



BEAUFORT COUNTY  
STORMWATER MANAGEMENT UTILITY BOARD AGENDA  
Wednesday, February 12, 2020  
2:00 p.m.  
Executive Conference Room, Administration Building  
Beaufort County Government Robert Smalls Complex  
100 Ribaut Road, Beaufort, South Carolina  
843.255.2805

In accordance with South Carolina Code of Laws, 1976, as amended, Section 30-4-80(d), all local media was duly notified of the time, date, place and agenda of this meeting.

1. CALL TO ORDER – 2:00 p.m.
  - A. Approval of Agenda
  - B. Approval of Minutes – January 8, 2020 ([backup](#))
2. INTRODUCTIONS
3. PUBLIC COMMENT
4. REPORTS
  - A. Utility Update – Daniel Rybak ([backup](#))
  - B. Monitoring Update – Daniel Rybak ([backup](#))
  - C. Stormwater Implementation Committee Report – Daniel Rybak ([backup](#))
  - D. Stormwater Related Projects – Daniel Rybak ([backup](#))
  - E. Upcoming Professional Contracts Report – Daniel Rybak ([backup](#))
  - F. Regional Coordination – Daniel Rybak ([backup](#))
  - G. Municipal Reports – Daniel Rybak ([backup](#))
  - H. MS4 Update – Daniel Rybak ([backup](#))
  - I. Maintenance Projects Report – Matthew Rausch ([backup](#))
5. UNFINISHED BUSINESS
  - A. Extension of the Stormwater Management and Utility IGA with City of Beaufort ([backup](#))
6. NEW BUSINESS
  - A. Proposed Changes to the Stormwater Ordinance ([backup](#))
  - B. FY19 Annual Summary Report ([backup](#))
  - C. FY21 Utility Management Fee Proposed Budget and Rates Memo
7. PUBLIC COMMENT
8. NEXT MEETING AGENDA
  - A. March 11, 2020 ([backup](#))
9. ADJOURNMENT



# Beaufort County Stormwater Management Utility Board (SWMU Board) Meeting Minutes

January 8, 2020 at 2:00 p.m. in Executive Conference Room, Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina

Draft Minutes 1/30/2020

## Board Members

### Present

William Bruggeman  
Steven Andrews  
Patrick Mitchell  
Allyn Schneider  
James Clark  
Marc Feinberg

### Absent

James Fargher

## Ex-Officio Members

### Present

Van Willis  
Scott Liggett

### Absent

Kim Jones  
Nate Farrow

## Beaufort County Staff

Daniel Rybak  
Melissa Allen  
Katie Herrera  
Amber Woods  
Matthew Rausch

## Visitors

Alan Warren, USCB  
Alice Howard, County Council  
Ellen Sturup Comeau, Clemson Extension  
Danielle Mickel, USCB  
Tye Pettay, USCB

### 1. Meeting called to order – William Bruggeman

- A. Agenda – Approved.
- B. December 11, 2019 Minutes – Approved.

### 2. Introductions – Completed.

### 3. Public Comment(s) – None.

### 4. Reports – Mr. Daniel Rybak provided a written report which is included in the posted agenda and can be accessed at:

<https://www.beaufortcountysc.gov/stormwater-management-utility-board/agendas/2020/010820.pdf>

#### A. Utility Update – Daniel Rybak

In reference to item #1, the draft manual and ordinance are available online for public review and comment. It was posted on the County Stormwater page on January 6<sup>th</sup> and the comment period will close on February 17<sup>th</sup>. The Public Stakeholder meetings will be held on January 23<sup>rd</sup> at Palmetto Electric, January 28<sup>th</sup> at Beaufort County Council Chambers, and January 30<sup>th</sup> at the Town of Bluffton Town Hall.

In reference to special presentations, staff is reaching out to Dr. Eric Monti with USCB.

Delinquent accounts, item #5, the County is moving forward and will be meeting with Gentry Locke relative to delinquent fees associated with federal properties on January 16<sup>th</sup>.

Annual reports have been received from Town of Port Royal and Town of Bluffton and they are attached in the packet. Beaufort County is pending CAFR completion.

**B. Monitoring Update** – Daniel Rybak

Please reference the report, no additional updates.

**C. Stormwater Implementation Committee (SWIC) Report** – Daniel Rybak

Please reference the report, no additional updates.

**D. Stormwater Related Projects** – Daniel Rybak

In reference to the Shell Point, a meeting is to be scheduled.

**E. Professional Contracts Report** – Daniel Rybak

Please reference the report, no additional updates.

**F. Regional Coordination** – Daniel Rybak

Please reference the report, no additional updates.

**G. Municipal Reports** – Daniel Rybak

Please reference the report, no additional updates.

**H. Municipal Separate Storm Sewer System (MS4 Update)** – Daniel Rybak

Mr. Rybak briefly went over the MS4 activity comparisons for plan review, stormwater permits and inspections and pointed out periods of rain on the weather station chart.

Ms. Ellen Sturup Comeau shared that she is gearing up for Cultivating Carolina Yards presentation at Port Royal Plantation on HHI. She will be attending two workshops in January. They are getting ready to launch the 2020 projects as outlined in the strategic plans and reordering merchandise.

In reference to Energov permitting software, there is a meeting scheduled in March.

**I. Maintenance Projects Report** – Matthew Rausch

Mr. Matthew Rausch shared that there was one major project and nine minor projects. Crystal Lake was the major project that improved 1,024 feet of drainage.

Mr. Billy Bruggeman asked about Okatie East Retrofit, was it problem that needed fixed. Mr. Rausch said they repaired a catch basin and washout.

**5. Unfinished Business** –

RV Park Update – This is to follow up on a question. Mr. Rybak spoke with the zoning office on the submittal and they advised that the determination was a developed camp group which is outside of the zoning for the area. That decision is currently under appeal [by the applicant].

**6. New Business** – None.

**7. Public Comment(s)** – Dr. Warren acknowledged Matt's effort assisting the lab. The crew has recently pumped out storm drains on Saint Helena and Lady's Island. The lab is going through it to classify the material recovered (debris, litter, etc.). This is modeling what is done in California.

The Saint Helena portion is complete and about to begin the Lady's Island portion. The vac-truck dumped the contents on a piece of land that John Trask III has allowed the lab to use.

Mr. Marc Feinberg asked if they are going to do a write up. Dr. Warren responded they plan to do a write up and photo documentation as well. They are quantifying everything.

**8. Next Meeting Agenda – Approved.**

Mr. Scott Liggett asked when they should be preparing to review the proposed budget for the next fiscal year and when should we expect to see stakeholder comments from the public meeting. Mr. Rybak replied staff is currently working on the stormwater budget and a meeting with administration is scheduled for next week about the date for the first draft. Concerning regional ordinance and manual, the public comment ends on February 17<sup>th</sup>. The comments will be gathered and evaluated and determination will be made for those that warrant modifications or revisions of the draft as proposed. The final draft will probably be ready by the end of March.

**9. Meeting Adjourned**

DRAFT



**BEAUFORT COUNTY  
STORMWATER UTILITY  
120 Shanklin Road  
Beaufort, South Carolina 29906  
Voice (843) 255-2805 Facsimile (843) 255-9436**

February 12, 2020

**Stormwater Manager's Report for the Stormwater Utility Board Meeting**

Utility Update

1. Southern Lowcountry Regional Board (SoLoCo)
  - a) The current schedule for completion and finalization on the document and activities of Center for Watershed Protection (CWP) is as follows:

Remaining project milestones to be completed:

- Revised Manual Posted for Public Comments
  - Request for Public Comments began on January 6, 2020
  - <https://www.beaufortcountysc.gov/stormwater/ordinance/index.html>
- Close of Public Comment Period (6 weeks)
  - Scheduled to end February 17, 2020
- CWP Review of Public Comments Due
- Committee Meeting to Review Public Comments
- Final Draft of Ordinance and Design Manual
- Final Delivery

Public Stakeholder Meetings were held on:

- January 23, 2020 from 4-6 PM at the Palmetto Electric, 1 Cooperative Way, Hardeeville, SC in the Community Room.
- January 28, 2020 from 4-6 PM at the Beaufort County Administrative Building, 100 Ribaut Road, Beaufort, SC in Council Chambers.
- January 30, 2020 from 1-3 PM at the Theodore D. Washington Municipal Building, "Bluffton Town Hall," 20 Bridge Street, in the Henry "Emmett" McCracken Jr. Town Council Chambers.

2. Regionalization
  - a) Regional Stormwater Design Standard and Model Ordinance Project – See update above.
  - b) Regionalization of programs – Pending finalization of the Regional Stormwater Design Standard and Model Ordinance it is hoped each participating jurisdiction will adopt these policy documents for implementation to provide consistent administration of Stormwater Management guidelines and policies in the region. Discussions of a Regional Stormwater Authority to administer the adopted guidelines and policies holistically within the region/jurisdictions can be fostered.

3. Special presentation suggestions –
  - Dr. Eric Montie is unavailable to present the Technical Report on the Historical Analysis of Water Quality and Climate Change Endpoints and Monitoring of Natural Resources in the May River at this time, as he has a class commitment during the Utility Board Meeting date/times this semester. Will contact again after this semester to see availability.
  - Suggestions for Future Meetings?
4. Military installation and other State and Federal properties SWU fees – See “Delinquent Accounts” below. Staff continues to work with GIS to update impervious area layers for the military installations.
5. Delinquent accounts – County Council voted in Council Hearing held on November 18, 2019 to move forward with initial, Phase I Investigations with Gentry Locke Attorneys (looking at data, laws, ordinances, synopsis of case law) to provide recommendations and likely outcomes of either negotiations or litigation.

Staff met with members of Gentry Locke on January 17, 2020 to discuss stormwater fees, processes, procedures and policies.
6. Reminder: Annual Financial report from the Municipalities are due – Per the Intergovernmental Agreements for the Utility, each year on September 30<sup>th</sup>, the City and Towns are required to submit a summary of revenue and expenditures for the previous fiscal year.
  - a) Beaufort County – Actuals pending CAFR completion.
  - b) Town of Hilton Head Island – Not Received.
  - c) Town of Bluffton – Received.
  - d) Town of Port Royal – Received.
  - e) City of Beaufort – Not Received.

#### Monitoring Update

1. Lab Update (From Dr. Alan Warren and Lab Manager Danielle Mickel)
  - i. [See the attached report.](#)

#### Stormwater Implementation Committee (SWIC) Report

1. The SWIC has not met in the last month.
2. Staff is working on the annual summary reports for FY19 and the FY21 Utility Management Fee Proposed Budget and Rates and anticipate both to be available by February 15<sup>th</sup>.

#### Stormwater Related Projects

1. Easements – Staff is working on easement requests and meets monthly to review status. A few condemnations are still being pursued using outside legal counsel.

2. Complaints – Staff continually works numerous drainage related complaints each month.
  - a) Horse Island – No additional update at this time. Last update: The Stormwater Manager discussed preliminary design and construction cost with the County Administrator and Council member for the area and is awaiting direction.
  - b) Flyover bridge preventative maintenance and deferred maintenance repairs – Last update: Change Order for Critical Line Delineation approved due to original delineation (at time of flyover Bridge permitting) being expired and not allowed by DHEC. Critical line delineation complete. Consultant working on preliminary design and permitting.
  - c) Shell Point Community Meeting – Follow-up meeting with community is planned for February 2020.
3. Alljoy Subwatershed Flooding – No further action anticipated at this time.
4. Factory Creek Watershed Regional Detention Basin “Phase I” & Academy Park Subdivision (Design Cost \$49,873, Tree Mitigation Cost \$18,200 & \$18,200, Construction Cost by the Developer) – Construction on-going and estimated to be 60% complete. Developer has requested a one year extension to March 23, 2021. Request is considered as reasonable and approval is recommended.
5. Factory Creek Watershed Regional Detention Basin “Phase II” (Design Cost = \$63,390, Tree Mitigation Cost is pending, Construction Cost by the Developer) – Construction on-going and estimated to be 80% complete.
6. Graves Property / Pepper Hall Public / private partnership – Property owner has requested meeting with County Administrator to discuss Joint Developer Agreement implementation/timing. Meetings with internal staff and property owner ongoing.
7. Whitehall property purchase – No additional update at this time.
8. US 278 “super street” widening on Jenkins Island (Windmill Harbor area) – No update at this time.
9. Lady’s Island Plan, Sea Level Rise, and “no-fill” ordinance – The Committee met on December 17, 2019 to discuss comments presented on *DRAFT* Ordinance.

#### Professional Contracts Report

1. CIP FY 18 Grouping Stormwater Projects – (Design - Ward Edwards \$202,000, Andrews Engineering \$560,490, Const. est. \$5,512,900) – All projects are in early design phase.
  - a) Salt Creek and Shanklin Road – 30% Design submittal under review. Right-of-way acquisition areas being assessed.
  - b) Brewer Memorial – SCDOT has responded favorably to County request for pipe diversion and consultant is seeking final approval.

2. Evergreen Regional Pond 319 grant project – (Design=\$89,286, Construction=\$590,000. Grant=\$229,124) – 90% Design submittal under review. Public Meeting is scheduled for Friday, February 14<sup>th</sup>, 2020, from 10:30am to 11:30am at the Palmetto Electric Coop Building in Hardeeville.

#### Regional Coordination

2. Town of Bluffton and Beaufort County Joint meetings on Sanitary Sewer in the May River watershed – No additional update at this time. The last meeting was held on July 18, 2019.
3. Mossy Oaks Task Force – (Design \$20,404, Construction \$205,000; County portions only). See Municipal Reports.
4. Charleston Area MS4 managers group – No additional update at this time.
5. May River Watershed Modeling – See municipal reports for more information.
6. Port Royal Sound Conservation Working Group – No additional update at this time.

#### Municipal Reports

1. Town of Hilton Head Island (From Jeff Netzinger, Stormwater Manager and Brian Eber, MS4 Coordinator)
  - i. [See the attached report.](#)
2. Town of Bluffton (From Kim Jones, Watershed Management Division Director)
  - i. [See the attached report.](#)
3. City of Beaufort (From Nate Farrow, Public Works Director)
  - i. No information was available at the time of this report.
4. Town of Port Royal (From Van Willis, Town Manager and Tony Maglione, consultant)
  - i. No information was available at the time of this report.

#### MS4 Report

1. Plan Review – [See the attached chart](#) for Beaufort County Stormwater staff plan review workload for the past 12 months.
2. Stormwater Permits – [See the attached chart](#) for Beaufort County Stormwater permits issued for the past 12 months.

3. Monthly Inspection summary - [See the attached chart](#) for Beaufort County Stormwater staff inspection, complaint, IDDE, and violations summary for the past 12 months.
4. Weather Station Data. [See attached chart.](#)
5. Public Education – [See attached report.](#)
6. Energov permitting software – Energov module demonstration and training was held on February 4<sup>th</sup>.
7. MS4 Statewide General permit – No update at this time.
8. Statewide General permit for Construction – No update at this time.
9. Able Contracting Site – No update.

## USCB Water Quality Lab Update

### Beaufort County

#### BC Monitoring Plan 2020:

- **Description:** New monitoring plan for 2020 complete including sampling sites covering all 5 categorical types:

Category 1: TMDL monitoring

Category 2: IDDE screening and monitoring

Category 3: Water quality monitoring (baseline, based upon 303d list)

Category 4: MOA points

Category 5: Special project monitoring

- **Status:** First quarter sample collection started in January.

#### Okatie West Pond: Bold and Gold

- **Description:** Environmental Conservation Solutions, LLC, in conjunction with Beaufort County, installed an innovative bacteria and nutrient removing side-bank filter to a section of a newly constructed wet detention pond for the Okatie West Regional Stormwater Project. The purpose of the joint effort is to evaluate the efficiency of the Bold & Gold Side-Bank filter for the possible application in the county to achieve target stormwater treatment in existing and new stormwater BMPs. The pilot project is a 60-foot side bank filter with a 2-foot layer of Bold & Gold® CTS Filtration media as the treatment mechanism, overlaid by a 6-inch well-draining soil that is connected to an underdrain pipe. The filter is located on the south side of the wet detention pond.
- **Status:** The second sampling and analytical effort to measure the ability of the Bold and Gold filtration media to remove bacteria from stormwater detained in the pond known as Okatie West was completed on November 21, 2019. Unlike the previous analytical request in January 2019, the only requested analyses were *in-situ* measurements and microbiological due to the low bacterial counts resulting in inconclusive data of the May 2019 sampling effort. Report finished January 13, 2020.

#### Port Royal Cypress Wetland

- **Description:** The Town of Port Royal wanted to continue with WQ monitoring at the Cypress as the Town is working on a plan to renovate the wetlands to eliminate invasives as much as possible, re-dredge the open water areas and eliminate as many Tallow trees as possible. Having a current base line of WQ information before any work is performed is critical to assessing the "before and after" conditions in Cypress.
- **Status:** Cypress wetland project latest sampling effort was on September 13<sup>th</sup> and 18<sup>th</sup> 2019 for a dry and wet event respectively. Power Point report is attached.

## **Port Royal Redevelopment:**

- **Description:** The Town of Port Royal continues with WQ monitoring for the four sites in the proposed redevelopment area. The sampling schedule is quarterly wet events and is included in Beaufort County's Monitoring Plan.
- **Status:** First quarter of 2020 has begun.

## **Town of Bluffton**

- **Description:** New monitoring plan for 2020 complete and includes monitoring for the categories; water quality, 319, MS4, MST, TMDL, and shared locations. A request from Town of Bluffton was made for data analysis of sampling sites dating from 2009 to present.
- **Status:** Monitoring for 2020 has begun. USCB is putting together a plan and awaiting data from the Town for the requested data analysis.

## **USCB Laboratory**

### **Additional Projects:**

- Palmetto Bluff: Continued sampling efforts of 12x/year for 6 wet/6 dry events.
- Water Oak Utility: Continue accepting weekly samples for *E.coli* from their pump station.
- GEL Engineering: Continue accepting samples for Hilton Head collected by GEL Engineering 4x/ quarter.
- Haig Point: New weekly sample for *E.coli* from their effluent.

### **Lab Projects:**

- New equipment arrived to include Rhodamine sensor for various studies, including pond retention times.
- Proficiency testing for 2020 has begun for all parameters and USCB's WQL is State certified for. Proficiency testing must be completed within the year for all certified analysis to upkeep lab certification.
- Upkeep of equipment.
- Launch of new laboratory information system to include sample ID, sites, clients, field data, lab results, QA/QC requirements, reporting, etc.
- Continue laboratory certification upkeep as per state requirements.

# Port Royal Cypress Wetland

## Monitoring Data

**September 13, 2019-Dry Event**

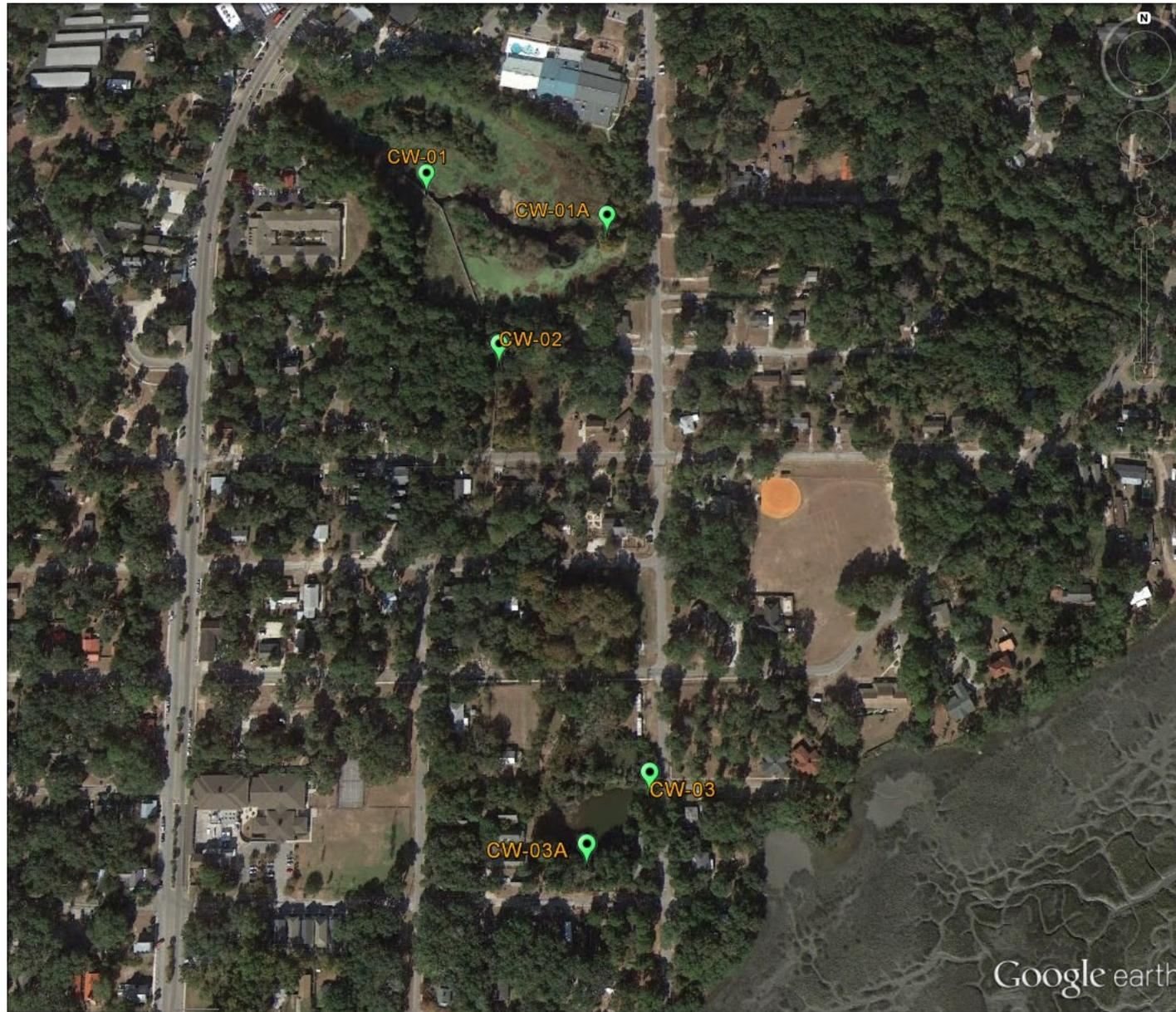
**September 18, 2019-Wet Event**

**Prepared by:**

**University of South Carolina Beaufort**

**Water Quality Laboratory**

# Port Royal Cypress Wetland Monitoring Locations



# Port Royal Cypress Wetland Monitoring Locations

## CW-01

Main pond west side near entrance into wetland from Paris Ave.  
N32.382336 W80.690843

## CW-01A

Main pond east side nearest Richmond Ave. and 18th St.  
N32.382013 W80.689307

## CW-02

Middle pond between 17th St. and 16th St., south of main pond  
N32.381014 W80.690150

## CW-03

Final pond outfall at Richmond Ave. and 13th St.  
N32.378182 W80.689059

## CW-03A

Final pond adjacent to 12th St., west of Richmond Ave.  
N32.377754 W80.689542



**CW-01**

Main pond west side near entrance into wetland from Paris Ave.

N32.382336 W80.690843



**CW-01A**

Main pond east side nearest Richmond Ave. and 18th St. (looking westward toward site CW-01)

N32.382013 W80.689307



**CW-02**

Middle pond located between 17th St. and 16th St., south of main pond  
N32.381014 W80.690150



**CW-03**

Final pond outfall at Richmond Ave. and 13th St.  
N32.378182 W80.689059



**CW-03A**

Final pond located adjacent to 12th St, west of Richmond Ave.

N32.377754 W80.689542

## *In Situ Data Summary*

<b>Date of Collection</b>	<b>Site ID</b>	<b>Time of Collection</b>	<b>Air Temperature (°C)</b>	<b>Water Temperature (°C)</b>	<b>Specific Conductivity (mS/cm)</b>	<b>DO (mg/L)</b>	<b>pH (H+)</b>	<b>Salinity (ppt)</b>	<b>Turbidity (NTU)</b>
9/13/2019	CW01	1607	25.12	25.33	0.134	0.48	5.89	0.07	29.4
9/13/2019	CW01A	1634	27.12	26.16	0.103	0.39	6.17	0.05	9.4
9/13/2019	CW02	1650	26.93	26.22	0.135	0.62	6.11	0.07	27.4
9/13/2019	CW03	1710	26.71	31.40	3.88	10.83	6.98	2.07	8.2
9/13/2019	CW03A	1720	27.41	30.21	3.75	9.24	7.66	1.99	9.8

<b>Date of Collection</b>	<b>Site ID</b>	<b>Time of Collection</b>	<b>Air Temperature (°C)</b>	<b>Water Temperature (°C)</b>	<b>Specific Conductivity (mS/cm)</b>	<b>DO (mg/L)</b>	<b>pH (H+)</b>	<b>Salinity (ppt)</b>	<b>Turbidity (NTU)</b>
9/18/2019	CW01	1807	21.63	25.37	0.139	0.49	5.57	0.07	7.0
9/18/2019	CW01A	1826	22.83	25.13	0.057	1.77	6.12	0.03	3.7
9/18/2019	CW02	1836	22.60	25.20	0.121	0.92	6.13	0.06	13.7
9/18/2019	CW03	1845	22.16	27.37	1.96	5.74	6.23	0.99	14.5
9/18/2019	CW03A	1854	23.43	26.82	1.91	6.67	6.85	0.98	19.0

# Bacterial Data Summary

Date of Collection	Site ID	Time of Collection	Total Coliforms	E. Coli
			(MPN/100 mL)	( MPN/100 mL)
9/13/2019	CW01	1607	2599.4	19.6*
9/13/2019	CW01A	1634	> 4839.2	2092.4
9/13/2019	CW02	1650	> 4839.2	471.8
9/13/2019	CW03	1710	> 4839.2	774.6
9/13/2019	CW03A	1720	> 4839.2	774.6

Date of Collection	Site ID	Time of Collection	Total Coliforms	E. Coli
			(MPN/100 mL)	( MPN/100 mL)
9/18/2019	CW01	1807	> 12098	645.5
9/18/2019	CW01A	1826	> 12098	3850.5
9/18/2019	CW02	1836	> 12098	5599.5
9/18/2019	CW03	1845	> 12098	1627.5
9/18/2019	CW03A	1854	> 12098	2737.5

\* Concentration was inexplicably low by comparison to other sites, but replicated in a second sample

# Nutrient Data Summary

<b>Date of Collection</b>	<b>Site ID</b>	<b>Time of Collection</b>	<b>Total Nitrogen (mg/L)</b>	<b>Total Phosphorus (mg/L )</b>
<b>9/13/2019</b>	<b>CW01</b>	<b>1607</b>	<b>0.86</b>	<b>0.19</b>
<b>9/13/2019</b>	<b>CW01A</b>	<b>1634</b>	<b>2.1</b>	<b>0.61</b>
<b>9/13/2019</b>	<b>CW02</b>	<b>1650</b>	<b>1.8</b>	<b>0.61</b>
<b>9/13/2019</b>	<b>CW03</b>	<b>1710</b>	<b>0.66</b>	<b>0.25</b>
<b>9/13/2019</b>	<b>CW03A</b>	<b>1720</b>	<b>0.70</b>	<b>0.24</b>

<b>Date of Collection</b>	<b>Site ID</b>	<b>Time of Collection</b>	<b>Total Nitrogen (mg/L)</b>	<b>Total Phosphorus (mg/L )</b>
<b>9/18/2019</b>	<b>CW01</b>	<b>1807</b>	<b>0.77</b>	<b>0.24</b>
<b>9/18/2019</b>	<b>CW01A</b>	<b>1826</b>	<b>1.1</b>	<b>0.41</b>
<b>9/18/2019</b>	<b>CW02</b>	<b>1836</b>	<b>2.1</b>	<b>0.54</b>
<b>9/18/2019</b>	<b>CW03</b>	<b>1845</b>	<b>0.61</b>	<b>0.26</b>
<b>9/18/2019</b>	<b>CW03A</b>	<b>1854</b>	<b>0.55</b>	<b>0.27</b>

**Stormwater Utility Board Meeting  
Town of Hilton Head Island  
Monthly Report for January 2020**

**1. MS4 Update (EBER/SCHUMACHER)**

<b>MCM1</b> Public Education & Outreach	<ul style="list-style-type: none"> <li>Completed updates to stormwater page on Town’s website (waiting on IT to update).</li> </ul>
<b>MCM2</b> Public Involvement & Participation	<ul style="list-style-type: none"> <li>1/28/20, Brian Eber &amp; Sally Krebs met to discuss the CY20 plan and agenda.</li> <li>Planned Activity: Meeting with LCP about Healthy Pond workshop within a PUD (Indigo Run and/or Port Royal).</li> </ul>
<b>MCM3</b> Illicit Discharge Detection & Elimination	18 Water quality monitoring sites tested & analyzed 0 Complaints received via Code Enforcement 1 Investigated 1 Eliminated or resolved
<b>MCM4</b> Construction Site SW Runoff Control	8 Plan reviews w/ corrections required 22 Plan reviews approved 6 Utility permits issued 23 Active permitted construction sites 66 Inspections completed 11 NOVs issued
<b>MCM5</b> Post-Construction SW Management	<ul style="list-style-type: none"> <li>No PC BMP inspections this month.</li> <li>All 2016 PC BMPs approved by the Town have been entered into Cartegraph and scheduled for routine permit cycle inspection</li> <li>All 2016 PC BMPs approved by the Town are scheduled to be vetted and added to Cartegraph in February</li> <li>Utilized Cartegraph for primary channel inspections.</li> </ul>
<b>MCM6</b> Pollution Prevention/Good Housekeeping	<ul style="list-style-type: none"> <li>Community Development Staff PP/GH presentations are scheduled for March.</li> <li>Public Projects &amp; facilities presentations are scheduled for June</li> <li>Annual Town-owned facility inspections scheduled to be completed by September 1</li> </ul>

The SOP for Post-construction Best Management Practice (PC BMP) review and inspection includes:

- Sending a letter to the PC BMP owner that includes the required annual inspection date, the reporting date deadline, and a list of the tasks necessary for the inspection report.
- Providing the PC BMP owner with:
  - A copy signed permanent stormwater maintenance and responsibility agreement,
  - A copy of the PC BMP maintenance plan,
  - The standard inspection checklist for the PC BMP facility(s), and
  - A copy of the As-Built plans.

## 2. Service Requests (LADD)

### A. January 2020 Service Request Activity:

- New requests: 18 (month of January) 103 (FY20 to date)
- Requests closed: 4 (month of January) 48 (FY20 to date)

### B. Open Requests as of January 31, 2020:

- Open Qualifying: 247
  - Public (93)
  - Private\* (154) *\* Located in residential POAs with current maintenance agreements*
- Open Enforcement 7
  - IDDE (3)
  - Other (4)
- Open Referrals 34
  - County (16)
  - SCDOT (18)

### C. Service Request Totals as of January 31, 2020:

- Open 288
- Closed 983
- Total 1271

Evaluation, prioritization and budget validation for all open requests will be completed in February to inform the development of the SWU FY21 Budget.

## 3. Major Capital Improvements Update (NETZINGER)

### A. Jarvis Creek SW Pump Station - Electrical System Rehabilitation

Major improvements including raising elevation of emergency power cutoff switch boxes, replacement of the electrical distribution system, transfer switches, control systems, transducers, floats, and installing safety improvements. Work is being done by BRW Construction (the Town's on-call contractor for pump station maintenance). Notice to Proceed: July 2019; Work Scheduled for completion by March 1, 2020. Project is 90% complete and on schedule. Total Cost: \$1,446,028.

### B. Lawton (Sea Pines) SW Pump Station - Pump Mount Repairs

Reengineering pump wall-mount system. One pump was pulled and the pump chamber evaluated for repair in October 2019. Pump is currently being repaired off-site. Repairs will be undertaken for one of the three pump chambers in March.

### C. Lawton (Sea Pines) SW Pump Station – Electrical System Rehabilitation

An electric system assessment was completed by Chatham Engineering in November 2019. The assessment report recommended replacement of all major components of the electrical system due to age. Preliminary design for replacing the pump station's electrical system scheduled to begin in February. Conceptual cost estimate for the project is \$1.6 million. The overhaul project will be included in the FY21 SWU CIP budget.

#### **4. Pump Station and Routine Maintenance Projects (LADD)**

##### **A. Completed in November 2019 (\$18,000)**

- Wexford Pump Station – Landscape Improvements & Maintenance (\$10,000)
- Routine Channel Maintenance Projects (\$8,000)
  - Folly Field
  - Old Woodlands

##### **B. Completed in December 2019 (\$70,500)**

- Routine Channel Maintenance Projects (\$22,000)
  - Palmetto Headlands I and II
  - Sam Frazier
- Lawton Canal Pump Station – Electrical System Assessment (\$6,500)
- Lawton Canal Pump Station – Chamber Inspection & Repairs (\$42,000)

##### **C. Completed in January 2020 (\$-)**

- None

##### **D. Underway as of January 31 (\$1,279,000)**

- Jarvis Creek Pump Station – Electrical Upgrades (\$1,200,000)
- Lawton Canal Pump Station – Pump Repairs (\$79,000)

##### **E. Planned for February/March (\$141,000)**

- Workshelf/Access Clearing Projects (\$100,000)
  - Bermuda Pointe
  - Ashmore
  - Old Woodlands
- Routine Channel Maintenance Projects (\$25,000)
  - Muddy Creek North
  - Muddy Creek South
  - Jarvis Creek (HHP to Main Street)
  - Jarvis Creek (Outfall at CIP)
  - Gumtree Channel
- Lawton Canal Pump Station – Electrical Upgrade Design (\$16,000)

## 5. CIP and Maintenance Projects (UYESUGI)

### Public Projects

DESCRIPTION	LOC	Budget*	Cat**	STATUS	Actual*	Notes
1014 William Hilton Parkway - Drainage System Improvements	XN	30	B	CANCELED		SCDOT issue
54 Shamrock Circle/Cobia Court - Drainage System Improvements	XN	70	B	DESIGN		Survey underway, Design to follow; BC will install pipe; THHI will clean outfall
71 Widewater Road/Muddy Creek - Channel Maintenance	XN	12	B	ON HOLD		Easement/Legal Issue
Northridge Theater - Drainage System Improvements	XN	80	B	ON HOLD		Easement needed
103 North Forest Beach Drive - Channel Maintenance	XN	10	B	Q3		
104 Cordillo Pkwy (Cordillo Courts) - Drainage System Improvements	XN	35	B	DESIGN		Design/Easement/Permit needed
55 New Orleans Road - Channel Maintenance	XN	15	B	Q3		County Referral at NO, Town to complete @SH
30 Mathews Drive (Tabby Walk) - Pipe Cleaning/Channel Maintenance	XN	15	B	CANCELED		No issue found
Gateway Circle at Summit Drive - Channel Maintenance	XN	7	B	Q4		
4 Indigo Run Drive (Preserve, Villa 623) - Channel Maintenance	XN	6	B	COMPLETE	20.3	
400 William Hilton Parkway - The Oaks Pathway Flooding	XN		C	DESIGN		Design needed
Folly Field Drainage System Maintenance & Repairs	XN		C	COMPLETE	31.8	
Folly Field Channel - Excavation Moonshell Rd to Island Club	XN		C	Q3		
Jarvis Creek Pump Station - Box Culvert Cleaning	XN		C	COMPLETE	2.8	
23 Moonshell Road - Island Club Outfall Pipe	XN	29	R	ON HOLD		ROE needed
83 Old Wild Horse Road Drainage Improvements	XN	15	R	ON HOLD		Survey/Design needed

\* Thousands of dollars

\*\* B=FY20 budgeted; R=FY19 roll-forward; C=contingency

## Maintenance Agreement Projects

DESCRIPTION	LOC	Budget*	Cat**	STATUS	Actual*	Notes
151 Seabrook Drive-Cygnets Ct-Sweet Bay Lane - Pipe Replacement	HH	2	B	Q4		
3 & 7 Conservancy Court - Pipe Replacement	HH	25	B	Q4		
Pine Island - Beach Renourishment	HH	100	B	N/A		Reimbursement
37 Deerfield Road Drainage Improvements	HH	22	R	DESIGN		Survey complete, design needed
7 Jingle Shell Lane - Pipe Replacement	HH		C	COMPLETE	63.9	
9 Bobcat Lane - Sinkhole Repair	HH		C	COMPLETE	2.7	
245 Seabrook Drive Weir Gate	HH		C	Q3		Need quote
1 Sunningdale Lane - Channel Maintenance	IR	12	B	COMPLETE	22.9	
53 Aberdeen Court - Sinkhole/Point Repair	IR	4	B	Q4		
Santee Cooper Lagoon Outfall Channel & Weir - Channel Maintenance	IR	60	B	ON HOLD		ROE needed
29 Primrose Lane - Channel Maintenance	IR	8	B	ACTIVE		Related to SR 1240
4 Drummond Lane (Santee Cooper Outfall)- Channel Cleaning	IR	24	R	ACTIVE		Related to SR 1240
6 Wheeler Lane - Indigo Run Weir	IR		C	COMPLETE	10.0	
2 Long Brow Road - Sinkhole/Point Repair	LC	5	B	Q4		Need site visit
48 Heath Court West - Point Repair/Pipe Cleaning	LM	10	B	Q4		
Dinghy Lane - Sinkhole Repair	PD	11	B	N/A		Potential reimbursement
Flotilla - Sinkhole Repair	PD	12	B	N/A		Potential reimbursement
2 High Rigger - Sinkhole Repair	PD	10	B	N/A		Potential reimbursement
1 Long Boat - Sinkhole Repair	PD	11	B	N/A		Potential reimbursement
29 Starboard Tack - Sinkhole Repair	PD		C	Q3		

\* Thousands of dollars

\*\* B=FY20 budgeted; R=FY19 roll-forward; C=contingency

## Maintenance Agreement Projects, continued

DESCRIPTION	LOC	Budget*	Cat**	STATUS	Actual*	Notes
25 Lenox Ln to 19 Clyde Ln Lagoon - Pipe Cleaning/System Maintenance	PH	146	B	Q4		Needs diver investigation
32 Tucker Ridge Court - Sinkhole Repair	PH	146	C	COMPLETE	9.7	
16 Barnacle Road - Pipe Cleaning & Channel Maintenance	PR	3	B	Q4		
16 Coquina Road - Pipe Cleaning & Channel Maintenance	PR	3	B	Q4		
16 Donax Road - Pipe Cleaning & Channel Maintenance	PR	3	B	Q4		
24 Suttlers Row - Sinkhole	PR	3	R	CANCELED		Sinkhole filled in: need to re-budget
24 & 26 Audubon Place - Pipe Jetting	PR	1	R	Q4		
77 Fort Walker Drive - Outfall Pipe Repair	PR		C	COMPLETE	1.3	
Shelter Cove Lane at Chamber of Commerce Dr- Sinkhole	SC		C	COMPLETE	3.8	
Galleon Fairway Flooding - Culvert Replacement	SH	12	R	DESIGN		Culvert replacement at golf cart path
13 Barcelona Road - Building 700 (Port O'Call)	SH	5	R	ON HOLD		Need site visit- DNQ?
130 Shipyard Drive (Sonesta) - System Cleaning	SH	15	R	ACTIVE		
12 Valencia Road/ Cottages at Shipyard - Sinkhole Repair	SH	30	R	COMPLETE	24.1	
Sonesta Outfall System Drainage Improvements (Relief Channel)	SH		C	ACTIVE		
Lawton Pump Station Outfall Gate - Weir Gate Repair	SP	3	B	ON HOLD		Complete after pump station repaired
Mizzenmast Lane/Lighthouse Lane Intersection - Pipe Replacements	SP	100	B	ACTIVE		Cleaning and CCTV complete
232 South Sea Pines Drive (Salty Dog) - Channel Maintenance	SP	12	B	ACTIVE		
9 Pender Lane - Off of Lawton Canal Road - Control Structure Repair	SP	10	B	Q3		
405 Greenwood Drive - Channel Maintenance	SP	10	B	ON HOLD		CSA requesting OCRM permit
6 Scaup Court - CIPP Reimbursement	SP	20	B	CANCELED		House on top of pipe- DNQ

\* Thousands of dollars

\*\* B=FY20 budgeted; R=FY19 roll-forward; C=contingency

## Maintenance Agreement Projects, continued

DESCRIPTION	LOC	Budget*	Cat**	STATUS	Actual*	Notes
Lighthouse Lane - Clean & CCTV	SP	15	B	ON HOLD		After pipe replacement is complete
14 South Beach Lane - Pipe Replacement	SP	15	B	Q3		JO needed next
40 Sand Fiddler Road - Control Structure Replacement	SP	15	B	Q3		Need site visit
149 Lighthouse Road (Bubbler) - Drainage System Improvements	SP	75	B	N/A		Reimbursement with inspections
Lawton Canal Road - Channel Maintenance	SP	18	B	ON HOLD		CSA requesting OCRM permit
35 Baynard Park Road (Weir Gate) - Control Structure Repair	SP	7	B	COMPLETE		
38 Canvas Back Road - Pipe Replacement	SP	60	R	ACTIVE		Waiting on survey
Ruddy Turnstone Drainage Improvements	SP	80	R	COMPLETE	87.0	
Sand Hill Crane Road - Cleaning and CCTV	SP		C	ACTIVE		
11 Sand Hill Crane Road Structure Repair	SP		C	COMPLETE	12.0	
2 Fairfax Lane - Pipe Cleaning & Device Removal	WE	5	B	ON HOLD		WQ device
Primary Channel - Wexford Powerline/RV Park Ditch	WE	15	R	ON HOLD		Need to ensure there is access
Wexford Pump Station Debris Removal	WE		C	COMPLETE	1.2	

\* Thousands of dollars

\*\* B=FY20 budgeted; R=FY19 roll-forward; C=contingency

### Summary

Project Totals	FY20 Budgeted	40	(budget total: \$960K)
	FY19 Roll-forward	13	(budget total: \$311K)
	Contingency	16	
Projects by Status	Complete	15	(actual spent: \$294K)
	Active	8	
	Design Phase	5	
	Programmed	19	
	On-hold	12	
	Pending reimbursement	6	(budget total: \$219K)
	Cancelled	4	(budget total: \$ 68K)

## **6. Inventory & Modeling Program (NETZINGER)**

### **A. Mitchelville/Palmetto Hall Study (FY18 Budgeted Watershed)**

The consultant (Woolpert) completed the report in November of 2019. The study identified several locations where capital improvements were likely to improve systemic deficiencies identified via modeling of the system. The Town will be presenting the results of the study to Town residents during a community meeting to be held at Town Hall on Monday, February 10, 2020.

### **B. Lower Jarvis Creek Study (FY19 Budgeted Watershed)**

The Town is utilizing Woolpert to conduct a study of the Lower Jarvis Creek Watershed. The study involves collecting data for the existing stormwater system in the field, and identifying infrastructure deficiencies and flood hazards. The study area includes portions of William Hilton Parkway, Wild Horse Road, Gum Tree Road, Spanish Wells Road and Jonesville Road and within portions of the Indigo Run Community. Fieldwork began on Monday, February 3<sup>rd</sup>. The Town is conducting a community meeting at Town Hall on Monday, February 10, 2020 to engage the public and solicit feedback from residents. The project is scheduled to be complete by September 2020.

### **C. Squire Pope/HH Plantation/Port Royal/Point Comfort Model 2D Conversions**

The Town is utilizing Woolpert to revise and update models developed in previous studies from 1D to 1D/2D and to develop inundation maps for each watershed (GIS shapefiles).

### **D. South Forest Beach/Lawton Creek Study (FY20 Budgeted Watershed)**

The Town will utilize an on-call consultant to study this watershed once we have the on-call contracts in place. We anticipate work beginning on this project in the spring.

## **7. Other Activities / Items of Interest (NETZINGER)**

### **A. Current Staff Vacancy - Stormwater Engineer**

Alexis Cook left the Town in January to take a position with the Kiewit Corporation in Denver Colorado as a design engineer. The Town is currently accepting applications to replace her. The application window will be open until February 11<sup>th</sup>.

### **B. Current RFQ – Stormwater Modeling**

The Town issued an RFQ for ID/IC stormwater inventory and modeling services in January. The selected firm or firms will be utilized to study various watersheds on the Island identified in the Modeling Program which is programmed to be completed in FY2026. SOQs are due on February 11<sup>th</sup>. The Town would like to have a consultant or consultants under contract by the end of March.

# TOWN COUNCIL

## STAFF REPORT

### Engineering Department



<b>MEETING DATE:</b>	February 11, 2020
<b>SUBJECT:</b>	Engineering Department Monthly Report
<b>PROJECT MANAGER:</b>	Bryan McIlwee, Director of Engineering

### **CAPITAL IMPROVEMENTS PROGRAM (CIP) AND SPECIAL PROJECTS UPDATE**

#### **PATHWAYS**

##### **1. Goethe-Shults Sidewalks Phase 2**

- Construction documents, permitting and easement acquisition are underway.
- **Next Steps**
  - Complete easement acquisition, permitting and construction documents.
  - Begin construction in FY 2021.

##### **2. Buck Island-Simmons ville Neighborhood Sidewalks and Lighting**

- Construction of Phase 4 sidewalks (Buck Island Road from Jennifer Court to Grayco) is substantially complete.
- Phase 5 (Kitty Road to 301 Buck Island Road) engineering plans and permitting are complete.
- Phase 6 (along Simmons ville Road from Grayco northward to the existing New Mustang Road sidewalks) is under design.
- **Next Steps**
  - Phase 4 – SCDOT signoff of sidewalk construction.
  - Phase 5 – Construction (from Kitty Road to lot 310 Buck Island Road) anticipated to begin in winter 2020.
  - Phase 6 - Design and construction of the remaining Simmons ville Road sidewalks, Phase 6 to be completed in FY 2020 – 2021.

##### **3. Bridge Street Streetscape**

- Surveying, photometric plans and preliminary sidewalk alignment plans are complete. Submitted plans at the January TC Workshop for review and approval.
- **Next Steps**
  - Complete engineering design, street lighting plans, permitting and easement plats in FY 2020. Easement acquisition and bidding is proposed for FY 2021 with construction in FY 2022.

**4. New Riverside Linear Trail**

- Parking, trail and signage improvements underway.
- **Next Steps**
  - Sign installation in March.

**SEWER & WATER****1. Buck Island-Simmons ville Sewer (Phases 5A-5E)**

- The construction contract for Phase 5A-D will be presented to Town Council in March.
- Construction to begin after BJWSA pre-construction meeting.
- **Next Steps**
  - Town Council approval of Phase 5A-D contract.

**2. Historic District Sewer Extension Phase 1 – Pritchard Street**

- Received SCDHEC permit to construct.
- Engineering Department has submitted Pritchard Street ownership request to SCDOT.
- **Next Steps**
  - Obtain rights of way from SCDOT.

**3. Historic District Sewer Extension Phase 2 – Bridge Street**

- Received SCDHEC permit to construct.
- **Next Steps**
  - Obtain rights of way from SCDOT.

**4. Septic to Sewer Conversion Program**

- SCDHEC awarded 319 grant Phase IV for \$365,558.36 to construct 49 connections in Phases I and II of the Historic District and Poseys Court.
- **Next Steps**
  - Construct individual connections following main line construction for each project.

**5. Jason-Able Neighborhood Sanitary Sewer**

- A contract has been issued to Potter Construction for the sewer main to serve the additional lots fronting the May River Road.
- **Next Steps**
  - Complete construction and project closeout.

**HISTORIC DISTRICT IMPROVEMENTS****1. Boundary Street Lighting**

- Phase 2 photometric plans complete.
- Resubmitted Phase 2 street lighting for SCDOT encroachment permit.

- **Next Steps**
  - Obtain permits and agreements for the remainder of Boundary Street lighting in February 2020.
  - Obtain easements as needed for Phase 2 street lighting.
  
- 2. 184 Bluffton Road Renovations**
  - Site work, landscaping, lighting and signage complete.
  - **Next Steps**
    - Install parking lot rules signs upon adoption of Town Council Ordinance .
    - Verify that street lighting is operational.
  
- 3. Historic District Enhancements**
  - Town is evaluating survey data collected along Boundary Street and adjacent property.
  - **Next Steps**
    - Implement Storm Water Management feature to address drainage issues in the area.
  
- 4. Calhoun Street Streetscape**
  - MKSK to update streetscape plans to incorporate additional landscape at proposed Dominion Energy facilities, switch gears and transformers for underground burial of power lines.
  - **Next Steps**
    - Complete Streetscape Master Plans and illustrations and submit at April TC Workshop.

## **PARK DEVELOPMENT**

- 1. Oyster Factory Park**
  - Obtained Conceptual Master Plan and cost estimate updates.
  - Garvin/Garvey interior signage was installed 12/12/19.
  - **Next Steps**
    - Coordinate the relocation of salvaged Calhoun Street dock components to Oyster Factory Park once the dock permit is obtained.
    - Present progress plans at the April TC Workshop for review and comment.
    - Begin final design of next phase of improvements per Town Council direction provided at the Workshop.
    - Garvin/Garvey exterior signage to be installed June 2020.
  
- 2. 68 Boundary Street Park Renovations**
  - Decorative gates installed for Martin Family and Dubois Park along Boundary Street.
  - **Next Steps**
    - Install retractable bollards at Green and Lawrence Street intersections.

**3. Calhoun Street Dock and Public Riverfront Access Improvements**

- Amended existing permit for public dock and submitted to SCDHEC and USACOE on 8/14/19 to allow for commercial uses. Public Notice period ended on 10/11/19.
- Staff received agency comments on 12/10/19 and 12/20/19 and has provided comment response letters. Awaiting permit or response form agencies
- **Next Steps**
  - Construction start to be determined based on approval date of new permit application and contract negotiations. If approved, construction is anticipated to start in May.

**4. Wright Family Park**

- Bulkhead and boardwalk are complete.
- Preferred Materials was awarded the site work contract in November. Site work construction began in January 2020. Utility construction is complete.
- Hilton Head Landscape will begin landscape construction for the interior of the park in February 2020.
- Garage renovation into restroom and kitchenette facility began late September, with anticipated completion February 2020.
- Squire Pope Carriage House survey results received 1/31/20.
- **Next Steps**
  - Begin sidewalks and landscape in February.
  - Complete garage renovation.
  - Continue site work for paving grading and drainage of parking areas in the Calhoun Street right of way.
  - Meadors to give staff a formal proposal for Squire Pope Carriage House engineering and construction drawings after survey has been reviewed.

**5. Oscar Frazier Park**

- Survey and design of perimeter sidewalks are complete.
- Bids received 12/5/19 exceeded budget. Project was value engineered and rebid in January 2020.
- **Next Steps**
  - Review revised bids, execute contract and install perimeter sidewalks.

**6. Veterans Memorial**

- Project is substantially complete.
- Minor hardscape construction and punch list items area underway with Southern Palmetto Landscape and Grand Oaks Construction.
- **Next Steps**
  - Obtain quotes for installation of 200 engraved bricks.

**7. New Riverside Barn/Park**

- Surveying and public input sessions are complete. Survey results were presented at January TC Workshop.

- **Next Steps**
  - Land planners and architects to prepare alternative Master Plans and conceptual architecture. Plans to be presented to staff in March 2020.
  - Present Masterplan at the April TC Workshop.

## **TOWN FACILITIES AND MISCELLANEOUS PLANNING**

### **1. Buckwalter Place Multi-County Commerce Park**

- Park construction is substantially complete except playground and site furnishings.
- Wayfinding signage plans are in fabrication and installation is anticipated in February 2020.
- Site Development Plans for the LEC expansion is 90% complete.
- Don Ryan building shell under construction. Project to be complete in late March 2020.
- **Next Steps**
  - Continue construction of the Don Ryan Center for Innovation. Exterior portion of the building was completed in January 2020. Interior buildout completion is estimated to be March 2020.
  - Continue construction documents and permitting for the LEC service yard expansion. Bidding is planned for February.
  - Continue infrastructure planning for the Town's future development parcels. Final design and construction pending FY 2021 budget approval.

### **2. Town of Bluffton Housing Project**

- Surveying and geotechnical services complete for 1095 May River Road site.
- Environmental assessment completed for 115 Bluffton Road.
- Received nine responses to Statement of Interest request for joint venture housing developers. Evaluation and interviews of proposed joint venture partners are underway.

### **3. Ulmer Theater Improvements**

- Renovation started on 8/5/2019 and was completed in January 2020.

### **4. Ghost Roads**

- Surveying is underway for easement exhibits.
- Pritchard Street Quit Claim Deed exhibit is complete. The Town Attorney is working on finalizing the document with Beaufort County.
- Staff is meeting with property owners to raise awareness of the acquisition efforts and communicate next steps.
- **Next Steps**
  - Continue meeting with property owners

## **MAY RIVER WATERSHED ACTION PLAN IMPLEMENTATION**

### **1. 319 Grant Phase 3 (Town Hall Project)**

- Submitted §319 Project Closeout Report and final financial documents to SCDHEC on 12/23/19. Received written approval of the submitted report and financial documents from SCDHEC on 12/30/19.
  - Project closed 12/30/19.

## **DIVISION/STAFF UPDATES**

### **Project Management**

Thirty (35) CIP projects are currently in progress. Two new parks, one parking area, one sidewalk project, one street lighting project and several improvements to existing public facilities were completed prior to the end of 2019. Several new CIP projects are set to start construction in the first quarter of 2020.

### **Watershed Management**

Ms. Kelsey Timmerman joined the Watershed Management team as the new Stormwater Technician on 12/31/19.

### **1. Southern Lowcountry Regional Board (SoLoCo)**

#### **a. Southern Lowcountry Regional Stormwater Ordinance and Design Manual**

- Via concurrence of the Mayor and direction by the Town Manager, staff has participated in the SoLoCo Technical Working Group to develop a regional stormwater model ordinance and design manual and investigate the viability of a regional stormwater authority.
- Timeframe to deliver a model ordinance and design manual has been extended to 3/31/20 to allow for sufficient staff and stakeholder review. Each jurisdiction will then follow its own adoption procedures.
- **Next Steps**
  - Updated project timeline is as follows.
    - 1/6/20 Public comment period starts
    - 1/23/19 Jasper County/Town of Hardeeville Public Meeting, 4–6:00 PM at Palmetto Electric, New River Campus
    - 1/28/20 Beaufort County, Town of Port Royal and City of Beaufort Public Meeting, 4–6:00 PM in County Council Chambers at County Administration Building
    - 1/30/20 Town of Bluffton Public Meeting, 1–3:00 PM in Henry “Emmett” McCracken Council Chambers at Bluffton Town Hall
    - 2/17/20 Public comment period ends
    - 3/11/20 Stormwater Utility Board Meeting presentation
    - 3/24/20 SoLoCo Meeting presentation
    - 3/26/20 WAPAC Meeting presentation
  - Municipal adoption by each jurisdiction will follow.

- b. Sea Level Rise Task Force**
  - Following Beaufort County’s presentation and request for regional participation at the 10/22/19 SoLoCo meeting, staff has begun to attend the Sea Level Rise Task Force meetings to discuss a possible No Fill Ordinance and adaptation strategies.
  - **Next Steps**
    - Staff and legal review of proposed No Fill Ordinance with intent for Beaufort County to initiate adoption and municipalities to consider adoption.
    - 1/28/20 meeting to continue discussion on the projected impacts of sea level rise on the region with a focus on ways that local government can respond through policies, ordinances and projects to mitigate the projected impacts of sea level rise.
- 2. Joint Councils Meeting for Watershed Management Initiatives**
  - BJWSA developed their CIP list for FY2020 sewer projects which does not include any projects in the County’s jurisdiction in the May River Headwaters without cost-sharing.
  - **Next Steps**
    - Based on WAPAC’s 8/29/19 recommendation, the Joint Councils Meeting is scheduled for 2/25/20 to discuss long-term sewer extension strategy and water quality improvements in Beaufort County’s jurisdiction of the May River watershed.
- 3. SC Department of Health and Environmental Control May River Shellfish Harvesting Monitoring Data Year-to-Date and May River Shellfish Harvesting Status Exhibit – Attachments 1 and 1a**
- 4. May River Watershed Action Plan Implementation Summary – Attachment 2**
- 5. MS4 Minimum Control Measure (MCM) – #1 Public Education and Outreach, and MS4 MCM – #2 Public Participation and Involvement**
  - Staff participated in a conference call with the NC Department of Environmental Quality to discuss the Town’s Microbial Source Tracking (MST) Monitoring Program on 01/13/20.
  - Staff is providing content for both a Water Quality Story Map (completion anticipated 2/25/20) and Town website overhaul (anticipated Spring 2020).
  - Staff attended Lowcountry Stormwater Partners meeting on 1/21/20 to begin planning a Permeable Paving Workshop and 50<sup>th</sup> Earth Day Anniversary activities.
  - May River Watershed Action Plan Advisory Committee meeting held 01/23/20.**Attachment 3**
  - Staff conducted watershed management orientation training for Island Packet reporter on 2/4/20.
- 6. MS4 MCM – #3 Illicit Discharge Detection and Elimination**
  - Stormwater Infrastructure Inventory Map – **Attachment 4a**
  - Bacterial Concentrations Trend Map – **Attachment 4b**
  - Monthly, Microbial Source Tracking Trend (MST) Map – **Attachments 4c and 4d**

- Town staff coordinates with the SC Department of Health and Environmental Control (SCDHEC) to pull MST samples concurrently with the state's routine shellfish harvesting water quality sampling at stations 19-19, 19-19A, 19-19B, 19-19C, 19-24, and 19-16. SCDHEC conducted sampling on 01/6/20. Human DNA was not detected at any SCDHEC Shellfish Monitoring Station in the May River during the month of January. Town staff has requested the MST Laboratory run additional genetic markers on SCDHEC Monitoring Station 19-19 sample due to elevated fecal coliform concentrations. These MST results are pending, and any pertinent results will be shared with Town Council and Senior Staff.
  - On 01/23/20, Dr. Kim Ritchie provided WAPAC with an update on the development of Biomeme qPCR handheld device.
  - Illicit Discharge Investigations – **Attachment 4e**
7. **MS4 MCM – #4 Construction Site Stormwater Runoff Control – Attachment 5**
  8. **MS4 MCM – #5 Stormwater Plan Review and Related Activity – Attachment 6**
  9. **MS4 MCM – #6 Good Housekeeping (Staff Training/Education)**
    - Staff attended the annual National Council for Science and the Environment conference “Science in Environmental Decision Making” from 1/7-9/20.
    - Staff conducted code enforcement supervisor and inspector training on 1/13/20 and 1/15/20, respectively.
    - Staff participated in local MS4 Program Managers meeting on 1/23/20.
    - Staff participated in SCDHEC's Living Shorelines Agency Coordination meeting on 1/29/20.
  10. **Citizen Drainage Concern Heat Map – Attachment 7**
  11. **Citizen Requests for Watershed Management Services & Activities – Attachment 8**
  12. **Neighborhood Assistance Program – Septic System Maintenance Assistance – Attachment 9**

### **Public Works**

1. **MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)**
  - Performed weekly, street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, and curbs and medians on Simmonsville and Buck Island Roads.
  - Performed ditch inspections
    - Arrow ditch (2,569 LF)
    - Red Cedar ditch (966 LF)
    - Buck Island roadside ditch (15,926 LF)
    - Simmonsville roadside ditch (13,792 LF)
  - Ongoing roadside mowing, litter clean-up and maintenance of Master's Way, McCracken Circle, Hampton Parkway, Buck Island and Simmonsville Roads, Goethe

Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road and Eagles Field.

- Ongoing mowing of the New River Side Trail and field at New River barn.

**2. Beautification Program – Attachment 10**

- Landscape Maintenance - ongoing routine

**3. Facilities**

- Facilities and Parks Maintenance - ongoing routine

**4. Public Works Activities, see attached Cartegraph report - Attachment 11**

Attachments

1. SCDHEC Shellfish Harvesting Monitoring Data Year-to-Date
  - a. SCDHEC May River Shellfish Harvesting Status Exhibit
2. May River Watershed Action Plan Implementation Summary\*
3. MS4 Minimum Control Measures #1 and #2 – May River Watershed Action Plan Advisory Committee Agenda
4. MS4 Minimum Control Measure #3 – Illicit Discharge Detection and Elimination
  - a. Stormwater Infrastructure Inventory Map
  - b. Bacterial Concentrations Trend Map
  - c. Microbial Source Tracking Human Source Trend Map
  - d. Microbial Source Tracking All Sources Trend Map
  - e. Illicit Discharge Investigations
5. MS4 Minimum Control Measure #4 – Construction Site Stormwater Runoff Control
6. MS4 Minimum Control Measure #5 – Stormwater Plan Review and Related Activity
7. Citizen Drainage Concern Heat Map
8. Citizen Request for Watershed Management Services and Activities Map
9. Neighborhood Assistance Program – Septic System Maintenance Assistance
10. Beautification Committee Agenda
11. Public Works Activities Report

\* Attachment noted above includes the latest updates in bold and italic font.

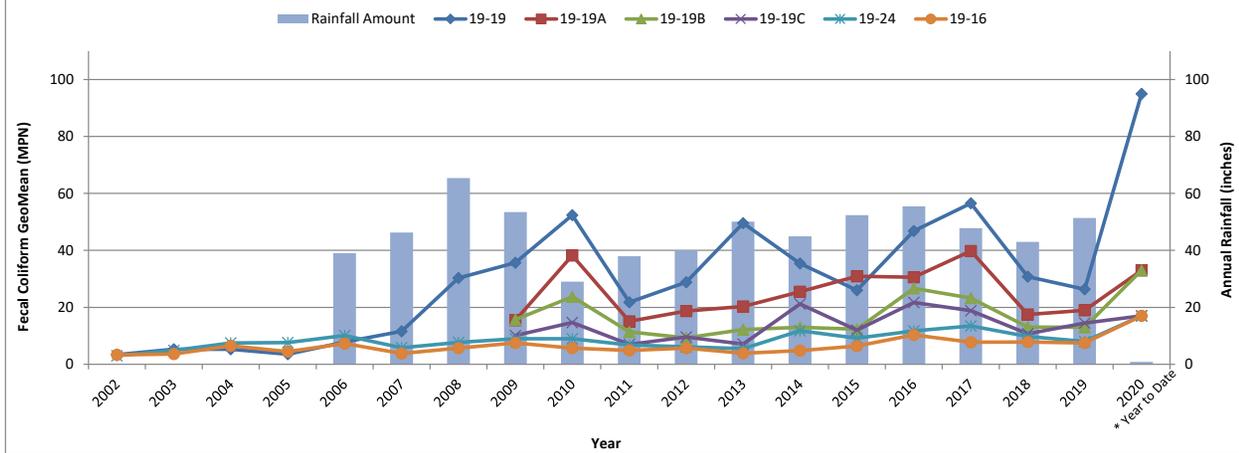
	19-19				19-19A				19-19B				19-19C				19-24				19-16											
	2017	2018	2019	2020	2017	2018	2019	2020	2017	2018	2019	2020	2017	2018	2019	2020	2017	2018	2019	2020	2017	2018	2019	2020	2017	2018	2019	2020				
	Fecal Coliform (MPN)																															
December	1600.0	79.0	170.0		920.0	49.0	33.0		540.0	33.0	140.0		240.0	46.0	33.0		220.0	23.0	13.0		49.0	21.0	110.0									
November	49.0	49.0	17.0		33.0	13.0	6.8		7.8	23.0	7.8		31.0	17.0	11.0		2.0	17.0	4.5		2.0	7.8	2.0									
October	22.0	79.0	7.8		49.0	23.0	4.5		33.0	7.8	2.0		23.0	7.8	4.5		6.8	7.8	1.8		2.0	2.0	2.0									
September	17.0	49.0	79.0		7.8	23.0	33.0		11.0	13.0	6.8		4.5	17.0	17.0		2.0	17.0	4.5		1.8	17.0	1.8									
August	79.0	70.0	70.0		70.0	23.0	49.0		21.0	13.0	33.0		33.0	4.5	22.0		33.0	7.8	7.8		33.0	17.0	17.0									
July	350.0	23.0	4.5		110.0	33.0	13.0		130.0	11.0	7.8		49.0	7.8	17.0		49.0	13.0	22.0		22.0	4.5	13.0									
June	23.0	11.0	33.0		49.0	23.0	49.0		13.0	23.0	49.0		17.0	7.8	46.0		7.8	4.5	13.0		4.5	1.8	4.5									
May	17.0	17.0	7.8		23.0	33.0	9.2		7.8	17.0	7.8		2.0	13.0	2.0		23.0	23.0	6.8		4.5	13.0	4.5									
April	7.8	33.0	23.0		23.0	13.0	13.0		4.5	17.0	7.8		7.8	17.0	6.8		13.0	49.0	23.0		4.5	17.0	6.8									
March	350.0	22.0	23.0		11.0	21.0	23.0		33.0	4.5	6.8		13.0	11.0	13.0		13.0	7.8	7.8		33.0	9.3	4.5									
February	13.0	17.0	64.0		7.8	7.8	33.0		13.0	17.0	23.0		9.3	17.0	31.0		4.5	2.0	6.8		1.8	7.8	13.0									
January	95.0	13.0	23.0	95.0	79.0	2.0	23.0	33.0	31.0	4.5	13.0	33.0	49.0	2.0	33.0	17.0	27.0	1.8	7.8	17.0	33.0	4.5	23.0	17.0								
Additional Samples																																
Average Annual GeoMean	56.5	30.8	26.4	95.0	39.8	17.5	19.0	33.0	23.3	13.1	13.0	33.0	18.8	10.7	14.5	17.0	13.5	9.8	8.0	17.0	7.7	7.9	7.5	17.0								
** Truncated GeoMetric Mean	44.0	42.0	35.0	28.0	36.0	29.0	23.0	17.0	20.0	20.0	16.0	13.0	16.0	15.0	14.0	12.0	10.0	10.0	10.0	8.0	7.0	8.0	7.0	7.0								
** Truncated 90th Percentile	203.0	176.0	168.0	89.0	133.0	115.0	89.0	49.0	83.0	71.0	63.0	40.0	57.0	56.0	52.0	37.0	37.0	44.0	38.0	26.0	29.0	30.0	32.0	28.0								

NS = No Sample

AS = Additional Samples

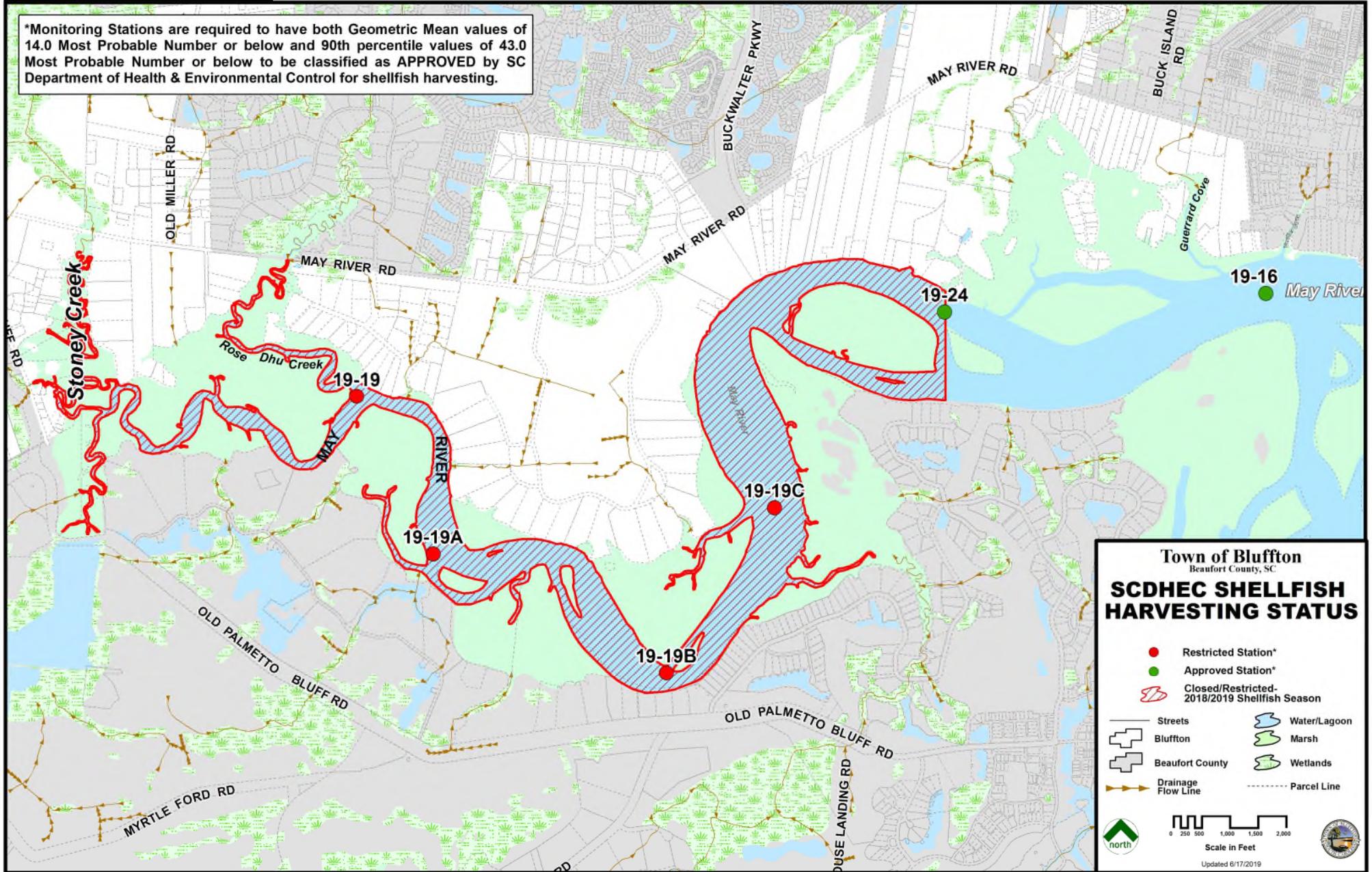
\*\* Town staff calculations utilizing DHEC statistics

SC DHEC May River Headwaters Shellfish Stations Average Annual Fecal Coliform



May River Headwaters

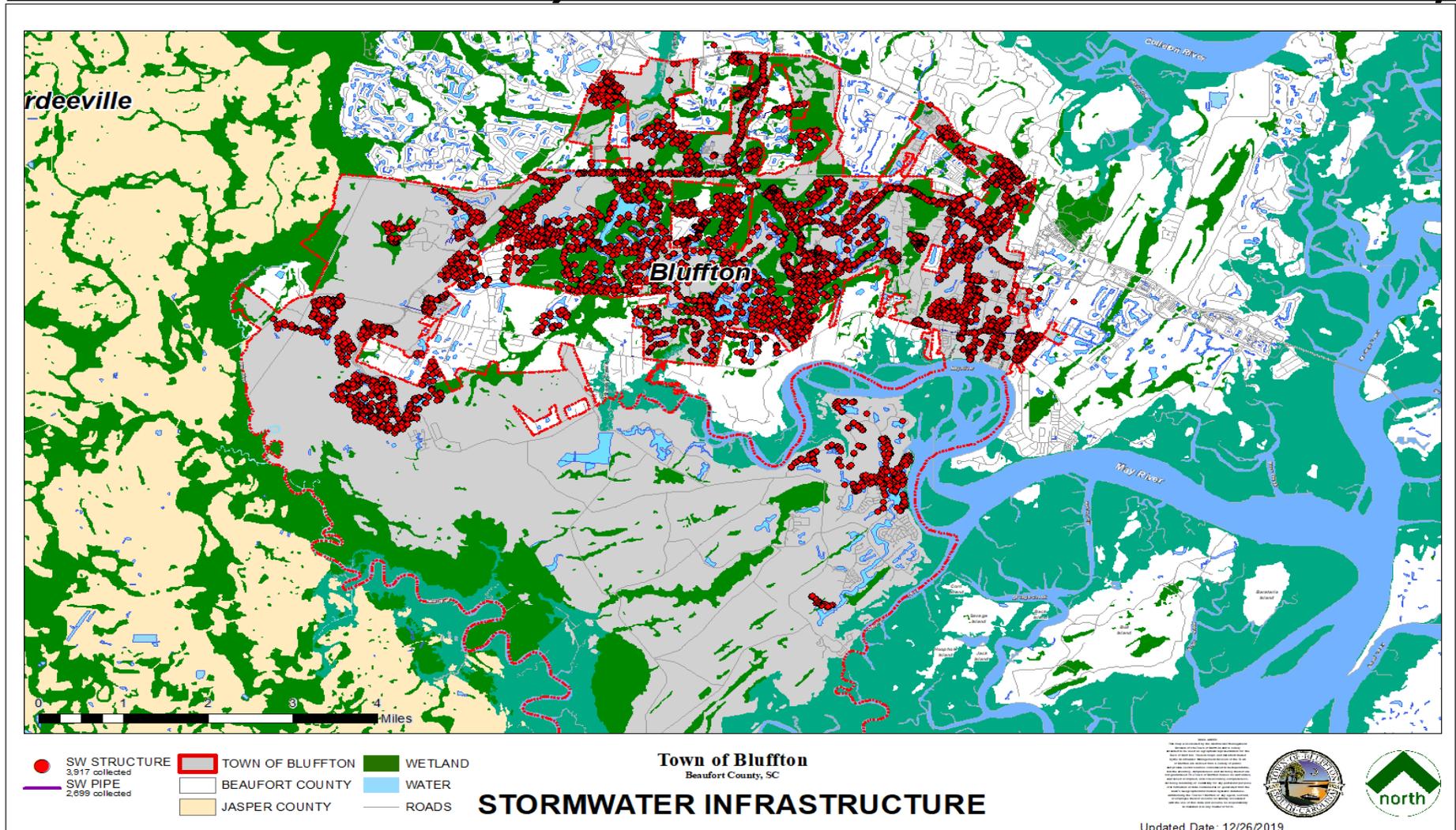
\*Monitoring Stations are required to have both Geometric Mean values of 14.0 Most Probable Number or below and 90th percentile values of 43.0 Most Probable Number or below to be classified as APPROVED by SC Department of Health & Environmental Control for shellfish harvesting.



ACTIVITY - FINANCIAL	STATUS
Funding Opportunities	Staff anticipates applying for a Rural Infrastructure Authority grant in March 2020 in support of drainage improvements and stormwater runoff treatment along Pritchard and Bridge Streets. <b><i>1/23/20 May River Watershed Action Plan Advisory Committee discussed a Stormwater Utility Fee increase for Tax Year 2020. Formal recommendation to Council to be considered at 2/27/20 WAPAC meeting.</i></b>
ACTIVITY - POLICIES	STATUS
Sewer Connection & Extension Policy	<i>Completed 2017.</i>
Septic to Sewer Conversion Program	<i>Completed 2018.</i>
Sewer Connection Ordinance and Revision	<i>Completed 2015 and 2018, respectively.</i>
Southern Lowcountry Regional Stormwater Ordinance and Design Manual	<b><i>Current project updates are included in Engineering Consent Agenda under "Southern Lowcountry Regional Board (SoLoCo)."</i></b>
ACTIVITY - PROJECTS	STATUS
Sanitary Sewer Extension	<b>Completed Buck Island/Simmonsville Road (BIS) Phases I, II, III, IV; Toy Fields; and Jason/Able.</b> Six project phases of Historic District sewer extension are proposed in the 5-year Capital Improvement Program. <b><i>Current project updates are included in Engineering Consent Agenda under "Sewer &amp; Water."</i></b>
May River 319 Grant Phase 1 - New Riverside Pond (Grant award of \$483,500 in 2009)	<i>Completed 2013.</i>
May River 319 Grant Phase 2 - Pine Ridge (Grant award of \$290,000 in 2011)	<i>Completed 2016.</i>
May River 319 Grant Phase 3 - Town Hall Parking Retrofit (Grant award of \$231,350 in 2016)	<i>Completed 2019.</i>
May River 319 Grant Phase 4 - Sanitary Sewer Connection (Grant award of \$365,558.36 in 2019)	Grant to construct 49 sewer lateral connections in Poseys Court, Little Aaron and Historic District Phases 1 and 2. <b><i>Current project updates are included in Engineering Consent Agenda under "Sewer &amp; Water."</i></b>
Stoney Creek Wetlands Restoration: Preliminary Design Phase	Project on hold following Council direction on 5/31/17.
May River Watershed Water Quality Model	Contract awarded to McCormick Taylor with final deliverables anticipated 3/20.
ACTIVITY - PROGRAMS	STATUS
Public Outreach/Participation/Involvement (MS4 Minimum Control Measures #1 & 2)	Outreach and involvement efforts continue through county-wide partnership with Carolina Clear as Lowcountry Stormwater Partners - Neighbors for Clean Water, through local cleanups, civic group presentations, and the May River Watershed Action Plan Advisory Committee. <b><i>Current updates are included in Engineering Consent Agenda and Attachment 3.</i></b>
Infrastructure Mapping/GIS (MS4 Minimum Control Measure #3)	Data points continue to be collected with new development to meet MS4 requirements & populate water quality model. <b><i>Current updates are included in Engineering Consent Agenda Attachment 4a.</i></b>

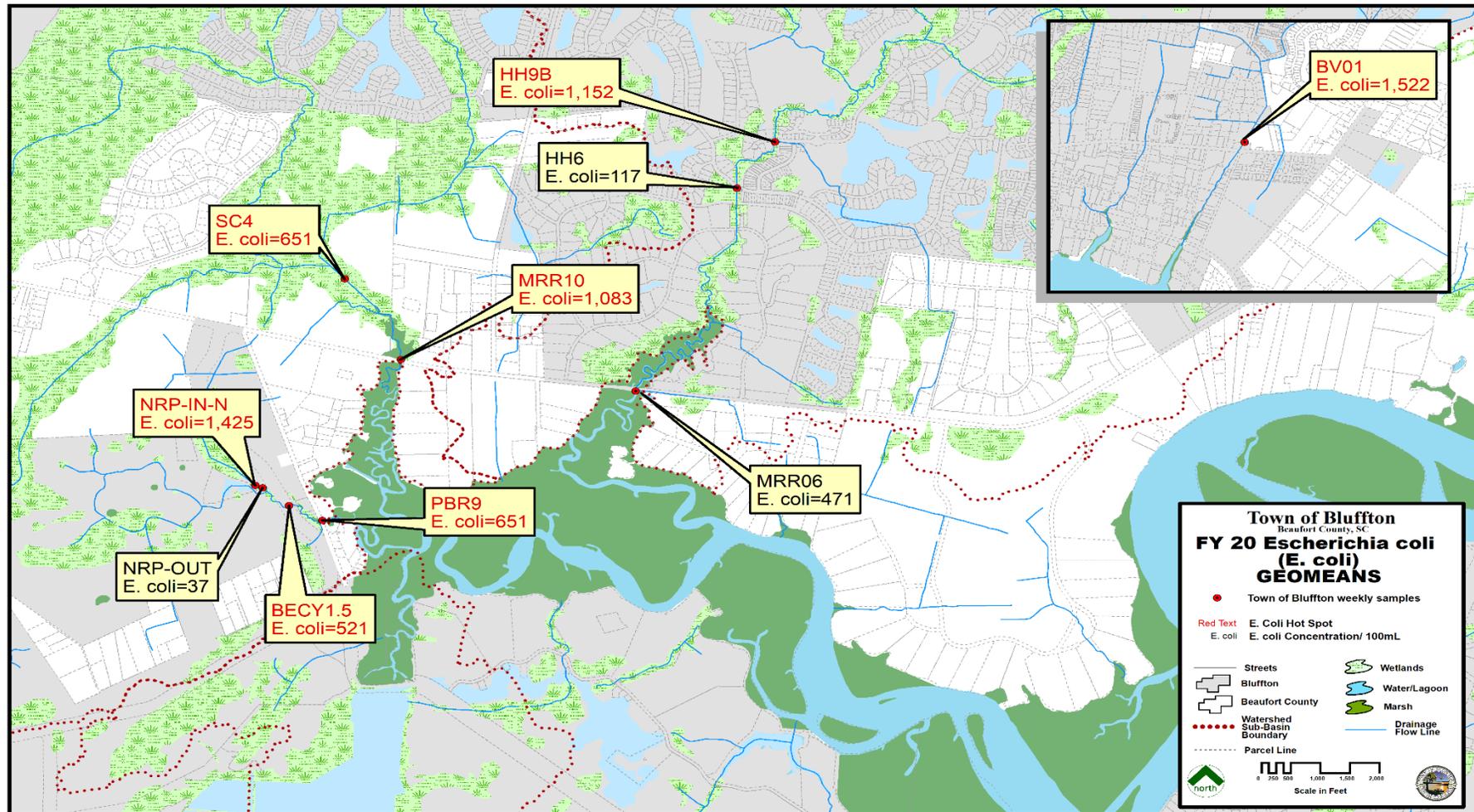
ACTIVITY - PROGRAMS continued	STATUS continued
Water Quality Monitoring Program (MS4 Minimum Control Measure #3)	1. SCDHEC Shellfish monitoring results and map 2. Fecal coliform bacteria "hot spot" concentrations 3. Microbial Source Tracking of human sources of bacteria 4. Illicit Discharge investigation and monitoring 5. BMP efficacy monitoring 6. MS4 monitoring <i>Current updates are included in Engineering Consent Agenda Attachments 1, 1a, 4b - 4d.</i>
Illicit Discharge Detection & Elimination (IDDE) Program (MS4 Minimum Control Measure #3)	Response to reported and observed non-stormwater discharges to the stormwater drainage system. <i>Current updates are included in Engineering Consent Agenda Attachment 4e.</i>
Construction Site Stormwater Runoff Control Program (MS4 Minimum Control Measure #4)	Sediment and erosion control inspections with escalating enforcement response. <i>Current updates are included in Engineering Consent Agenda Attachment 5.</i>
Stormwater Plan Review & Related Activity Program (MS4 Minimum Control Measure #5)	SCDHEC delegated plan review-related activities. <i>Current updates are included in Engineering Consent Agenda Attachment 6.</i>
Ditch Inspection/Maintenance Program (MS4 Minimum Control Measure #6)	Continued coordination with SCDOT, Beaufort County and Town Public Works to inspect and maintain ditches within the Town's jurisdiction. <i>Current updates are included in Engineering Consent Agenda Attachment 7.</i>
Neighborhood Assistance Program - Septic System Maintenance Program	On-going assistance offered to Town residents regardless of financial status through Neighborhood Assistance Program (NAP). <i>Current updates, as reported by NAP, are included in Engineering Consent Agenda Attachment 9.</i>

# MS4 Minimum Control Measure #3 – IDDE (Illicit Discharge Detection & Elimination): Stormwater Infrastructure Inventory



Stormwater Infrastructure Inventory Collection Status	
FY 2020 YTD Collection Totals	2,026
FY 2019 Collection Totals	2,925
FY 2018 Collection Totals	3,777

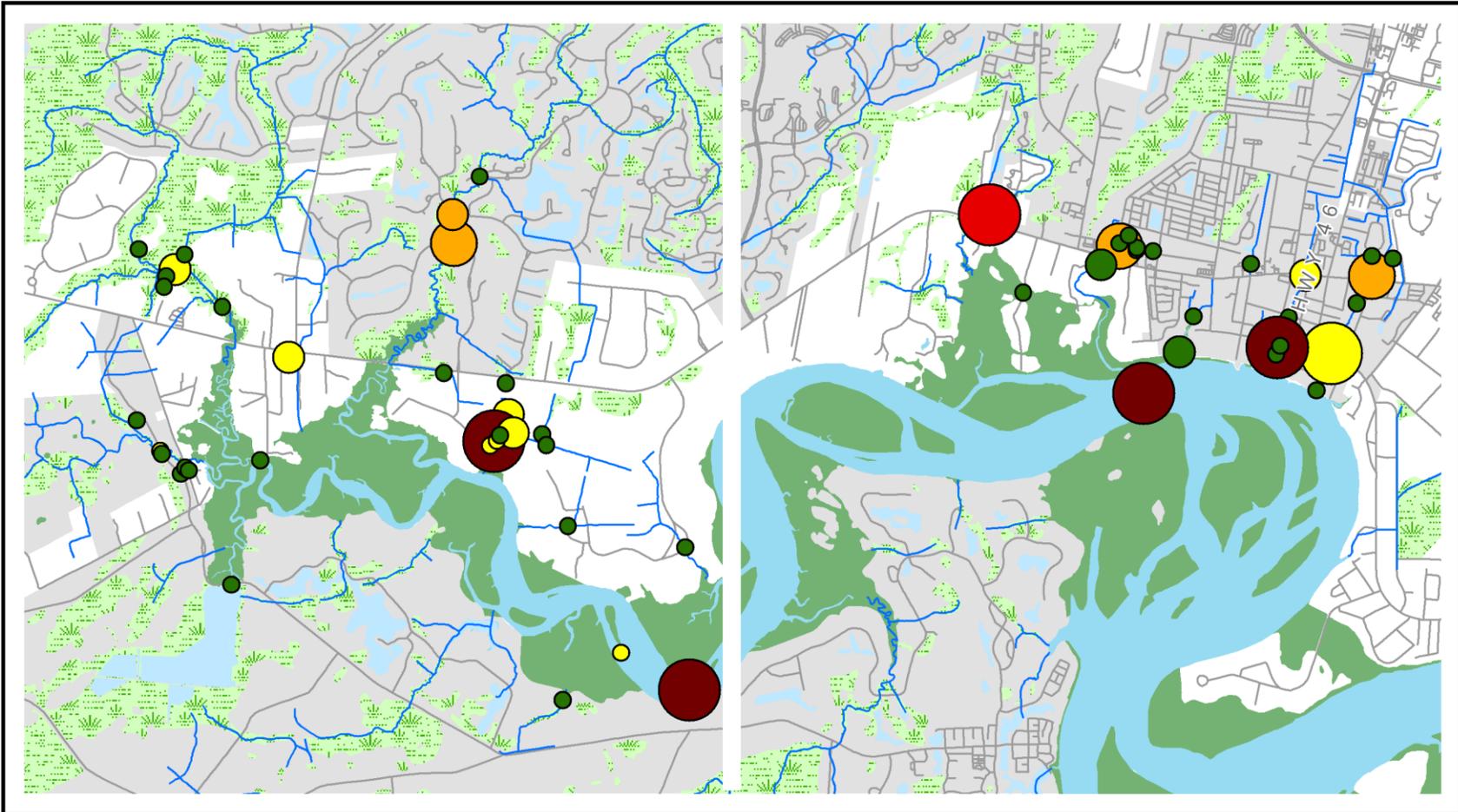
# MS4 Minimum Control Measure #3 – IDDE: Bacterial Concentrations Trend Map



	USCB Water Quality Samples	Microbial Source Tracking Samples	MS4 Quarterly Samples Collected
FY 2020 YTD Totals	129	73	60
FY 2019 Totals	280	193	264
FY 2018 Totals	216	217	224
FY 2017 Totals	307	179	224

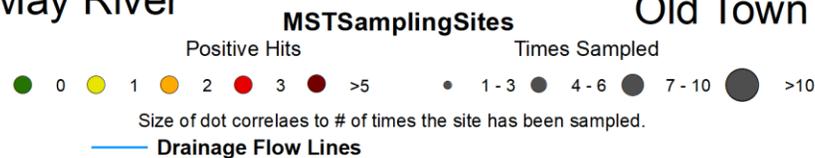
- MST program began November 2016; MS4 Quarterly Sampling initiated 2/2017
- Totals include only samples submitted for laboratory analysis, and not *in situ* parameters.

# MS4 Minimum Control Measure #3 – IDDE: Microbial Source Tracking (MST) Human Source Trend Map



Microbial Source Tracking Trend Map  
Headwaters May River

Microbial Source Tracking Trend Map  
Old Town May River

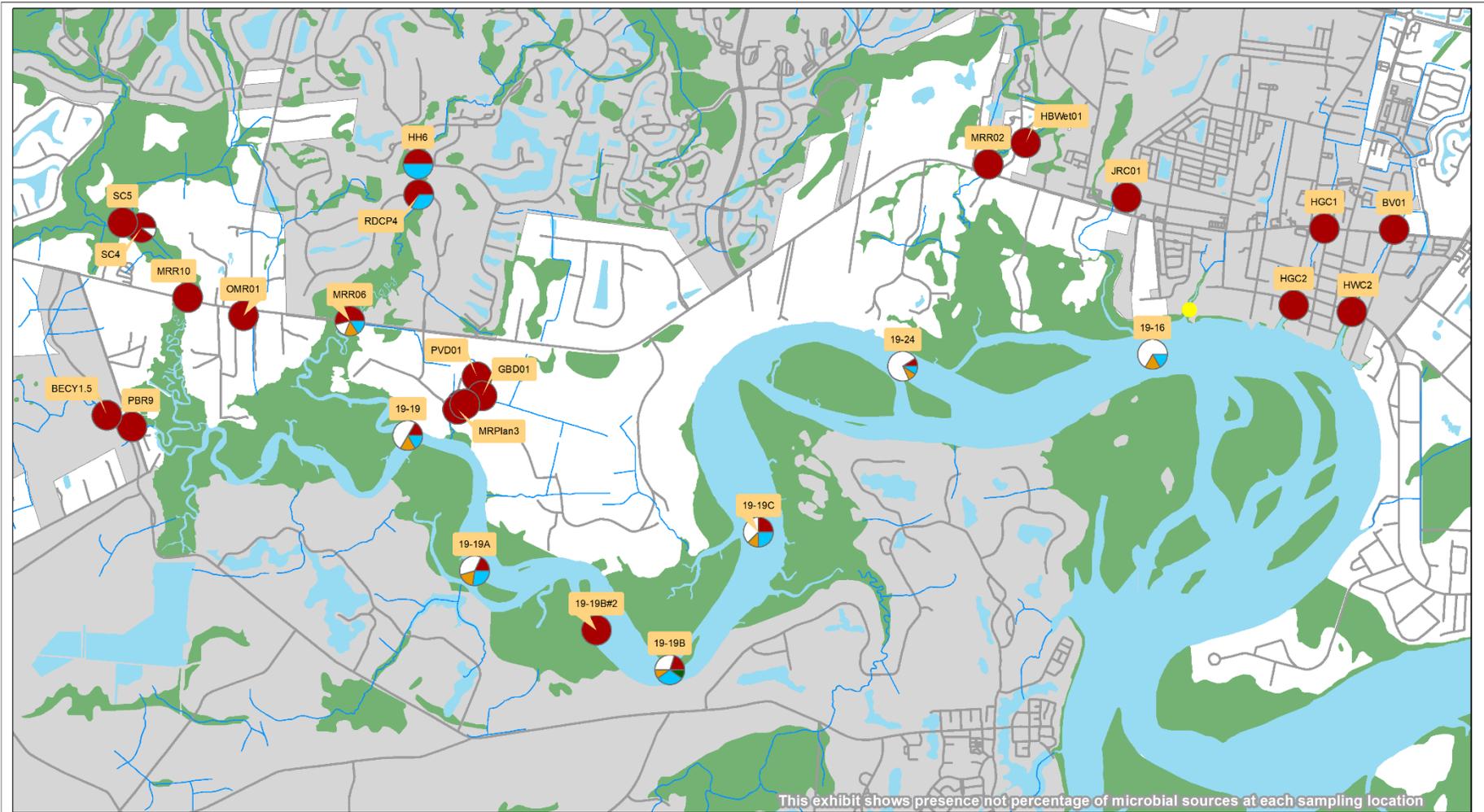


DISCLAIMER  
This map is intended for informational purposes only and is not intended to be used as a legal instrument or to create a legal right. The map is provided as a service to the public and is not intended to be used as a legal instrument or to create a legal right. The map is provided as a service to the public and is not intended to be used as a legal instrument or to create a legal right.



Updated Date: 1/22/2020

# MS4 Minimum Control Measure #3 – IDDE: Microbial Source Tracking (MST) All Sources Trend Map



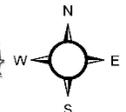
- Microbial Sources
- MST Sampling Location Without Detection
- Flowline
- Drainage Ditch
- Street
- Town Jurisdiction
- Human
- Bird
- Deer
- Dog
- Horse

## Microbial Sources Detected Within the May River 2017 - 2020

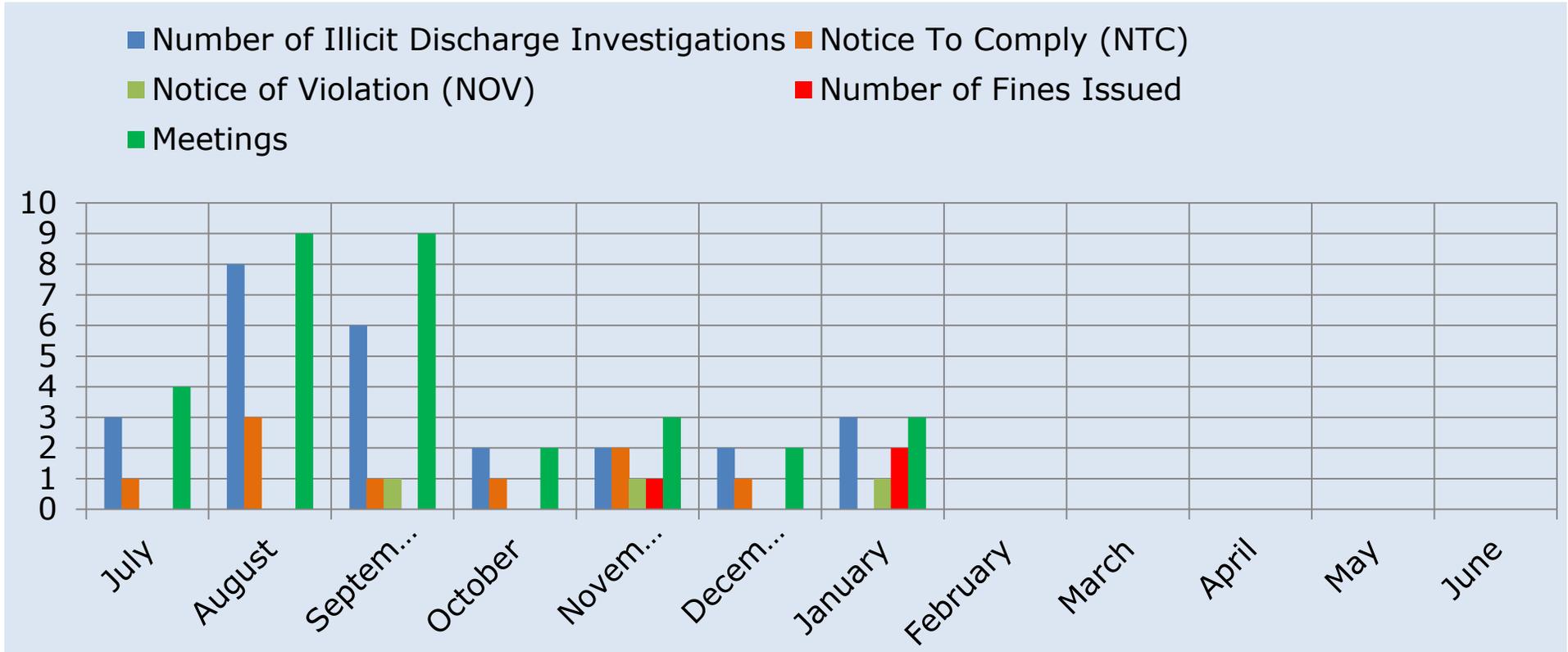
Town of Bluffton  
Beaufort County, SC

Updated Date: 1/22/2020

DISCLAIMER:  
This map was prepared for the Stormwater Management  
Division of the Town of Bluffton and is hereby  
released to the public. It is not intended to be used  
for any other purpose. The Town of Bluffton  
and its employees, contractors and vendors shall not  
be liable for any damages, including reasonable  
attorney's fees, arising from the use of this map.  
The Town of Bluffton and its employees, contractors  
and vendors shall not be liable for any damages,  
including reasonable attorney's fees, arising from  
the use of this map and any other maps prepared  
thereon.



## MS4 Minimum Control Measure #3 – IDDE: Illicit Discharge Investigations



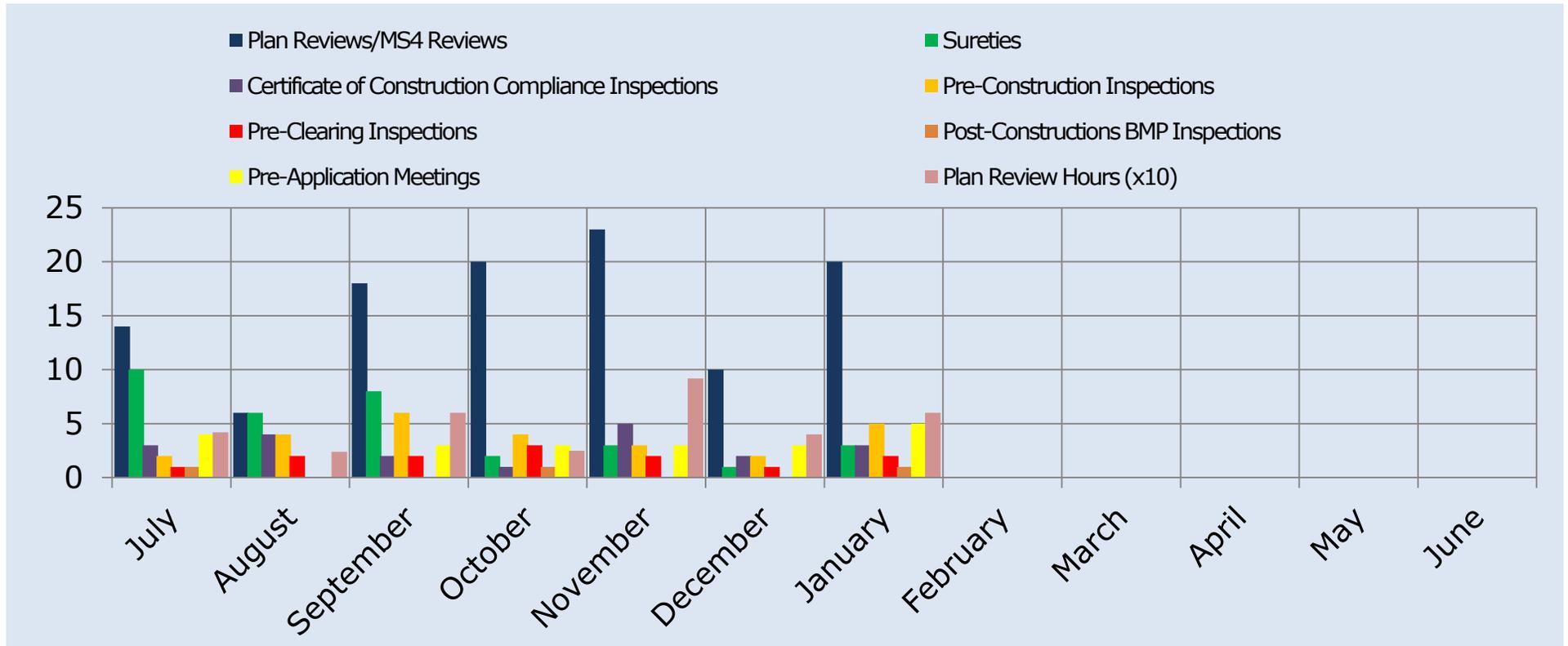
	Number of Illicit Discharge Investigations	Number of Notices To Comply Issued	Number of Notices of Violation Issued	Number of Fines Issued	Number of Meetings
FY 2020 YTD Totals	26	9	3	3	32
FY 2019 Totals	38	20	3	1	61
FY 2018 Totals	48	20	4	2	60

## MS4 Minimum Control Measure #4 - Construction Site Stormwater Runoff Control



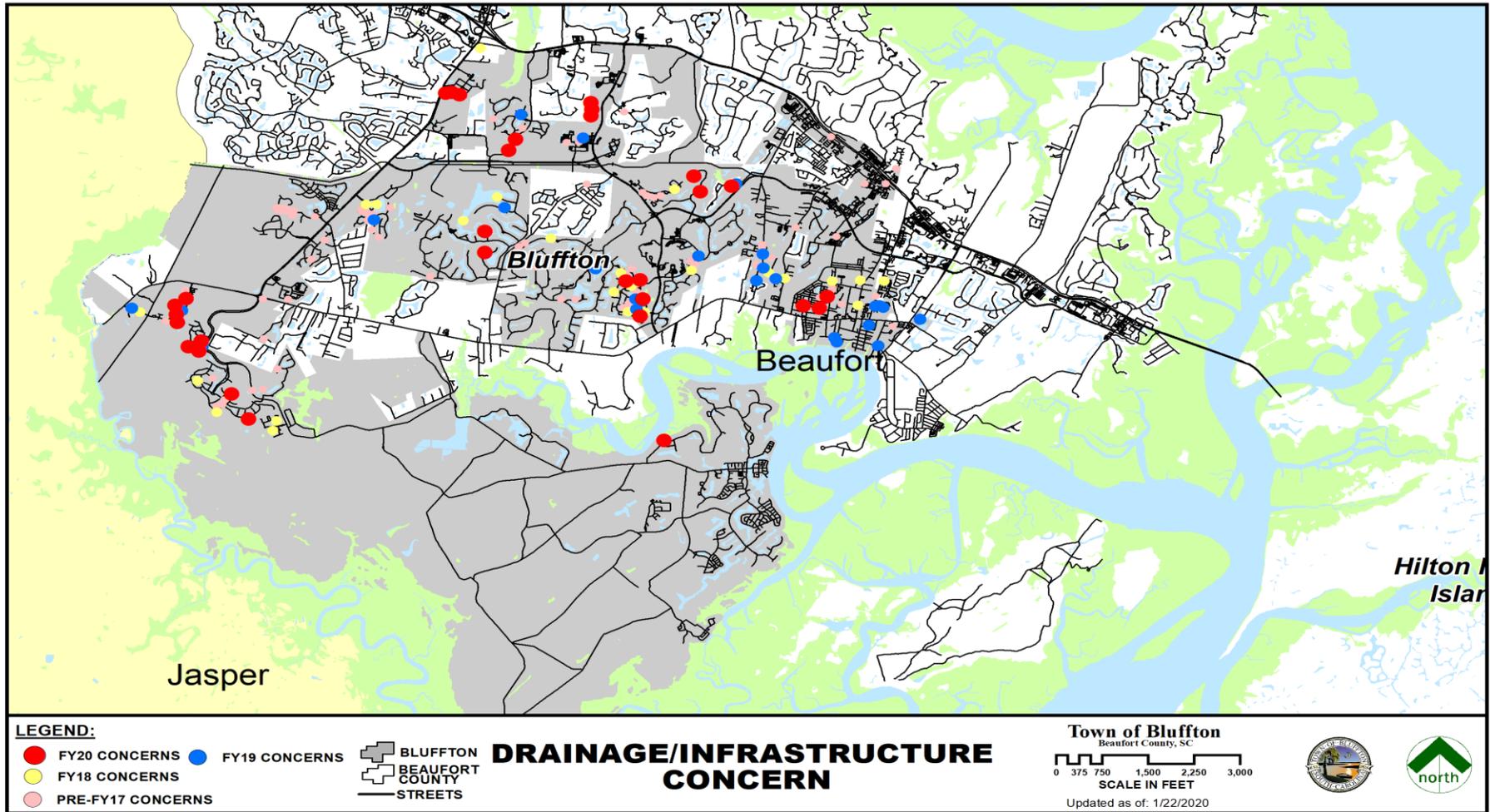
	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NTC Issued	Number of NOV's Issued	Number of SWO Issued	Number of Fines for NOV	Number of E&SC Meetings
FY 2020 YTD Totals	858	656	128	75	3	4	239
FY 2019 Totals	1,688	1,384	254	72	N/A	7	403
FY 2018 Totals	1,504	1,159	300	83	N/A	10	499

# MS4 Minimum Control Measure #5 Stormwater Plan Review & Related Activity



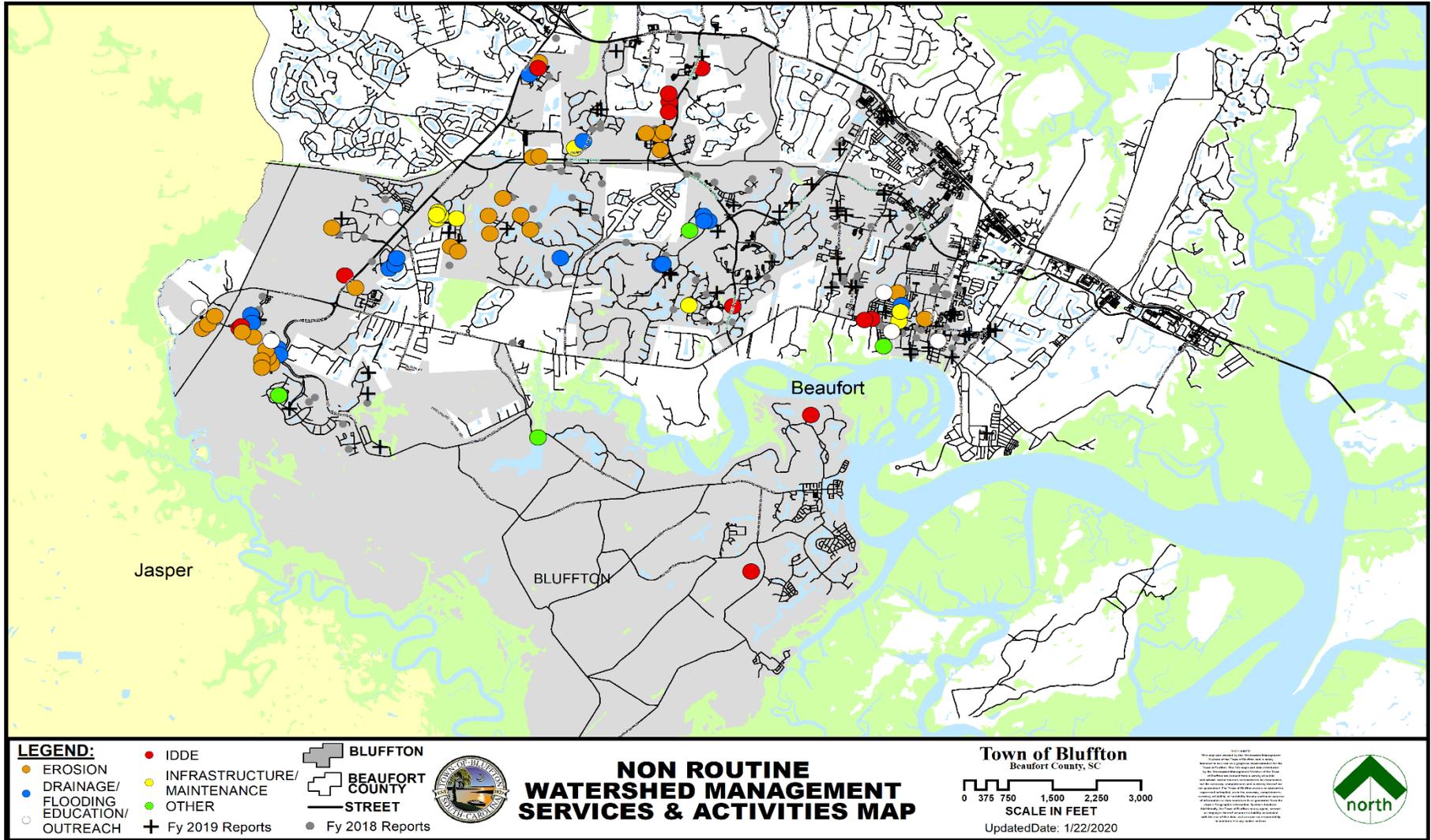
	Plan Reviews MS4 Reviews	Sureties	Certificate of Construction Compliance Inspections	Pre-Construction Meetings	Pre-Clearing Inspections	Post Construction BMP Inspections	Pre-Application Meetings	Total Plan Review Hours
FY 2020 YTD Totals	11	33	20	26	13	3	21	343 Hrs.
FY 2019 Totals	208	52	53	47	37	27	63	1,040 Hrs.
FY 2018 Totals	242	59	50	32	32	88	88	1,210 Hrs.

# Citizen Drainage Concern Map (Drainage, Maintenance and Inspections)



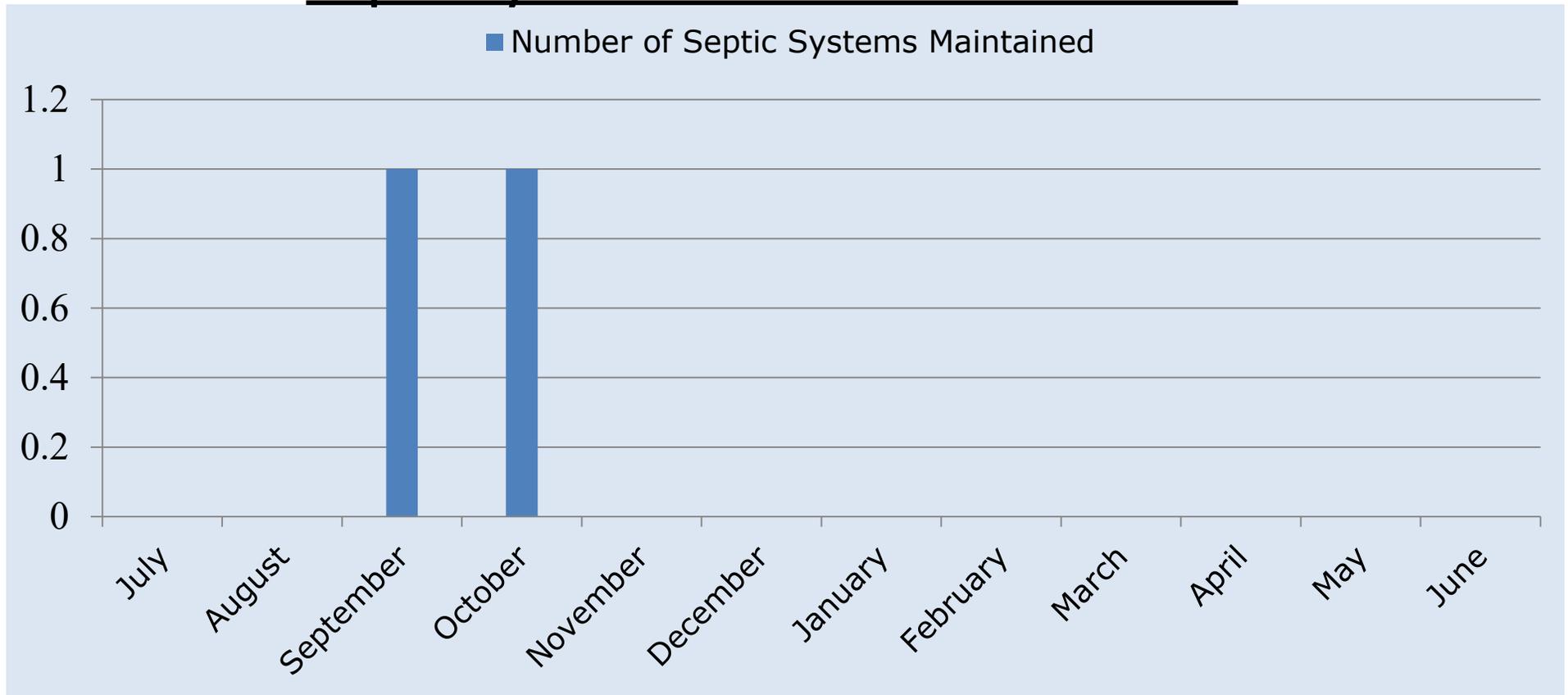
	Number of Drainage Concerns Investigated	Number of Meetings
FY 2020 YTD Totals	36	49
FY 2019 Totals	54	59
FY 2018 Totals	48	75

# Citizen Request for Watershed Mngt. Services & Activities Map



	Number of Citizen Requests Investigated	Number of Meetings
FY 2020 YTD Totals	79	83
FY 2019 Totals	75	79
FY 2018 Totals	53	82

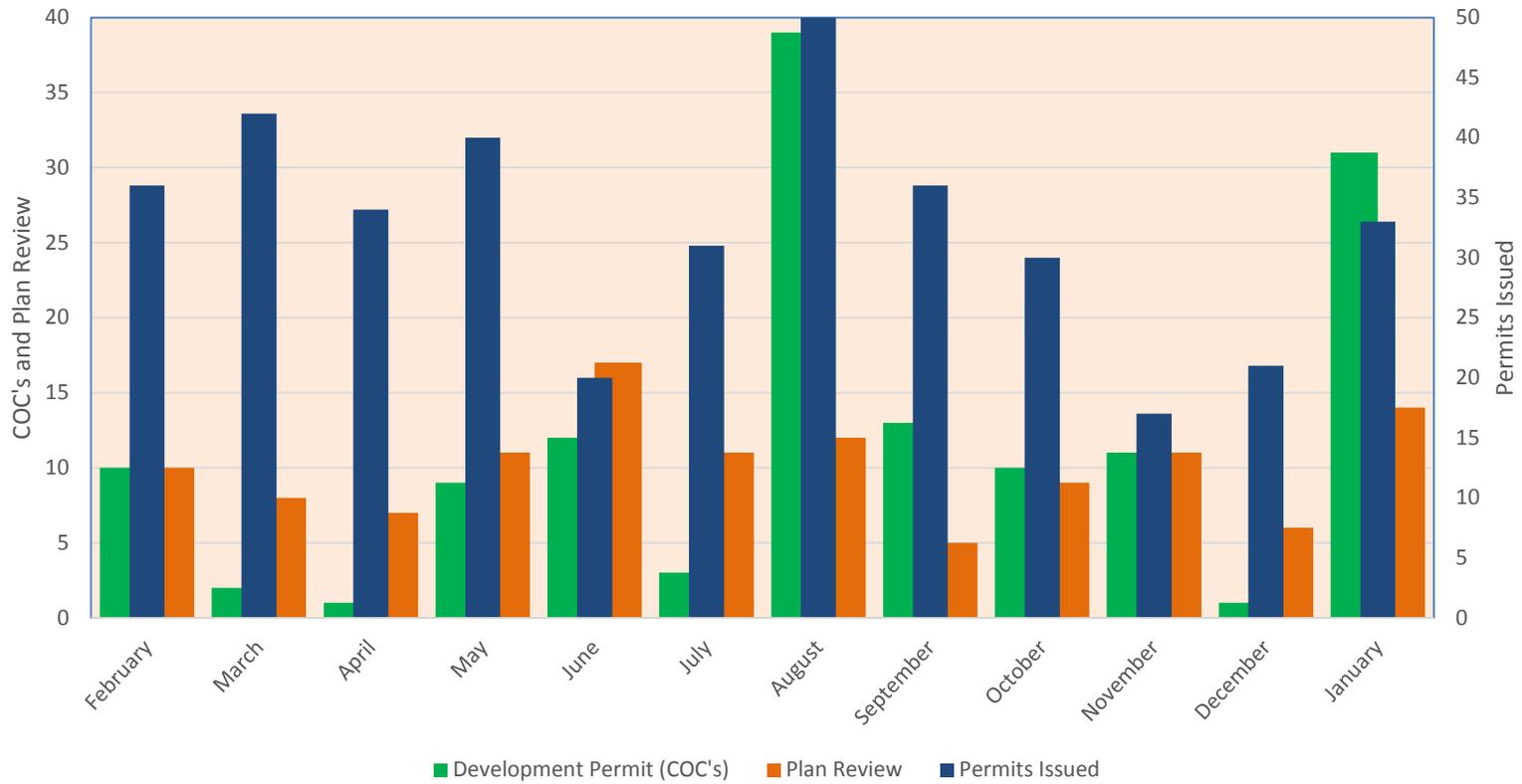
## Neighborhood Assistance Program – Septic System Maintenance Assistance



	Number of Septic Systems Maintained
FY 2020 YTD Totals	2
FY 2019 Totals	4
FY 2018 Totals	16

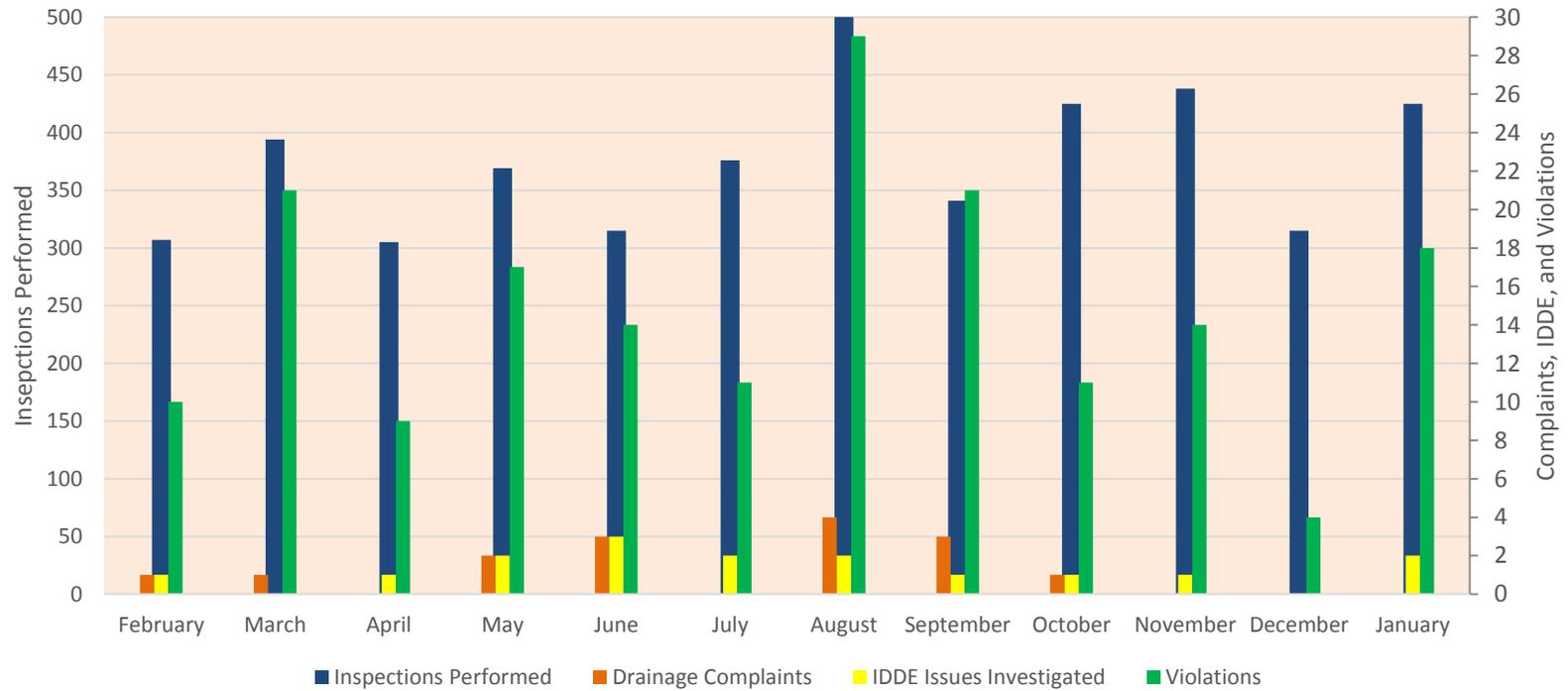
<b>Public Works Activities</b>					
<b>Week</b>	<b># of Activities</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Other Cost</b>	<b>Total</b>
FY20WK1	65	\$1,311.00	\$209.00	\$0.00	\$1,520.00
FY20WK2	89	\$2,547.00	\$878.00	\$0.00	\$3,425.00
FY20WK3	81	\$3,321.00	\$975.00	\$559.00	\$4,856.00
FY20WK4	40	\$2,396.00	\$803.00	\$0.00	\$3,199.00
FY20WK5	63	\$2,051.00	\$388.00	\$0.00	\$2,439.00
FY20WK6	75	\$2,566.00	\$622.00	\$0.00	\$3,187.00
FY20WK7	81	\$2,939.00	\$1,172.00	\$0.00	\$4,112.00
FY20WK8	71	\$3,059.00	\$3,013.00	\$0.00	\$6,072.00
FY20WK9	56	\$1,643.00	\$2,099.00	\$243.00	\$3,985.00
FY20WK10	8	\$810.00	\$483.00	\$0.00	\$1,293.00
FY20WK11	83	\$3,456.00	\$2,856.00	\$73.00	\$6,385.00
FY20WK12	66	\$3,824.00	\$4,161.00	\$0.00	\$7,985.00
FY20WK13	41	\$1,758.00	\$2,001.00	\$0.00	\$3,760.00
FY20WK14	50	\$3,555.00	\$3,619.00	\$1,677.00	\$8,851.00
FY20WK15	59	\$3,461.00	\$3,222.00	\$2,034.00	\$8,717.00
FY20WK16	48	\$3,200.00	\$1,682.00	\$207.00	\$5,090.00
FY20WK17	51	\$3,479.00	\$2,386.00	\$0.00	\$5,865.00
FY20WK18	68	\$4,041.00	\$3,823.00	\$0.00	\$7,863.00
FY20WK19	53	\$3,002.00	\$1,903.00	\$0.00	\$4,904.00
FY20WK20	41	\$2,392.00	\$1,519.00	\$0.00	\$3,911.00
FY20WK21	77	\$3,811.00	\$3,216.00	\$84.00	\$7,112.00
FY20WK22	50	\$2,058.00	\$1,226.00	\$49.00	\$3,333.00
FY20WK23	59	\$2,791.00	\$1,746.00	\$0.00	\$4,538.00
FY20WK24	82	\$3,176.00	\$3,354.00	\$83.00	\$6,613.00
FY20WK25	92	\$3,539.00	\$3,140.00	\$30.00	\$6,709.00
FY20WK26	47	\$1,457.00	\$766.00	\$0.00	\$2,223.00
FY20WK27	54	\$2,350.00	\$1,281.00	\$181.00	\$3,813.00
FY20WK28	80	\$4,488.00	\$3,468.00	\$347.00	\$8,303.00
FY20WK29	87	\$3,466.00	\$2,985.00	\$114.00	\$6,566.00
FY20WK30					
FY20WK31					
FY20WK32					
FY20WK33					
FY20WK34					
FY20WK35					
FY20WK36					
FY20WK37					
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FY20WK43					
FY20WK44					
FY20WK45					
FY20WK46					
FY20WK47					
FY20WK48					
FY20WK49					
FY20WK50					
FY20WK51					
FY20WK52					
<b>Total</b>	<b>1817</b>	<b>\$81,947.00</b>	<b>\$58,996.00</b>	<b>\$5,681.00</b>	<b>\$146,629.00</b>

### MS4 Minimum Control Measure #5 Stormwater Plan Review



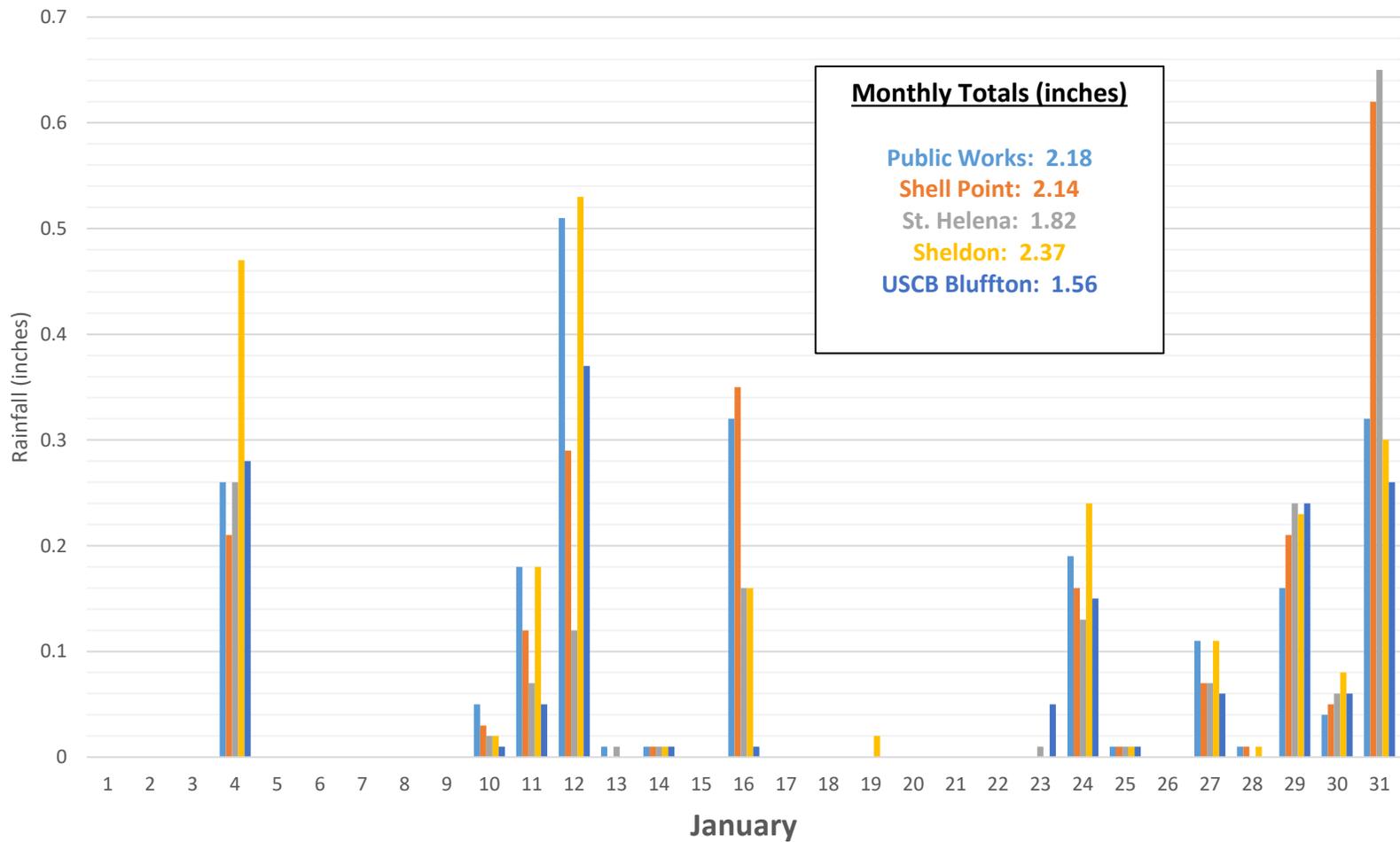
TYPE	February	March	April	May	June	July	August	September	October	November	December	January	Last 12 Months
Development Permit (COC's)	10	2	1	9	12	3	39	13	10	11	1	31	142
Plan Review	10	8	7	11	17	11	12	5	9	11	6	14	121
Permits Issued	36	42	34	40	20	31	50	36	30	17	21	33	390

### MS4 Minimum Control Measure #4 Erosion Sediment Control Inspections



TYPE	February	March	April	May	June	July	August	September	October	November	December	January	Last 12 Months
Inspections Performed	307	394	305	369	315	376	525	341	425	438	315	425	4535
Drainage Complaints	1	1	0	2	3	0	4	3	1	0	0	0	15
IDDE Issues Investigated	1	0	1	2	3	2	2	1	1	1	0	2	16
Violations	10	21	9	17	14	11	29	21	11	14	4	18	179

## Beaufort County Weather Stations Daily Rainfall Amounts - January 2020



**Lowcountry Stormwater Partners (LSP) Stormwater Utility Board Monthly Report**  
**12/2/19 - 2/5/20**

**Stormwater outreach/involvement activities completed:**

- LSP Newsletter
  - An informative publication for the general public with a small article on a stormwater topic and information on past, current, and future events.
  - 11/28/19, online, 90
- Meeting with the Bluffton Boys and Girls Club to discuss planting a bog garden
  - 12/4/19, Bluffton
- LSP Newsletter
  - An informative publication for the general public with a small article on a stormwater topic and information on past, current, and future events.
  - 12/13/19, online, 90
- Meeting to discuss planning a pervious paver workshop
  - Okatie, 12/16/19
- Cultivating a Carolina Yard Workshop
  - Ellen Sturup Comeau will present an overview of the Clemson Extension Carolina Yards program. The Carolina Yards program teaches homeowners sustainable landscaping practices with a watershed-friendly focus. This workshop will take place at Port Royal Plantation.
  - 1/10/20, Hilton Head, 60
- Finished MailChimp Migration
- In-Stream Bank repair workshop
  - 1/14/20
- LSP Consortium Meeting
  - The LSP met with its partners and discuss current and upcoming events.
  - 1/21/20, Okatie,
- LSP Newsletter
  - An informative publication for the general public with a small article on a stormwater topic and information on past, current, and future events.
  - 1/24/20, online, 90
- Cultivating a Carolina Yard Workshop Part 1
  - Ellen Sturup Comeau will give the first part of her Carolina Yard workshop, which teaches homeowners sustainable landscaping practices with a watershed-friendly focus. This offering will focus on building healthy soil, nutrient management, and stormwater runoff. This workshop will be given as part of an OLLI series.
  - 1/30/20, Hilton Head, 25

**Stormwater outreach/involvement activities planned to take place:**

- Cultivating a Carolina Yard Workshop Part 2
  - Ellen Sturup Comeau will give the second part of her Carolina Yard workshop, which teaches homeowners sustainable landscaping practices with a watershed-friendly focus. This presentation will focus upon yard waste management and irrigation practices. This workshop will be given as part of an OLLI series.
  - 2/6/20, Hilton Head
- Cultivating a Carolina Yard Workshop Part 3
  - Ellen Sturup Comeau will give the third part of her Carolina Yard workshop, which teaches homeowners sustainable landscaping practices with a watershed-friendly focus. This presentation will focus upon pest management

- and harvesting rainwater. This workshop will be given as part of an OLLI series.
  - 2/13/20, Hilton Head
- 319 Grant Evergreen Pond Workshop
  - 2/14/20, Okatie
- Cultivating a Carolina Yard Workshop Part 4
  - Ellen Sturup Comeau will give the fourth part of her Carolina Yard workshop, which teaches homeowners sustainable landscaping practices with a watershed-friendly focus. This offering will focus upon native plants and waterwise garden planning. This workshop will be given as part of an OLLI series.
  - 2/20/20, Hilton Head
- LSP Newsletter
  - An informative publication for the general public with a small article on a stormwater topic and information on past, current, and future events.
  - 2/21/20, online, 90
- LSP Newsletter
  - An informative publication for the general public with a small article on a stormwater topic and information on past, current, and future events.
  - 3/19/20, online, 90
- LSP Consortium Meeting
  - 3/24/20
- Buffer Workshop
  - Rescheduled from 2/10/20 to 3/19/20
  - TBD
- Presenting at Beaufort County Senior Leadership
  - Ellen Sturup Comeau will present on stormwater issues, core POCs, and residential BMPs to the Beaufort County Senior Leadership Class
  - 4/1/20, Okatie
- Permeable Pavement Workshop
  - This one day workshop for planners and stormwater professionals will focus on design, construction, and maintenance of permeable pavement in stormwater management. This is part of our Low Impact Development Series.
  - 4/7/20, Bluffton
- LSP Newsletter
  - An informative publication for the general public with a small article on a stormwater topic and information on past, current, and future events.
  - 4/17/20, online, 90
- Soft Shell Crab Fest
  - 4/18/20
- County Wide Cleanup
  - 4/22/20
- Earth Day
  - 4/25/20

**Other related activities performed/considered:**

- Finding/Purchasing LSP Merch
- Update LSP Website
- Updating FOG materials
- Planning Healthy Ponds Workshop Series for fall
- Planning Permeable Pavement Workshop for April
- Observing Master Pond Manager

- Facilitating Carolina Yard Online Course
- Taking Master Rain Gardener Course
- Planning Mossy Oaks Rain Garden
- Creating additional pet waste PSAs
- Coordinating Earth Day events and marketing
- Assisting Beaufort County Senior Leadership's Environmental Group with their course project



## MEMORANDUM

Date: February 13, 2020

To: Stormwater Management Utility Board

From: Matthew Rausch, Stormwater Infrastructure Superintendent

Re: **Maintenance Project Report**

This report will cover one major project and nine minor projects. The Project Summary Reports are attached.

### **Major Project:**

- **Wade Hampton Drive– Lady’s Island (SWUD 7):** This project improved 6,510 feet of drainage system. The scope of work included bush hogging 4,743 feet and cleaning out 3,722 feet of channel and repairing 1 driveway pipe. The total cost was **\$25,483.87.**

### **Minor or Routine Projects:**

- **Sheldon Bush Hog – Sheldon (SWUD 5):** This project improved 93,370 feet of drainage system. The scope of work included bush hogging 93,370 feet of channel. The total cost was **\$44,526.48.**
- **Shanklin Road – Port Royal Island (SWUD 9):** This project improved 200 feet of drainage system. The scope of work included installing 200 feet of roof drain line and sod and hydroseeding for erosion control. The total cost was **\$11,579.50.**
- **Port Royal Island Washout/Sinkhole Repair – Port Royal Island (SWUD 6, 9):** The scope of work included repairing sinkholes and washouts and installing rip rap for erosion control at five locations. The total cost was **\$10,264.34.**
- **St. Helena Island Tree Removal – St. Helena Island (SWUD 8):** The scope of work included removing fallen trees from roadside at three locations. The total cost was **\$6,753.39.**
- **Lady’s Island Tree Removal – Lady’s Island (SWUD 7):** The scope of work included removing fallen trees from the roadside and workshelf at three locations. The total cost was **\$4,115.06.**
- **Sheldon Washout Repair – Sheldon (SWUD 5):** The scope of work included replacing 1 bleeder pipe and installing rip rap for erosion control. The total cost was **\$2,473.58.**
- **Lady’s Island Washout Repair – Lady’s Island (SWUD 7):** The scope of work included repairing washouts, installing rip rap and hydroseeding for erosion control at three locations. The total cost was **\$2,209.01.**

- **St. Helena Island Washout Repair – St. Helena Island (SWUD 8):** The scope of work included cleaning repairing washouts and handseeding for erosion control. The total cost was **\$1,949.90.**
- **Port Royal Island Washout Repair – Port Royal Island (SWUD 6):** This project improved 60 feet of drainage system. The scope of work included repairing a washout. The total cost was **\$1,672.50.**



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** Wade Hampton Drive

**Activity:** Routine/Preventive Maintenance

**Duration:** 09/26/19-11/18/19

**Narrative Description of Project:**

Project improved 6,510 L.F. of drainage system. Bush hogged 4,743 L.F. of channel. Cleaned out 3,722 L.F. of channel. Repaired (1) driveway pipe.

**2020-013 / Wade Hampton Drive**

	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	2.0	\$43.58	\$0.00	\$0.00	\$0.00	\$0.00	\$43.58
CBH / Channel- bushhogged	51.0	\$1,154.61	\$507.96	\$118.30	\$0.00	\$672.42	\$2,453.29
CCO / Channel - cleaned out	328.0	\$9,482.32	\$3,022.50	\$465.95	\$0.00	\$2,775.36	\$15,746.13
CLPINP / Crossline Pipe - Inspected	10.0	\$222.80	\$191.60	\$23.00	\$0.00	\$143.40	\$580.80
DPR / Driveway Pipe - Repaired	25.0	\$753.85	\$37.45	\$44.48	\$0.00	\$266.70	\$1,102.48
HAUL / Hauling	127.0	\$2,871.51	\$1,874.16	\$598.00	\$0.00	\$213.92	\$5,557.59
2020-013 / Wade Hampton Drive Sub Total	543.0	\$14,528.67	\$5,633.67	\$1,249.73	\$0.00	\$4,071.80	\$25,483.87
<b>Grand Total</b>	<b>543.0</b>	<b>\$14,528.67</b>	<b>\$5,633.67</b>	<b>\$1,249.73</b>	<b>\$0.00</b>	<b>\$4,071.80</b>	<b>\$25,483.87</b>

**Before**



**During**



**After**



Project: Wade Hampton Drive Map #1

Activity: Routine/ Preventive Maintenance

Project #: 2020-013

Township/SW Dist: Lady's Island/7

Completed: November 2019



Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 83 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 012/12/19  
File: C:\project summaries map\Wade Hampton Drive Map #1\_2020-013



Project: Wade Hampton Drive Map #2

Activity: Routine/ Preventive Maintenance

Project #: 2020-013

Township/SW Dist: Lady's Island/7

Completed: November 2019

**Legend**

**Drainage Type**

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 60 120 240 360 480 Feet

1 inch = 250 feet

Prepared By: BC Stormwater Management Utility

Date Print: 12/12/19

File: C:\project summaries map\Wade Hampton Drive Map #2\_2020-013



Project: Wade Hampton Drive Map #3

Activity: Routine/ Preventive Maintenance

Project #: 2020-013

Township/SW Dist: Lady's Island/7

Completed: November 2019

**Legend**

**Drainage Type**

- Access Pipe
- Bleeder Pipe
- Channel Pipe
- Channel
- Stream
- Crossline Pipe
- Driveway Pipe
- Lateral
- Lateral Pipe
- River
- Road Pipe
- Roadside
- Roadside Pipe

0 40 80 160 240 320 Feet

1 inch = 170 feet

Prepared By: BC Stormwater Management Utility

Date Print: 12/12/19

File: C:\project summaries map\Wade Hampton Drive Map #2\_2020-013

Project: Wade Hampton Drive Map #4

Activity: Routine/ Preventive Maintenance

Project #: 2020-013

Township/SW Dist: Lady's Island/7

Completed: November 2019

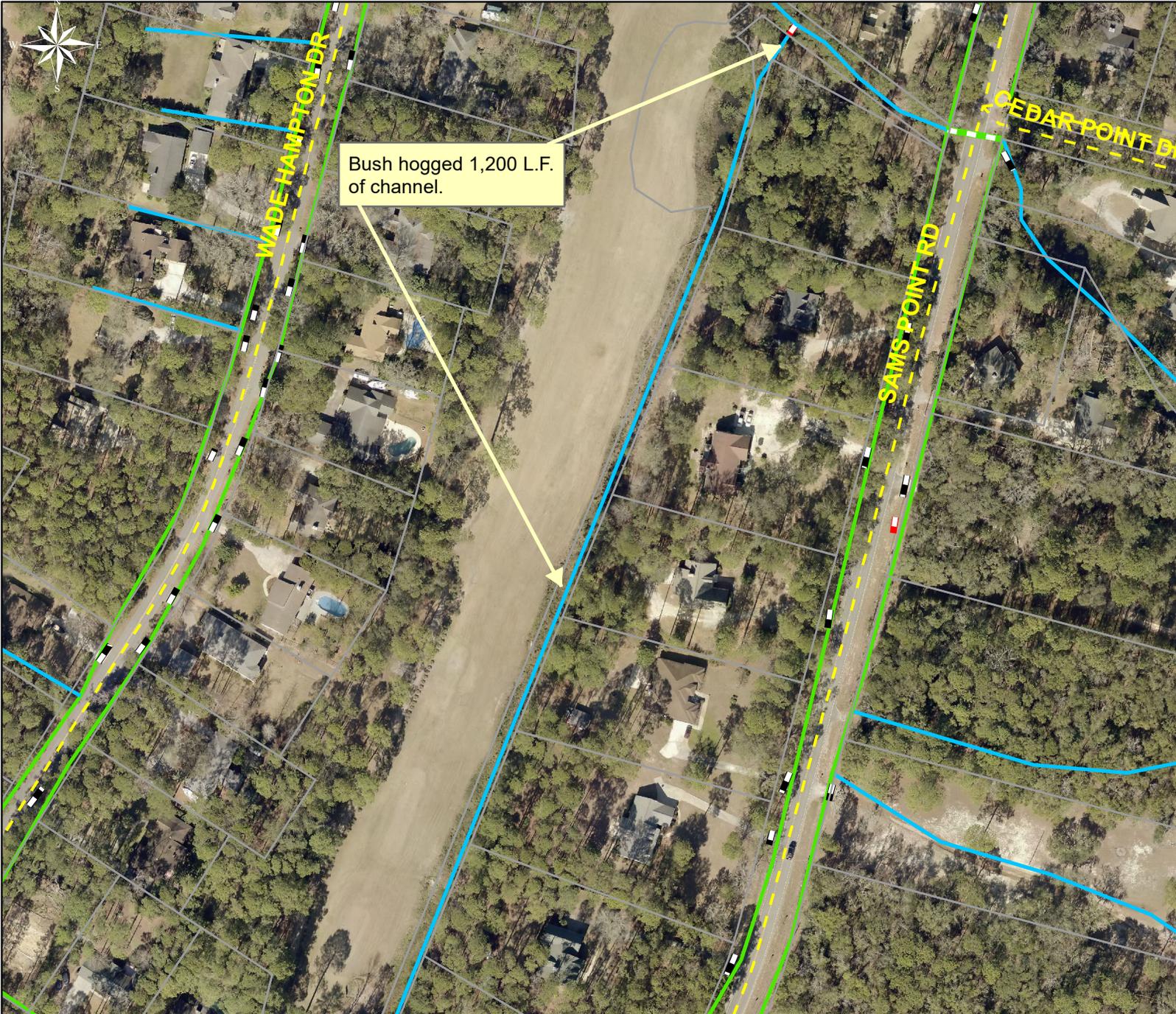


Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 250 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 12/12/19  
File: C:\project summaries map\Wade Hampton Drive Map #4\_2020-013



Project: Wade Hampton Drive Map #5

Activity: Routine/ Preventive Maintenance

Project #: 2020-013

Township/SW Dist: Lady's Island/7

Completed: November 2019

**Legend**

**Drainage Type**

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe



1 inch = 170 feet

Prepared By: BC Stormwater Management Utility

Date Print: 12/12/19

File: C:\project summaries map\Wade Hampton Drive Map #5\_2020-013



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** Sheldon Bush Hog

**Activity:** Routine/Preventive Maintenance

**Duration:** 07/01/19-10/09/19

**Narrative Description of Project:**

First Rotation: 07/01/19-10/09/19 Project improved 93,370 L.F. of drainage system. Bush hogged 93,370 L.F. of channel. This project consisted of the following areas: Jasmine Hall Road (7,302 L.F.), River Oaks Road (2,822 L.F.), Pap Kee Lane (1,428 L.F.), Seigler Road (425 L.F.), Dean Hall Road (356 L.F.), Horace Dawson Lane (5,532 L.F.), Archie Sumpter Lane (4,435 L.F.), Johnson Road (1,200 L.F.), Mitchell Road (8,991 L.F.), Paige Point Bluff (580 L.F.), Priester Road (1,490 L.F.), Robinson Hill Road (2,011 L.F.), Sheldon Drop Off Center (1,016 L.F.), George Williams Lane (2,880 L.F.), Fire Station Lane (430 L.F.), Cuthbert Farm Road (1,142 L.F.), Greenleaf Lane (420 L.F.) Huspah Drive (3,769 L.F.), Huspah Court S (1,363 L.F.), Huspah Court N (923 L.F.), Bailey Road (2,462 L.F.), Nix Road (2,410 L.F.), Prescott Road (1,417 L.F.), Albertha Fields Circle (3,518 L.F.), Booker T. Washington Circle (2,144 L.F.), Horse Tail Road (3,564 L.F.), Dash Road (598 L.F.), Big Estate Road (1,962 L.F.), African Baptist Church Road (2,294 L.F.), Joseph Lane (1,711 L.F.), Newberry Circle (1,139 L.F.), Swallowtail Lane (2,152 L.F.), Gray Road (4,157 L.F.), Big Estate Circle (1,966 L.F.), Boone Hall Court (10,237 L.F.), Big Estate Drop Off Center (1,156 L.F.), Jenkins Road (735) and Williams Campbell Road (1,653 L.F.)

**2020-303 / Sheldon Bush Hog**

	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	2.0	\$43.58	\$0.00	\$0.00	\$0.00	\$0.00	\$43.58
CBH / Channel- bushhogged	922.0	\$19,423.92	\$10,339.30	\$2,108.90	\$0.00	\$12,203.17	\$44,075.29
HAUL / Hauling	6.0	\$137.94	\$207.84	\$61.83	\$0.00	\$0.00	\$407.61
2020-303 / Sheldon Bush Hog Sub Total	930.0	\$19,605.44	\$10,547.14	\$2,170.73	\$0.00	\$12,203.17	\$44,526.48
<b>Grand Total</b>	<b>930.0</b>	<b>\$19,605.44</b>	<b>\$10,547.14</b>	<b>\$2,170.73</b>	<b>\$0.00</b>	<b>\$12,203.17</b>	<b>\$44,526.48</b>

**Before**



**During**



**After**





**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** Shanklin Road

**Activity:** Drainage Improvement

**Duration:** 05/30/19-07/01/19

**Narrative Description of Project:**

Project improved 200 L.F. of drainage system. Installed 200 L.F. of roof drain line and sod. Hydroseeded for erosion control.

**2019-571 / Shanklin Road**

	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	1.5	\$32.69	\$0.00	\$0.00	\$0.00	\$0.00	\$32.69
HAUL / Hauling	6.0	\$148.20	\$84.96	\$23.40	\$0.00	\$98.82	\$355.38
HYDR / Hydroseeding	28.0	\$604.21	\$37.64	\$797.75	\$0.00	\$300.51	\$1,740.11
PL / Project Layout	28.0	\$604.38	\$21.60	\$21.06	\$0.00	\$383.76	\$1,030.80
PP / Project Preparation	16.0	\$339.00	\$53.66	\$9.36	\$0.00	\$118.80	\$520.82
UTLOC / Utility locates	0.5	\$10.90	\$0.00	\$0.00	\$0.00	\$0.00	\$10.90
WLINS / Water Line- Installation	90.0	\$1,957.80	\$520.84	\$4,519.18	\$0.00	\$891.00	\$7,888.82
2019-571 / Shanklin Road Sub Total	170.0	\$3,697.17	\$718.70	\$5,370.75	\$0.00	\$1,792.89	\$11,579.50
<b>Grand Total</b>	<b>170.0</b>	<b>\$3,697.17</b>	<b>\$718.70</b>	<b>\$5,370.75</b>	<b>\$0.00</b>	<b>\$1,792.89</b>	<b>\$11,579.50</b>

**Before**



**During**



**After**



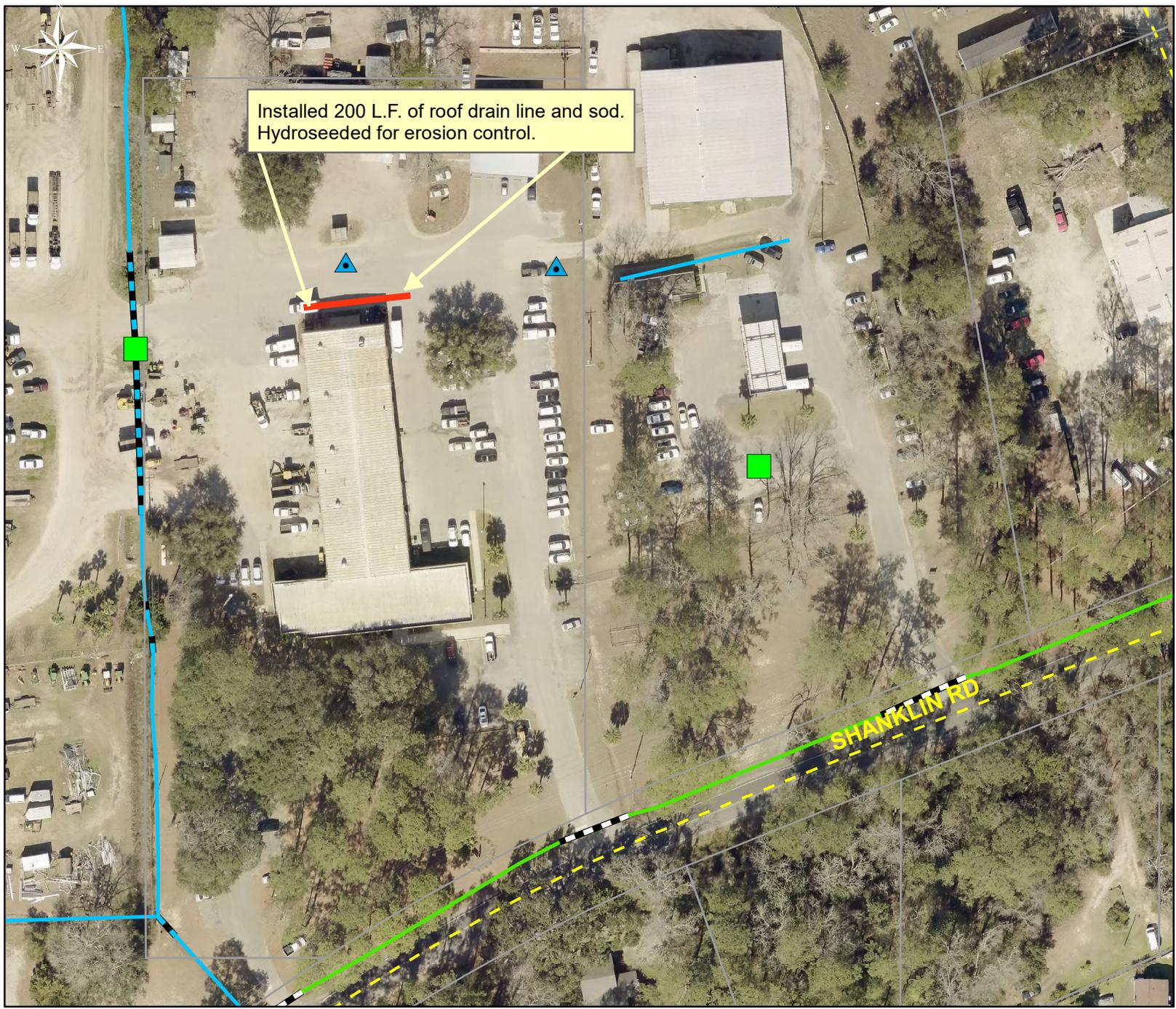
Project: Shanklin Road

Activity: Drainage Improvement

Project #: 2019-571

Township/SW Dist: Port Royal Island/9

Completed: July 2019



Legend	
Drainage Type	
	Water Line
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 100 feet



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** Port Royal Island Washout/Sinkhole Repair  
 Blue Dolphin Drive, Mint Farm Drive, Godwin Road, Bostick Circle,  
 Bostick Road

**Activity:** Routine/Preventive Maintenance

**Duration:** 02/20/19-06/27/19

**Narrative Description of Project:**

Repaired sinkholes and washouts. Installed rip rap for erosion control.

**2019-317A / Port Royal Island Washout/Sinkhole Repair**

	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	2.0	\$43.58	\$0.00	\$0.00	\$0.00	\$0.00	\$43.58
HAUL / Hauling	33.0	\$736.43	\$467.28	\$633.80	\$0.00	\$327.49	\$2,165.00
RPWO / Repaired Washout	38.0	\$810.16	\$130.53	\$111.95	\$0.00	\$436.68	\$1,489.32
SD / Soft Digging	20.0	\$443.38	\$383.20	\$89.09	\$0.00	\$213.54	\$1,129.21
SR / Sinkhole repair	117.0	\$2,648.57	\$574.50	\$1,004.83	\$0.00	\$1,209.33	\$5,437.23
2019-317A / Port Royal Island Washout/Sinkhole Repair Sub Total	210.0	\$4,682.12	\$1,555.51	\$1,839.67	\$0.00	\$2,187.04	\$10,264.34
<b>Grand Total</b>	<b>210.0</b>	<b>\$4,682.12</b>	<b>\$1,555.51</b>	<b>\$1,839.67</b>	<b>\$0.00</b>	<b>\$2,187.04</b>	<b>\$10,264.34</b>

**Before**



**During**



**After**



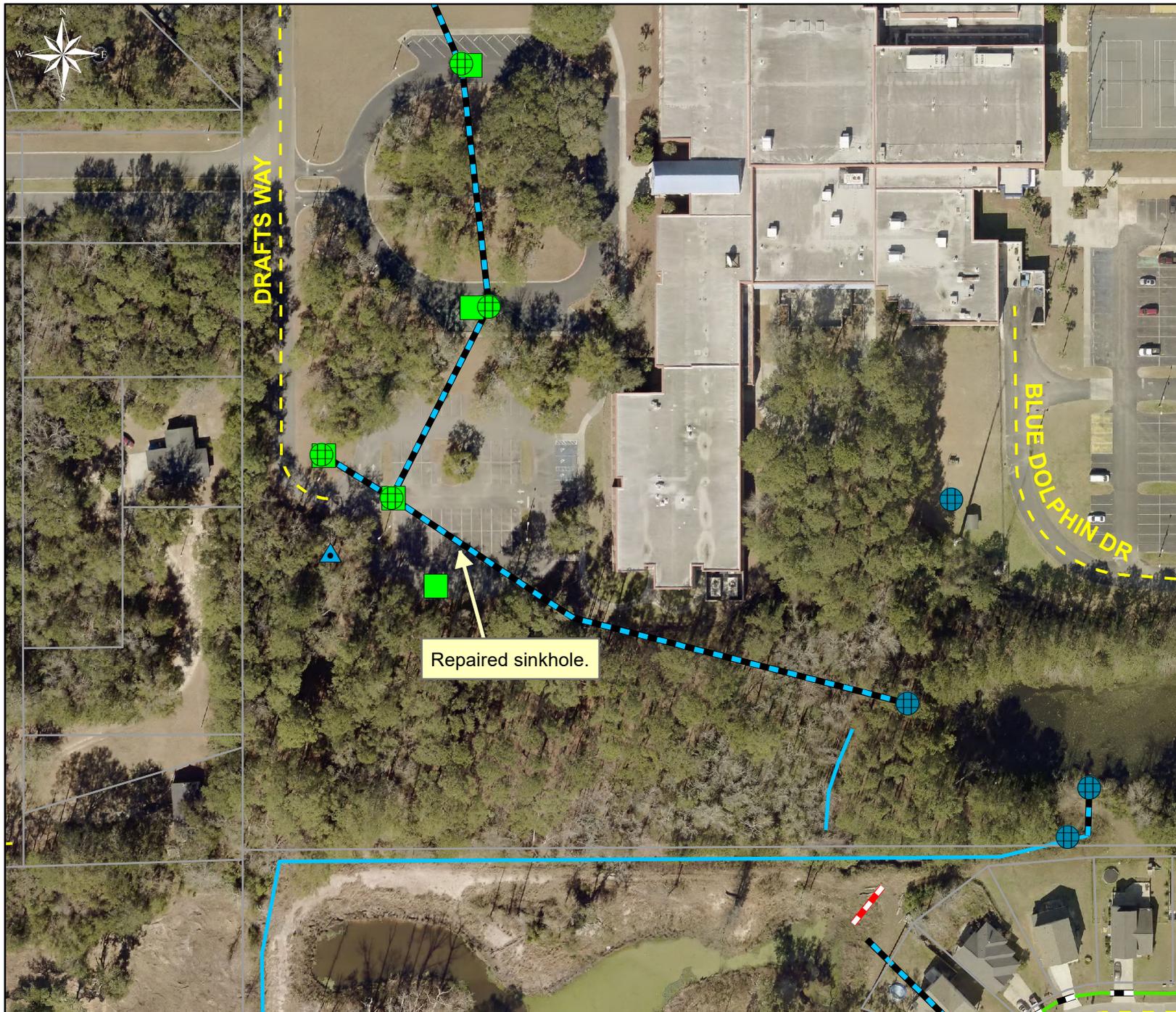
Project: Port Royal Island Washout / Sinkhole Repair - Blue Dolphin Drive Map #1

Activity: Routine/ Preventive Maintenance

Project #: 2019-317A

Township/SW Dist: Port Royal Island/ 6,9

Completed: June 2019



Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 130 feet

Prepared By: BC Stormwater Management Utility  
 Date Print: 01/27/20  
 File: C:\project summaries map\PRI Washout Repair- Blue Dolphin Drive Map #1\_2019-317A

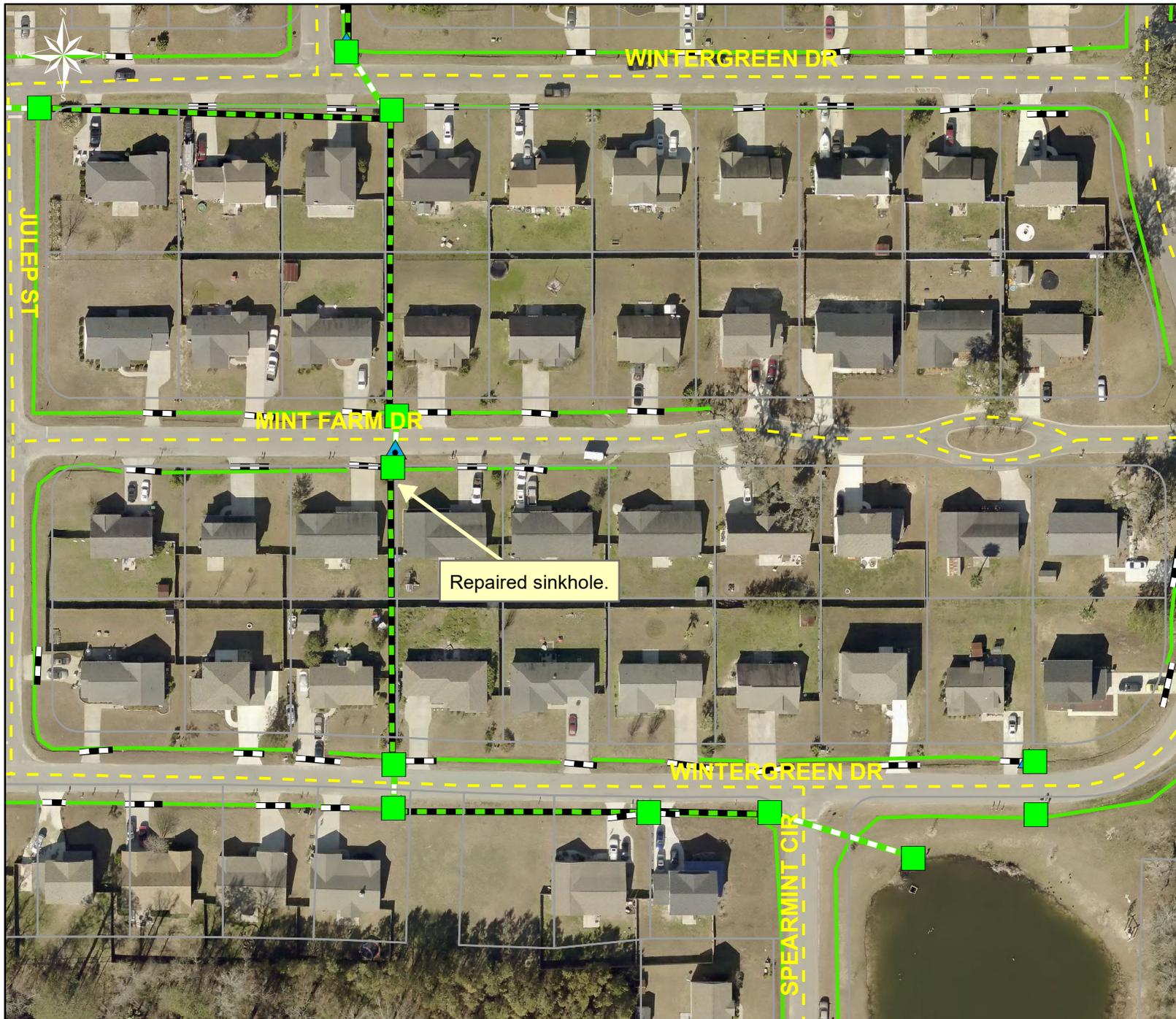
Project: Port Royal Island Washout / Sinkhole Repair - Mint Farm Drive Map #2

Activity: Routine/ Preventive Maintenance

Project #: 2019-317A

Township/SW Dist: Port Royal Island/ 6,9

Completed: June 2019



Legend	
<b>Drainage Type</b>	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 100 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 01/27/20

File:C:\project summaries map\PRI Washout Repair- Mint Farm Drive Map #2\_2019-317A

Project: Port Royal Island Washout / Sinkhole Repair - Godwin Road Map #3

Activity: Routine/ Preventive Maintenance

Project #: 2019-317A

Township/SW Dist: Port Royal Island/ 6,9

Completed: June 2019



Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 130 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/27/20

File:C:\project summaries map\PRI Washout Repair- Godwin Road Map #3\_2019-317A

Project: Port Royal  
Island Washout /  
Sinkhole Repair -  
Bostick Road  
Map #4

Activity: Routine/  
Preventive  
Maintenance

Project #:  
2019-317A

Township/SW Dist:  
Port Royal Island/  
6,9

Completed:  
June 2019



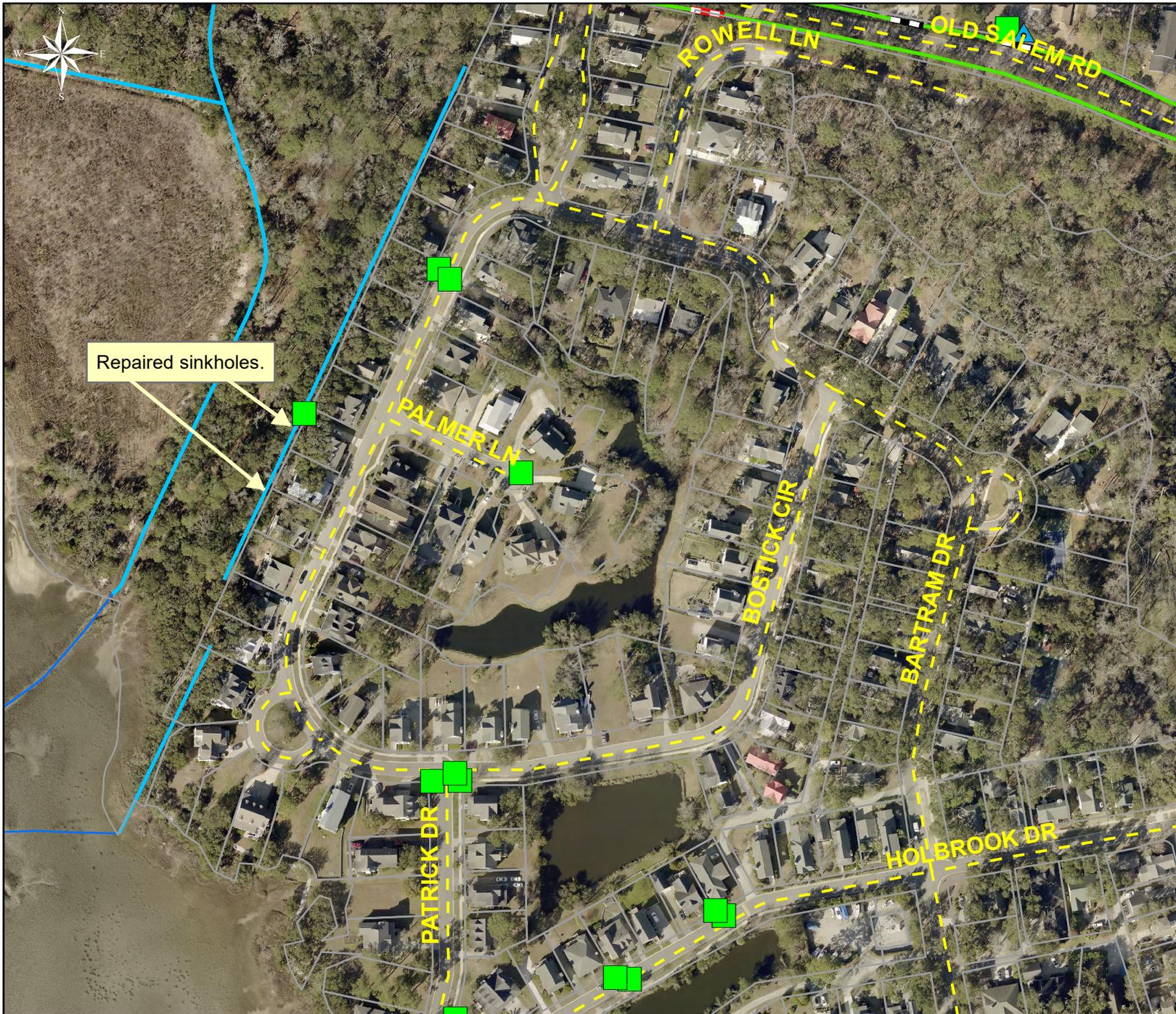
Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 210 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 01/27/20

File:C:\project summaries map\PRI Washout Repair- Bostick Road Map #4\_2019-317A



Project: Port Royal  
Island Washout /  
Sinkhole Repair -  
Bostick Circle  
Map #5

Activity: Routine/  
Preventive  
Maintenance

Project #:  
2019-317A

Township/SW Dist:  
Port Royal Island/  
6,9

Completed:  
June 2019

Legend	
<b>Drainage Type</b>	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe

0 50 100 200 300 400  
Feet

1 inch = 210 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/27/20

File:C:\project summaries map\PRI Washout Repair- Bostick Circle Map #5\_2019-317A



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** St. Helena Island Tree Removal  
Vineyard Point Road, Hand Drive, Captain Rojas Road First  
Coleman Road

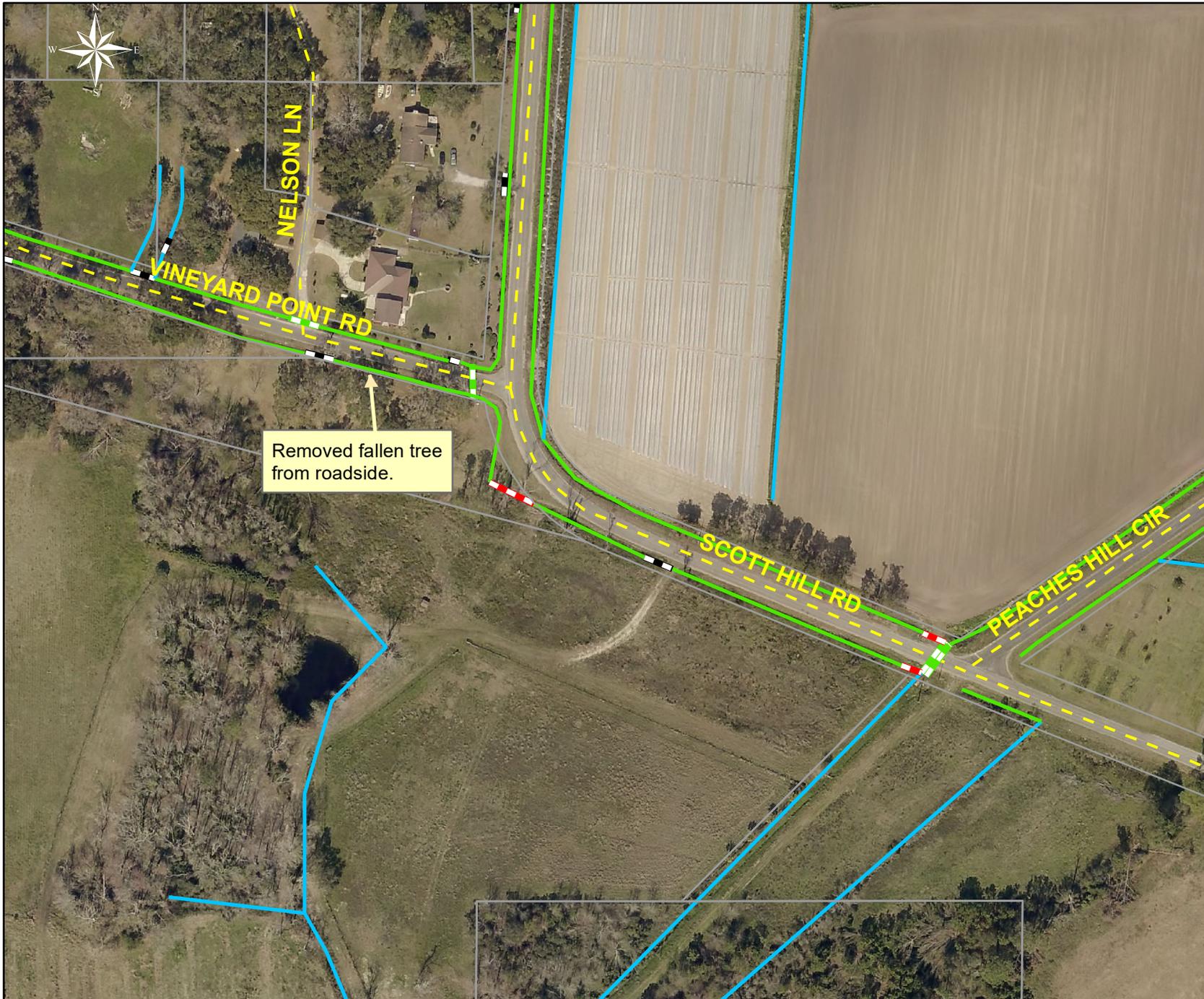
**Activity:** Routine/Preventive Maintenance  
**Duration:** 09/12/19-10/28/19

**Narrative Description of Project:**

Removed fallen trees from roadside.

<b>2020-322 / St Helena Island Tree Removal</b>	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	1.0	\$21.79	\$0.00	\$0.00	\$0.00	\$0.00	\$21.79
DEBREM / Debris Removal - Jobsite	117.0	\$2,567.59	\$533.27	\$182.82	\$0.00	\$1,019.52	\$4,303.20
HAUL / Hauling	39.0	\$876.45	\$552.24	\$466.17	\$0.00	\$533.54	\$2,428.40
2020-322 / St Helena Island Tree Removal Sub Total	157.0	\$3,465.83	\$1,085.51	\$648.99	\$0.00	\$1,553.06	\$6,753.39
<b>Grand Total</b>	<b>157.0</b>	<b>\$3,465.83</b>	<b>\$1,085.51</b>	<b>\$648.99</b>	<b>\$0.00</b>	<b>\$1,553.06</b>	<b>\$6,753.39</b>

**(No Pictures Available)**



Project: St. Helena  
Island Tree  
Removal-  
Vineyard Point  
Road  
Map #1

Activity: Routine/  
Preventive  
Maintenance

Project #:  
2020-322

Township/SW Dist:  
St. Helena Island/8

Completed:  
October 2019

Legend	
<b>Drainage Type</b>	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe

0 40 80 160 240 320  
Feet

1 inch = 170 feet

Prepared By: BC Stormwater Management Utility  
Date Print:01/21/20

File:C:\project summaries map/St. Helena Island Tree Removal- Vineyard Point Road Map #1\_2020-322



Project: St. Helena Island Tree Removal- Hand Drive and Capt Rojas Road Map #2

Activity: Routine/ Preventive Maintenance

Project #: 2020-322

Township/SW Dist: St. Helena Island/8

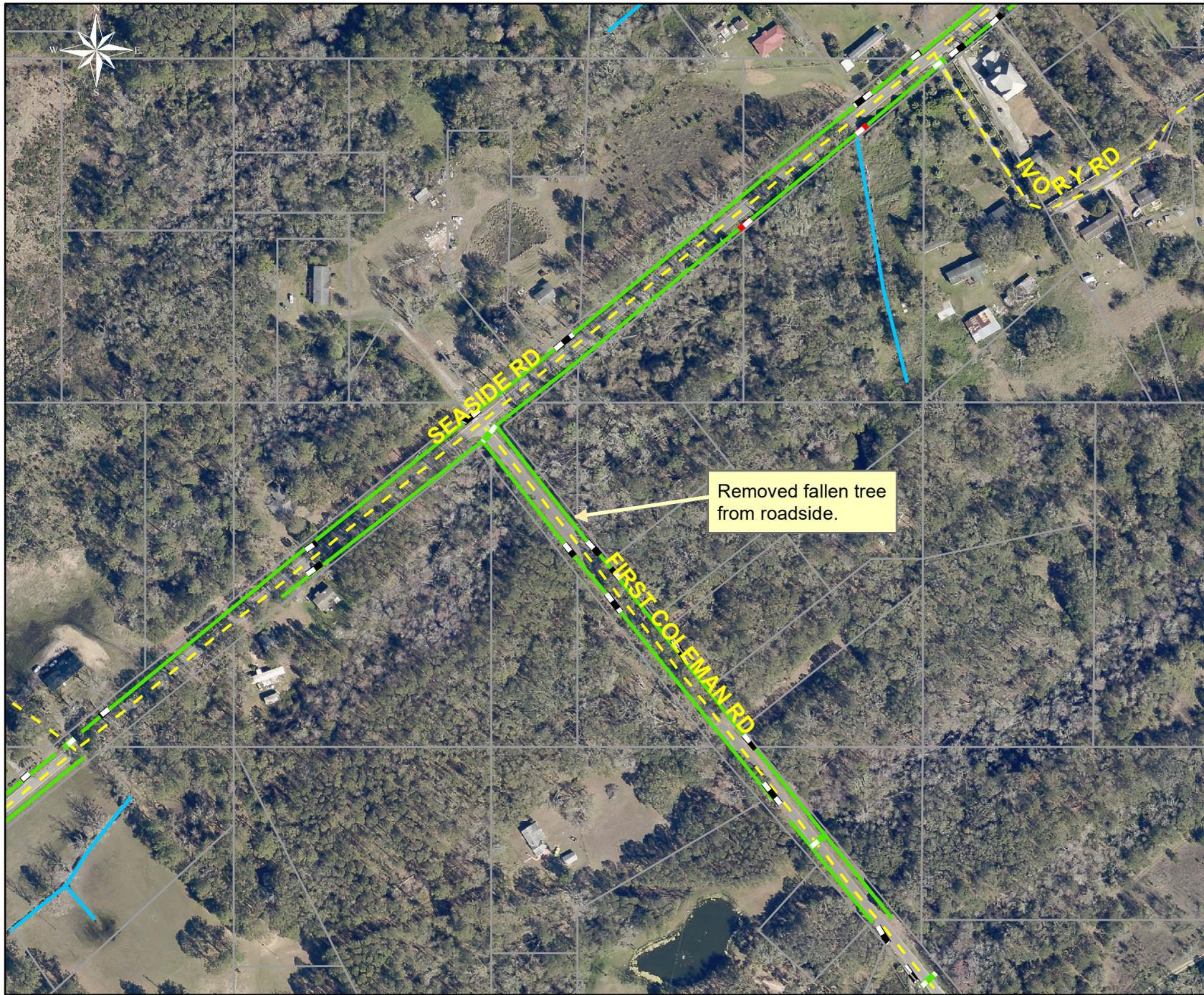
Completed: October 2019

Legend	
<b>Drainage Type</b>	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe

0 30 60 120 180 240 Feet **1 inch = 140 feet**

Prepared By: BC Stormwater Management Utility  
Date Print:01/21/20

File:C:\project summaries map\St. Helena Island Tree Removal- Hand Drive and Capt Rojas Rd Map #2\_2020-322



Project: St. Helena Island Tree Removal- First Coleman Road Map #3

Activity: Routine/ Preventive Maintenance

Project #: 2020-322

Township/SW Dist: St. Helena Island/8

Completed: October 2019

Legend	
<b>Drainage Type</b>	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe

Removed fallen tree from roadside.



1 inch = 260 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 01/21/20

File: C:\project summaries map\St. Helena Island Tree Removal- First Coleman Rd Map #3\_2020-322



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** Lady's Island Tree Removal  
Gumwood Drive, Alumni Road, Rue Du Bois

**Activity:** Routine/Preventive Maintenance  
**Duration:** 07/31/19-10/25/19

**Narrative Description of Project:**

Removed fallen trees from the roadside and workshelf.

<b>2020-320 / Lady's Island Tree Removal</b>	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	1.0	\$21.79	\$0.00	\$0.00	\$0.00	\$0.00	\$21.79
DEBREM / Debris Removal - Jobsite	44.0	\$975.12	\$158.69	\$58.90	\$0.00	\$428.13	\$1,620.84
HAUL / Hauling	23.0	\$517.97	\$325.68	\$226.33	\$0.00	\$216.30	\$1,286.28
RMTR / Remove trees-roads	9.0	\$195.77	\$10.80	\$18.32	\$0.00	\$89.10	\$313.99
RMTRW / Remove trees - Workshelf	27.0	\$587.41	\$31.12	\$16.03	\$0.00	\$237.60	\$872.16
2020-320 / Lady's Island Tree Removal Sub Total	104.0	\$2,298.06	\$526.29	\$319.58	\$0.00	\$971.13	\$4,115.06
<b>Grand Total</b>	<b>104.0</b>	<b>\$2,298.06</b>	<b>\$526.29</b>	<b>\$319.58</b>	<b>\$0.00</b>	<b>\$971.13</b>	<b>\$4,115.06</b>

**(No Pictures Available)**



Project: Lady's Island Tree Removal - Gumwood Drive Map #1

Activity: Routine/ Preventive Maintenance

Project #: 2020-320

Township/SW Dist: Lady's Island/7

Completed: October 2019

Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 100 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 01/22/20

File: C:\project summaries map\Lady's Island Tree Removal-Gumwood Dr. Map #1\_2020-320



Project: Lady's  
Island Tree  
Removal -  
Alumni Road  
Map #2

Activity: Routine/  
Preventive  
Maintenance

Project #:  
2020-320

Township/SW Dist:  
Lady's Island/7

Completed:  
October 2019

### Legend

#### Drainage Type

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 55 110 220 330 440  
Feet

1 inch = 240 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/22/20

File: C:\project summaries map\Lady's Island Tree Removal-Alumni Rd.Map #2\_2020-320

Project: Lady's Island Tree Removal - Rue Du Bois  
Map #3

Activity: Routine/ Preventive Maintenance

Project #: 2020-320

Township/SW Dist: Lady's Island/7

Completed: October 2019



Removed fallen tree from roadside.

Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 220 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 01/22/20

File: C:\project summaries map\Lady's Island Tree Removal-Rue Du Bois.Map #3\_2020-320



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** Sheldon Washout Repair  
Backache Acres

**Activity:** Routine/Preventive Maintenance

**Duration:** 08/27/19-08/28/19

**Narrative Description of Project:**

Replaced (1) bleeder pipe and installed rip rap for erosion control.

**2020-318 / Sheldon Washout Repair**

	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	1.0	\$21.79	\$0.00	\$0.00	\$0.00	\$0.00	\$21.79
BPREP / Bleeder Pipe - Replaced	30.0	\$652.55	\$161.40	\$357.41	\$0.00	\$297.00	\$1,468.36
HAUL / Hauling	3.0	\$66.81	\$42.48	\$304.61	\$0.00	\$43.26	\$457.16
RRI / Rip Rap - Installed	12.0	\$261.02	\$103.82	\$42.64	\$0.00	\$118.80	\$526.28
2020-318 / Sheldon Washout Repair Sub Total	46.0	\$1,002.17	\$307.70	\$704.65	\$0.00	\$459.06	\$2,473.58
<b>Grand Total</b>	<b>46.0</b>	<b>\$1,002.17</b>	<b>\$307.70</b>	<b>\$704.65</b>	<b>\$0.00</b>	<b>\$459.06</b>	<b>\$2,473.58</b>

**(No Pictures Available)**



Replaced (1) bleeder pipe.  
Installed rip rap for erosion control.

Project: Sheldon Washout Repair-Backache Acres

Activity: Routine/Preventive Maintenance

Project #: 2020-318

Township/SW Dist: Sheldon/5

Completed: August 2019

**Legend**

**Drainage Type**

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 60 120 240 360 480 Feet

1 inch = 250 feet

Prepared By: BC Stormwater Management Utility

Date Print:01/22/20

File:C:\project summaries map/Sheldon Washout Repair-Backache Acres 2020-318



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
*Project Summary*

**Project Summary:** Lady's Island Washout Repair  
 Fiddler Drive, Varsity Lane, E River Drive

**Activity:** Routine/Preventive Maintenance  
**Duration:** 07/09/19-10/24/19

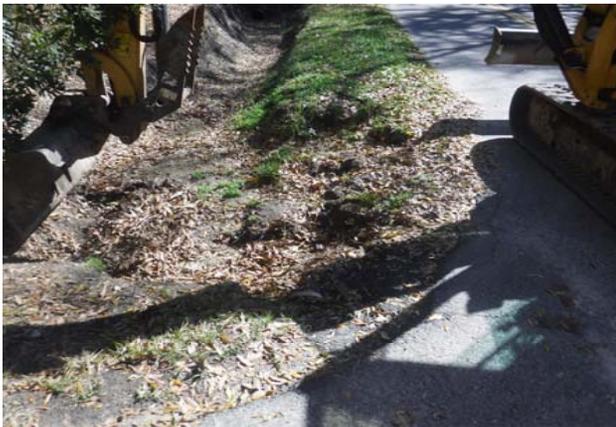
**Narrative Description of Project:**

Repaired washouts. Installed rip rap and handseeded for erosion control.

**2020-516 / Lady's Island Washout**

	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	1.0	\$21.79	\$0.00	\$0.00	\$0.00	\$0.00	\$21.79
HAUL / Hauling	8.0	\$180.32	\$113.28	\$267.33	\$0.00	\$72.10	\$633.03
RPWO / Repaired Washout	39.0	\$953.48	\$132.84	\$96.92	\$0.00	\$370.95	\$1,554.19
2020-516 / Lady's Island Washout Sub Total	48.0	\$1,155.59	\$246.12	\$364.25	\$0.00	\$443.05	\$2,209.01
<b>Grand Total</b>	<b>48.0</b>	<b>\$1,155.59</b>	<b>\$246.12</b>	<b>\$364.25</b>	<b>\$0.00</b>	<b>\$443.05</b>	<b>\$2,209.01</b>

**Before**



**During**



**After**





Project: Lady's  
Island Washout  
Repair - Fiddler  
Drive  
Map #1

Activity: Routine/  
Preventive  
Maintenance

Project #:  
2020-516

Township/SW Dist:  
Lady's Island/7

Completed:  
October 2019

### Legend

#### Drainage Type

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 80 160 320 480 640  
Feet

1 inch = 350 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/15/20

File: C:\project summaries map\Lady's Island Washout Repair- Fiddler Drive Map #1\_2020-516



Project: Lady's  
Island Washout  
Repair - Varsity  
Street  
Map #2

Activity: Routine/  
Preventive  
Maintenance

Project #:  
2020-516

Township/SW Dist:  
Lady's Island/7

Completed:  
October 2019

### Legend

#### Drainage Type

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

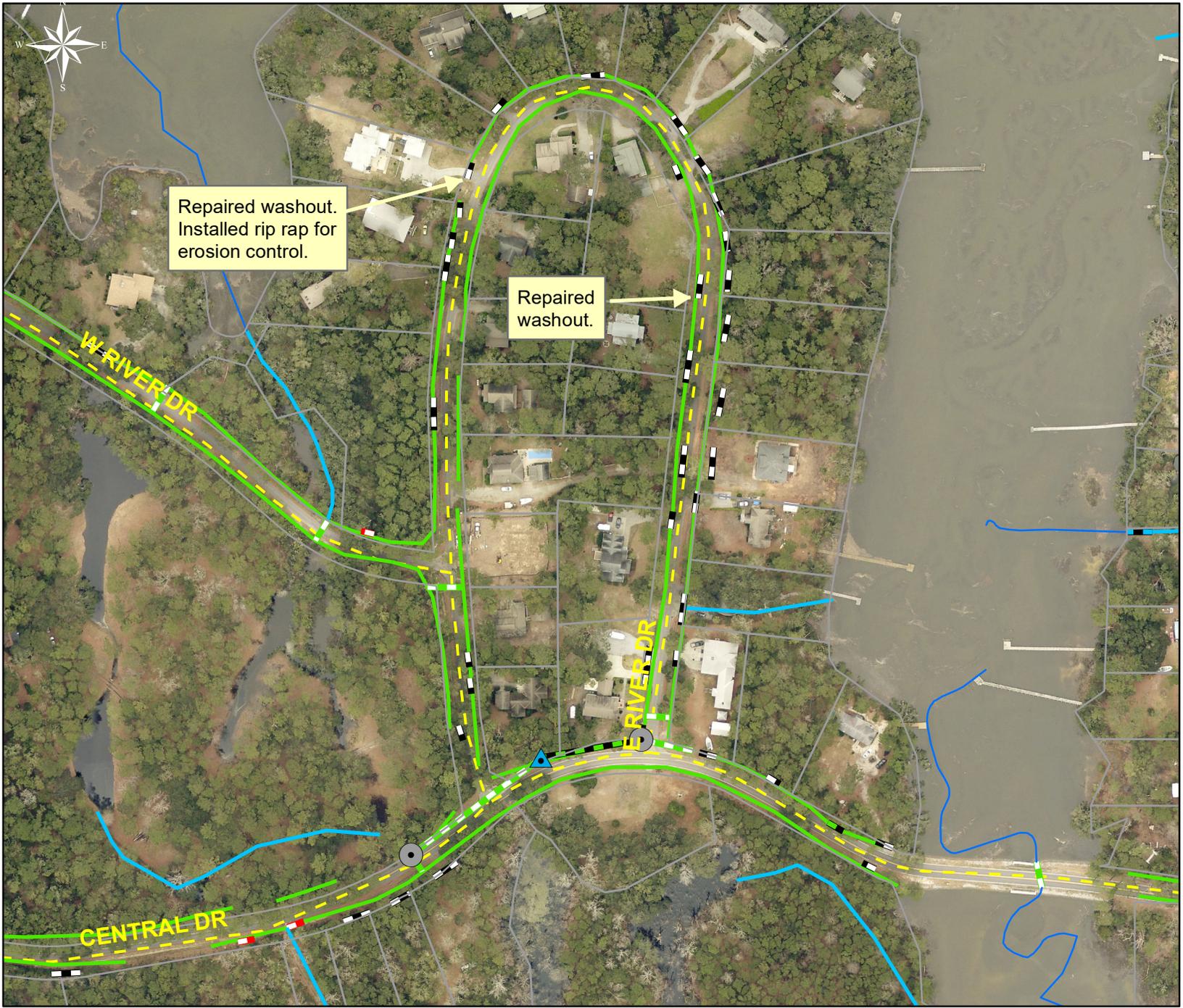
0 40 80 160 240 320  
Feet

1 inch = 170 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/15/20

File: C:\project summaries map\Lady's Island Washout Repair- Varsity Street Map #2\_2020-516



Project: Lady's Island Washout Repair - E River Drive Map #3

Activity: Routine/ Preventive Maintenance

Project #: 2020-516

Township/SW Dist: Lady's Island/7

Completed: October 2019

Legend	
<b>Drainage Type</b>	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 210 feet

Prepared By: BC Stormwater Management Utility  
Date Print: 01/15/20

File: C:\project summaries map\Lady's Island Washout Repair- E River Drive Map #3 2020-516



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
Project Summary

**Project Summary:** St. Helena Island Washout Repair  
Warsaw Island Road

**Activity:** Routine/Preventive Maintenance

**Duration:** 07/18/19-07/24/19

**Narrative Description of Project:**

Repaired washouts. Handseeded for erosion control.

**2020-316 / St Helena Island Washout Repair**

	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	1.0	\$21.79	\$0.00	\$0.00	\$0.00	\$0.00	\$21.79
HAUL / Hauling	10.0	\$226.30	\$141.60	\$198.49	\$0.00	\$72.10	\$638.49
RPWO / Repaired Washout	30.0	\$862.80	\$86.16	\$73.96	\$0.00	\$266.70	\$1,289.62
2020-316 / St Helena Island Washout Repair Sub Total	41.0	\$1,110.89	\$227.76	\$272.45	\$0.00	\$338.80	\$1,949.90
<b>Grand Total</b>	<b>41.0</b>	<b>\$1,110.89</b>	<b>\$227.76</b>	<b>\$272.45</b>	<b>\$0.00</b>	<b>\$338.80</b>	<b>\$1,949.90</b>

**Before**

(No Picture Available)

**During**



**After**





Project: St. Helena  
Island Washout  
Repair- Warsaw  
Island Road

Activity: Routine/  
Preventive  
Maintenance

Project #:  
2020-316

Township/SW Dist:  
St. Helena Island/8

Completed:  
July 2019

Legend	
<b>Drainage Type</b>	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 210 feet



**Beaufort County Public Works**  
**Stormwater Infrastructure**  
Project Summary

**Project Summary:** Port Royal Island Washout Repair  
Josephine Drive

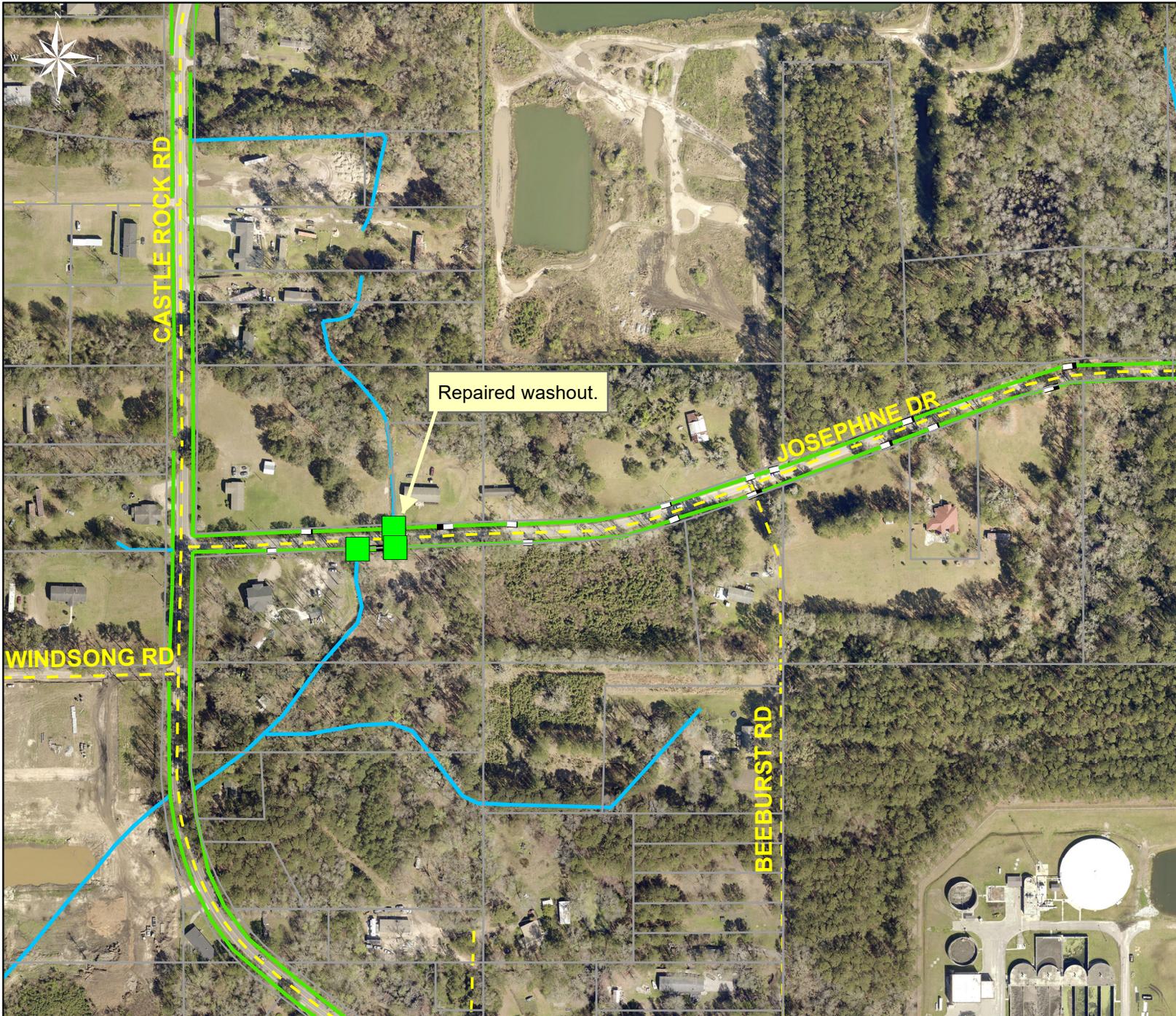
**Activity:** Routine/Preventive Maintenance  
**Duration:** 07/25/19

**Narrative Description of Project:**

Repaired washout.

<b>2020-317 / Port Royal Island Washout</b>	<b>Labor Hours</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Indirect Labor</b>	<b>Total Cost</b>
AUDIT / Audit Project	1.0	\$21.79	\$0.00	\$0.00	\$0.00	\$0.00	\$21.79
HAUL / Hauling	10.0	\$229.90	\$141.60	\$108.41	\$0.00	\$0.00	\$479.91
RPWO / Repaired Washout	30.0	\$619.80	\$124.28	\$40.02	\$0.00	\$386.70	\$1,170.80
2020-317 / Port Royal Island Washout Sub Total	41.0	\$871.49	\$265.88	\$148.43	\$0.00	\$386.70	\$1,672.50
<b>Grand Total</b>	<b>41.0</b>	<b>\$871.49</b>	<b>\$265.88</b>	<b>\$148.43</b>	<b>\$0.00</b>	<b>\$386.70</b>	<b>\$1,672.50</b>

**(No Pictures Available)**



Project: Port Royal Island Washout Repair- Josephine Drive

Activity: Routine/ Preventive Maintenance

Project #: 2020-317

Township/SW Dist: Port Royal Island/6

Completed: July 2019

Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 310 feet

AN AMENDED AND RESTATED STORMWATER MANAGEMENT AND UTILITY  
INTERGOVERNMENTAL AGREEMENT  
BETWEEN BEAUFORT COUNTY, SOUTH CAROLINA, AND  
THE CITY OF BEAUFORT, SOUTH CAROLINA

DATED: \_\_\_\_\_, 2020

DRAFT

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DRAFT

WHEREAS, this Amended and Restated Stormwater Management and Utility Intergovernmental Agreement Between Beaufort County, South Carolina, and the City of Beaufort, South Carolina is made on this \_\_day of \_\_\_\_\_, 2020, by and between Beaufort County, South Carolina, and the City of Beaufort, South Carolina, for the purpose of establishing the terms and conditions of the participation by the City in a county-wide stormwater utility, which utility shall be operated by the County.

#### ARTICLE 1 - TITLE AND PURPOSE

1.00 *Title:* This intergovernmental agreement between Beaufort County, South Carolina, and the City of Beaufort, South Carolina, shall be known as the “Stormwater Management and Utility Intergovernmental Agreement Between Beaufort County, South Carolina, and the City of Beaufort, South Carolina” (this “Agreement”). This Agreement is intended to amend and restate any prior agreements between the parties regarding the stormwater in the County, specifically including that certain agreement entitled “A Stormwater Management and Utility Intergovernmental Agreement between Beaufort County, South Carolina and the City of Beaufort, South Carolina” dated September 21, 2001, as amended on January 26, 2004, November 11, 2016 and any subsequent amendments.

1.01 *Purpose:* This Agreement is made for the purpose of defining the roles, responsibilities and financial relationship between the County and the City with respect to the establishment, administration and operation of the Stormwater Utility (as defined in Article 2 below), which includes the following:

- (a) Establishment of rates;
- (b) Use of revenue;
- (c) Acquisition of existing stormwater infrastructure;

- (d) Construction of new stormwater infrastructure;
- (e) Maintenance of stormwater infrastructure;
- (f) Operation of stormwater infrastructure;
- (g) Regulation and use of stormwater infrastructure; and,
- (h) Enhancement of water quality.

1.02 *References to County Ordinances:* This Agreement hereby incorporates by reference Beaufort County, South Carolina, Ordinance 2015-24 (as may be amended from time to time) regarding the establishment of a Stormwater Utility, which is codified at Chapter 99 of the County's Code of Ordinances. The Beaufort County Stormwater Implementation Committee ("SWIC") will review this Agreement for any needed revisions upon future amendments to Chapter 99. Amendments to Chapter 99 shall become binding to this Agreement upon SWIC review and duly authorized revisions to this Agreement, if deemed necessary. In the case of any conflict between the provisions of Chapter 99 and this Agreement, the provisions of this Agreement shall control.

## ARTICLE 2 - DEFINITIONS

2.00 *Definitions:* When used in this Agreement words with initial capitals shall have the meanings set forth in this Article 2 and as otherwise defined herein.

2.01 *2015 Utility Rate Study:* The study was conducted by the County and City which was adopted by County Council on August 24, 2015 and submitted by the study consultant to the City on April 20, 2016 to determine an equitable and appropriate rate structure for Stormwater Utility User Fees within all areas of the County, so that fees charged by the Stormwater Utility will be in compliance with provisions of S. C. Code Ann. §48-14-120(C)(Supp. 2010), and S. C. Regs. 72-310 (Supp. 2010).

2.02 *Agreement:* This Amended and Restated Stormwater Management and Utility Intergovernmental Agreement between Beaufort County, South Carolina, and the City of Beaufort, South Carolina.

2.03 *Beaufort County Stormwater Implementation Committee (SWIC):* The SWIC shall consist of a technical staff member from each of the following jurisdictions: Unincorporated Beaufort County; Town of Hilton Head Island; Town of Bluffton; Town of Port Royal; and City of Beaufort.

2.04 *City:* City of Beaufort, South Carolina.

2.05 *Chapter 99:* Chapter 99 – “Stormwater Management” of the County’s Code of Ordinances.

2.06 *County:* Beaufort County, South Carolina.

2.07 *County Stormwater Management Implementation Guide:* The study conducted by the County to determine the drainage infrastructure and maintenance needs within the various watersheds within the County. This became the County Stormwater Management Implementation Guide dated February 20, 2006. In 2016, the County and the City entered into an agreement to update the “County Stormwater Management Implementation Guide”. Future amendments of the County Stormwater Management Implementation Guide shall be incorporated by reference once agreed upon by the SWIC. The County Stormwater Management Implementation Guide constitutes a “Stormwater Management Plan” as such term is used in Section 2.15 hereinbelow.

2.08 *GIS:* The County’s geographic information system.

2.09 *NPDES:* The National Pollutant Discharge Elimination System stormwater regulatory program established by the United States Environmental Protection Agency to address

pollutants in stormwater discharged to waters of the United States. Phase II of this regulatory program impacts communities under 100,000 in population, small construction sites between one acre and five acres, and industrial sites owned and operated within communities under 100,000 population.

2.10 *Public Stormwater:* Stormwater runoff which is conveyed through a public drainage easement or public road right of way, and/or which some portion is generated from a public road right of way.

2.11 *State:* State of South Carolina

2.12 *Stormwater Infrastructure:* Real property, interests in real property, improvements to real property such as ditches, drains, pipes, culverts, catch basins, pumps, post-construction best management practices (BMPs), or the like, or any combination of them, used or useful in the collection and disbursement of storm and surface water, or the control of flooding. As used herein, Stormwater Infrastructure does not include drainage systems or facilities that are not publicly owned, and which do not carry Public Stormwater.

2.13 *Stormwater Utility User Fees:* Stormwater Utility User Fees shall mean the service fee imposed pursuant to this Agreement for the purpose of funding costs related to Public Stormwater programs, services, systems, and facilities. Stormwater Utility User Fees will be calculated based upon the residential category for a parcel and/or the nonresidential parcel's impervious area and/or a parcel's gross area and an Administrative Fee, depending on the applicable utility rate structure, pursuant to the provisions of Chapter 99. The Stormwater Utility User Fees include and consist of the following sub-fees:

(A) *Administrative Fee:* Per "Option C or E" of the 2015 Utility Rate Study, the Administrative Fee is a fixed cost per billable account and includes costs to the utility not

directly applicable to the improvements of the property, such as administrative costs, public education and outreach, and water quality monitoring. For “Option C or E” rate structures, the Administrative Fee is determined per Section 4.01 of this Agreement.

(B) *Countywide Infrastructure Fee (CWI)*: Per the 2015 Utility Rate Study, the Countywide Infrastructure Fee is based on GIS data obtained per Article 8 herein. It is a fee applicable to the City for the operation and maintenance cost of the county owned infrastructure described in Section 5.07, collected and paid directly to the County.

(C) *Gross Area Fee (GA)*: Per “Option C or E” of the 2015 Utility Rate Study, the Gross Area Fee is calculated from the area in acres of a parcel of land as measured from GIS data obtained per Article 8 herein.

(D) *Impervious Area Fee (IA)*: Per “Option C or E” of the 2015 Utility Rate Study, the Impervious Area Fee is based on impervious area measurements calculated in the same manner as the SFU.

(E) *Single Family Unit Rate (SFU)*: Per “Option A” of the 2015 Utility Rate Study, the SFU shall be defined as the impervious area measurements obtained from a statistically representative sample of all detached single-family structures within the County. The representative value will be 4,906 square feet.

2.14 *Stormwater Management*: Control of storm and surface water, erosion, Public Stormwater quality protection and flooding through the use of Stormwater Infrastructure, and the creation and enforcement of development standards related to storm and surface water.

2.15 *Stormwater Management Plan*: The plan or plans, which includes the County Stormwater Management Implementation Guide defined in Section 2.07 above, developed by the County and City that addresses planning, design and construction of capital improvements to the

Stormwater Infrastructure; acquisition of real property or interests in real property for the purposes of Stormwater Management; maintenance and repair of Stormwater Infrastructure; regulation of the use of Stormwater Infrastructure; acquisition of equipment and other assets; regulation of impacts including any that may be mandated under the NPDES Phase II regulations, contracting with engineering, financial, legal, construction and other professionals for services in support of the Stormwater Utility, emergency preparedness related to storms and hurricanes, acquisition or construction of Stormwater Infrastructure, or any other functions required, useful or prudent for a program of Stormwater Management.

2.16 *Stormwater Utility:* The administrative section of the County's Stormwater Department created for the purposes of planning, designing, overseeing, funding, building, and maintaining Stormwater Infrastructure, either directly or through cooperative arrangements with other governmental bodies; and for administering and managing Stormwater Management throughout the County.

### ARTICLE 3 - TERM OF THIS AGREEMENT

3.00 *Term of This Agreement:* The term and duration of this Agreement shall be as follows in this Article 3.

3.01 *Initial Term of this Agreement:* The Initial Term of this Agreement shall be for a period of twenty (20) years, commencing on the date the Agreement is signed by both the City and the County, whichever comes last.

3.02 *Periodic Review of this Agreement:* The SWIC shall conduct periodic review of this Agreement to ensure that it remains current with the state-of-the-art Stormwater Management practices applicable to coastal areas and shall provide recommendations for updates to decrement, if necessary.

3.03 *Extension of this Agreement:* The term of this Agreement may be extended at any time by the mutual agreement of the parties hereto, or upon the expiration of the initial twenty (20) year term set forth in Section 3.01 above.

3.04 *Termination of this Agreement:* Except as provided in Section 3.05 below, this Agreement may be terminated by either party hereto, by delivering written notice of the termination to the other party. Termination under this Article shall only be effective on the final day of any given County fiscal year. The written notice of termination shall be provided by the party terminating the Agreement no less than one hundred eighty (180) days prior to the date the termination will be effective.

3.05 *Indebtedness Affected on Termination:* In the event the City has outstanding any indebtedness either (i) secured by revenues received under this Agreement, or (ii) payable from revenues received under this Agreement, this Agreement may not be terminated without the written approval of the City.

3.06 *Effect of Termination:* Upon termination of this Agreement under any provision of this Article 3, or otherwise, all rights and obligations of any party hereto, specifically including but not limited to the right of the County to charge Stormwater Utility User Fees to property owners in the City, shall immediately end.

3.07 *Conveyance of Assets:* Upon termination of this Agreement under any provision of this Article 3, the County shall convey to the City all of its right, title and interest in any Stormwater Infrastructure, including any Public Stormwater easements, within the municipal limits of the City. However, this shall not include Stormwater Infrastructure on County owned parcels or County road rights of way (otherwise described in Section 5.07) within the limits of the City.

3.08 *Rebate of User Fees:* Upon termination of this Agreement under any provision of this Article 3, the County shall return to the City any collected but unspent or unobligated Stormwater Utility User Fees collected from within the City limits.

#### ARTICLE 4 – FINANCE AND FUNDING

4.00 *Financial and Funding Relationship:* The City shall provide the County with its Stormwater Utility User Fee rate for its upcoming fiscal year prior to June 30 each year of this Agreement. This will be in the form of a letter to the County Administrator from the City Manager. In the event the City fails to timely submit the required letter in accordance with Article 4 of this Agreement, the rate used by the City for the previous year shall apply. The City shall also provide to the County an annual report of its Public Stormwater fee expenditures from the previous fiscal year. For each year that this Agreement is in effect, a report shall be prepared and delivered by the City to the County by the later of (i) January 15, or (ii) as soon as the previous fiscal year's financial records are complete.

4.01 *Use of Revenue:* In accordance with the provisions of S.C. Code Ann. §48-14-120(C) (Supp. 2010), and S.C. Regs. 72-310 (Supp. 2010), all Stormwater Utility User Fees collected within the City, less the Administrative Fee, shall be returned to the City. The Administrative Fee is to be calculated as a fixed dollar amount for each unit billed and collected by the Stormwater Utility. The billable unit shall be either a per account charge or a charge per SFU, depending on the applicable utility rate structure. The Stormwater Utility shall define its administrative costs each year during the annual budget process. The SWIC shall conduct annual reviews of the Stormwater Utility's administrative budget and recommend to the municipalities and County any changes to the amount billed per account or SFU and the SWIC and Stormwater Utility shall provide the City an itemized proposal and a written explanation for

adjustments for the administrative services and deliverables to be provided in the coming fiscal year. This proposal shall be submitted to the City by February 15 of each calendar year. The City shall provide a written recommendation of acceptance to the Stormwater Utility by April 1 of the same year. Once agreed upon, this shall serve as the basis for the annual Administrative Fee to be calculated per City-account or SFU, and included in each entity's annual budget.

(a) The Administrative Fee shall be used by the County to defray the County's administrative costs in managing the Stormwater Utility.

(b) The City shall use Stormwater Utility User Fees to provide Stormwater Management within the City, including, but not limited to:

(i) The acquisition, design, construction, and maintenance of Stormwater Infrastructure, or repayment of bonded indebtedness issued to fund construction of Stormwater Infrastructure, in so far as the law and covenants of the bonds allow, or for repayment to the City for general fund or other funds spent by the City to fund Stormwater Management activities;

(ii) Acquisition of Stormwater Infrastructure. Certain Stormwater Infrastructure in the City, which includes any easements or other interests in real property, shall be held in the name of the City;

(iii) Maintenance of Stormwater Infrastructure by the City and its contractor(s) or by direct services of the Stormwater Utility. Charges for services by the Stormwater Utility shall be negotiated and approved by the County and the City, as is provided in Articles 4.03, 4.05(a), 5.05, and 5.07 below; the City shall have the right of non-exclusive use of direct

maintenance services, and there shall be no minimum dollar amount required to be spent annually by the City on any services provided by the Stormwater Utility;

(iv) Plan review and site inspections related to compliance with Public Stormwater ordinances and standards for development within the City as set forth in Articles 4.05, 4.06 and 4.07 below;

(v) NPDES Phase II permit compliance;

(vi) Payment of bond indebtedness or repayment of funds borrowed from the general fund or any other fund for the purpose of funding Stormwater Management projects or activities; and

(vii) Any other services related or attendant to Stormwater Management.

(c) The City shall be authorized to revise or amend and/or increase Stormwater Utility User Fees as necessary in order to comply with covenants, promises and other provisions related to any indebtedness secured by or payable from the Stormwater Utility User Fees.

(d) Nothing in this Agreement shall be construed to require the County to become obligated on any of the City's indebtedness and under no circumstances shall the County be liable to the City or responsible in any way for the payment or securing of the City's debt.

4.02 *Further Agreements Authorized:* The City and the County may negotiate and enter into agreements to share costs and responsibilities related to NPDES permit compliance. Such

agreements and cost allocations shall be reflected in each entity's annual budget and must be authorized by the respective governing bodies of the City and County.

4.03 *Cost of Services:* If the City chooses to utilize the direct services of the Stormwater Utility, however described, they shall be accounted for at the County's actual cost of the equipment, materials, and personnel utilized in the delivery of the services.

4.04 *Setting of Stormwater Utility User Fee Rate (Per Account, IA, GA, and SFU's):* The City shall be responsible each year for setting the Stormwater Utility User Fee rates to be assessed on parcels within the City. The Stormwater Utility User Fee rate shall be set in accordance with the 2015 Utility Rate Study, Chapter 99 and S.C. Code Ann. §48-14-120(C) (Supp. 2010), and S. C. Regs. 72-310(G) (Supp. 2010), or any other applicable law or regulation.

4.05 *Plan Review and Site Inspection:* For all activities that constitute development within City limits, the City will provide review of plans and site inspections to ensure compliance with applicable laws, ordinances and regulations related to storm and surface water, erosion control and flooding.

4.06 *Coordination of Services:* The City shall identify a representative of its staff to serve as the contact person and coordinator for Stormwater Management services, including services provided by the County within the City, long range planning and water quality initiatives such as the NPDES Phase II requirements compliance, notification of problems, facilitating access within any planned or future planned unit developments within the City, and advising the County on site-specific conditions within the City.

#### ARTICLE 5 – ADMINISTRATION OF STORMWATER UTILITY

5.00 *Stormwater Utility:* The County has established a Stormwater Utility that administers funds and conducts a Stormwater Management program throughout the County.

5.01 *Stormwater Management Plan:* The County and City shall have the responsibility to develop and maintain a Stormwater Management Plan. The County and the City have developed and implemented the County Stormwater Management Implementation Guide as a Stormwater Management Plan and subject document shall be administered by SWIC.

5.02 *Relationship of Plan to Agreement:* The Stormwater Management Plan developed and maintained by the SWIC shall incorporate the obligations of the County and City under this Agreement. In the case of any conflict between the provisions of the Stormwater Management Plan and this Agreement, the provisions of this Agreement shall control.

5.03 *Stormwater Utility User Fees:* The Stormwater Utility shall bill and collect parcel-based Stormwater Utility User Fees from property owners, tenants, or other appropriate parties, pursuant to its authority and subject to any intergovernmental agreements, including this Agreement, and may also apply for, acquire and use any other funding from any public or private source in support of the County Stormwater Management Implementation Guide as allowed by law.

5.04 *County Responsibilities:* The County, through the Stormwater Utility, shall have the following responsibilities:

- (a) *Collection and Distribution of Fees:* Stormwater Utility User Fees within the City limits shall be charged and collected by the County in accordance with the provisions of Article 4.0 of this Agreement; the Stormwater Utility User Fees shall be collected in accordance with S. C. Code Ann. §48-14-120(C) (Supp. 2010), and S. C. Regs. 72-310(G) (Supp. 2010), or any other applicable law or regulation, and shall not include provisions for relief from the payment of the Stormwater Utility User Fees; the County shall distribute the City's Stormwater

Utility User Fees less the Administrative Fee, in the same manner as *ad valorem* property taxes are distributed for each year this Agreement is in effect;

(b) *Provision of Services:* Provision of the services required under this Agreement.

(c) *Budgeting and Expenditure:* Setting the budget for the Stormwater Utility, and spending the revenues in accordance with any applicable ordinances or agreements, including this Agreement;

(d) *Administrative Activities:* Managing all administrative activities of the Stormwater Utility, including but not limited to, fee assessment, collection and distribution, maintenance of accounting records, maintenance of Public Stormwater data, implementation of the County Stormwater Management Implementation Guide, acquisition of easements, coordination with other agencies, reporting to the SWIC or other required entities;

(e) *Accounting:* Maintaining an accounting of revenues and expenditures on a jurisdictional or geographic basis, as may be set or described under any applicable ordinance or agreement, including this Agreement, the County shall provide the City with an itemized annual accounting of all Stormwater Utility User Fees within the City limits in the form of a budget report, including but not limited to: how parcel fees were determined, calculated, and assessed; total fees collected; total Administrative Fee retained by the County; total fees in arrears, on a per parcel basis and including the status of the collection attempt(s) on such parcels; fee credits applied for; fee credits paid; and fees that required adjustment since the last billing. This budget report shall be parcel-based and provided to the

City annually prior to each February 1<sup>st</sup> throughout the term of this Agreement as an electronic document compatible with the most current version of Microsoft Office. The County shall also maintain an annual accounting of all administrative costs associated with operating the Stormwater Utility. Either the City or County, at the sole expense of the requesting jurisdiction, may request a professional audit of any of the budget reports;

(f) *Operation and Maintenance:* At the direction and approval of the City, provide for the operation and maintenance of Stormwater Infrastructure within the City; and,

(g) *Cooperation on Issue of Debt.* The County covenants and agrees that it will cooperate with the City in the issuance of any bonds or other obligations proposed to be issued by the City that are governed by or payable from revenues derived under this Agreement. In connection therewith, the County shall comply with all reasonable requirements of the City and will, upon request:

1. Make available information about the County, the Stormwater Utility and the Stormwater Infrastructure;
2. Consent to publication and distribution of financial information;
3. Certify that certain general and financial information provided by it is accurate, does not contain an untrue statement of a material fact and does not omit to state a fact necessary in order to make the statements in that information in light of the circumstances under which they were made, not misleading;
4. Provide reasonable certifications and closing documents;

5. Provide opinions of counsel as to the validity of its actions taken with respect to the binding effect of this Agreement, its ability to own and operate the Stormwater Utility, pending or threatened litigation which could affect performance hereunder and other personally requested opinions; and

6. Such other reasonable information documents and certifications as the City may request.

5.05 *Delivery of Services:* The County shall coordinate the delivery of services hereunder through the City Manager or his designee, via a job order process as agreed to by the City and County. All delivery of Public Stormwater services by the County upon parcels within the City limits shall be approved in writing by the City before any work is performed or any funds may be returned to the County, and all delivery of Stormwater Infrastructure services within County right of ways shall be coordinated with the City.

5.06 *Coordination with Other Jurisdictions:* From time to time a need for coordination between all incorporated jurisdictions within the County is required and it shall be the responsibility of the County to facilitate such coordination. The County will work with designated representatives from all jurisdictions within the County to ensure effective communication regarding issues impacting the Public Stormwater Infrastructure and the County Stormwater Management Implementation Guide.

5.07 *Qualifications and Extents of Service:* Stormwater Infrastructure in public road right of ways, whether State, County or municipal, shall be maintained by the road owner, as these areas are exempt from Stormwater Utility User Fees per Section 99-109 (b) of Chapter 99. The City shall retain the right to determine the qualifications for, extent of, and level of service required to maintain the Stormwater Infrastructure within the limits of the City, with the

exception of County and State road rights of way, which shall be designed and maintained in accordance with their current standards.

5.08 *Fee Credits:* The City shall have the authority to review and comment on all Public Stormwater fee credit applications requested by the County upon parcels within the City limits prior to such adjustments being made.

5.09 *Easements:* The City and County will allow mutual blanket encroachments upon each other's existing easements, but only to enable the City and/or County to perform Public Stormwater Utility related work within the limits of the City.

5.10 *Conflicts:* To the extent any conflict exists between the provisions of this Agreement and Chapter 99, the provisions of this Agreement shall be controlling in all circumstances.

#### ARTICLE 6: STORMWATER ORDINANCES AND DEVELOPMENT STANDARDS

6.00 *Applicable Standards:* The current hydrologic and hydraulic engineering and design standards of the County and City shall prevail in the design, construction, operation and maintenance of any portion of the Stormwater Infrastructure within the County and City, respectively, unless superseded by the hydrologic and hydraulic engineering and design standards of the State, as may be required for specific work performed in State rights of way. In all cases, the County or City standards shall prevail within the applicable jurisdiction unless determined to be less stringent than State standards.

6.01 *State or Federal Laws or Regulations:* The City and the County shall at all times comply with any applicable State or Federal laws or regulations relating to Stormwater Management, Stormwater Infrastructure, erosion control or pollution.

6.02 *Regulatory Obligations of the County and City:* The County and City shall adopt and enforce ordinances and development standards as necessary to comply with State and Federal

standards regarding storm water management, erosion and sedimentation, pollution control, and flooding. Minimum water quality controls in jurisdictions shall be protective enough to reach and maintain state designated water uses.

6.03 *Plan Review and Site Inspection:* The City and County shall be responsible for the review and approval of all development plans within their respective jurisdictions, to ensure that all applicable regulations pertaining to construction site erosion, sedimentation, and pollution control as well to post-construction storm water quantity and quality control are met. The County and City shall be responsible for providing inspections during construction of all County and City owned storm water systems, respectively. The County and City will continue its practice of inspection and review of privately owned stormwater systems during construction and upon completion to ensure that construction conforms with the approved development stormwater plan.

#### ARTICLE 7 – NPDES MS4 PHASE II PERMIT COMPLIANCE

7.00 *NPDES Compliance:* In 2015, Beaufort County, the Town of Bluffton, and the Town of Hilton Head Island were designated by the State for compliance with the NPDES program. The County and the aforementioned towns shall be responsible for the development of the NPDES MS4 Phase II permit application, the development of BMPs required by the permit, and the implementation of the program of BMPs set forth in the permit. Should the City or the Town of Port Royal be designated (at any time) by the State for compliance with the NPDES program, the provisions of this Article shall also apply to the City.

7.01 *Roles and Responsibilities:* The City and County shall hold separate NPDES MS4 Phase II permits and shall each be responsible for maintaining compliance with their respective permit requirements. The City may request to “co-permit” or share MS4 Phase II permitting

with the County or another regulated town, as allowed by Article 9 of this Agreement, as allowed by State law, and as encouraged in the State of South Carolina General Permit for MS4 Phase II communities.

7.02 *Coordination of Activities:* It is expected that some aspects of NPDES MS4 Phase II requirements will lend themselves to coordination and cooperation between the City and the County. In such instances, coordination between the City and the County shall be on the basis of a specific Minimum Control Measure (MCM) and shall be established by a separate written agreement that specifies the objectives, product deliverables, schedules, funding distribution, and the roles and responsibilities of each party in addressing these measures.

7.03 *Annual Reporting:* The City and County will each be responsible for preparing an annual report documenting the activities undertaken in support of NPDES MS4 Phase II permit requirements during the previous year and submitting the report to the South Carolina Department of Health and Environmental Control.

7.04 *Permit Related Costs:* All costs related to the NPDES MS4 Phase II permit shall be borne by the permit holder. In instances where the City and County coordinate to meet permit requirements, costs may be shared on a basis that is detailed in a separate written agreement.

## ARTICLE 8 – DATA ACQUISITION AND MANAGEMENT

8.00 *Roles and Responsibilities:* The City and County shall each be responsible for acquiring and maintaining data sets that are relevant to Stormwater Management in their respective jurisdictions.

8.01 *Cost Sharing:* Cost sharing agreements for data acquisition may be made between the City and County on a project-specific basis. The terms and details of any cost sharing agreement shall be detailed in a separate written agreement between the City and County.

8.02 *Data Sharing:* The City and County shall share acquired data at the request of the other. In such instances the City and County will agree to abide by each entity's current data distribution policy.

8.03 *Data Types:* Types of data that the City and County will acquire, maintain, and may share include but are not limited to, GIS data, aerial photography, LIDAR data, water quality monitoring data, stream gage data, financial and accounting data.

#### ARTICLE 9 – OTHER AGREEMENTS

9.00 *Scope and Cost Sharing:* From time to time various projects may be shared in scope and/or cost between the County and the City, or the County and multiple municipalities within the County via memos of agreement, memos of understanding, contracts, and/or joint resolutions.

9.01 *Agreement Recommendations:* SWIC shall be the vehicle whereby agreements of project scope and cost sharing between the County and multiple municipalities within the County are reviewed and recommended to the municipalities and County. It is understood that the SWIC shall have no authority to financially commit the City or County to any project of any type and only will provide technical recommendations for such projects. For agreements solely between the City and the County, the SWIC review is not required.

9.02 *Agreement Approvals:* Other agreements between the County and the City must be approved by the governing bodies of the City and County, respectively.

9.03 *Funds Distribution:* These Agreements will define how funds are distributed, either by invoice or as part of the Per Account Administrative Fee collected by the County.

#### ARTICLE 10 - MISCELLANEOUS

10.00 *Provisions Applicable to This Agreement:* The following general provisions are applicable to this Agreement:

10.01 *Binding Effect:* This Agreement shall inure to the benefit of and shall be binding upon the City and County and their respective successors and assigns, if any are permitted hereunder. The Parties agree that this Agreement constitutes the entire Agreement between the Parties and that no other agreements or representations other than those contained in this Agreement have been made by the Parties to each other. This Agreement shall be amended only in writing, and effective when signed by those authorized by the Parties. This Agreement shall amend and replace the provisions of that certain “Stormwater Management and Utility Intergovernmental Agreement” dated November 16, 2016 in its entirety.

10.02 *Amendment, Changes and Modifications:* Except as otherwise provided herein, this Agreement may not be effectively amended, changed, modified or altered without the written consent of the City and the County.

10.03 *Severability:* In the event that any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

10.04 *Execution in Counterparts:* This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

10.05 *Applicable Law:* This Agreement shall be governed by and construed in accordance with the laws of the State.

10.06 *Captions:* The captions or headings herein are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

10.07 *Plural/Singular:* Where appropriate, the use of the singular herein shall include and be deemed to be the plural, and the use of the plural herein shall be deemed to include the singular.

10.08 *No Third-Party Beneficiaries:* The City and the County hereto affirmatively represent that this Agreement is made solely for the benefit of the parties hereto and their respective successors and assigns and not for the benefit of any third party who is not a signature party hereto. No party other than the signature parties and their respective successors and assigns hereto shall have any enforceable rights hereunder, or have any right to the enforcement hereof, or any claim for damages as a result of any alleged breach hereof.

10.09 *Notices:* All notices, applications, requests, certificates or other communications hereunder shall be sufficiently given and shall be deemed given when delivered in person, via electronic mail, or mailed by regular first class mail, postage prepaid (in such case, delivery shall be deemed complete upon mailing), addressed as follows, or to such other place as may be designated in writing by the parties.

To the City: THE CITY OF BEAUFORT  
City Manager  
1911 Boundary Street  
Beaufort, SC 29902

To the County: BEAUFORT COUNTY  
County Manager  
Post Office Box 1128  
Beaufort, SC, 29902

10.10 *No Waiver:* No failure of either party hereto to exercise any power or right given to such party hereunder, or to insist on strict compliance by any other party to its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof shall

constitute a waiver of any party's right to thereafter demand strict compliance with the terms of this Agreement.

10.11 *Further Assurances and Corrective Documents:* The City and the County agree to do, execute, acknowledge, deliver or cause to be done all such further acts as may be reasonably determined to be necessary to carry out this Agreement and give effect to the provisions hereof. The City and the County agree that each shall, upon request, execute and deliver such other or corrective documents as may be reasonably determined to be necessary to carry out this Agreement and each of the provisions hereof.

**In Witness Whereof**, the City of Beaufort, South Carolina, and Beaufort County, South Carolina, by and through their duly authorized officers, have set their hands and seals on this \_\_\_\_ day of \_\_\_\_\_, 2020.

WITNESSES:

CITY OF BEAUFORT,  
SOUTH CAROLINA

\_\_\_\_\_

By: \_\_\_\_\_  
Billy Keyserling, Mayor

\_\_\_\_\_

Attest: \_\_\_\_\_  
Bill Prokop, City Manager

WITNESSES:

BEAUFORT COUNTY, SOUTH CAROLINA

\_\_\_\_\_

By: \_\_\_\_\_  
Stu Rodman, Chairman

\_\_\_\_\_

Attest: \_\_\_\_\_  
Ashley M. Jacobs, County Administrator

DRAFT

**ORDINANCE 2020 /**

**AN ORDINANCE TO AMEND THE STORMWATER MANAGEMENT UTILITY ORDINANCE 2018/6 AS ADOPTED MARCH 12, 2018 TO PROVIDE FOR ADDITIONAL EXEMPTIONS RELATED TO PRIVATE ROADWAYS, REFLECT ORGANIZATIONAL CHANGES AND PROVIDE CLARIFICATION IN REGARDS TO BEAUFORT COUNTY STORMWATER UTILITY'S JURISDICTION.**

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

**WHEREAS**, Chapter 99, Article II, "Stormwater Management Utility" was adopted on August 27, 2001 and was modified by Ordinance on August 22, 2005, September 28, 2015, September 26, 2016, October 24, 2016, and March 12, 2018; and

**WHEREAS**, Stormwater Management Utility was established for the purpose of managing, acquiring, constructing, protecting, operating, maintaining, enhancing, controlling, and regulating the use of stormwater drainage systems in the county; and

**WHEREAS**, to meet the increasing demands on the Stormwater Management Utility in the areas of mandated municipal Separate Stormsewer Systems (MS4) permitting, capital project needs, and cost of service of operations and maintenance, as well as an evolving understanding of the impacts of the urban environment on water quality, the Stormwater Management Utility finds it necessary to amend the structure in which fees are determined and adjust the fees charged to the citizens of Beaufort County to meet said demands in a fair and equitable manner; and

**WHEREAS**, currently the ordinance includes an exemption for improved public road rights-of-way that have been conveyed to and accepted for maintenance by the state department of transportation and are available for use in common for vehicular transportation by the general public, and

**WHEREAS**, currently the ordinance includes an exemption for improved public road rights-of-way that have been conveyed to and accepted for maintenance by Beaufort County and are available for use in common for vehicular transportation by the general public, and

**WHEREAS**, currently the ordinance includes an exemption for improved private roadways that are shown as a separate parcel of land on the most current Beaufort County tax maps and are used by more than one property owner to access their property, and

**WHEREAS**, further amendments are needed to make adjustments to the rate structure to address the differences in fee determination and billing for private roadways; and

**WHEREAS**, the Stormwater Management Utility Board has determined that it would be fair and equitable to include an exemption for improved private roadways that are not shown as a

separate parcel of land on the most current Beaufort County tax maps but are used by more than one property owner to access their property, and

**WHEREAS**, Beaufort County Council believes it is appropriate to amend Chapter 99 of the Beaufort County Code and to provide for additional terms to said Article; and

**WHEREAS**, text that is underscored shall be added text and text ~~lined through~~ shall be deleted text.

**NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL**, that Chapter 99 of the Beaufort County Code is hereby amended and replaced with the following:

## Chapter 99 - STORMWATER MANAGEMENT

### ARTICLE I. - IN GENERAL

Secs. 99-1—99-100. - Reserved.

### ARTICLE II. - STORMWATER MANAGEMENT UTILITY

Sec. 99-102. - Establishment of a stormwater management utility and a utility enterprise fund.

There is hereby established within ~~the environmental engineering division of~~ Beaufort County a stormwater management utility for the purpose of conducting the county's stormwater management program. The county administrator shall establish and maintain a stormwater management utility enterprise fund in the county budget and accounting system, which shall be and remain separate from other funds. All revenues of the utility shall be placed into the stormwater management utility enterprise fund and all expenses of the utility shall be paid from the fund, except that other revenues, receipts, and resources not accounted for in the stormwater management utility enterprise fund may be applied to stormwater management programs, services, systems, and facilities as deemed appropriate by the Beaufort County Council. The county administrator may designate within the stormwater management utility enterprise fund such sub-units as necessary for the purpose of accounting for the geographical generation of revenues and allocation of expenditures pursuant to interlocal governmental agreements with the cities and towns of Beaufort County.

Sec. 99-109. - Exemptions and credits applicable to stormwater service fees.

Except as provided in this section, no public or private property shall be exempt from stormwater utility service fees. No exemption, credit, offset, or other reduction in stormwater service fees shall be granted based on the age, tax, or economic status, race, or religion of the customer, or other condition unrelated to the stormwater management utility's cost of providing stormwater programs, services, systems, and facilities. A stormwater management utility service fee credit manual shall be prepared by the stormwater manager specifying the design and

performance standards of on-site stormwater services, systems, facilities, and activities that qualify for application of a service fee credit, and how such credits shall be calculated.

(b) Exemptions. The following exemptions from the stormwater service fees shall be allowed:

- (1) Improved public road rights-of-way that have been conveyed to and accepted for maintenance by the state department of transportation and are available for use in common for vehicular transportation by the general public.
- (2) Improved public road rights-of-way that have been conveyed to and accepted for maintenance by Beaufort County and are available for use in common for vehicular transportation by the general public.
- (3) Improved private roadways that are shown as a separate parcel of land on the most current Beaufort County tax maps and are used by more than one property owner to access their property.
- (4) Improved private roadways that are not shown as a separate parcel of land on the most current Beaufort County tax maps but are used by more than one property owner to access their property.
- ~~(4)~~ (5) Railroad tracks shall be exempt from stormwater service fees. However, railroad stations, maintenance buildings, or other developed land used for railroad purposes shall not be exempt from stormwater service fees.
- ~~(5)~~ (6) Condominium boat slips shall be exempt from stormwater service fees.
- ~~(6)~~ (7) Properties determined by the assessor having 100 percent of the gross area of the property submerged, salt water marsh, or freshwater wetland will not receive an administrative charge, if applicable in the utility rate structure, after the applicable credit defined in paragraph (a) above has been applied to the account.

Sec. 99-203. - Definitions.

The following definitions shall apply in articles III, IV, V, and VI this chapter. Any term not herein defined shall be given the definition, if any, as is found elsewhere in the Code of Articles of Beaufort County, including the community development code (CDC) ordinance.

*Administrators.* ~~The director of environmental engineering and land management~~ Beaufort County, the stormwater manager and other individuals designated by the county administrator, from time to time, to administer interpret and enforce this article.

Sec. 99-206. - County stormwater management administration.

Stormwater management will be administered by ~~the environmental engineering and land management division~~ Beaufort County and the stormwater department to administer and implement the regulations of this article as set forth in the CDC and BMP manual.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: \_\_\_\_\_  
Stewart H. Rodman, Chairman

APPROVED AS TO FORM:

\_\_\_\_\_  
Ashley M. Jacobs  
Beaufort County Administrator

ATTEST:

\_\_\_\_\_  
Sarah Brock, Clerk to Council

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

DRAFT



**BEAUFORT COUNTY STORMWATER UTILITY**  
**120 Shanklin Road**  
**Beaufort, South Carolina 29906**  
**Voice (843) 255-2805 Facsimile (843) 255-9436**



**MEMORANDUM**

**TO:** Stormwater Implementation Committee (SWIC) Members

**FROM:** Dan Rybak, Beaufort County Stormwater Utility Manager *Dan Rybak*

**SUBJECT:** Fiscal Year (FY) 2019 Stormwater Utility (SWU) Financial Summary

**DATE:** February 15, 2020

The following analysis serves as the end of year financial report provided each year as required by IGA Section 5.04(e). At the time of this report, our Administration has not issued the final, audited Comprehensive Annual Financial Report (CAFR) for FY 2019. While no change is anticipated, this report includes un-audited values.

In Tax Year (TY) 2018, Beaufort County, the Town of Port Royal, the City of Beaufort, and the Town of Hilton Head Island continued their method of billing to “option E” as defined in the 2015 Rate Study. For TY 2018, the Town of Bluffton opted to continue with “option A” but in FY 2020 elected to switch to “option E”. The 2015 Rate Study explains how GIS information for impervious area and parcel acreage is used to determine billable units, based on the standard of 4,906 square feet per Single Family Unit (SFU) or Impervious Area (IA). SWU fees are determined by the utility staff and reported to the County Auditor’s office for inclusion in the annual property tax notice.

	TY 2018 Total Billed	TY 2018 Total Collected	TY 2018 Billed Units (Actual)	TY 2018 Collected Units	Collection Rates	TY 2018 Mgt. fees paid
Port Royal	\$397,974	\$229,621	7,100 IA 3,838 Acct.	# 3,714 Acct.	57.70% 96.77%	\$32,646
Beaufort, City	\$1,641,549	\$1,138,799	13,918 IA 6,499 Acct.	# 6,409 Acct.	69.37% 98.62%	\$48,452
HHI	\$4,928,366	\$4,899,449	33,987 IA 38,255 Acct.	# 37,874 Acct.	99.41% 99.00%	\$141,649
Bluffton	\$1,562,107	\$1,542,770	15,940 SFU* 12,782 Acct.	15,743 SFU* 12,639 Acct.	98.76% 98.88%	\$39,986
Unincorp. BC	\$4,877,093	\$4,652,227	54,405 IA 64,467 Acct.	# 62,376 Acct.	95.39% 96.76%	\$748,512
<b>Total</b>	<b>\$13,407,089</b>	<b>\$12,462,866</b>				<b>\$1,011,245</b>

A spreadsheet is attached providing detailed information per account:

#### In Arrears

A spreadsheet is attached which provides a complete accounting of all accounts in arrears, including a summary of actions taken to attempt collection. The following table summarizes the total number of accounts and fees in arrears for each jurisdiction.

	Accounts in arrears	Fees in arrears
Port Royal	91	\$167,723
Beaufort, City	78	\$504,990
HHI	355	\$27,530
Bluffton	139	\$9,038
Unincorp. BC	1,979	\$141,156
Total	2,642	\$850,437

#### Credits

A spreadsheet is attached which provides a complete accounting of all accounts receiving credits on SWU fees. The following table summarizes the total number of accounts and amount of credits given for each jurisdiction.

	Accounts with credits	Credit Amount
Port Royal	0	\$0
Beaufort, City	1	\$1,379
HHI	2	\$31,481
Bluffton	2	\$1,399
Unincorp. BC	545	\$89,802
Total	550	\$124,062

#### Adjustments

A spreadsheet is attached which provides a complete accounting of all accounts receiving adjustments on SWU fees after the initial billing for TY 2018. The following table summarizes the total number of accounts for each jurisdiction.

	Accounts with adjustments
Port Royal	4
Beaufort, City	17
HHI	14
Bluffton	8
Unincorp. BC	150
Total	193

END



BEAUFORT COUNTY  
STORMWATER MANAGEMENT UTILITY BOARD AGENDA  
Wednesday, March 11, 2020  
2:00 p.m.  
Executive Conference Room, Administration Building  
Beaufort County Government Robert Smalls Complex  
100 Ribaut Road, Beaufort, South Carolina  
843.255.2805

In accordance with South Carolina Code of Laws, 1976, as amended, Section 30-4-80(d), all local media was duly notified of the time, date, place and agenda of this meeting.

1. CALL TO ORDER – 2:00 p.m.
  - A. Approval of Agenda
  - B. Approval of Minutes – February 12, 2020 ([backup](#))
2. INTRODUCTIONS
3. PUBLIC COMMENT
4. REPORTS
  - A. Utility Update – Daniel Rybak ([backup](#))
  - B. Monitoring Update – Daniel Rybak ([backup](#))
  - C. Stormwater Implementation Committee Report – Daniel Rybak ([backup](#))
  - D. Stormwater Related Projects – Daniel Rybak ([backup](#))
  - E. Upcoming Professional Contracts Report – Daniel Rybak ([backup](#))
  - F. Regional Coordination – Daniel Rybak ([backup](#))
  - G. Municipal Reports – Daniel Rybak ([backup](#))
  - H. MS4 Update – Daniel Rybak ([backup](#))
  - I. Maintenance Projects Report – Matthew Rausch ([backup](#))
5. UNFINISHED BUSINESS
6. NEW BUSINESS
  - A. Voting for Stormwater Management Utility Board Chairman and Vice Chairman
7. PUBLIC COMMENT
8. NEXT MEETING AGENDA
  - A. April 8, 2020 ([backup](#))
9. ADJOURNMENT

