



County Council Meeting Beaufort County, SC

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

**Monday, July 15, 2024
4:00 PM**

AGENDA

COUNCIL MEMBERS:

**JOSEPH F. PASSIMENT, CHAIRMAN
DAVID P. BARTHOLOMEW
LOGAN CUNNINGHAM
YORK GLOVER
MARK LAWSON
ANNA MARIA TABERNIK**

**LAWRENCE MCELYNN, VICE CHAIR
PAULA BROWN
GERALD DAWSON
ALICE HOWARD
THOMAS REITZ**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION- Council Member Alice Howard
3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES - *County Council Meeting May 13, 2024; Special Called County Council Meeting's of May 14, 2024; May 15, 2024; and May 16, 2024.*

EXECUTIVE SESSION

6. PURSUANT TO S.C. CODE SECTION 30-4-70(A)(2): DISCUSSION OF MATTERS COVERED BY THE ATTORNEY-CLIENT PRIVILEGE (INQUIRIES AND INVESTIGATIONS PURSUANT TO S.C. CODE SECTION 4-9-660 - HSB)
7. PURSUANT TO S.C. CODE SECTION 30-4-70(A)(1) DISCUSSION OF EMPLOYMENT, APPOINTMENT, COMPENSATION, PROMOTION, DEMOTION, DISCIPLINE, OR RELEASE OF AN EMPLOYEE, A STUDENT, OR A PERSON REGULATED BY A PUBLIC BODY OR THE APPOINTMENT OF A PERSON TO A PUBLIC BODY.
8. PURSUANT TO S.C. CODE SEC. 30-4-70(A)(2): RECEIPT OF LEGAL ADVICE WHERE THE ADVICE TO A PENDING, THREATENED, OR POTENTIAL CLAIM OR OTHER MATTERS COVERED BY THE ATTORNEY-CLIENT PRIVILEGE. (PERSONNEL ISSUE)
9. PURSUANT TO S. C. CODE §30-4-70(a)(2): RECEIPT OF LEGAL ADVICE WHERE THE LEGAL ADVICE RELATES TO MATTERS COVERED BY THE ATTORNEY-CLIENT PRIVILEGE (DIFS CONTRACT)

10. PURSUANT TO S.C. CODE SECTION 30-04-70(A)(2) DISCUSSIONS OF NEGOTIATIONS INCIDENT TO PROPOSED CONTRACTUAL ARRANGEMENTS (MOA PROPOSED BY TOWN OF HILTON HEAD ISLAND)

END OF EXECUTIVE SESSION

11. MATTERS ARISING OUT OF EXECUTIVE SESSION
12. ADMINISTRATOR'S REPORT
13. PROCLAMATION RECOGNIZING BEAUFORT COUNTY CORONER DAVID OTT, SC CORONER OF THE YEAR - *Council Member Alice Howard*

CITIZEN COMMENTS

14. CITIZEN COMMENT PERIOD - 15 MINUTES TOTAL

Anyone who wishes to speak during the Citizen Comment portion of the meeting will limit their comments to AGENDA ITEMS ONLY and speak no longer than three (3) minutes. Speakers will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language. In accordance with Beaufort County's Rules and Procedures, giving of a speaker's time to another is not allowed.

COMMITTEE REPORTS

15. LIASION AND COMMITTEE REPORTS

PUBLIC HEARINGS AND ACTION ITEMS

16. APPROVAL OF CONSENT AGENDA
- 17. APPROVAL OF A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO ACCEPT AN INFRASTRUCTURE PLANNING GRANT FROM THE SOUTH CAROLINA RURAL INFRASTRUCTURE AUTHORITY (RIA) FOR THE ALLJOY COMMUNITY (*FISCAL IMPACT: The County will be responsible for a 25% match. This equates to \$62,500.00 and was budgeted for in FY25 from account code 5025-90-9020-54420. \$187,500.00*)**
- 18. APPROVAL OF A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO PURSUE CONDEMNATION ON PARCEL R200 011 000 0007 0000 ASSOCIATED WITH SHEPPARD ROAD, CAUSEY WAY AND DOCK BUILDERS DRIVE ON LADY'S ISLAND (*FISCAL IMPACT: \$10,000 & associated legal fees for condemnation funded by 1000-30-1301-51160*)**
- 19. APPROVAL OF A RESOLUTION TO ACCEPT FAA BIL AIRPORT TERMINAL PROGRAM GRANT IN THE AMOUNT OF \$5,000,000 FOR HXD TERMINAL IMPROVEMENTS - CONTINGENT UPON FINAL FAA OFFER (*FISCAL IMPACT: The BIL ATP program provides 95% of the project funding (\$5,000,000) of the funding, and airport operations will fund 5% \$263,158 - Grant Expenditures - GL Code 5402-90-0000-57130*)**
- 20. APPROVAL OF A RESOLUTION TO ACCEPT FAA GRANT FUNDING FOR THE HILTON HEAD ISLAND AIRPORT (HXD) TAXIWAY F REHABILITATION PROJECT- CONTINGENT UPON FINAL FAA OFFER (*FISCAL IMPACT: The FAA will provide 90% (\$2,993,835) of the total project cost, and the SCAC will fund 10% (\$332,648). Grant Expenditures - GL Code 5402-90-0000-57130*)**
- 21. APPROVAL OF A RESOLUTION TO ACCEPT FAA GRANT IN THE AMOUNT OF \$137,209 FOR HXD AIRFIELD DRAINAGE IMPROVEMENTS – DESIGN AND BIDDING CONTINGENT UPON FINAL FAA OFFER (*FISCAL IMPACT: The FAA will provide 90% \$137,209 of the funding, and airport operations will fund 10%***

(\$15,245). FAA funds for this project are already budgeted in the FAA account - Grant Expenditures - GL Code 5402-90-0000-57130)

22. APPROVAL OF UPDATED MEETING CALENDAR

CITIZEN COMMENTS

23. CITIZEN COMMENT PERIOD- 15 MINUTES TOTAL

Anyone who wishes to speak during the Citizen Comment portion of the meeting will limit their comments and speak no longer than three (3) minutes. Speakers will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language. In accordance with Beaufort County's Rules and Procedures, giving of a speaker's time to another is not allowed.

24. ADJOURNMENT

CONSENT AGENDA

Items Originating from the Public Facilities Committee

1. THIRD READING OF AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTS TO CONVEY UTILITY EASEMENT # 904091 WITH DOMINION ENERGY ENCUMBERING PROPERTY OWNED BY BEAUFORT COUNTY (688 PARRIS ISLAND GATEWAY)

Vote at First Reading on June 10, 2024 - 10:0

Vote at Public Hearing and Second Reading on June 24, 2024 - 11:0

2. THIRD READING OF AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF DRAINAGE EASEMENTS ASSOCIATED WITH DRAINAGE SYSTEMS LOCATED IN THE SHELL POINT AREA ON PARCELS R100 033 00A 0350 0000 & R100 033 00A 0116 0000 **(FISCAL IMPACT: Work to be included in Stormwater Maintenance account # 5025-90-9020-51170)**

Vote at First Reading on June 10, 2024 - 10:0

Vote at Public Hearing and Second Reading on June 24, 2024 - 11:0

3. THIRD READING OF AN ORDINANCE AUTHORIZING THE CONVEYANCE OF A PORTION OF PARCELS R123-018-000-0483-0000 AND R200-018-000-0257-0000 OF REAL PROPERTY FROM BEAUFORT COUNTY TO THE CITY OF BEAUFORT ASSOCIATED WITH US 21 AIRPORT AREA AND FRONTAGE ROAD IMPROVEMENTS

Vote at First Reading on June 10, 2024 - 10:0

Vote at Public Hearing and Second Reading - 11:0

4. THIRD READING OF AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR THE ACCEPTANCE OF PROPERTIES ENCUMBERING THE ROAD RIGHT OF WAY FOR PRIVATE SECTION OF SCHEPER LANE

Vote at First Reading on June 10, 2024 - 10:0

Vote at Public Hearing and Second Reading on June 24, 2024 - 11:0

5. SECOND READING OF AN ORDINANCE TO AMEND BEAUFORT COUNTY'S TRAFFIC IMPACT ANALYSIS (TIA) POLICY

Vote at First Reading on June 24, 2024 - 11:0

Items Originating from the Finance, Administration, and Economic Development Committee

6. SECOND READING OF AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF FUNDS FOR FISCAL YEAR 2024-2025 GENERATED BY THE LOCAL A-TAX COMMITTEE **(FISCAL IMPACT: Potential appropriation of funds in the amount of \$5,252,824 of Local A-Tax revenue)**

Vote at First Hearing on June 24, 2024 - 11:0

7. SECOND READING READING OF AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF FUNDS FOR FISCAL YEAR 2024-2025 GENERATED BY THE LOCAL HOSPITALITY TAX **(FISCAL IMPACT: Potential appropriation of funds in the amount of \$7,075,000 in Local H-Tax funds)**

Vote at First Reading on June 24, 2024 - 11:0

END OF CONSENT AGENDA



County Council Beaufort County, SC

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

Monday, May 13, 2024
5:00 PM

MINUTES

Watch the video stream available on the County's website to hear the Council's discussion of a specific topic or the complete meeting <https://beaufortcountysc.new.swagit.com/videos/305000>

1. CALL TO ORDER

Chairman Passiment called the meeting to order at 5:01PM

PRESENT

Chairman Joseph F. Passiment
Vice-Chairman Lawrence McElynn
Council Member David P. Bartholomew - *(Joined the meeting at 5:30PM)*
Council Member Gerald Dawson
Council Member York Glover
Council Member Alice Howard
Council Member Mark Lawson
Council Member Anna Maria Tabernik
Council Member Thomas Reitz

ABSENT

Council Member Paula Brown
Council Member Logan Cunningham

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Chairman Passiment led the Pledge and gave the Invocation.

3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Chairman Passiment stated that public notice of this meeting had been published, posted and distributed in compliance with the SC Freedom of Information Act.

4. APPROVAL OF AGENDA

Motion: It was moved by Council Member Howard, Seconded by Council Member Tabernik to approve the agenda.

The Vote - Motion was approved without objection.

5. APPROVAL OF MINUTES

Motion: It was moved by Council Member Dawson, Seconded by Council Member Tabernik to approve the minutes from April 8th and April 22nd.

The Vote - Motion was approved without objection.

6. ADMINISTRATOR'S REPORT

To see the full Interim County Administrator report please click on the link below.

<https://beaufortcountysc.new.swagit.com/videos/305000>

7. PRESENTATION OF A PROCLAMATION RECOGNIZING NATIONAL CORRECTIONAL OFFICERS WEEK

Council Member Tabernik presented a proclamation to the staff at the Beaufort County Detention Center in recognition of National Correctional Officers Week.

8. PRESENTATION OF A PROCLAMATION RECOGNIZING EMERGENCY MEDICAL SERVICES WEEK

Council Member Dawson presented a proclamation to the staff at Beaufort County EMS recognizing Emergency Medical Services Week.

9. CITIZEN COMMENT PERIOD

Citizen Comments were taken.

To listen to the full citizen comment period please click on the link below.

<https://beaufortcountysc.new.swagit.com/videos/305000>

10. LIASION AND COMMITTEE REPORTS

Please watch the video stream available on the County's website to view the full discussion.

<https://beaufortcountysc.new.swagit.com/videos/305000>

11. APPROVAL OF CONSENT AGENDA

Motion: It was moved by Council Member Howard, Seconded by Council Member Glover to approve the following consent agenda items: Third reading of an ordinance amending chapter 99 stormwater management, article II Stormwater Management Utility sections 110, Stormwater Service Fee billing, delinquencies and collections; and 113, enforcement and penalties of the Beaufort County Code of Ordinances; Third reading of an ordinance amending ordinance 2023/32 an ordinance to amend the Beaufort County ordinance establishing a road use fee; Third reading of an ordinance to amend chapter 2 administration, article vii finance, division 2 fees and service charges generally, section 2-437 road use fee of the beaufort county code of ordinances; Recommend approval to award a contract to J.H. Hiers construction for RFP #032124 dirt road paving contract #55 in the amount of \$2,966,517.00; and Recommend approval for a request to purchase a tek84 body scanner for the detention center \$207,000.

The Vote - Motion was approved without objection.

12. MOTION TO REFER TO THE PUBLIC FACILITIES COMMITTEE A PROPOSED ORDINANCE FOR A 2024 TRANSPORTATION SALES AND USE TAX REFERENDUM

Motion: It was moved by Vice-Chairman McElynn, Seconded by Council Member Glover to refer the proposed ordinance for a 2024 Transportation Sales and Use Tax Referencum back to the Public Facilities and Safety Committee for futher discussion.

The Vote - Motion was approved without objection.

13. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AMENDING THE BEAUFORT COUNTY 2040 COMPREHENSIVE PLAN TO ADD THE BEAUFORT COUNTY LONG-TERM RESILIENCE STRATEGY AS AN APPENDIX

Motion: Motion made by Council Member Howard, Seconded by Council Member Glover to approve public hearing and second reading of an ordinance amending the Beaufort County 2040 Comprehensive Plan to add the Beaufort County Long-Term resilience strategy as an appendix.

The Chairman opened the floor for public hearing.

No one came forward.

The Chairman closed public hearing.

The Vote - Motion was approved without objection.

14. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE TO ACCEPT AND TO APPROPRIATE FUNDS FROM THE SOUTH CAROLINA OPIOID SETTLEMENT FUNDS.

Motion: It was moved by Vice-Chairman McElynn, Seconded by Council Member Glover to approve public hearing and second reading of an ordinance to accept and appropriate funds from the South Carolina Opioid Settlement Funds.

The Chairman opened the floor for public hearing.

No one came forward.

The Chairman closed public hearing.

The Vote - Motion was approved without objection.

15. PUBLIC HEARING AND FIRST READING OF AN ORDINANCE TO CONSIDER A ZONING MAP AMENDMENT FOR 86.16 ACRES (R100 028 000 0264 000) LOCATED AT 98 JENNINGS ROAD FROM T2 RURAL (T2R) TO C3 NEIGHBORHOOD MIX USE (C3NMU)

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Howard to approve public hearing and first reading of an ordinance to consider a zoning map amendment for 86.16 acres (r100 028 000 0264 000) located at 98 Jennings Road from T2 Rural (T2R) to C3 Neighborhood Mix Use (C3NMU).

The Chairman opened the floor for public hearing.

Josh Tiller came forward on behalf of the applicant and made a presentation.

Please watch the video stream available on the County's website to view the full discussion.

The Chairman closed public hearing.

Motion to Deny: It was moved by Council Member Dawson, Seconded by Council Member Glover to deny the rezoning request for the following reasons: one it is not consistent with the goals and policies of the comprehensive code and the purposes of the development code; two it is in conflict with the provisions of the development code and code of ordinances; it does not address the demonstrated community need as the community is adversely opposed to it; it is not required by a change of conditions in the area; it is not compatible with existing and proposed uses of lands surrounding this land; it would result in adverse impact on the natural environment, water, air, noise, stormwater, wildlife, vegetation, wetlands and the nature of the environment; and lastly it would not result in a development that is

adequately served by public facilities such as streets, potable water, sewer, storm management, solid waste collections and disposals, schools, parks, police, fire and emergency medical services.

The Vote - Voting Yea: Vice-Chairman McElynn, Council Member Bartholomew, Council Member Dawson, Council Member Glover, Council Member Howard, Council Member Lawson, Council Member Reitz. Voting Nay: Chairman Passiment, and Council Member Tabernik. **The motion passed 7:2**

16. SECOND READING OF AN ORDINANCE AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTS TO PURCHASE AND TO FUND THE PURCHASE OF THE REAL PROPERTY KNOWN AS PROJECT BRAVO

Motion: It was moved by Vice-Chairman McElynn, Seconded by Council Member Howard to approve second reading of an ordinance authorizing the Interim County Administrator to execute the necessary documents to purchase and to fund the purchase of the real property known as project bravo.

The Vote - Motion was approved without objection.

17. FIRST READING OF AN ORDINANCE AUTHORIZING THE CONVEYANCE OF MULTIPLE PARCELS OF REAL PROPERTY FROM BEAUFORT COUNTY TO SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION IN CONNECTION WITH SC 802 SAMS POINT ROAD RIGHT TURN LANE.

Motion: It was moved by Vice-Chairman McElynn, Seconded by Council Member Bartholomew to approve first reading of an ordinance authorizing the conveyance of multiple parcels of real property from Beaufort County to South Carolina Department Of Transportation in connection with SC 802 Sams Point Road right turn lane.

The Vote - Motion was approved without objection.

18. FIRST READING OF AN ORDINANCE AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTS AND PROVIDE FUNDING FOR THE PURCHASE OF A PORTION OF REAL PROPERTY ABUTTING THE HILTON HEAD ISLAND AIRPORT LOCATED ON SUMMIT DRIVE WITH TMS NO. R510 005 000 271A 0000.

Motion: It was moved by Vice-Chairman McElynn, Seconded by Council Member Tabernik to approve first reading of an ordinance authorizing the Interim County Administrator to execute the necessary documents and provide funding for the purchase of a portion of real property abutting the Hilton Head Island Airport located on Summit Drive with tms no. R510 005 000 271a 0000.

The Vote - Motion was approved without objection.

19. APPROVAL OF A RESOLUTION AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO ENTER INTO A NON-TENANT COMMERCIAL OPERATING AGREEMENT BETWEEN BEAUFORT COUNTY AND M&L MOBILE DETAILING

Motion: It was moved by Council Member Bartholomew, Seconded by Council Member Reitz to approve a resolution authorizing the Interim County Administrator to enter into a non-tenant commercial operating agreement between Beaufort County and M&L Mobile Detailing.

The Vote - Motion was approved without objection.

20. APPROVAL OF A RESOLUTION AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO PURSUE CONDEMNATION FOR PORTIONS OF PARCELS R120 003 000 0609 0000 & R120 003 000 0682 0000 ASSOCIATED WITH RIGHT OF WAY ACQUISITION FOR A PATHWAY LOCATED ON DEPOT ROAD AS PART OF THE 2018 ONE CENT REFERENDUM.

Motion: It was moved by Council Member Howard, Seconded by Vice-Chairman McElynn. to approve a resolution authorizing the Interim County Administrator to pursue condemnation for portions of parcels

associated with ROW acquisition for a pathway located on Depot Road as part of the 2018 once cent referendum.

The Vote - Motion was approved without objection.

21. APPROVAL OF A RESOLUTION TO ACCEPT THE USDA COMPOSTING AND FOOD WASTE REDUCTION PROGRAM GRANT IN THE AMOUNT OF \$273,600 FOR A COUNTY PILOT COMPOST PROGRAM.

Motion: It was moved by Council Member Howard, Seconded by Council Member Bartholomew to approve a resolution to accept the USDA Composting and Food Waste Reduction Program Grand in the amount of \$273,600 for a County Pilot Composting Program.

The Vote - Motion was approved without objection.

22. CITIZEN COMMENT PERIOD

Citizen Comments were taken.

To listen to the full citizen comment period please click on the link below.

<https://beaufortcountysc.new.swagit.com/videos/305000>

23. EXECUTIVE SESSION

Motion: It was moved by Council Member Dawson, Seconded by Council Member Bartholome to go into executive session to discuss the items below.

Pursuant To S. C. Code Section 30-4-70(a)(1): to engage in discussions incident to employment, appointment, or compensation of a person regulated by a public body.

Pursuant To S. C. Code Section 30-4-70(a)(2) to engage in discussions incident to contractual arrangements (state infrastructure bank agreement)

Pursuant To S. C. Code §30-4-70(a)(2): receipt of legal advice where the legal advice relates to matters covered by the attorney-client privilege (pending litigation - walls v. Beaufort County)

The Vote – Motion was approved without objection.

24. MATTERS ARISING OUT OF EXECUTIVE SESSION

There were no matters arising out of executive session.

25. ADJOURNMENT

The meeting adjourned around 7:50PM

COUNTY COUNCIL OF BEAUFORT COUNTY

BY:

Joseph F. Passiment, Jr., Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Ratified:



Special Called County Council Meeting Beaufort County, SC

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

**Tuesday, May 14, 2024
1:00 PM**

MINUTES

Watch the video stream available on the County's website to hear the Council's discussion of a specific topic or the complete meeting <https://beaufortcountysc.new.swagit.com/videos/305618>

1. CALL TO ORDER

PRESENT

Chairman Joseph F. Passiment
Vice-Chairman Lawrence McElynn
Council Member Paula Brown
Council Member Gerald Dawson
Council Member Alice Howard
Council Member Mark Lawson
Council Member Anna Maria Tabernik
Council Member Thomas Reitz

ABSENT

Council Member David P. Bartholomew
Council Member Logan Cunningham
Council Member York Glover

2. PLEDGE OF ALLEGIANCE

Chairman Passiment led the Pledge of Allegiance

3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Chairman Passiment stated this meeting had been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

4. APPROVAL OF AGENDA

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Brown to approve the agenda.

The Vote – The motion was approved without objection.

5. EXECUTIVE SESSION

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Brown to go into executive session Pursuant To S. C. Code Section 30-4-70(a)(1): to engage in discussions incident to employment, appointment, or compensation of a person regulated by a public body.

The Vote – The motion was approved without objection.

6. MATTERS ARISING OUT OF EXECUTIVE SESSION

There were no matters arising out of executive session.

7. ADJOURNMENT

The meeting adjourned around 3:00PM

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph F. Passiment, Jr., Chairman

ATTEST:

Sarah W. Brock, Clerk to Council
Ratified:



Special Called County Council Meeting Beaufort County, SC

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

Wednesday, May 15, 2024
10:00 AM

MINUTES

Watch the video stream available on the County's website to hear the Council's discussion of a specific topic or the complete meeting <https://beaufortcountysc.new.swagit.com/videos/305616>

1. CALL TO ORDER

PRESENT

Chairman Joseph F. Passiment
Vice-Chairman Lawrence McElynn
Council Member Paula Brown
Council Member Gerald Dawson
Council Member Alice Howard
Council Member Anna Maria Tabernik
Council Member Thomas Reitz
Council Member David P. Bartholomew

ABSENT

Council Member Logan Cunningham
Council Member York Glover
Council Member Mark Lawson

2. PLEDGE OF ALLEGIANCE

Chairman Passiment led the Pledge of Allegiance

3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Chairman Passiment stated this meeting had been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

4. APPROVAL OF AGENDA

Motion: It was moved by Council Member Howard, Seconded by Council Member Brown to approve the agenda.

The Vote – The motion was approved without objection.

5. EXECUTIVE SESSION

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Reitz to go into executive session pursuant To S. C. Code Section 30-4-70(a)(1): to engage in discussions incident to employment, appointment, or compensation of a person regulated by a public body.

The Vote – The motion was approved without objection.

6. MATTERS ARISING OUT OF EXECUTIVE SESSION

There were no matters arising out of executive session.

7. ADJOURNMENT

The meeting adjourned around noon.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph F. Passiment, Jr., Chairman

ATTEST:

Sarah W. Brock, Clerk to Council
Ratified:



Special Called County Council Meeting Beaufort County, SC

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

Thursday, May 16, 2024
11:45 AM

MINUTES

Watch the video stream available on the County's website to hear the Council's discussion of a specific topic or the complete meeting <https://beaufortcountysc.new.swagit.com/videos/305661>

1. CALL TO ORDER

PRESENT

Chairman Joseph F. Passiment
Vice-Chairman Lawrence McElynn
Council Member Paula Brown
Council Member Gerald Dawson
Council Member Alice Howard
Council Member Anna Maria Tabernik
Council Member Thomas Reitz
Council Member David P. Bartholomew (arrived late)
Council Member York Glover (arrived late)

ABSENT

Council Member Logan Cunningham
Council Member Mark Lawson

2. PLEDGE OF ALLEGIANCE

Chairman Passiment led the pledge of allegiance.

3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Chairman Passiment stated this meeting had been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

4. APPROVAL OF AGENDA

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Brown to approve the agenda.

The Vote – The motion was approved without objection.

5. EXECUTIVE SESSION

Motion: It was moved by Vice-Chairman McElynn, Seconded by Council Member Dawson to go into executive session pursuant To S. C. Code Section 30-4-70(a)(1): to engage in discussions incident to employment, appointment, or compensation of a person regulated by a public body.

The Vote – The motion was approved without objection.

6. MATTERS ARISING OUT OF EXECUTIVE SESSION

Motion: It was moved by Council Member Brown, Seconded by Council Member Tabernik to have the County Attorney engage in negotiations with one of the top 3 candidates that interviewed for the position of county administrator.

The Vote – The motion was approved without objection.

7. ADJOURNMENT

The meeting adjourned at 2:23PM.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph F. Passiment, Jr., Chairman

ATTEST:

Sarah W. Brock, Clerk to Council
Ratified:

COUNTY COUNCIL
CITIZENS COMMENTS 1ST PORTION
AGENDA ITEMS ONLY

DATE: July 15 2024
PRINT FULL NAME: Donna H. Middleton
Agenda Item to be addressed: 18

COUNTY COUNCIL
CITIZENS COMMENTS 2nd PORTION

Any Topic
DATE: 07-15-24
PRINT FULL NAME: Kade Varborough
TOPIC: Dautuskie Update

COUNTY COUNCIL
CITIZENS COMMENTS 2nd PORTION

Any Topic
DATE: 7/15/24
PRINT FULL NAME: Carrie B. Major
TOPIC: St. Helena Island Youth & Community Ctr.



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 17.

ITEM TITLE:

RECOMMEND APPROVAL OF A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO ACCEPT AN INFRASTRUCTURE PLANNING GRANT FROM THE SOUTH CAROLINA RURAL INFRASTRUCTURE AUTHORITY (RIA) FOR \$187,500.00

MEETING NAME AND DATE:

Public Facilities and Safety Committee Meeting June 24th, 2024

PRESENTER INFORMATION:

Jared Fralix, P.E., Assistant County Administrator – Infrastructure (5 minutes)

ITEM BACKGROUND:

On March 7th, 2024 Beaufort County staff applied for South Carolina RIA Infrastructure Planning grant funds to perform a stormwater drainage infrastructure study for an area in southern Beaufort County referred to as Alljoy.

PROJECT / ITEM NARRATIVE:

The RIA funds for Alljoy will be used to perform a comprehensive drainage study of stormwater drainage infrastructure in the Alljoy area. This study will be used to provide information on existing flooding conditions and provide solutions for the County to implement drainage improvements or retrofits to the stormwater infrastructure system.

FISCAL IMPACT:

The County will be responsible for a 25% match. This equates to \$62,500.00 and was budgeted for in FY25 from account code 5025-90-9020-54420.

STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommends approval of a resolution authorizing the Interim County Administrator to accept an Infrastructure Planning Grant award from the South Carolina Rural Infrastructure Authority for \$187,500.

OPTIONS FOR COUNCIL MOTION:

Motion to approve /deny/amend a resolution authorizing the Interim County Administrator to accept an Infrastructure Planning Grant award from the South Carolina Rural Infrastructure Authority for \$187,500.

(Next Step – Move forward to County Council for Approval).

RESOLUTION 2024 /__**A RESOLUTION TO ACCEPT THE INTRASTRUCTURE PLANNING GRANT FROM THE SOUTH CAROLINA RURAL INFRASTRUCTURE AUTHORITY FOR THE AMOUNT OF \$187,500 FOR THE BEAUFORT COUNTY ALLJOY DRAINAGE STUDY**

WHEREAS Beaufort County Stormwater Department applied for funding to perform a drainage study in southern Beaufort County on March 8th, 2024 for the amount of \$250,000; and

WHEREAS Beaufort County Stormwater was awarded \$187,500 from the South Carolina Rural Infrastructure Authority, with a \$62,500 match from the County; and

WHEREAS Beaufort County will execute the grant's requirements during the duration of the project while completing all applicable reporting.

NOW THEREFORE, BE IT RESOLVED, THAT THE COUNTY COUNCIL OF BEAUFORT COUNTY, SOUTH CAROLINA hereby approves the acceptance of the Infrastructure Planning Grant from the South Carolina Rural Infrastructure Authority for the amount of \$187,500 for the Beaufort County Alljoy Drainage Study project.

Adopted this ____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Harry M. Lightsey III
Chairman



Bonnie Ammons
Executive Director

South Carolina
Rural Infrastructure Authority

May 20, 2024

The Honorable Joe Passiment
Chairman
Beaufort County
120 Shanklin Road
Beaufort, South Carolina 29906

Dear Chairman Passiment:

On behalf of the South Carolina Rural Infrastructure Authority, I am pleased to inform you that an Infrastructure Planning grant has been approved in the amount of \$187,500 for the Alljoy Drainage Study project. This project supports long-term community sustainability efforts.

You will receive a grant agreement which identifies the conditions of this assistance within the next few days. We look forward to working with you to build infrastructure capacity for the future.

Sincerely,

A handwritten signature in dark ink, appearing to read "H. M. Lightsey III", is written over a printed name and title.

Harry M. Lightsey III
Chairman

cc: Beaufort County Delegation

Grant Award

Grantee: Beaufort County

Date of Award: May 20, 2024

Grant Title: Alljoy Drainage Study

Award Amount: \$187,500

Grant Period: May 20, 2024 – November 19, 2025

Grant Number: P-24-5016

The South Carolina Rural Infrastructure Authority ("RIA") hereby awards funds to the above-named Grantee, in the amount shown above, for the activities specified in the Application and for the purposes authorized. The acceptance of this Award creates a valid and enforceable contract between RIA and the Grantee, which legally binds the Grantee to carry out the activities set forth in the approved Grant Application in accordance with the terms and conditions of the Grant Agreement, for which this is the signature page.

SPECIAL CONDITIONS

1. Grantee must submit a revised application form to reflect the customers to be served by the project.
2. Non-RIA funds must be used for any activities on private property.
3. Grantee must indicate in writing its willingness to carry out the recommendations of the study.
4. Grantee must submit the proposed solicitation for planning services to RIA for review before advertisement.
5. No more than 75% of grant funds will be disbursed prior to successful RIA review of final deliverables.
6. Grantee is required to participate in a start-up technical assistance meeting with RIA staff.
7. Grantee must comply with the RIA State Grant Project Management Procedures.

This contract shall become effective, as of the date of the award, upon returning one executed copy of this Grant Award which has been signed in the space provided below. The copy must have original signatures and must be returned within forty-five (45) days from the date of the award.



Bonnie Ammons, Executive Director
SC Rural Infrastructure Authority

ACCEPTANCE FOR THE GRANTEE:

Signature of Chief Executive Official
(with authority to execute contract for Grantee)

Date

Name and Title of Chief Executive Official

ATTEST:

Signature of Authorized Official for Grantee

Title of Authorized Official

Grant Award

Grantee: Beaufort County

Date of Award: May 20, 2024

Grant Title: Alljoy Drainage Study

Award Amount: \$187,500

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Bonnie Ammons, Executive Director
SC Rural Infrastructure Authority

ACCEPTANCE FOR THE GRANTEE:

Signature of Chief Executive Official
(with authority to execute contract for Grantee)

Date

Name and Title of Chief Executive Official

ATTEST:

Signature of Authorized Official for Grantee

Title of Authorized Official



Approved Signatures for Payments and Checks

Please **print** or **type** the following information.

Block 1: Grantee Name & Address

Grant #: P-24-5016
Project Title: Alljoy Drainage Study
Grantee: Beaufort County
Address: 120 Shanklin Road
Beaufort, South Carolina
Zip Code: 29906
Phone: _____

Block 2: Processing Method for Payments

Is your organization set up to receive direct deposits from the State Treasurer's Office (STO)? Yes ☐ No ☐

If no, please go to www.Treasurer.sc.gov/ach and complete the enrollment form. Until you are enrolled in the electronic payment method, the STO will mail checks to the address listed on the federal Request for Taxpayer Identification Number and Certification Form (W-9) which is on file at the STO. Please contact the STO to update the form if you have had a change in address.

Upon receipt of the check or direct deposit, you should promptly deposit it in the account designated for this grant.

Block 3: Individuals Approved to Sign RIA Request for Payment Forms and Checks Written to the Contractor

Please list all individuals who typically sign checks on behalf of the grantee in the spaces below. Additional forms may be used if needed.

Only individuals listed in Block 3 are approved to request funds or sign checks using RIA grant funds.

Two approved signatures are required on all checks using grant funds. Only one approved signature is required on RIA Request for Payment forms.

A. Name: _____
Title: _____
Original Signature: _____

B. Name: _____
Title: _____
Original Signature: _____

C. Name: _____
Title: _____
Original Signature: _____

D. Name: _____
Title: _____
Original Signature: _____

E. Name: _____
Title: _____
Original Signature: _____

F. Name: _____
Title: _____
Original Signature: _____

Block 4: Authorizing Executive Official

To ensure appropriate internal controls for the grant funds, I hereby certify that the individuals whose signatures appear in Block 3 are the only individuals approved to sign checks and make requests for payment on the grant. I also understand that as the authorizing official, I cannot sign checks or make requests for payment.

Name: _____
Title: _____
Address: _____
Zip Code: _____
Phone: _____
Email: _____
Original Signature: _____

Submit to RIA

Return this form to RIA within 45 days of grant award.

If additional approved individuals are needed in Block 3, submit additional forms/pages.

If staff changes occur, revise and resubmit this form.

Remember: Only individuals listed in Block 3 are approved to request funds or sign checks using RIA grant funds. Two signatures are required on checks.

The individual who signs Block 4 must be a Chief Executive Official such as administrator, executive director, or council chair. **The person in Block 4 cannot also be listed in Block 3.**

Harry M. Lightsey III
Chairman



Bonnie Ammons
Executive Director

South Carolina Rural Infrastructure Authority

GRANT AGREEMENT

Beaufort County (Grant #P-24-5016)

In accordance with the provisions of Section 11-50-10 of the Code of Laws of South Carolina, 1976, as amended (the "Code"), the South Carolina Rural Infrastructure Authority, hereinafter referred to as the "Authority," does commit to the Grantee, a Grant as set forth in the Grant Award which is attached hereto and made a part of this Grant Agreement (the "Agreement"). The acceptance of the Agreement creates a valid and enforceable contract between the Authority and the Grantee, legally binding the Grantee to carry out the activities and obligations set forth in the approved Grant Application including any attachments or other submissions made, or to be made thereto, and this Agreement. Such activities and obligations shall be carried out in accordance with the terms and conditions set forth in this Agreement, as well as the Grant Program Requirements and Grant Project Management Procedures for Fiscal Year 2024, and any other documents or conditions referred to herein and as may be revised or updated from time to time.

The Grant Award serves as the signature page for this Agreement and must be executed and returned to the Authority within forty-five (45) days of the Award Date.

Section 1: DEFINITIONS.

- (a) Agreement means the Grant Award and Grant Agreement.
- (b) Application means the Grant Application forms submitted by the Grantee and approved by the Authority.
- (c) Grant Award means the form setting forth the amount of funds awarded to the Grantee and serving as the signature page to this Agreement.
- (d) Award Date means the date on which the Grant is awarded by the Authority, which is set forth in the Grant Award.
- (e) Grant Period means the time period reflected in the Grant Award during which the Grant will be implemented for its stated and authorized purpose.
- (f) Contractor means a private contractor who undertakes all or part of the Project.
- (g) Authority means the South Carolina Rural Infrastructure Authority.

- (h) Grant means the dollars committed by the Authority to the Grantee for the Project identified in the Application and set forth in the Grant Award.
- (i) Grantee means the unit of government or other eligible entity such, as a special purpose or public service district, or public works commission, designated for the Grant and set forth in the Grant Award and this Agreement.
- (j) Project means the project identified and described in the Application for which the Authority is awarding the Grant.
- (k) State means the State of South Carolina and any agencies or offices thereof.
- (l) Subrecipient means a governmental or not-for-profit water and/or sewer organization authorized to carry out any portion of the Project under a written agreement with the Grantee that has been approved in advance by the Authority.

Section 2: RIA PROGRAM REQUIREMENTS AND GRANT PROJECT MANAGEMENT PROCEDURES. The Grantee must comply with the requirements of Title 11, Chapter 50 of the Code as well as any grant project management procedures provided by the Authority.

Section 3: SCOPE OF WORK. The Grant shall be used only for specified activities approved in the Application, which is included by reference to this Agreement as if fully set forth herein, unless otherwise approved in signed writing by the Authority.

Section 4: AWARD. The Authority has legal authorization under the Code to award grants for qualified projects and to enter into agreements. Accordingly, the Authority hereby commits the Grant to be used only for the Project and related costs, as described in the Application. Funds obligated or expended prior to the Grant Award or for activities that have not received signed written approval from the Authority shall be considered ineligible expenses and shall not be eligible for payment from Grant funds.

The Grantee must obtain from the Authority a signed written notice to proceed prior to incurring costs against the Grant. If the Grantee needs to incur expenses prior to the Authority's notification to proceed, the Grantee must submit a signed written request to the Authority and obtain prior signed written approval from the Authority. Otherwise, any expenditure made prior to the date of the signed written notice to proceed is made by the Grantee at its own risk and expense and is not eligible for payment from Grant funds.

Section 5: PAYMENT. The Grantee must submit to the Authority a certified request for payment for eligible expenses that are documented by the Grantee.

Eligible expenses are those expenses as set forth in the Application, the Grant Award, or this Grant Agreement, as well as any expenses as determined at the sole discretion of the Authority and approved in a signed writing by the Authority.

The Grantee will certify, to the best of its knowledge, information and belief that the work on the Project, for which payment from Grant funds is requested, has been completed in accordance with the terms and conditions of this Agreement.

All requests for payment must be made on forms approved by the Authority. Such requests shall be certified as valid expenses by an official representative of the Grantee. Invoices or other documentation reflecting eligible expenses that the Authority may reasonably require must be submitted with the request for payment. The Authority may make, and the Grantee shall accept, full or partial disbursements for actual, eligible expenses incurred not to exceed the amount of the Grant.

Section 6: FINANCIAL MANAGEMENT. The Grantee must maintain a financial management system using generally accepted accounting principles utilizing appropriate internal controls to provide adequate accountability for the Grant. The Grantee's records must account for Grant funds separately and disclose accurate information about the Grant Award, obligations, unobligated balances, assets, liabilities, expenditures, and income.

Section 7: AUDIT. The Grantee must include an examination and accounting of the expenditures of Grant funds in its first annual audit following the completion of the Project. The Grantee must notify the Authority of any audit findings related to the Grant funds or general grant management and make available a copy of the audit report to the Authority. The Grantee agrees that it will reimburse the Authority for unauthorized and unwarranted expenditures disclosed in the audit, if so directed by the Authority. Upon request of the Authority, the Grantee shall make available, and cause any Contractor to make available, for audit and inspection by the Authority and its representatives all the books, records, files and other documents relating to any matters pertaining to the Project, the Application or this Agreement. The audit of Grant funds received under this Agreement must adhere to the following audit requirements, whichever is applicable:

- (a) Generally accepted auditing standards established by the American Institute of Certified Public Accountants (AICPA); or
- (b) The General Accounting Office (GAO) Standards for Audits of Governmental Organizations, Programs, Activities, and Functions, latest revised edition (Yellow Book).

Section 8: PROCUREMENT: All purchases of goods and services shall be made according to the applicable procurement laws, regulations and guidelines of the Grantee, provided they substantially conform to the Model Procurement Ordinance for Local Governments developed in accordance with the South Carolina Consolidated Procurement Code. If the Grantee has no established procurement laws, regulations and guidelines, Article 5: Source Selection and Contract Formation and Article 9: Construction, Architect-Engineer, Construction Management, and Land Surveying Services of the South Carolina Consolidated Procurement Code may be used as a guideline for goods and services and construction funded in whole or in part with grant funds.

Upon request, the Grantee must make available to the Grantee's auditor, the Authority and its representatives, the Grantee's public records and other documentation of the procurement process and any sole source justification. If the Grantee fails to adhere to procurement procedures required

by law, the Authority may require repayment by the Grantee of Grant funds that were expended in a disallowable manner or the Grantee may be subject to other sanctions as identified herein.

Section 9: MBE OBLIGATION. The Grantee agrees to ensure that minority business enterprises (MBE) as identified in Article 21, Sections 11-35-5210 through 11-35-5270 of the Code have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Grant funds provided under this Agreement. In this regard, the Grantee and its Contractors shall take all necessary and reasonable steps to ensure that MBEs have the maximum opportunity to compete for and perform contracts.

Section 10: THIRD PARTY CONTRACTS OR AGREEMENTS. The Grantee shall remain fully obligated under the provisions of the Agreement notwithstanding the Grantee's designation of, or contract with, any third party or parties for the undertaking of all or any part of this Agreement. The Grantee warrants that it will enforce all applicable terms and conditions of this Agreement upon any third parties or Contractors.

All of the services required to complete the Project will be performed by the Grantee or a subrecipient, and/or a Contractor, under its supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized under state and local laws to perform such services. The Grantee may not award contracts to any Contractors who are ineligible to receive contracts under any applicable laws or regulations of the State.

The Grantee must submit all proposed agreements with subrecipients or third party Contractors engaged to perform work within the scope of the Grant to the Authority prior to executing those agreements. All change orders or contract amendments must be submitted in writing and in advance to the Authority.

Any disputes arising out of a contract funded in whole or in part with the Grant are the responsibility of the Grantee and should be resolved in a timely manner in accordance with the process outlined in the local procedures or state law.

Section 11: PERSONNEL. The Grantee agrees that it has the necessary personnel, or will hire the necessary personnel, to carry out the activities described in the Application and this Agreement. All personnel shall be fully qualified and authorized to carry out such activities under State or local laws, as applicable.

Section 12: PERMITS. The Grantee shall obtain all necessary federal, state and/or local permits required for the construction and/or operation of the Project. Construction permits are to be obtained prior to executing construction contracts.

Section 13: SIGNS. Any signs installed at the Project site must be pre-approved in writing by the Authority and must acknowledge funding by the Authority.

Section 14: PROJECT START-UP. The Project must be substantially underway within 180 days of the Award Date. If the Grantee does not begin the Project within 180 days of the Award Date, the Authority reserves the right to rescind the Grant, require the repayment of any Grant funds provided to Grantee and terminate this Agreement.

Section 15: AMENDMENTS. Any changes in the approved scope of work of the Project must be submitted in advance and in writing by the Grantee to the Authority and must clearly identify the need for the change. Amendments must be requested by the Chief Executive Official of the Grantee. The Authority has no obligation to approve such a request. Any approved amendment granted by the Authority in a signed writing shall be appended to this Agreement as an amendment.

Section 16: BUDGET CHANGES. Any change in a budget line item (paid in whole or in part with Grant funds) which is greater than ten percent (10%) of any line item must be approved in a signed writing by the Authority prior to any payment with Grant funds.

Section 17: FUNDING UNDERRUNS/OVERRUNS. The Grantee agrees that it will return surplus Grant funds that result from project cost underruns, and that it will commit and provide monies from its own resources for cost overruns required to complete the Project, unless otherwise approved. This Agreement creates no obligation on the part of the Authority or the State to provide funds for the cost overruns.

Section 18: PROJECT COMPLETION. The Grantee must take appropriate action to implement the Project in a timely manner. The Grantee must complete, or cause to be completed, the portion of the Project to be funded in whole or in part with Grant funds within the timeframe reflected in the Grant Award, unless otherwise approved. Completion is defined as submission by the Grantee to the Authority of the final report and documentation of Grant funds expended, accomplishments and other documentation that may be required by the Authority. The Authority will conduct such reviews as may be appropriate prior to issuing a notification in writing of the closure of the Grant. Any unexpended Grant funds at Project completion shall be returned to the Authority or deobligated from the Grant prior to the closure of the Grant.

The Grantee may submit a written extension request to the Authority to include reasons for any delays, justification for the request, and a new schedule for completion that outlines the proposed major project milestones and timeline. The Authority may consider such requests and may, in its sole discretion, grant an extension to complete the Project. The Authority, in its sole discretion, may terminate a Grant that cannot be completed in a timely manner and require that any portion of funds not disbursed to the Grantee be deobligated.

Section 19: REPORTING REQUIREMENTS. The Grantee agrees to submit quarterly progress reports that provide a status update and identification of any significant issues affecting the Project. Progress reports will be provided in such form as required by the Authority and are due on the first day of the first full quarter after the Grant Award. Quarters begin on January 1, April 1, July 1 and October 1. Failure to submit progress reports will subject the Grantee to the sanctions identified herein. A final closeout and accomplishments report must be submitted at Project completion. The Grantee further agrees to complete and submit any and all other reports, in such form and according to such schedule, to the extent not specified herein, as may be required by the Authority.

Section 20: MAINTENANCE OF RECORDS. The Grantee shall retain records for property purchased totally or partially with Grant funds for a period of three years after its final disposition. The Grantee shall maintain records relating to procurement matters for the period of time prescribed by applicable procurement laws, regulations and guidelines, but no less than three years.

All other pertinent Grant and Project records including financial records, supporting invoices, receipts or other financial documentation, contracts, agreements, reports and other records shall be retained for a minimum of three years after notification in writing by the Authority of the closure of the Grant. However, if any litigation, claim, or audit is initiated before the expiration of any such period, then records must be retained for three years after the litigation, claim, or audit is resolved.

Section 21: MONITORING. The Grantee must maintain all Project-related or Grant-related records for review by the Authority or other State agency as may be required to ensure timely completion of the Project and compliance with the terms and conditions of this Agreement, or Program Requirements and guidelines or other State requirements. Such records shall be made available for random audit and review by the State but generally the Authority will provide at least 24 hour advance notice of any review to be completed during business hours. Any deficiencies noted during the review must be fully cured within 30 days of notification, unless otherwise specified and prior to close out of the Grant. Failure to comply with these requirements will constitute a violation of this Agreement, and the Grantee will be subject to sanctions as specified in this Agreement.

Section 22: PERFORMANCE. The Grantee shall become fully acquainted with the conditions related to the scope of work and other conditions contained in this Agreement. The failure or omission of the Grantee to become acquainted with these conditions shall not relieve it of any obligation with respect to the Grant or this Agreement. By acceptance of the Grant and execution of this Agreement, the Grantee warrants that it will complete or cause to be completed the Project as described in the approved Application, including any approved amendments appended hereto. Should the Grantee fail to cause the completion of all or part of the Project, the Authority shall be entitled to reimbursement from the Grantee of any Grant funds that were received by the Grantee for any work that was not performed. The Grantee agrees that it is responsible for providing matching contributions as approved in the Application, or any amendments appended hereto, and failure to provide such contributions in the approved amount may result in a pro rata reduction in the Grant funds.

Section 23: SANCTIONS. If the Grantee fails or refuses at any time to comply with any of the terms and conditions of this Agreement, the Authority may take any or all of the following actions in addition to seeking any other relief that it is entitled to by law or in equity:

- delay payment of Grant funds until all required documentation has been received and approved;
- require repayment of all or a portion of any Grant funds provided;
- cancel, terminate, or suspend, in whole or in part, the Grant and this Agreement; or
- refrain from extending any further assistance or Grant funds to the Grantee until such time as the Grantee is in full compliance with the terms and conditions of this Agreement.

Section 24: TERMINATION. The Authority may, upon written notification to the Grantee, terminate all or part of the Grant to be provided pursuant to this Agreement for cause or because of negligence by the Grantee. This Agreement may also be terminated, in whole or in part, with the mutual consent of the Authority and the Grantee, upon signed written notification.

Section 25: RESPONSIBILITY FOR MAINTENANCE. Maintenance of facilities, structures, or other improvements paid for in whole or in part with Grant funds is the sole responsibility of the Grantee. Neither the Authority nor the State shall have any responsibility whatsoever to maintain such improvements relating to the Project. The Grantee may assign this responsibility to a third party with written approval from the Authority.

Section 26: DISCRIMINATION. The Grantee shall not, and shall impose on its Contractors the obligation not to, discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, disability or familial status. The Grantee and any Contractor shall be required to take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, age, sex, national origin, disability or familial status.

Section 27: SOUTH CAROLINA ILLEGAL IMMIGRATION REFORM ACT. The Grantee and any Contractors under its supervision are required to comply with the South Carolina Illegal Immigration Reform Act, requiring verification of lawful presence in the United States of any alien 18 years of age or older who has applied for state or local public benefits, as defined in 8 U.S.C. Section 1621, or for federal public benefits, as defined in U.S.C. Section 1611.

Section 28: INTEREST OF CERTAIN FEDERAL OR STATE OFFICIALS. No elected or appointed State or federal official shall be allowed any share or part of this Agreement or to any benefit arising from the same.

Section 29: CONFLICT OF INTEREST. No member, officer or employee of the Grantee, or its designees or agents, no member of the governing body of the locality in which the Project is situated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the Project during his or her tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the Project or this Agreement. The Grantee shall incorporate, or cause to be incorporated, in all of its contracts or subcontracts relating to the Project and this Agreement this provision prohibiting such interest and shall comply with Section 8-13-100 *et. seq.* of the Code. The Grantee shall also generally avoid any action that might result in or create an appearance of conflict.

Section 30: PROHIBITION AGAINST PAYMENTS OF BONUS OR COMMISSION. The Grant funds provided under this Agreement shall not be used for the payment of any bonus or commission to a third party for the purpose of obtaining the Authority's approval of the Application or any other approval or concurrence of the Authority required under this Agreement.

Section 31: LOBBYING. The Grantee is prohibited from using Grant funds for the purpose of lobbying the members of the South Carolina General Assembly or a State agency.

Section 32: POLITICAL ACTIVITY. None of the Grant funds or materials, property or services provided directly or indirectly under this Agreement shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office or otherwise in violation of the provisions of Section 8-13-765 of the Code.

Section 33: LEGAL SERVICES. No attorney-at-law shall be engaged through the use of any Grant funds provided under this Agreement in any legal action or proceeding against the State, the Grantee, any local public body or any political subdivision.

Section 34: APPLICABLE LAW. This Agreement is made under and shall be construed in accordance with the laws of the State of South Carolina, without regard to conflicts of laws principles. The federal and state courts within the State of South Carolina shall have exclusive jurisdiction to adjudicate any disputes arising out of or in connection with this Agreement.

Section 35: NOTICES. All notices required or otherwise provided under this Agreement shall be deemed made upon mailing by first class mail, postage prepaid, and addressed to the other party as follows:

Notices to the Authority shall be sent to:

Ms. Bonnie Ammons
Executive Director
South Carolina Rural Infrastructure Authority
1201 Main Street, Suite 1600
Columbia, SC 29201

Notices to Grantee shall be sent to:

Mr. John Robinson
Interim County Administrator
Beaufort County
120 Shanklin Road
Beaufort, South Carolina 29906

Section 36: APPROPRIATIONS. Notwithstanding any other provisions of this Agreement, the parties hereto agree that the Grant funds awarded hereunder are payable by appropriations from the State. In the event sufficient appropriations, grants, and monies are not made available to the Authority to pay the compensation and expenses hereunder for any fiscal year, this Agreement shall terminate without further obligation of the Authority. In such event, the Authority shall certify to the Grantee the fact that sufficient funds have not been made available to the Authority to meet the obligations of this Agreement; and such written certification shall be conclusive upon the parties.

Section 37: CONFIDENTIAL INFORMATION. Any reports, information, data, or other documentation given to or prepared or assembled by the Grantee under this Agreement which the Authority requests to be kept confidential shall not be made available to any individual or organization by the Grantee without the prior written approval of the Authority; provided, however, that should Grantee be required by law, court order or some other form of compulsory process to disclose such information, the Grantee will give the Authority timely notice of such request prior to disclosure of the information.

Section 38: FREEDOM OF INFORMATION. The Grantee acknowledges and agrees that this Agreement and certain other information related to the Grant Award are or may be subject to public disclosure to the South Carolina Freedom of Information Act (FOIA) and that the Grantee and the Authority are required to comply with the provisions of FOIA.

Section 39: COPYRIGHT. No material produced in whole or in part under this Grant shall be subject to copyright in the United States or in any other country. The Authority shall have the unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement.

Section 40: LIABILITY. The Grantee understands that the Authority accepts no liability for the Project or any responsibility other than its agreement to provide the Grantee the Grant funds for the Project in the amount of the Grant, insofar as such funds are expended in accordance with the terms and conditions of this Agreement. During the Grant Period, the Grantee shall maintain tort liability insurance or shall have a self-funded and excess liability program with coverage amounts sufficient to meet the limits set forth under the SC Torts Claims Act in Section 15-78-120, as may be amended.

Section 41: TERMS AND CONDITIONS. The Authority reserves the right to add or delete terms and conditions of this Agreement as may be required by revisions and additions to changes in the requirements, regulations, and laws governing the Authority and any other agency of the State.

Section 42: SEVERABILITY. If any provision of this Agreement is or becomes illegal, invalid, or unenforceable in any respect, that provision may be severed and the legality, validity, and enforceability of the other provisions of this Agreement shall not in any way be affected or impaired thereby.

Section 43: ASSIGNABILITY: The Grantee shall not assign or transfer any interest in this Agreement without the prior signed written consent of the Authority.

Legend

Drainage

River

Creek/Stream

River/Creek/Marsh Bank

Channel (fka Outfall)

Channel Pipe

Roadside

Roadside Pipe

Road Pipe

Crossline Pipe

Driveway Pipe

Lateral

Lateral Pipe

Access Pipe

Bleeder Pipe

Roads

All Others

COUNTY

STATE

PRIVATE

Easements

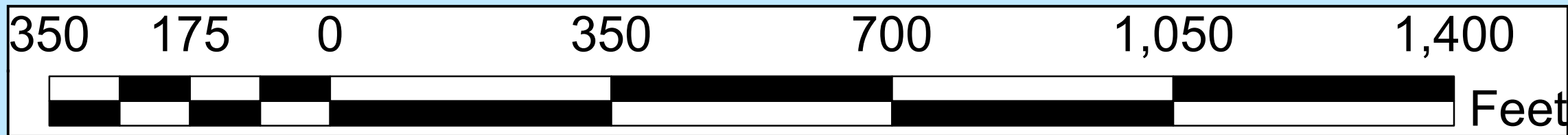
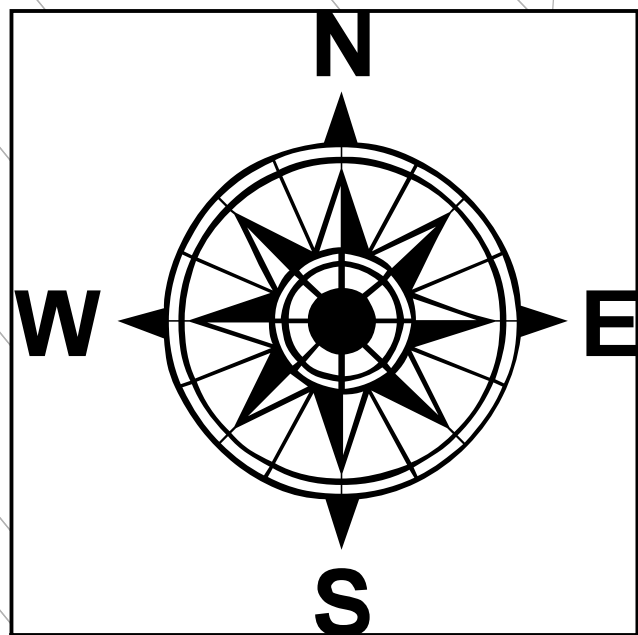
Easements

Parcel Lines

Parcel Lines

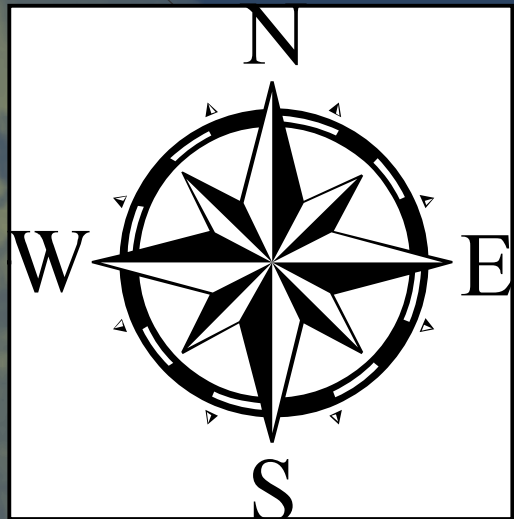
Southern Beaufort County

Alljoy Area



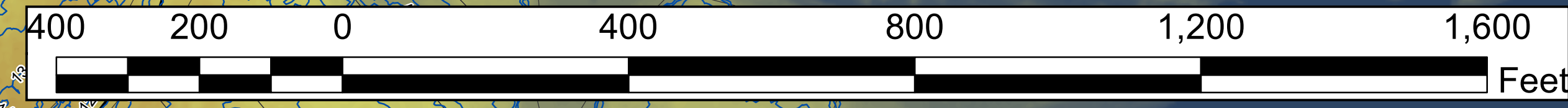
Created July 22, 2022

Prepared by Beaufort County GIS Department



Alljoy Vicinity Map

Item 17



Created September 29, 2021

Prepared by Beaufort County GIS Department



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 18.

ITEM TITLE:

A Resolution Authorizing the County Administrator to pursue condemnation on parcel R200 011 000 0007 0000 associated with Sheppard Road, Causey Way and Dock Builders Drive on Lady's Island.

MEETING NAME AND DATE:

Public Facilities & Safety Committee Meeting 6-24-24

PRESENTER INFORMATION:

Jared Fralix, P.E., Assistant County Administrator, Infrastructure
(5 Minutes)

ITEM BACKGROUND:

County Council conditionally accepted Sheppard Road Extension from Duncan O' Quinn on January 27, 1997. Mr. O'Quinn met the conditions of acceptance by executing a deed and drainage easement to the County. The deed was never recorded and Mr. O'Quinn had been paying taxes on parcel R200 011 000 0007 0000 until 2019 when he owed \$117.47 and the property went to tax sale. The property was purchased at tax Sale by Mr. Donald Middleton in October of 2020 for \$1,600. The Treasurer executed a deed to Mr. Middleton on January 12, 2022 recorded in Deed Book 4108 at Pages 1625-1627. Portions of Sheppard Road, Causey Way and Dock Builders Drive are included in Parcel R200 011 000 0007 0000 which have been identified as County Maintained roads. Mr. Middleton approached the Public Works director about purchasing the property. The legal department and Public Works director determined it was in the best interest of the County to have the property appraised to determine value. The appraised value of \$10,000 was offered to Mr. Middleton who has not accepted the offer.

PROJECT / ITEM NARRATIVE:

Due to lack of acceptance of appraised value of \$10,000, staff is seeking the legal option of condemnation to resolve the ownership issue of parcel R200 011 000 0007 0000. This agenda item was discussed during Executive Session of Public Facilities and Safety Committee meeting on August 28, 2023. The item was put on hold for further discussion with the property owner. The property owner has been unsuccessful in providing an alternate appraisal and suggested a land swap of equal value. Communication with County legal staff has determined that no County properties meet the request and recommend moving forward with condemnation.

FISCAL IMPACT:

\$10,000 & associated legal fees for condemnation funded by 1000-30-1301-51160

STAFF RECOMMENDATIONS TO COUNCIL:

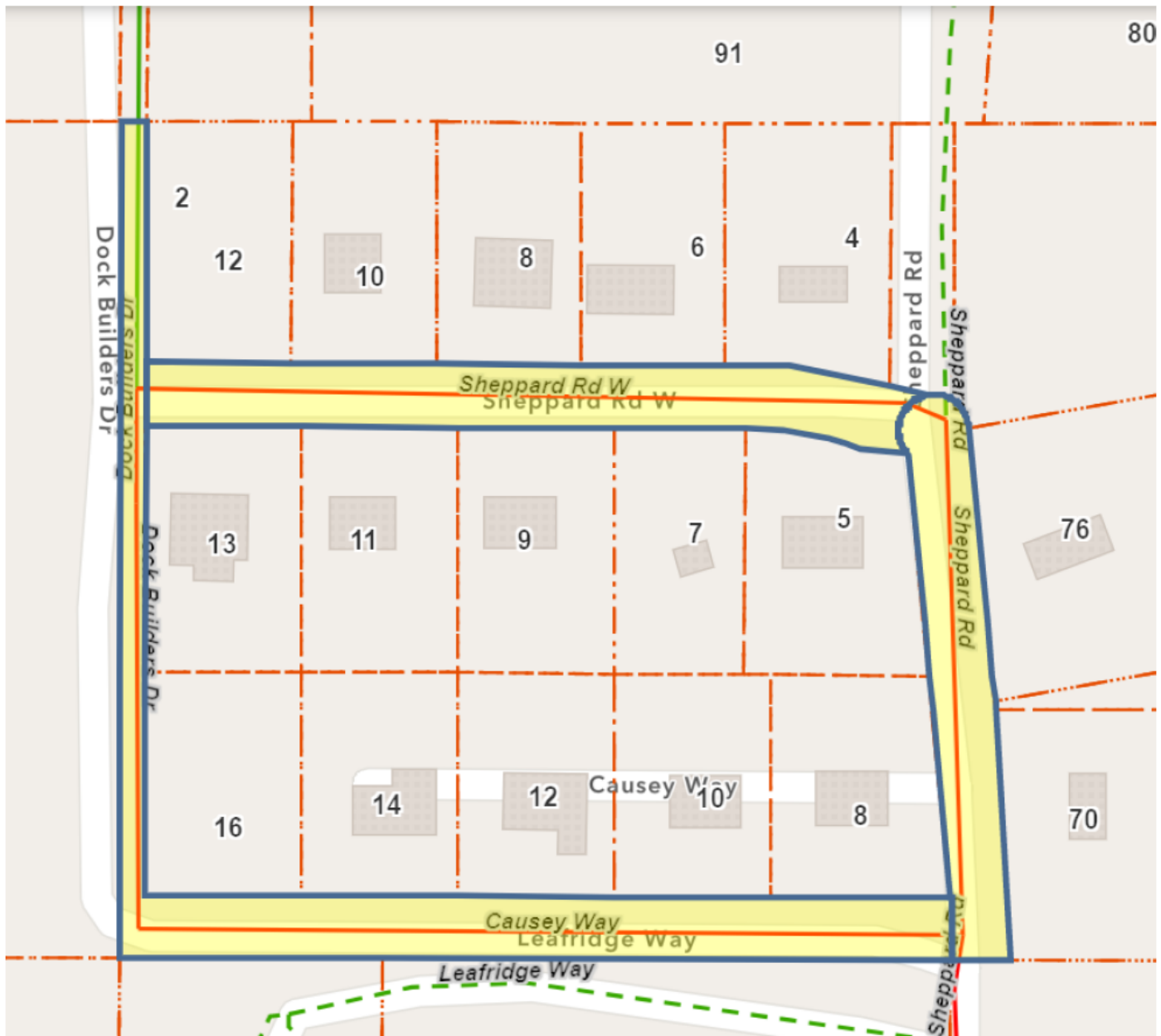
Approval of condemnation actions to rectify County ownership of parcel R200 011 000 0007 0000 associated with Sheppard Road, Causey Way and Dock Builders Drive on Lady's Island.

OPTIONS FOR COUNCIL MOTION:

Motion to approve/deny/amend Resolution authorizing County Administrator to pursue condemnation on parcel R200 011 000 0007 0000 associated with Sheppard Road, Causey Way and Dock Builders Drive on Lady's Island

(Next Step) Move action to County Council for public hearing

Parcel R200 011 000 0007 0000 Located on Lady's Island off Holly Hall RD



The subject is the Causey Way R.O.W., a portion of the Sheppard Rd. R.O.W., and a portion of the Dock Builders Dr. R.O.W. as highlighted in yellow. These were previously dirt roads, but were paved sometime in 1997. There are no curbs, gutters or sidewalks.

RESOLUTION NO. 2024/

**A RESOLUTION AUTHORIZING THE INTERIM COUNTY
ADMINISTRATOR TO PURSUE CONDEMNATION OF PARCEL
R200-011-000-0007-0000 ASSOCIATED WITH SHEPPARD ROAD,
CAUSEY WAY AND DOCK BUILDERS DRIVE ON LADYS ISLAND**

WHEREAS, Beaufort County Council conditionally accepted Sheppard Road Extension from Duncan O' Quinn on January 27, 1997.; and

WHEREAS, Mr. O'Quinn met the conditions of acceptance by executing a deed and drainage easement to the County. The deed was never recorded and Mr. O'Quinn had been paying taxes on parcel R200 011 000 0007 0000 until 2019 when he owed \$117.47 and the property went to tax sale.; and

WHEREAS, the property was purchased at tax Sale by Mr. Donald Middleton in October of 2020 for \$1,600.00, The Treasurer executed a deed to Mr. Middleton on January 12, 2022 recorded in Deed Book 4108 at Pages 1625-1627.; and

WHEREAS, Portions of Sheppard Road, Causey Way and Dock Builders Drive are included in Parcel R200 011 000 0007 0000 which have been identified as County Maintained roads; and

WHEREAS, Mr. Middleton approached the Public Works director about purchasing the property. The legal department and Public Works director determined it was in the best interest of the County to have the property appraised to determine value; and

WHEREAS, the appraised value of \$10,000 was offered to Mr. Middlton who has not accepted the offer.; and

WHEREAS, Beaufort County Council believes that it is in the best interest of its citizens to pursue condemnation on parcel R200 011 000 0007 0000 associated with Sheppard Road, Causey Way and Dock Builders Drive on Lady's Island.

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council hereby authorizes the Interim County Administrator to pursue condemnation on parcel R200 011 000 0007 0000 associated with Sheppard Road, Causey Way and Dock Builders Drive on Lady's Island.

ADOPTED this _____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council



**Beaufort County Council Statement of Conflict of Interest
Pursuant to South Carolina Code of Laws § 8-13-700**

I, David Bartholomew, holding the position as a Beaufort County Council Member, do hereby declare my potential conflict of interest with regards to the below information:

1. Describe the matter pending before County Council with which you may have a conflict of interest: Item 18 - July 15, 2024

2. Describe the interest that you have that may give rise to the conflict: Had legal consultation with property owner

Based upon the above information, I hereby recues myself from participating in any discussions of or taking official action relating to said matter.

Signed this 15th day of July, 2024.

Signature



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 19.

ITEM TITLE:

APPROVAL OF A RESOLUTION TO ACCEPT FAA BIL AIRPORT TERMINAL PROGRAM GRANT IN THE AMOUNT OF \$5,000,000 FOR HXD TERMINAL IMPROVEMENTS - CONTINGENT UPON FINAL FAA OFFER

MEETING NAME AND DATE:

Public Facilities and Safety Committee; June 24, 2024

PRESENTER INFORMATION:

Jon Rembold; Airports Director

3 minutes

ITEM BACKGROUND:

This grant was awarded as part of the 2021 Bipartisan Infrastructure Law (BIL) that provides for competitive grants for airport terminal projects. The funds will allow the project team to expand the first phase of the project, currently under construction, adding to the benefits that will be enjoyed by the airport's customers.

Beaufort County Airports Board approved the proposed resolution to accept the funding during its regular meeting on June 20, 2024.

PROJECT / ITEM NARRATIVE:

The additional funding provided by the grant enables the airport to deliver more benefit to the customers in this initial phase of the terminal improvements project. Some of the key items include:

- Two additional passenger boarding bridges
- An additional passenger screening lane at the new TSA checkpoint
- Increased circulation space in the existing lobby and ticketing areas
- Renovation of all restrooms on the pre-screening side of the terminal
- Installation of additional aircraft apron lighting
- Additional gate area furniture and finishes

FISCAL IMPACT:

The BIL ATP program provides 95% of the project funding (\$5,000,000) of the funding, and airport operations will fund 5% (\$263,158).

Grant Expenditures - GL Code 5402-90-0000-57130

STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommends acceptance of FAA BIL ATP Grant in the amount of \$5,000,000 for HXD Terminal Improvements – contingent upon final FAA offer

OPTIONS FOR COUNCIL MOTION:

Motion to approve/deny acceptance of FAA BIL ATP Grant in the amount of \$5,000,000 for HXD Terminal Improvements – contingent upon final FAA offer

Move forward to Council for Approval on July 8, 2024

RESOLUTION 2024/_____**A RESOLUTION TO ACCEPT FAA BIPARTISAN INFRASTRUCTURE LAW (BIL) AIRPORT TERMINAL PROGRAM (ATP) GRANT FOR THE HILTON HEAD ISLAND AIRPORT (HXD) AIRPORT TERMINAL IMPROVEMENTS PROJECT**

WHEREAS, as part of the Bipartisan Infrastructure Law passed in November, 2021, there exists competitive grant opportunities to fund airport terminal projects; and

WHEREAS, the Hilton Head Island submitted a competitive application with the goal of securing additional funding for the terminal project at HXD, and received \$5 million in funding through the BIL ATP program; and

WHEREAS, the items to be funded with these grant funds were part of the June 2023 Phase I Terminal Improvements Project bid as alternate items but are not currently funded in the construction program; and

WHEREAS, the completion of these usable units of work will provide an improved level of service for commercial service passengers and enhance safety for aircraft using HXD; and

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council, duly assembled, does hereby authorize the County Administrator to accept FAA BIL ATP Grant Funding for Hilton Head Island Airport (HXD) Terminal Construction Project.

Adopted this ____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____

Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Application for Federal Assistance SF-424

*1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*2. Type of Application

- ☐ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

*3. Date Received:

4. Applicant Identifier:

HXD

5a. Federal Entity Identifier:

3-45-0030-XXX-2024

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Beaufort County, South Carolina

*b. Employer/Taxpayer Identification Number (EIN/TIN):

57-6000311

*c. UEI:

XFSKWHHQMF58

d. Address:

*Street 1: 120 Beach City Road

Street 2:

*City: Hilton Head Island

County/Parish: Beaufort

*State: SC

*Province:

*Country: USA: United States

*Zip / Postal Code 29926-0000

e. Organizational Unit:

Department Name:

Department of Airports

Division Name:

Hilton Head Island Airport

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Jonathan

Middle Name: P

*Last Name: Rembold

Suffix:

Title: Director of Airports

Organizational Affiliation:

*Telephone Number: 843-255-2952

Fax Number: 843-255-9434

*Email: jrembold@bcgov.net

Application for Federal Assistance SF-424***9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

*Title:

BIL ATP

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Town of Hilton Head Island, Beaufort County, South Carolina

***15. Descriptive Title of Applicant's Project:**

Terminal Construction

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

*a. Applicant: SC-001

*b. Program/Project: SC-001

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 08/01/2024

*b. End Date: 09/30/2025

18. Estimated Funding (\$):

*a. Federal	5000000
*b. Applicant	263158
*c. State	0
*d. Local	0
*e. Other	0
*f. Program Income	0
*g. TOTAL	5263158

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**☐ Yes ☒ No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. *First Name: Jonathan

Middle Name: P

*Last Name: Rembold

Suffix: _____

*Title: Director of Airports

*Telephone Number: 843-255-2952

Fax Number: 843-255-9424

* Email: jrembold@bcgov.net

*Signature of Authorized Representative: Jon Rembold, C.M. Digitally signed by Jon Rembold, C.M.
Date: 2024.05.31 10:06:49 -04'00'

*Date Signed: May 31, 2024

**HILTON HEAD ISLAND AIRPORT (HXD)
PROGRAM NARRATIVE**

**3-45-0030-XXX-2024
BIL ATP**

As part of the ongoing terminal expansion project at HXD, Beaufort County received \$5 million in funding through the BIL ATP program. The items below were part of the June 2023 program bid as alternate items but are not currently funded in the construction program. These useable units of work will be funded by this grant. The costs are shown using a 95 percent BIL ATP funding share and a 5 percent airport funding obligation.

DESCRIPTION	TOTAL
Bid Alternate No. 1B - Gate 2 Aircraft Gate Equipment To Include 2A \$35,000 Spare Parts Allowance	\$1,414,000.00
Bid Alternate No. 1c - Gate 3 Aircraft Gate Equipment To Include 2A \$35,000 Spare Parts Allowance	\$1,502,000.00
Bid Alternate No. 2 - Furniture Allowance	\$42,361.46
Bid Alternate No. 3 - Alternate Canopy Entrance	\$1,121,000.00
Bid Alternate No. 5 - Seal/Rejuvenate Existing Asphalt Parking Pavement To Remain After Demolition-Landside	\$30,832.00
Bid Alternate No. 6 - Non-Reflectorized White Pavement Marking Of Existing Parking Spaces To Remain In Existing Asphalt Parking Pavement After Sealing/Rejuvenating- Landside	\$4,588.50
Bid Alternate No. 8 - Second Manned Checkpoint Lane	\$106,000.00
Bid Alternate No. 12 - 3-Luminaire Led Apron Floodlight Pole With 35-Ft Mounting Height, Complete	\$76,000.00
Bid Alternate No. 13 - 2-Luminaire Led Apron Floodlight Pole With 35-Ft Mounting Height, Complete	\$76,000.00
Non-Secure Restrooms Renovation	\$890,375.93
TOTAL	\$5,263,157.89

Estimated Cost: \$5,263,157.89

FAA BIL Cost: \$5,000,000.00

Project	Total	Federal	State	Local
BIL ATP	\$5,263,157.89	\$5,000,000.00	\$0.00	\$263,157.89



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 20.

ITEM TITLE:
RECOMMENDATION TO ACCEPT FAA GRANT IN THE AMOUNT OF \$2,993,835 FOR HXD TAXIWAY “F” PAVEMENT REHABILITATION – CONSTRUCTION AND CONSTRUCTION ADMIN - CONTINGENT UPON FINAL FAA OFFER
MEETING NAME AND DATE:
Public Facilities and Safety Committee; June 24, 2024
PRESENTER INFORMATION:
Jon Rembold; Airports Director 3 minutes
ITEM BACKGROUND:
<p>This grant will fund the Taxiway F Rehabilitation project.</p> <p>Beaufort County Airports Board approved the proposed resolution to accept the funding during its regular meeting on June 20, 2024.</p>
PROJECT / ITEM NARRATIVE:
<p>Taxiway “F” is the commercial airline taxiway at the Hilton Head Island Airport. As such, it is a critical piece of the national transportation system, and it plays a crucial role in providing commercial airline service to Hilton Head Island and Beaufort County. Pavement maintenance is one of the guarantees the County makes to the FAA when accepting grant funds. A recent pavement analysis found that the taxiway needs rehabilitation. This project addresses that need and satisfies the FAA requirement.</p>
FISCAL IMPACT:
<p>The FAA will provide 90% (\$2,993,835) of the total project cost, and the SCAC will fund 10% (\$332,648).</p> <p>Grant Expenditures - GL Code 5402-90-0000-57130 (This line item provides initial funding since all grants are reimbursable)</p>
STAFF RECOMMENDATIONS TO COUNCIL:
<p>Staff recommends acceptance of FAA Grant in the amount of \$2,993,835 for HXD Taxiway “F” Pavement Rehabilitation – Construction and Construction Admin contingent upon final FAA offer</p>
OPTIONS FOR COUNCIL MOTION:
<p>Motion to approve/deny acceptance of FAA Grant in the amount of \$2,993,835 for HXD Taxiway “F” Pavement Rehabilitation – Construction and Construction Admin contingent upon final FAA offer</p> <p>Move forward to Council for Approval on July 8, 2024</p>

RESOLUTION 2024/_____**A RESOLUTION TO ACCEPT FAA GRANT FUNDING FOR THE HILTON HEAD ISLAND AIRPORT (HXD) TAXIWAY F REHABILITATION PROJECT**

WHEREAS, the Hilton Head Island Airport Taxiway F rehabilitation is necessary to comply with the Federal Grant Sponsor Assurance that requires airfield pavement maintenance; and

WHEREAS, the Taxiway F rehabilitation will provide enhanced safety and service life for the commercial airline taxiway at HXD; and

WHEREAS, the project will include the overlay of the existing taxiway, new pavement markings, required edge light adjustments, sediment/erosion control; and

WHEREAS, this project includes construction and construction administration services for the rehabilitation of Taxiway F; and

WHEREAS, the total FAA grant is \$2,993,835.

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council, duly assembled, does hereby authorize the County Administrator to accept FAA Grant Funding for Hilton Head Island Airport (HXD) Taxiway F Rehabilitation project.

Adopted this ____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____

Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Application for Federal Assistance SF-424

*1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*2. Type of Application

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

*3. Date Received:

4. Applicant Identifier:

HXD

5a. Federal Entity Identifier:

3-45-0030-XXX-2024

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Beaufort County, South Carolina

*b. Employer/Taxpayer Identification Number (EIN/TIN):

57-6000311

*c. UEI:

XFSKWHHQMF58

d. Address:

*Street 1: 120 Beach City Road

Street 2:

*City: Hilton Head Island

County/Parish: Beaufort

*State: SC

*Province:

*Country: USA: United States

*Zip / Postal Code 29926-0000

e. Organizational Unit:

Department Name:

Department of Airports

Division Name:

Hilton Head Island Airport

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Jon

Middle Name:

*Last Name: Rembold

Suffix:

Title: Director of Airports

Organizational Affiliation:

*Telephone Number: 843-255-2952

Fax Number: 843-255-9434

*Email: jrembold@bcgov.net

Application for Federal Assistance SF-424***9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

*Title:

Bipartisan Infrastructure Law

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):***15. Descriptive Title of Applicant's Project:**

Taxiway F Strengthening (Construction)

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

*a. Applicant: SC-001

*b. Program/Project: SC-001

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 03/31/2024

*b. End Date: 09/30/2025

18. Estimated Funding (\$):

*a. Federal	2993835.
*b. Applicant	0
*c. State	332648.
*d. Local	0
*e. Other	0
*f. Program Income	0
*g. TOTAL	3326483

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**☐ Yes ☒ No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. *First Name: Jon

Middle Name: _____

*Last Name: Rembold

Suffix: _____

*Title: Director of Airports

*Telephone Number: 843-255-2952

Fax Number: 843-255-9424

* Email: jrembold@bcgov.net

*Signature of Authorized Representative: Jon Rembold, C.M. Digitally signed by Jon Rembold, C.M.
Date: 2024.05.22 14:28:59 -04'00'

*Date Signed: 5/22/2024

HILTON HEAD ISLAND AIRPORT (HXD) PROGRAM NARRATIVE

3-45-0030-XXX-2024 (BIL)

Taxiway F Rehabilitation (Construction): The project includes construction and construction administration services for the rehabilitation of Taxiway F. The project will include the overlay of the existing taxiway, grooving of the overlay, new pavement markings, construct paved shoulders along the taxiway, required edge light adjustments, sediment/erosion control.

Construction Administration Services (Talbert, Bright & Ellington)	\$154,883.00
Construction (APAC-Atlantic, Inc.)	\$3,171,600.00
TOTAL	\$3,326,483.00
FAA BIL	\$2,993,835.00
SCAC	\$332,648.00
Local	\$0.00
TOTAL	\$3,326,483.00

Estimated Cost: \$3,326,483.00

FAA BIL Cost: \$2,993,835.00

Project	Total	Federal	State	Local
Taxiway F Rehabilitation (Construction)	\$3,326,483.00	\$2,993,835.00	\$332,648.00	\$0.00

TALBERT, BRIGHT & ELLINGTON

Engineering & Planning Consultants

May 3, 2023

Mr. Jon Rembold, C.M.
Airports Director
Hilton Head Island Airport
120 Beach City Road
Hilton Head Island, SC 29926

RE: Bid Summary and
Contract Award Recommendation
Taxiway 'F' Strengthening
Hilton Head Island Airport
Hilton Head Island, South Carolina
TBE Project No. 2119-2101

Dear Mr. Rembold,

A total of one (1) responsive bid was received for the above project on May 3, 2023. A copy of the bid tabulation is attached and a summary of the bid results is provided below:

<u>Bidder</u>	<u>Total Bid Amount</u>
APAC-Atlantic, Inc., Savannah, GA	\$3,171,600.00

We have reviewed the bids received and have found APAC-Atlantic, Inc to be the lowest responsive bidder. APAC-Atlantic, Inc. is also proposing to subcontract 5.15% of the total bid amount to certified DBE firms, which exceeds the 5.1% DBE goal established for this project.

We recommend award of the construction contract for this project to APAC-Atlantic, Inc. for the total bid amount of \$3,171,600.00. The Engineer's Estimate of Probable Construction Cost for this project was \$2,883,300.00.

If you should have any questions concerning this matter, please do not hesitate to contact us.

Sincerely,

J. Andrew Shook, P.E.



Attachment

cc: Mr. Dave Thomas (w/attachment)

BID TABULATION
TAXIWAY 'F' STRENGTHENING
HILTON HEAD ISLAND AIRPORT
TBE PROJECT NO. 2119-2101
MAY 3, 2023

					APAC-ATLANTIC, INC. SAVANNAH, GA		ENGINEER'S ESTIMATE		
BASE BID					LICENSE NO.: 12050				
ITEM NO.	SPEC NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXT. TOTAL	UNIT PRICE	EXT. TOTAL	
1	C-100	CONTRACTOR QUALITY CONTROL PROGRAM (CQCP)	1	LS	\$95,000.00	\$95,000.00	\$75,000.00	\$75,000.00	
2	C-102	TEMPORARY FILTER SOCK	4,000	LF	\$5.10	\$20,400.00	\$4.00	\$16,000.00	
3	C-102	TEMPORARY CONSTRUCTION ENTRANCE	2	EA	\$5,000.00	\$10,000.00	\$3,000.00	\$6,000.00	
4	C-102	TEMPORARY FILTER SOCK INLET PROTECTION	6	EA	\$375.00	\$2,250.00	\$800.00	\$4,800.00	
5	C-105	MOBILIZATION	1	LS	\$312,000.00	\$312,000.00	\$230,800.00	\$230,800.00	
6	P-101	VARIABLE DEPTH COLD MILLING	5,000	SY	\$25.00	\$125,000.00	\$20.00	\$100,000.00	
7	P-101	CRACK REPAIR - WIDTH 1/4" TO 2"	5,000	LF	\$3.20	\$16,000.00	\$4.00	\$20,000.00	
8	P-101	CRACK REPAIR - WIDTH GREATER THAN 2"	100	LF	\$250.00	\$25,000.00	\$60.00	\$6,000.00	
9	P-152	SHOULDER BUILDUP	11,900	LF	\$3.00	\$35,700.00	\$20.00	\$238,000.00	
10	P-401	BITUMINOUS ASPHALT SURFACE COURSE	5,000	TN	\$430.00	\$2,150,000.00	\$235.00	\$1,175,000.00	
11	P-603	EMULSIFIED ASPHALT TACK COAT	4,100	GAL	\$6.00	\$24,600.00	\$4.00	\$16,400.00	
12	P-610	CONCRETE MANHOLE RIM PROTECTION	7	EA	\$12,650.00	\$88,550.00	\$800.00	\$5,600.00	
13	P-620	TEMPORARY MARKING	6,900	SF	\$4.50	\$31,050.00	\$3.00	\$20,700.00	
14	P-620	PAVEMENT MARKING (REFLECTORIZED)	6,900	SF	\$2.00	\$13,800.00	\$5.00	\$34,500.00	
15	P-620	PAVEMENT MARKING (NON-REFLECTORIZED BLACK)	10,800	SF	\$0.75	\$8,100.00	\$5.00	\$54,000.00	
16	HA	HERBICIDE APPLICATION	1	LS	\$2,575.00	\$2,575.00	\$5,000.00	\$5,000.00	
17	T-901	TEMPORARY SEEDING (MULCHED)	5	AC	\$1,695.00	\$8,475.00	\$1,600.00	\$8,000.00	
18	T-901	PERMANENT SEEDING (MULCHED)	4	AC	\$3,180.00	\$12,720.00	\$2,400.00	\$9,600.00	
19	T-904	PERMANENT BAHIA SOD	106,000	SF	\$1.08	\$114,480.00	\$8.00	\$848,000.00	
20	L-125	ADJUST EXISTING TAXIWAY LIGHT	33	EA	\$2,300.00	\$75,900.00	\$300.00	\$9,900.00	

TOTAL BASE BID AMOUNT

\$3,171,600.00

\$2,883,300.00

DBE SUBCONTRACTOR AMOUNT

\$163,300.00

\$0.00

DBE PERCENTAGE OF BASE BID AMOUNT

5.15%

0.00%

I HEREBY CERTIFY THIS TABULATION OF BIDS TO BE CORRECT.

TALBER, BRIGHT & ELLINGTON, INC.

5/3/2023

DATE

**HILTON HEAD ISLAND AIRPORT
HILTON HEAD ISLAND, SOUTH CAROLINA
WORK AUTHORIZATION 23-02
May 3, 2023
PROJECT NO.: TBI NO. 2119-2302**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

Description of Work: The scope of the project is to strengthen Taxiway F. The bid documents include a bituminous overlay of the existing pavement. Also included in the project are new pavement markings; shoulder buildup along the edge of pavement; sodding the shoulder; required edge light elevation adjustments to the new shoulder elevation; and sediment and erosion control measures. The approximate limits of the overlay work areas are depicted on the project sketch within this Work Authorization.

Construction Administration (CA), resident project representative (RPR), and quality assurance (QA) testing services for the taxiway pavement rehabilitation project will be performed as part of this Work Authorization. The CA services will include the following: preparing and distributing Released For Construction (RFC) plans and specifications; coordinating and conducting the preconstruction meeting; preparing and distributing preconstruction minutes; coordinate project schedule; review submittals; attend and conduct bi-weekly construction meetings; review and coordinate field changes; review QA test results; process requests for partial payments; attend final inspection; prepare the final punch list; develop project record drawings; prepare the final Engineer's Report. TBE will provide a full-time RPR throughout the entirety of the project. This RPR will be on-site at all times that the contractor is performing work.

TBE will assist with/prepare FAA grant fund requests and quarterly status reports for execution by the Airport staff. TBE will also assist with/prepare grant closeout documentation required by the FAA for this project.

BASIC SERVICES

CONSTRUCTION PHASE:

The construction phase services for this project includes preparation and distribution of contract documents and Released For Construction plans and specifications to the Contractor, coordinating and conducting the Preconstruction Conference meeting and preparation of minutes, review of project schedule submitted by Contractor, coordination and review of Contractor submittals, Construction visits/Progress Meetings outlines and meeting minutes, review field change requests and related correspondence, prepare and distribute general construction correspondence throughout the project, review quality acceptance test results, review and process Contractor pay requests, conduct a Final Inspection and prepare/distribute punch list items letter, develop record

drawings, assist Hilton Head Island Airport with Grant Closeout and prepare Grant closeout paperwork.

The intended deliverables for these services shall include:

- PDF versions of Released For Construction (RFC) plans and specifications.
- PDF versions of record drawing plan sheets and specifications.
- PDF version of final Engineer's Report

SPECIAL SERVICES

Task 1 – Full-Time Resident Project Representative (RPR)

A full-time resident project representative will be provided to observe the construction and other responsibilities.

Task 2 – Quality Assurance Testing

Quality assurance and acceptance testing required by the project specifications for this project will be provided. Reports of the tests performed will be provided, along with a summary of all tests performed at project closeout.

Task 3 – A-Built Survey

An as-built survey for this project will be provided.

Estimated Time Schedule: Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

Cost of Services: The method of payment shall be in accordance with Article 6 – Compensation of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$49,645.00**. Special services shall be performed on a not to exceed basis with a budget of **\$105,238.00**, which includes reimbursable expenses. For a total of **\$154,883.00**.

Agreed as to Scope of Services, Time Schedule and Budget:

APPROVED:

BEAUFORT COUNTY

APPROVED:

TALBERT, BRIGHT & ELLINGTON,
INC.

Title

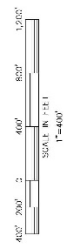
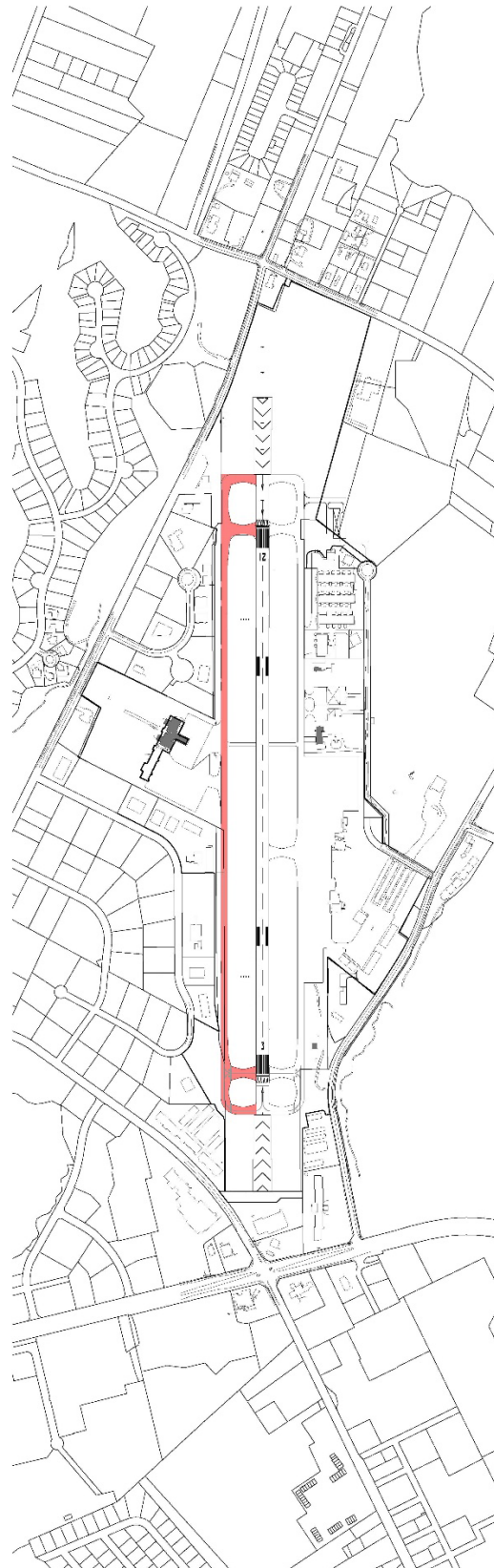
Vice President
Title:

Date:

Date:

Witness:

Witness:



SUMMARY OF FEES**TAXIWAY F STRENGTHENING**

HILTON HEAD ISLAND AIRPORT

HILTON HEAD ISLAND, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2302

May 3, 2023

DESCRIPTION	ESTIMATED
BASIC SERVICES	
PROJECT FORMULATION/DEVELOPMENT PHASE (01)	\$ -
DESIGN PHASE (04)	\$ -
BIDDING PHASE (05)	\$ -
CONSTRUCTION ADMINISTRATION PHASE (06)	<u>\$ 46,870.00</u>
SUBTOTAL	\$ 46,870.00
EXPENSES	\$ 2,775.00
SUBCONSULTANTS	\$ 51,550.00
INSPECTION - RESIDENT PROJECT REPRESENTATIVE	<u>\$ 53,688.00</u>
SUBTOTAL	\$ 108,013.00
TOTAL	\$ 154,883.00

MANHOUR ESTIMATE

TAXIWAY F STRENGTHENING
HILTON HEAD ISLAND AIRPORT
HILTON HEAD ISLAND, SOUTH CAROLINA
FAA PROJECT NO:
CLIENT PROJECT NO:
TBE PROJECT NO: 2119-2302

May 3, 2023

CONSTRUCTION ADMINISTRATION PHASE (06)

DESCRIPTION	PRIN \$ 290	SPM \$ 250	PM \$ 220	SP \$ 175	E5 \$ 180	E2 \$ 110	AD5 \$140	T5 \$150
Coordinate award of contract	2	2	2	0	0	0	0	0
Coordinate/ conduct preconstruction	0	8	0	0	0	0	0	0
Preconstruction minutes	0	2	0	0	0	0	0	0
Coordinate project schedule	0	6	0	0	0	8	0	0
Coordinate submittals	0	4	6	0	0	8	0	0
Construction visits	0	40	0	0	0	16	0	0
Construction observation reports	2	10	0	0	0	4	0	0
Review/coordinate field changes	1	8	4	0	0	6	0	0
Construction correspondence	0	8	0	0	0	4	0	0
Grant administration	0	0	4	8	0	0	0	0
Process requests for partial payment	0	12	0	0	0	6	0	0
Review test results/PWL calculations	0	16	0	0	0	8	0	0
Final inspection	0	8	0	0	0	0	0	0
Develop record drawings & Final Report	0	8	0	0	0	0	0	6
MANHOUR TOTAL	5	132	16	8	0	60	0	6

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 290	5	\$ 1,450
Senior Project Manager	SPM	\$ 250	132	\$ 33,000
Project Manager	PM	\$ 220	16	\$ 3,520
Senior Planner	SP	\$ 175	8	\$ 1,400
Engineer V	E5	\$ 180	0	\$ -
Engineer II	E2	\$ 110	60	\$ 6,600
Admin. Assistant V	AD5	\$ 140	0	\$ -
Technician V	T5	\$ 150	6	\$ 900
	Total		227	
SUBTOTAL				\$ 46,870.00

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	ESTIMATED UNITS	ESTIMATED COST
Telephone	LS	\$ 150.00	1	\$ 150.00
Postage	LS	\$ 125.00	1	\$ 125.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 900.00	1	\$ 900.00
Travel	LS	\$ 1,600.00	1	\$ 1,600.00
SUBTOTAL				\$ 2,775.00

SCOPE OF SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Quality Acceptance Testing	LS	\$32,000.00	1	\$ 32,000.00
As-Built Survey	LS	\$19,550.00	1	\$ 19,550.00
SUBTOTAL				\$ 51,550.00

TOTAL CONSTRUCTION ADMIN. COST: \$ 101,195.00

MANHOUR ESTIMATE**TAXIWAY F STRENGTHENING**

HILTON HEAD ISLAND AIRPORT

HILTON HEAD ISLAND, SOUTH CAROLINA

FAA PROJECT NO:

CLIENT PROJECT NO:

TBE PROJECT NO: 2119-2302

May 3, 2023

RESIDENT PROJECT REPRESENTATIVE (PHASE 51)

CALENDAR DAYS 33

DESCRIPTION	RPR
	\$ 90
Project review	4
Site mobilization	4
On site inspection	330
Final inspection	8
Follow up inspection	50
Site demobilization	4
MANHOUR TOTAL	400

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
RESIDENT PROJECT	RPR	\$ 118	400	\$ 47,200
REPRESENTATIVE (RPR)		Total	400	
<i>SUBTOTAL</i>				<i>\$ 47,200.00</i>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 100	1	\$ 100.00
Postage	LS	\$ 100	1	\$ 100.00
Miscellaneous expenses (prints, faxes, copies, photos)	LS	\$ 250	1	\$ 250.00
Travel	LS	\$ 300	1	\$ 300.00
<i>SUBTOTAL</i>				<i>\$ 750.00</i>

PER DIEM:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
DAILY PER DIEM	PD	\$ 151	38	\$ 5,738
		Total	38	
<i>SUBTOTAL</i>				<i>\$ 5,738.00</i>
TOTAL INSPECTION COST:				\$ 53,688.00



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 21.

ITEM TITLE:
RECOMMENDATION TO ACCEPT FAA GRANT IN THE AMOUNT OF \$137,209 FOR HXD AIRFIELD DRAINAGE IMPROVEMENTS – DESIGN AND BIDDING CONTINGENT UPON FINAL FAA OFFER
MEETING NAME AND DATE:
Public Facilities and Safety Committee; June 24, 2024
PRESENTER INFORMATION:
Jon Rembold; Airports Director 3 minutes
ITEM BACKGROUND:
<p>This grant will fund the Airfield Drainage Improvements project design and bidding. This is a time-sensitive, mandatory safety project.</p> <p>Beaufort County Airports Board approved the proposed resolution to accept the funding during its regular meeting on June 20, 2024.</p>
PROJECT / ITEM NARRATIVE:
<p>The Hilton Head Island Airport's airport reference code has changed which also changed some of the dimensions of protective areas on the field. One of those areas, the runway safety area, was expanded. Consequently, several drainage structures that previously were located outside the runway safety area are now in that area. As such, they are subject to stricter standards and must be upgraded. This mandatory safety project will provide the engineering design and bidding services for the structures. This project is eligible for funding through the FAA. Following bidding, a separate construction phase grant will be coordinated with the FAA.</p>
FISCAL IMPACT:
<p>The FAA will provide 90% (\$137,209) of the funding, and airport operations will fund 10% (\$15,245). FAA funds for this project are already budgeted in the FAA account.</p> <p>Grant Expenditures - GL Code 5402-90-0000-57130</p>
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends acceptance of FAA Grant in the amount of \$137,209 for HXD Airfield Drainage Improvements – Design and Bidding contingent upon final FAA offer
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny acceptance of FAA Grant in the amount of \$137,209 for HXD Airfield Drainage Improvements – Design and Bidding contingent upon final FAA offer Move forward to Council for Approval on July 8, 2024

RESOLUTION 2024/_____**A RESOLUTION TO ACCEPT FAA GRANT FOR THE HILTON HEAD ISLAND AIRPORT (HXD) AIRFIELD DRAINAGE IMPROVEMENTS PROJECT**

WHEREAS, the Hilton Head Island Airport's airport reference code has been increased from C-II to C-III, and the width of the runway safety area has been increased from 400 feet to 500 feet; and

WHEREAS, several drainage structures are located within the redefined runway safety area and need to be strengthened to support the design aircraft; and

WHEREAS, this project involves the design and bidding efforts associated with the project; and

WHEREAS, the FAA has determined the project is justified and is eligible for grant funding; and

WHEREAS, the grant will be used to fund the design and bidding of the airfield drainage improvement project at the Hilton Head Island Airport. The total FAA grant is \$137,209.

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council, duly assembled, does hereby authorize the County Administrator to accept FAA Grant for the Hilton Head Island Airport (HXD) Airfield Drainage Improvement project.

Adopted this ____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____

Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Application for Federal Assistance SF-424

*1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*2. Type of Application

- ☐ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

*3. Date Received:

4. Applicant Identifier:

HXD

5a. Federal Entity Identifier:

3-45-0030-XXX-2024

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Beaufort County, South Carolina

*b. Employer/Taxpayer Identification Number (EIN/TIN):

57-6000311

*c. UEI:

XFSKWHHQMF58

d. Address:

*Street 1: 120 Beach City Road

Street 2:

*City: Hilton Head Island

County/Parish: Beaufort

*State: SC

*Province:

*Country: USA: United States

*Zip / Postal Code 29926-0000

e. Organizational Unit:

Department Name:

Department of Airports

Division Name:

Hilton Head Island Airport

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Jonathan

Middle Name: P

*Last Name: Rembold

Suffix:

Title: Director of Airports

Organizational Affiliation:

*Telephone Number: 843-2552952

Fax Number: 843-255-9434

*Email: jrembold@bcgov.net

Application for Federal Assistance SF-424***9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

*Title:

BIL AIG

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Town of Hilton Head Island, Beaufort County South Carolina

***15. Descriptive Title of Applicant's Project:**

Airfield Drainage (Design and Bidding)

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

*a. Applicant: SC-001

*b. Program/Project: SC-001

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 08/01/2024

*b. End Date: 06/30/2025

18. Estimated Funding (\$):

*a. Federal	137209
*b. Applicant	15245
*c. State	0
*d. Local	0
*e. Other	0
*f. Program Income	0
*g. TOTAL	152454

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**☐ Yes ☒ No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. *First Name: Jonathan

Middle Name: P

*Last Name: Rembold

Suffix:

*Title: Director of Airports

*Telephone Number: 843-255-2952

Fax Number: 843-255-9424

* Email: jrembold@bcgov.net

*Signature of Authorized Representative: Jon Rembold, C.M. Digitally signed by Jon Rembold, C.M.
Date: 2024.06.03 10:19:24 -04'00'

*Date Signed: 6/3/2024

**HILTON HEAD ISLAND AIRPORT
HILTON HEAD ISLAND, SOUTH CAROLINA
WORK AUTHORIZATION 24-02
May 23, 2024
PROJECT NO.: TBE NO. 2119-2402**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

Description of Work: The scope of the project is to strengthen several of the stormwater drainage inlet structures within the Runway 3/21 safety area at Hilton Head Island Airport. The airport reference code at the Hilton Head Island Airport has been increased from C-II to C-III with a corresponding increase in the width of the runway safety area from 400 feet to 500 feet. Several drainage structures are now located within the runway safety area that need to be strengthened to support the design aircraft. The locations of the drainage structures are depicted on the project sketch within this Work Authorization.

The existing inlet structures in question will be analyzed and a retrofit design will be developed based on the requirements of A/C 150-5320-6G – Airport Pavement Design and Evaluation, Appendix B Design of Structures. The goal of the retrofit will be to strengthen the existing inlet structure to safely carry aircraft loading while minimizing the interruption to Aircraft Operations. Based on previous experience, structural retrofit is expected to entail the replacement of the existing grates and top concrete slab; and the addition of a concrete slab/apron around the existing inlet to redistribute the aircraft load around the adjacent soil. Also, the existing drainage RCP pipes will be analyzed to ensure they can withstand aircraft loading.

Construction Administration (CA), resident project representative (RPR), and quality assurance (QA) testing services for the drainage structure strengthening project will be performed as part of this Work Authorization. The CA services will include the following: preparing and distributing Released For Construction (RFC) plans and specifications; coordinating and conducting the preconstruction meeting; preparing and distributing preconstruction minutes; coordinate project schedule; review submittals; attend and conduct bi-weekly construction meetings; review and coordinate field changes; review QA test results; process requests for partial payments; attend final inspection; prepare the final punch list; develop project record drawings; prepare the final Engineer's Report. TBE will provide a full-time RPR throughout the entirety of the project. This RPR will be on-site at all times that the contractor is performing work.

During the implementation phase of the structural retrofit, all work will be performed per A/C 150/5370-2G – Operational Safety on Airports During Construction.

TBE will assist with/prepare FAA grant fund requests and quarterly status reports for execution by the Airport staff. TBE will also assist with/prepare grant closeout documentation required by the FAA for this project.

Professional services to be provided by Talbert, Bright & Ellington, Inc. (TBE) will include civil and survey services required to accomplish the following items:

PHASE 01 – Project Formulation/Development

The preliminary design phase is intended to identify and evaluate alternatives to assure cost effective and practical solutions for the work items identified. TBE will complete its evaluation of alternatives through contacts with local authorities, field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project and ensure competitive construction bids. Bids will adhere to the purchasing and procurement policies set forth by Beaufort County, as well as local and state laws. Activities include:

- a. Conduct a project kick-off meeting. Attendees will be Beaufort County, FAA, design team, and airport tenants.
- b. Coordinate with the following agencies for necessary permits related to the proposed improvements for this project:
 - SCDHEC-OCRM NPDES Permit (to be applied for during design)
 - Town of Hilton Head Island Design Plan Review Permit (to support construction activity, includes Town departments [Natural Resources, Engineering, Emergency – EMS/Fire, Planning, etc.] to be applied for during design)
 - FAA and Beaufort County Engineering (plan review, to be performed during design)
- c. Prepare a preliminary estimate of probable construction costs and schematic design for each element of the project.
- d. Prepare an overall construction and safety phasing plan in order to maximize project constructability and minimize interference with airport operations.

PHASE 04 – Preliminary Design

- a. Layout and design of new aircraft-rated stormwater inlet drainage structures.
- b. Design of erosion and sediment control devices.
- c. Review original design plans for existing pavement thickness within the project limits and compare with pavement thickness from proposed geotechnical borings.
- d. Complete necessary site surveying to determine existing pipe sizes and inverts. Survey is not required to be in accordance with FAA AC 150/5300-18B and related advisory circulars.
- e. Provide recommendations for construction phasing to the sponsor and airline tenants for their review.
- f. Prepare preliminary engineering report.
- g. Meet with Sponsor/FAA to review project after preliminary engineering report submittal, and at 60 percent and 90 percent completion (3 meetings).
- h. Complete estimates of probable construction costs for the recommended alternatives.
- i. Solicit comments on preliminary design from airport personnel and FAA.

PHASE 04 – Final Design

- a. Incorporate preliminary design comments and respond as necessary to requests for additional information.
- b. Provide final design drawings, specifications, and final estimate of probable construction costs and schedule for the project.
- c. Develop specifications using FAA AC 150/5370-10, "Standards for Specifying Construction of Airports," as amended, and utilize standard provisions supplied by the sponsor, as necessary.
- d. Development of construction safety and phasing plan in accordance with FAA AC 150/5370-2, "Operational Safety on Airports during Construction."

- e. Design all improvements in accordance with FAA standards and guidelines.
- f. Provide for all required design of utilities and services within the area defined in the preliminary design.
- g. Complete final quantity calculations.
- h. Complete final engineer's report for the project. This report will detail all data utilized in the design of the project. The final design report will discuss any/all assumptions made during the design. This shall include the following: Stormwater system survey, final plans, estimates of probable construction costs, and phasing/scheduling recommendations.
- i. Solicit sponsor and FAA approval.
- j. Complete and submit 7460 applications through FAA OEAAA website.
- k. Submit project to local and state permitting agencies.
- l. Assist airport with advertising and interpretation of project requirements.
- m. Assist airport with preparation of the project application to FAA.
- n. Deliverables - Engineer will provide interim design submittals at 60 percent, 90 percent and 100 percent design completion phases. Deliverables for the 60 percent and 90 percent phases will consist of plan sheets, technical specifications, itemized construction cost estimate, and preliminary Engineer's Report – electronic copy: PDF format. Paper copy: bond full-size for plan sheets. Deliverables for the 100 percent phase will consist of plan sheets, technical specifications, itemized construction cost estimate, and final Engineer's Report.

PHASE 05 – Bidding

- a. Coordinate schedule and advertisement with Sponsor and FAA.
- b. Distribute plans/specifications to bidders, plan rooms, and funding agencies.
- c. Conduct the pre-bid meeting.
- d. Respond to contractor Requests for Information.

- e. Prepare addenda based off pre-bid meeting and bidders' questions.
- f. Beaufort County will conduct the bid opening per standard practices.
- g. Prepare and distribute the bid tabulation.
- h. Review bids. Coordinate with FAA Civil Rights on DBE participation.
- i. Send recommendation of contract award to Sponsor.
- j. Assist Sponsor with grant application.
- k. Deliverables - Engineer will provide bid tabulation of bids received, and submittal of DBE participation proposed by low responsive bidder to FAA Civil Rights for review and concurrence by the FAA. Upon receipt of written approval of DBE Participation Letter from FAA Civil Rights, Engineer will provide written summary of bids received and construction contract award recommendation for consideration by the Owner.

PHASE 06 – Construction Administration

a. Basic Services

Construction Phase

The construction phase services for this project includes preparation and distribution of contract documents and Released For Construction plans and specifications to the Contractor, coordinating and conducting the Preconstruction Conference meeting and preparation of minutes, review of project schedule submitted by Contractor, coordination and review of Contractor submittals, Construction visits/Progress Meetings outlines and meeting minutes, review field change requests and related correspondence, prepare and distribute general construction correspondence throughout the project, review quality acceptance test results, review and process Contractor pay requests, conduct a Final Inspection and prepare/distribute punch list items letter, develop record drawings, assist Hilton Head Island Airport with Grant Closeout and prepare Grant closeout paperwork.

The intended deliverables for these services shall include:

- PDF versions of Released For Construction (RFC) plans and specifications.
- PDF versions of record drawing plan sheets and specifications.
- PDF version of final Engineer's Report

b. Special Services

Task 1 - Resident Project Representative

A full-time resident project representative will be provided to observe the construction and other responsibilities.

Task 2 - Quality Assurance Testing

Quality assurance and acceptance testing required by the project specifications for this project will be provided. Reports of the tests performed will be provided, along with a summary of all tests performed at project closeout.

Task 3 - As-Built Survey

An as-built survey for this project will be provided.

Estimated Time Schedule: Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

Cost of Services: The method of payment shall be in accordance with Article 6 – Compensation of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **\$85,856.00**, which includes reimbursable expenses. Special services shall be performed on a not to exceed basis with a budget of **\$64,098.00**. For a total of **\$149,954.00** (Appendix B, page 16).

Design and Bidding	\$149,954.00
Construction Administration	\$270,400.75
TOTAL	\$420,354.75

NOTE: THE SCOPE AND BUDGET PROVIDED IS FOR THE ENTIRE PROGRAM; HOWEVER, THIS WORK AUTHORIZATION IS ON FOR THE DESIGN AND BIDDING OF THE PROJECT.

Agreed as to Scope of Services, Time Schedule, and Budget:

APPROVED:
BEAUFORT COUNTY

APPROVED:
TALBERT, BRIGHT & ELLINGTON, INC.

Title

Vice President
Title:

Date:

Date:

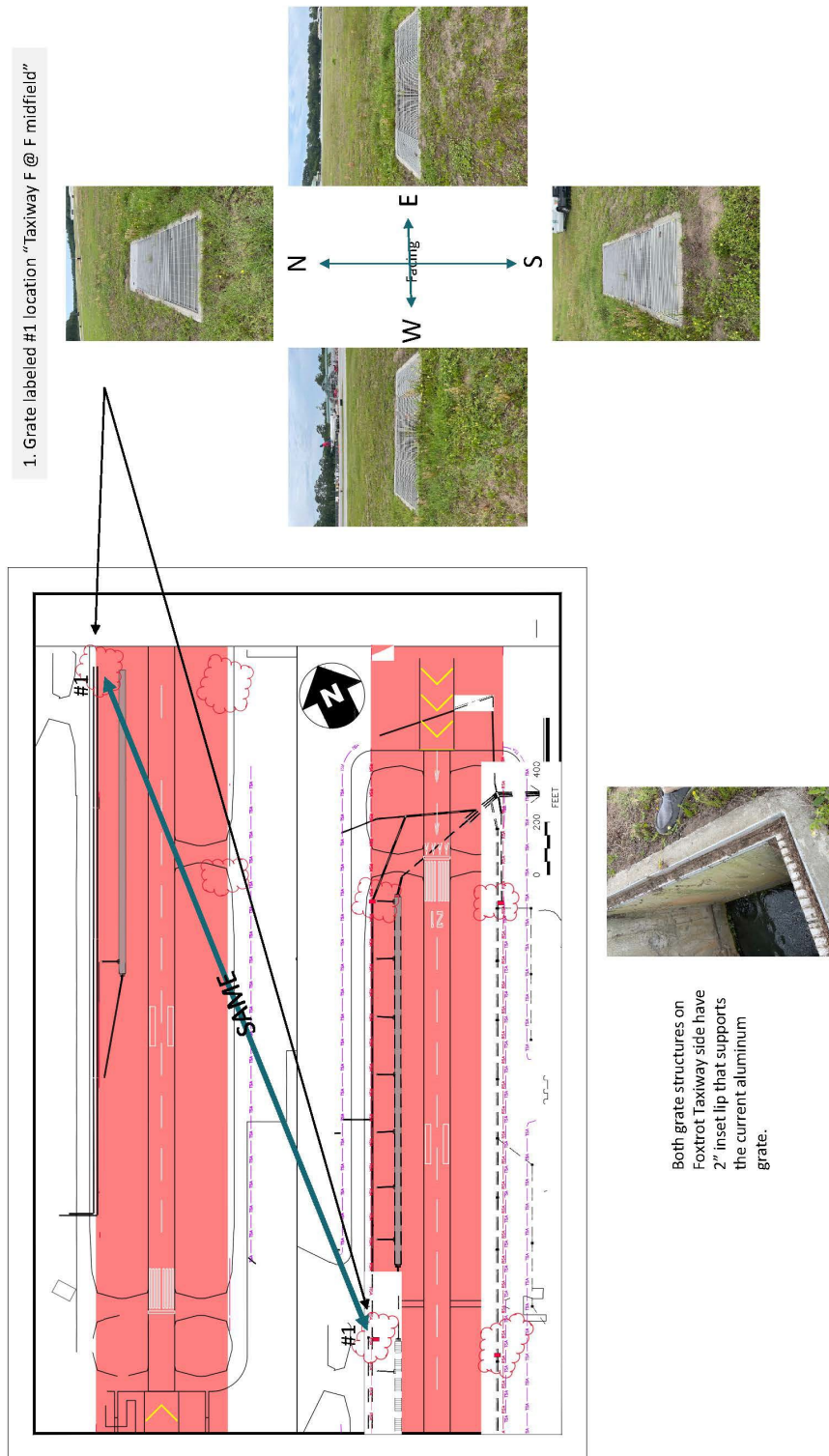
Witness:

Witness:

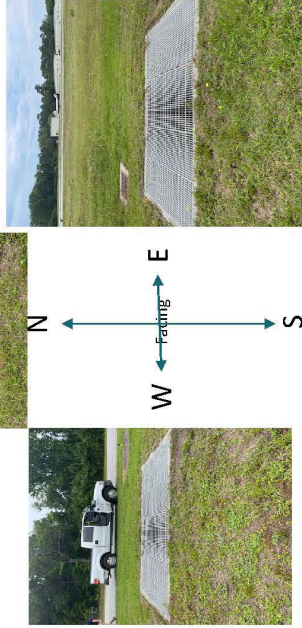
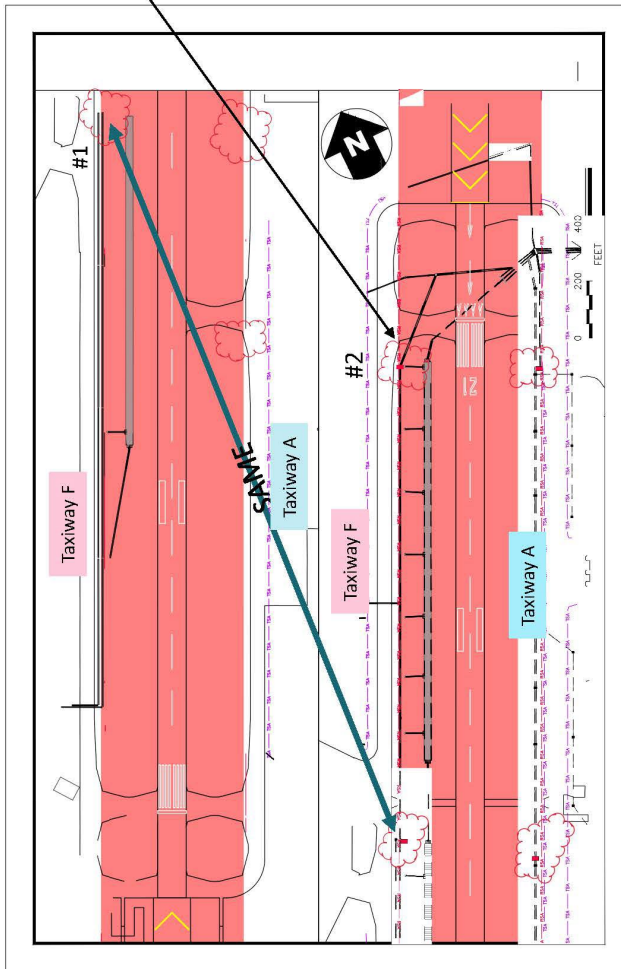
Talbert, Bright & Ellington, Inc.

Work Authorization 2119-2402

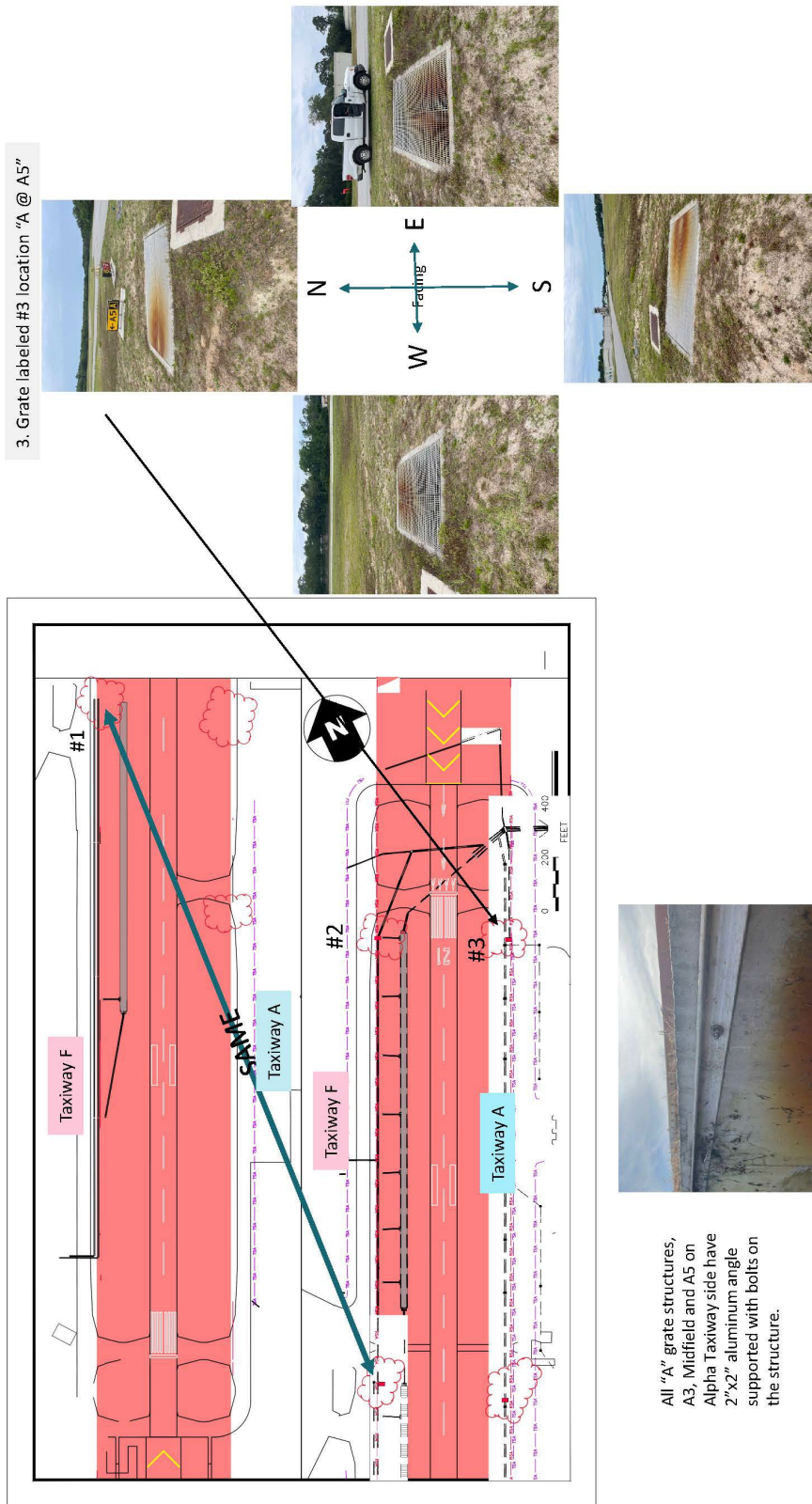
APPENDIX A SCHEMATIC

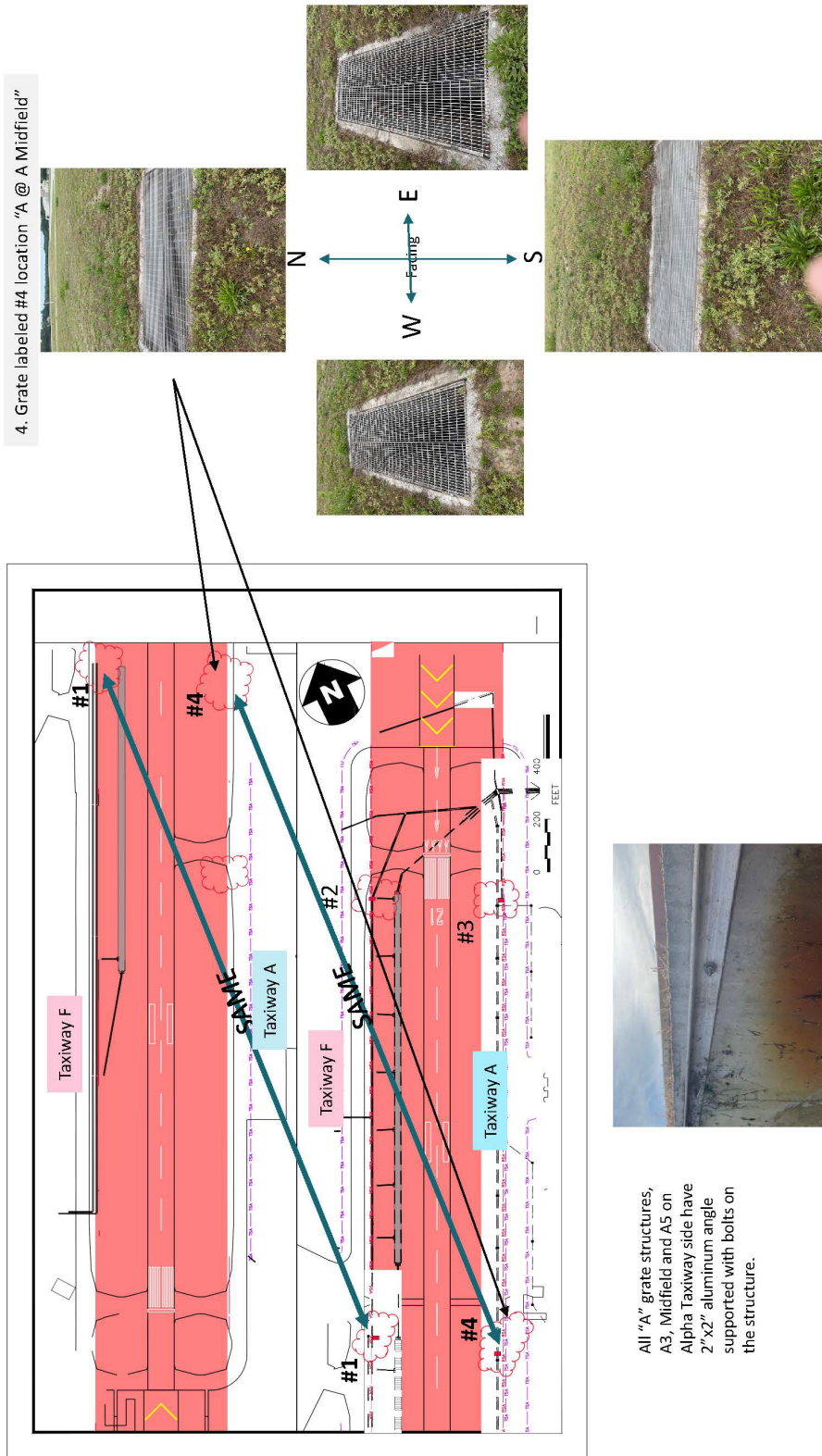


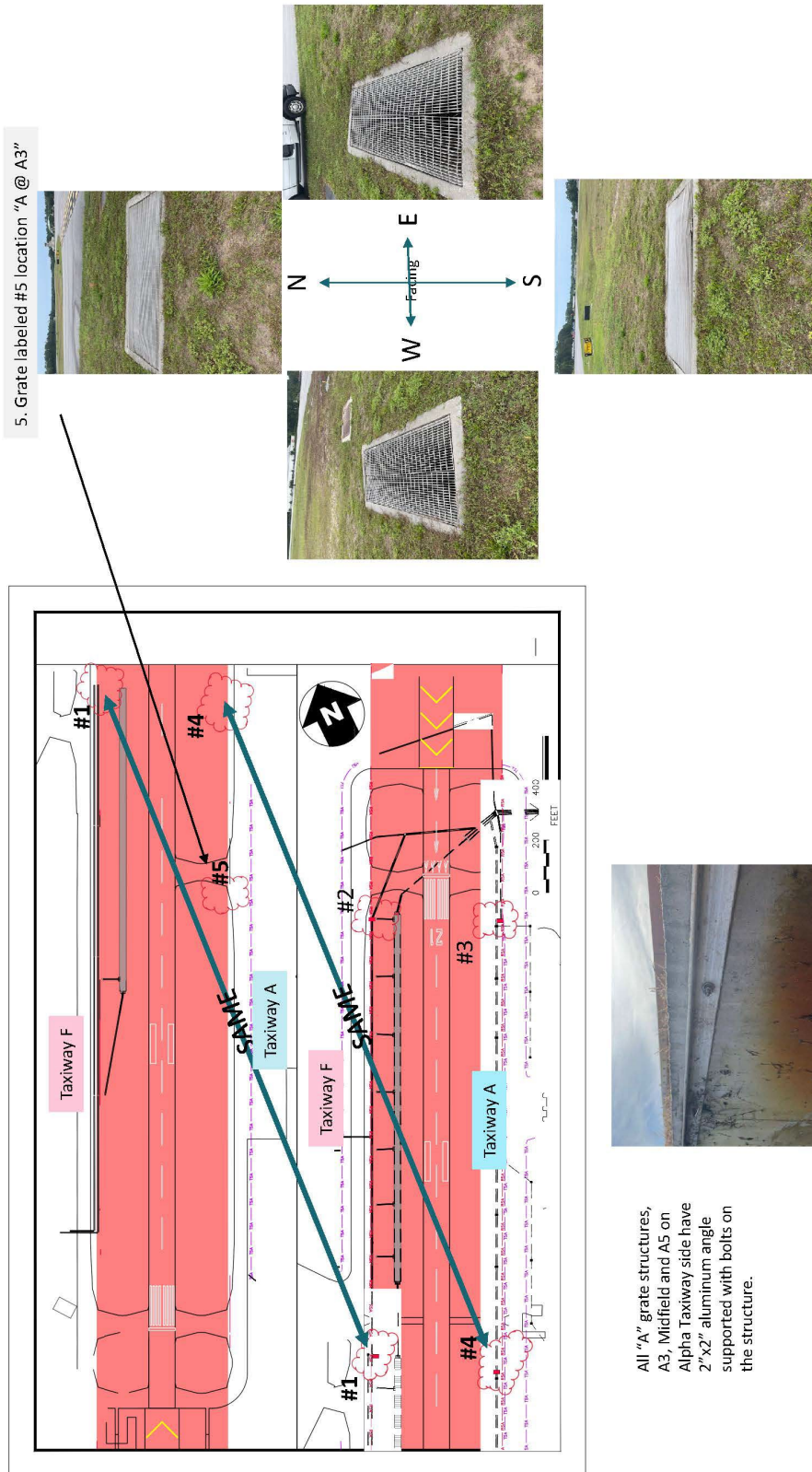
2. Grate labeled #2 location "F @ F3"

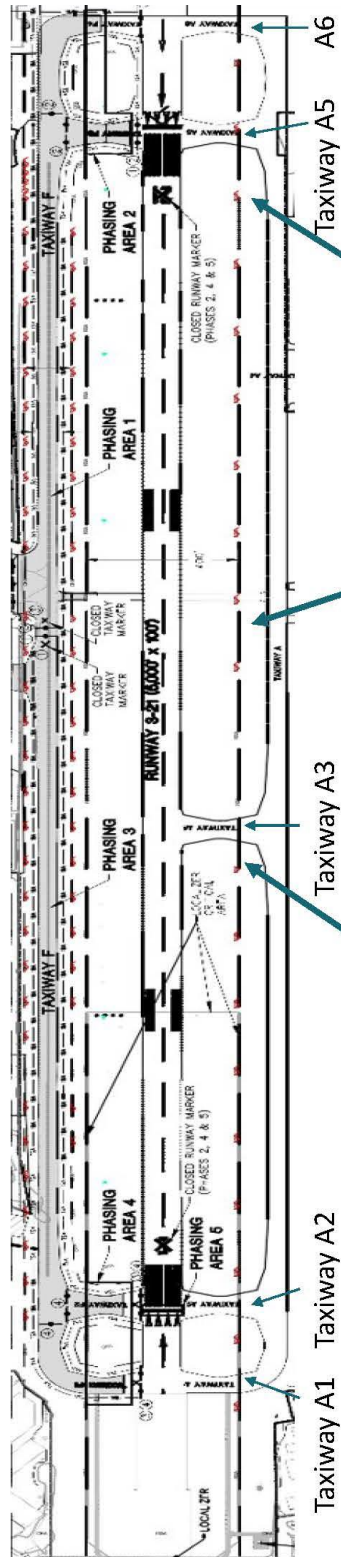


Both grate structures on
Fox Trot Taxiway side have
2" inset lip that supports
the current aluminum
grate.









A5 Grate & Location



A Mid Field Grate & Location



A3 Grate & Location

All "A" grate structures, A3, Midfield and A5 on Alpha Taxiway side have 2"x2" aluminum angle supported with bolts on the structure.



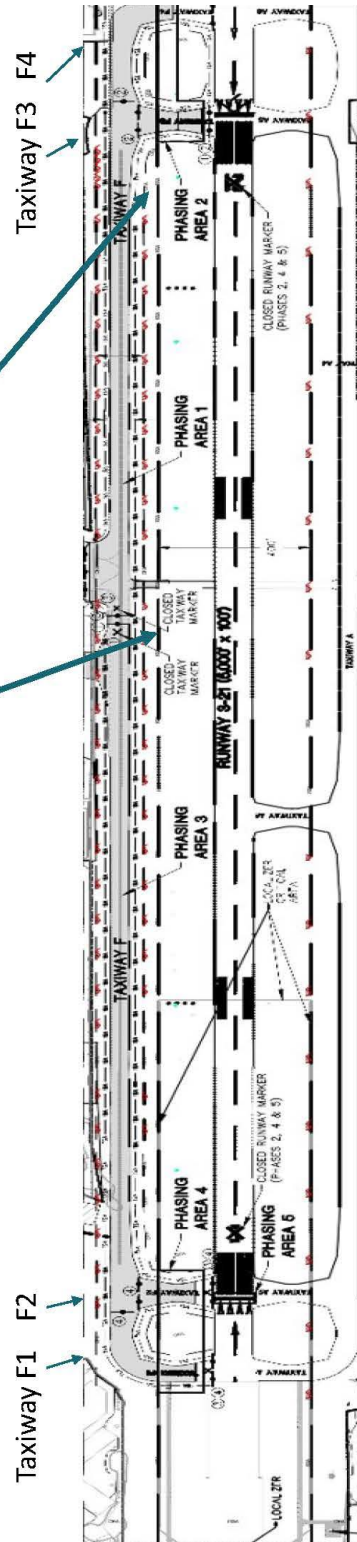
Foxtrot 3 grate & location



Foxtrot mid field grate & location



Both grate structures on Foxtrot Taxiway side have 2" inset lip that supports the current aluminum grate.



APPENDIX B FEE PROPOSAL

SUMMARY OF FEES

AIRFIELD DRAINAGE

HILTON HEAD ISLAND AIRPORT
HILTON HEAD ISLAND, SOUTH CAROLINA
AIP PROJECT NO:
TBE PROJECT NO: 2119-2402

May 23, 2024

DESIGN AND BIDDING

DESCRIPTION

BASIC SERVICES

PROJECT FORMULATION/DEVELOPMENT PHASE (01)
DESIGN PHASE (04)
BIDDING PHASE (05)

ESTIMATED COST

\$ 31,790.00
\$ 35,460.00
\$ 12,326.00
\$ 79,576.00

SUBTOTAL

EXPENSES

\$ 6,280.00
\$ 6,280.00

SUBTOTAL

SUBCONSULTANTS

\$ 64,098.00
\$ 64,098.00

SUBTOTAL

TOTAL

\$ 149,954.00

CONSTRUCTION ADMINISTRATION

DESCRIPTION

BASIC SERVICES

CONSTRUCTION ADMINISTRATION PHASE (06)
SUBTOTAL

ESTIMATED COST

\$ 65,644.00
\$ 65,644.00

EXPENSES

\$ 2,775.00
\$ 2,775.00

SUBTOTAL

SUBCONSULTANTS

\$ 73,948.00

INSPECTION - RESIDENT PROJECT REPRESENTATIVE
SUBTOTAL

\$ 128,033.75
\$ 201,981.75

TOTAL

\$ 270,400.75

GRAND TOTAL

\$ 420,354.75

MANHOUR ESTIMATE

AIRFIELD DRAINAGE

HILTON HEAD ISLAND AIRPORT

HILTON HEAD ISLAND, SOUTH CAROLINA

AIP PROJECT NO:

TBE PROJECT NO: 2119-2402

May 23, 2024

PROJECT FORMULATION/DEVELOPMENT PHASE (01)

DESCRIPTION	PRIN \$ 290	SPM \$ 250	PM \$ 230	SP \$ 171	E4 \$ 160	E2 \$ 120	E1 \$ 96	T5 \$ 141	T3 \$ 92	AD5 \$ 90	AD3 \$ 75
CATEX preparation	0	0	12	4	0	0	0	0	0	4	0
Preliminary project review w/Owner & FAA	0	4	0	0	4	0	0	0	0	0	0
Prepare FAA preapplication	0	0	0	6	0	0	0	0	0	0	0
Coordinate with FAA	0	8	4	0	4	0	0	0	0	0	0
Develop project scope/contract/revisions	0	6	4	0	0	0	0	0	0	0	0
Coordinate with subconsultants	0	40	10	0	40	0	0	0	0	0	0
ALP pen and ink change	0	0	0	0	0	0	0	0	0	0	0
Develop preliminary estimate	0	0	0	0	4	0	0	0	0	0	0
MANHOUR TOTAL	0	58	30	10	52	0	0	0	0	4	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRs	EST. COST
Principal	PRIN	\$ 290	-	\$ -
Project Manager	SPM	\$ 250	58	\$ 14,500
Senior Planner	PM	\$ 230	30	\$ 6,900
Engineer V	SP	\$ 171	10	\$ 1,710
Engineer IV	E4	\$ 160	52	\$ 8,320
Engineer II	E2	\$ 120	-	\$ -
Engineer I	E1	\$ 96	-	\$ -
Technician V	T5	\$ 141	-	\$ -
Technician II	T3	\$ 92	-	\$ -
Admin. Assistant IV	AD5	\$ 90	4	\$ 360
Admin. Assistant III	AD3	\$ 75	-	\$ -
	Total		154	
SUBTOTAL				\$ 31,790.00

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ -	1	\$ -
Postage	LS	\$ -	1	\$ -
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 100	1	\$ 100
Travel	LS	\$ 120	1	\$ 120
SUBTOTAL				\$ 220.00

SCOPE OF SUBCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
	LS	\$ -	1	\$ -
	LS	\$ -	1	\$ -
SUBTOTAL				\$ -

TOTAL PRELIMINARY AIP ELIGIBLE COST: \$ 32,010.00

MANHOOR ESTIMATE**AIRFIELD DRAINAGE**

HILTON HEAD ISLAND AIRPORT

HILTON HEAD ISLAND, SOUTH CAROLINA

AIP PROJECT NO:

TBE PROJECT NO: 2119-2402

May 23, 2024

DESIGN PHASE (04)

DESCRIPTION	PRIN \$ 290	SPM \$ 250	PM \$ 230	SP \$ 171	E4 \$ 160	E2 \$ 120	E1 \$ 96	T5 \$ 141	T3 \$ 92	AD5 \$ 90	AD3 \$ 75
PLANS											
Cover Sheet	0	1	0	0	0	0	0	2	0	0	0
Construction Safety and Phasing Plan	0	8	0	0	4	0	0	8	0	0	0
Drainage and Erosion Control Plan (2)	0	8	8	0	22	0	0	0	0	0	0
Miscellaneous Details (2)	0	2	4	0	12	0	0	0	0	0	0
DESIGN											
Coordination/Meetings with Client, and FAA	0	8	0	0	8	0	0	0	0	0	0
Sequence of construction	0	4	0		6	0	0	0	0	0	0
CSPP / DHEC / 7460 submittals	0	8	0	0	16	0	0	0	0	0	0
Specifications	0	8	0	0	8	0	0	0	0	8	0
Quantities and Estimate	0	2	0	0	4	4	0	4	0	0	0
Quality assurance	0	4	2	0	0	0	0	0	0	0	0
Revisions	0	0	0	0	0	0	0	0	4	0	0
Design engineer's report	0	4	0	0	8	0	0	0	4	0	0
MANHOOR TOTAL	0	57	14	0	88	4	0	14	8	8	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 290	-	\$ -
Project Manager	SPM	\$ 250	57	\$ 14,250
Senior Planner	PM	\$ 230	14	\$ 3,220
Engineer V	SP	\$ 171	-	\$ -
Engineer IV	E4	\$ 160	88	\$ 14,080
Engineer II	E2	\$ 120	4	\$ 480
Engineer I	E1	\$ 96	-	\$ -
Technician V	T5	\$ 141	14	\$ 1,974
Technician II	T3	\$ 92	8	\$ 736
Admin. Assistant IV	AD5	\$ 90	8	\$ 720
Admin. Assistant III	AD3	\$ 75	-	\$ -
	Total		193	
SUBTOTAL				\$ 35,460.00

MANHOOR ESTIMATE**AIRFIELD DRAINAGE**

HILTON HEAD ISLAND AIRPORT

HILTON HEAD ISLAND, SOUTH CAROLINA

AIP PROJECT NO:

TBE PROJECT NO: 2119-2402

May 23, 2024

DESIGN PHASE (04)

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 150	1	\$ 150.00
DHEC permitting	LS	\$ 2,000	1	\$ 2,000.00
Miscellaneous expenses (review fees, prints, faxes, copies)	LS	\$ 650	1	\$ 650.00
Travel	LS	\$ 450	1	\$ 450.00
<i>SUBTOTAL</i>				<i>\$ 3,250.00</i>

SCOPE OF SUCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Assurance Consulting Engineers	LS	\$ 60,126	1	\$ 60,126.00
<i>SUBTOTAL</i>				<i>\$ 60,126.00</i>

TOTAL DESIGN AIP ELIGIBLE COST: \$ 98,836.00

MANHOUR ESTIMATE**AIRFIELD DRAINAGE**

HILTON HEAD ISLAND AIRPORT

HILTON HEAD ISLAND, SOUTH CAROLINA

AIP PROJECT NO:

TBE PROJECT NO: 2119-2402

May 23, 2024

BIDDING PHASE (05)

DESCRIPTION	PRIN \$ 290	SPM \$ 250	PM \$ 230	SP \$ 171	E4 \$ 160	E2 \$ 120	E1 \$ 96	T5 \$ 141	T3 \$ 92	AD5 \$ 90	AD3 \$ 75
Coordinate advertisement	0	2	0	0	0	0	0	0	0	2	0
Distribute bid documents	0	0	0	0	2	0	0	0	0	0	0
Prebid meeting	0	8	0	0	0	0	0	0	0	0	0
Bidder question & answers	1	4	0	0	6	2	0	2	0	2	0
Prepare addenda	1	8	0	0	0	2	0	4	0	4	0
Bid opening, tabulation	0	8	0	0	0	0	0	0	0	2	0
Recommendation of Award	0	2	0	0	0	2	0	0	0	0	0
MANHOUR TOTAL	2	32	0	0	8	6	0	6	0	10	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 290	2	\$ 580
Project Manager	SPM	\$ 250	32	\$ 8,000
Senior Planner	PM	\$ 230	0	\$ -
Engineer V	SP	\$ 171	0	\$ -
Engineer IV	E4	\$ 160	8	\$ 1,280
Engineer II	E2	\$ 120	6	\$ 720
Engineer I	E1	\$ 96	0	\$ -
Technician V	T5	\$ 141	6	\$ 846
Technician II	T3	\$ 92	0	\$ -
Admin. Assistant IV	AD5	\$ 90	10	\$ 900
Admin. Assistant III	AD3	\$ 75	0	\$ -
	Total		64	
SUBTOTAL				\$ 12,326.00

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 50	1	\$ 50.00
Postage	LS	\$ 75	1	\$ 75.00
Copying	LS	\$ 400	1	\$ 400.00
Reproduction	LS	\$ 400	1	\$ 400.00
Advertisement	LS	\$ 1,500	1	\$ 1,500.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 225	1	\$ 225.00
Travel	LS	\$ 160	1	\$ 160.00
EXPENSE DESCRIPTION				\$ 2,810.00

SCOPE OF SUCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Assurance Consulting Engineers	LS	\$ 3,972	1	\$ 3,972.00
SUBTOTAL				\$ 3,972.00

TOTAL BIDDING AIP ELIGIBLE COST: \$ 19,108.00

MANHOUR ESTIMATE

AIRFIELD DRAINAGE

HILTON HEAD ISLAND AIRPORT

HILTON HEAD ISLAND, SOUTH CAROLINA

AIP PROJECT NO:

TBE PROJECT NO: 2119-2402

May 23, 2024

CONSTRUCTION ADMINISTRATION PHASE (06)

DESCRIPTION	PRIN \$ 290	SPM \$ 250	PM \$ 230	SP \$ 171	E4 \$ 160	E2 \$ 120	E1 \$ 96	T5 \$ 141	T3 \$ 92	AD5 \$ 90	AD3 \$ 75
Coordinate award of contract	2	2	2	0	0	0	0	0	0	0	0
Coordinate/conduct preconstruction	0	0	8	0	8	0	0	0	0	0	0
Preconstruction minutes	0	2	0	0	0	0	0	0	0	0	0
Coordinate with subconsultants	0	20	10	0	20	0	0	0	0	0	0
Coordinate/review project schedule	0	6	0	0	8	0	0	0	0	0	0
Coordinate submittals	0	4	6	0	10	0	6	0	0	0	0
Construction visits	0	0	56	0	16	0	4	0	0	0	0
Construction observation reports	2	0	10	0	4	0	0	0	0	0	0
Calls/Coordination with RPR and Contractor	0	0	8	0	4	0	0	0	0	0	0
Review/coordinate field changes	1	8	4	0	6	0	4	0	0	0	0
Construction correspondence	0	8	0	0	4	0	4	0	0	0	0
Grant administration	0	0	4	8	0	0	8	0	0	0	0
Process requests for partial payment	0	0	12	0	12	0	0	0	0	0	0
Final inspection and punch list	0	8	0	0	0	0	0	0	0	0	0
Develop record drawings	0	1	0	0	8	0	0	0	0	0	6
Final report	0	1	0	0	8	0	0	0	0	0	0
MANHOUR TOTAL	5	60	120	8	108	0	26	0	0	0	6

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 290	5	\$ 1,450
Project Manager	SPM	\$ 250	60	\$ 15,000
Senior Planner	PM	\$ 230	120	\$ 27,600
Engineer V	SP	\$ 171	8	\$ 1,368
Engineer IV	E4	\$ 160	108	\$ 17,280
Engineer II	E2	\$ 120	0	\$ -
Engineer I	E1	\$ 96	26	\$ 2,496
Technician V	T5	\$ 141	0	\$ -
Technician II	T3	\$ 92	0	\$ -
Admin. Assistant IV	AD5	\$ 90	0	\$ -
Admin. Assistant III	AD3	\$ 75	6	\$ 450
	Total		333	
SUBTOTAL				\$ 65,644.00

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 150	1	\$ 150.00
Postage	LS	\$ 125	1	\$ 125.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 900	1	\$ 900.00
Travel	LS	\$ 1,600	1	\$ 1,600.00
SUBTOTAL				\$ 2,775.00

MANHOUR ESTIMATE

AIRFIELD DRAINAGE
HILTON HEAD ISLAND AIRPORT
HILTON HEAD ISLAND, SOUTH CAROLINA
AIP PROJECT NO:
TBE PROJECT NO: 2119-2402

May 23, 2024

SCOPE OF SUCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT	EST.	EST.
Additional Quality Acceptance Testing	LS	\$30,000	1	\$ 30,000.00
Additional As-Built Survey	LS	\$20,000	1	\$ 20,000.00
Assurance Consulting Engineers	LS	\$23,948	1	\$ 23,948.00
<i>SUBTOTAL</i>				\$ 73,948.00
TOTAL CONSTRUCTION ADMIN. COST:				\$ 142,367.00

MANHOUR ESTIMATE

AIRFIELD DRAINAGE
HILTON HEAD ISLAND AIRPORT
HILTON HEAD ISLAND, SOUTH CAROLINA
AIP PROJECT NO:
TBE PROJECT NO: 2119-2402

May 23, 2024

RESIDENT PROJECT REPRESENTATIVE (PHASE 51)
CALENDAR DAYS 80

DESCRIPTION	RPR \$ 118
Project review	4
Site mobilization	4
On site inspection	800
Final inspection	8
Punch list inspection	50
Site demobilization	4
MANHOUR TOTAL	870

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
RPR	RPR	\$ 118	870	\$ 102,660
		Total	870	
<i>SUBTOTAL</i>				<i>\$ 102,660.00</i>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ 100	1	\$ 100.00
Postage	LS	\$ 100	1	\$ 100.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 500	1	\$ 500.00
Travel	LS	\$ 300	1	\$ 300.00
<i>SUBTOTAL</i>				<i>\$ 1,000.00</i>

PER DIEM:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
DAILY PER DIEM	PD	\$ 287	85	\$ 24,374
		Total	85	
<i>SUBTOTAL</i>				<i>\$ 24,373.75</i>

TOTAL INSPECTION COST: \$ 128,033.75

Estimate of Probable Construction Cost

Project: Hilton Head Airport - HDX Structural Retrofit of 5 Inlets

Item	Unit	Unit cost	Quantity	Cost
Mobilization	LS	\$ 25,000.00	1.0	\$ 25,000.00
Implementation of Safety Plan at each inlet location	EA	\$ 25,000.00	5.0	\$ 125,000.00
Implementation of Inlet Structural upgrade (including new steel grates, modifications to existing inlet concrete structure, restoration)	EA	\$ 75,000.00	5.0	\$ 375,000.00
Sub-Total				\$ 525,000.00
Over head and Profit (15%)				\$ 78,750.00
Project Contingency (20%)				\$ 105,000.00
Estimate of Probable Construction Cost				\$ 708,750.00
Design and Bidding				\$ 149,954.00
Construction Administration				\$ 270,400.75
TOTAL				\$ 1,129,104.75

AIRPORT IFE SERVICES, INC.

115 Blevins Road
Roan Mountain, TN 37687
801-560-6877
AIRPORTIFE.COM

May 28, 2024
Jon Rembold C.M. - Airport Director
Hilton Head Island Airport
120 Beach City Rd
Hilton Head Island, SC 29926

**RE: Hilton Head Island Airport
Drainage Structure Improvements Project
Design, Bidding and Construction Phase Services
Independent Fee Estimate (IFE) Proposal**

Dear Mr. Rembold:

I have reviewed the project scope of work (SOW) for professional services for the above referenced project which I received today May 28, 2024.

Airport IFE Services, Inc. can complete the Hilton Head Island Airport's IFE consisting of Design, Bidding and Construction Phase Services as shown in the Scope of Work for a lump sum of \$2,500.00. Completion will be on or before six working days from when the notice to proceed is given.

In addition to the review, I include in my lump sum services to be available during or after the consultant negotiations, to review any items which might need additional attention. We do not invoice until our IFE information meets your needs and the funding agencies' approvals.

Airport IFE Services, Inc. thanks you for the opportunity to submit our IFE proposal to assist the Hilton Head Island Airport. I am available at 801-560-6877 or LewLott@AirportIFE.com if you have any questions.

I look forward to hearing from you.

Sincerely,
AIRPORT IFE SERVICES, INC.

Lewis J Lott

Lewis J Lott, P.E.

County Council of Beaufort County

Item 22.

2024 COMMITTEE AND COUNTY COUNCIL MEETING SCHEDULE

July 2024

M	Tu	W	Th	F	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July

07/15/24 (Mon) 5:00PM COUNTY COUNCIL MEETING

August 2024

M	Tu	W	Th	F	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

08/12/24 (Mon) 3:00PM COMMUNITY SERVICES AND LAND USE COMMITTEE MEETING

08/12/24 (Mon) 5:00PM COUNTY COUNCIL MEETING

08/19/24 (Mon) 3:00PM PUBLIC FACILITIES AND SAFETY COMMITTEE MEETING

08/26/24 (Mon) 3:00PM FINANCE, ADMINISTRATION AND ECONOMIC DEVELOPMENT COMMITTEE MEETING

September 2024

M	Tu	W	Th	F	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September

09/09/24 (Mon) 3:00PM COMMUNITY SERVICES AND LAND USE COMMITTEE MEETING

09/09/24 (Mon) 5:00PM COUNTY COUNCIL MEETING

09/16/24 (Mon) 3:00PM PUBLIC FACILITIES AND SAFETY COMMITTEE MEETING

09/23/24 (Mon) 3:00PM FINANCE, ADMINISTRATION AND ECONOMIC DEVELOPMENT COMMITTEE MEETING

09/23/24 (Mon) 5:00PM COUNTY COUNCIL MEETING

October 2024

M	Tu	W	Th	F	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October

10/14/24 (Mon) 3:00PM COMMUNITY SERVICES AND LAND USE COMMITTEE MEETING

10/14/24 (Mon) 5:00PM COUNTY COUNCIL MEETING

10/21/24 (Mon) 3:00PM PUBLIC FACILITIES AND SAFETY COMMITTEE MEETING

10/28/24 (Mon) 3:00PM FINANCE, ADMINISTRATION AND ECONOMIC DEVELOPMENT COMMITTEE MEETING

10/28/24 (Mon) 5:00PM COUNTY COUNCIL MEETING

November 2024

M	Tu	W	Th	F	Sa	Su
				1	2	3

November

11/12/24 (Tue) 3:00PM COMMUNITY SERVICES AND LAND USE COMMITTEE MEETING

11/12/24 (Tue) 5:00PM COUNTY COUNCIL MEETING

County Council of Beaufort County

Item 22.

2024 COMMITTEE AND COUNTY COUNCIL MEETING SCHEDULE

4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

11/18/24 (Mon) 3:00PM PUBLIC FACILITIES AND SAFETY COMMITTEE MEETING
11/25/24 (Mon) 3:00PM FINANCE, ADMINISTRATION AND ECONOMIC DEVELOPMENT COMMITTEE MEETING

December 2024						
M	Tu	W	Th	F	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December
12/09/24 (Mon) 5:00PM COUNTY COUNCIL MEETING



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 1.

ITEM TITLE:
AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTS TO CONVEY UTILITY EASEMENT # 904091 ENCUMBERING PROPERTY OWNED BY BEAUFORT COUNTY
MEETING NAME AND DATE:
Public Facility and Safety Committee Meeting 5-28-2024
PRESENTER INFORMATION:
Jared Fralix, P.E., Assistant County Administrator, Engineering (5 Minutes)
ITEM BACKGROUND:
Dominion Energy is upgrading lines in the Shell Point Area.
PROJECT / ITEM NARRATIVE:
Dominion Energy South Carolina, INC (Dominion) is requesting a 10' utility easement on County Parcel R100 031 000 00098 0000 to facilitate improvements/upgrades to main lines in the Shell Point Area.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends granting Utility Easement # 904091
OPTIONS FOR COUNCIL MOTION:
<i>Motion to approve/deny/amend an ordinance authorizing the execution and delivery of Utility Easement #904091 encumbering property owned by Beaufort County.</i>
<i>(Next Step) County Council, public hearing required</i>

ORDINANCE 2024/____**AN ORDINANCE AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO
EXECUTE THE NECESSARY DOCUMENTS TO CONVEY UTILITY EASEMENT # 904091
ENCUMBERING PROPERTY OWNED BY BEAUFORT COUNTY**

WHEREAS, Beaufort County owns real property (“County Parcel”) located at 688 Parris Island Gateway identified as **TMS R100 031 000 0098 0000** containing 5.0 acres, more or less, and being the same lands conveyed to Beaufort County by deed of United States of America, dated or recorded 07/17/1973, and filed in the Register of Deeds office for Beaufort County in Deed Book 211 at Page 1732; and

WHEREAS, Dominion Energy South Carolina, INC (Dominion) is requesting a utility easement on aforementioned property to facilitate improvements/upgrades to main lines in the Shell Point Area; and

WHEREAS, Beaufort County Engineering Staff have reviewed and approve the request by Dominion identified as “Easement 904091” and attached hereto; and

WHEREAS, Beaufort County Council has determined that it is in its best interest to authorize the execution and delivery of the requested Easement attached hereto and incorporated by reference and shown on the attached document entitled “Easement # 904091”; and

WHEREAS, S.C. Code Ann. § 4-9-130 requires that the transfer of any interest in real property owned by the County must be authorized by Beaufort County Council and a public hearing must be held.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL, duly assembled, authorizing the Interim County Administrator to execute the necessary documents to convey a utility easement as described above and as further described in the attached document entitled “Easement # 904091”.

DONE this ____ day of _____ 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

Third and Final Reading:

Public Hearing:

Second Reading:

First Reading:

INDENTURE, made this _____ day of _____, 2024 by and between **County Council of Beaufort County, South Carolina** of the State of South Carolina, hereinafter called "Grantor" (whether singular or plural), and the DOMINION ENERGY SOUTH CAROLINA, INC., a South Carolina corporation, having its principal office in Cayce, South Carolina, hereinafter called "Grantee".

WITNESSETH:

That, in consideration of the sum of One Dollar (\$1.00) received from Grantee, Grantor, being the owner of land situate in the County of **Beaufort**, State of South Carolina, hereby grants and conveys to Grantee, its successors and assigns, the right to construct, extend, replace, relocate, perpetually maintain and operate an underground electric line or lines consisting of any or all of the following: conductors, lightning protective wires, municipal, public or private communication lines, cables, conduits, pad mounted transformers, and other accessory apparatus and equipment deemed by Grantee to be necessary or desirable, upon, over, across, through and under land described as follows: a tract or lot of land containing **5.0** acres, more or less, and being the same lands conveyed to Grantor by deed of **United States of America**, dated or recorded **07/17/1973**, and filed in the Register of Deeds office for **Beaufort** County in Deed Book **211** at Page **1732**.

All that certain piece, parcel, or tract of land situate in the Shell Point Area, being located on the southwest side of Parris Island Gateway, being bounded on the north by lands N/F of 11 Seagull, LLC; on the east northeast by Parris Island Gateway; on the southeast by lands N/F of Peter R. Smith and 56 Savannah Highway, LLC and on the west by lands N/F of 11 Seagull, LLC. The easement will be as shown on Exhibit "A", attached hereto and made a part hereof.

TMS: R100 031 000 0098 0000

Together with the right from time to time to install on said line such additional lines, apparatus and equipment as Grantee may deem necessary or desirable and the right to remove said line or any part thereof.

Together also with the right to lay, construct, maintain, operate, repair, alter, replace and remove pipe lines, together with valves, tieovers and appurtenant facilities for the transportation of gas, oil petroleum products or any other liquids, gases or substances which can be transported through a pipe line.

Together also with the right (but not the obligation) from time to time to trim, cut or remove trees, underbrush and other obstructions that are within, over, under or through a strip of land ("Easement Space") being Ten (10) feet in width, as shown on attached exhibit "A" and within, over, under or through a section of land extending Twelve (12) feet from the door side(s) of any pad mounted transformers, elbow cabinets, switchgears or other devices as they are installed; provided, however, any damage to the property of Grantor (other than that caused by trimming, cutting or removing) caused by Grantee in maintaining or repairing said lines, shall be borne by Grantee; provided further, however, that Grantors agree for themselves, their successors and assigns, not to build or allow any structure to be placed on the premises in such a manner that any part thereof will exist within the applicable above specified Easement Space, and in case such structure is built, then Grantor, or such successors and assigns as may be in possession and control of the premises at the time, will promptly remove the same upon demand of Grantee herein. Grantor further agrees to maintain minimum ground coverage of thirty six (36) inches and maximum ground coverage of fifty four (54) inches over all underground primary electric lines. Grantor further agrees to maintain minimum ground coverage of twenty four (24) inches and maximum ground coverage of forty two (42) inches over all underground pipe (gas) lines.

Together also with the right of entry upon said lands of Grantor for all of the purposes aforesaid.

The words "Grantor" and "Grantee" shall include their heirs, executors, administrators, successors and assigns, as the case may be.

IN WITNESS WHEREOF, Grantor has caused this indenture to be duly executed the day and year first above written.

WITNESS:

[SIGNATURES TO FOLLOW]

County Council of Beaufort County, South Carolina

1st Witness

By: _____(SEAL)

2nd Witness

Print Name

Title

ACKNOWLEDGMENT

STATE OF SOUTH CAROLINA)
)
COUNTY OF **Beaufort**)

The foregoing instrument was acknowledged before me, the undersigned Notary, and I do hereby certify that the within named _____ as _____ for **County Council of Beaufort County, South Carolina** personally appeared before me this day and that the above named acknowledged the due execution of the foregoing instrument.

Sworn to before me this _____ day of _____, 2024

Signature of Notary Public State of SC

My commission expires: _____

Print Name of Notary Public

**RIGHT OF WAY GRANT TO
DOMINION ENERGY SOUTH CAROLINA, INC.**

Line: **SHELL POINT 4TH FEEDER**

County: **Beaufort**

R/W File Number: **26067**

Grantor(s): **County Council of Beaufort County, South Carolina**

Return to: DESC, C/O Right of Way Dept., 81 May River Road, Bluffton, SC 29936

SEA GULL
VILLA LN.DRILL PIT
LOCATIONEXISTING STEEL
TRANSMISSION POLESPROPOSED 10' EASEMENT FOR
NEW UG LINE DESIGNATED BY
HASHED AREAPIN#R100-031-000-0098-0000
688 PARRIS ISLAND GTWY
COUNTY COUNCIL OF BFTPARRIS ISLAND GTWY.
EXISTING TRANSMISSION &
DISTRIBUTION OH LINESPROPOSED NEW ABOVE
GRADE CABINET
56"x56" PAD

DOMINION ENERGY SOUTH CAROLINA, INC. DISTRIBUTION SKETCH PLAN "SAFETY" INTO EVERY JOB

JOB NAME: EXHIBIT ALOCATION: 688 PARRIS ISLAND GTWY

TAX DIST: _____

SUBSTATION: _____

CKT#: _____

SEC. VOLT.: _____

DESIGNER: SHANE KIMBLEPHONE#: (843) 525-7725

DATE: _____

WO#: _____

WR#: _____

POINT ID: _____

SCALE: NTSR/W AGENT: JEFF MINGLEDORFFFILE#: 26067

EASEMENT#: _____

PUPS ID#: _____

DATE: _____

TIME: _____

COMPLETED BY: _____

DATE: _____

CLOSED BY: _____

DATE: _____



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 2.

ITEM TITLE:
APPROVAL OF AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF DRAINAGE EASEMENTS ASSOCIATED WITH DRAINAGE SYSTEMS LOCATED IN THE SHELL POINT AREA ON PARCELS R100 033 00A 0350 0000 & R100 033 00A 0116 0000
MEETING NAME AND DATE:
Public Facility and Safety Committee Meeting 5-28-2024
PRESENTER INFORMATION:
Jared Fralix, P.E., Assistant County Administrator, Engineering (5 Minutes)
ITEM BACKGROUND:
Resolution 2022/63 outlines an updated process for drainage easement requests. Beaufort County legal department has recently determined that drainage easement conveyance and acceptance should be approved through a County Council Ordinance.
PROJECT / ITEM NARRATIVE:
Beaufort County Stormwater Department is working on drainage issues in the Shell Point Area. Parcels R100 033 00A 0350 0000 & R100 033 00A 0116 0000 will help conveyance of drainage to reduce water backup on parcels and surrounding properties.
FISCAL IMPACT:
<i>Work to be included in Stormwater Maintenance account # 5025-90-9020-51170</i>
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of an ordinance authorizing the acceptance of drainage easements associated with drainage systems located in the Shell Point area on parcels R100 033 00A 0350 0000 & R100 033 00A 0116 0000
OPTIONS FOR COUNCIL MOTION:
<i>Motion to approve/deny/amend an ordinance authorizing the acceptance of drainage easements associated with drainage systems located in the Shell Point area on parcels R100 033 00A 0350 0000 & R100 033 00A 0116 0000</i> <i>(Next Step) Move to County Council for first reading.</i>

RESOLUTION 2022/63

A RESOLUTION AUTHORIZING THE EXECUTION OF AN UPDATE TO POLICY STATEMENT 19 "ACQUISITION OF STORM WATER DRAINAGE EASEMENTS;

The County Council of Beaufort County (the "**Council**"), the governing body of the Beaufort County, South Carolina (the "**County**"), has made the following findings of fact;

WHEREAS, the County a political subdivision of the State of South Carolina (the "**State**"), and as such possesses all general powers granted by the Constitution and statutes of the state to public entities;

WHEREAS, in pursuance of the powers granted to the County, the County currently operates its stormwater management utility as an administrative division of the County;

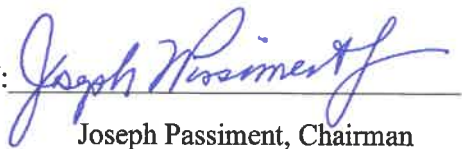
WHEREAS, the County has previous accepted Policy Statement 19 dated August 25th, 2014

WHEREAS, the County has negotiated an "update to Policy Statement 19" the provisions of which amend and restate the Policy in its entirety, in the form attached hereto as Exhibit A;

NOW THEREFORE, BE IT RESPOVED BY COUNTY COUNCIL OF BEAUFORT COUNTY, in a meeting duly assembled, as follows:

Adopted this 14th day of November, 2022.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: 
Joseph Passiment, Chairman

ATTEST:



Sarah W. Brock, Clerk to Council

Exhibit A**Standard Operating Procedures to Request Drainage Easement**

1. Property owner and/or their agent (designated representation for property owner) makes a request of the Public Works Director (PWD for Beaufort County to obtain designated drainage easement on their private property
 - a. Information needed during request:
 - i. Nature of request to include desire to have piped or stay open ditch
 - ii. Parcel PIN number
 - iii. Property Owner Information
 - iv. Any structures within easement staff should be aware of
2. All requests will be brought to the attention of all necessary County staff during staff coordination meetings for acceptance or denial.
3. Staff would like all requestee's to know the following:
 - a. Drainage easements are at the discretion of the Public Works Director, or their designee, to accept or deny.
 - b. Standard easement widths necessary range from 15' to 30'.
 - c. Systems including multiple property owners will require all property owners to be in agreement with the easement being accepted for County maintenance
 - i. The County will not accept easement for only one property if it is part of a larger system.
 - d. The standard operating procedure followed by the Public Works Director and the Easement Manager is as follows:
 - i. Request is brought to the attention of all appropriate staff for discussion
 - ii. If the easement request is determined to be necessary to accept into the Stormwater Drainage Infrastructure system, the easement manager will do the following
 1. Identification of adjacent property owners (names and mailing addresses)
 2. Preparation of easement request letters
 3. Drafting of easement deeds or easement agreements
 4. Initial request letter is mailed via certified mail
 5. Second request letter, if necessary, is mailed
 6. If all of the easement requests are granted, the Easement manager records each document as obtained
 - iii. If the easement request is determined to not be eligible for acceptance into the Stormwater Drainage Infrastructure System, the applicant will be made aware. Reasons for denial of request could be, but are not limited to, the following
 1. Adjacent property owners were not willing to grant an easement
 2. The easement is not part of a larger drainage system necessary for safely routing runoff from County maintained right of way
 3. There is no outfall to waters of the United States
 4. The easement area is within a wetland

Ordinance No. 2024/____

AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF DRAINAGE EASEMENTS ASSOCIATED WITH DRAINAGE SYSTEMS LOCATED IN THE SHELL POINT AREA ON PARCELS R100 033 00A 0350 0000 & R100 033 00A 0116 0000

WHEREAS, Resolution 2022/63 outlines an updated process for drainage easement requests. Beaufort County Legal department has recently determined that drainage easement conveyance and acceptance should be approved through a County Council Ordinance; and

WHEREAS, Beaufort County Stormwater Department is working on drainage issues in the Shell Point Area. Parcels R100 033 00A 0350 0000 & R100 033 00A 0116 0000 will help conveyance of drainage to reduce water backup on parcels and surrounding properties; and

WHEREAS, Beaufort County Stormwater Staff have reviewed and approve the request for drainage easements on parcels R100 033 00A 0350 0000 & R100 033 00A 0116 0000 as shown on attached Exhibit “A”; and

WHEREAS, Beaufort County Council has determined that it is in its best interest to authorize the conveyance and acceptance for drainage easements on parcels R100 033 00A 0350 0000 & R100 033 00A 0116 0000 as shown on attached Exhibit “A”.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL AS FOLLOWS:

The Interim County Administrator or assignee is hereby authorized to execute drainage easements on parcels R100 033 00A 0350 0000 & R100 033 00A 0116 0000 as shown on attached Exhibit “A”.

DONE this ____ day of _____ 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

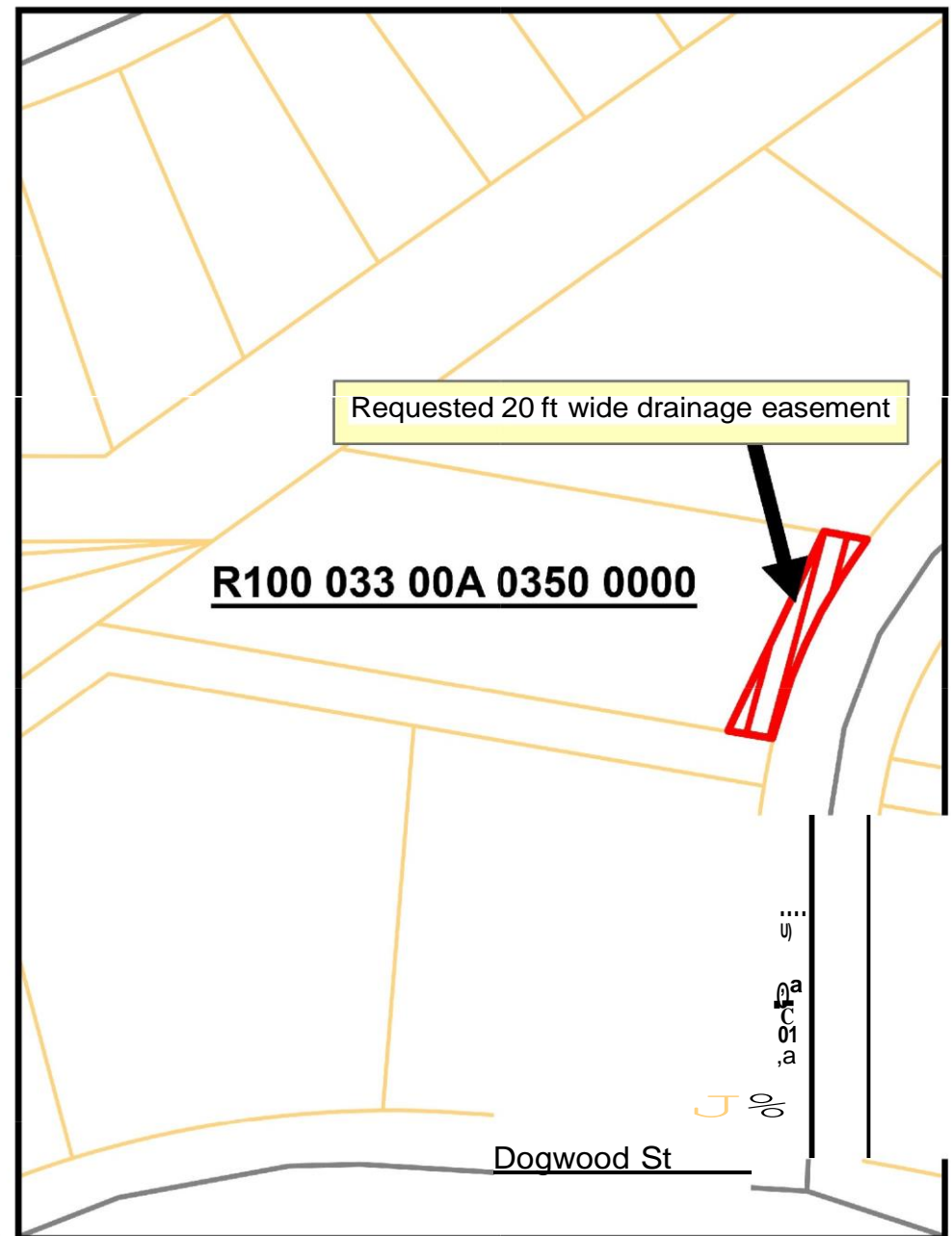
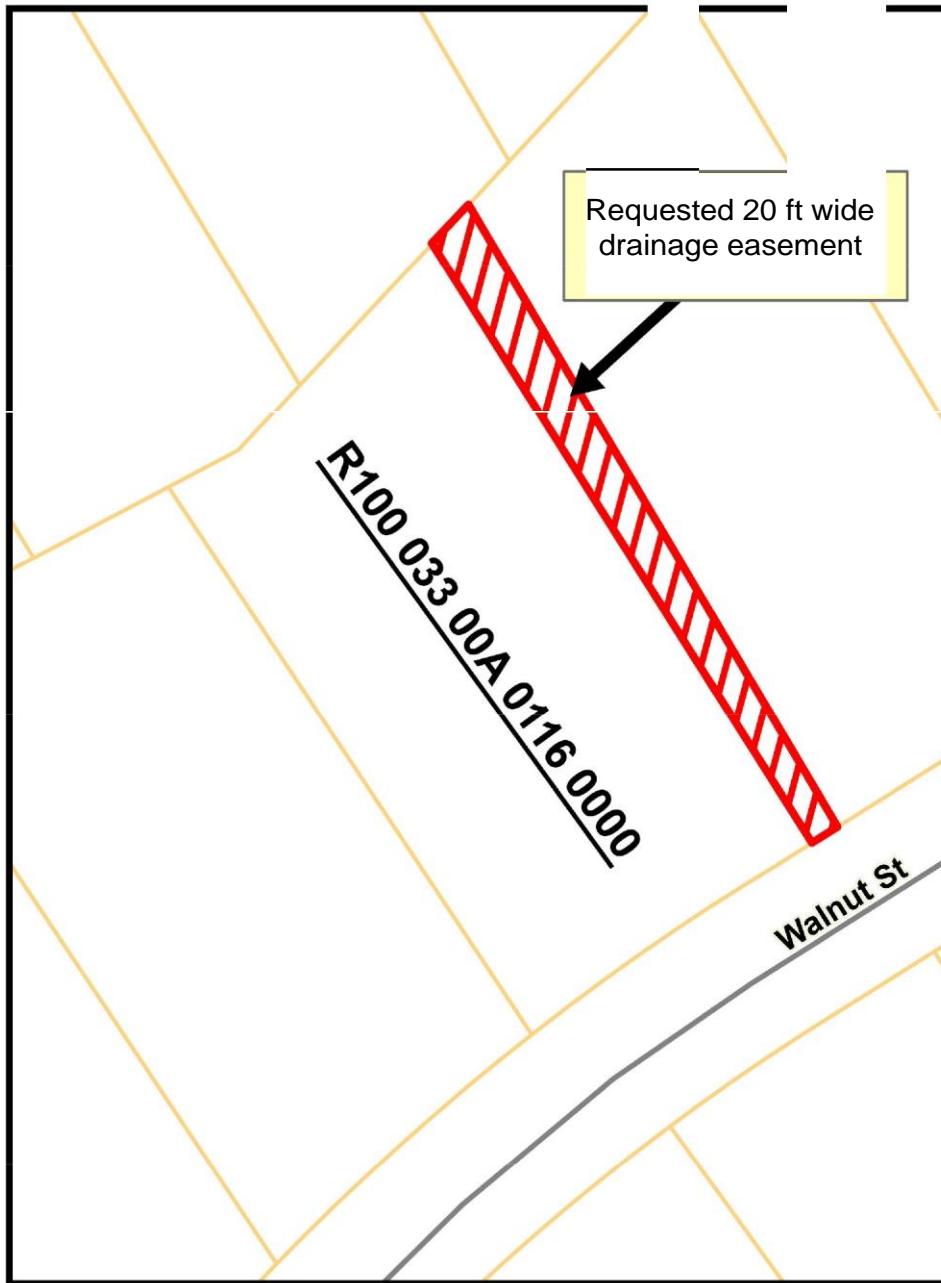
Third and Final Reading:

Public Hearing:

Second Reading:

First Reading:

{Exhibit "A") Shell Point Drainage Easements



0 25 50 100 150
Feet

1 inch = 52 feet





BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 3.

ITEM TITLE:

AN ORDINANCE AUTHORIZING THE CONVEYANCE OF A PORTION OF PARCELS R123-018-000-0483-0000 AND R200-018-000-0257-0000 OF REAL PROPERTY FROM BEAUFORT COUNTY TO THE CITY OF BEAUFORT ASSOCIATED WITH US 21 AIRPORT AREA AND FRONTAGE ROAD IMPROVEMENTS

MEETING NAME AND DATE:

Public Facilities and Safety Committee Meeting May 28, 2024

PRESENTER INFORMATION:

Jared Fralix, P.E., Assistant County Administrator, Engineering
(5 Minutes)

ITEM BACKGROUND:

Included in the November 2018 Transportation sales and Use Tax Referendum approved by voters was a list of projects to include the Lady's Island Corridor Study designed to improve safety and capacity. Moving forward with improvements on US 21 in the area of the airport, Beaufort County (County) and City of Beaufort (City) entered into an IGA on 19 March 2020 and 1st Amendment dated 16 September 2021 which states that upon completion of the project, the County will not retain any interest in the roadway improvements and the City will maintain the facility as a city street.

PROJECT / ITEM NARRATIVE:

The County is nearing completion of the US 21 Airport Area and Frontage Road project referred to as "Lost Island connectivity Project" and is initiating the conveyance of right of way obtained by the County to the City as agreed in the referenced IGA.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATIONS TO COUNCIL:

Approval of an ordinance authorizing the conveyance of a portion of parcels R123-018-000-0483-0000 and R200-018-000-0257-0000 of real property from Beaufort County to the City of Beaufort associated with US 21 Airport Frontage Road Improvements.

OPTIONS FOR COUNCIL MOTION:

Motion to either approve, deny or amend an ordinance authorizing the conveyance of a portion of parcels R123-018-000-0483-0000 and R200-018-000-0257-0000 of real property from Beaufort County to the City of Beaufort associated with US 21 Airport Frontage Road Improvements.

Next Step – two readings and a public hearing from County Council

ORDINANCE 2024/____**AN ORDINANCE AUTHORIZING THE CONVEYANCE OF A PORTION OF PARCEL R123-018-000-0483-0000 AND R200-018-000-0257-0000 OF REAL PROPERTY FROM BEAUFORT COUNTY TO THE CITY OF BEAUFORT ASSOCIATED WITH US 21 AIRPORT AREA AND FRONTAGE ROAD IMPROVEMENTS.**

WHEREAS, Beaufort County (“County”) owns a portion of real property on parcels R123-018-000-0483-0000 (tract 4) recorded in Deed Book 4158 Pages 2171-2174 on 24 June 2022 and R200-018-000-0257-0000 (tract 1) recorded in Deed Book 4198 Pages 1983-1986 on 16 November 2022 in the Register of Deeds office for Beaufort County; and

WHEREAS, the aforementioned parcels identified as tracts 4 and 1 were obtained in association with improvements to US 21 in the area of the airport as part of the voter approved November 2018 Transportation Sales and Use Tax Referendum; and

WHEREAS, Beaufort County entered into an Intergovernmental Agreement (IGA) with the City of Beaufort (City) on 19 March 2020 and First Amendment of IGA for construction and improvements at US 21 airport area and frontage road (lost Island connectivity Project) on 16 September 2021; and

WHEREAS, the aforementioned IGA states that upon completion of the project, the County will not retain any interest in the roadway improvements and the City will maintain the facility as a city street.

WHEREAS, Beaufort County Council has determined that it is in its best interest to authorize the conveyance of a portion of real property on parcels R123-018-000-0483-0000 (tract 4) and R200-018-000-0257-0000 (tract 1) as shown in Exhibit “A” attached hereto and incorporated herein by reference; and

WHEREAS, S.C. Code Ann. § 4-9-130 requires that the transfer of any interest in real property owned by the County must be authorized by Beaufort County Council and a public hearing must be held.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL, duly assembled, authorizing the Interim County Administrator to execute the necessary documents to convey a portion of real property on parcels R123-018-000-0483-0000 (tract 4) and R200-018-000-0257-0000 (tract 1) as shown in the attached document entitled Exhibit “A”.

DONE this ____ day of _____ 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

ATTEST:

Sarah W. Brock, Clerk to Council

By: _____
Joseph Passiment, Chairman

Third and Final Reading:

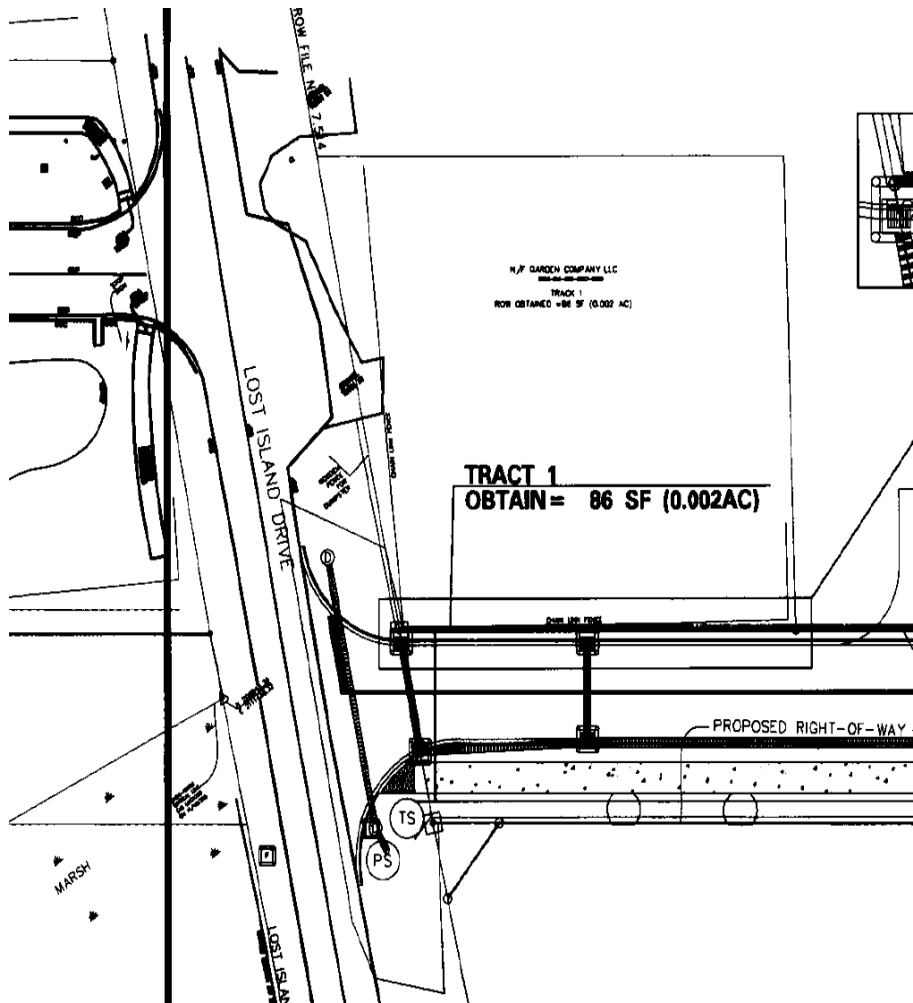
Public Hearing:

Second Reading:

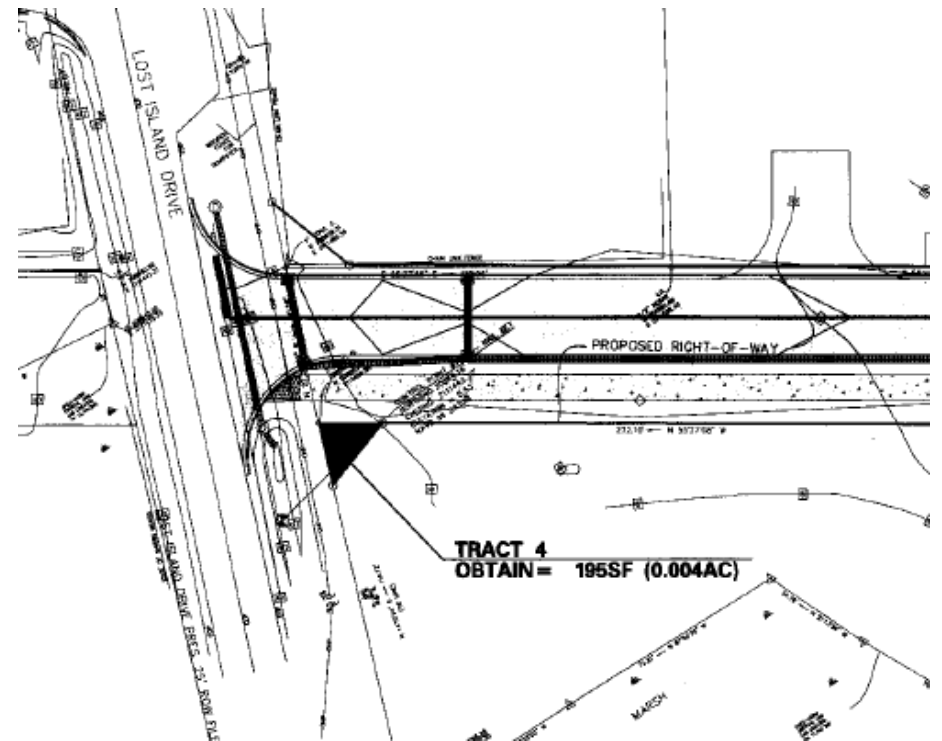
First Reading:

Exhibit "A"

Tract 1



Tract 4



**INTERGOVERNMENTAL AGREEMENT
FOR CONSTRUCTION AND IMPROVEMENTS AT
US 21 AIRPORT AREA AND FRONTAGE ROAD
(LOST ISLAND CONNECTIVITY PROJECT)**

THIS INTERGOVERNMENTAL AGREEMENT ("IGA") by and between the City of Beaufort, South Carolina, a municipal corporation ("City"), and Beaufort County, South Carolina, a political subdivision of the state of South Carolina ("County") is made and entered into this 19th day of March 2020.

WHEREAS, the City and the County recognize the need to improve the safety and the capacity of US 21 across Lady's Island for the public good. To that end the City did, in 2017, commission Stantec, an engineering firm, and Ward Edwards Engineering to conduct a traffic study and to make recommendations on steps the City and the County can take improve both; and

WHEREAS, on May 19, 2017, Stantec published a report entitled Lady's Island Corridor Study (Study") which identifies nine (9) specific projects all of which are designed to improve safety and capacity on US 21 across Lady's Island including improvements on US 21 in the area of the airport. One of the improvements listed in the Study, in fact the final project listed in the Study, is designated US 21 Airport Area and Frontage Road (hereinafter "Lost Island Connectivity Project" or "Project"); and

WHEREAS, the County did, by Resolution (Exhibit "A"), approve and adopt the Study and added the projects designated therein to the County's Transportation Capital Improvement Plan ("CIP"); and

WHEREAS, the County did, thereafter, adopt an Ordinance which called for a Referendum on a proposed Transportation Sales and Use Tax. Included in that Ordinance and Referendum was a list of projects to which the revenue generated by the tax, if approved, would apply. The projects listed in the Referendum, which the voters approved in November 2018, included the projects listed in the Study; and

WHEREAS, thereafter, specifically in May 2019, the City committed \$95,000 of City Funds to the Lost Island Connectivity Project; and

WHEREAS, the City and the County are preparing to embark on the planning and construction phases of the Project. They wish to enter into this agreement which will clarify, identify and delineate the roles of each entity relating to the Project so they can move forward with the award, administration and management of it.

NOW, THEREFORE, for and in consideration of the mutual covenants exchanged herein, the City and the County hereby agree as follows:

1. The County shall assume responsibility for the planning, award, administration, and management of all contracts concerning, relating and pertaining to the Project except as specified in paragraph 4 below.

2. In the interest of continuity, timely response to issues which arise and fiscal control over the Project, the County will be responsible for day to day oversight of the Project.
3. All planning and construction expenses associated with the Project (specifically excluding all costs and expenses associated with all property acquisition [including, for instance but not limited to, condemnation, rights of way, easements of all types, etc.]) shall be paid with revenue generated by the 2018 Transportation Sales and Use Tax.
4. County will be responsible for the procurement, administration, and cost of the design phase of the project to include all necessary permitting. The roadway infrastructure will be designed to adhere to the most recent amended version of the City's Street Network and Design Standards (Section 7.2) and Appendix C of "The Beaufort, SC Code" which was formerly adopted by the City on June 27, 2017. City to review
5. The City shall bear all costs and expenses associated with all property acquisition including, for instance but not limited to, condemnation, rights of way, easements of all types, etcetera.
6. The City and the County that County shall deduct ten (10%) percent from each contractor payment as retainage. Retainage may, in County's sole discretion, be reduced to five (5%) percent upon fifty (50%) percent completion of the Project. All retainage will be paid upon satisfactory completion of the Project as required by the Contract Documents.
7. Upon completion of the project, the County will not retain any interest in the roadway improvements and the City will maintain the facility as a City street
8. Any notice under this Agreement shall be delivered in writing to the following:

To the City: Mr. William Prokop
 City Manager
 1911 Boundary Street
 Beaufort, SC 29902

To the County: Ms. Ashley Jacobs
 County Administrator
 P. O. Drawer 1228
 Beaufort, SC 29901-1228

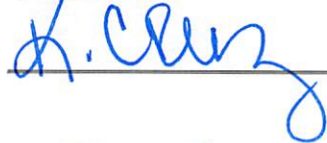
9. The City and the County agree that procurement of goods or services in the furtherance of the Project shall be pursuant to Beaufort County procurement policies, ordinances and/or guidelines as well as any relevant state or federal procurement requirements which may be applicable if state and/or federal grant funding is received. The parties expressly agree to be bound by the County's interpretation of the same.
10. This Agreement constitutes the full and complete agreement between the parties relative to the Project. Neither party relies upon, or has the right to rely upon, any representation

regarding the terms of this Agreement regardless of whether such representations are oral or written, consistent or inconsistent with the terms set forth herein. This Agreement supersedes and replaces all previous Agreements discussion between the parties relating to the Project. To the extent any term or condition of this Agreement contradicts a term or condition in a previous Agreement or discussion, the terms and conditions set forth herein shall prevail.

11. This Agreement cannot be amended except in writing and with the mutual consent of the parties.

IN WITNESS WHEREOF, we have hereunto set our hands and seals the day and year first above written.


WITNESSES:









By: 
William A. Prokop, City Manager

By: 
Ashley Jacobs, County Administrator

**FIRST AMENDMENT
INTERGOVERNMENTAL AGREEMENT
FOR CONSTRUCTION AND IMPROVEMENTS AT
US 21 AIRPORT AREA AND FRONTAGE ROAD
(LOST ISLAND CONNECTIVITY PROJECT)
ORIGINAL AGREEMENT DATED: MARCH 19, 2020**

THIS FIRST AMENDMENT to the Intergovernmental Agreement ("IGA") by and between the City of Beaufort, South Carolina, a municipal corporation ("City"), and Beaufort County, South Carolina, a political subdivision of the state of South Carolina ("County") dated March 19, 2020, is made and entered into this 16th day of September 2021.

The City and County desire to change paragraph 3 which states "All planning and construction expenses associated with the Project (specifically excluding all costs and expenses associated with all property acquisition [including, for instance but not limited to, condemnation, rights of way, easements of all types, etc.]) shall be paid with the revenue generated by the 2018 Transportation Sales and Use Tax".

The amendment shall read: "All planning and construction expenses associated with the Project (all costs and expenses associated with all property acquisition are defined in item 5) shall be paid with the revenue generated by the 2018 Transportation Sales and Use Tax".

The City and County desire to change paragraph 5 which states "The City shall bear all costs and expenses associated with all property acquisition including, for instance but not limited to, condemnation, rights of way, easements of all types, etcetera."

The amendment shall read: The City shall bear all costs and expenses associated with, for instance but not limited to, condemnation, rights of way, easements of all types, etcetera, for the acquisition of property from Airport Junction, LLC only. The County will acquire any other properties necessary for the construction of the project.

All other mutual covenants remain in effect. This Agreement cannot be further amended except in writing and with the mutual consent of the parties.

Any notice under this Agreement shall be delivered in writing to the following:

To the City: Mr. William Prokop
 City Manager
 1911 Boundary Street
 Beaufort, SC 29902

To the County: Mr. Eric Greenway
 County Administrator
 PO Drawer 1228
 Beaufort, SC 29901-1228

IN WITNESS WHEREOF, we have hereunto set our hands and seals the day and year first above written.

WITNESSES:

Maci Olden
Jay Phillips
Cheryl Harris
DD [Signature] 2/19

By: [Signature]

William A. Prokop, City Manager

By: [Signature]

Eric Greenway, County Administrator



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 4.

ITEM TITLE:
AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR THE ACCEPTANCE OF PROPERTIES ENCUMBERING THE ROAD RIGHT OF WAY FOR PRIVATE SECTION OF SCHEPER LANE
MEETING NAME AND DATE:
Public Facilities & Safety Committee Meeting May 28, 2024
PRESENTER INFORMATION:
Jared Fralix, P.E., Assistant County Administrator, Infrastructure (5 Minutes)
ITEM BACKGROUND:
Property Owners on private section of Scheper Lane petitioned the County to bring the road into the County Inventory and County Council approved this acceptance on March 11, 2024.
PROJECT / ITEM NARRATIVE:
Property owners on private section of Scheper Lane wish to convey their interest in road right of way to Beaufort County on portion of the road that County accepted into County Road Inventory.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of an ordinance authorizing the Interim County Administrator to execute any and all necessary documents for the acceptance of properties encumbering the road right of way for private section of Scheper Lane.
OPTIONS FOR COUNCIL MOTION:
<i>Motion to approve/deny/amend</i> an ordinance authorizing the Interim County Administrator to execute any and all necessary documents for the acceptance of properties encumbering the road right of way for private section of Scheper Lane. Next Step – three readings and a public hearing at County Council



County Council Meeting Beaufort County, SC

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

**Monday, March 11, 2024
5:00 PM**

MINUTES

Watch the video stream available on the County's website to hear the Council's discussion of a specific topic or the complete meeting <https://beaufortcountysc.new.swagit.com/videos/299532>

1. CALL TO ORDER

Vice-Chair Lawrence Called the meeting to order at 5:00PM

PRESENT

Chairman Joseph F. Passiment
Vice-Chairman Lawrence McElynn
Council Member David P. Bartholomew
Council Member Paula Brown
Council Member Logan Cunningham
Council Member Gerald Dawson
Council Member York Glover
Council Member Alice Howard
Council Member Mark Lawson
Council Member Anna Maria Tabernik
Council Member Thomas Reitz

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Vice-Chair McElynn led the Pledge of Allegiance and Council Member Dawson gave the invocation.

3. PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Vice-Chair McElynn stated public notice of this meeting had been published, posted, and distributed in compliance with SC FOIA.

4. APPROVAL OF AGENDA

Motion to Amend: It was moved by Council Member Tabernik, Seconded by Council Member Cunningham to amend the agenda to move the second citizens comment right below item number 8 due to individuals needing to leave prior to the end of the meeting.

The Vote - Motion to amend was approved without objection.

Motion to amend: It was moved by Council Member Brown, Seconded by Council Member Cunningham to amend the agenda to add the recently voted on LATs resolution for council action.

The Vote - Motion to amend was approved without objection.

Main Motion: It was moved by Council Member Cunningham, Seconded by Council Member Tabernik to approve the agenda as amended.

The Vote - Motion to amend was approved without objection.

5. ADMINISTRATOR'S REPORT

Interim County Administrator Robinson recognized the following employees:

Elena Milbrandt, Accounts Payable Specialist, Beaufort County Airports

Cynthia (Cindy) Collieran, Office Manager, Building Codes Department

Eric Brown, New Parks and Recreation Director

Please watch the video stream available on the County's website to view the full discussion.

<https://beaufortcountysc.new.swagit.com/videos/299532>

6. PROCLAMATION RECOGNIZING DISABILITIES AWARENESS MONTH

Vice-Chair Lawrence McElynn presented a proclamation recognizing Disabilities Awareness Month.

7. PROCLAMATION HONORING FRED E. LEYDA

Council Member Alice Howard presented a proclamation to Fred E. Leyda for all of his years of service to Beaufort County as the Director of the Human Services Department.

8. CITIZEN COMMENT PERIOD

Citizen comment was taken.

Please watch the video stream available on the County's website to view the full discussion.

<https://beaufortcountysc.new.swagit.com/videos/299532>

9. LIASION AND COMMITTEE REPORTS

Please watch the video stream available on the County's website to view the full discussion.

<https://beaufortcountysc.new.swagit.com/videos/299532>

10. APPROVAL OF CONSENT AGENDA

Motion: It was moved by Council Member Glover, Seconded by Council Member Howard to approve the following consent agenda items: approval of Cisco Enterprise support agreement renewal; Boards and Commissions Appointments and Reappointments; and approval to enter into an intergovernmental agreement between Beaufort County and the South Carolina Department of Transportation for Beaufort County Transportation program projects.

The Vote - Motion was approved without objection.

11. PUBLIC HEARING AND THIRD READING OF AN ORDINANCE AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION (SCDOT) FOR PROPERTY LOCATED UNDER THE CROSS-ISLAND PARKWAY ADJACENT TO THE BROAD CREEK BOAT LANDING PARCEL 552 010 000 0650 0000

Motion: It was moved by Council Member Cunningham, Seconded by Council Member Brown to approve public hearing and third reading of an ordinance authorizing the interim county administrator to enter into a lease agreement with the South Carolina Department of Transportation (SCDOT) for property located under the Cross-Island Parkway adjacent to the broad creek boat landing parcel 552 010 000 0650 0000.

Vice-Chairman McElynn opened the floor for public comment.

No one came forward.

Vice-Chairman McElynn closed the public comment.

The Vote - Motion was approved without objection.

12. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO EXECUTE THE NECESSARY DOCUMENTS TO CONVEY A PORTION OF PROPERTY OWNED BY BEAUFORT COUNTY WITH TMS NO. R510 005 000 0329 0000, LOCATED ON BEACH CITY ROAD, HILTON HEAD ISLAND.

Motion made by Council Member Glover, Seconded by Council Member Cunningham.

Vice-Chairman McElynn opened the floor for public comment.

No one came forward.

Vice-Chairman McElynn closed the public comment.

The Vote - Motion was approved without objection.

13. FIRST READING OF AN ORDINANCE TO AMEND BEAUFORT COUNTY BUDGET ORDINANCE 2023/22 FOR THE FISCAL YEAR 2023-2024 TO APPROPRIATE AND TRANSFER \$250,000 FROM FUND BALANCE OF THE GENERAL FUND TO THE SPECIAL REVENUE FUND (2546) TO COVER UNBUDGETED COSTS FOR THE DAUFUSKIE ISLAND FERRY OPERATIONS; TO INCLUDE THREE (3) SPECIAL REVENUE FUNDS' BUDGETS (FUNDS 2230, 2252, AND 2255) IN AN AGGREGATE AMOUNT OF \$402,918 WHICH WERE CONVERTED TO THE GENERAL FUND DURING THE CHART OF ACCOUNTS CONVERSION PROCESS; TOTAL AMENDMENT OF BUDGET ORDINANCE 2023/22 IS \$652,918

Motion to amend: It was moved by Council Member Tabernik, Seconded by Council Member Cunningham to amend the proposed budget ordinance to include the transfer of 3.6 million dollars from general fund balance for the purchase of 333 and 335 Buckwalter Parkway in accordance with BC Ordinance 2023/14.

The Vote - Motion was approved without objection.

Motion to Amend Amended Motion: It was moved by Council Member Cunningham, Seconded by Council Member Tabernik to remove the \$250,000 slated to go towards the Daufuskie Island Ferry Contract from this budget ordinance amendment.

The Vote - Voting Yea: Council Member Cunningham. Voting Nay: Chairman Passiment, Vice-Chairman McElynn, Council Member Bartholomew, Council Member Brown, Council Member Dawson, Council Member Glover, Council Member Howard, Council Member Lawson, Council Member Tabernik, Council Member Reitz. The motion to amend failed 1:10

Main Motion: It was moved by Council Member Dawson, Seconded by Council Member Howard to approve first reading of an ordinance to amend Beaufort County budget ordinance 2023/22 for the fiscal year 2023-2024 to appropriate and transfer \$250,000 from fund balance of the general fund to the special revenue fund (2546) to cover unbudgeted costs for the Daufuskie Island Ferry Operations; to include three (3) special revenue funds' budgets (funds 2230, 2252, and 2255) in an aggregate amount of \$402,918 which were converted to the general fund during the chart of accounts conversion process; total amendment of budget ordinance 2023/22 is \$652,918 to include the transfer of 3.6 million dollars from

general fund balance for the purchase of 333 and 335 Buckwalter Parkway in accordance with BC Ordinance 2023/14.

The Vote - Voting Yea: Chairman Passiment, Vice-Chairman McElynn, Council Member Bartholomew, Council Member Brown, Council Member Dawson, Council Member Glover, Council Member Howard, Council Member Lawson, Council Member Tabernik, Council Member Reitz. Voting Nay: Council Member Cunningham. The motion passed 10:1.

14. FIRST READING OF AN ORDINANCE AMENDING CHAPTER 66 TAXATION, ARTICLE V HOSPITALITY TAX OF THE BEAUFORT COUNTY CODE OF ORDINANCES

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Brown to approve first reading of an ordinance amending chapter 66 Taxation, Article V Hospitality Tax of the Beaufort County Code of Ordinances.

15. FIRST READING OF AN ORDINANCE AMENDING CHAPTER 66 TAXATION, ARTICLE II ACCOMMODATIONS TAX BOARD, DIVISION 1. GENERALLY AND DIVISION 2. ACCOMMODATIONS (3%) TAX

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Howard to approve first reading of an ordinance amending chapter 66 Taxation, Article II Accommodations Tax Board, Division 1. Generally and Division 2. Accommodations (3%) Tax.

The Vote - Voting Yea: Chairman Passiment, Vice-Chairman McElynn, Council Member Bartholomew, Council Member Brown, Council Member Cunningham, Council Member Dawson, Council Member Glover, Council Member Howard, Council Member Lawson, Council Member Tabernik. Voting Nay: Council Member Reitz. The motion passed 10:1.

16. APPROVAL OF A RESOLUTION TO ACCEPT THE TRANSPORTATION ALTERNATIVE SET ASIDE PROGRAM FUND GRANT FROM THE US DEPARTMENT OF TRANSPORTATION'S FEDERAL HIGHWAY ADMINISTRATION (FHWA) IN THE AMOUNT OF \$1,177,868.71 FOR THE ALLJOY ROAD SIDEWALK PROJECT

Motion: It was moved by Council Member Lawson, Seconded by Council Member Cunningham to approve a resolution to accept the transportation alternative set aside program fund grant from the US Department of Transportation's Federal Highway Administration (FHWA) in the amount of \$1,177,868.71 for the Alljoy Road Sidewalk Project.

The Vote - Motion was approved without objection.

17. REQUEST FOR PRIVATE ROAD ACCEPTANCE OF SCHEPER LANE INTO THE COUNTY ROAD INVENTORY

Motion: It was moved by Council Member Howard, Seconded by Council Member Bartholomew to accept Scheper Lane into the County Road Inventory.

The Vote - Motion was approved without objection.

18. APPROVAL OF A \$100 SUPPLEMENT TO POLL WORKERS FOR THE REMAINING 2023-2024 FISCAL YEAR

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Bartholomew to approve a \$100 supplement to poll workers for the remaining 2023-2024 Fiscal year.

Recusals: Council Members Howard, Glover, and Dawson recused themselves from discussing this item and left the room at this time.

The Vote - Voting Yea: Chairman Passiment, Vice-Chairman McElynn, Council Member Bartholomew, Council Member Brown, Council Member Cunningham, Council Member Lawson, Council Member Tabernik, and Council Member Reitz. Recusals: Council Member Dawson, Council Member Glover, and Council Member Howard. The motion passed 8:0.

19. **Motion:** It was moved by Council Member Cunningham, Seconded by Council Member Bartholomew to review council's decision to either rescind the earlier vote or to amend the earlier vote to tweak the approved LATS Resolution

The Vote - Motion was approved without objection.

20. **EXECUTIVE SESSION**

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Bartholomew to go into executive session to discuss the items below.

Pursuant to S.C. Code sec. 30-4-70(a)(2): receipt of legal advice where the legal advice relates to matters covered by the attorney-client privilege (Haynesworth, Sinkler, Boyd Investigations)

Pursuant to S.C. Code §30-4-70(a)(2): receipt of legal advice where the legal advice relates to matters covered by the attorney-client privilege (application of road use fee)

Pursuant to S.C. code sec. 30-4-70(a)(2): receipt of legal advice where the advice relates to pending claims or other matters covered by the attorney-client privilege (Beaufort County v Hatcher Holdings, LLC)

Pursuant to S.C. Code section 30-4-70(a)(2) to receive legal advice where the advice relates to pending litigation (Munday v Beaufort County)

The Vote - Motion was approved without objection.

24. **MATTERS ARISING OUT OF EXECUTIVE SESSION**

Motion: It was moved by Council Member Bartholomew, Seconded by Council Member Reitz to amend the road use fee ordinance as discussed in executive session.

The Vote - Motion was approved without objection.

25. **ADJOURNMENT**


The meeting adjourned at 7:38PM

COUNTY COUNCIL OF BEAUFORT COUNTY



BY: _____
Joseph F. Passiment, Jr., Chairman

ATTEST:



Sarah W. Brock, Clerk to Council

Ratified: April 8, 2024

ORDINANCE 2024/____**AN ORDINANCE AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR THE ACCEPTANCE OF PROPERTIES ENCUMBERING THE ROAD RIGHT OF WAY FOR PRIVATE SECTION OF SCHEPER LANE**

WHEREAS, the property owners abutting a portion of the right of way shown and described as Scheper Lane, more particularly described on Exhibit A attached hereto and incorporated herein ("ROW"); and

WHEREAS, the aforementioned property owners have requested to have the ROW conveyed to Beaufort County ("County"); and

WHEREAS, the County desires to accept the ROW approved by County Council to be included in the County Road Inventory on March 11, 2024; and

WHEREAS, it is in the best interest of the Scheper Lane community and the County to accept the properties from the property owners and improve the road for public use.

NOW, THEREFORE, BE IT ORDAINED that Beaufort County Council authorize the Interim County Administrator to execute any and all documents associated with conveyance Scheper Lane Right of Way identified in attached Exhibit "A".

DONE this ____ day of _____ 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

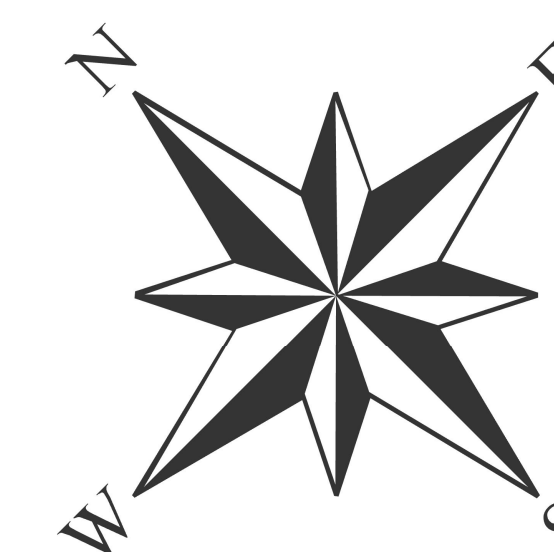
Sarah W. Brock, Clerk to Council

Third and Final Reading:

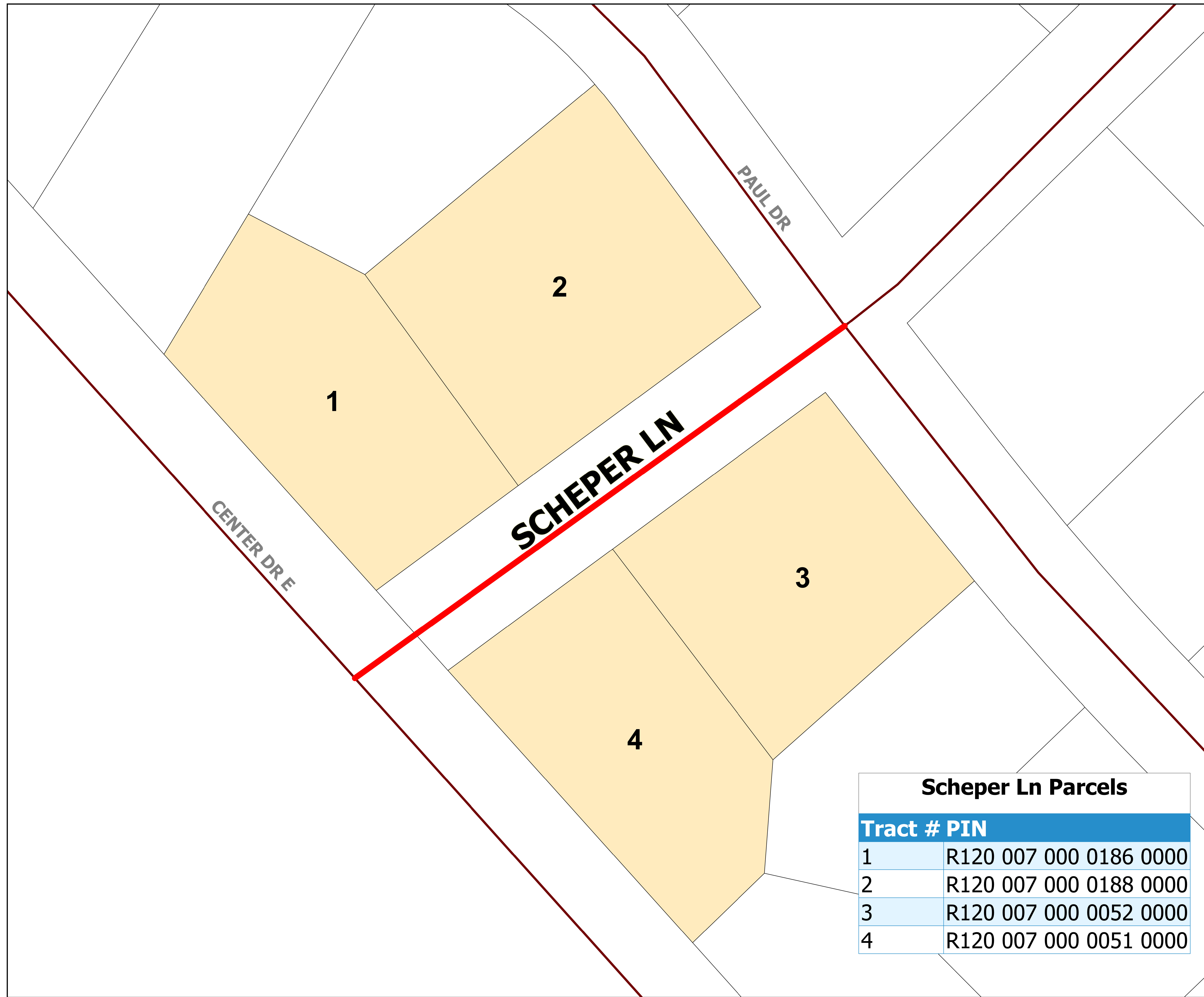
Public Hearing:

Second Reading:

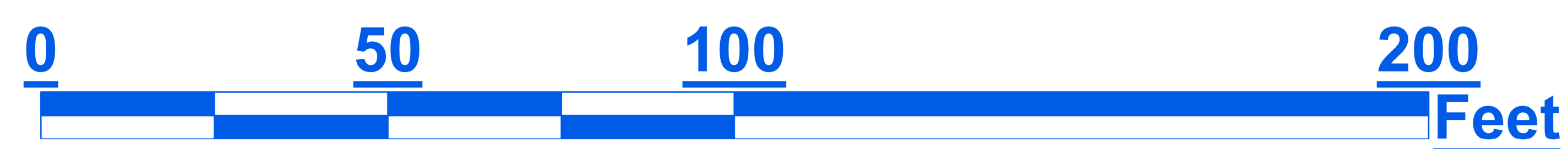
First Reading:

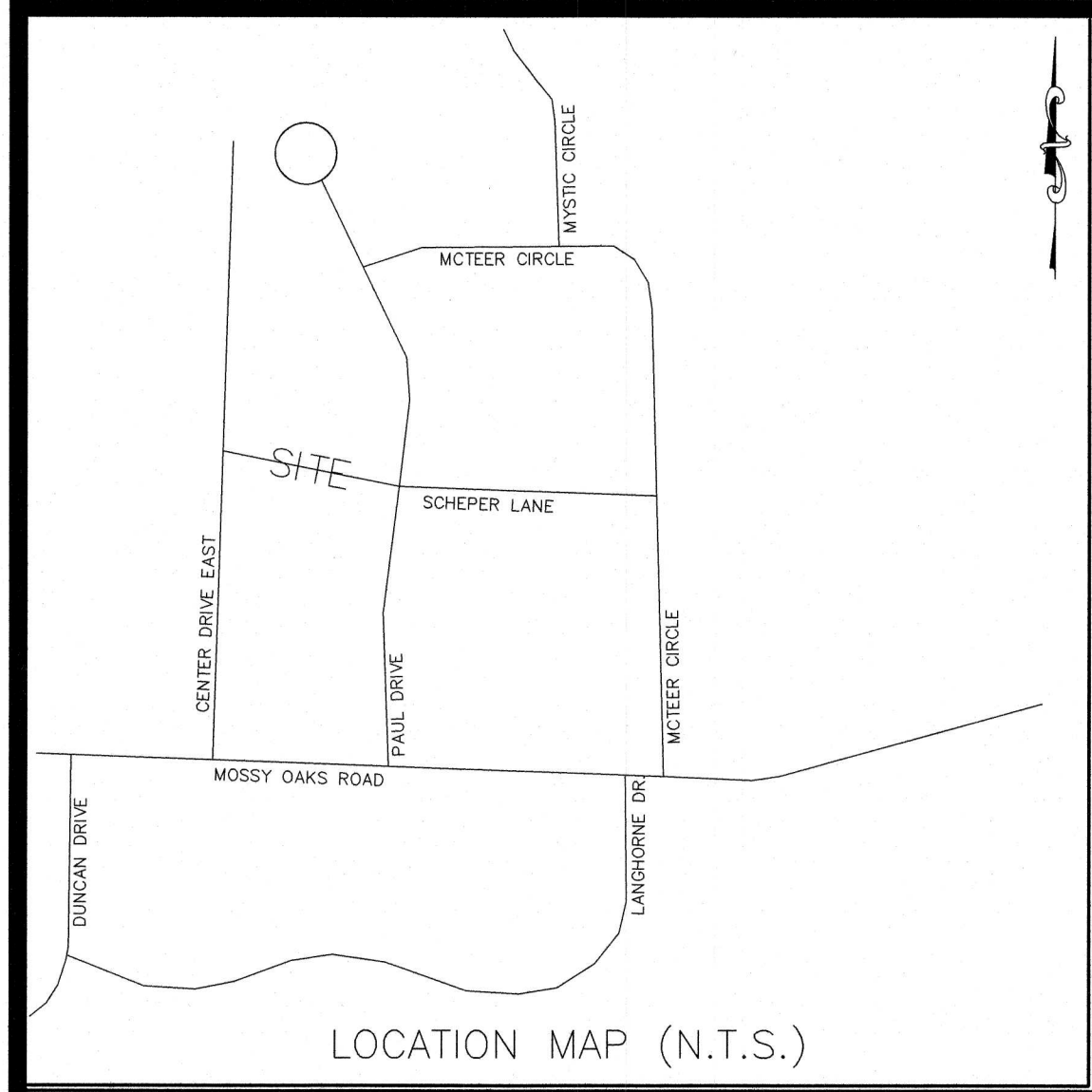


**(Exhibit "A")
Private Section of
Scheper Ln
ROW Acquisition
For Beaufort County**



Scheper Ln Parcels	
Tract #	PIN
1	R120 007 000 0186 0000
2	R120 007 000 0188 0000
3	R120 007 000 0052 0000
4	R120 007 000 0051 0000





NOTES:

- 1.) THE BEARINGS SHOWN HEREON ARE MAGNETIC AND AS SUCH ARE SUBJECT TO LOCAL ATTRACTION.
- 2.) THIS PLAT DOES NOT CERTIFY THE PRESENCE OR ABSENCE OF U.S. ARMY CORPS OF ENGINEERS JURISDICTIONAL WETLANDS.
- 3.) METHOD OF AREA CALCULATION BASED ON COORDINATE METHOD.
- 4.) LOCATION OF UNDERGROUND UTILITIES ARE FROM SURFACE INDICATIONS ONLY AND ARE NOT CERTIFIABLE.
- 5.) THIS PLAT REPRESENTS A SURVEY BASED ON THE LISTED REFERENCES ONLY AND IS NOT THE RESULT OF A TITLE SEARCH.
- 6.) CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.
- 7.) THE CERTIFIER HAS NOT INVESTIGATED OR BEEN INSTRUCTED TO INVESTIGATE THE EXISTENCE OR NONEXISTENCE OF ANY OVERLAY DISTRICTS, SUCH AS: AIRPORT, MILITARY, NOISE, CRASH POTENTIAL OR ENVIRONMENTAL ISSUES.
- 8.) BEFORE ANY DESIGN WORK OR CONSTRUCTION ON THIS SITE IS STARTED FLOOD ZONE INFORMATION MUST BE VERIFIED BY PROPER BUILDING CODES OFFICIAL.
- 9.) SETBACKS SHOWN AS PER PLAT OF RECORD AND MUST BE VERIFIED WITH OFFICIAL AGENCY BEFORE PURCHASE AND OR CONSTRUCTION ON SUBJECT PROPERTY.
- 10.) THIS PROPERTY APPEARS TO LIE IN FLOOD ZONE "X" UNSHADED & X SHADED AS DETERMINED BY F.E.M.A. FIRM COMM-PANEL NUMBER 4501300164G DATED MARCH 23, 2021. (1988 NAVD)
- 11.) CONTOUR INTERVAL IS 1'.
- 12.) VERTICAL DATUM IS 1988 NAVD.

REFERENCES:

- 1.) PORTION OF ROUTE S-278
- 2.) PLAT BY R.D. TROGDON DATED 10/04/1977 DEED BOOK 255 PAGE 1605 RMC BEAUFORT COUNTY
- 3.) PLAT BY GASQUE & ASSOCIATES, INC. DATED 06/05/1996 DEED BOOK 866 PAGE 425 RMC BEAUFORT COUNTY
- 4.) PLAT BY JONES & MURPH DATED 11/3/1955 PLAT BOOK 10 PAGE 6 RMC BEAUFORT COUNTY

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	39.35'	25.00'	90°10'56"	S 53°40'42" W	35.41'

GASQUE & ASSOCIATES INC. LAND SURVEYORS - PLANNERS

28 PROFESSIONAL VILLAGE CIRCLE, BEAUFORT, S.C.
P.O. BOX 1363, BEAUFORT, S.C.
Surveyor@ISLC.net
(843) 522-1798





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

I, David E. Gasque, a Registered Professional Land Surveyor in the State of South Carolina, certify to client(s) shown hereon that to the best of my knowledge, information and belief, the survey shown hereon was made in accordance with the requirements of the minimum standards manual for the practice of land surveying in South Carolina, and meets or exceeds the requirements for a CLASS A survey as specified therein, also there are no encroachments or projections other than shown. This survey is not valid unless it bears the original signature and has an embossed seal.

David E. Gasque, R.L.S.
S.C. Registration Number 10506

20 10 0 20 40 60
SCALE IN FEET

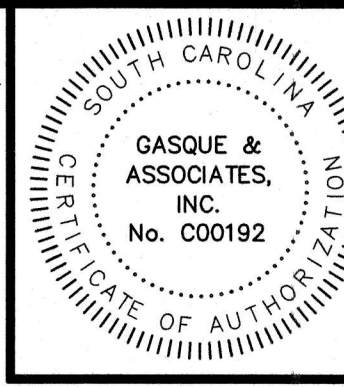
LEGEND OF SYMBOLS & ABBREVIATIONS

	FIRE HYDRANT		MAIN VALVE MONUMENT
	CLEAN OUT		MANHOLE
	POWER POLE		GUY WIRE
	TELEPHONE PEDESTAL		CABLE BOX
	MAIL BOX		OVERHEAD POWERLINE
	WATER VALVE		EDGE OF PAVEMENT
	STOP SIGN		BACK OF CURB
	WATER METER		LIGHTPOLE
	1/2" ROD SET		CONCRETE
			CENTER LINE
			CONTOUR LINE

TREE SIZE & TYPE



ELEVATION



TREE LEGEND

CODE	COMMON NAME	BOTANICAL NAME
PNS	PINE SHORTLEAF	Pinus echinata
PNL	PINE LONGLEAF	Pinus palustris
LO	LIVE OAK	Quercus virginiana
O	OAK	Quercus spp.
MAG	SOUTHERN MAGNOLIA	Magnolia grandiflora
PA	PALMETTO	Sabal palmetto
SUB	SUGARBERRY	Celtis laevigata
EL	ELM	Ulmus spp.
HI	HICKORY	Carya spp.
BAY	BAY MAGNOLIA	Gordonia spp.
WX	WAX MYRTLE	Myrica cerifera
CH	BLACK CHERRY	Prunus spp.
CE	EASTERN RED CEDAR	Juniperus virginiana
TA	CHINESE TALLOW-TREE	Sapindus saponaria
PO	YELLOW POPLAR	Liriodendron tulipifera
BI	BIRCH	Betula spp.
CY	BALDCYPRESS	Taxodium distichum
SY	AMERICAN SYCAMORE	Platanus occidentalis
PE	PECAN	Carya illinoensis
GR	GRAPEMYRTLE	Lagerstroemia indica
FR	FRUIT TREE	
MP	MAPLE	Morus spp.
DW	DOGWOOD	Cornus florida
DUM	SWEETGUM	Nyssa sylvatica
WD	WATER OAK	Quercus nigra
LA	LAUREL OAK	Quercus laurifolia
TUL	TULIP TREE	Liriodendron
BJO	BLACKJACK OAK	Quercus marilandica
UNK	UNKNOWN	
GRA	GRAB APPLE	Malus sylvestris
MUL	MULBERRY	Morus
MIM	MIMOSA TREE	Albizia julibrissin
WHO	WHITE OAK	Quercus alba
TO	TURKEY OAK	Quercus carnea
RO	RED OAK	Quercus rubra
HOL	HOLLY	Aquifolias
WIL	WILLOW TREE	Salix alba
TU	TUPELO	Nyssa junonensis
CHB	CHINA BERRY	Malva zederoch
CW	COTTONWOOD	Populus
CL	CHERRY LAUREL	Prunus laurocerasus

ALL TREES ARE LOCATED TO THE FACE OF THE TREE TRUNK. THEREFORE TOLERANCE OF THE TREE LOCATED IS PLUS OR MINUS THE DIAMETER OF THE TREE PLUS 0.5 FEET. ALL TREES ARE MEASURED AT CHES HEIGHT WHICH IS APPROXIMATELY 40 INCHES ABOVE GROUND. GROUND ELEVATION AT TREE LOCATIONS MAY OR MAY NOT ACCURATELY REPRESENT ELEVATIONS BETWEEN TREE SHOTS DUE TO THE GROUND BUTTRESS AT THE BASE OF THE TREE. NOTE: ANY TREE LOCATION THAT IS CRITICAL BEYOND THE TOLERANCE STATED ABOVE FOR DESIGN MUST BE POINTED OUT AND A TIGHTER TOLERANCE MUST BE AGREED UPON.

RIGHT OF WAY SURVEY PORTION OF SCHEPER LANE

PREPARED FOR
BEAUFORT COUNTY
CITY OF BEAUFORT
BEAUFORT COUNTY-----SOUTH CAROLINA

DATE 5/20/2024 SCALE 1"=20'
REVISED 6/5/2024--ADDED INTEREST ONLY PER BEAUFORT COUNTY



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 5.

ITEM TITLE:
An Ordinance Amending Article 6 Subdivision and Land Development, Division 6.3 Traffic Impact Analysis of the Beaufort County Community Development Code
MEETING NAME AND DATE:
Community Services and Land Use Committee, June 10, 2024
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator - Infrastructure 10 Minutes
ITEM BACKGROUND:
The Planning Commission approved unanimously on June 3 rd , 2024 to recommend the ordinance amendments move to County Council for approval.
PROJECT / ITEM NARRATIVE:
The purpose of this amended Traffic Impact Analysis (TIA) Policy is to establish an updated methodology for the conduct, delivery, and review of TIAs to the County. A methodology that provides regional consistency in traffic study assumptions, ensures a quality assured TIA product across jurisdictional boundaries, and reinforces multi-jurisdictional coordination. Establishing the policy in the form of an Ordinance which is compliant to our current standards.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval the Ordinance to Amend the TIA Policy.
OPTIONS FOR COUNCIL MOTION:
Move forward to County Council recommending approval/denial of the Ordinance to Amend the County's Traffic Impact Analysis Policy in the Community Development Code.

ORDINANCE 2024/**AN ORDINANCE AMENDING ARTICLE 6 SUBDIVISION AND LAND DEVELOPMENT, DIVISION 6.3
TRAFFIC IMPACT ANALYSIS IN THE BEAUFORT COUNTY COMMUNITY DEVELOPMENT CODE**

WHEREAS, In November of 2021, Beaufort County adopted the 2040 Comprehensive Plan; and

WHEREAS, The Comprehensive Plan acknowledges that growth is desired and inevitable, but must be accomplished in ways that support traditional town planning, environmental protection, and access and equity for its citizens. Balance can be accomplished by guiding development to land that is most suitable based on economic, cultural, social, and environmental principles; and

WHEREAS, The Comprehensive Plan provides for planning for Mobility to address the desire for innovative, multimodal, and cost-effective infrastructure that sustains a high quality of life; and

WHEREAS, Traffic congestion on Beaufort County's roads is one of the most noticeable indicators of the adverse impacts of new growth and as a result, Beaufort County has invested heavily in improving its transportation network over the last 25 years; and

WHEREAS, Beaufort County adopted a Traffic Impact Analysis Policy as part of the Community Development Code; and

WHEREAS, The stated purpose of the Traffic Impact Analysis Policy is to measure the effects of development against the County's traffic service level goals set forth in the Beaufort County Comprehensive Plan (2010) in order to ascertain road facilities and improvements needed as a result of new development; and

WHEREAS, Beaufort County is one of the fastest growing regions in South Carolina. Over the last five years, the County population has increased exponentially because of the high quality of life that the County offers. To meet the forecasted housing demands of the County's expanding population, new developments need to be built. A substantial percentage of these new developments require Traffic Impact Analysis study, and our current Community Development Code allows for this analysis to be conducted by the Developer's Traffic Engineer; and

WHEREAS, Allowing the Developer's Traffic Engineer to conduct the Traffic Impact Analysis study has some inefficiencies which has led to issues in the consistency of the Traffic Impact Analysis studies submitted to the County. All of the jurisdictions within Beaufort County and Jasper County are all equally affected by this current trend, and as a result, have come to understand how multi-jurisdictional coordination can create a Traffic Impact Analysis product that is more reliable, consistent, and quality assured; and

WHEREAS, Beaufort County Council now desires to amend the Traffic Impact Analysis Policy in the Community Development Code to establish a new methodology for the conduct,

delivery, and review of Traffic Impact Analysis studies to the County for a methodology that will provide regional consistency in traffic study assumptions, ensure a quality assured Traffic Impact Analysis product across jurisdictional boundaries, and reinforce multi-jurisdictional coordination.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL THAT:

Article 6 Subdivision and Land Development, Division 6.3 Traffic Impact Analysis in the Beaufort County Community Development Code is hereby amended to reflect the language as depicted in exhibit A.

Adopted this _____ day of 2024

COUNTY COUNCIL OF BEAUFORT COUNTY

By: Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, JD, Clerk to Council

Division 6.3: - Traffic Impact Analysis**6.3.10 – Purpose, and Intent, and Applicability**

It is the purpose of this division to measure the effects of development against the County's traffic service level goals set forth in the Beaufort County Comprehensive Plan (2010) in order to ascertain road facilities and improvements needed as a result of new development. This section of the ordinance establishes requirements for the analysis and evaluation of traffic impacts associated with development. A traffic impact analysis (TIA) will be required with applications for rezoning, preliminary plans, single-site development site plans, and encroachment permit applications. The following provides the guidelines for the preparation of these TIAs. The estimate of the number of trips generated by proposed developments will be based on the Institute of Transportation Engineers (ITE) Trip Generation, 11th Edition, or latest edition at time of study. Other trip generation data collected locally may be used where approved by the Administrator/Manager or his/her designee.

- A. A traffic impact analysis study will be required for new developments when the proposed development is projected to generate 50 or more trips during the peak hour of the traffic generator or the peak hour of the adjacent street traffic (7:00 - 9:00 a.m. or 4:00 - 6:00 p.m.). Proposed developments that do not meet this threshold may also be required to complete a traffic study as determined by the Administrator/Manager or his/her designee.
- B. A traffic impact study will be required for a change or expansion at an existing site that results in an expected increase of 50 or more trips during the peak hour of the traffic generator or the peak hour of the adjacent street traffic (7:00 - 9:00 a.m. or 4:00 - 6:00 p.m.), or if the Administrator/Manager or his/her designee determines that the change or expansion of the existing site will have significant impact at the existing access points, proposed access points, or surrounding intersections.
- C. A driveway traffic analysis may be required if trip generation is projected to be below the thresholds above at the request of the Administrator/Manager or his/her designee.

6.3.20 – Applicability

- ~~A. Any development that will generate more than 50 trips during the peak hour as determined by the County Traffic Engineer shall require a Traffic Impact Analysis (TIA) as part of the application for development plan or subdivision plat approval.~~
- ~~B. A second phase, second subdivision, or addition that takes a property over 50 trips during the peak hour when taken as a whole shall require a TIA as part of the application for development plan or subdivision plat approval even though the development does not qualify on its own.~~
- ~~C. A change of use to another use permitted in the zoning district shall require a TIA as part of the application for a change of use if the proposed use will generate over 50 trips during the peak hour, even if a TIA was conducted for the previous use.~~
- ~~D. An application for a rezoning shall include a TIA where the particular project or zoning district may result in a development that generates 50 trips during the peak hour or will change the level of service of the affected street.~~

6.3.320 - General TIA Requirements

- ~~A. The TIA shall be conducted by an engineer registered in the state who is experienced in the conduct of traffic analyses and approved by the County Traffic Engineer.~~

Exhibit A

- ~~B. The TIA shall indicate current conditions, the traffic generated by the subject site at full development, traffic generated by developments approved in the area that would affect future traffic flows, and an estimate of future traffic on the system at the time of buildout.~~
- ~~C. The TIA shall review access to the site. The adequacy of the entrance design shall be evaluated and recommendations made for acceleration and deceleration lanes, left turn lanes, or signalizations.~~
- ~~D. The TIA shall review the number and types of curb cuts that are permitted. In particular, the TIA shall assess the connection of the property to adjoining properties. Where the use, scale of development, or size of adjoining properties is such that trips would be anticipated between the proposed use and the other properties, the TIA shall make recommendations on interconnections to provide a smooth flow of traffic between uses along arterials and collector roads to ensure that as much traffic as possible uses secondary roads rather than major roads for short trips.~~
- ~~E. The TIA shall assess the adequacy of the roads from which the development takes access. Recommendations for improvements shall be made. The relative share of the capacity created shall be broken down as follows: development share, other developments share, any existing over capacity, and capacity available for future growth.~~
- ~~F. Residential development, residential care facilities, hospitals, hotels and resort-oriented developments shall submit an emergency evacuation analysis (EEA) as part of the TIA. The EEA shall indicate how the proposed development utilizes the county's prescribed evacuation routes and the effect of the proposed development upon existing evacuation times for that portion of the county. The EEA shall be reviewed and approved by the Director of Emergency Management prior to submittal as part of the TIA.~~

A. The following criteria shall be used to evaluate the findings of traffic impact analyses.

- 1) A traffic impact analysis study shall be prepared in accordance with SCDOT standards.
- 2) *Level of service.* The results of the TIA shall inform and contemplate the traffic mitigation measures necessary to ensure that the minimum service standards established herein are met during the required planning horizon. The Future No Build conditions levels of service (LOS) for study area intersections, measured using the latest Transportation Research Board's *Highway Capacity Manual* standards for LOS calculation, shall be maintained in the Future Build conditions. If a reduction in the level of service is unavoidable, required improvements shall be identified to most effectively and practically minimize the reduction in operational LOS. Post-development operational LOS shall meet a LOS D goal for study area intersections. If LOS for an unsignalized intersection is found to be LOS E or F, mitigation measures should be reviewed, and discussion included in the report on potential side street queuing.
- 3) *Number of access points.* The number and spacing of access points shall comply with applicable standards set forth in the *SCDOT Access and Roadside Management Standards* (ARMS manual) and any designated Access Management Plans in the County's Community Development Code or any other access management planning in development. This shall be coordinated with Beaufort County staff during the development of the TIA.

6.3.630 – Review and Approval *Traffic study preparation and/or review*

A) Traffic Impact Analysis Plan Submittal and Review.

- 1. A traffic impact analysis plan (TIA) shall be submitted to the County Traffic Engineer for review as part of an application for a conceptual development plan or conceptual subdivision plat.

- ~~2. The County Traffic Engineer shall determine whether a TIA is complete and accurate. Failure by an applicant to provide a complete and accurate TIA where required by this Division may result in review delays for the accompanying plan or plat application.~~
- ~~3. TIA review coordination with other entities in the county and the South Carolina Department of Transportation (SCDOT) shall be the responsibility of the County Traffic Engineer.~~

A) At the sole expense of the Applicant, the TIA shall be prepared by a traffic engineer licensed in South Carolina who is experienced in the conduct of traffic analysis, and whom is one of the consultants the County has previously-selected for On-Call traffic engineering services.

Applicant shall coordinate with Beaufort County staff on details of the project to develop the scope of services for the TIA.

I.) The Applicant shall provide the following information to County staff as part of the Applicant's request for a TIA:

a. Total acreage for the project.

b. Description of the type of use(s) proposed and existing use or last known use

c. Concept or sketch plan showing total square footage for the buildings (existing and proposed), the number and type of dwelling units proposed, square footages floor area by land use type, planned point(s) of access, proposed roads, internal accesses, bike/pedestrian facilities, and any other transportation infrastructure or facilities, and parking areas

d. Projected buildout year when the site will be substantially occupied.

e. The project's civil engineer shall design on-site vehicle circulation, queuing and parking patterns so as not to interfere with the flow of traffic on any public street, including intersections and meets all SCDOT and Beaufort County driveway standards including sight distance requirements. The project's civil engineer shall ensure that no blocking of internal driveways shall occur. Cross access shall be required between parcels, where applicable.

f. The Applicant shall provide a site plan with driveway sight distance triangles, edge-to-edge distance to adjacent driveways and intersections, and a demonstration that the number of driveways proposed is the fewest necessary and that they provide safe and efficient traffic operations.

g. Documentation of any pre-coordination with the South Carolina Department of Transportation (SCDOT) regarding access location(s)

2.) After determination of the scope of services, the County's On-Call consultant shall provide a cost estimate of such services to the Administrator/Manager or his/her designee for review. An invoice shall be sent to the Applicant who shall provide payment in an amount equal to the estimated cost to the Administrator/Manager or his/her designee. The notice to proceed will be provided by staff to the County's On-Call consultant once the payment is received.

3.) Additional fees for services may be required if the Applicant substantially amends an application and/or the consultant's appearance is requested at meetings beyond what was

anticipated in the initial scope of services. The Applicant shall remit payment to the Administrator/Manager or his/her designee for these costs before the services are provided.

6.3.40 – Methodology

- A. ~~The applicant's engineer will rely on the most current edition ITE trip generation manual or any alternative acceptable to the County Traffic Engineer, and available information on land use, travel patterns and traffic conditions, and will supply in writing to the County Traffic Engineer for approval the parameters to be followed in the TIA, including the directional split of driveway traffic, trip distribution, and background traffic growth rate. Previously approved but not completed projects and the intersections to be analyzed along with any associated and available turning movement counts will be provided by the Country Traffic Engineer.~~
- B. ~~The following elements shall be included in a TIA plan:~~
- ~~1. A conceptual site plan or subdivision plat identifying accesses to and from existing or proposed streets and intersection.~~
 - ~~2. Description of the proposed development, including the type of proposed land use, the number of residential units by type, the number of existing and proposed lots, the type of proposed nonresidential development and the amount of such development measured by gross floor area or other appropriate unit of measurement, the general size and type of accessory development or facilities, and, for non-residential development, adequate information to identify the appropriate land use category for trip generation.~~
 - ~~3. Projected vehicular trips to and from the completed development during a.m. and p.m. peak hour. The percentage of pass-by trips, if used in the plan, shall be included, as well as the source of this information. Trip rates shall be taken from the ITE manual provided, however, an applicant may elect to perform, at his own expense, a trip generation study that may be submitted as part of the traffic impact analysis plan. Such trip generation study shall be subject to the review and verification of the County Traffic Engineer. For proposed uses not specifically listed in the ITE manual, and for which a trip generation study has not been performed, the County Traffic Engineer, in consultation with the applicant's traffic engineer, shall determine the most appropriate trip generation rate.~~
 - ~~4. A written narrative setting forth the assumptions upon which any projection made in developing the traffic analysis plan shall be included in the analysis. If the assumptions are derived from the ITE manual, the materials shall be referenced and properly cited. If the assumptions are not from the ITE manual, appropriate excerpts from other reliable transportation planning resources shall be stated in the narrative.~~
 - ~~5. The traffic impact analysis shall be based on intersection analysis procedures for signalized and unsignalized intersections as identified in the most current edition of Transportation Research Board's Highway Capacity Manual and/or the last update that analyses and emulates these procedures by means of computer software, if available. The results of any required analysis/computer analysis shall, at a minimum, indicate compliance or variance from the traffic goals in the Beaufort County Comprehensive Plan (2010).~~
 - ~~6. The intersections that must be analyzed in the study are as follows:~~
 - ~~a. Any intersection that serves as a development's point of access. This will include intersections of public and/or private roads with arterials, and driveways offering direct access.~~
 - ~~b. The first major intersection as identified by the County Traffic Engineer on either side of the development's point of access.~~
 - ~~c. Other intersections on arterials if development generates more than 50 a.m. or p.m. peak hour trips to that intersection or when in the opinion of the County Traffic Engineer there is~~

~~a potential for a significant impact to the intersection's level of service from site related traffic or intersection demand critical.~~

- ~~d. Unsignalized intersections and access drives shall be considered if development impacts are anticipated. The plan must include the results of an analysis of the operating conditions of critical intersections and/or all intersections identified in the concept plan. The analysis shall reflect the projected condition of these intersections and movements, based on the scheduled opening date of the development. Other phases of the development shall be considered as well.~~
- ~~7. Accident analysis for intersections identified to be included in the study shall be completed for the most recent three years of accident data available from the S.C. Department of Public Safety or the County Traffic Engineer.~~
- ~~8. The average stop time delay in seconds per vehicle for each intersection determined to be critical to the traffic impact analysis shall be compared to the County's adopted traffic service level goal of "D" for the average delay for all vehicles at any signalized intersection during the a.m. and p.m. peak hours.~~

6.3.50—Mitigation Plan

~~If the initial analysis indicates that the County's adopted traffic service level goal of "D" will be exceeded, a mitigation plan must be prepared based on additional analysis. The mitigation plan must show how the County's service level goals are addressed as mitigated. Applicants will be responsible to mitigate the traffic impacts at any intersection affected by a proposed development.~~

- ~~A. If a traffic signal is recommended, the analysis shall provide information that does the following:
 - ~~1. Clearly indicates the need for a traffic signal.~~
 - ~~2. Assesses the ability of other existing or planned or proposed public roads to accommodate the new traffic at a location other than the main highway in the vicinity of the proposed development.~~
 - ~~3. Describes in detail how a specific development will affect the study area transportation system.~~
 - ~~4. Provides documentation of appropriate South Carolina Manual of Uniform Traffic Control Devices (SCMUTCD) signal warrant satisfaction.~~
 - ~~5. Gives design geometry of the private road that is consistent with that of public road intersections including curbs, appropriate lane widths, pavement markings and vertical alignment. Other roadway factors to be considered include, but are not limited to, speed, type of highway, grades, sight distance, existing level of service, conflicting accesses, and the effect of future traffic signal systems.~~
 - ~~6. Provides an approach throat length for the road to guarantee the movement of vehicles entering the site will not be impeded by on site conditions, and insure that all signal spacing requirements are adequately met.~~~~
- ~~B. A traffic signal progression analysis is required if the proposed location is closer than the SCDOT standards given the presence of existing signals or the possible existence of future signals proposed as part of a highway signal system.~~
- ~~C. The desirable spacing of signalized intersections on principal arterials is the SCDOT standards or county standards. The County Transportation Engineer may recommend to SCDOT the installation of a traffic signal at locations where using SCDOT standards, spacing is inappropriate due to: topography, existing or proposed road layout; documented accident history; unique physical constraints; existing or proposed land use patterns; or requirements to achieve specific objectives for highway segment designations as shown in any locally adopted land use or transportation plan or approved County transportation plan or approved transportation policy.~~

- D. ~~Signal spacing concerns may be ameliorated in the following ways:~~
1. ~~A proposed private road that may otherwise be considered for the installation of a traffic signal may be replaced by an onsite route or a frontage road that directs traffic to or from a nearby public road;~~
 2. ~~A private road that is being considered for traffic signal installation may be required to connect to the existing or planned local road system to allow uses of surrounding properties;~~
 3. ~~An existing or proposed intersection may be relocated; or~~
 4. ~~A shared private road may be required to serve the needs of the multiple properties.~~
- E. ~~A traffic signal progression analysis for all new, revised or planned traffic signal systems on state highways shall be performed using methods, models, computer software, data sources, roadway segment length, and assumptions approved by the County Traffic Engineer. The roadway segment, analyzed to the extent possible, shall include all traffic signals in the existing or future traffic signal system. The progression analysis shall:~~
1. ~~Demonstrate acceptable existing and future traffic signal systems operation that may include the morning peak, evening peak, midday period, and other appropriate time period during any day of the week adjusted for peak season, for cycle lengths and travel speeds approved by the County Traffic Engineer;~~
 2. ~~Demonstrate sufficient vehicle storage is available at all locations within the traffic signal system without encroaching on the functional boundaries of adjacent lanes and signalized intersections. The functional boundary of an intersection shall be determined in discussion with the County Traffic Engineer based on existing or projected conditions;~~
 3. ~~Provide a common cycle length with adequate pedestrian crossing times at all signalized intersections; and~~
 4. ~~Provide a progression bandwidth as large as that required, or as presently exists, for through traffic on arterials & collectors at the most critical intersection within the roadway segment. The most critical intersection is the intersection carrying the highest through volume per lane at the lowest green time/cycle time (g/c) ratio.~~
- F. ~~The traffic signal progression analysis shall be supplemented by a traffic engineering report that also considers highway capacity and safety of the roadway segment under consideration. Traffic volumes, intersection geometry and lane balance considered at all locations shall be appropriate for the present and future conditions. Present and future conditions are usually considered to include the year of completion, and five years into the future.~~
- G. ~~A clear and concise summary of recommended improvements that can serve as an executive summary is required.~~

6.3.40 – TIA Required Components The TIA shall include the following components unless otherwise coordinated with the Administrator/Manager or his/her designee.

- A) *Existing conditions.* Description of existing traffic conditions, including existing peak-hour traffic volumes adjacent to the site and LOS for study area intersections. Existing traffic signal timings should be used. Morning (a.m.) and evening (p.m.) peak hour turning movement counts from 7:00 a.m. to 9:00 a.m. and from 4:00 p.m. to 6:00 p.m., respectively, taken on a Tuesday, Wednesday, or Thursday when area K-12 public and private schools are in session shall be used.

Other peak periods may need to be counted, as determined by the Administrator/Manager or his/her designee, based on the specifics of the project. This would be determined during the TIA scoping process.

Seasonal data collection or conversion to represent seasonal conditions may be requested for TIAs on Hilton Head Island.

Existing counts may be used if taken within 12 months of the submittal of the TIA, unless authorized by the Administrator/Manager or his/her designee.

Other information that may be required to be collected may include, but is not limited to, crash data, stopping sight distances, and 50th and 85th percentile speeds.

B) Proposed land use. As provided by the Applicant, a description of the current and proposed land use including characteristics such as the number and type of dwelling units, square footage of the floor area, accompanied with a project site plan (with buildings identified as to proposed use) and a schedule for construction of the development and any proposed development stages should also be included in the TIA.

C) Estimate of trip generation. As noted previously, the projected trips for the development should be based on the most recent edition of the *ITE Trip Generation Manual*. Local trip generation studies may be conducted if previously approved by the Administrator/Manager or his/her designee. A table should be provided in the report outlining the categories and quantities of land uses, with the corresponding trip generation rates or equations, and the resulting number of trips. For large developments with multiple phases, the table should be divided based on the trip generation for each phase.

Any reductions due to internal trip capture (to a maximum of 20 percent) and pass-by trips (to a maximum of 10 percent of adjacent street traffic), and modal split should be justified and documented. All trip generation and trip reduction calculations and supporting documentation shall be included in the report appendix. Internal capture and pass-by should be based on *ITE* and National Cooperative Highway Research Program (*NCHRP*) methodologies.

For developments that do not have a final site plan, the highest and best use of the parcel shall be used in the TIA.

D) Trip distribution and traffic assignment. The trip distribution of the projected trip generation to the adjacent street network and study area intersections shall be included in the report and the basis should be explained.

E) Internal circulation, queuing and parking patterns. The TIA will generally review the on-site vehicle circulation, queuing and parking patterns to confirm that the flow of traffic is not impeded on any public street or surrounding intersections and the driveway design meets SCDOT and Beaufort County driveway standards for driveway width, throat, and sight distance requirements and cross access is included on the plan if applicable.

F) Planning horizon. The TIA shall be performed for the year the development will be substantially occupied. The buildout year for the development shall be provided by the

Applicant. If the development is planned to be phased, the phase year shall be provided by the Applicant.

G) Growth and Approved developments. In addition to the non-specific yearly growth, approved yet not constructed developments within the vicinity of the site shall be included in the Future No Build and Build conditions. The approved developments to include in the study shall be coordinated with Administrator/Manager or his/her designee and SCDOT staff.

H) Future Year Analysis and Identification of Improvements. A capacity analysis should be performed at each of the intersections and driveways (signalized and unsignalized) in the study area. Intersection analysis shall include LOS determination for the overall intersection or approach depending on the type of control at the intersection in the No-Build (without the development) and Build (with the development) conditions based on the latest HCM methodologies.

If the capacity analysis indicates that an intersection does not meet the LOS standard, a mitigation analysis will be conducted to identify the improvements needed to meet the LOS standard.

If the capacity analysis indicates that an intersection does not meet the LOS standard for No-Build conditions, a mitigation analysis for Build conditions will be conducted to determine the improvements needed to be completed for the project to accomplish the level of service and delay in No-Build conditions or better.

I) Access management standards. The report shall include the Applicant provided site plan showing and description of the proposed access points and compare it to the applicable SCDOT and Beaufort County standards and/or plans.

J) Auxiliary turn lane requirements. TIAs shall evaluate the need for right- and left-turn lanes at all project driveways. Right- and left-turn lanes shall be installed in accordance with the criteria and warrants contained in SCDOT's ARMS Manual.

K) Traffic signalization. If a traffic signal is proposed as a mitigation measure, a preliminary traffic signal warrant analysis based on the Manual on Uniform Traffic Control Devices shall be included in the study. While the installation of a traffic signal on projected volumes may not be able to be initially installed as the project traffic volumes are not yet realized, the Applicant shall provide funds for the future signal(s) to the County to deposit into an escrow or special account set up for this purpose, if future installation of a traffic signal(s) approved. The Applicant is also responsible for conducting the future traffic signal warrant studies at the direction of the County.

The Applicant should make any laneage improvements during construction so that if in the horizon year a signal is warranted, one may be installed with little impact to the intersection.

L) Mitigation and alternatives. The TIA should include proposed improvements or access management techniques as necessary to meet the LOS standards. The Administrator/Manager or his/her designee will be responsible for final determination of mitigation improvements required to be constructed by the Applicant as a part of the

development. Any improvements identified for the project including any future traffic signal installations are above and beyond any transportation impact fees.

6.3.50 – Coordination with SCDOT

- A) The draft TIA shall be submitted to SCDOT and other applicable municipalities for review and comment. Any SCDOT comments or requirements shall be incorporated in the study. These comments shall be coordinated with County staff and shall be addressed prior to the finalization of the traffic study.

6.3.60 – Review and acceptance of traffic impact analysis

- A) The Administrator/Manager or his/her designee shall also review and approve the traffic study once all County and SCDOT comments are addressed. The Administrator/Manager or his/her designee shall issue a memo or similar documenting the approval of the traffic study and the required mitigation associated with the project.

6.3.70 – Expiration Traffic Impact Analysis

- A) The Administrator/Manager or his/her designee may require an update to a previously approved TIA if any of the following criteria are met:
- 1) If a proposed development does not commence within 12 months of the traffic impact analysis.
 - 2) If the scale, intensity, or phasing of the proposed development that were contemplated in the approved traffic impact analysis are modified.
 - 3) If the number of access points, location of access points, or type of access points (right-in, right-out driveway, full access driveway, etc.) that were contemplated in the approved traffic impact analysis are modified.
 - 4) If the built environment dictates a change in land use or traffic distribution from what was previously contemplated within an approved TIA.
 - 5) If the proposed development is not completed within the proposed buildout date utilized in the TIA.
- ~~B. **Action on Traffic Impact Analysis.** Based on the TIA findings and recommendations, as approved by the County Traffic Engineer, an applicant may be required to provide construction of recommended improvements, pay fees in lieu of construction, or phase or revise the proposed development to insure the County's adopted traffic service level goals are met.~~
- ~~C. **Timing of Implementation.** If a traffic mitigation program is part of an approved traffic impact analysis plan, the developer may be required to place a performance bond on all traffic mitigation improvements required as a result of the development. This requirement may arise if the timing of the improvements needs to be synchronized with other scheduled improvements anticipated for the area.~~
- ~~D. **Responsibility for Costs of Improvements.** The costs of implementation of an approved mitigation program shall be the responsibility of the applicant. No Certificates of Compliance or Building Permits shall be issued unless the traffic impact analysis recommendations are met.~~



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 6.

ITEM TITLE:
AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF FUNDS FOR FISCAL YEAR 2024-2025 GENERATED BY THE LOCAL A-TAX
MEETING NAME AND DATE:
Finance Committee Meeting; June 17, 2024
PRESENTER INFORMATION:
John Robinson, Interim County Administrator Christine Webb, Director of Compliance
ITEM BACKGROUND:
PROJECT / ITEM NARRATIVE:
Based on historical amounts, the County has projected that Fiscal Year 2024-2025 ("FY25") will produce \$2,202,900 ("Projected Revenue") in revenue from the Local A-Tax. Additional available funds consist of \$3,009,924 of prior year fund balance and \$40,000 of estimated interest income. In accordance with the applicable Beaufort County Code Sections, the County desires to have Local A-Tax collected and appropriated during the entire term FY25.
FISCAL IMPACT:
Potential appropriation of funds in the amount of \$5,252,824 of Local A-Tax revenue
STAFF RECOMMENDATIONS TO COUNCIL:
Approval of ordinance appropriating FY 25 Local A-Tax funds
OPTIONS FOR COUNCIL MOTION:
Motion to Deny Motion to move forward to County Council an ordinance providing for the distribution of funds for fiscal year 2024-2025 generated by the local accommodations tax (3 readings and public hearing required)

ORDINANCE 2024/_____**AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF FUNDS FOR FISCAL YEAR 2024-2025 GENERATED BY THE LOCAL ACCOMMODATIONS TAX**

WHEREAS, Beaufort County (“County”) collects and administers a 3% local accommodations tax pursuant to S.C. Code Sections 4-9-30 and 6-1-500 and as provided in Beaufort County Code Sec. 66-41, hereinafter referred to as “Local A-Tax”; and

WHEREAS, the Local A-Tax revenues shall only be used for the exclusive purposes provided in Beaufort County Code Sec. 66-44(a), must be allocated pursuant to Beaufort County Code Sec. 66-45, and in accordance with Beaufort County Code Sec. 66-44(b) authorization to utilize Local A-Tax funds shall be by ordinance adopted by the Beaufort County Council; and

WHEREAS, based on historical amounts, the County has projected that Fiscal Year 2024-2025 (“FY25”) will produce \$2,202,900 (“Projected Revenue”) in revenue from the Local A-Tax. Additional available funds consist of \$3,009,924 of prior year fund balance and \$40,000 of estimated interest income; and

WHEREAS, in accordance with the applicable Beaufort County Code Sections, the County desires to have Local A-Tax collected and appropriated during the entire term FY25. Based on the Projected Revenue and other available funds as stated above, the Local A-Tax funds for FY25 shall be appropriated as follows:

1. An amount not to exceed \$300,000 for workforce housing after the required study has been completed.
2. Twenty (20%) Percent for emergency contingency and on the effective date of this ordinance the required \$1,000,000 maximum has been met. The allocation provided in this Section shall only be allocated if at any time the emergency contingency funds are below the \$1,000,000 maximum balance established in Beaufort County Code Section 66-45.
3. An amount not to exceed \$1,052,824 for the construction of, improvements to, or maintenance of the Okatie River Park.
4. An amount not to exceed \$2,900,000 for Beaufort County tourism-related projects pursuant Beaufort County Code Section 66-44(a)(1) – (9).
5. An amount not to exceed \$1,000,000 for tourism-related projects pursuant to Beaufort County Code Section 66-44(a)(1) – (9).

WHEREAS, the future appropriation of Local A-Tax funds for specific projects under the categories set forth above may be approved by County Council by way of a resolution; and

WHEREAS, this Ordinance shall be retroactively be effective on July 1, 2024, and all funds collected starting on July 1, 2024, shall be appropriated as described herein; and

WHEREAS, Beaufort County Council finds that it is in the best interest of its citizens, residents, visitors and tourists to appropriate funds as described above for FY25.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL, that revenue from the Beaufort County Local Accommodations Tax shall be appropriated as stated herein for Fiscal Year 2024-2025.

DONE this _____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

Joseph Passiment, Council Chairman

ATTEST:

Sarah Brock, Clerk to Council

SECTION 2. This Ordinance shall become effective on July 1, 2024.

Ordered in meeting duly assembled on this _____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

Joseph Passiment, Council Chairman

ATTEST:

Sarah Brock, Clerk to Council



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 7.

ITEM TITLE:
AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF FUNDS FOR FISCAL YEAR 2024-2025 GENERATED BY THE LOCAL HOSPITALITY TAX
MEETING NAME AND DATE:
Finance Committee Meeting; June 17, 2024
PRESENTER INFORMATION:
John Robinson, Interim County Administrator Christine Webb, Director of Compliance
ITEM BACKGROUND:
PROJECT / ITEM NARRATIVE:
Based on historical amounts, the County has projected that Fiscal Year 2024-2025 ("FY25") will produce \$3,040,000 ("Projected Revenue") in revenue from the Local H-Tax. Additional available funds consist of \$3,995,000 of prior year fund balance and \$40,000 of interest revenue. In accordance with the applicable Beaufort County Code Sections, the County desires to have Local H-Tax collected and appropriated during the entire term FY25.
FISCAL IMPACT:
Potential appropriation of funds in the amount of \$7,075,000 in Local H-Tax funds.
STAFF RECOMMENDATIONS TO COUNCIL:
Approval of ordinance appropriating FY25 Local H-Tax funds
OPTIONS FOR COUNCIL MOTION:
Motion to Deny Motion to move forward to County Council an ordinance providing for the distribution of funds for fiscal year 2024-2025 generated by the local hospitality tax (3 readings and public hearing required)

ORDINANCE 2024/_____**AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF FUNDS FOR FISCAL YEAR 2024-2025 GENERATED BY THE LOCAL HOSPITALITY TAX**

WHEREAS, Beaufort County (“County”) collects and administers a 2% local hospitality tax pursuant to S.C. Code Sections 4-9-30 and 6-1-700 and as provided in Beaufort County Code Sec. 66-531, hereinafter referred to as “Local H-Tax”; and

WHEREAS, Local H-tax revenues shall only be used for the exclusive purposes provided in Beaufort County Code Sec. 66-534(a) and in accordance with Beaufort County Code Sec. 66-534(b) authorization to utilize Local H-Tax funds shall be by ordinance adopted by Beaufort County Council; and

WHEREAS, based on historical amounts, the County has projected that Fiscal Year 2024-2025 (“FY25”) will produce \$3,040,000 (“Projected Revenue”) in revenue from the Local H-Tax. Additional available funds consist of \$3,995,000 of prior year fund balance and \$40,000 of interest revenue; and

WHEREAS, in accordance with the applicable Beaufort County Code Sections, the County desires to have Local H-Tax collected and appropriated during the entire term of FY25. Based on the Projected Revenue and other available funds as stated above, the Local H-Tax funds for FY25 shall be appropriated as follows:

Advertising	\$ 100,000
Beaufort County Projects	\$ 4,975,000
Tourism Projects	\$ 1,000,000
Transfer Out to General Fund	<u>\$ 1,000,000</u>
Total for FY25:	\$ 7,075,000

WHEREAS, the future appropriation of Local H-Tax funds for specific projects under the categories set forth above may be approved by County Council by way of a resolution; and

WHEREAS, this Ordinance shall be retroactively be effective on July 1, 2024, and all funds collected starting on July 1, 2024, shall be allocated as described herein; and

WHEREAS, Beaufort County Council finds that it is in the best interest of its citizens, residents, visitors and tourists to allocate funds as described above for FY25; and

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL, that revenue from the Beaufort County Local Hospitality Tax shall be appropriated as stated herein for Fiscal Year 2024-2025.

DONE this _____ day of _____, 2024.

COUNTY COUNCIL OF BEAUFORT COUNTY

Joseph Passiment, Council Chairman

ATTEST:

Sarah Brock, Clerk to Council