



Finance, Administration, and Economic Development Committee

Beaufort County, SC

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

Monday, March 17, 2025

2:00 PM

AGENDA

COMMITTEE MEMBERS:

MARK LAWSON, CHAIRMAN
PAULA BROWN
ANNA MARIA TABERNIK

LOGAN CUNNINGHAM, VICE-CHAIR
GERALD DAWSON
ALICE HOWARD, EX-OFFICIO

1. CALL TO ORDER: Mark Lawson, Committee Chair
2. PLEDGE OF ALLEGIANCE: Mark Lawson, Committee Chair
3. STATEMENT OF COMPLIANCE WITH FOIA: Mark Lawson, Committee Chair
4. APPROVAL OF AGENDA
- [5.](#) APPROVAL OF MINUTES - February 18, 2025
6. PUBLIC COMMENT PERIOD- 15 MINUTES
- [7.](#) CFO REPORT- YTD FINANCIAL REPORTS - Pinky Harriott, Chief Financial Officer
- [8.](#) FY2025 BUDGET AMENDMENT FOR FUND 4000 - CAPITAL IMPROVEMENT FUND (**FISCAL IMPACT: The impact of the budget amendment will result in the budget for Fund 4000- Capital Improvement Fund to be reduced due to the amount of the 2025 Bond Issuance being lower than initially budgeted. We currently have \$70,000,000.00 budgeted for using the bonds, but now only plan to allocate approximately \$58,000,000.00 of bond proceeds towards County projects. An additional \$16,000,000.00 of the bond proceeds will be allocated towards projects approved for Beaufort Memorial Hospital & Technical College of the Lowcountry**) - Pinky Harriott, CFO
- [9.](#) AN ORDINANCE TO REPEAL ORDINANCE 2021/24, WHICH ESTABLISHED THE SOLID WASTE AND RECYCLING ENTERPRISE SYSTEM (**FISCAL IMPACT: No change in fiscal impact; the millage (3.2mils) associated with the SWR Enterprise Fund will return to the County Operations millage as was before**) - Pinky Harriott, CFO
- [10.](#) A RESOLUTION RECOGNIZING APRIL 2025 AS FAIR HOUSING MONTH - Audra Antonacci-Ogden, Assistant County Administrator - Community Services

11. A RESOLUTION APPROVING BEAUFORT COUNTY ECONOMIC DEVELOPMENT CORPORATION'S REQUEST TO PURCHASE 14.77 ACRES FOR ECONOMIC DEVELOPMENT AT 134 PARKER DRIVE, BEAUFORT (***Fiscal Impact: \$460,000.00 from Account 1010-10-0000-55240 (Current Balance \$3,293,237.10))*** – John O'Toole, Executive Director, Beaufort County Economic Development Corporation
12. RATIFICATION AND APPROVAL OF A CHANGE ORDER OF \$135,649.66 REFERENCE RFQ #092520E: A & E SERVICES; BUCWALTER RECREATION ATHLETIC COMPLEX EXPANSION (BRACE) (***Fiscal Impact: \$135,649.66***) - Dave Thomas, Procurement Services Director
13. THE REAPPOINTMENT OF ANDREW DISALVO TO THE BOARD OF ASSESSMENT APPEALS FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2029.
14. ADJOURNMENT

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<https://beaufortcountysc.gov/council/council-committee-meetings/index.html>



Finance, Administration, and Economic Development Committee

Beaufort County, SC

Executive Conference Room, Administration Building, Beaufort County Government, Robert
Smalls Complex, 100 Ribaut Road, Beaufort

Tuesday, February 18, 2025

2:00 PM

MINUTES

COMMITTEE MEMBERS:

MARK LAWSON, CHAIRMAN
PAULA BROWN
ANNA MARIA TABERNIK

LOGAN CUNNINGHAM, VICE-CHAIR
GERALD DAWSON
ALICE HOWARD, EX-OFFICIO

The video stream of this meeting is available on the County's website:

<https://beaufortcountysc.new.swagit.com/videos/335076>

1. CALL TO ORDER

Committee Chairman Lawson called the meeting to order at 2:00 pm

PRESENT

Committee Chair Mark Lawson
Committee Vice-Chair Logan Cunningham
Council Member Paula Brown
Council Member Alice Howard
Council Member Anna Maria Tabernik
Council Member York Glover
Council Member Joseph Passiment

ABSENT

Council Member Gerald Dawson
Council Member David Bartholomew
Council Member Lawrence McElynn
Council Member Thomas Reitz

2. PLEDGE OF ALLEGIANCE

Committee Chairman Lawson led the Pledge of Allegiance.

3. STATEMENT OF COMPLIANCE WITH FOIA

4. APPROVAL OF AGENDA

Motion: It was moved by Council Member Tabernik, seconded by Council Member Cunningham to approve the agenda.

The Vote: The motion was approved without objection.

5. APPROVAL OF MINUTES - January 27, 2025

Motion: It was moved by Council Member Brown, seconded by Council Member Tabernik, to approve the minutes from January 27, 2025.

The Vote: The motion was approved without objection.

6. CITIZEN COMMENT PERIOD- 15 MINUTES

No citizen comments

7. FY 2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)- *Pinky Harriott, CFO*

Beaufort County external auditor, to present the FY2024 Annual Comprehensive Financial Report- David Irwin, CPA, Mauldin and Jenkins

To view the full presentation: <https://beaufortcountysc.new.swagit.com/videos/335076?ts=99>

8. CHIEF FINANCIAL OFFICER REPORT - *Pinky Harriott, CFO*

FY 2025 Year-to-Date Budget Report - Pinky Harriott, CFO

To view the full presentation: <https://beaufortcountysc.new.swagit.com/videos/335076?ts=1214>

9. RECOMMEND APPROVAL OF A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE AN AMENDMENT TO AN INTERGOVERNMENTAL AGREEMENT REGARDING AFFORDABLE HOUSING. *Dylan Kidd, Deputy County Attorney*

September 26, 2022, the County Council adopted Resolution 2022/51 authorizing the County Administrator to enter into an intergovernmental agreement for affordable housing with Jasper County, the Town of Hilton Head Island, the Town of Bluffton, the Town of Port Royal, the City of Beaufort, the City of Hardeeville, and the Town of Yemassee.

Due to developments since the creation of the RHTF and the execution of the intergovernmental agreement, the government entities desire to amend the original intergovernmental to: (1) remove the reference to the "William C. Mescher Local Housing Trust Fund Enabling Act"; (2) include a definition of the "Beaufort Jasper Housing Trust, Inc."; (3) further define the terms and responsibilities of the Oversight Board; (4) include additional conditions regarding the Term and Termination of the Agreement; and (5) amend terms regarding the Administration and Fiscal Agent related to the RHTF.

Motion: It was moved by Council Member Tabernik, seconded by Council Member Cunningham, to approve a Resolution Authorizing the County Administrator to Execute an Amendment to an Intergovernmental Agreement Regarding Affordable Housing.

The Vote: The motion was approved without objection.

To view the full discussion: <https://beaufortcountysc.new.swagit.com/videos/335076?ts=1450>

10. DISCUSSION: State A-Tax Review - *Vice-Chair Tabernik*

State A-Tax review of Awards in partnership with USC- Beaufort

Motion: It was moved by Council Member Cunningham, seconded by Council Member Brown to Open Up the Item for Discussion.

No Vote.

To view the full discussion: <https://beaufortcountysc.new.swagit.com/videos/335076?ts=3659>

11. THE REAPPOINTMENTS OF THOMAS SHEAHAN, NICHOLAS MESENBURG, LESLIE FLORY, ANNE ESPOSITO, HOWARD ACKERMAN & CHRISTOPHER BUTLER TO THE AIRPORTS BOARD FOR A TWO-YEAR TERM WITH AN EXPIRATION DATE OF FEBRUARY 2027

Motion: It was moved by Council Member Cunningham, seconded by Paula Brown to Approve the Reappointments of Thomas Sheahan, Nicholas Mesenburg, Leslie Flory, Anne Esposito, Howard Ackerman, and Christopher Butler to the Airports Board for a Two-Year Term with an Expiration Date of February 2027

The Vote: The motion was approved without objection

12. RECOMMEND APPROVAL OF THE REAPPOINTMENT OF PAUL JERNIGAN TO THE BOARD OF ASSESSMENT APPEALS FOR A FOUR-YEAR TERM WITH THE EXPIRATION DATE OF FEBRUARY 2029.

Motion: It was moved by Council Member Tabernik, Seconded by Council Member Howard to Approve the Reappointment of Paul Jernigan to the Board of Assessment Appeals for a Four-Year Term with the Expiration Date of February 2029.

The Vote: The motion was approved without objection.

13. ADJOURNMENT

3:32 pm

Ratified:



Beaufort County
SOUTH CAROLINA



Finance Committee

FY2025 YTD Budget Reports



General Fund- Revenues

		2025 Revised Budget	2025 Actual	2025 Percent Rec/Used
	GENERAL FUND 1000			
	REVENUES			
41	Ad Valorem	\$ 115,574,500.00	\$ 112,482,775.00	97%
42	License & Permits	\$ 4,811,500.00	\$ 2,261,726.00	47%
43	Intergovernmental	\$ 11,802,756.00	\$ 4,876,592.00	41%
44	Charges for Services	\$ 15,946,647.00	\$ 10,364,582.00	65%
45	Fines & Forfeitures	\$ 759,500.00	\$ 512,467.00	67%
46	Interest	\$ 2,150,000.00	\$ 2,998,051.00	139%
47	Misc	\$ 1,470,300.00	\$ 1,165,367.00	79%
48	Cont from PY Fund Balance	\$ 6,026,812.00	\$ -	0%
49	Transfers In	\$ 1,630,000.00	\$ 1,142,049.00	70%
	TOTAL REVENUE	\$ 160,172,015.00	\$ 135,803,609.00	85%

General Fund- Expenditures

	EXPENDITURES by DIVISION			
10	General Government	\$ 73,886,349.00	\$ 43,760,316.00	59%
20	Public Safety	\$ 58,516,793.00	\$ 38,760,185.00	66%
30	Public Works	\$ 12,323,132.00	\$ 7,805,868.00	63%
40	Public Health	\$ 1,892,360.00	\$ 1,073,971.00	57%
50	Public Welfare	\$ 753,616.00	\$ 710,869.00	94%
60	Cultural & Recreation	\$ 12,799,765.00	\$ 8,009,627.00	63%
	TOTAL	\$ 160,172,015.00	\$ 100,120,836.00	63%

Enterprise Funds - Revenues

Dept	Budget	Actual	Percent (%)
Solid Waste & Recycling	\$ 12,538,045.00	\$ 8,717,221.00	70%
Stormwater	\$ 10,987,096.00	\$ 7,308,281.00	67%
Beaufort Executive Airport	\$ 2,677,200.00	\$ 615,445.00	23%
Hilton Head Airport	\$ 5,301,630.00	\$ 3,153,444.00	59%

Enterprise Funds - Expenditures

Dept	Budget	Actual	Percent (%)
Solid Waste & Recycling	\$ 12,538,045.00	\$ 6,965,084.00	56%
Stormwater	\$ 10,987,096.00	\$ 4,323,956.00	39%
Beaufort Executive Airport	\$ 2,677,200.00	\$ 696,562.00	26%
Hilton Head Airport	\$ 5,301,630.00	\$ 2,924,642.00	55%

FY 25 BUDGET TRANSFER TRACKING

FINANCE COMMITTEE 3/17/2025

Item 7.

DATE	DEPARTMENT	FROM ACCOUNT	FROM ACCOUNT DESCRIPTION	TO ACCOUNT	TO ACCOUNT DESCRIPTION	AMOUNT	JUSTIFICATION	REVISED BUDGET FROM	BUDGET TO
2/24/2025	Fleet	1000-10-3500-52010	Supplies and Materials	4000-80-3500-54200	Capital Equipment	\$78,600.00	\$25,000 for BCSO Message Board; \$28,600 for Fleet Tire Mounting Machine; \$25,000 for Fleet Tire Balancer	\$191,900.00	\$78,600.00
2/24/2025	Human Services	2503-50-0000-52600	Non-Cap Equipment	2503-50-0000-51150	Rentals	\$50.00	Adjustment for increased equipment rental fees for ABR printer services. Edited to transfer within the same fund 2503.	\$1,700.00	\$200.00
2/24/2025	Fleet	1000-10-3500-52010	Supplies and Materials	1000-10-3500-51300	VEHICLE MAINTENANCE SERVICES	\$25,000.00	Budget transfer necessary to enter change orders.	\$191,900.00	\$1,025,000.00
2/24/2025	Mosquito Control	1000-40-1400-52010	Supplies and Materials	1000-40-1400-51120	Equipment Maintenance	\$35,500.00	The annual maintenance cost for the helicopter came in much higher than expected after several items were found during the in-depth inspection of the aircraft which is required every 2 years. Once found, these items are required to be replaced/fixed before the inspector can sign off on the aircraft being safe to fly.	\$620,000.00	\$135,500.00
2/24/2025	Mosquito Control	1000-40-1400-52010	Supplies and Materials	1000-40-1400-51030	Postage	\$500.00	The navigation system for the helicopter (AgNav) had to be sent off to be upgraded to be night vision compatible. When it as returned, we found that it would not hook up to the internet and had to be sent back to the company. Also, the pilot's helmet had to be sent off to have a mount put on it to accept the night vision goggles.		\$1,000.00
2/24/2025	Sheriff	2253-20-0000-50130	Employer PO Retirement	2253-20-0000-51320	Training and Conf	\$5,000.00	The funds are needed for 8 officers to attend the South Carolina Association of School Resource Officers Conference.	\$149,354.00	\$17,000.00
2/25/2025	Magistrate	1000-10-1081-52010	Supplies and Materials	1000-10-1081-51310	Dues and Subscriptions	\$2,000.00	To purchase SC Rules of Court publications.	\$42,000.00	\$10,200.00
2/26/2025	AIRPORTS	5100-90-0000-51130	REPAIRS TO BUILDING	5100-90-0000-51310	Dues and Subscriptions	\$600.00	The current balance for the GL account 5100-90-0000-51310 is \$418.09. We kindly request your approval for a budget transfer to facilitate the payment of an outstanding invoice.	\$42,100.00	\$6,000.00
2/24/2025	IT - GIS	1000-10-1152-51160	Professional Services	1000-10-1152-51320	Training and Conf	\$5,500.00	We have three staff members presenting papers at a Regional GIS conference.	\$114,500.00	\$15,500.00
2/28/2025	AIRPORTS	5100-90-0000-54100	Site Development	5100-90-0000-51160	Professional Services	\$1,800.00	The current balance for the GL account 5100-90-0000-51160 is \$434.25. We kindly request your approval for a budget transfer to facilitate the payment of an outstanding invoice and upcoming invoices.	\$1,431,400.00	\$2,300.00
2/28/2025	Fleet	1000-10-3500-52590	Fuel-Outside Agency Purchase	1000-10-3500-51150	Rentals	\$5,000.00	Facility Maintenance does not have a lift to reach Parks and Rec lights. Also for future rentals because DSN will be needing to rent a van coming up soon.	\$18,500.00	\$8,000.00
3/4/2025	AIRPORTS	5400-90-0000-54200	CAPITAL EQUIPMENT	5400-90-0000-51160-ADMIN	Professional Services	\$8,000.00	to facilitate the preparation of a requisition entry for \$134,128.97 and payment for upcoming invoices.	\$550,963.00	\$201,200.00
3/7/2025	Alcohol & Drug	2555-40-2400-51160	Professional Services	2555-40-2400-52010	Supplies & Materials	\$5,000.00	FY25 Supplies & Materials expense exceeds the budget amount due to an increase in expenses from projection and increased organizational activity.	\$55,497.00	\$60,967.00
3/7/2025	Land Preservation	1000-60-1610-52600	Non-Cap Equipment			\$125.18	Moving leftover funds from fully expensed line items to Supplies and Materials for end of year needs. Moving unused Professional Services funds to Supplies and Materials to accommodate needs for changing the Department name, hiring a new staff member, and animal ambassador habitats.	\$19,460.82	
3/7/2025	Land Preservation	1000-60-1610-52050	Uniforms			\$0.79		\$820.21	
3/7/2025	Land Preservation	1000-60-1610-51320	Training and Conf			\$0.87		\$2,710.13	
3/7/2025	Land Preservation	1000-60-1610-51160	Professional Services			\$3,000.00		\$191,682.00	
3/7/2025	Land Preservation			1000-60-1610-52010	Supplies & Materials	\$3,126.84			



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 8.

ITEM TITLE:
FY2025 Budget Amendment for Fund 4000- Capital Improvement Fund
MEETING NAME AND DATE:
Finance, Administration & Economic Development Committee, March 17, 2025
PRESENTER INFORMATION:
Pinky Harriott, CGFO- Chief Financial Officer
ITEM BACKGROUND:
During the FY2025 Budget process, the anticipated bond revenues were budgeted amongst various funds, but since then due to changes in staffing & administration, the total amount of the actual FY2025 Bond Issuance changed from \$90,300,000.00 to \$72,000,000, which includes the portions for Beaufort Memorial Hospital & Technical College of the Lowcountry.
PROJECT / ITEM NARRATIVE:
This budget amendment will amend Section III B. Capital Improvement Fund to change the amount of bond proceeds from \$70,175,728 to \$68,616,839; amend Section IV B. Capital Improvement Fund from \$100,013,828.00 to \$98,454,939 as appropriated for County Capital Improvements. It will also add Appendix A: FY2025 Budget Amendment – 2025 Bond Issuance List of Projects & Appendix B: Capital Projects List for 2025 Bonds.
FISCAL IMPACT:
The impact of the budget amendment will result in the budget for Fund 4000- Capital Improvement Fund to be reduced due to the amount of the 2025 Bond Issuance being lower than originally budgeted. We currently have \$70,000,000.00 budgeted for using the bonds, but now only plan to allocate approximately \$58,000,000.00 of bond proceeds towards County projects. An additional \$16,000,000.00 of the bond proceeds will be allocated towards projects approved for Beaufort Memorial Hospital & Technical College of the Lowcountry.
STAFF RECOMMENDATIONS TO COUNCIL:
Approve the budget amendment and move to full Council for First Reading
OPTIONS FOR COUNCIL MOTION:
motion to recommend approval of the budget amendment to Council and forward to Council for the First Reading at the next County Council meeting; or Recommend denial of the budget amendment to Council and forward to Council for the First Reading at the next County Council meeting.

ORDINANCE 2025/

AN ORDINANCE TO AMEND BEAUFORT COUNTY'S BUDGET ORDINANCE FOR FISCAL YEAR 2025 (ORDINANCE NO. 2024/25) TO AMEND SECTION III COUNTY OPERATIONS REVENUE, PARAGRAPH B. CAPITAL IMPROVEMENT FUND; AND SECTION IV. COUNTY OPERATIONS APPROPRIATION, PARAGRAPH B. CAPITAL IMPROVEMENT FUND AND ADD APPENDIX A AND APPENDIX B TO THE FY2025 BUDGET

WHEREAS, the Beaufort County Council, pursuant to the authority granted by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, has the authority to prepare an annual budget for all Beaufort County Department, Agencies, Elected Officials, Boards and Commissions; and

WHEREAS, Beaufort County Council adopted Ordinance 2024/25 on June 27, 2024, which set the County's FY 2025 budget and associated expenditures; and

WHEREAS, it has been determined that it is necessary and proper to appropriate certain funds for expenses which are in immediate need; and

WHEREAS, during the FY 2025 Budget process the anticipated bond revenues were budgeted among various funds for the amount of \$90,300,000.00, but due to changes in staffing and administration, reduction in the costs of certain capital projects, and removal of certain capital projects, as identified in Appendices A and B after approval of the budget for FY 2025, the County Council approved the reduction of the Bond Issuance from \$90,300,000.00 to \$72,000,000.00; and

WHEREAS, the impact of this budget amendment will result in the budget for Fund 4000-Capital Improvement Fund being reduced; and

WHEREAS, the County included \$70,000,000.00 of bond revenue in the budget for the Capital Improvement Fund, but as a result of the budget amendment, it will be amended to \$68,616,839 of bond revenue being allocated towards County projects; and

WHEREAS, \$16,000,000.00 will be appropriated for use towards projects approved for Beaufort Memorial Hospital and Technical College of the Lowcountry as identified in Appendix B; and

WHEREAS, Beaufort County Council desires to amend the budget ordinance to reflect the accurate departmental budgets accordingly; and

WHEREAS, in the interest of good accounting practices and transparency in the budget process, it is beneficial and necessary to amend the budget to reflect the changes as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL that the FY 2025 Beaufort County Budget Ordinance 2024/25 is hereby amended as follows:

SECTION III. COUNTY OPERATIONS REVENUES

B Capital Improvement Fund. The appropriation for County Capital Improvements will be funded from tax collections of \$8,691,000, interest revenue of \$1,000,000, bond proceeds of \$70,175,728, 68,616,839.00 and use of fund balance of \$20,147,100 totaling \$100,013,828. \$98,454,939.00.

SECTION IV. COUNTY OPERATIONS APPROPRIATION

B. Capital Improvement Fund. The amount of \$100,013,828 \$98,454,939.00 appropriated for County Capital Improvements will be expended for Capital Expenditures. All encumbrances as set forth in Exhibit "A", attached hereto and incorporated herein by reference, shall be carried forward into Fiscal Year 2025.

Appendix A Capital Projects List for 2025 Bonds dated March 6, 2025; and

Appendix B The FY 2025 Budget Amendment – 2025 Bond Issuance List of Projects;

shall be added as Appendices to the FY 2025 Budget Ordinance 2024/25.

Done this ____ day of _____ 2025.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Alice Howard, Chairman

ATTEST:

Sarah Brock, Clerk to Council

FY2025 Budget Amendment- 2025 Bond Issuance

Description:	Original Bond Budget:	2025 Series GO Bond:	Notes:
1 Daufuskie Island Ferry Embarkation	\$8,000,000.00	\$0.00	Originally budgeted from anticipated Bond Funds
2 Public Works Complex	\$45,000,000.00	\$25,075,000.00	Project Scope reduced for new 2025 Bonds
3 EMS Headquarters (Joint w/City of Bft)	\$7,000,000.00	\$0.00	Originally budgeted based on old bond amount
4 Tax Software	\$3,300,000.00	\$0.00	
5 Misc County Projects	\$2,000,000.00	\$0.00	Broken out below in new bond
6 Equipment & Vehicles	\$3,000,000.00	\$0.00	Rec'd funding from GF Fund Balance
7 Facilities Capital Projects		\$100,000.00	Was not budgeted in FY2025 Budget
8 Public Safety Capital Projects		\$627,227.00	Was not budgeted in FY2025 Budget
9 Sheriff's Office Capital Projects		\$965,000.00	Was not budgeted in FY2025 Budget
10 DSN Capital Projects		\$78,700.00	Was not budgeted in FY2025 Budget
11 Parks & Rec Capital Projects		\$1,830,000.00	Was not budgeted in FY2025 Budget
12 Community Center Capital Projects		\$5,000,000.00	Was not budgeted in FY2025 Budget
13 Passive Parks Capital Projects		\$5,940,912.00	Was not budgeted in FY2025 Budget
14 St. James Church		\$3,500,000.00	Was not budgeted in FY2025 Budget
15 Future Government Complex		\$9,500,000.00	Was not budgeted in FY2025 Budget
16 USCB Convocation Center	\$6,000,000.00	\$0.00	Project not funded by new bond
17 BMH Affordable Housing	\$2,000,000.00	\$2,000,000.00	Was not budgeted in FY2025 Budget
18 BMH New Hospital Project	\$8,000,000.00	\$8,000,000.00	Was not budgeted in FY2025 Budget
19 TCL Future Government Complex	\$6,000,000.00	\$6,000,000.00	Was not budgeted in FY2025 Budget
	\$90,300,000.00	\$68,616,839.00	

Link	DEPARTMENT:	PROJECT TITLE:	PROJECT #	PROJECT STATUS:	ACA Classification***	FY2025 Bond	Comments
PW2	Public Works	Public Works Administration Building North	2023027	Design	Bond	\$ 25,000,000	
PW1	Public Works	Public Works Parking Lot Repair	24008	Construction	Bond	\$ 75,000	\$1.225M in unencumbered funds movd from FY24 to FY 25. This is an additional \$75K to finish the assessment of lower priority lots.
F27	Facility Management	BIV #1, #2, and #3 Minor Renovations - Roof and finishes	2024010	Construction	Bond	\$ 100,000	Remaining work is BIV #1 flooring, possible walls, and slab foundation.
AS1	Animal Services	Animal Shelter Play yards	24AS01	Not Started	Bond	\$ 57,487	
DC2	Detention Center	Retrofit Food Port Doors on Cells	2022018	Conceptual Planning	Bond	\$ 550,740	
DC4	Detention Center	Stun Cuff	25DC5	Not Started	Bond	\$ 19,000	5 sets (cost verified)
D5	Disabilities and Special Needs	Drainage system exterior of DSN	250D05	Not Started	Bond	\$ 35,000	
D2	Disabilities and Special Needs	Remodel cafeteria in building B (Day Program)	250D02	Not Started	Bond	\$ 43,700	
SH5	Sheriff's Office IT	Server System Expansion	25SH5	Conceptual Planning	Bond	\$ 93,000	
SH18	Sheriff's Office	HHI 911 Satellite	25S18	Not Started	Bond	\$ 47,000	
SH22	Sheriff's Office	Buckingham Landing Bldg Upfit Phase 1	24SH22	Construction Phase	Bond	\$ 825,000	
						\$ 26,845,927	
Administration:							
CP8	Capital Projects	Law Enforcement Campus	25CP08	Conceptual Planning	Bond	\$ 9,500,000	\$1M to get started up to \$30M to get the project from planning to infrastructure
	Capital Projects	Community Center (Construction)			Bond	\$ 5,000,000	\$1M each for design of (3) locations funded through ARPA funds.
	HH Airport	St. James Church			Bond	\$ 3,500,000	Relocate church from the end of the airport runway to a different location and rebuild.
Parks and Recreation:							
PR24	Parks and Recreation	Old Burton Wells Restroom	24PR24	Design	UR	\$ 450,000	Design and Construction. This would expand the use of the old fields, by replacing the restrooms and concession.
PR12	Parks and Recreation	Burton Wells Regional Park and Old Burton Wells Park	24PR12	Not Started	UR	\$ 1,380,000	Design and Construction. This would expand the operation of this park from more than just practice fields but create one "Burton Wells regional park" by merging both facilities.
Passive Parks:							
PP6	Passive Parks	Bailey Memorial Park	2023032	Design	UR	\$ 4,540,912	A&E completed. Construction
PP7	Passive Parks	Cherry Hill Park	25PP07	Not Started	UR	\$ 1,400,000	Design and construction. Joint effort with the Town of Port Royal. Citizen interest and involvement.
						\$ 25,770,912	

Totals Beaufort County Projects:	\$ 52,616,839
Outside Agency Projects:	
BMH Affordable Housing	\$2,000,000.00
BMH New Hospital Project	\$8,000,000.00
TCL Future Government Complex	\$6,000,000.00
	\$16,000,000.00
Total 2025 Series Bonds:	\$68,616,839.00

ORDINANCE 2024/25

AN ORDINANCE TO MAKE APPROPRIATIONS FOR BEAUFORT COUNTY GOVERNMENT AND SPECIAL PURPOSE DISTRICTS FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025; TO LEVY TAXES FOR THE PAYMENT THEREOF; TO ADOPT SERVICE AND USER FEES; TO PROVIDE FOR THE EXPENDITURE OF SAID TAXES AND OTHER REVENUES COMING INTO THE COUNTY; AND OTHER MATTERS RELATED THERETO

WHEREAS, the Beaufort County Council (“County Council”), pursuant to the authority granted by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, has the authority to prepare an annual budget for all Beaufort County (“County”) Departments, Agencies, Elected Officials, Boards and Commissions.

NOW THEREFORE BE IT ENACTED BY THE BEAUFORT COUNTY COUNCIL IN MEETING DULY ASSEMBLED:

SECTION I. TAX LEVY, COLLECTION, APPROPRIATION AND BUDGET

The County Council hereby authorizes and directs the Beaufort County Auditor (“Auditor”) to levy upon taxable property in Beaufort County ad valorem taxes for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the provisions of this Ordinance. The Auditor is directed to print on all tax notices the tax millage breakdown as shown in this Ordinance, including any special tax district millage. The taxes shall be collected by the Beaufort County Treasurer (“Treasurer”), as provided by law, and appropriated in accordance with the provisions of this Ordinance and subsequent appropriations hereafter passed by the County Council. The estimated revenues contained in this Ordinance support the appropriations provided herein, as well as other supporting documents contained in the 2024-2025 Fiscal Year Annual Budget Detail (“Budget Detail”) hereby adopted as part of this Ordinance.

SECTION II. MILLAGE

The County Council hereby establishes the millage rate necessary to meet all budget requirements, to support the appropriations herein made, with the exception of those appropriations and portions supported by revenues other than property taxes and shall advise the Auditor and Treasurer who shall levy and collect said millage, respectively, as hereby directed by the County Council. However, County Council reserves the right to modify these millage rates as may be deemed necessary and appropriate after the State has provided the County with final revenue numbers and assessed values have been determined, but no later than August 31st of the taxing year; and if it does determine necessary and appropriate, then said millage rate shall be modified by resolution.

A. *Establishment of Millage Rate.* The following are the millages established for the budget as of July 1, 2024:

Type of Millage	Millage Rate
Operations	42.3
Capital Improvement	3.2
Debt Service	3.2
Purchase of Real Property	3.0
Solid Waste & Recycling	3.2
Higher Education	2.3
Indigent Care Support to BMH	0.6
Indigent Care Support to BJHCHS	0.4
Economic Development	1.3
Total Millage	59.5

SECTION III. COUNTY OPERATIONS REVENUES

- A. **General Fund.** The appropriation for County Operations of the General Fund will be funded from the revenue sources as follows:

Funding Source	Amount
Tax Collections	\$ 115,574,500
Fees for licenses and permits	4,811,500
Intergovernmental revenue	11,802,756
Charges for Services	15,946,647
Fines and forfeitures	759,500
Interest on investments	2,150,000
Miscellaneous revenue	1,470,300
Interfund transfers	1,630,000
Contribution from prior year fund balance	2,726,812
Total Operating Income	\$ 156,872,015

- B. **Capital Improvement Fund.** The appropriation for County Capital Improvements will be funded from tax collections of \$8,691,000, interest revenue of \$1,000,000, bond proceeds of \$70,175,728, and use of fund balance of \$20,147,100 totaling \$100,013,828.
- C. **Debt Service Fund.** The appropriation for County Debt Service will be funded from the revenue sources as follows:

Funding Source	Amount
Tax Collections	\$ 8,695,600
Intergovernmental Revenue	280,450
Contributed from PY Fund Balance	1,412,470
Total Operating Income	\$ 10,388,520

- D. **Rural and Critical Debt Services.** The appropriation for County purchase of real property through the Rural and Critical Land Program will be funded from the revenue sources as follows:

Funding Source	Amount
Tax Collections	\$ 8,161,000
Intergovernmental Revenue	232,000
Interest on Investments	40,000
Contributed from PY Fund Balance	1,773,894
Total Operating Income	\$ 10,206,894

- E. **Solid Waste and Recycling Fund.** The appropriation for the County Operations of the Solid Waste and Recycling Fund will be funded from the revenue sources as follows:

Funding Source	Amount
Tax Collections	\$ 8,670,000
Charges for Services	11,000
Miscellaneous Revenues	250,000
Contributed from PY Fund Balance	3,557,045
Interest on Investments	50,000
Total Operating Income	\$ 12,538,045

- F. **Higher Education Allocation.** The appropriation for County Higher Education Allocation will be funded from tax collections of \$6,222,500.
- G. **Indigent Care support to Beaufort Memorial Hospital.** The appropriation for County Indigent Care to Beaufort Memorial Hospital will be funded from tax collections of \$1,626,000.
- H. **Indigent Care support to Beaufort Jasper Hampton Comprehensive Health.** The appropriation for County Indigent Care to Beaufort Jasper Hampton Comprehensive Health will be funded from tax collections of \$1,082,000.
- I. **Economic Development support to the Jobs and Worksite Fund.** The appropriation for County Economic Development support to the Jobs and Worksite Fund will be funded from tax collections of \$3,516,500.
- J. **Additional Operation Funds.** Additional operations of various County departments are funded by Special Revenue and Enterprise sources. The detail of line-item accounts for these funds is set forth in the Budget Detail as adopted as part of this Ordinance.

SECTION IV. COUNTY OPERATIONS APPROPRIATION

- A. **General Fund.** The amount appropriated to the Beaufort County General Fund to fund County operations, including subsidized agencies, as follows:

<u>Operating Appropriation Source</u>	<u>Amount</u>
General Government	\$ 70,606,349
Public Safety	58,496,793
Public Works	12,323,132
Public Health	1,892,360
Public Welfare	753,616
Cultural and Recreation	12,799,765
Transfers Out	\$ 4,992,733
Total Operating Appropriation Source	\$ 156,872,015

- B. **Capital Improvement Fund.** The amount of \$100,013,828 appropriated for County Capital Improvements will be expended for Capital Expenditures. All encumbrances as set forth in Exhibit "A", attached hereto and incorporated herein by reference, shall be carried forward into Fiscal Year 2025.
- C. **Debt Service Fund.** The amount of \$10,388,520 appropriated for County Debt Service will be expended to service principal, interest and fee expenditures related to outstanding debt of Beaufort County.
- D. **Rural and Critical Debt Service.** The amount of \$10,206,894 appropriated for Rural and Critical Debt Service will be expended to service principal, interest and fee expenditures related to outstanding debt of Beaufort County.
- E. **Solid Waste and Recycling Fund.** The amount appropriated to the Beaufort County Solid Waste and Recycling Fund operations, as follows:

<u>Operating Appropriation Source</u>	<u>Amount</u>
Personnel Services	\$ 2,969,952
Purchased Services	8,395,243
Supplies	162,450
Capital Outlay	906,000
Contingency	104,400
Total Operating Appropriation Source	\$ 12,538,045

- F. ***Higher Education Allocation.*** The amount of \$6,222,500 is appropriated for the Higher Education Allocation to help sustain operations. The amount collected will be disbursed as follows: \$2,975,500 to University of South Carolina-Beaufort and \$2,861,790 to the Technical College of the Lowcountry. An amount up to but not exceeding \$385,210 of collections will be appropriated for debt service, to be paid by the County, for the Technical College of the Lowcountry for the issuance of \$6,000,000 in G.O. Bonds for the construction of a workforce development center. Should the tax collections exceed the amounts appropriated herein, the surplus revenue will be divided equally between the University of South Carolina-Beaufort and the Technical College of the Lowcountry and paid no later than August 31, 2025.
- G. ***Indigent Care support to Beaufort Memorial Hospital.*** The amount of \$1,626,000 appropriated by Beaufort County to Beaufort Memorial Hospital is to help sustain indigent care to patients needing assistance with medical care. An amount up to but not exceeding \$635,000 of the appropriated total will be appropriated for debt service for a \$10,000,000 G.O. Bond issue for the construction of a hospital in Bluffton to further assist with the support of indigent care in the Bluffton area. The remainder of revenue collected in this fund will be paid to Beaufort Memorial Hospital no later than August 31, 2025.
- H. ***Indigent Care support to Beaufort Jasper Hampton Comprehensive Health.*** The amount of \$1,082,000 appropriated by Beaufort County to Beaufort Jasper Hampton Comprehensive Health is to help sustain indigent care to patients needing assistance with medical care.
- I. ***Economic Development support to the Jobs and Worksite Fund.*** The amount of \$3,516,500 appropriated by Beaufort County is to fund the Jobs and Worksite Fund that is overseen by the Beaufort County Economic Development Corporation. These funds are allowed to accumulate and are to be used to attract new businesses and economic development into Beaufort County.

SECTION V. SPECIAL TAX DISTRICT MILLAGE

The Auditor is hereby authorized and directed to levy, and the Treasurer is hereby authorized and directed to collect and distribute the mills so levied, as provided by law, for the operations of the following special tax districts as follows:

Special Tax District	Revenues	Expenditures	Millage Rate
Bluffton Fire District Operations	\$ 23,693,000	\$ 23,606,911	24.6
Bluffton Fire District Debt Service	\$ 1,337,000	\$ 1,337,000	1.4
Burton Fire District Operations	\$ 7,339,671	\$ 7,339,667	69.1
Burton Fire District Debt Service	\$ 363,574	\$ 363,574	3.9
Daufuskie Island Fire District Operations	\$ 1,499,068	\$ 1,498,722	58
Daufuskie Island Fire District Debt Service	\$ 106,615	\$ 106,615	4.2
Lady's Island/St. Helena Fire District Operations	\$ 8,375,149	\$ 8,351,522	39.4
Lady's Is./St. Helena Fire District Debt Service	\$ 672,157	\$ 672,157	3.3

Sheldon Fire District Operations	\$ 1,871,379	\$ 1,871,379	38.5
Sheldon Fire District Debt Service	\$ 133,100	\$ 133,100	2.9

However, County Council reserves the right to modify these millage rates as may be deemed necessary and appropriate after the State has provided the County with final revenue numbers, but no later than August 31st of the taxing year; and if County Council does determine necessary and appropriate, then said millage rate shall be modified by resolution.

SECTION VI. FEES FOR SERVICES and USES

- A. **Stormwater Utility Fees.** Beaufort County Ordinance Chapter 99 establishes a stormwater management utility and a utility enterprise fund. A stormwater utility fee must be established to generate the revenue necessary to meet the cost of the stormwater management services, systems and facilities. The stormwater utility fee shall be shown as a separate line item on the tax bill. The stormwater utility fee shall be calculated in accordance with Beaufort County Ordinance Chapter 99 and the rate shall be set as follows:

	Beaufort County	City of Beaufort	Town of Port Royal	Town of Hilton Head Island	Town of Bluffton
Administrative Fee	\$19.00	\$5.00	\$5.07	\$24.00	\$5.00
Impervious Area Unit (IA)	\$71.00	\$95.00	\$43.50	\$105.00	\$85.00
Gross Area Unit (GA)	\$10.00	\$35.00	\$11.43	\$21.00	\$25.00

Real property located within the jurisdictional boundaries of the Town of Hilton Head Island, Town of Bluffton, Town of Port Royal, and the City of Beaufort shall pay a Countywide Infrastructure Fee directly to Beaufort County. This shall be shown as a separate line item on the tax bill and shall be set as follows:

	City of Beaufort	Town of Port Royal	Town of Hilton Head Island	Town of Bluffton
Countywide Infrastructure Fee	\$6.68	\$4.76	\$7.37	\$28.71

- B. **Airport Fees.** Beaufort County Ordinance Chapter 6 Article III establishes fees associated with use and services of the County Airports. The fees set forth in the table in this Section for the Hilton Head Island Airport ("HXD") and Beaufort Executive Airport ("ARW") shall be applied in accordance with Beaufort County Ordinance Chapter 6 Article III and the rates shall be set as follow:

HXD Fees	Rate	Application/Frequency
T-Hangar Fee (1,040 square feet)	\$ 485.00	per month
Corporate Hangar Fee (60'x52')	\$ 1,442.00	per month
Box Hangar Fee (80'x80')	\$ 2,956.00	per month
Parking	\$ 12.00	per day
<i>Commercial Airlines Fees (HXD)</i>		
Rent - Assigned Space	\$ 5.82	per square foot
Rent - Common space	\$ 5.22	per enplaned passenger
Security Fees	\$ 2.32	per enplaned passenger
Firefighting Fees	\$ 3.76	per enplaned passenger
Landing Fees	\$ 3.45	per 1,000 lbs landed weight

ARW Fees		
T-Hangar Fee (1,040 square feet)	\$ 362.00	Per month
Ramp Fee (Landing Fee)	\$ 150.00	Per month
Tie Down (Large) Transient	\$ 50.00	Per night
Tie Down (Small) Transient	\$ 20.00	Per night
Tie Down Fee (Large) Tenant	\$ 200.00	Per month
Tie Down Fee (Small) Tenant	\$ 150.00	Per month
After Hour Fee for Fueling	\$ 150.00	First hour
After Hour Fee for Fueling	\$ 100.00	Each additional hour

SECTION VII. LAW ENFORCEMENT UNIFORM USER FEE

Beaufort County Ordinance Chapter 54 Article IV establishes the law enforcement service charge and uniform user fee. The Law Enforcement Uniform User Fee shall be calculated, applied and collected in accordance with Ordinance 2020-29 and Beaufort County Ordinance Chapter 54 Article IV, and shall be charged to each applicable parcel based on use and size as set forth in the table in this Section. However, County Council reserves the right to modify the uniform user fee as may be deemed necessary and appropriate after the County is provided with final revenue numbers, but no later than August 31st of the taxing year; and if it does determine necessary and appropriate, then said uniform user fee rates shall be modified by resolution.

All appropriations for this purpose shall be solely funded from the law enforcement service charge and uniform user fee. The law enforcement uniform user fee shall appear on the tax bill as a separate line item. The law enforcement uniform user fee shall be set as follows:

Land Use	Demand Unit Type	Service Charge per Demand Unit
Residential		
Single Family	Housing Unit	\$156
Multifamily	Housing Unit	\$113
Nonresidential		
Retail	1,000 sq. feet	\$252
Office/ service	1,000 sq. feet	\$97
Industrial	1,000 sq. feet	\$43
Institutional	1,000 sq. feet	\$96
Lodging	Room	\$72

SECTION VIII. ELECTED OR APPOINTED OFFICIALS' SALARIES

Pursuant to Title 4, Chapter 9 of the South Carolina Code of Laws and Beaufort County Ordinance Article VI Division 3, the salary for each current elected or appointed official shall be established as follows:

Elected/Appointed Position	County Salary	State Stipend/Supplement	Total Salary
Auditor	\$105,245.88	\$22,652.00	\$127,897.88
Clerk of Court	\$130,005.88	\$15,000.18	\$145,006.06
Coroner	\$107,345.95	\$15,000.18	\$122,346.13
Probate Judge	\$131,433.12	\$15,000.18	\$146,433.30
Sheriff	\$188,052.23	\$15,000.18	\$203,052.41
Treasurer	\$157,533.02	\$22,652.00	\$180,185.02
Master-In-Equity	\$191,505.60	\$0.00	\$191,505.60
Magistrate	\$98,763.60	\$1,500.00	\$100,263.60

The Total Salary stated above includes any cost-of-living adjustment, state stipend, state mandated salary adjustment, and reelection or reappointment increase as may be applicable for the individual elected or appointed official holding the position on July 1, 2024.

SECTION IX. BOARDS, AGENCIES AND COMMISSIONS

All County boards, agencies, commissions, etc., fully or partially funded by County Council, and all non-County government organizations receiving funding from the Beaufort County General Fund are required to furnish either a complete audit or other annual financial report to County Council no later than seven months after the close of each fiscal year. The County Administrator may request from any party receiving funds, and in whatever form, any and all accounting records, reports, and documents necessary for County Council and the County Administrator to supervise the financial condition of such boards, agencies or commissions. The County Council or County Administrator may, for any reason, request a special audit to be completed for any agency receiving funds; and if requested, then the audit shall be made completed by a certified public accountant or firm of such accountants who have no personal interest, direct or indirect, in the fiscal affairs of County government or any of its officers. At the County Council's discretion, failure by any agency to complete a special audit can result in the freezing of funds allocated to that agency until such audit is completed.

SECTION X. ROLES AND RESPONSIBILITIES

The County Administrator shall oversee and supervise the day-to-day, proper implementation of this Ordinance. Elected Officials are responsible for the day-to-day management of their departmental budgets. The term "Department Head" as used herein explicitly refers to the funds and functions under the particular auspices of the County Administrator. Management of Elected Officials individual accounts and budget shall be the responsibility of the duly elected official for each office. All funds for County government purposes shall be disbursed in accordance with the Purchasing Ordinance codified as Section 2-501 et seq. of the Code of Ordinances of Beaufort County.

SECTION XI. TRANSFERS OF FUNDS

Each department head is permitted to transfer appropriation(s) between object classification codes within that department. Transfers from objects 50020 through 50130 (personnel codes) are not permitted under any circumstances without the approval of County Administrator or the Chief Financial Officer ("CFO") or their designee. The County Administrator or the CFO is permitted, when it is in the best interest of the individual County departments or agencies, to transfer appropriations between departments (from one department to another department) and between the County's General Fund, Capital Projects Fund and Capital Improvements Fund (from one Fund to another Fund) up to \$150,000. The CFO shall provide a monthly report showing the transfer of funds for each department, agency and elected officials.

SECTION XII. FISCAL COMPLIANCE

The Treasurer is authorized and directed to deposit, except those restricted by law, County revenues collected or received, from whatever source, into the appropriate funds. There will be a quarterly review by the CFO of the budget of each department, board, commission, etc. for which funds have been allocated, at which time funds, if available, may be re-allocated by the County Administrator to cover any shortfalls or unanticipated expenditures. All departments, boards, commissions, etc. will provide data, reports, statistics, etc. as may be requested by County Council.

- A. ***Travel Reimbursement.*** Reimbursements for actual mileage traveled shall be at the Internal Revenue Service approved rate. Funds must be available in the appropriate budget before such funds are expended. Payments for travel and subsistence will be paid in accordance with the rules as set forth in the Beaufort County Employee Handbook effective 1/1/2024. It shall be unlawful for any department or employee to charge in excess of actual miles.

SECTION XIII. ANNUAL EXTERNAL AUDIT

Proposals shall be sought from reputable accounting firms to provide the year-end audit of County revenue and expenditure accounts. The firm selected shall conduct an annual audit in conformity with standard auditing practices and in keeping with federal, state, and local governmental requirements. This audit shall be completed and presented to County Council no later than December 31 following the close of each fiscal year, unless extended by the South Carolina State Treasurer's Office.

SECTION XIV. RATES AND AVAILABILITY OF FUNDS

In regard to providing appropriated funds to outside agencies, the CFO shall determine the proper rate of disbursement of the enumerated appropriations during the fiscal year based on financial and cash-flow considerations; in most cases, however, lump-sum or direct assistance appropriations should not exceed during any one quarter, one-fourth of the annual appropriation. Lump-sum or direct assistance appropriations of less than \$25,000 per year may be exempted from this provision.

SECTION XV. SPECIAL REVENUE FUNDS

Restricted fund balances in special revenue funds may be used in limited circumstances as approved by the County Administrator or CFO, if the current year revenues are insufficient and/or the purchase/expenditure requires the use of fund balance.

Purchases/expenditures from the Sheriff's Office Civil Forfeiture Special Revenue Funds and the Treasurer's Execution Fund shall be subject to statutory restrictions and other legal requirements but shall not require any further approval by the County Administrator or County Council so long as funds are available for use. No office, elected or other, shall expend funds in a manner that such expenditure creates a deficit position or negative fund balance.

SECTION XVI. AUTHORITY OF ADMINISTRATOR REGARDING GRANTS

County Council authorizes the County Administrator to approve the application for, acceptance of, and use within County standards of all grants which do not require matching funds or for which required funds have already been appropriated by County Council.

SECTION XVII. CONFLICTING ORDINANCES REPEALED

Any terms of previous ordinances or portions of the Beaufort County Code of Ordinances which are conflicting with the terms herein are hereby repealed and replaced by the terms of this Ordinance.

SECTION XVIII. SEVERABILITY

If any section, subsection, clause, or application thereof of this Ordinance shall be deemed to be unconstitutional or otherwise invalid by a court of competent jurisdiction, the invalidity shall not affect the application of any other provision of this Ordinance which shall remain in full force and effect.

Ordered in a meeting duly assembled this 27th day of June

ATTEST:

COUNTY COUNCIL OF BEAUFORT COUNTY

By: 

By: 

Sarah W. Brock, Clerk to Council

Joseph Passiment, Chairman

First Reading, by Title Only: May 28, 2024 / 11:0

Second Reading: June 10, 2024 / 10:0

Public Hearings: June 27, 2024

Third and Final Reading: June 27, 2024 / 11:0

PO#	Account Number	Vendor Name	Order Amount	Balance	Notes
Capital Improvement Fund					
20240916	1040-80-1201-54200-	NATIONAL POWER CORPORATION	\$ 125,839.66	\$ 125,839.66	Sheriff's Office Generators
20241357	1040-80-1201-54000-	AIKEN MOTORCYCLE SALES	\$ 19,212.90	\$ 19,212.90	Sheriff's Office ATVs
20240471	1040-80-1243-54500-	HDR ENGINEERING INC OFTHE CAROLINA	\$ 199,525.38	\$ 109,211.20	US21 Access Management Plan
20240472	1040-80-1243-54500-	HDR ENGINEERING INC OFTHE CAROLINA	\$ 268,322.58	\$ 71,103.06	Bluffton Parkway Enhancement
20240565	1040-80-1243-54500-	HDR ENGINEERING INC OFTHE CAROLINA	\$ 100,064.24	\$ 22,504.00	Laurel Bay Road/US 21 Intersection Design
20240746	1040-80-1243-54500-	INFRASTRUCTURE CONSULTING & ENGINEERING	\$ 39,950.00	\$ 22,500.00	Shell Point Traffic Calming Design
20240815	1040-80-1243-54500-	INFRASTRUCTURE CONSULTING & ENGINEERING	\$ 163,800.00	\$ 109,549.20	Midtown Drive Connector Road
20240814	1040-80-1243-54500-	KIMLEY-HORN AND ASSOCIATES INC.	\$ 123,365.00	\$ 69,722.50	LI Channelized Right Turn Lane
20240609	1040-80-1243-54500-	WSP USA INC	\$ 194,445.00	\$ 65,593.04	Joe Frazier Road Corridor Study
20231131	1040-80-1243-54500-	KIMLEY-HORN AND ASSOCIATES INC.	\$ 154,320.00	\$ 3,952.75	Cherry Point Road Widening
20231260	1040-80-1243-54500-	KIMLEY-HORN AND ASSOCIATES INC.	\$ 90,130.00	\$ 29,200.00	SC 462 / SC 170 Intersection Relocation Concept
20231266	1040-80-1243-54500-	MEAD & HUNT INC	\$ 957,940.19	\$ 629,267.98	SC 46 Widening Design
20230970	1040-80-1243-54500-	STANTEC CONSULTING SERVICES, INC	\$ 81,751.77	\$ 8,273.21	Sunset Blvd Traffic Calming Design
20231133	1040-80-1243-54500-	STANTEC CONSULTING SERVICES, INC	\$ 270,574.40	\$ 11,835.53	Reimagine Ribaut Road Master Plan
20240679	1040-80-1250-54300	MOSELEY ARCHITECTS PC	\$ 49,500.00	\$ 7,425.00	Detention Center Gym Conversion
20240200	1040-80-1301-54420	LS3P ASSOCIATES LTD	\$ 1,375,715.00	\$ 496,691.15	PW Campus A&E
20240399	1040-80-1310-54420	BEAUFORT DESIGN BUILD LLC	\$ 46,200.00	\$ 11,200.00	R/O 20230913 Detention Center Facade Repairs
20241220	1040-80-1330-54200-	TEMPLE, INC.	\$ 7,435.22	\$ 7,435.22	Traffic Camera Cabinet Midtown Dr/PI Gateway
20241223	1040-80-1330-54200-	UTILITY LINES CONSTRUCTION SERVICES, LLC	\$ 28,540.77	\$ 28,540.77	Traffic Camera Installation
20241229	1040-80-1330-54200-	UTILITY LINES CONSTRUCTION SERVICES, LLC	\$ 44,651.60	\$ 44,651.60	Replace (5) Traffic Camera Lowering Devices
20241293	1040-80-1330-54200-	TEMPLE, INC.	\$ 14,391.50	\$ 14,391.50	Update Battery Backup Equipment (5) Traffic Cameras
20241141	1040-80-1330-54420	EATON CORPORATION	\$ 22,054.00	\$ 5,935.00	LEC UPS BATTERY REPLACEMENT AND SERVICE AGREEMENT
20240082	1040-80-1330-54420	JH HIERS CONSTRUCTION LLC	\$ 147,386.00	\$ 3,225.00	Charles Lind Brown Drainage
20241279	1040-80-1330-54420	HERALD OFFICE SYSTEMS	\$ 5,898.50	\$ 5,898.50	Admin Bldg Break Room FFE
20230406	1040-80-1330-54420	BEAUFORT DESIGN BUILD LLC	\$ 32,040.92	\$ 2,638.72	Admin Building Renovations A&E
20241180	1040-80-1330-54420	CERTAPRO PAINTERS OF HILTON HEAD	\$ 4,988.70	\$ 997.74	2700 WADDELL ROAD - PAINTING
20241299	1040-80-1330-54420	CREATIVE INTERIORS	\$ 8,952.01	\$ 8,952.01	Register of Deeds Record Rm Reno-Flooring
20241278	1040-80-1330-54420	HERALD OFFICE SYSTEMS	\$ 7,067.22	\$ 7,067.22	Register of Deeds Record Room FFE
20241337	1040-80-1330-54420	G2GC, LLC	\$ 29,934.76	\$ 29,934.76	ROD RECORD ROOM DEMO PAINT AND WALLS
20240978	1040-80-1600-54200	PARAGON INC OF SOUTH CAROLINA LLC	\$ 409,420.00	\$ 409,420.00	Buckwalter Rec Center Generator
20241358	1040-80-1600-54420	STEED PAVING*	\$ 118,500.00	\$ 118,500.00	Shell Point Park Walking Trail
20240071	1040-80-1600-54420	MECHANICAL ENGINEERING CONSULTING ASSOC INC	\$ 6,850.00	\$ 6,850.00	Bluffton Rec Center Renovation
20240216	1040-80-1600-54420	STEWART ENGINEERING INC	\$ 19,000.00	\$ 5,500.00	Bluffton Rec. Phase II Design - Structural
20240428	1040-80-1600-54420	ETI ENGINEERING LLC	\$ 9,965.00	\$ 4,765.00	Bluffton Recreation Center Renovation
20241036	1040-80-1600-54420	BEAUFORT CONSTRUCTION OF SC LLC	\$ 2,002,000.00	\$ 1,969,293.10	MC Riley Pool Enclosure and Climate Control
20230781	1040-80-1600-54420	RMF ENGINEERING, INC.	\$ 41,250.00	\$ 33,478.82	MEP for the MCRiley pool (HVAC Replacement)
20230784	1040-80-1600-54420	HORD, COPLAN, & MACHT, INC	\$ 42,380.80	\$ 14,409.72	McRiley Indoor Pools A&E
20230853	1040-80-1600-54420	THE LANDPLAN GROUP SOUTH INC	\$ 49,995.00	\$ 8,275.00	Southside Park Sie Improvement Civil Engineering
20231162	1040-80-1600-54420	JEFF LEWIS AIA ARCHITECT	\$ 22,000.00	\$ 2,000.00	Bluffton Rec Ctr. Design Phase II Architecture Services
Total Fund 1040/4000 Carryover POs			\$ 4,545,240.86		



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 9.

ITEM TITLE:
RECOMMEND APPROVAL OF AN ORDINANCE TO REPEAL ORDINANCE 2021/24, WHICH ESTABLISHED THE SOLID WASTE AND RECYCLING ENTERPRISE SYSTEM
MEETING NAME AND DATE:
Finance, Administration & Economic Development Committee; March 11, 2025
PRESENTER INFORMATION:
Pinky Harriott, CFO 5 Minutes
ITEM BACKGROUND:
On May 24, 2021, through an ordinance duly adopted by Beaufort County Council ("County Council") and codified at Article I, II, VI, and VII of Chapter 62 of the code of ordinances of Beaufort County, County Council adopted enabling legislation which provided for the establishment of a Solid Waste and Recycling Enterprise system.
PROJECT / ITEM NARRATIVE:
Due to developments since the creation of the Enterprise fund, staff reluctantly believes it is necessary to repeal Ordinance 2021/24 and its associated codified provisions at Article I, II, VI, and VII of Chapter 62 of the Beaufort County Code of Ordinances in their entirety. This department will be moved back to the General Fund via the FY2026 budget process.
FISCAL IMPACT:
No change in fiscal impact; the millage (3.2mils) associated with the SWR Enterprise Fund will return to the County Operations millage as was before.
STAFF RECOMMENDATIONS TO COUNCIL:
Recommend moving ordinance to full Council.
OPTIONS FOR COUNCIL MOTION:
Motion to recommend Ordinance be moved forward to Council. Motion to recommend denial of the Ordinance to Council for consideration.

ORDINANCE NO. 2025/

AN ORDINANCE TO REPEAL ORDINANCE 2021/24, WHICH AMENDED ORDINANCE 2020/19 AND ESTABLISHED THE SOLID WASTE AND RECYCLING ENTERPRISE SYSTEM FOR PURPOSE OF PLANNING, DESIGNING, CONSTRUCTING, FUNDING, AND MAINTENING SOLID WASTE AND RECYCLING MANAGEMENT PROGRAMS, PROJECTS, AND FACILITIES; AND OTHER MATTERS RELATING THERETO.

WHEREAS, on May 24, 2021, through an ordinance duly adopted by Beaufort County Council ("County Council") and codified at Article I, II, VI, and VII of Chapter 62 of the code of ordinances of Beaufort County, County Council adopted enabling legislation which provided for the establishment of a solid waste and recycling enterprise system; and

WHEREAS, due to the insufficiency of the funds collected as part of the Solid Waste and Recycling Enterprise System, the County Council reluctantly believes it is necessary to repeal Ordinance 2021/24 and its associated codified provisions at Article I, II, VI, and VII of Chapter 62 of the Beaufort County Code of Ordinances in their entirety; and

WHEREAS, County Council has determined that it is in the best interest of the County to repeal Ordinance 2021/24 and to direct that the operation of the Solid Waste Recycling Enterprise System shall cease on the effective date of this Ordinance.

WHEREAS, County Council has determined that it is in the best interest of the County that an appropriate millage be imposed as part of the annual budget process to provide for the expenses of solid waste and recycling and that this be added to the general fund and all expenses associated with solid waste and recycling be paid from the general fund.

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL, in a meeting duly assembled, that Chapter 62, Articles I, II, VI, and VII, of the code of ordinances of Beaufort County, as amended by Ordinance 2021/24, are hereby repealed and modified as follows:

- A. Section 62-1 is repealed in its entirety;
- B. Section 62-2(c) is repealed in its entirety;
- C. Section 62-6 is repealed in its entirety; and
- D. Section 62-7 is repealed in its entirety.

CONFLICTING ORDINANCES REPEALED: If any Section, Subsection, or Clause of this ordinance shall conflict with any Section, Subsection or Clause of a preceding ordinance of the County, then the preceding Section, Subsection or Clause is hereby repealed and no longer in effect.

ADOPTED this ____ day of _____, 2025

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____
Alice Howard, Chairman

ATTEST:

Sarah Brock, Clerk to Council



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 10.

ITEM TITLE:
A RESOLUTION RECOGNIZING FAIR HOUSING MONTH
MEETING NAME AND DATE:
Finance, Administration, and Economic Development March 17, 2025
PRESENTER INFORMATION:
Audra Antonacci - Ogden, ACA Community Services 5 Minutes
ITEM BACKGROUND:
April is nationally recognized as Fair Housing Month. All Community Block Grant/Economic Grantees are required to certify that the unit of local government will undertake an action to affirmatively further fair housing.
PROJECT / ITEM NARRATIVE:
A Resolution Recognizing Fair Housing Month is required annually.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of the Fair Housing Month Resolution.
OPTIONS FOR COUNCIL MOTION:
Motion to approve Resolution to Recognize Fair Housing Month. Motion to deny Resolution to Recognize Fair Housing Month.

RESOLUTION 2025/ _____**A RESOLUTION RECONIZING THE POLICY SUPPORTING HOUSING FOR ALL NOT ONLY DURING FAIR HOUSING MONTH, BUT THROUGHOUT THE YEAR**

Whereas, March 17th 2025, marks the 57th anniversary of the enactment of the Civil Rights Act of 1968, Title VIII of which (42 U.S.C. 3601 et seq.) commonly known as the Fair Housing Act; and

Whereas, the State of South Carolina enacted the South Carolina Fair Housing Law in 1989 supporting the policy of Fair Housing without regard to race, color, creed, national origin, sex, familial status, and handicap, and encourages fair housing opportunities for all citizens; and

Whereas, the County Council of Beaufort County is committed to addressing discrimination in our community, supporting programs that will educate the public about the rights to equal housing opportunities, and planning partnership efforts with other organizations to help assure every citizen of their right to fair housing; and

Whereas, the County Council of Beaufort County rejects discrimination on the basis of race, religion, color, sex, national origin, disability, and/or familial status in the sale, rental, or provision of other housing services, and

Whereas, the County Council of Beaufort County desires that all its citizens be afforded the opportunity to attain a decent, safe, and sound living environment.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the County Council of Beaufort County does hereby designate April 2025 as Fair Housing Month and recognizes the policy supporting Fair Housing in encouraging all citizens to endorse Fair Housing opportunities for all not only during Fair Housing Month, but also throughout the year.

Adopted this _____ day of _____, 2025

COUNTY COUNCIL OF BEAUFORT COUNTY

Alice Howard, Chairman

Clerk to Council

Sarah Brock

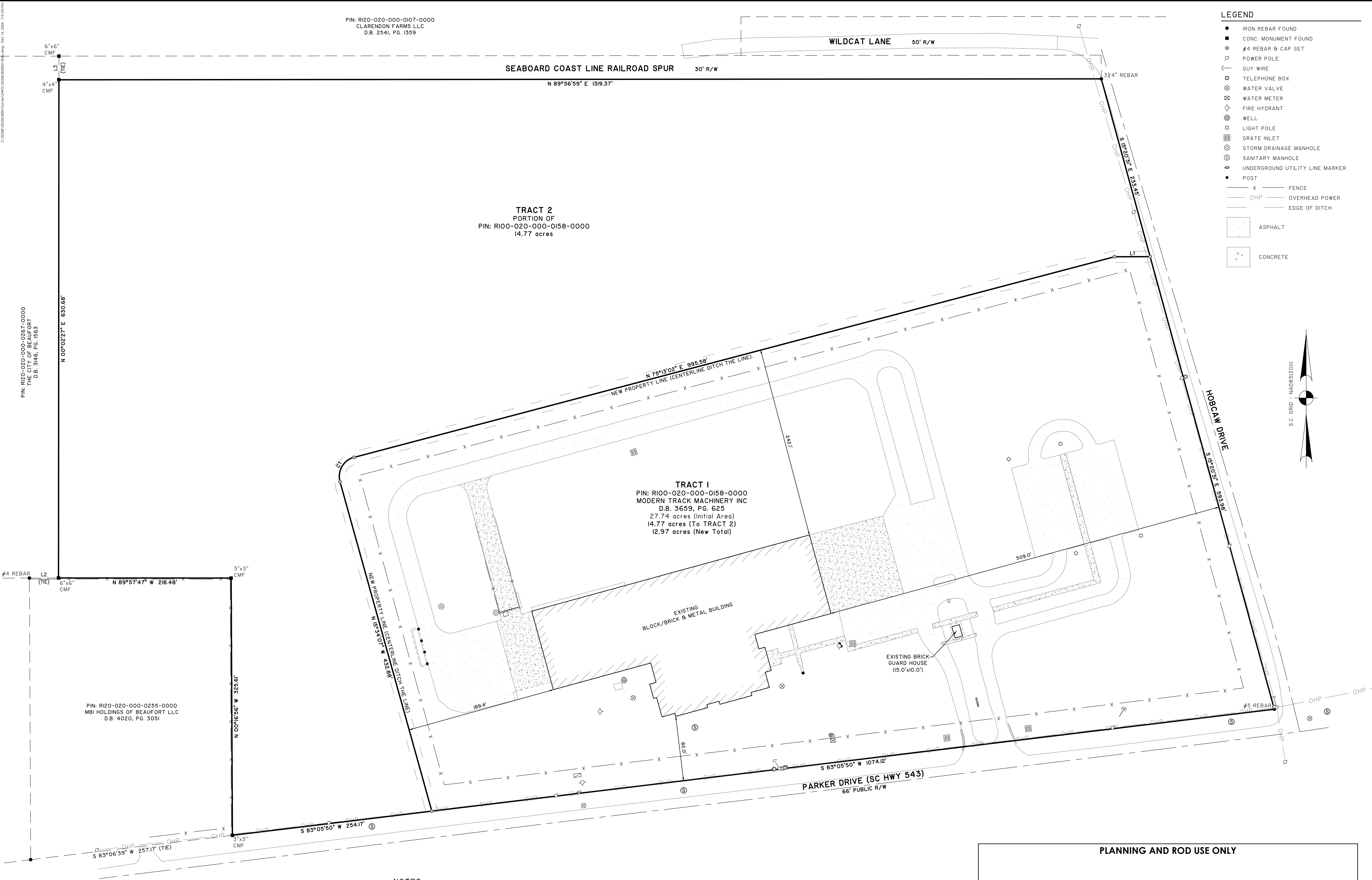


BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 11.

ITEM TITLE:
A Resolution Approving Beaufort County Economic Development Corporation's request to purchase 14.77 acres for Economic Development at 134 Parker Drive.
MEETING NAME AND DATE:
Administration, Finance and Economic Development – March 17, 2025
PRESENTER INFORMATION:
John O'Toole, Executive Director, Beaufort County Economic Development Corporation 10 Minutes
ITEM BACKGROUND:
Purchase 14.77 acres +/- at 134 Parker Drive for future economic development
PROJECT / ITEM NARRATIVE:
BCEDC would like to purchase 14.77 acres at 134 Parker Drive to hold for future economic development. The current parcel of land will be subdivided. This purchase will provide additional product with existing infrastructure. This property is close to Beaufort Commerce Park and is being purchased at \$31,144.21 per acre, which is nearly \$9,000/acre less than land nearby in the Beaufort Commerce Park. (Recently Sold at \$40,000/acre)
FISCAL IMPACT:
\$460,000.00 from Account 1010-10-0000-55240 (Current Balance \$3,293,237.10)
STAFF RECOMMENDATIONS TO COUNCIL:
Move forward to County Council for approval on March 24 th .
OPTIONS FOR COUNCIL MOTION:
Move forward to County Council for approval. Decline

PL 132308 0220-0000 Survey Dwg (DWS) 000001 Dwg Date: 11/15/24 11:15:24 PM



PIN: R120-020-000-0267-0000
THE CITY OF BEAUFORT
D.B. 346, PG. 1563

PIN: R120-020-000-0107-0000
CLARENDON FARMS LLC
D.B. 2541, PG. 1359

TRACT 2
PORTION OF
PIN: R100-020-000-0158-0000
14.77 acres

TRACT 1
PIN: R100-020-000-0158-0000
MODERN TRACK MACHINERY INC
D.B. 3659, PG. 625
27.74 acres (Initial Area)
14.77 acres (To TRACT 2)
12.97 acres (New Total)

PIN: R120-020-000-0255-0000
MBI HOLDINGS OF BEAUFORT LLC
D.B. 4020, PG. 3051

REFERENCES

1. PLAT BY R.D. TROGDON, JR.
DATED SEPTEMBER 13, 1979
PLAT BOOK 028, PAGE 050
2. PLAT BY BEAUFORT SURVEYING INC.
DATED FEBRUARY 15, 1996
PLAT BOOK 066, 020
3. PLAT BY R.D. TROGDON IV
DATED AUGUST 9, 2005
PLAT BOOK 108, PAGE 138
4. PLAT BY BEAUFORT SURVEYING INC.
DATED NOVEMBER 16, 2007
PLAT BOOK 128, PAGE 049
5. PLAT BY BEAUFORT SURVEYING INC.
DATED MARCH 20, 2012
PLAT BOOK 134, PAGE 078

NOTES

1. TAX MAP NO.: R100-020-000-0158-0000
2. ACCORDING TO F.I.R.M. MAP NO. 45013C, PANEL 0135G, REVISED MARCH 23, 2021, THE PROPERTY SHOWN ON THIS PLAT IS LOCATED IN FLOOD HAZARD ZONE X.
3. COORDINATES AND DIRECTIONS SHOWN ON THIS SURVEY ARE BASED ON SOUTH CAROLINA STATE PLANE COORDINATE SYSTEM (NAD83). DISTANCES SHOWN ARE GROUND DISTANCES, NOT GRID DISTANCES.
4. A TITLE SEARCH WAS NOT PERFORMED BY THOMAS & HUTTON ENGINEERING CO. AT THE TIME OF THIS SURVEY.
5. THE PROPERTY PLATTED HEREON IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
6. DEED REFERENCE: D.B. 3659, PG. 625.
7. THE POSITION OF UNDERGROUND UTILITIES SHOWN ON THIS DRAWING IS BASED UPON THE LOCATION OF SURFACE APPURTENANCES AND/OR SURFACE MARKINGS AND SHOULD BE CONSIDERED APPROXIMATE.

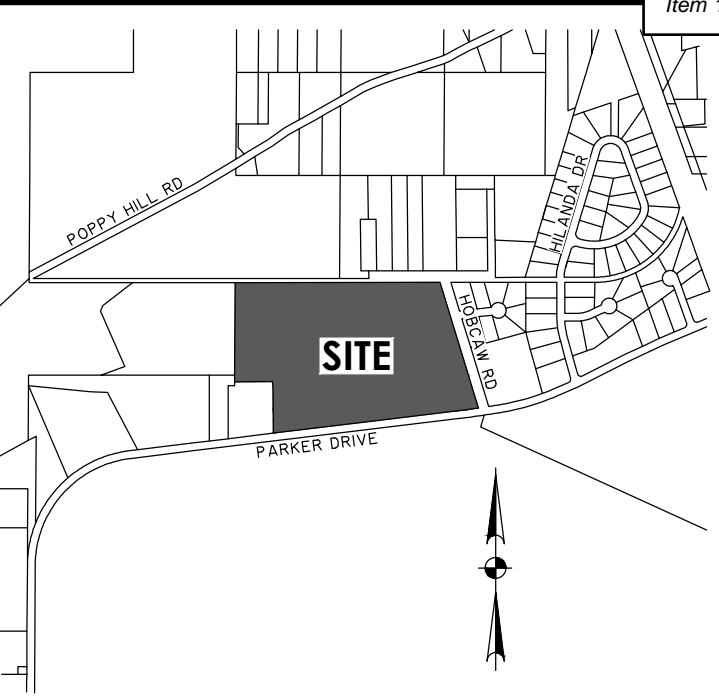
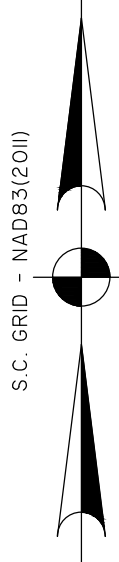
LINE TABLE		
LINE	BEARING	LENGTH
L1	N 89°59'41" E	45.02
L2	S 89°48'16" W	36.85
L3	N 00°02'27" E	29.93

CURVE TABLE				
CURVE	RADIUS	LENGTH	CH LENGTH	DELTA
C1	25.00'	39.61'	N 29°49'28" E	90°47'09"

LEGEND

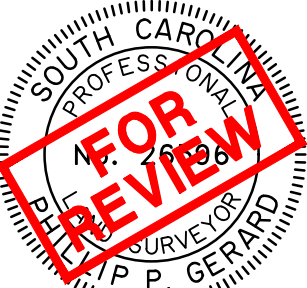
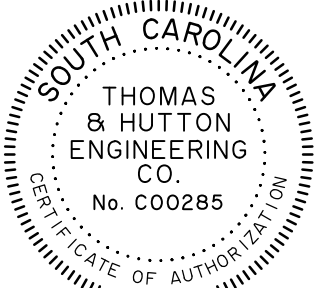
- IRON REBAR FOUND
- CONC. MONUMENT FOUND
- #4 REBAR & CAP SET
- ⚡ POWER POLE
- ↗ GUY WIRE
- ☒ TELEPHONE BOX
- ⛑ WATER VALVE
- ⛑ WATER METER
- ⛑ FIRE HYDRANT
- ⊕ WELL
- ☆ LIGHT POLE
- ☐ GRATE INLET
- ⊙ STORM DRAINAGE MANHOLE
- ⊙ SANITARY MANHOLE
- ⚡ UNDERGROUND UTILITY LINE MARKER
- POST
- X — FENCE
- OHP — OVERHEAD POWER
- — — EDGE OF DITCH

- ASPHALT
- CONCRETE



VICINITY MAP not to scale

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I HEREBY STATE THAT TO THE BEST OF MY PROFESSIONAL KNOWLEDGE, INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE STANDARDS OF PRACTICE MANUAL FOR SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN.

PHILLIP P. GERARD
SOUTH CAROLINA PROFESSIONAL LAND SURVEYOR
LICENSE NO. 26596

PLAT OF
THE SUBDIVISION OF
PIN: R100-020-00-0158-0000
CONTAINING 27.74 Ac.
OWNED BY
**MODERN TRACK
MACHINERY, INC.**
TO CREATE
**TRACT 1 (12.97 Ac.) &
TRACT 2 (14.77 Ac.)**

NEAR BEAUFORT
BEAUFORT COUNTY, SOUTH CAROLINA

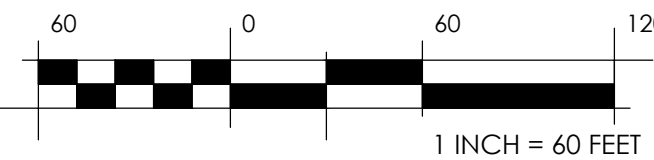
prepared for
BEAUFORT COUNTY ECONOMIC
DEVELOPMENT CORPORATION

No.	Revision	By	Date



682 Johnnie Dodds Boulevard • Suite 100
Mt. Pleasant, SC 29464 • 843.849.0200

www.thomasandhutton.com



plat	drawn	reviewed	field	crew
12/17/24	ABQ	PPG	12/16/24	TB

job 32538

SHEET 1 OF

RESOLUTION 2025/--

A RESOLUTION APPROVING THE BEAUFORT COUNTY ECONOMIC DEVELOPMENT CORPORATION'S REQUEST TO PURCHASE A 14.77 ACRE INDUSTRIAL PROPERTY LOCATED AT 134 PARKER DRIVE FOR THE ATTRACTION AND LOCATION OF INDUSTRY WITH THE ALLOCATED FUNDING FROM COUNTY COUNCIL.

WHEREAS, Beaufort County recognizes the critical importance of economic development in Beaufort County for the development of economic growth and ensuring the prosperity of its citizens; and

WHEREAS, The Beaufort County Economic Development Corp is charged with developing a more diverse economy for Beaufort County, developing tax-base and quality jobs for residents; and

WHEREAS, The Beaufort County Council dedicated funding to the Economic Development Corp. in Resolution 2024/19 and resulting budget in 2024 for the funding the purchase(s) of quality properties and the build-out of infrastructure of development sites, in order to further economic development efforts that are in synch with the scale and environmental expectations of Beaufort County; and

WHEREAS, Resolution 2024/19 required that County Funds used for these purposes would require County Council approval of specific acquisitions and infrastructure build-out as opportunities for economic development arise; and

WHEREAS, The Beaufort County Economic Development Corp will be required to bring any proposed sale or other disposition of properties purchased with these funds to Beaufort County Council for approval by Resolution; and

WHEREAS, The Beaufort County Economic Development Corp has secured a contract on 14.77 acres located at 134 Parker Drive, which is a portion of the site currently occupied by Geismar (North American Rail); and

WHEREAS, Geismar will continue their operation on the remainder of the site; and

WHEREAS, this purchase will be a quality, developable site as it is already served by existing roads and the necessary utilities; and

WHEREAS, The Beaufort County Economic Development Corp Board of Directors has approved the purchase of the subject property; and

WHEREAS, The Beaufort County Economic Development Corp is officially requesting County Council approval of the purchase of 14.77 acres located at 134 Parker Drive, which is a portion of the site currently occupied by Geismar (North American Rail); and

WHEREAS, The necessary funds reside in the account dedicated to fund product development, as described above;

NOW, THEREFORE, BE IT ORDAINED BY BEAUFORT COUNTY COUNCIL in a meeting duly assembled that Council hereby approves the Beaufort Economic Development Corporation's purchase of 14.77 acres located at 134 Parker Drive.

Adopted this ____th of March 2025.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____

Alice Howard, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 12.

ITEM TITLE:

Recommendation to Ratify and approve a Change order of \$135,649.66 reference RFQ #092520E; A & E Services; Buckwalter Recreation Athletic Complex Expansion (BRACE)

MEETING NAME AND DATE:

Finance, Administration, and Economic Development Committee Meeting, March 17, 2025

PRESENTER INFORMATION:

Dave Thomas, CPPO, Procurement Services Director

Robert Gecy, additional comments

(5 minutes)

ITEM BACKGROUND:

RFQ # 092520E was issued on September 25, 2020, for Architecture and Engineering services for the Buckwalter Recreation Athletic Complex Expansion, as envisioned by the Parks and Recreation Master Plan prepared for the complex. Six firms submitted qualifications, and a selection committee chose Wood + Partners, Inc. as the most qualified vendor (see the attached council agenda). During design phase 1, the Capital Project Director, Eric Larson, approved and submitted a change order on March 10, 2023, for \$135,649.66, which caused the project cost to exceed the agreed contract and contingency amount of \$665,930.00 (See the attached change order request for \$135,649.66 dated February 17, 2023). Note- the first purchase order, PO# 20211345, was \$561,600 and did not include the full approved contract amount covering the contingency. Note-this is a normal process to follow when entering a purchase order. The contingency is left off the PO to keep staff from allocating funds that may not be needed for their projects. The change order includes items due to scope additions from the aforementioned change order. In this case, since the original contract price was \$561,600 and the Woods + Partners change order of \$135,649.66 was more than 10% of the original contract price, the county council will need to approve the change order.

PROJECT / ITEM NARRATIVE:

Purchase Order 20211345 was printed on June 24, 2021, for \$561,600.00. No invoices were paid out on this Purchase Order. Purchase Order 20220686 was printed on October 22, 2021, for \$561,600.00. On May 19, 2023, a Change Order was completed adding \$135,649.66 to result in the Purchase Order total being \$697,249.66. The Department Head, Finance, and Procurement Services fully approved the Change Order request on May 18, 2023. This Purchase Order was Carried Forward into FY 23. The total invoice that was paid out on this Purchase Order is \$329,440.64, leaving a contract balance of \$367,809.02. Purchase Order 20240300 was printed on August 9, 2023, for \$367,809.02. The total invoices paid on this Purchase Order were \$162,747.10, leaving a contract balance of \$205,061.92. This Purchase Order was closed in FY 25 and not carried forward per instructions from Finance at year-end.

Requisition 250438 was entered in MUNIS for approval on August 28, 2024, requesting a Purchase Order for the remaining balance of \$205,061.92 from the 2024 Purchase Order. Since the vendor has completed most of the change order work, the County Administrator has rejected the current requisition until the change order is ratified and approved by committee and council.

FISCAL IMPACT:

The change order uses account 2650-60-0000-54420-12652, Bluffton Parks and Recreation Impact Fees, which, as of March 11, 2025, has a fund balance of \$9,770,138.00 available.

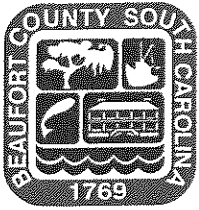
STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommends that the committee ratify and approve the change order cost of \$135,649.66 to Woods + Partners for RFQ # 092520E A & E Services; Buckwalter Recreation Athletic Complex Expansion (BRACE) Phase 1 Project. The new total contract cost is \$697,249.66.

OPTIONS FOR COUNCIL MOTION:

Motion to approve/deny recommendation of a change order and ratification to Woods + Partners in the amount of \$135,649.66, which will increase the total project contract amount to \$697,249.66. Leaving a contract balance owed to the vendor of \$205,061.92

Next Step: Move forward to County Council to approve/deny the recommended change order.



COUNTY COUNCIL OF BEAUFORT COUNTY PURCHASING DEPARTMENT

Item 12.

106 Industrial Village Road
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

BEAUFORT COUNTY DEPARTMENT CHANGE ORDER REQUEST 2021-CO-10

Date

May 18, 2023 12:32 PM

Designated Staff

Sutton, Mark

Designated Staff Title

Senior Construction Manager

Department

Capital Improvement, Eric L...

Vendor Name

Wood & Partners, Inc

Vendor #

Project Name

BRACE

Change Description

Add additional Scope to project

Account Number

26520011-54420

Org/Object Code(s)

Contract Name/Purchase Order #

PO# 20220686-00

Amounts:

Original Contract/PO Amount

\$561,600.00

Total Previous Contract/PO Changes

0

Total Prior to Current Change Order

\$561,600.00

Current Change Order Amount

\$135,649.66

Revised Contract/PO to Date

\$697,249.66

TO WHOM IT MAY CONCERN:

This **CHANGE ORDER** includes items ordered or changes to services. If this is for construction or renovation projects. See the additional notes from the requesting department. All Material, labor and equipment necessary may be added to complete the following work and to adjust the total contract/PO as indicated; see attached detail. Contract/PO delivery date or project completion date will also extend by:

Days Extended

0

Upload Backup Documentation

WP Scope Amendment Combined 02_17.20.23.pdf



Email-PO#_20220686_2022_3DC.pdf

Approvals:

Approval needed by County Council?

☒ Yes ☐ No

For changes over 10% of budget, select Yes.

Department Head Approval

Department Head Approval

☒ Approved ☐ Not Approved

Department Head

Larson, Eric

Signature Date

May 18, 2023

Finance Approval

Finance Approval

☒ Approved ☐ Not Approved

Finance Approver

Christmas, Denise

Signature Date

May 18, 2023

Purchasing Director Approval

Purchasing Director Approval

☒ Approved ☐ Not Approved

Purchasing Director

Thomas, Dave

Signature Date

May 18, 2023



County Council Meeting

Chairman

Joseph F. Passiment, JR.

Vice Chairman

D. Paul Sommerville

Council Members

Logan Cunningham

Gerald Dawson

Brian E. Flewelling

York Glover, SR.

Chris Hervochon

Alice G. Howard

Mark Lawson

Lawrence P. McElynn

Stu Rodman

Interim County Administrator

Eric Greenway

Clerk to Council

Sarah W. Brock

Administration Building

Robert Smalls Complex

100 Ribaut Road

Contact

Post Office Drawer 1228

Beaufort, South Carolina 29901-1228

(843) 255-2180

www.beaufortcountysc.gov

County Council Meeting Agenda

County Council of Beaufort County

Monday, March 22, 2021 at 6:00 PM

This meeting will be held both in person at County Council Chambers, 100 Ribaut Road, Beaufort, and also virtually through Webex. Please be aware that there is limited seating available for the in-person meeting and attendees must wear a face covering and practice social distancing per Beaufort County Emergency Ordinance 2021-01

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION- Council Member Dawson
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 – December 14, 2020 and January 11, 2021.
6. ADMINISTRATOR'S REPORT

DISCUSSION ITEMS

7. CITIZENS MAY JOIN VIA ZOOM USING THE LINK AND MEETING INFORMATION BELOW:

MEETING LINK

Meeting number (access code): 161 960 5575

Password: BC123

(ANYONE who wishes to speak during the Citizen Comment portion of the meeting will limit their comments to no longer than three (3) minutes (a total of 15 minutes) and will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language)

COMMITTEE REPORTS

8. LIAISON AND COMMITTEE REPORTS

CONSENT AGENDA

9. CONSENT AGENDA (PAGE 3)

PUBLIC HEARINGS AND ACTION ITEMS

- [10.](#) PUBLIC HEARING AND SECOND READING OF AN ORDINANCE REGARDING A ZONING MAP AMENDMENT/REZONING REQUEST FOR 1.96 ACRES (R600 036 000 015E 0000) AT THE INTERSECTION MAY RIVER ROAD AND BENTON LANE FROM T3 EDGE TO T2 RURAL CENTER.
- [11.](#) PUBLIC HEARING AND SECOND READING OF AN ORDINANCE APPROVING THE 2021 AWARDS OF LOCAL ACCOMMODATIONS AND HOSPITALITY
- [12.](#) FIRST READING OF AN ORDINANCE TO ESTABLISH THE INITIAL RESIDENTIAL SOLID WASTE FEE AS A UNIFORM SERVICE CHARGE FOR THE SOLID WASTE AND RECYCLING ENTERPRISE SYSTEM FOR BEAUFORT COUNTY TO FUND THE PLANNING, DESIGNING, CONSTRUCTING, AND MAINTAINING SOLID WASTE AND RECYLING MANAGEMENT PROGRAMS, PROJECTS, AND FACILITIES; AND OTHER MATTERS RELATED THERETO
- [13.](#) FIRST READING OF AN ORDINANCE TO USE \$5 MILLION IN FUND BALANCE TO DEFEASE BONDS.
- [14.](#) A RESOLUTION AUTHORIZING THE INTERIM COUNTY ADMINISTRATOR TO ENTER INTO AN AGREEMENT TO GRANT EXCLUSIVE AND NONEXCLUSIVE PARKING RIGHTS OVER THE COUNTY PARCEL FOR THE BENEFIT OF THE MYRTLE PARK PARCEL AND THE COUNTY PARCEL, ALL AS MORE PARTICULARLY SET FORTH IN THE DOCUMENT ENTITLED: "ACCESS AND PARKING AGREEMENT."
- [15.](#) SUMMARY AND REVISED RECOMMENDATION FROM PATHWAYS PUBLIC MEETING NUMBER 1

BOARDS AND COMMISSIONS

- [16.](#) AN APPOINTMENT FOR ANDREW DISALVO TO THE BOARD OF ASSESSMENT APPEALS
1st TERM - DISTRICT 5
EXPIRES ON 02/25
- [17.](#) A REAPPOINTMENT FOR JAMES BUCKLEY TO AIRPORTS BOARD
4th TERM (PROXIMITY (3 -MILE RADIUS)TO HHI AIRPORT)
1st - 2015
2nd - 2017
3rd - 2019
Expires on 02/23

CITIZEN COMMENTS

18. CITIZENS MAY JOIN VIA ZOOM USING THE LINK AND MEETING INFORMATION BELOW:
[MEETING LINK](#)
Meeting number (access code): 161 960 5575
Password: BC123

(ANYONE who wishes to speak during the Citizen Comment portion of the meeting will limit their comments to no longer than three (3) minutes (a total of 15 minutes) and will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language)

CONSENT AGENDA

Items Originating from the Public Facilities Committee

1. RECOMMENDATION OF AWARD FOR RFQ #092520E; A&E SERVICES; BUCKWALTER RECREATION ATHLETIC COMPLEX EXPANSION (BRACE) PHASE 1 (\$665,930)
2. RECOMMENDATION OF AWARD FOR IFB 012621E DIRT ROAD PAVING CONTRACT #52 (YEAR 2)
3. MEMORANDUM OF AGREEMENT BETWEEN BEAUFORT COUNTY AND THE BLUFFTON TOWNSHIP FIRE DISTRICT (BTFD) FOR THE SUN CITY EMS/FIRE STATION 34 RENOVATION PROJECT
4. PURCHASE OF ADDITIONAL NUTANIX HCI SERVER SYSTEM NODES – \$132,940.18

END OF CONSENT AGENDA



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation of Award for RFQ #092520E; A&E Services; Buckwalter Recreation Athletic Complex Expansion (BRACE) Phase 1 (\$665,930)
MEETING NAME AND DATE:
County Council – March 22, 2021
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator -Engineering (5 min.)
ITEM BACKGROUND:
A solicitation was issued September 25, 2020 for Architecture and Engineering services for the Buckwalter Recreation Athletic Complex Expansion as envisioned by the Parks and Recreation Master Plan prepared for the complex. Six firms submitted qualifications and a selection committee chose Wood + Partners, Inc as the most qualified vendor. <i>Item was approved at Public Facilities Committee on March 15, 2021</i>
PROJECT / ITEM NARRATIVE:
Parks and Recreation desires to continue implementation of Phase 1 of the Master Plan for the Buckwalter facility. The master plan suggests a 7 field soccer complex as well as a 16 court tennis center. The soccer complex was constructed with three turf fields, however; these will be evaluated for possible conversion to artificial turf and four additional fields to be completed. The tennis center has yet to be implemented. Current funding from Bluffton Parks and Recreation Impact Fees will allow for the completion of the soccer complex and partial development of the tennis facility (Phase 1) with the completion of the tennis center as Phase 2 as funds become available within the next 36 months.
FISCAL IMPACT:
Wood+ Partners, Inc. has offered a proposal for Architectural and Engineering services in a lump sum amount of \$561,600.00 plus an allowance of \$20,000.00 for reimbursable expenses. Staff recommends that a contingency of \$84,330.00 (15%) be added for unforeseen additional services bringing the total to \$665,930.00. The funding for Phase 1 of the project is from the Bluffton Parks and Recreation Impact Fees fund balance with a current balance of \$7,014,841.11.
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends award of RFQ #092520E to Wood + Partners, Inc.
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny recommendation of award RFQ #092520E to Wood + Partners, Inc. <i>Next Step: Execute contract with Wood + Partners, Inc.</i>



BEAUFORT COUNTY COUNCIL

AGENDA ITEM SUMMARY

Item 12.

ITEM TITLE:

Recommendation to Ratify and approve a Change order of \$135,649.66 reference RFQ #092520E; A & E Services; Buckwalter Recreation Athletic Complex Expansion (BRACE)

MEETING NAME AND DATE:

Finance, Administration, and Economic Development Committee Meeting, March 17, 2025

PRESENTER INFORMATION:

Dave Thomas, CPPO, Procurement Services Director

Robert Gecy, additional comments

(5 minutes)

ITEM BACKGROUND:

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PROJECT / ITEM NARRATIVE:

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Requisition 250438 was entered in MUNIS for approval on August 28, 2024, requesting a Purchase Order for the remaining balance of \$205,061.92 from the 2024 Purchase Order. The County Administrator has rejected the current requisition until the change order is ratified and approved by committee and council.

FISCAL IMPACT:

The change order uses account 2650-60-0000-54420-12652, Bluffton Parks and Recreation Impact Fees, which, as of March 11, 2025, has a fund balance of \$9,770,138.00 available.

STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommends that the committee ratify and approve the change order cost of \$135,649.66 to Woods + Partners for RFQ # 092520E A & E Services; Buckwalter Recreation Athletic Complex Expansion (BRACE) Phase 1 Project. The new total contract cost is \$697,249.66.

OPTIONS FOR COUNCIL MOTION:

Motion to approve/deny recommendation of a change order and ratification to Woods + Partners in the amount of \$135,649.66, which will increase the total project contract amount to \$697,249.66.

Next Step: Move forward to County Council to approve/deny the recommended change order.



SCOPE AMENDMENT 01

AMENDMENT TO AGREEMENT BETWEEN CLIENT AND LANDSCAPE ARCHITECT

PROJECT NAME: Buckwalter Recreation Athletic Complex Expansion -BRACE (Beaufort County P.O. #20211345-00)

SCOPE AMENDMENT DATE: February 17, 2023

ORIGINAL AGREEMENT DATE: (Date Ordered) 06.24.21

TO: Beaufort County Engineering
Industrial Village Road #3
Beaufort, SC 29906

FROM: Mark Baker
Wood+Partners, Inc.
7 Lafayette Place
Hilton Head Island, SC 29926

Scope Amendment Purpose:

Acknowledgement of additional services for altered Design Development through Construction Phase Services. Scope has been expanded beyond original contract to: omit previously designed tennis complex (16 lighted courts & 2-story tennis building with parking, etc.) and disc golf course; develop two new soccer fields as artificial turf fields and provide additional design and permitting for two future artificial turf fields. One bid package will be prepared to construct the two new artificial turf fields as base bid elements. It will then take the remaining two (southernmost) fields to the budget limit, providing additive alternates for the remaining soccer elements -beyond the budget to full completion. The scope includes design development time previously accrued to design the expanded tennis complex and expanded tennis building which have now been omitted. Furthermore, the scope includes permitting of all (4) soccer fields and their supporting elements as master planned.

Scope Change/Additional Services:

1. Complete design of two (2) artificial turf soccer fields with lights to be located west of the existing restroom facility.
2. Scope includes the design of utilities, grading, storm drainage, pavement and other improvements necessary to support proposed facilities, including renovation of existing restroom building to add concessions. Maintenance building is not included, however, the design of utility stubs for future connections will be provided.
3. Addition of two (2) artificial turf soccer fields to be located south of the primary park entry traffic circle. These fields will be designed to include lights, restrooms, fencing and parking. Based on a maximum construction budget of \$9,000,000 (to include design fees) a portion of this work will be structured as base bid, bundled with items #1 and #2, above for bidding in a single package. Based on Owner input, those elements estimated in excess of the \$9,000,000 budget will be treated as additive alternates and will be referenced accordingly in the bid package.
4. Necessary permits and approvals will include all proposed elements including those considered as additive alternates.

Compensation:

WPI proposes to provide the services outlined above on a fixed fee, based on the attached spreadsheet. Professional services fees are as follows:

1. Additional Services for work listed above \$135,649.66

Please sign and return to WPI as a sign of your acceptance.

Sincerely,

Wood+Partners Inc.

Mark L Baker, ASLA
President

Accepted by:
Beaufort County, South Carolina

L.S.

Name: Eric Larson

Title: Capital Project Director

Date: 3/10/2023

cc: Kyle Theodore, Eric Walsnovich, ASLA

Attachment- Buckwalter Rec. Athletic Complex Expansion Scope Amendment #1- Spreadsheet

PO Box 23949 + Hilton Head Island, SC 29925 + 843.681.6618 + www.woodandpartners.com

Buckwalter Recreation Athletic Complex Expansion Scope Amendment (#1) based on "Option 3B"

Design Fees based on Estimated Construction Costs

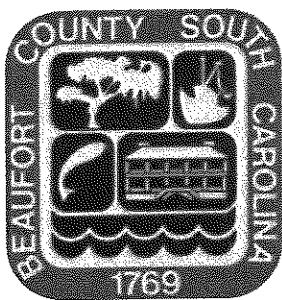
Date February 17, 2023

Project Improvement Areas	*Construction Cost Estimate
Area 1 - North Area - Construction Cost Estimate	\$ 7,051,435.74
Includes 2 new artificial turf fields with lights, parking, concessions building renovations, roadways, sidewalks, etc.	
Area 2 - South Area - Construction Cost Estimate	\$ 5,452,199.44
Includes 2 new artificial turf fields with lights, parking, concessions building renovations, roadways, sidewalks, etc.	
Total Estimate	\$ 12,503,635.18

* Note: Construction Cost (includes 10% contingency and 8% general conditions)

Project Design Fee & Initial Construction Budget	Initial Const Budget		
Initial Construction Budget Including Design Fees	\$ 6,000,000.00	\$ 561,600.00	**Initial Contracted Design Fee Amount
**Included Pre-Design, SD, DD, CD, BN, CA & Permitting services. Pre-Design, SD and a portion of DD have been completed.			
Adjusted Design Fee & Increased Construction Budget	Additional Const Budget	Design Fee %	
Increased Construction Budget Total	\$ 12,503,635.18	For Budget Increase	
Initial Construction Budget Including Design Fees	\$ 6,000,000.00		
Construction Budget Increase (Variance from Original Budget)	\$ 6,503,635.18	3.0%	\$ 195,109.06 Add'l Design Fees
***Tennis Area Fee Credit = \$94,380-\$34,920.60			\$ 59,459.40 ***Credit Tennis Center Design Fees not completed
			\$ 135,649.66 Proposed Fee Increase

Adjusted Design Fees for new \$12.5 mil construction budget \$ 697,249.66



County Council Meeting

Chairman

Joseph F. Passiment, JR.

Vice Chairman

D. Paul Sommerville

Council Members

Logan Cunningham

Gerald Dawson

Brian E. Flewelling

York Glover, SR.

Chris Hervochon

Alice G. Howard

Mark Lawson

Lawrence P. McElynn

Stu Rodman

Interim County Administrator

Eric Greenway

Clerk to Council

Sarah W. Brock

Administration Building

Robert Smalls Complex

100 Ribaut Road

Contact

Post Office Drawer 1228

Beaufort, South Carolina 29901-1228

(843) 255-2180

www.beaufortcountysc.gov

County Council Meeting Agenda

County Council of Beaufort County

Monday, March 22, 2021 at 6:00 PM

This meeting will be held both in person at County Council Chambers, 100 Ribaut Road, Beaufort, and also virtually through Webex. Please be aware that there is limited seating available for the in-person meeting and attendees must wear a face covering and practice social distancing per Beaufort County Emergency Ordinance 2021-01

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION- Council Member Dawson
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 – December 14, 2020 and January 11, 2021.
6. ADMINISTRATOR'S REPORT

DISCUSSION ITEMS

7. CITIZENS MAY JOIN VIA ZOOM USING THE LINK AND MEETING INFORMATION BELOW:

MEETING LINK

Meeting number (access code): 161 960 5575

Password: BC123

(ANYONE who wishes to speak during the Citizen Comment portion of the meeting will limit their comments to no longer than three (3) minutes (a total of 15 minutes) and will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language)

COMMITTEE REPORTS

8. LIAISON AND COMMITTEE REPORTS

CONSENT AGENDA

9. CONSENT AGENDA (PAGE 3)

PUBLIC HEARINGS AND ACTION ITEMS

CONSENT AGENDA

Items Originating from the Public Facilities Committee

1. RECOMMENDATION OF AWARD FOR RFQ #092520E; A&E SERVICES; BUCKWALTER RECREATION ATHLETIC COMPLEX EXPANSION (BRACE) PHASE 1 (\$665,930)
2. RECOMMENDATION OF AWARD FOR IFB 012621E DIRT ROAD PAVING CONTRACT #52 (YEAR 2)
3. MEMORANDUM OF AGREEMENT BETWEEN BEAUFORT COUNTY AND THE BLUFFTON TOWNSHIP FIRE DISTRICT (BTFD) FOR THE SUN CITY EMS/FIRE STATION 34 RENOVATION PROJECT
4. PURCHASE OF ADDITIONAL NUTANIX HCI SERVER SYSTEM NODES – \$132,940.18

END OF CONSENT AGENDA



BEAUFORT COUNTY COUNCIL

AGENDA ITEM SUMMARY

Item 12.

ITEM TITLE:

Recommendation to Ratify and approve a Change order of \$135,649.66 reference RFQ #092520E; A & E Services; Buckwalter Recreation Athletic Complex Expansion (BRACE

MEETING NAME AND DATE:

Finance, Administration, and Economic Development Committee Meeting, March 17, 2025

PRESENTER INFORMATION:

Dave Thomas, CPPO, Procurement Services Director

Robert Gecy, additional comments

(5 minutes)

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Boards and Commissions Appointments and Reappointments

Board of Assessment Appeals		
Andrew DiSalvo	Term to be served: 2nd	Reappointment

1st Term needs 6/11 Council Votes
2nd Term needs 8/11 Council Votes
3rd Term needs 10/11 Council Votes

**Andrew DiSalvo, CPA
10 Tomlow Trace
Beaufort SC 29906**

February 18, 2025

Beaufort County
Board of Assessment Appeals
PO BOX 1228
Beaufort SC 29901

Dear Sir or Madam:

This is a statement to verify that I, Andrew J. DiSalvo, CPA am seeking re appointment to the Beaufort County Board of Assessment Appeals.

I would appreciate this appointment when my current term expires in 2025. If you have any questions, please feel free to contact me at 203-805-1120 or Andrew.DiSalvocpa@gmail.com

Respectfully Submitted

A handwritten signature in black ink, appearing to be 'A. DiSalvo', with a stylized flourish at the end.

Andrew J. DiSalvo CPA

Cc: Paul Jernigan, Chair Beaufort County BAA, Elizabeth Rigg, Administrator, Beaufort County BAA