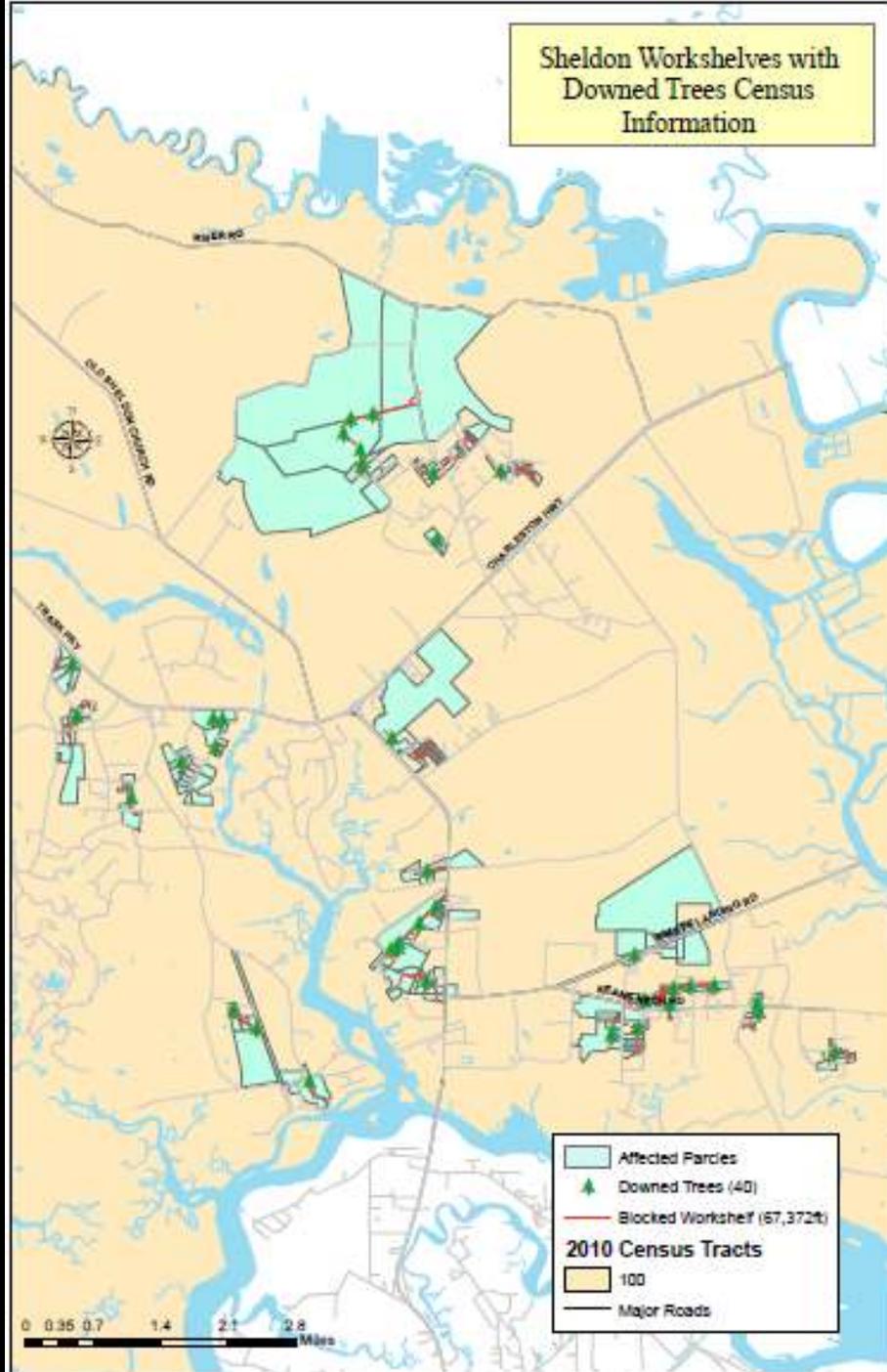
PRI North Island Workshelves  
with Downed Trees Census  
Information



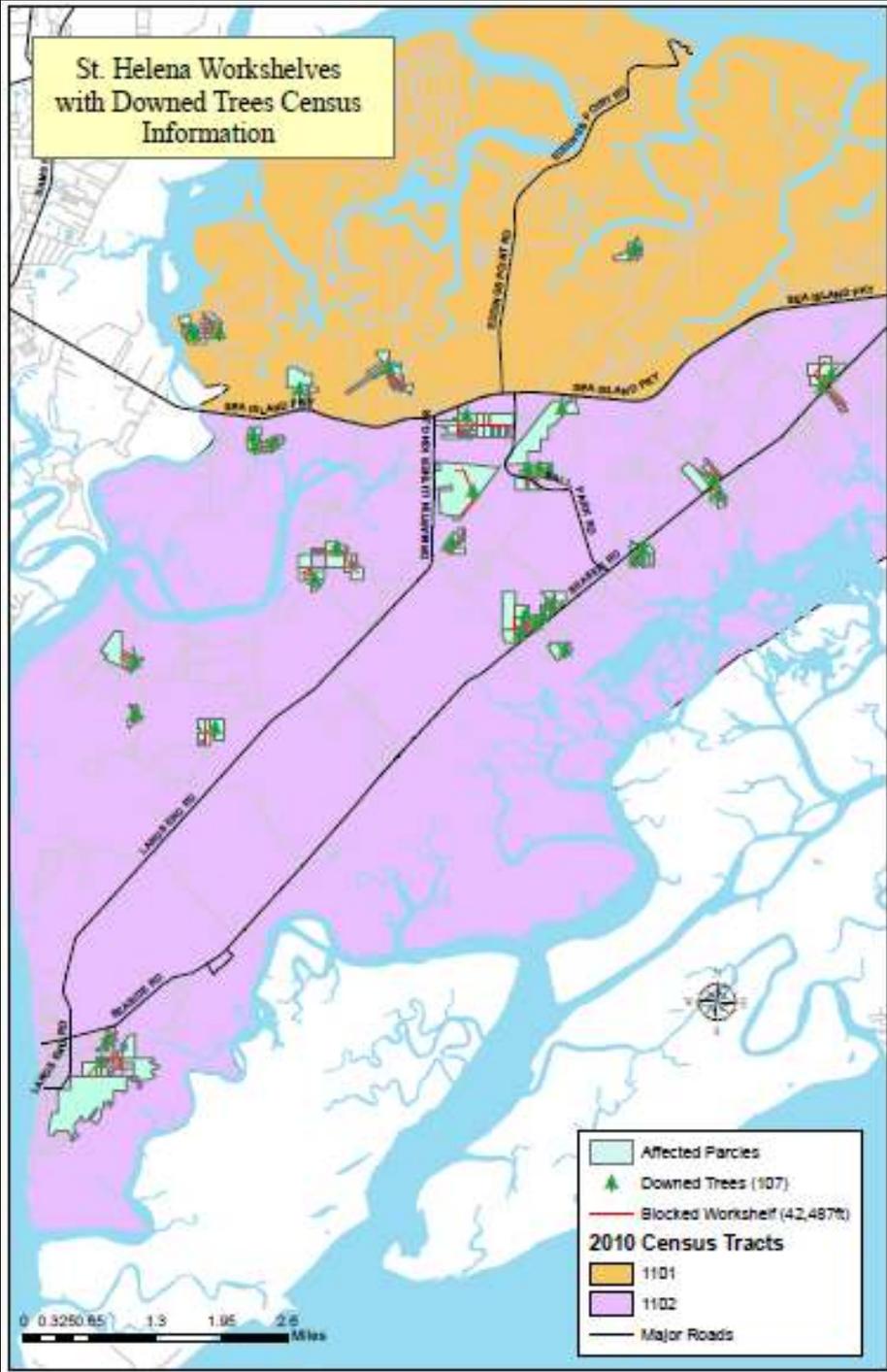
PRI South Workshelves  
with Downed Trees Census  
Information



Sheldon Workshelves with  
Downed Trees Census  
Information

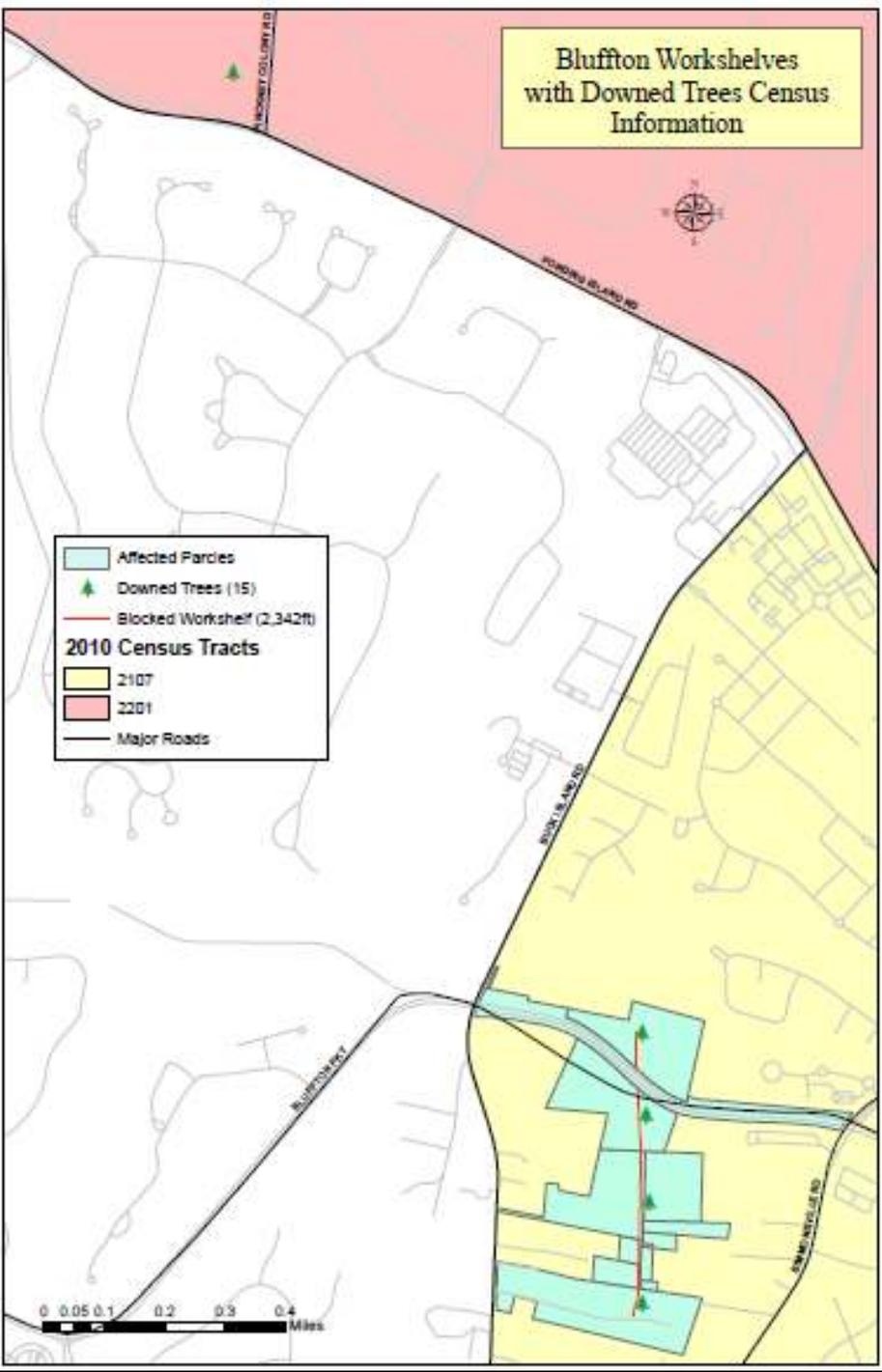


St. Helena Workshelves  
with Downed Trees Census  
Information



### Bluffton Workshelves with Downed Trees Census Information

- Affected Parcels
- Downed Trees (15)
- Blocked Workshelf (2,342ft)
- 2010 Census Tracts**
- 2107
- 2201
- Major Roads



# FEMA reimbursement Program

- The County is participating in a newer pilot debris program by FEMA
- Increases percentage of reimbursement during the first 90 days (85% first 30 days, 80% next 60 days, then 75% up to 180 days)
- Since DHEC and FEMA approved our debris plan in advance of the event, it increases reimbursement by 2%



# Damage Assessment

- As of November 10, 2016 w/ Feb. 13, 2017 update:
- Countywide assessment is complete
- 1,055 parcels with damage (excl. HHI)
  - 71 with damaged structures >50% (excl. HHI)
- Estimated cost \$34,108,749
  - Does not include ToHHI's 19,688 parcels inspected. These numbers will not be available until next year when annual permitting reports are available to value cost of all permitted repairs
- County Building Inspection has issued 356 emergency related permits (414 building, 52 electrical)



# Town of Hilton Head Island Damage

- As of Feb. 8, 2017:
- Assessment is complete
- 2,858 parcels with damage
  - 30 with damaged structures >50%
- Estimated cost \$74,786,792
- Town Building Inspection has issued 832 emergency related permits to date



## Damage Assessment - Beaufort County

(Final Estimates Through 11/10/2016)

Location	All Parcels Damaged	Structures w/ Major Damage (>50%)	Damage (\$\$)
Unincorporated Burton/Beaufort	132	11	\$ 3,399,522
Bluffton/Okatie (Town & Unincorporated)	219	9	\$ 6,867,950
Town Of Port Royal	68	4	\$ 1,976,771
St. Helena	193	15	\$ 4,382,225
Sheldon	20	0	\$ 711,330
Lady's Island	124	11	\$ 7,174,925
Fripp Island	49	8	\$ 1,728,400
Daufuskie	16	5	\$ 1,642,500
City Of Beaufort	234	8	\$ 6,225,126
Hilton Head (Residential)	2792	28	\$ 69,113,792
<u>Hilton Head (Initial Commercial/Businesses)</u>	66	2	<u>\$ 5,673,000</u>
<b>TOTAL</b>	<b>3913</b>	<b>101</b>	<b>\$ 108,895,541</b>

NOTE 1: Damage Assessment is complete in all parts of the County



# County Facilities (1/20/17)

- Facilities Management reported damage to 178 separate facilities / structures / grounds
- Much of the work was done by staff
  - Cost summary is pending
- Staff working with Insurance Reserve Fund prior to submittal to FEMA for Public Assistance
- Debris on sites being cleared by Public Works, Grounds, and/or the County's contractor
  - Cost included in Debris Removal costs



## Beaufort County Facility Management

Facility Inventory  
Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
1	18 John Galt Road	18 John Galt Road	offices-Clemson Extension		
2	A. Home Building	104 Ribaut Road, Beaufort	Single story building		
3	A. Home Nature Park	2540 Azalea Drive, Beaufort	Passive Park		<a href="#">Debris needs to be removed and trees down.</a>
4	Administration Building	100 Ribaut Road, Beaufort	Multi-story bldg	Wet carpet & ceiling tiles in Registrar of Deeds, Assessor's Office, Employee Services and Building Codes.	Stumps needs to be removed
5	Agnes Major Community Center	21 Agnes Major Road,	Single story bldg, ball fields		
6	Aljey Boat Landing	205 Aljey Road	Boat Landing/boat system		
7	Altamaha	141 Ballega Road	Passive Park		<a href="#">Trees down at the bank of the Park.</a>
8	Animal Shelter	25 Shelter Church Road, Beaufort	Single story building	Leak near HVAC vent	
9	Animal Shelter Cat Building	25 Shelter Church Road, Beaufort	Single story building		
10	Animal Shelter Clinic	25 Shelter Church Road, Beaufort	Single story building		
11	Animal Shelter Dog Building	25 Shelter Church Road, Beaufort	Single story building		
12	Baker/Tire Storage Building	108 Shankin Road			
13	Barker Field	70 Baygall Road, JHI	Ball Fields, concession stands, restrooms	<a href="#">Restroom ceiling/water damage Fence Damage</a>	<a href="#">4 stumps needs to be removed</a>
14	Barrel Landing	Near McGarvey's Corner	Rural and Critical Lands		
15	Beal Green Complex	1500 Rodgers Street	Ball Fields, restrooms, concession stand	Shingles/tar paper missing from dugouts	
16	Battery Creek High School Pool	One Blue Dolphin Drive, Beaufort	pool		
17	Beaufort County Gov't Center South	530 William Hilton Parkway			
18	Beaufort High School Pool	64 Sea Island Parkway, Beaufort	pool		
19	Beaufort Library	311 Scott Street, Beaufort	Multi-story bldg		
20	Beaufort Tennis Courts	1105 Bladen Street	Tennis Courts, restrooms	tennis nets are down	
21	SVI #5-Traffic Eng./Rec. Mgmt.	113 Industrial Village Road, Beaufort	2 story bldg./slab on grade		
22	SVI 8-Engineering	104 Beaufort Industrial Road	single story bldg., slab on grade		
23	SVI 8-Finance, Purchasing, Risk Mgmt.	106 Beaufort Industrial Road	single story bldg., slab on grade		
24	SVI 1-Staff atty., Clemson Extension	102 Burton Hill Road, Beaufort	single story bldg., slab on grade		
25	SVI 4-Voters Registration	15 John Galt Road, Beaufort	Single story building		

### Beaufort County Facility Management

Facility Inventory  
Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
26	Bluffton EMS	2 Bridge Street, Bluffton			
27	Bluffton Fuel Site	25 Benton Field Road, Bluffton	Abundant's Office, canopy		
28	Bluffton Gym	61 Ulmer Road, Bluffton		Tree on edge of roof, tree removed	<a href="#">2 shutters needs to be removed</a>
29	Bluffton Library	120 Palmetto Way, Bluffton		2 metal sun shutters torn off by wind, Sun shade on left side fallen, ceiling tiles wet, tree on fence	
30	Bluffton Middle	61 Ulmer Road, Bluffton		<a href="#">Fence Damage</a>	
31	Bluffton Pool	55 Pritchard Farm Road, Bluffton			
32	Bluffton Public Works	9 Benton Field Road, Bluffton		Tree on fence - removed, fence damaged	
33	Bluffton Pump House	Ulmer Road			
34	Bluffton Storage Building	Ulmer Road			
35	Bob Jones Field	2712 Jones Avenue	Ball Fields, concession stands, restrooms		
36	Booker T. Washington Center	132 Booker T. Washington Circle	Single story bldg., basketball court, playground		
37	Brickyard Creek Landing	275 Brickyard Pt. Road	Boat Landing		
38	Bristol Skate Park	4 Helmway, Hill	Skate Park		<a href="#">Remove Skate Park trees from slumps</a>
39	Broad River Boat Landing	1050 Robert Smalls Parkway	Boat Landing		
40	Broad River Pier	1000 Robert Smalls Parkway			
41	Broad River Restrooms	1050 Robert Smalls Parkway	Restrooms at pier		
42	BRCC-Beaufort Recovery Operation Center	Hampton, SC			
43	Broomfield Community Center	200 Brickyard Point Road, Beaufort	Single story bldg., ball fields, dugout	Front door broken/window pane broken	
44	Bruce Edgerly Field	719 18th Street, Port Royal	Ball Fields, restrooms		Slump and utility pole needs removing
45	Buckingham Boat Landing	55 Fording Island Road East	Boat Landing		<a href="#">Trees down</a>
46	Buckwelder Park	905 Buckwelder Parkway	Restroom, concessions		<a href="#">Buckwelder Soccer Field lights</a>
47	Buckwelder Parkway	Buckwelder Parkway	15 miles of parkway		Trees down in the median
48	Buckwelder Rec Center	905 Buckwelder Parkway			
49	Buddy Lubkin/Zoo Von Harten Landing	40 Station Creek Road	Boat Landing/float system/house		
50	Burton Wells Complex	1 Middleton Recreation Drive	Ball Fields, concession, restrooms, building		

## Beaufort County Facility Management

Facility Inventory  
Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
51	Burton Wells Lake	50 Burton Wells Road	kayak pond	<a href="#">Palm tree leaning against restroom roof Fence damage</a>	<a href="#">Fire tree needs to be removed and stumps</a>
52	Burton Wells Park	55 Burton Wells Road	Ball Fields, concession stands, restrooms		
53	Burton Wells Park Restroom, press box, concessions	1 Middleton Recreation Drive			
54	Butchers Island Landing	10 Butch's Road	Boat Landing		<a href="#">Rubber Island debris</a>
56	C.C. Haigh, Jr. Boat Landing	1640 Fording Island Road Ext.	Boat Landing/pier/float system		
56	Camp St. Mary's	119 Camp St. Mary's Road	4 structures		<a href="#">Fire tree down, stumps and debris</a>
57	Chaplin Park	11 Cashnet, Hilton Head Island, SC	4 buildings and ball field		<a href="#">Debris</a>
58	Coffin Point Drop Off Center	10 Caw Caw Road	Single story building		
59	Coosaw Community Center	140 Coosaw River Drive	Single story bldg., playground		
60	Coroners Office	1804 Old Shell Road, Port Royal	single story	Tree limb damaged a down spout on building	
61	Courthouse	102 Ribaut Road, Beaufort	Multi-story bldg.		
62	Courson-Yale Park	10 Springfield Rd, Beaufort, SC 29907		<a href="#">Fence damage</a>	<a href="#">Tree and Stump needs to be removed</a>
63	Cross Island Boat Landing	58 Helmsman Way	Boat Landing/pier/ float system		<a href="#">Debris needs to be removed</a>
64	Crookings Park	4 Haig Point Court, HHI	Ball Fields, concession restrooms	<a href="#">Fence Damage</a>	<a href="#">Fire trees, debris and stumps needs to be removed</a>
65	Crystal Lake	124 Lady's Island Drive, LI 29907	Passive Park, building		
66	Cuffy Drop Off Center	152 Cuffy Road	Single story building		
67	Dale Community Center	15 Community Center Road	Single story bldg., ball fields, restrooms, ball court		
68	Daufuskie Island Boat Landing	13 Haig Point	Boat Landing/float system		
69	Daufuskie Island Restrooms	New River			
70	Daufuskie Island Store	New River			
71	Del Webb Fire Station	25 William Pope Drive, Hilton Head			
72	Detention Center	106 Ribaut Road, Beaufort	Multi-story bldg.		
73	DNA Lab Sheriff's Office	111 Industrial Village Road	Office		
74	OSN Broad River Residence	429 Broad River Drive, Beaufort	single story residence		
75	OSN Chloe	3 Chloe's Way	single story residence		

## Beaufort County Facility Management

Facility Inventory  
Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
76	OSN Clearwater Admin Building	100 Clear Water Way			
77	OSN Clearwater Main Building	100 Clear Water Way	OSN Office		
78	OSN Cottage Walk	18 Cottage Walk	OSN Residential house		
79	OSN Fraser Drive	304 Fraser Drive		Tree is leaning on fence, damaged	
80	OSN Lakes Crossings	79 Lakes Crossing Blvd., Bluffton			
81	OSN Little Capers	260 Little Caper's Road	single story residence		
82	OSN Office	1804 Old Shell Road, Port Royal	Single Story Building		
83	OSN Palmetto Ridge (property only)	2012 Palmetto Ridge Street, Beaufort	Property only		
84	OSN Peyton	9 Peyton's Way	single story residence	Tree on roof, removed, roof damage	Stumps need to be removed
85	OSN Pinecrest	210 Pinecrest Circle, Bluffton, SC			
86	OSN pottery Building	100 Clear Water Way			
87	Eddings Point Boat Landing	168 Eddings Pt. Road	Boat Landing		
88	Edge Glenn Boat Landing	205 Okeah Highway	Boat Landing/float system		
89	Facilities Maintenance Office	142 Shankin Road, Beaufort	Single Story		<a href="#">Fac maintenance office tree leaning</a>
90	Federal Courthouse	1501 Bay Street, Beaufort	Multi-story bldg. Leased to St. Elena		
91	Fort Fremont	St. Helena Island			<a href="#">Debris needs to be removed, stumps</a>
92	Fuel Manager's Office	Shankin Road			
93	Fuel Site	Shankin Road	4 pumps/canopy		
94	Gates Drop Office Center	130 Castle Rock Road, Beaufort	Single story building		
95	Grays Hill Landing	208 Carleton Road	Boat Landing/float system		
96	Grounds Maintenance Office	136 Shankin Road, Beaufort	Single Story	Building flooded, water damage, tile damage	
97	H.E. Trask, Sr. Boat Landing	525 Sawmill Creek Road	Boat Landing/float system		
98	Health Center	600 Wilmington Street, Beaufort			
99	Health Center/DHEC	1407 King Street, Beaufort			
100	HI Island Library	11 Beach City Road, Hilton Head			<a href="#">Stumps needs to be removed</a>

## Beaufort County Facility Management

Facility Inventory  
Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
101	HH Airport Hangars	120 Beach City Road, HH			
102	HH Airport Terminal	120 Beach City Road, HH		Roof soffit section missing	
103	HH Airport Tower	120 Beach City Road, HH			
104	HH Island Airport CTR	120 Beach City Road, HH			
105	HH Island Government Center	533 William Hilton Parkway			<a href="#">Debris from entrance needs to be removed</a>
106	Hilton Head Park	150 William Hilton Parkway, HH	2 tennis courts, basketball court	<a href="#">Fence damage</a>	<a href="#">Debris from basketball court area needs to be removed</a>
107	Human Services Building	1905 Duke Street, Beaufort	Multi-story bldg		
108	Lady's Island Airport Hangars	41 Airport Circle		One foot damage from water intrusion/light vault water damage	
109	Lady's Island Airport Terminal	41 Airport Circle		ceiling/water damage, extensive damage to building, runway lighting damage	
110	Law Enforcement Center/EOC	2001 Duke Street, Beaufort	Multi-story bldg	<a href="#">Light pole damaged, back door closer damaged, fence damage</a>	
111	Lemon Island-Widgeon Point	Southern Beaufort County	Rural and Critical Lands		
112	LeRoy Brown Center	41 Ball Park Road		<a href="#">Fence Damage</a>	
113	Lind Brown Community Center	1001 Hamar Street, Beaufort	Gym, pool	Gym has water on floor under alc vent	
114	Lobeco Library	1862 Trask Parkway, Lobeco			<a href="#">Debris needs to be removed</a>
115	Lobeco Drop Off Center	8 Keans Neck Road	Single story building		
116	M.C. Riley Park	105 Goethe Rd., Bluffton	Concession Stand, restroom, ball fields	Missing shingles	<a href="#">Debris and stumps</a>
117	Megastore/Sheriff Lobeco	1860 Trask Parkway			
118	Marine Rescue Squadron/Conservation	617 Paris Ave., Port Royal, SC		Missing shingles, ceiling leaks, soffit damage	
119	Marshland Landing	97 Marshland Road	Boat Landing/boat system		
120	McGarvey's Corner	2035 Oxide Highway	Property only		<a href="#">Trees down</a>
121	Mets Field	1812 National Street	Ball Fields		
122	Mosquito Control	84 Shanklin Road, Beaufort	Single story	Roof leaks	
123	Mosquito Control-Hanger	39 Airport Circle		Cantilever gate has salt water damage	
124	Mosquito Control Maint Shop	84 Shanklin Road, Beaufort		Roof leaks	
125	Mosquito Control Maint Shop	25 Airport Circle		water damage, extensive damage, memo office one foot of water in building	

**Beaufort County Facility Management**  
 Facility Inventory  
 Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
126	Mosquito Control-Chemical Storage	64 Shankin Road			
127	Motorola Maintenance Shop	144 Shankin Road, Beaufort	Single story		
128	Myrtle Park	4819 Bluffton Parkway, Bluffton	Multi-story bldg.	Ceiling tile damage and exterior damage. Metal roof damage, ceiling tile water intrusion and wet carpet.	two stumps needs removing
129	Old House Creek Pier	50 Sterling Point Drive	Pier		<a href="#">Old House Creek trees down and debris</a>
130	Oscar Frazier Park	77 Shultz Road, Bluffton, SC	Ball Fields, concession stand, restrooms		<a href="#">Trees, stumps and debris</a>
131	Paige Point Boat Landing	99 Paige Point Landing Road	Boat Landing		
132	PALS Office	1514 Richmond Avenue, Port Royal	Single story bldg, lab on grade	Tree on fence, fence is crushed.	
133	Parris Island Boat Landing	50 Matra Blvd.	Boat Landing/float system		
134	Pistol Range	130 Shankin Road, Beaufort			
135	Port Royal	50 Sands Beach Road	Boat Landing/float system		
136	Pritchardville Drop Off Center	54 Oblet Road	Single story building		
137	Public Works Building and Garage	120 Shankin Road, Beaufort	Single story	Building flooded, ceiling tile damage, floor tile damage, 7 offices	
138	Public Works Open Storage Building	120 Shankin Road, Beaufort		Skylight on roof of building is missing, roof damage	
139	Records Management	2727 Depot Road			
140	Russ Point Boat Landing	15 Russ Pt. Landing Road	Boat Landing/float system		
141	Sama Point Boat Landing	1009 Sama Pt. Landing Boat	Boat Landing/float system		
142	Scott Community Center	242 Scott Hill Road, St. Helena	Single story bldg, court, playground, ballfields	<a href="#">Fence down, Tree on power box</a>	<a href="#">Debris needs removing</a>
143	Seaside Community Center	122 Seaside Road, St. Helena	Single story bldg, basketball court, playground		<a href="#">tree base and stumps needs removing</a>
144	Senior Citizen's Center	1408 Paris Avenue, Port Royal		Debris on roof	
145	Senior Citizen's Center-Burton Wells	2 Middleton Recreation Drive	Single story building		
146	Shankin Drop Off Center	60 Shankin Road Beaufort			
147	Shankin Drop Off Center (old)	132 Shankin Road, Beaufort	Single story building (Closed)		
148	Sheldon Drop Off Center	208 Paige Point Road	Single story building		
149	Shell Point 500 Mgr Building/tower	59 Cleveland Drive, Beaufort	Re-hab 2011		
150	Shell Point Elementary Field	Savannah Hwy (SC2), Burton	Ball Fields, School lease		

Beaufort County Facility Management

Facility Inventory

Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
151	Shell Point Park	301 Broad River Drive	2 tennis courts, ball fields, restrooms		Pine tree leaning in entrance to park
152	Shell Point Property	696 Paris Island Gateway	Parcel of property		
153	Shell Point Repeater/Power Building	18 Cedar Wood Street, Beaufort			
154	Sheriff's Annex	2727 Depot Road			
155	Sheriff's Camp	113 Choisan Creek Bluff, Beaufort	One single story building		Debris outside of fence needs removing, stumps
156	Sheriff's Gym	2727 Depot Road			
157	Sheriff's Impound lot	134 Shanklin Road			
158	Sheriff's Office Annex	1025 Duke Street, Beaufort	Single story building-leased building	<a href="#">Trees down, building damaged, fence damage.</a>	
159	Sheriff's Office Helo Hanger	237 Sea Island Parkway, U		Missing metal wall panels damaged	
160	Sheriff's Office Spec Ops	1021 Oatlie Highway	office		
161	Sheriff's Storage	2727 Depot Road			
162	Simmonsville Drop Off Center	104 Simmonsville Road			
163	Southside Tennis Courts	1407 Battery Creek Road	Tennis Courts, restrooms	Back board on tennis court leaning, fence damage, light poles are leaning	<a href="#">Debris needs removal, trees and stumps</a>
164	Spanish Moss Trail	Between Roseade/Hwy 200	1.5 miles	Numerous washouts	
165	St. Helena Drop Off Center	633 Sea Island Pkwy, Beaufort	Single story building		Debris at entrance needs removing
166	St. Helena Library	6355 Jonathan Francis Gr. Road, St. Helena		Door to dumpster inclosure is damaged	<a href="#">Debris needs removing</a>
167	Station Creek House	36 Station Creek Drive		Roof damage, shingles missing	<a href="#">Station Creek debris</a>
168	Steel Bridge Landing	933 Charleston Hwy	Boat Landing/boat system		
169	Storm Water Building	120 Shanklin Road, Beaufort	Single Story Building		
170	Storm Water Building #2	106 Shanklin Road	Offices (old Coroner's Office)		
171	Super Hill Landing	40 Super Hill Landing Road	Boat Landing		<a href="#">Debris needs removing</a>
172	United Way Building				
173	Wallace Landing	245 Sam Doyle Drive	Boat Landing		
174	Warehouse	2727 Depot Road	Old Record's Management Building/Storage		
175	Waterside Storage	1675 Sea Island Pkwy., St. Helena	Property only		

Beaufort County Facility Management

Facility Inventory  
Updated 1/20/2017

#	Facility	Location	Description	Damage to Building	Damage to Grounds
176	Wesley Felix Park - St. Helena Park	185 Ball Park Road, St. Helena Is.	Ball fields, restrooms, concession stand	<a href="#">Fence damage</a>	<a href="#">Field 1 desks needs removal</a>
177	White Hall Landing	33 Sea Island Parkway	Boat Landing/float system		
178	Wimbee Landing	550 Wimbee Landing Road	Boat Landing/pier		



# Public Assistance (PA) Projects

- The following list of projects has been submitted to FEMA for consideration under PA during our “kick off” meeting 11/10/16:
- Debris Removal - \$26,754,878
  - Paid out \$3,985,537
  - Pending payment \$8,173,752
- Emergency Response - \$2.5 million
- Facility damage
  - Boat ramp damage
  - Recreational Facilities
- Road damage



# Significant PA projects

- Lady's Island Airport Terminal, Hangers, and Airfield - \$ 404,391 (does not include Mosq. Control hanger and contents, and additional Terminal repairs, & additional Sheriff's Hanger repairs)
- Flyover approach embankment erosion & Spanish Moss Trail causeway erosion - \$597,905
- Boat Ramp Repair - \$184,996



# Significant PA projects

- Central Drive causeway - \$1.33 million
  - Central Drive Repairs awarded on Nov. 22, 2016 to Andrews Engineering, J.H. Heirs, and O'Quinn Marine team. Completion by May 21, 2017

Projected: \$35 million

cost share \$10-15 million

Total to date: \$31,792,170

25% = \$7.9 million

Paid to date = \$6,833,369

Encumbered: \$30.7 million



# County Operations

- The following departments and agencies with recovery functions have reported “normal operations”
- Animal Services
- Mortuary Services
- Schools
- EMS
- PALS (although they continue to assist HSA)
- Utilities
- Planning and Zoning



# County Operations

- The following departments and agencies with recovery functions are still managing Hurricane Recovery:
- Public Works
- Stormwater
- Facilities Management
- Engineering
- Building Inspection
- Assessor's Office
- Legal / Finance / Admin.
- Communications



# Public Information

- Website has the most current staff reports and data

[www.beaufortcountydisasterrecovery.net](http://www.beaufortcountydisasterrecovery.net)

- Staff continue to update WebEOC, an internal program, on status, activity, needs, and damages. This will serve as documentation to FEMA for the storm event



# Individual Assistance (IA)

- FEMA's status:
  - Disaster Recovery Centers (DRC) now closed
  - Disaster Survivor Assistance (DSA) teams have ended operations
  - Deadline to register for IA has passed
- Citizens with registered cases can get updates on their cases by calling 1-800-621-3362 or go to [www.disasterassistance.gov](http://www.disasterassistance.gov)



# “Long Term Recovery Team”

- Beaufort County Human Services Alliance (HSA) has partnered with United Way and numerous other NGOs to establish a long term recovery team within the framework of “Volunteers in Action during a Disaster” (VoAD).
- Citizens can call 843-524-HELP or 211 to seek assistance.
- Long term case management is a growing need. HSA is working to define a process to work with outside agencies to hand off cases when needed. SCEMD has hired an outside case management firm to assist if needed.



# Human Services Alliance

- HSA, PALS, and United Way worked together to coordinate a donation drive for food, clothes, money, Christmas gifts. We received:
  - 10 bags of clothes
  - 2 bags of new toys
- Donations benefitted Bluffton Self Help and HELP of Beaufort
- Volunteer groups and those offering free or discounted services should call United Way of the Lowcountry to register their resources.



# Volunteer groups and agencies with significant contributions

- United Way of the Lowcountry
- Beaufort County CERT
- Samaritan's Purse / Lowcountry Community Church
- Hilton Head Island Rotary Club
- Holy Family Catholic Church
- Praise Assembly
- Others



# Human Service Alliance Stats

- Volunteers (Number of People): 914
- Time Dedicated to Hurricane Recovery Efforts (hours served): 12,250
- Case Load: 1,320
- Beaufort County Disaster Relief Fund:
  - Funds to date: \$36,768.25



# Summary of HSA needs

United Way of the Lowcountry  
 Disaster Recovery – Community Needs  
 12/30/2016



<u>Referrals</u>					<u>Number of unique callers</u>	
1225					1011	
Short-term housing	Tree removal from house	Utility	Emergency MRE's	Prescriptions		1 – appliances 1 – Painting 1 – load of fill dirt 9 – Thanksgiving 91 - Christmas 1 – Chemo 1 – House Fire 2 – Car payments 4 – Other County 12 – DRC's 2 – Moving a trailer 1 – set up costs for mobile home
81	60	159	11	9		
Long term housing	Tree leaning	Rental	Hot meals	Transportation		
45	61	114	32	13		
Storage Needs	Debris removal from yard	Clothing	Food Pantries	Gas		
12	96	42	196	10		
Movers	Home repair needs	Diapers/baby needs		Employment		
4	123	8		17		
	Water testing					
	4					
					128	



# Ongoing Needs

- Home Repair
  - Hilton Head Island, pockets of Bluffton, and isolated cases in Jasper County
  - To volunteer or donate, contact The Deep Well Project at 843-785-2849.
- Financial Need
  - Related to past due utility bills and rent; loss of employment/wages; home repairs; and insurance deductibles
  - To donate, contact United Way of the Lowcountry at 843-982-3040 or Community Foundation of the Lowcountry at (843) 681-9100.

