



County Council Meeting Beaufort County, SC

This meeting will be held both in person in Council Chambers at 100 Ribaut Road, Beaufort, and virtually through Zoom. Please be aware that there is limited seating available for the in-person meeting and attendees must practice social distancing

**Monday, October 25, 2021
6:00 PM**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION – Chairman Joseph Passiment
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. ADMINISTRATOR'S REPORT
6. PRESENTATION BY PALMETTO PRIDE ON KEEP BEAUFORT COUNTY BEAUTIFUL - Mallory Coffey, Keep South Carolina Beautiful Leader and Community Outreach Program Manager.

CITIZEN COMMENTS

7. **CITIZEN COMMENTS - (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. LIASION AND COMMITTEE REPORTS

PUBLIC HEARINGS AND ACTION ITEMS

9. APPROVAL OF CONSENT AGENDA
10. MATTERS ARISING OUT OF THE CAUCUS EXECUTIVE SESSION

- [11.](#) FIRST READING OF AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF AN ACCESS AND UTILITY EASEMENT FOR A PORTION OF A RIGHT OF WAY OWNED BY BEAUFORT COUNTY KNOWN AS CASSIDY DRIVE OFF BUCKWALTER PARKWAY IN BULFFTON TOWNSHIP SOUTH CAROLINA
- [12.](#) FIRST READING OF AN ORDINANCE TO AMEND THE FY2022 BUDGET ORDINANCE 2021/30 TO INCLUDE AN ADDITIONAL \$150,000 TO THE SOLICITOR'S OFFICE
- [13.](#) FIRST READING OF AN ORDINANCE DECLARING CERTAIN COUNTY OWNED REAL PROPERTY AS SURPLUS PROPERTY AND AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS TO SELL REAL PROPERTY IDENTIFIED AS TMS NO. R700 036 000 13J 0000, R700 036 000 0112 0000, R700 036 000 0109 0000, R700 036 000 002C 0000 AND R600 036 000 001B 0000
- [14.](#) FIRST READING OF AN ORDINANCE regarding a TEXT AMENDMENT TO BEAUFORT COUNTY CODE OF ORDINANCES: ARTICLE VII, DIVISION 4, SECTION 2-508; SECTION 2-509; SECTION 2-513; SECTION 2-517; AND SECTION 2-541 TO UPDATE ADMINISTRATIVE CHANGES, TO PROVIDE NECESSARY CONTRACT DOLLAR THRESHOLD CHANGES AND TO UPDATE EXEMPTION PROVISIONS AND PROCEDURES.
- [15.](#) FIRST READING OF AN ORDINANCE AMENDING BEAUFORT COUNTY ORDINANCE 2008/17 AND ADOPTING THE BUCKWALTER ACCESS MANAGEMENT PLAN
- [16.](#) RESOLUTION TO ACCEPT SFY2022 GRANT IN AID FUNDS FROM SOUTH CAROLINA DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL FOR BEAUFORT COUNTY EMERGENCY MEDICAL SERVICES IN THE AMOUNT OF \$15,803.61
- [17.](#) RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO ACCEPT DEPARTMENT OF HOMELAND SECURITY GRANT 21SHSP34 IN THE AMOUNT OF \$40,000 FOR BEAUFORT COUNTY EMERGENCY MEDICAL SERVICES
- [18.](#) RESOLUTION FORMALLY ADOPTING THE BEAUFORT COUNTY EMPLOYEE CLASSIFICATION AND COMPENSATION PLAN. INCLUDED IN THE RESOLUTION IS EXHIBIT A - 2021 CLASSIFICATION AND COMPENSATION PLAN.
- [19.](#) APPROVAL OF A HOMELAND SECURITY GRANT / BEAUFORT CO. SWAT TEAM
- [20.](#) APPROVAL OF A HOMELAND SECURITY GRANT / BEAUFORT CO. BOMB SQUAD

CITIZEN COMMENTS

21. **CITIZEN COMMENTS - (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)**
22. ADJOURNMENT

TO WATCH COMMITTEE OR COUNTY COUNCIL MEETINGS OR FOR A COMPLETE LIST OF AGENDAS AND BACKUP PACKAGES PLEASE VISIT:

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

CONSENT AGENDA

TO WATCH COMMITTEE OR COUNTY COUNCIL MEETINGS OR FOR A COMPLETE LIST OF AGENDAS AND
BACKUP PACKAGES PLEASE VISIT:

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

Items Originating from the Natural Resources Committee

1. SECOND READING OF AN ORDINANCE ADOPTING THE “ENVISION BEAUFORT COUNTY 2040 COMPREHENSIVE PLAN” AND “BEAUFORT COUNTY CONNECTS BICYCLE AND PEDESTRIAN PLAN 2021” AS AN APPENDIX TO THE PLAN.

Items Originating from the Public Facilities Committee

2. SECOND READING OF AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE A MODIFICATION OF DRAINAGE EASEMENT ASSOCIATED WITH PARCEL #R112-031-000-0628-0000
3. RECOMMENDATION OF AWARD RFP HXD 091021 LOWCOUNTRY COMMERCIAL SERVICES (\$259,424)
4. A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR THE ACCEPTANCE OF PROPERTIES ENCUMBERING THE ROAD RIGHT OF WAY FOR CRYSTAL BEACH LANE

END OF CONSENT AGENDA



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF AN ACCESS AND UTILITY EASEMENT FOR A PORTION OF A RIGHT OF WAY OWNED BY BEAUFORT COUNTY KNOWN AS CASSIDY DRIVE OFF BUCKWALTER PARKWAY IN BLUFFTON TOWNSHIP SOUTH CAROLINA
MEETING NAME AND DATE:
County Council Meeting 10-25-21
PRESENTER INFORMATION:
Jared Fralix, P.E., Assistant County Administrator, Engineering (5 Minutes)
ITEM BACKGROUND:
Item was approved at PFC on 10-18-21 The County ownership of Cassidy Drive is recorded in Deed Book 3710 at Page147 on 10-24-2018.
PROJECT / ITEM NARRATIVE:
BJWSA has requested an Access and Utility Easement to for a portion of parcel R610 022 000 1125 0000 located on Cassidy Drive off Buckwalter Parkway in Bluffton Township.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approval of Access and Utility Easement to BJWSA
OPTIONS FOR COUNCIL MOTION:
Motion to either Approve or Deny Access and Utility Easement to BJSWA. <i>Next Step – 3 readings and public hearing by County Council</i>

EXHIBIT A

“Access and Utility Easement”

landscaping, back to its pre-construction condition (to the extent Grantee is responsible therefor).

The permanent easement and right-of-way hereby granted to the Grantee consists of a parcel of land as hereinafter described on property as shown on the drawing referenced herein and more particularly described as follows (herein referred to as "Easement Area"):

ALL that certain piece, parcel or tract of land, situate, lying and being in the Town of Bluffton, Beaufort County, South Carolina, consisting of 0.01 acres, 473 SF, more or less, lying within the right-of-way of Cassidy Drive as will be more fully shown and identified as "Beaufort County Utility Easement" on that certain plat entitled "Easement Plat, Access & Utility Easement within Cassidy Drive, Portion of Buckwalter" prepared by Thomas & Hutton, certified by _____, SCPLS, dated _____, a copy of which is recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, in Plat Book _____ at Page _____.

This being a portion of the property conveyed to the Grantor herein by deeds recorded in the Office of the Register of Deeds for Beaufort County, South Carolina, in Records Book 3710 at Page 141 and Deed Book 3710 at Page 147.

TAX REF: R610 022 000 1125 0000 (PORTION OF)

AND ALSO, the Grantor grants to the Grantee the right and authority to approve the location of any additional utility easement that might be located within the above-described easement.

To have and to hold said permanent easement unto the Grantee, its Successors and Assigns, forever.

Grantor hereby covenants with the Grantee that it is lawfully seized and possessed of the real estate above-described, that it has good lawful right to convey it, or any part thereof, and that it will forever warrant and forever defend the title thereto against the lawful claims of its successors and assigns.

WITNESS the hands and seals of the undersigned the date and year first above-written.

IN THE PRESENCE OF:

GRANTOR:

COUNTY OF BEAUFORT

witness signature

(printed name of witness)

By: _____
(authorized signature)
Eric L. Greenway

(printed name)

Notary Public signature

(printed name of Notary Public)

Its: County Administrator

(printed title)

STATE OF SOUTH CAROLINA)
)
COUNTY OF CHARLESTON)

PROBATE

PERSONALLY appeared before me the undersigned witness who made oath that s/he saw the within named County of Beaufort by _____ its _____, sign, seal and as its act and deed, deliver the within written instrument, and that s/he with the other witness above-named witnessed the execution thereof.

SWORN TO BEFORE ME, this _____ day of _____, 2021.

(Notary Public signature)

(printed name of Notary Public)
Notary Public for South Carolina
My Commission Expires:

witness signature

(printed name of witness)

IN THE PRESENCE OF:

GRANTEE:

BEAUFORT-JASPER WATER &
SEWER AUTHORITY

witness signature

By: _____
(authorized signature)

(printed name of witness)

(printed name)

Notary Public signature

Its: _____
(printed title)

(printed name of Notary Public)

STATE OF SOUTH CAROLINA)

)

PROBATE

COUNTY OF BEAUFORT)

PERSONALLY appeared before me the undersigned witness who made oath that s/he saw the within named Beaufort-Jasper Water & Sewer Authority by _____ its _____ sign, seal and as its act and deed, deliver the within written instrument, and that s/he with the other witness above-named witnessed the execution thereof.

SWORN TO BEFORE ME, this _____ day of _____, 2021.

(Notary Public signature)

witness signature

(printed name of Notary Public)
Notary Public for South Carolina
My Commission Expires:

(printed name of witness)

Ordinance No. 2021/____**AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF AN ACCESS AND UTILITY EASEMENT FOR A PORTION OF A RIGHT OF WAY OWNED BY BEAUFORT COUNTY KNOWN AS CASSIDY DRIVE OFF BUCKWALTER PARKWAY IN BLUFFTON TOWNSHIP SOUTH CAROLINA.**

WHEREAS, Beaufort County owns real property (“County Parcel”) known as TMS No. R610 022 000 1125 0000 Right of Way located in the Town of Bluffton, also known as Cassidy Drive off of Buckwalter Parkway; and

WHEREAS, Beaufort Jasper Water Sewer Authority has requested that Beaufort County grant an Access and Utility Easement of said property for the purpose of accessing, constructing and servicing various water/sewer functions more particularly described in document entitled “Access and Utility Easement” prepared by the Law firm of Tupper, Grimsley, Dean & Canandy, P.A (attached as Exhibit “A”) and shown on a plat entitled "Easement Plat, Access & Utility Easement within Cassidy Drive, Portion of Buckwalter" prepared by Thomas & Hutton, certified by Robert K. Morgan, III, SCPLS, preliminary dated 09/31/2021 attached as Exhibit “B”; and

WHEREAS, Beaufort County Council has determined that it is in its best interest to authorize the execution and delivery of the requested Access and Utility Easement attached as Exhibit “A” and more particularly shown as "Easement Plat, Access & Utility Easement within Cassidy Drive, Portion of Buckwalter" attached as Exhibit “B”; 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 that the County Administrator is hereby authorized to execute any and all necessary documents for the conveyance of an Access and Utility Easement for a portion of a right of way owned by Beaufort County and as described on the attached Exhibit “A” (Access and Utility Easement) and Exhibit “B” (Easement Plat, Access & Utility Easement within Cassidy Drive, Portion of Buckwalter).

DONE this ____ day of _____ 2021.

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:

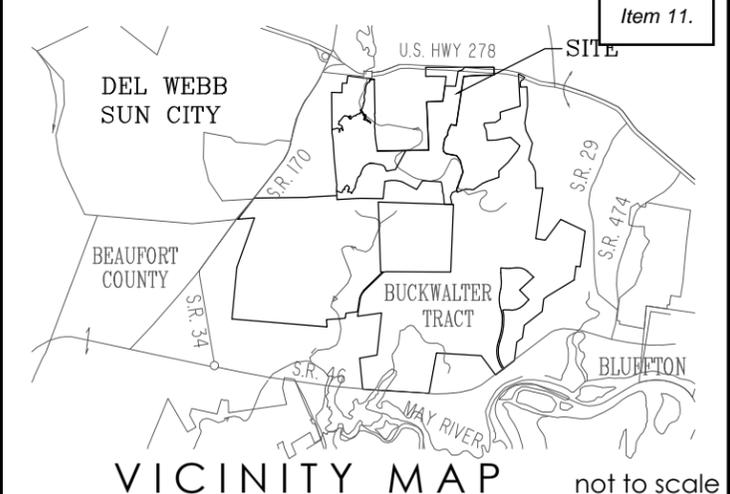
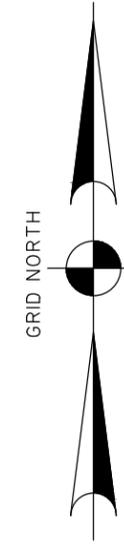
Exhibit B

Z:\25732\25732_1000\Survey\DWG\25732_1000sp01 Beaufort County Esmt.dwg - Aug 31, 2021 - 9:04:45 AM

LINE TABLE		
LINE	BEARING	LENGTH
L1	N 86°08'00" E	15.00'
L2	S 02°37'52" E	23.19'
L3	S 43°50'08" W	7.03'
L4	S 87°22'07" W	21.78'
L5	N 43°50'08" E	16.38'
L6	N 02°37'52" W	16.43'
L7	S 02°37'53" E	10.00'

NOTES

- TAX MAP NO. (PARENT TRACT): R610 022 000 1125 0000.
- ACCORDING TO F.I.R.M. MAP 45013C0270G, EFFECTIVE DATE 3-23-21, THIS PROPERTY FALLS ON ZONE X.
- 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.
- THIS SURVEY IS VALID ONLY IF THE PRINT OF SAME HAS THE ORIGINAL SIGNATURE AND EMBOSSED SEAL OF THE LAND SURVEYOR.
- A TITLE SEARCH WAS NOT PERFORMED BY THOMAS & HUTTON ENGINEERING CO. AT THE TIME OF THIS SURVEY.
- THE PROPERTY PLATTED HEREON IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
- 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.
- FOR WETLAND BUFFERS AND SETBACKS REFER TO BUCKWALTER P.U.D. AND ANNEXATION DOCUMENTS.
- PLAT REFERENCES: PB 150 PAGE 33 & PB 153 PAGE 170.



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EASEMENT PLAT UTILITY EASEMENT WITHIN CASSIDY DRIVE PORTION OF BUCKWALTER

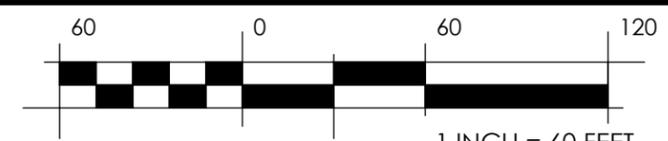
TOWN OF BLUEFTON
BEAUFORT COUNTY, SOUTH CAROLINA

prepared for
BEAUFORT COUNTY



50 Park of Commerce Way
Savannah, GA 31405 • 912.234.5300

www.thomasandhutton.com



plat	drawn	reviewed	field	crew
08-31-21	LPO	RKM	N/A	N/A
job 25732.1000				SHEET 1 OF 12

BUCKWALTER PARKWAY 120' R/W

953.3' TO U.S. HIGHWAY NO. 278

20' UTILITY EASEMENT

50' PUD BUFFER

N/F VINEYARD BLUEFTON, LLC
PB 150, PAGE 33
R610 022 000 1121 0000

N: 165,380.31
E: 2,028,373.88

**BEAUFORT COUNTY
UTILITY EASEMENT**
473 SF
0.01 AC.

BJWSA EASEMENT

CASSIDY DRIVE R/W VARIES

N 87°22'07" E 188.08'

BJWSA EASEMENT

N: 165,361.69
E: 2,028,186.45

SURVEY TIE
LINE

N/F BEAUFORT COUNTY
PB 150, PAGE 33
R610 022 000 1125 0000

N/F RAYMOND A. AND
JOHNNIE S. BOYLES, TRUSTEE
R600 022 000 0013 0000

BJWSA
PUMP STATION
CPI64

N/F PARCEL CI, LLC
PB 150, PAGE 33
R610 022 000 1122 0000

50' PUD BUFFER



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.

ROBERT K. MORGAN, III
SOUTH CAROLINA PROFESSIONAL LAND SURVEYOR
LICENSE NO. 26957

LEGEND

- MEANDER POINT (NO MONUMENT)
- CONCRETE MONUMENT (FOUND)
- IRON PIPE (FOUND)



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 12.

ITEM TITLE:
Ordinance to Amend FY2022 Budget
MEETING NAME AND DATE:
Finance Committee- October 17, 2021
PRESENTER INFORMATION:
Pinky Harriott, Budget Director Duffie Stone, 14 th Circuit Solicitor 10 minutes
ITEM BACKGROUND:
N/A
PROJECT / ITEM NARRATIVE:
Recommendation to appropriate an additional \$150,000 to the Solicitor's Office to hire additional attorneys.
FISCAL IMPACT:
Funding to be provided from the additional vacancy savings within the General Fund. \$150,000.00
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends the approval of an additional \$150,000 transfer to the Solicitor's Office
OPTIONS FOR COUNCIL MOTION:
Motion to approve Ordinance to Amend FY2022 Budget Move forward to Council for First Reading: October 25, 2021

ORDINANCE 2021/____

AN ORDINANCE TO AMEND BEAUFORT COUNTY ORDINANCE 2020/____ FOR FISCAL YEAR 2021-22 BEAUFORT COUNTY BUDGET TO PROVIDE FOR ADDITIONAL APPROPRIATIONS TO THE SOLICITOR’S OFFICE.

WHEREAS, on June ____, 2021, Beaufort County Council adopted Ordinance No. 2021/____ which sets the County's FY 2021-2022 budget and associated expenditures; 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 ADDITIONAL APPROPRIATIONS TO THE Solicitor’s Office;

NOW, THEREFORE, BE IT ORDAINED, by Beaufort County Council that the FY 2021-2022 Beaufort County Budget Ordinance (Ordinance 2021/____) is hereby amended as follows:

1. An additional \$150,000 is transferred to the Solicitor’s Office budget to hire additional attorneys.
2. The funds are to be transferred from countywide lapsed salaries for unfilled positions.

DONE this _____ day of December 2021.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah Brock, Clerk to Council

First Reading:

Second Reading:

Public Hearing:

Third Reading:



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
AN ORDINANCE DECLARING CERTAIN COUNTY OWNED REAL PROPERTY AS SURPLUS PROPERTY AND AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS TO SELL REAL PROPERTY IDENTIFIED AS TMS NO. R700 036 000 13J 0000, R700 036 000 0112 0000, R700 036 000 0109 0000, R700 036 000 002C 0000 AND R600 036 000 001B 0000
MEETING NAME AND DATE:
Finance Committee, 10/12/2021
PRESENTER INFORMATION:
Brittany Ward, Deputy County Attorney 10 Minutes
ITEM BACKGROUND:
County staff presented to County Council on August 19, 2021 at a Special Called meeting.
PROJECT / ITEM NARRATIVE:
County staff and legal department reviewed County owned real property and have determined that the use of real property identified as TMS NO. R700 036 000 13J 0000, R700 036 000 0112 0000, R700 036 000 0109 0000, R700 036 000 002C 0000 AND R600 036 000 001B 0000 has discontinued. The properties are vacant and unoccupied. Appraisals on the aforementioned properties have or will be completed prior to advertising the sale of the property.
FISCAL IMPACT:
The sale of real property will be for an amount equal to or greater than fair market value.
STAFF RECOMMENDATIONS TO COUNCIL:
Approve to sell surplus properties.
OPTIONS FOR COUNCIL MOTION:
Disapprove. Move forward to Council for First Reading on October 25, 2021.

ORDINANCE 2021/_____

AN ORDINANCE DECLARING CERTAIN COUNTY OWNED REAL PROPERTY AS SURPLUS PROPERTY AND AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS TO SELL REAL PROPERTY IDENTIFIED AS TMS NO. R700 036 000 13J 0000, R700 036 000 0112 0000, R700 036 000 0109 0000, R700 036 000 002C 0000 AND R600 036 000 001B 0000

WHEREAS, Beaufort County (“County”) is the sole owner of the real properties with TMS Nos. R700 036 000 13J 0000, R700 036 000 0112 0000, R700 036 000 0109 0000, R700 036 000 002C 0000 and R600 036 000 001B 0000; hereinafter individually referenced as “Property” and collectively as “Properties”; and

WHEREAS, the County has determined that any use of the Properties has been discontinued, thereby leaving the Properties vacant and unoccupied; and

WHEREAS, each Property shall be sold at or above the fair market value, whereby such fair market value shall be determined by a licensed appraiser; and

WHEREAS, the County shall publicly advertise the sale of the Properties, and any bids for purchase received shall be reviewed and accepted by the County Administrator, or his designee, based on a purchase price and subsequent use of the property; and

WHEREAS, Beaufort County Council has determined that it is in the best interest of the citizens of Beaufort County to declare the Properties as surplus property and to sell the Properties upon such terms and conditions as may be most favorable to the County.

NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council, that the above-described Properties be declared surplus property and authorize the County Administrator to execute any and all necessary documents to sell the surplus Properties upon such terms and conditions as determined to be reasonably prudent and in the best interest of the citizens of Beaufort County.

ADOPTED this ____ day of _____ 2021.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph F. Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

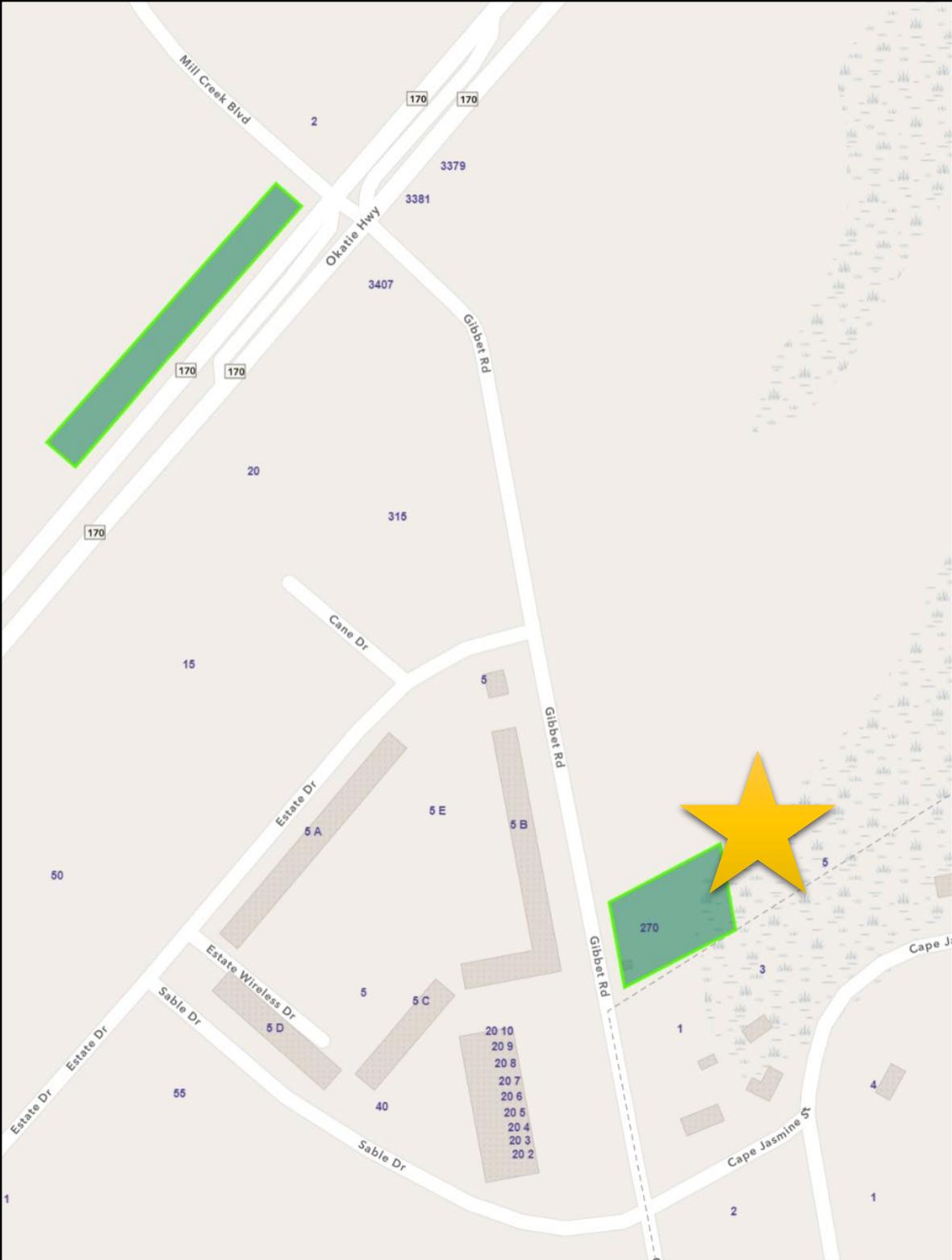
PAIGE POINT AREA PROPERTIES

- 1. R700 036 000 002C 0000**
616 Paige Point Road
- 2. R700 036 000 0112 0000**
743 Paige Point Road
- 3. R700 036 000 0109 000**
- 4. R700 036 000 013J 0000**
465 Paige Point Bluff



R600 036 000 001B 0000

270 GIBBET ROAD





BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
<i>Recommended Changes to Beaufort County Procurement Code, Division 4 concerning approval thresholds and to request additions to the current exemption section-approved by Finance Committee on October 18, 2021.</i>
MEETING NAME AND DATE:
County Council Meeting October 25, 2021
PRESENTER INFORMATION:
<i>Dave Thomas, CPPO, Purchasing Director and Kurt Taylor General Council (10 minutes)</i>
ITEM BACKGROUND:
<i>The current Beaufort County Procurement Code, Division 4 was last updated in February 2014. The recommended threshold changes require an update to the current staff titles and their authority. The recommended increase to thresholds for staff approval takes into consideration the dramatic change in prices due to inflation, COVID 19, and the availability of Goods and Services requested by staff. The recommended additions to the exemption section is mainly due to the lack of qualified vendors and in most cases there is only one source available to provide the requested Goods or Services. Requesting quotes for these new exemptions is not the best procurement practice and is not practical.</i>
PROJECT / ITEM NARRATIVE:
<i>The attached recommended procurement code changes will increase the approval thresholds for Department Heads, Purchasing Director, Budget Director, County Administrator, Committees and Council. Staff is also recommending adding additional Goods and Services exemptions to the Code. Some of the major justifications for requesting the code changes are due to the current market for Goods and Services (inflation, increased cost) and the outbreak of COVID 19. Note, COVID 19 has contributed to reducing the number of available vendors and their ability to provide/deliver some services and supplies to the County. Furthermore, changing our thresholds and adding exemptions as requested by staff will improve our processes and provide a code for staff to follow, which is more in-line with "Best Practices" used by similar organizations.</i>
FISCAL IMPACT:
NA
STAFF RECOMMENDATIONS TO COUNCIL:
Approve or Deny the recommended changes to the Procurement Code
OPTIONS FOR COUNCIL MOTION:
<i>The Finance Committee approved the recommendation as stated in the attachments and request approval by County Council and possible First Reading.</i>

ORDINANCE 2021/ _____

TEXT AMENDMENT TO BEAUFORT COUNTY CODE OF ORDINANCES: ARTICLE VII, DIVISION 4, SECTION 2-508; SECTION 2-509; SECTION 2-513; SECTION 2-517; AND SECTION 2-541 TO UPDATE ADMINISTRATIVE CHANGES, TO PROVIDE NECESSARY CONTRACT DOLLAR THRESHOLD CHANGES AND TO UPDATE EXEMPTION PROVISIONS AND PROCEDURES.

WHEREAS, added text is highlighted in yellow and underlined.

Adopted this __ day of NOVEMBER 2021.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, JD, Clerk to Council

Chronology:
Third Reading: November 22, 2021 / Vote ____
Second Reading: November 8, 2021 / Vote ____
Public Hearing: November 8, 2021
First Reading: October 25, 2021 / Vote ____

Sec. 2-508. - Establishment, appointment and qualifications of purchasing director.

(a)

Establishment of position. There is created the position of purchasing director, who shall be the county's principal public procurement official. The purchasing director shall report to the Assistant County Administrator, Finance (ACA, Finance).

Sec. 2-509. - Authority and duties of purchasing director.

(a)

Principal public procurement official. The purchasing director shall serve as the principal public procurement official of the county and shall be responsible for the procurement of supplies, services, and construction in accordance with this division, as well as the management and disposal of supplies.

(b)

Duties. In accordance with this division, the purchasing director shall:

(1)

Purchase. Purchase all supplies, materials, equipment, and contractual services required by county agencies and perform the purchasing-related functions required of the purchasing director in this division.

(2)

Negotiate contracts. Negotiate contracts for personal services, submit them for approval, and award as provided in this division.

(3)

Use standard specifications. Use standard specifications wherever they are applicable to purchase orders and contracts, and ensure compliance with such specifications through adequate inspection of deliveries.

(4)

Transfer between agencies. Transfer between agencies supplies, materials, and equipment that are no longer needed by a holding agency but that can be used by the receiving agency.

(5)

Exchange, trade in and sell. Exchange, trade in or sell those supplies, materials and equipment which are surplus, obsolete or unused and which are found by the county administrator not to be required for public use.

(6)

Develop standard forms and conditions. Develop, with the approval of the county attorney as to legal sufficiency, standard forms and conditions of invitations to bid and purchase orders and contracts; develop and prescribe the use by agencies of other forms required in carrying out this division, and amend or eliminate any such forms.

(7)

Acquire and dispose of real property. Upon request of the county council and subject to its approval of each transaction, perform all delegable functions in connection with acquisition and disposal of real property.

(8)

Perform other duties. Perform other duties as assigned by the county administrator and ACA, Finance.

(c)

Operational procedures. Consistent with this division, the purchasing director shall adopt operational procedures relating to the execution of his duties.

(d)

Dollar limitations. Provided that funds have been preapproved by the county council as part of the budget process, an award is made to the lowest responsive and responsible bidder, the contracting authority for the county, except as otherwise provided in [section 2-512](#) pertaining to authority to contract for certain services, [section 2-513](#) pertaining to exemption and [section 2-514](#) pertaining to exemption for real property, shall be as follows:

(1)

Purchasing Director, Budget Director \$50,000.00 or less.

(2)

County administrator or his designee, over \$50,000.00, but less than \$150,000.00. The County Administrator may approve contract renewals and be exempt from the dollar limitations on expenditure authority identified in this Section 2-509-Authority and duties of purchasing director, paragraph (d-e) Dollar limitations in paragraphs (1-4) provided that the funds have been approved by the county council as part of the annual budget appropriation process, and that any expenditure of funds regardless of the amount will not result in a budget deficit.

(3)

Council committee, over \$150,000.00, but less than \$250,000.00.

(4)

The county council, \$250,000.00 and over.

(e)

Elected and appointed officials. Provided that funds have been approved by the county council as part of the annual budget appropriation process, and that any expenditure of funds regardless of the amount will not result in a budget deficit within any elected official's office, the sheriff, auditor, treasurer, clerk of court, coroner, solicitor, public defender, probate judge, and magistrates shall be exempt from the dollar limitations on expenditure authority identified above provided that they shall comply with all of [the] provisions of competitive purchasing as may be required by South Carolina law and the Beaufort County Purchasing Ordinance. The county council may request such reports and information, as it deems necessary and prudent on the purchasing activities of these offices to ensure compliance with these provisions.

(Code 1982, § 12-10; Ord. No. 99-14, 5-24-1999; Ord. No. 2014/4, 2-10-2014)

Sec. 2-513. - Exemption from procedures.

The County Council may, by resolution, exempt specific supplies or services from the purchasing procedures required in this Code. The following supplies and services shall be exempt from the purchasing procedures required in this division; however, the purchasing director for just cause may limit or withdraw any exemptions provided for in this section:

(1)

Works of art for museum and public display.

(2)

Published books, library books, maps, periodicals, technical pamphlets.

(3)

Copyrighted educational films, filmstrips, slides and transparencies.

(4)

Postage stamps, postal fees, and U.S. Post Office box rentals.

(5)

Professional dues, membership fees, seminar registration fees, and Professional training.

(6)

Medicine and drugs.

(7)

Utilities including gas, electric, water and sewer.

(8)

Advertisements in professional publications or newspapers. Add-Advertising time and space in radio, television, and social media platforms including local Chamber of Commerce.

(9) Legal Services, which must be approved by the County Administrator or County Council.

(10) Add- Fixed Wing and Rotary Wing Aircraft Maintenance.

Sec. 2-517. - Small purchases.

Any contract not exceeding \$35,000.00 shall be made in accordance with the small purchase procedures established in regulations and updated periodically by the purchasing director; provided, however, that purchase requirements shall not be artificially divided so as to constitute a small purchase under this section.

(Code 1982, § 12-18)

Sec. 2-521. - Requisition required.

Department heads shall use requisitions for goods or services for the operation of the department. Requisitions shall be processed according to the steps outlined in the purchasing administrative regulations.

(Code 1982, § 12-22)

Sec. 2-522. - Purchase order required.

Any purchase made with county funds shall be recorded on a purchase order bearing the quantity and description of each item to be purchased. If exceptions are made by the purchasing director, a control system shall be in effect.

(Code 1982, § 12-23)

Sec. 2-541. - Fiscal responsibility.

Every contract modification, change order, or contract price adjustment in excess of ten percent of the original price under a contract with the county pursuant to this division shall be subject of prior approval by the Purchasing Director and Budget Director. The requesting department must provide a copy of the approved electronic CO form to the Purchasing Department. Purchasing will attach a copy of the approved CO to the contract file before proceeding with the CO process. The Department may proceed with the CO once they receive a copy of the updated purchase order. The CO must not exceed the overall budget, which was approved by County Council.

(Code 1982, § 12-42)

Procurement Code Recommended Changes By Staff

Sec. 2-508. - Establishment, appointment and qualifications of purchasing director.

(a)

Establishment of position. There is created the position of purchasing director, who shall be the county's principal public procurement official. The purchasing director shall report to the Assistant County Administrator, Finance (ACA, Finance).

Sec. 2-509. - Authority and duties of purchasing director.

(a)

Principal public procurement official. The purchasing director shall serve as the principal public procurement official of the county and shall be responsible for the procurement of supplies, services, and construction in accordance with this division, as well as the management and disposal of supplies.

(b)

Duties. In accordance with this division, the purchasing director shall:

(1)

Purchase. Purchase all supplies, materials, equipment, and contractual services required by county agencies and perform the purchasing-related functions required of the purchasing director in this division.

(2)

Negotiate contracts. Negotiate contracts for personal services, submit them for approval, and award as provided in this division.

(3)

Use standard specifications. Use standard specifications wherever they are applicable to purchase orders and contracts, and ensure compliance with such specifications through adequate inspection of deliveries.

(4)

Transfer between agencies. Transfer between agencies supplies, materials, and equipment that are no longer needed by a holding agency but that can be used by the receiving agency.

(5)

Exchange, trade in and sell. Exchange, trade in or sell those supplies, materials and equipment which are surplus, obsolete or unused and which are found by the county administrator not to be required for public use.

(6)

Develop standard forms and conditions. Develop, with the approval of the county attorney as to legal sufficiency, standard forms and conditions of invitations to bid and purchase orders and contracts; develop and prescribe the use by agencies of other forms required in carrying out this division, and amend or eliminate any such forms.

(7)

Acquire and dispose of real property. Upon request of the county council and subject to its approval of each transaction, perform all delegable functions in connection with acquisition and disposal of real property.

(8)

Perform other duties. Perform other duties as assigned by the county administrator and ACA, Finance.

(c)

Operational procedures. Consistent with this division, the purchasing director shall adopt operational procedures relating to the execution of his duties.

(d)

Dollar limitations. Provided that funds have been preapproved by the county council as part of the budget process, an award is made to the lowest responsive and responsible bidder, the contracting authority for the county, except as otherwise provided in [section 2-512](#) pertaining to authority to contract for certain services, [section 2-513](#) pertaining to exemption and [section 2-514](#) pertaining to exemption for real property, shall be as follows:

(1)

Purchasing Director, Budget Director \$50,000.00 or less.

(2)

County administrator or his designee, over \$50,000.00, but less than \$150,000.00. The County Administrator may approve contract renewals and be exempt from the dollar limitations on expenditure authority identified in this Section 2-509-Authority and duties of purchasing director, paragraph (d-e) Dollar limitations in paragraphs (1-4) provided that the funds have been approved by the county council as part of the annual budget appropriation process, and that any expenditure of funds regardless of the amount will not result in a budget deficit.

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(5)

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Medicine and drugs.

(7)

Utilities including gas, electric, water and sewer.

(8)

Advertisements in professional publications or newspapers. Add-Advertising time and space in radio, television, and social media platforms including local Chamber of Commerce.

(9) Legal Services, which must be approved by the County Administrator or County Council.

(10) Add- Fixed Wing and Rotary Wing Aircraft Maintenance.**Sec. 2-517. - Small purchases.**

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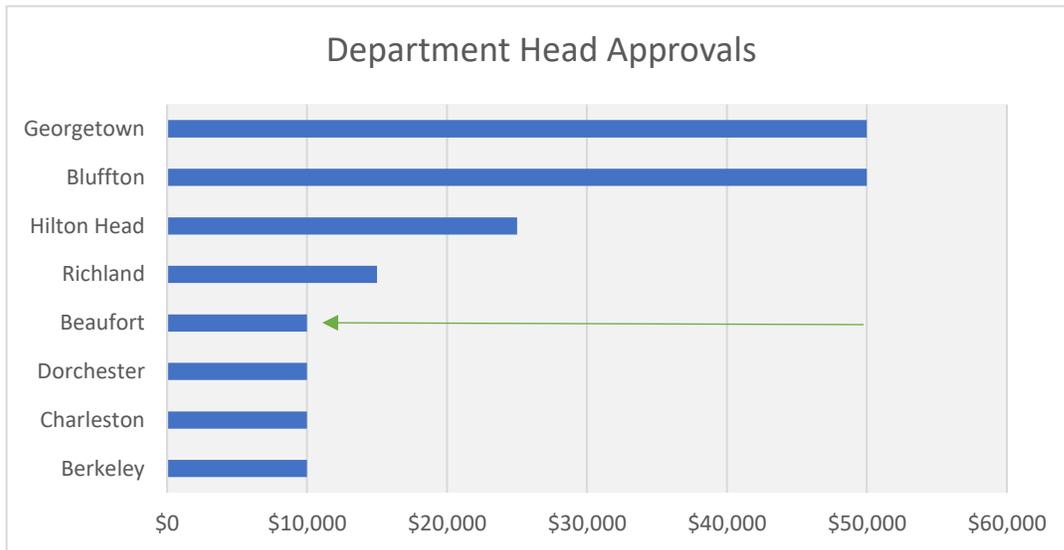
(Code 1982, § 12-42)

Department Head Threshold

From **To**
\$ 10,000 \$ 15,000

Cities and Counties

Berkeley **Charleston** **Dorchester** **Beaufort** **Richland** **Hilton Head** **Bluffton**
\$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ 15,000 \$ 25,000 \$ 50,000



Note: All other entities (Greenville, Horry, Lexington & Spartanburg) are \$10,000 or less

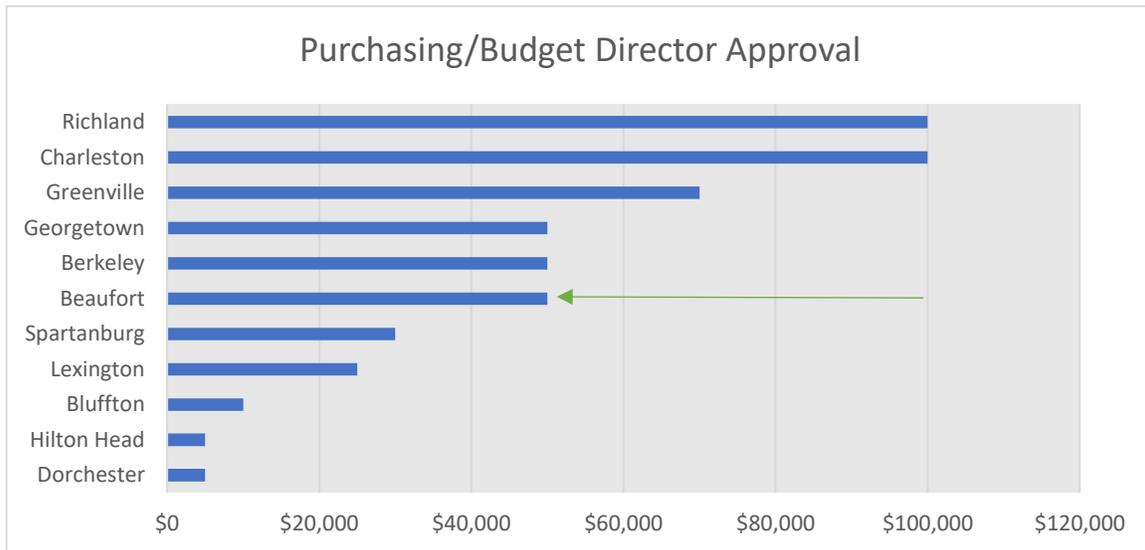
<u>Georgetown</u>	<u>Greenville</u>	<u>Horry</u>	<u>Lexington</u>	<u>Spartanburg</u>
\$ 50,000			\$10,000 or less	

Purchasing and/or Budget Director Threshold

From To
\$ 10,000 \$ 50,000

Cities and Counties

Dorchester Hilton Head Bluffton Lexington Spartanburg Beaufort Berkeley
\$ 5,000 \$ 5,000 \$ 10,000 \$ 25,000 \$ 30,000 \$ 50,000 \$ 50,000



Note: If the item was approved in the current budget, the Purchasing Director may approve the item. Otherwise, approval must be sought through the Budget Director with an amendment from another line item.

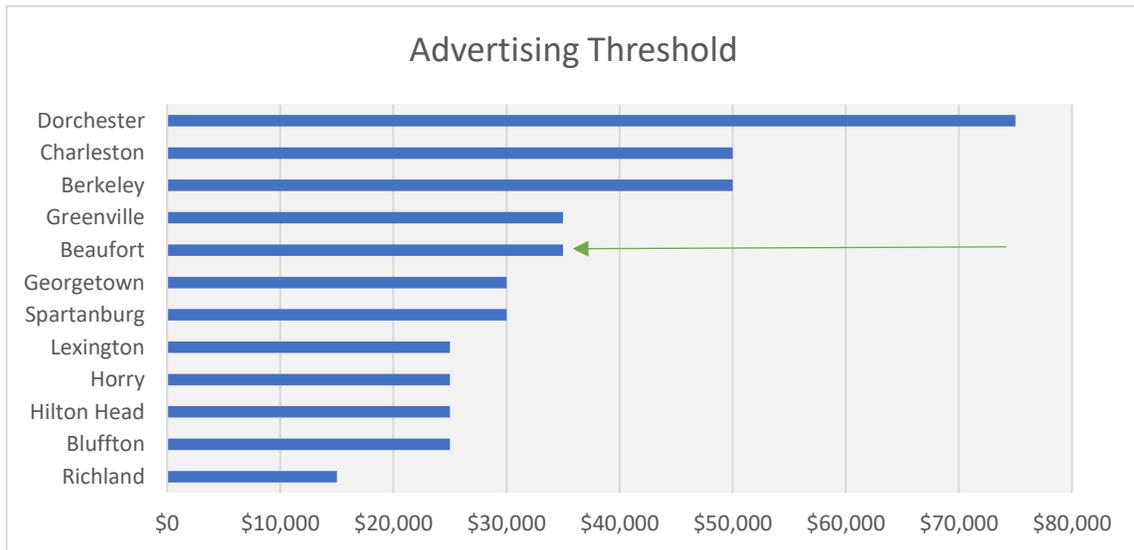
<u>Georgetown</u>	<u>Greenville</u>	<u>Charleston</u>	<u>Richland</u>	<u>Horry</u>
\$ 50,000	\$ 70,000	\$ 100,000	\$ 100,000	Unlimited

Advertising Threshold

From **To**
 \$ 25,000 \$ 35,000

Cities and Counties

Richland **Bluffton** **Hilton Head** **Horry** **Lexington** **Spartanburg** **Georgetown**
 \$ 15,000 \$ 25,000 \$ 25,000 \$ 25,000 \$ 25,000 \$ 30,000 \$ 30,000



Note: If the purchase is over \$35,000 and not available on a state, cooperative, or GSA contract, the Goods or Services must be publically advertised in accordance with our procurement code. This does not apply to our prequalified lists pre-qualified under 50K A & E and Contractor lists.

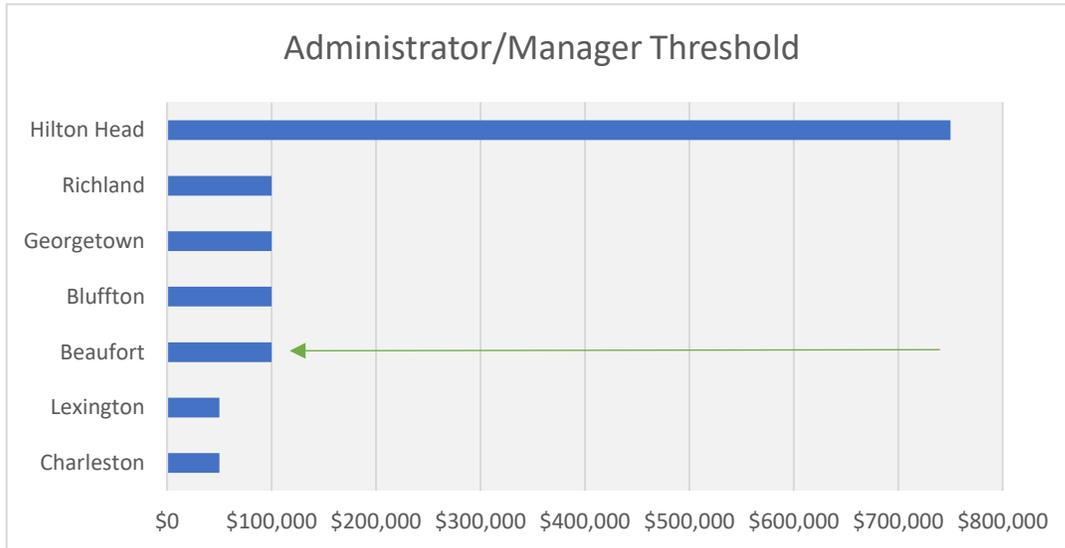
	<u>Beaufort</u>		<u>Greenville</u>		<u>Berkeley</u>		<u>Charleston</u>		<u>Dorchester</u>
\$	35,000	\$	35,000	\$	50,000	\$	50,000	\$	75,000

Administrator/Manager Threshold

From To
\$ 50,000 \$ 100,000

Cities and Counties

Charleston Lexington Beaufort Bluffton Georgetown Richland Hilton Head
\$ 50,000 \$ 50,000 \$ 100,000 \$ 100,000 \$ 100,000 \$ 100,000 \$ 750,000

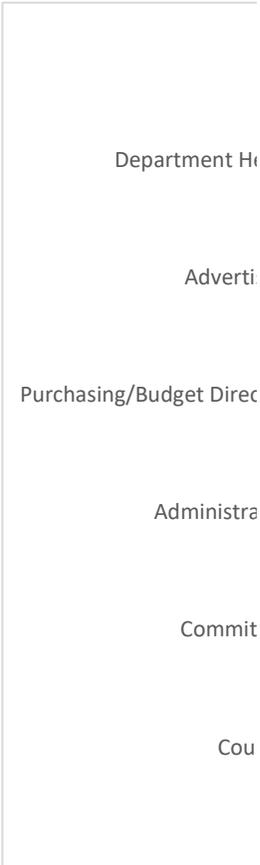


Note: If the item was approved in the current budget, the Purchasing Director may approve the item. Otherwise, approval must be sought through the Budget Director with an amendment from another line item.

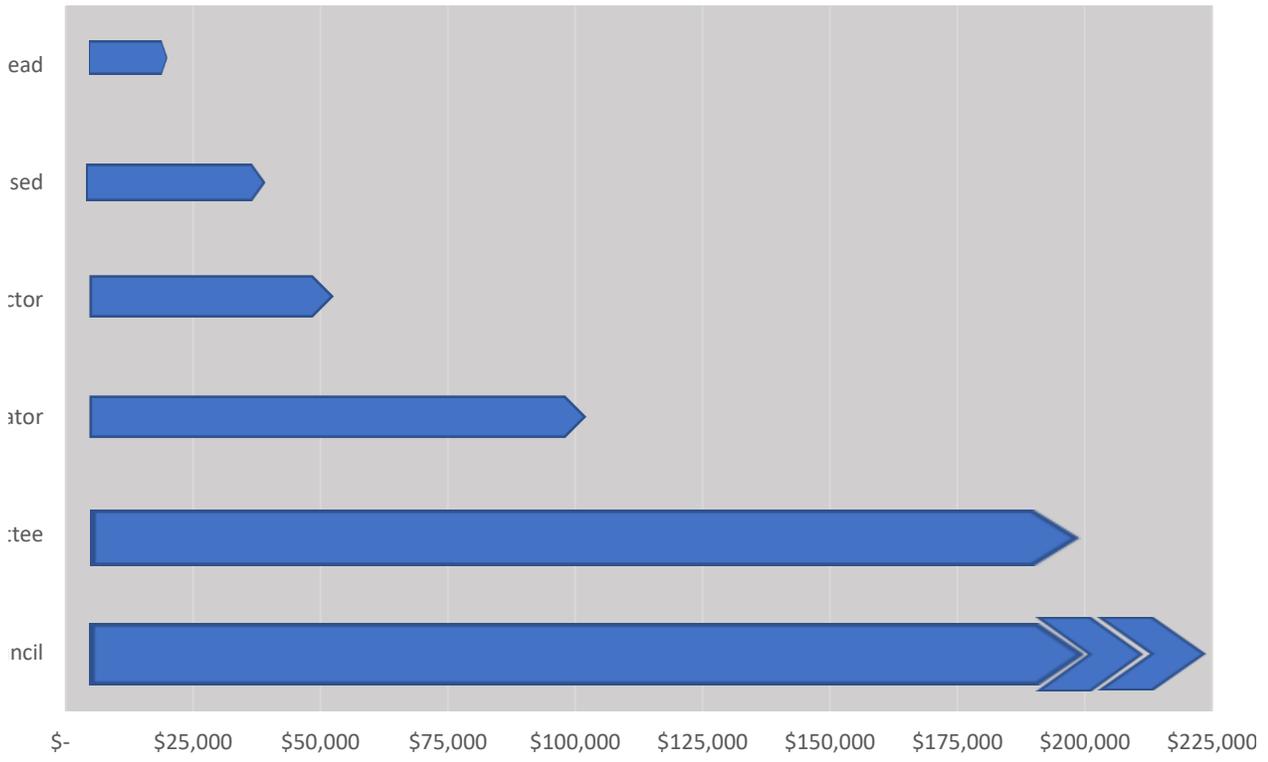
<u>Dorchester</u>	<u>Berkeley</u>	<u>Greenville</u>	<u>Horry</u>	<u>Spartanburg</u>
\$ 5,000,000	Unlimited	Unlimited	Unlimited	Unlimited

Summary of Purchasing Thresholds

Purchasing Thresholds	Old	New
Department Heads	\$ 10,000	\$ 15,000
Advertise for IFB/RFP/FRQ	\$ 25,000	\$ 35,000
Purchasing/Budget Director	\$ 25,000	\$ 50,000
Administrator	\$ 50,000	\$ 100,000
Committee	\$ 100,000	\$ 200,000
Council	Above \$100,000	Above \$200,000



Purchasing Thresholds



)

Council Committee.dministratcing/Budget Advertisidpartment H
\$ -

PO
\$ 3,000

Exclusions/Exemptions-Price must be fair and reasonable.

Goods, Services or Other Expenditures that, by nature of what they are, may render the requirement to

Current Exemption Examples:

Utilities

Membership Dues

Postal stamps and fees

Education/Training

Additional Exclusions:

PO Box rentals

Aircraft Maintenance

Legal Fees

Advertising time and space in radio, television, and social media platforms

Other Changes

The County Administrator may approve contract renewals and be exempt from the dollar limitations on expenditure authority identified in this Section 2-509-Authority and duties of purchasing director, paragraph (d-e) Dollar limitations in paragraphs (1-4) provided that the funds have been approved by the county council as part of the annual budget appropriation process, and that any expenditure of funds regardless of the amount will not result in a budget deficit.

obtain 3 quotes impractical. Normally only one source is available.

Beaufort County Department Heads and Staff Comments **Supporting the Procurement Code Changes**

ACA-Public Safety:

In reference to the changes for Division 4, Procurement Code:

AS the ACA for the Public Safety Division, I support the presented changes to the threshold amounts in the procurement code. The vast majority of our everyday business is between \$1 and \$100,000; the change will help departments with their everyday operational needs. I am a firm believer that all Ordinances and Policies should be reviewed and changed as necessary to keep up with our changing times.

Director Mosquito Control:

- 1) The recommended Procurement Code changes will encourage an efficient and effective work flow for various County procurement actions
- 2) Standardize cost-saving procurement actions within a timely manner
- 3) Simplify the procurement processes among County Council, various County committees, and/or County staff

Human Resources Director:

I do not have any specific comment other than the changes seemed to be practical and in the spirit of improving the efficiency and agility of the purchasing process. Good work. Thanks for the opportunity to review.

Airports Director:

We like what you are doing and definitely support it. There have been times in the past when important projects that may not qualify, as emergencies but are still time-sensitive have been difficult to accomplish because of lower thresholds and the time it takes to get through the "pipeline." Therefore, the Purchasing Departments plan to align better with other counties similarly sized and situated is a very positive one.

ACA-Engineering:

I fully support this endeavor! An update to this ordinance will significantly allow staff to perform the functions of the County in a more expeditious manner. The change will require fewer resources manage and will allow staff to deliver projects and services more swiftly. I think the documentation detailing the number of expenditures in the proposed range of values displays that this is a small portion of County operations and this level of expenditures does not adversely affect the County's financials. Way to go!!!



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Adoption of Buckwalter Access Management Plan
MEETING NAME AND DATE:
Public Facilities Committee – October 18, 2021
PRESENTER INFORMATION:
Jared Fralix, Assistant County Administrator - Engineering (5 mins)
ITEM BACKGROUND:
In 2007, Beaufort County adopted the Buckwalter Parkway Access Management Study in Ordinance 2008/17 amending the Zoning and Development Standards regarding access management standards for Buckwalter Parkway and Bluffton Parkway, respectively. As this access management plan is 13 years old, Beaufort County procured Bihl Engineering to analysis the corridor from US 278 just short of Bluffton Parkway and update the plan.
PROJECT / ITEM NARRATIVE:
Bihl Engineering has identified access management needs and updates to the corridor.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Adopt the Buckwalter Access Management Plan by amending Ordinance 2008/17.
OPTIONS FOR COUNCIL MOTION:
Motion to approve/deny adopting the Buckwalter Access Management Plan by amending Ordinance 2008/17. <i>Next Step: Move forward to County Council to adopt the Buckwalter Access Management Plan by amending Ordinance 2008/17.</i>

ORDINANCE 2021 / __

**TEXT AMENDMENT TO THE COMMUNITY DEVELOPMENT CODE (CDC):
APPENDIX C, DIVISION C.4 (BUCKWALTER PARKWAY ACCESS MANAGEMENT
STANDARDS).**

WHEREAS, added text is highlighted in yellow and underlined.

Adopted this ___ day of _____ 2021.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, JD, Clerk to Council

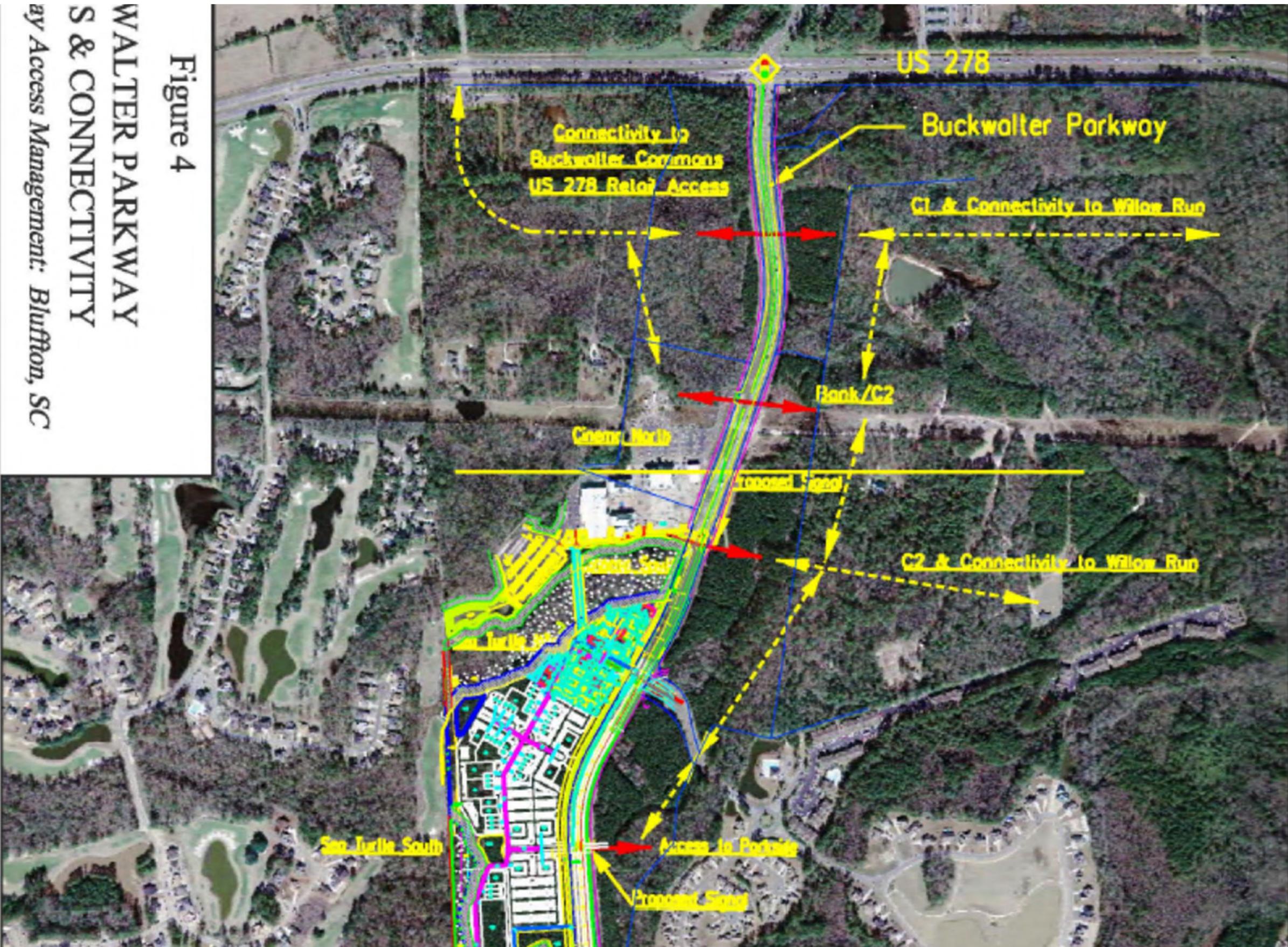
Buckwalter Parkway Access Management Plan Update

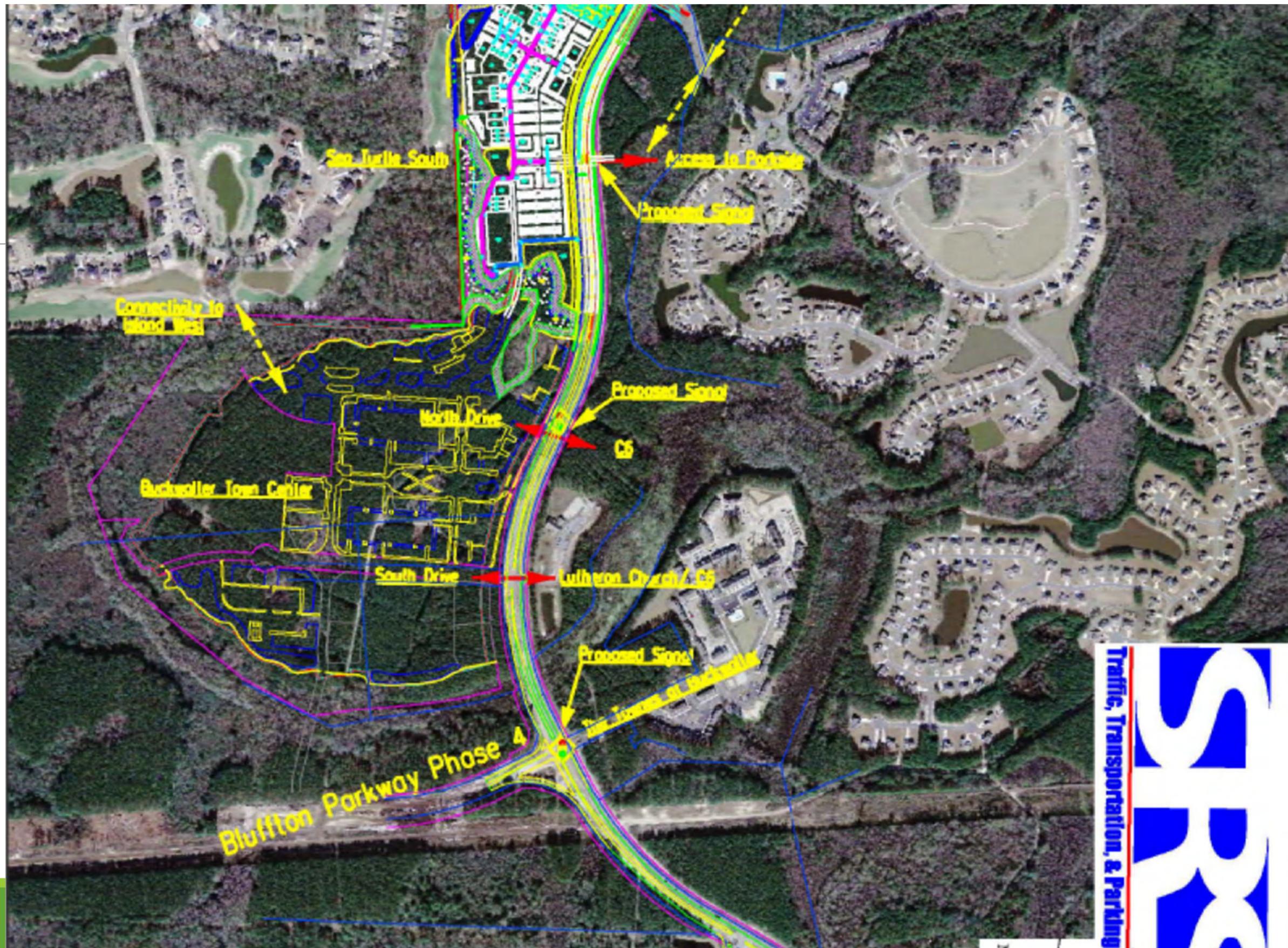
SEPTEMBER 7, 2021 (UPDATED)

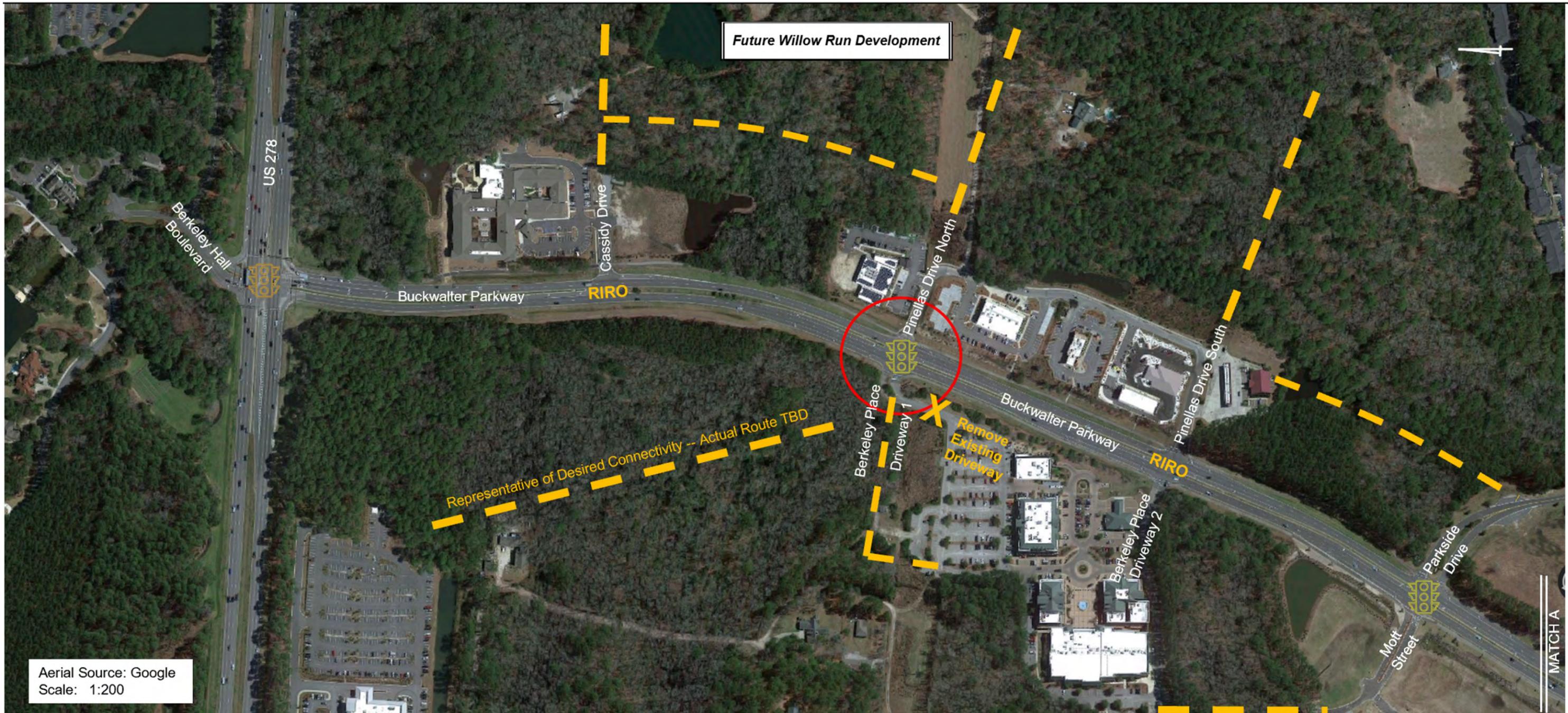


**WALTER PARKWAY
S & CONNECTIVITY
Access Management: Bluffton, SC**

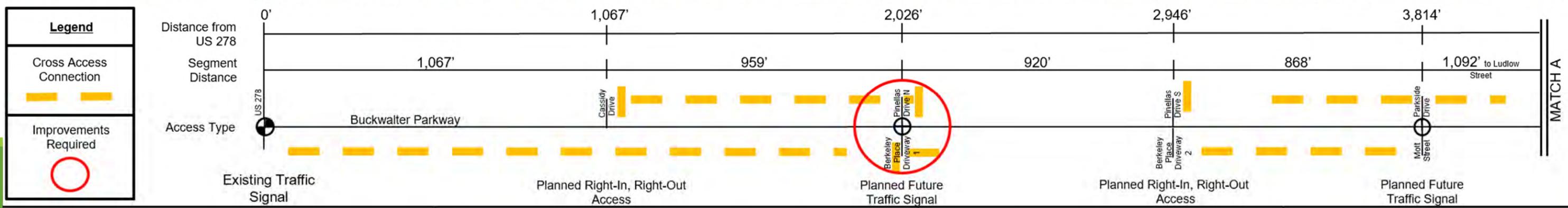
Figure 4

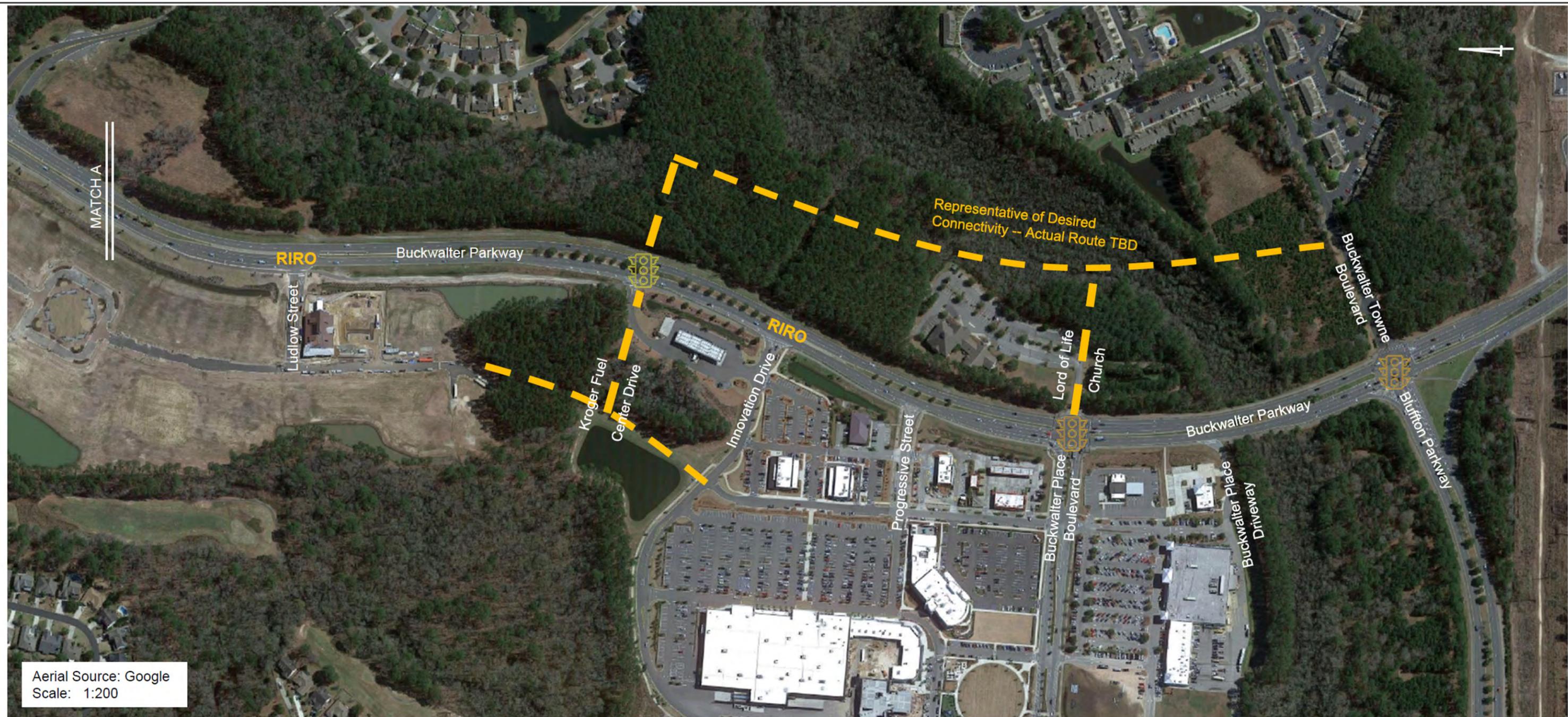




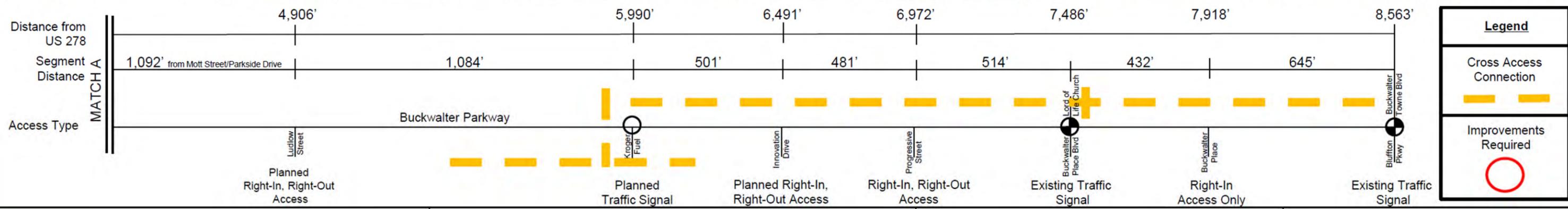


Aerial Source: Google
Scale: 1:200





Aerial Source: Google
Scale: 1:200



Legend

- Cross Access Connection (Yellow dashed line)
- Improvements Required (Red circle)

Corridor Standards Per *CDC*

- 2,000-foot spacing signalized intersections
- All other intersections RIRO desired – minimum 500-foot spacing with joint access, if parcel has access to a signalized intersection 800-foot spacing
- Signalized Intersection Locations in *CDC*
 - Buckwalter Parkway at US 278
 - Buckwalter Parkway at Cinema South (2,800 feet south of US 278)
 - Buckwalter Parkway at Sea Turtle South (2,050 feet south of Cinema South)
 - Buckwalter Parkway at Buckwalter Town Center South (2,550 feet south of Cinema South)
 - Buckwalter Parkway at Bluffton Parkway and the Townes of Buckwalter (this signal will be relocated once Phase 5b of the Bluffton Parkway is completed)
 - Buckwalter Parkway at Bluffton Parkway and Hampton Hall
 - Buckwalter Parkway at H.E. McCracken Circle and Old Bridge Drive
 - Buckwalter Parkway at SC 46 (May River Road)

Signalized Intersection Spacing by Scenario

	Segment Start	Segment End	Approximate Distance between Intersections (feet)
Scenario 1			
1	US 278	Pinellas Drive South/Berkeley Place Driveway #2	2,946
2	Pinellas Drive South/Berkeley Place Driveway #2	Ludlow Street	1,960
3	Ludlow Street	Innovation Drive	1,585
4	Innovation Drive	Buckwalter Place Boulevard	995
5	Buckwalter Place Boulevard	Bluffton Parkway (relocated)	1,667
6	Bluffton Parkway (relocated)	Lake Point Drive (relocated)	1,703
Scenario 2			
1	US 278	Pinellas Drive North/Berkeley Place Driveway #1	2,026
2	Pinellas Drive South/Berkeley Place Driveway #1	Mott Street/Parkside Drive	1,788
3	Mott Street/Parkside Drive	Kroger Fuel Center Drive	2,176
4	Kroger Fuel Center Drive	Buckwalter Place Boulevard	1,496
5	Buckwalter Place Boulevard	Bluffton Parkway (relocated)	1,667
6	Bluffton Parkway (relocated)	Lake Point Drive (relocated)	1,703

Access Locations – Scenario 2

- Signalized Intersection Access
 - Buckwalter Place Boulevard/Lord of Life Driveway (existing)
- Signalized Intersection Access (when warranted)
 - Berkeley Place Driveway #1/Pinellas Drive North (roadway improvements will be required)
 - Mott Street/Parkside Drive
 - Kroger Fuel Driveway
- Right-in, right-out Intersection Access
 - Cassidy Drive
 - Berkeley Place Driveway #2/Pinellas Drive South
 - Ludlow Street
 - Innovation Drive
 - Progressive Street (existing)
- Right-in only Intersection Access
 - Buckwalter Place Driveway (existing)

Connectivity

- New roadway between US 278 and Berkeley Place Driveway 1 on the west side of Buckwalter Parkway
- New east-west roadway from Cassidy Drive to the future Willow Run development and the planned north/south roadway that will connect future Bluffton Parkway to US 278 near Eagle's Pointe
- New north-south roadway between Cassidy Drive and Pinellas Drive North
- New east-west roadway from Pinellas Drive North to the future Willow Run development and the planned north/south roadway that will connect future Bluffton Parkway to US 278 near Eagle's Pointe
- Realignment and installation of new Berkeley Place Driveway 1, connecting to the Berkeley Place parking area further west and removing the existing curve and parking lot connection
- New east-west roadway from Pinellas Drive South to the future Willow Run development and the planned north/south roadway that will connect future Bluffton Parkway to US 278 near Eagle's Pointe
- New north-south roadway between Pinellas Drive South and Parkside Drive
- Complete north-south connection between Berkeley Place and Bluffton Commons
- New north-south roadway between Innovation Drive and Bluffton Commons
- Conversion of Kroger Fuel Center Drive to full access intersection and installation of a new east-west roadway connecting to the new north-south access roads parallel to Buckwalter Parkway
- New north-south access roadway on the east side of Buckwalter Parkway, connecting the new Kroger Fuel Center Drive intersection and Buckwalter Towne Boulevard
- New connector between Lord of Life Church Road and new north-south access road
- Relocation of intersection of Bluffton Parkway at Buckwalter Parkway intersection (by others)



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
RESOLUTION TO ACCEPT SFY2022 GRANT IN AID FUNDS FROM SOUTH CAROLINA DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL FOR BEAUFORT COUNTY EMERGENCY MEDICAL SERVICES IN THE AMOUNT OF \$15,803.61
MEETING NAME AND DATE:
County Council – October 25, 2021
PRESENTER INFORMATION:
Howell Youmans Deputy Director Beaufort County EMS 5 minutes
ITEM BACKGROUND:
Moved directly to County Council due to time-sensitive acceptance of funds (by November 1, 2021)
PROJECT / ITEM NARRATIVE:
SCDHEC allocation of appropriated GIA funds to BCEMS for improving and upgrading the system
FISCAL IMPACT:
BCEMS will receive state allocated GIA funding in the amount of \$15,803.61
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends accepting the GIA funds from SCDHEC
OPTIONS FOR COUNCIL MOTION:
Motion to approve the Resolution accepting state GIA funds from SCDHEC SFY2022



September 23, 2021

Beaufort County
Attention: Eric Greenway, County Administrator
PO Box 1228
Beaufort, South Carolina 29901-1228

Re: EMS - GIA Funds SFY2022

Dear Mr. Greenway:

The South Carolina Department of Health and Environmental Control (“DHEC”) distributes state appropriated EMS funds in accordance with Section 34.8 of the Part IB Provisos of the 2021-2022 Appropriations Act. The funds must be utilized as outlined in this document and for the purpose of improving and upgrading the Emergency Medical Services system throughout the state. The funds are allocated in accordance with the following methodology or formula: 50% of the funds appropriated will be allocated equally among the 46 counties in SC and the remaining 50% will be allocated based on the proportion of the population in each county. **Beaufort County’s** allocation for Fiscal Year 2021-2022 is determined to be **\$15,803.61**.

Proviso 117.21 in the Miscellaneous Provisions section of the Act requires organizations receiving contributions from DHEC in the Appropriations Act to provide the following documentation by November 1st of the year that the funds are to be received:

1. An accounting of how the state funds will be spent;
2. Goals to be accomplished;
3. Proposed measures to evaluate success in implementing and meeting the goals;
4. A copy of your adopted budget for the current year; and
5. A copy of your organization’s most recent operating financial statement.

Disbursement of these funds will take place once this information has been received, reviewed, and processed by DHEC. No funds shall be disbursed to organizations or purposes which practice discrimination against persons by virtue of race, creed, color, or national origin.

Proviso 117.21 further requires for accountability purposes that an organization receiving funds from DHEC submit a report to the Department by June 30th that includes the following information:

1. An accounting of how the funds were spent; and
2. Outcome measures used to determine the success of the stated goals.

In addition to these requirements, Proviso 34.8 requires local matching funds to be provided by the recipients of the allocations. In order to meet these requirements, we will need the following:

1. Documentation that the receiving party meets the 5.5% matching amount and a description of the local matching funds.

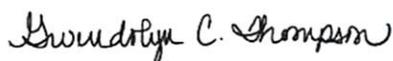
Please remember to timely submit such information to DHEC should your organization receive EMS funds.

Code Section 11-9-110 requires that an organization receiving funds submit to the Executive Budget Office and the Revenue and Fiscal Affairs Office by the end of the fiscal year (June 30, 2022) a detailed statement explaining the nature and function of its organization as well as a detailed statement explaining the use that was made of the funds. Funds will not be distributed to an organization until it agrees in writing to allow the State Auditor to audit or cause to be audited the Funds.

The above documentation must be sent by mailing paper copies to Mary Neely, Grant in Aid, DHEC Bureau of EMS, 2600 Bull Street, Columbia, SC 29201 or by emailing electronic copies to EMSGIA@DHEC.SC.GOV.

Please contact Mary Neely at (803) 545-4273 or email at EMSGIA@DHEC.SC.GOV if you have any questions or need further assistance.

Sincerely,



Gwen Thompson
Director of Healthcare Quality

I agree to provide the required documentation outlined in this letter. I agree to allow the State Auditor to audit or cause to be audited the funds. I am a representative of **Beaufort County**, authorized to legally commit this organization.

Print Name (Authorized Party)

Signature (Authorized Party)

Date

RESOLUTION 2021/

A RESOLUTION PROVIDING AUTHORITY TO THE COUNTY ADMINISTRATOR TO ACCEPT SPECIFIED SOUTH CAROLINA DEPARTMENT OF HEALTH AND ENVIROMENTAL CONTROL APPROPRIATIONS IN ACCORDANCE WITH SECTION 34.8 OF THE PART 1B PROVISOS OF THE 2021-2022 APPROPRIATIONS ACT FOR EMERGENCY MEDICAL SERVICES

WHEREAS, there has been made available certain appropriated funds to be administered by the South Carolina Department of Health and Environmental Control (DHEC) to be awarded for improving and upgrading Emergency Medical Services (EMS) throughout the state; and

WHEREAS, Beaufort County will receive allocated funding from the state, and the DHEC has allocated the following:

- 1. Beaufort County’s EMS – GIA Funds SFY2022 in the amount of \$15,803.61; and
- 2. Beaufort County will distribute a portion of these funds to Hilton Head Fire Rescue using a percentage of Calls for Service (CFS).

WHEREAS, Beaufort County Council finds that it is in the best interest of the citizens and residents of Beaufort County for the County Administrator to accept the funds from DHEC for EMS.

NOW, THEREFORE, BE IT RESOLVED, by Beaufort County Council, duly assembled, does hereby authorize the County Administrator to execute the receiving of aforementioned funds.

DONE this 25th day of October 2021

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____

Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk To Council



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 17.

ITEM TITLE:
RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO ACCEPT DEPARTMENT OF HOMELAND SECURITY GRANT 21SHSP34 IN THE AMOUNT OF \$40,000 FOR BEAUFORT COUNTY EMERGENCY MEDICAL SERVICES
MEETING NAME AND DATE:
County Council October 25, 2021
PRESENTER INFORMATION:
Howell Youmans, Deputy Director EMS
ITEM BACKGROUND:
Moved straight to council due to time sensitive for acceptance of Grant
PROJECT / ITEM NARRATIVE:
Grant from Homeland Security for Regional Medical Assistance Team (RMAT)
FISCAL IMPACT:
Grant will provide EMS \$40,000 in direct funds for equipment for RMAT
STAFF RECOMMENDATIONS TO COUNCIL:
Approve to accept the Department of Homeland Security Grant in the amount of \$40,000 for EMS
OPTIONS FOR COUNCIL MOTION:
Motion is to approve the Resolution to accept the Department of Homeland Security Grant 21SHSP34



South Carolina Law Enforcement Division

Henry D. McMaster, Governor

Mark A. Keel, Chief

Tel: (803) 737-9000

October 5, 2021

Donna Ownby, Director
Post Office Box 1228
Beaufort, South Carolina 29901

RE: Beaufort County Emergency Medical Services
Grant Number: 21SHSP34
Project Title: Lowcountry Regional Medical Assistance Team
Total Amount of Award: \$40,000.00

Dear Director Ownby,

We are pleased to provide you with the original and one copy of the grant subaward approved by the South Carolina Law Enforcement Division, as the State Administrative Agency, for the Homeland Security Grant Program, in the amount of \$40,000.00. To receive this award, it is necessary that the Official Authorized to Sign return the original grant subaward document, certification pages, special conditions and team MOA with original signatures no later than October 22, 2021. Also, enclosed in this package are the federal award agreement articles; grant terms and conditions; procurement procedures; and audit forms. The signed award, signed certification pages, signed special conditions and the completed and signed MOA should be sent to the following address:

South Carolina Law Enforcement Division
Homeland Security Program Office
Post Office Box 21398
Columbia, South Carolina 29221-1398

After receipt of the signed award, certification pages, special conditions and MOA, SLED will authorize grant related expenditures and reimbursements via a Grant Adjustment Notice (using the Homeland Security State Preparedness and Reporting System (SPARS) or via hardcopy) as soon as possible. Subaward funds will be disbursed to the subrecipient upon receipt of evidence of expenditures (i.e. invoices, contracts, itemized expenses, etc.) according to the approved Investment Justification (i.e. project plan and budget) as recorded in SPARS located at web site <https://www.southcarolinahs.com>.

Further, upon execution of the subaward, the first Request for Payment/Quarterly Fiscal Report is due within 30 days of the end of every calendar quarter, with documentation as required. The semi-annual Homeland Security Grant Progress Report is due not later than January 30th and July 30th, until the expiration of the grant. The Final Request for Payment/Quarterly Fiscal Report, Final Progress Report, and the Program Evaluation are due 45 days after the end of the grant period.

Sincerely,

Mark A. Keel, Chief
South Carolina Law Enforcement Division

SOUTH CAROLINA LAW ENFORCEMENT DIVISION
OFFICE OF HOMELAND SECURITY
POST OFFICE BOX 21398
COLUMBIA, SOUTH CAROLINA 29221-1398

Item 17.

FY 2021 HSGP (SHSP) SUBAWARD

Federal Awarding Agency: FEMA (DHS)

Federal Award Date: 09/07/2021

Project Title (FFATA): Lowcountry Regional Medical Assistance Team

Subrecipient Agency: Beaufort County Emergency Medical Services

Subrecipient DUNS: 080775331

Grant Period: 09/01/2021 – 08/31/2022

Date of Award: 10/05/2021

Total Amount of Award: \$40,000.00

Grant Number: 21SHSP34

In accordance with the provisions of Federal Fiscal Year 2021 Homeland Security Grant Program, the South Carolina Law Enforcement Division (SLED), the State Administrative Agency, hereby awards to the previously referenced subrecipient a subaward in the award amount shown above. The CFDA number is 97.067 and the federal grant agreement number is EMW-2021-SS-00007.

Payment of Funds: The original signed copy of this subaward must be signed by the Official Authorized to Sign in the space below and returned to SLED **no later than October 22, 2021**. The subaward shall be effective upon return of this award document, certification pages, special conditions and signed MOA. The DHS/FEMA approved Investment Justification (i.e. project plan and budget) is provided via the State Preparedness and Reporting System (SPARS) at the web site <https://www.southcarolinadhs.com>. Subaward funds will be disbursed to the subrecipient upon receipt of evidence that funds have been invoiced and products received and/or that funds have been expended (i.e. invoices, contracts, itemized expenses, etc.) according to the subrecipients approved project plan and budget.

Conditions: I certify that I understand and agree that funds will only be expended for the project as outlined in the funding amount listed above. I also certify that I understand and agree to comply with the federal award Agreement Articles (included), the general and fiscal terms and conditions, the MOA, as well as the special conditions of the subaward; to comply with provisions of the Act governing these funds and all other federal laws; that all information is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to commit the subrecipient agency to these requirements; that costs incurred outside of the grant period will result in the expenses being absorbed by the subrecipient; and that all agencies involved with this project understand that these federal funds are limited to an initial specified performance period (nominally twelve months).

Supplantation: The Act requires that agencies provide assurance that these pass through funds will not be used to supplant or replace local or state funds or other resources that would otherwise have been available for homeland security activities. In compliance with that mandate, I certify that the receipt of federal funds through SLED shall in no way supplant or replace state or local funds or other resources that would have been made available for homeland security activities.

ACCEPTANCE FOR THE SUBRECIPIENT

Signature of Official Authorized to Sign



Signature of SLED Chief

SOUTH CAROLINA LAW ENFORCEMENT DIVISION
OFFICE OF HOMELAND SECURITY
POST OFFICE BOX 21398
COLUMBIA, SOUTH CAROLINA 29221-1398

Item 17.

FY 2021 HSGP (SHSP) SUBAWARD

Federal Awarding Agency: FEMA (DHS)

Federal Award Date: 09/07/2021

Project Title (FFATA): Lowcountry Regional Medical Assistance Team

Subrecipient Agency: Beaufort County Emergency Medical Services

Subrecipient DUNS: 080775331

Grant Period: 09/01/2021 – 08/31/2022

Date of Award: 10/05/2021

Total Amount of Award: \$40,000.00

Grant Number: 21SHSP34

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Supplantation: The Act requires that agencies provide assurance that these pass through funds will not be used to supplant or replace local or state funds or other resources that would otherwise have been available for homeland security activities. In compliance with that mandate, I certify that the receipt of federal funds through SLED shall in no way supplant or replace state or local funds or other resources that would have been made available for homeland security activities.

ACCEPTANCE FOR THE SUBRECIPIENT

Signature of Official Authorized to Sign



Signature of SLED Chief

Instructions:

1. ***Fill in the requested information in the Acceptance of Audit Requirements form.***

NOTE: Not applicable to State Agencies whose audit is covered by the State Auditor.

The audit information required here lets the SAA know when to expect an organization-wide audit or audits covering the period of this proposed grant. The information provided should include both the audit period and the date the audit will be submitted to SLED. Please note that failure to properly complete this form will result in your grant award being delayed and/or cancelled.

2. ***Fill in the requested information in the CERTIFICATIONS FOR APPLICANT document, print it and the Acceptance of Audit Requirement, sign as indicated, and return the signed documents to SLED.***

- a. The signatures of the grant officials found on pages 3 and 4 of this certification package (Project Director, Financial Officer and Official Authorized to Sign) indicate that in acceptance of the grant, the official has read, understood and agreed to fully comply with all special conditions and the general and fiscal terms and conditions of the grant. Original signatures are required. The name, title, agency and address of each grant official must be typed or printed.
- b. The PROJECT DIRECTOR should be the person within the implementing agency who has direct involvement with the project and who has knowledge of both programmatic and fiscal matters relating to the project. As the primary contact person for the project, the Project Director should be easily accessible to the SAA and its staff. The Project Director should be bonded for no less than the total amount of the grant.
- c. The FINANCIAL OFFICER should be the person who manages the implementing agency's fiscal matters. The Financial Officer should be sufficiently skilled in the area of fiscal matters to advise the agency regarding compliance with the grant's fiscal requirements and should be bonded for no less than the total amount of the grant.
- d. The OFFICIAL AUTHORIZED TO SIGN should be the person who has the authority to commit the implementing agency's funds and also to commit the agency to the special conditions and the general and fiscal terms and conditions of the grant. The Official Authorized to Sign should be bonded for no less than the total amount of the grant.

NOTE: The Project Director, Financial Officer and Official Authorized to Sign CANNOT be the same person. Staff being funded under this grant may not be any of the above officials without SAA approval.

ACCEPTANCE OF AUDIT REQUIREMENTS

PLEASE NOTE: State Agencies whose annual audit is covered by the State Auditor's office do not have to complete this form.

We agree to have an audit conducted in compliance with OMB Super Circular. If a compliance audit is not required, at the end of each audit period, we will submit **HS Form Aud2015** to certify in writing that we have not expended the amount of federal funds that would require a compliance audit (\$750,000). If required, we will forward for review and clearance a copy of the completed audit(s) to the following:

South Carolina Law Enforcement Division
 Homeland Security Grants Administration
 Post Office Box 21398
 Columbia, South Carolina 29221-1398

The following is information on the next organization-wide audit which will include this agency:

1. *Audit Period:	Beginning	Ending	
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2. Audit will be submitted to SLED Grants Administration by:		
	(Date)	

NOTE: The audit or written certification must be submitted to SLED, *no later than the ninth month after the end of the audit period.*

Additionally, we have or will notify our auditor of the above audit requirements prior to performance of the audit for the period listed above. We will also ensure that, if required, the entire grant period will be covered by a compliance audit which in some cases will mean more than one audit must be submitted. We will advise the auditor to cite specifically that the audit was done in accordance with OMB Super Circular.

Any information regarding the OMB Circular audit requirements will be furnished by SLED, upon request.

***NOTE: The Audit Period is the organization's fiscal or calendar year to be audited.**

Failure to complete this form will result in your grant award being delayed and/or cancelled.

GRANT TERMS AND CONDITIONS

GRANT NO. _____

CERTIFICATION BY PROJECT DIRECTOR *

I certify that I understand and agree to comply with the general and fiscal provisions of this grant application including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal and state laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Project Director as they relate to the requirements of this grant application; that costs incurred prior to Direct Recipient approval may result in the expenditures being absorbed by the Subrecipient; and, that the receipt of these grant funds through the Direct Recipient will not supplant state or local funds.

Name: _____ Title: _____
(Please Print or Type)

Agency: _____ Mailing Address: _____

Phone Number: _____

Cell Number: _____

E-Mail Address: _____

Signature: _____ Bonded: Yes No

CERTIFICATION BY FINANCIAL OFFICER *

I certify that I understand and agree to comply with the general and fiscal provisions of this grant application including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal and state laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Financial Officer as they relate to the requirements of this grant application; that costs incurred prior to Direct Recipient approval may result in the expenditures being absorbed by the Subrecipient; and, that the receipt of these grant funds through the Direct Recipient will not supplant state or local funds.

Name: _____ Title: _____
(Please Print or Type)

Agency: _____ Mailing Address: _____

Phone Number: _____

E- Mail Address: _____

Cell Number: _____

Signature: _____ Bonded: Yes No

GRANT TERMS AND CONDITIONS

NOTE: THE GRANT TERMS AND CONDITIONS MUST BE SUBMITTED WITH GRANT APPLICATION

GRANT NO. _____

CERTIFICATION BY OFFICIAL AUTHORIZED TO SIGN * (Administrator)

I certify that I understand and agree to comply with the general and fiscal provisions of this grant application including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal and state laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of the Official Authorized to Sign as they relate to the requirements of this grant application; that costs incurred prior to Direct Recipient approval may result in the expenditures being absorbed by the Subrecipient; and, that the receipt of these grant funds through the Direct Recipient will not supplant state or local funds.

Name: _____ Title: _____
(Please Print or Type)

Agency: _____ Mailing Address: _____
City/State, Zip: _____

Phone Number: _____

E-Mail Address: _____

Cell Number: _____

Signature: _____ Bonded: Yes No

*** NOTE:** THE PROJECT DIRECTOR, FINANCIAL OFFICER AND OFFICIAL AUTHORIZED TO SIGN CANNOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT SLED APPROVAL.

SPECIAL CONDITIONS SIGNATURE PAGE

SUB-RECIPIENT: Beaufort County Emergency Medical Services

GRANT TITLE: Lowcountry Regional Medical Assistance Team, Beaufort County

GRANT NUMBER: 21SHSP34

* * * * *
ALL SPECIAL CONDITIONS MUST BE RESPONDED TO PRIOR TO DISBURSEMENT OF
FUNDS UNLESS OTHERWISE SPECIFIED.
* * * * *

Beaufort County Emergency Medical Services will comply with all attached Special Conditions for the grant listed above.

Project Director Name _____

Project Director Signature _____

Date _____

Please return to:

South Carolina Law Enforcement Division
Homeland Security Grants Administration
Post Office Box 21398
Columbia, South Carolina 29221-1398

SPECIAL CONDITIONS

SUB-RECIPIENT: Beaufort County Emergency Medical Services

GRANT TITLE: Lowcountry Regional Medical Assistance Team, Beaufort County

GRANT NUMBER: 21SHSP34

ALL SPECIAL CONDITIONS MUST BE RESPONDED TO PRIOR TO DISBURSEMENT OF FUNDS UNLESS OTHERWISE SPECIFIED.

* * * * *

1. GENERAL

HS1.1 (RIC)

Prior to the obligation or expenditure of any funds awarded through this grant, the sub recipient must become a legal signatory of the Statewide Mutual Aid Agreement, maintained by the South Carolina Emergency Management Division. Furthermore, the sub-recipient must certify to the SAA that the County Government of record remains a legally recognized signatory of the Statewide Mutual Aid Agreement and that any and all political subdivisions below the county level (city, town, other municipal government, or special purpose district) receiving direct or indirect benefit or support (excluding emergency response) from this Grant are also legal signatories of the Statewide Mutual Aid Agreement. The sub-recipient understands that by allowing any agency to receive direct or indirect support from these grant funds without becoming a legal signatory to the said agreement is a direct violation of the terms and conditions of this grant award.

HS1.2 (RIC)

Activities implemented under SHSP must support terrorism preparedness by building or enhancing capabilities that relate to the prevention of, protection from, response to and recovery from terrorism in order to be considered eligible. However, many capabilities which support terrorism preparedness simultaneously support preparedness for other hazards. Sub-recipients must demonstrate, if asked, this dual-use quality for any activities implemented under this program that are not explicitly focused on terrorism preparedness.

HS1.3 (RIC)

The sub-recipient agrees that all allocations and use of funds under this grant will be in accordance with the Fiscal Year (FY) 2021 Homeland Security Grant Program (HSGP) Guidance and Application Kit. Allocations and use of grant funding must support the goals and objectives included in the State Homeland Security Strategy. Allocations and use of grant funding must also support the Investments identified in the Investment Justifications, which were submitted as part of the FY 2021 HSGP application.

HS1.4 (RIC)

The sub-recipient must cooperate and participate in any exercises, drills, training courses, assessments, national and state evaluation efforts as required by the State Administrative Agency. Additionally, the sub-recipient must comply with special reporting, information/data collection requests, including, but not limited to, the provision of any information required for the assessment, evaluation of and/or determination of trends associated with the homeland security capability in question. Sub-recipients must cooperate with any compliance review or compliant investigation conducted by DHS and/or the SAA.

HS1.5 (RIC)

FY 2021 HSGP recipients may only fund Investments that were included in the FY 2021 Investment Justification that was submitted to DHS and evaluated through the peer review process.

HS1.6 (RIC)

All sub-recipients are required to modify their existing incident management and emergency operations plans in accordance with the National Response Framework's coordinating structures, processes, and protocols.

HS1.7 (RIC)

All SHSP sub-recipients must engage, as feasible, with citizens by expanding plans and task force memberships to address citizen participation; awareness and outreach to inform and engage the public; include citizens in training and exercise; and develop or expand programs that integrate citizen/volunteer support for the emergency responder disciplines.

HS1.8 (RIC)

All sub-recipients must meet NIMS compliance requirements. Information on achieving compliance is available through the NIMS Integration Center (NIC) at <https://www.fema.gov/national-incident-management-system>. All recipients/sub-recipients shall adopt a qualification, certification and credentialing program that aligns with the National Qualification System (NQS) and National Incident Management system, and be credentialed and badged utilizing the statewide credentialing database. Position qualifications can be found on the Resource Typing Library Tool: <https://rtlt.preptoolkit.org/>.

HS1.9 (RIC)

Government entities at every level must have appropriate policies in place, understand where vulnerabilities exist, weigh the risks involved and make informed decisions on how to spend resources to secure data.

HS1.10 (RIC)

All sub-recipients must ensure that Federal Funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources. Award recipients may be required to demonstrate that a reduction in non-Federal resources occurred for reasons other than the receipt or expected receipt of Federal Funds. Grant funds must be used to supplement existing funds, and can not replace (supplant) funds that have been appropriated for the same purpose.

HS1.11 (RIC)

Sub-recipients are advised that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security."

HS1.12 (RIC)

The sub-recipient will report equipment purchases and the typed capability the equipment supports (where such typing guidance exists); the number of people trained in a given capability to support a reported number of defined resource typed teams; and the total number of a defined type of resource and capabilities built utilizing the resources of this grant.

HS1.13 (RIC)

The sub-recipient must give DHS and the SAA access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.

HS1.14 (RIC)

The sub-recipient must provide measurable benefits of their capability by including their calls for service (when teams use Homeland Security funded equipment or training), to include estimates of the number of people protected (lives saved, injuries avoided).

HS1.15 (RIC)

Recipients and sub-recipients of FY 2021 HSGP grant awards will be required to complete the 2021 Nationwide Cybersecurity Review (<https://www.cisecurity.org/ms-isac/services/ncsr/>), enabling agencies to benchmark and measure progress of improving their cybersecurity posture. The CIO, CISO or equivalent for each recipient should complete the NCSR. If there is no CIO or CISO, the most senior cybersecurity professional should complete the assessment. The NCSR is available at no cost to the user and takes approximately 2-3 hours to complete. The 2021 NCSR will be open from October – December 2021.

HS1.16 (RIC)

DHS/FEMA recipients and sub-recipients may not use grant funds for Telecommunications or video surveillance equipment / services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China.

HS1.17 (DS)

The sub-recipient is required to submit a financial request for payment at least quarterly until all funds are expended or the end of the grant performance period. The final request for reimbursement, the final progress report, the final evaluation and any applicable property control forms within the 45 day grant close out period. The final reimbursement request will not be processed until all required paperwork is submitted.

2. INFORMATION TECHNOLOGY/INTEROPERABLE COMMUNICATIONS

HS2.1 (RIC)

All computer hardware and software must be linked with integrated software packages designed for Crisis Management, Chemical and/or Biological Agent Detection, Interoperable Communication Purposes, WMD/Terrorism Specialized response, Intelligence/Fusion, Planning/Coordination activities and DHS/SAA approved projects associated with the Homeland Security Grant Program.

HS2.2 (RIC)

Internet service fees, radio service fees, cellular phone fees, satellite phone fees, etc. paid for with grant funds are allowable for the period of the grant. Recurring costs/fees are not allowable for funding under the 2021 SHSP Grant Program unless approved by the SAA.

HS2.3 (RIC)

All recipients utilizing grant funds to purchase interoperable communications equipment must coordinate with and receive approval from the Statewide Interoperable Communications (SWIC) Coordinator.

3. PERSONNEL/CONTRACTUAL

HS3.1 (DS)

All grant-funded personnel, in accord with their approved work schedule provided to the SAA, must work the requisite time needed to accomplish the overall grant project. Additionally, all hours charged to the grant must support the accomplishment of the specific project objectives and milestones. Please submit a position description for each position which is being funded by the grant in **advance** of hiring personnel. A copy of the current position description must be submitted for continuation personnel.

HS3.2 (DS)

Any changes to grant funded personnel must be submitted to the SAA within 30 days from the date the change occurs. Please submit a position description for each position which is being funded by the grant in **advance** of hiring personnel.

HS3.3 (DS)

A Personnel Certification form must be completed, signed and submitted with the documentation for funds each time reimbursement for personnel is requested on your grant. Note: This form is in addition to any time sheets or computer generated documentation of payroll expenses that are being submitted to document payroll expenditures.

HS3.4 (DS)

Sub-recipients must submit a resume of each consultant for review and approval by the SAA prior to contractual obligation.

HS3.5 (DS)

Sub-recipients must submit a copy of each contract to be entered into for review and approval **prior** to execution. A copy of a contractual services form is available on the South Carolina Homeland Security Electronic Grants Management System (<https://www.southcarolinadhs.com/>).

HS3.6 (DS)

Sub-recipients must submit a copy of each executed contract.

HS3.7 (RIC)

No funding under this award shall be used to support a contract, subaward, or other agreement for goods or services that will include access to classified national security information if the award recipient has not been approved to access classified information.

HS3.8 (RIC)

Where a sub-recipient has been approved for and has access to classified national security information, no funding under this award shall be used to support a contract, subaward, or other agreement for goods or services that will include access to classified national security information by the contractor, subawardee, or other entity without prior written approval from the DHS Office of Security, Industrial Security Program Branch (ISPB), or, an appropriate official within the Federal department or agency with whom the classified effort will be performed.

HS3.9 (DS)

Homeland Security grant program funds may not be used to support the hiring of any personnel for the purposes of fulfilling traditional public health and safety duties or to supplant traditional public health and safety positions and responsibilities.

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4. EXERCISE/TRAINING		

HS4.1 (RIC)

All exercises will be capabilities and performance-based and evaluated using Exercise Evaluation Guides (EEGs). An After-Action Report/Improvement Plan (AAR/IP) will be prepared, reviewed by the SAA, and submitted to the FEMA within 90 days following completion of the exercise, regardless of type or scope. AAR/IPs must conform to the HSEEP format, should capture objective data pertaining to exercise conduct, and must be developed based on information gathered through EEGs found in HSEEP.

HS4.2 (RIC)

States are required to conduct an Improvement Plan Workshop and Training and Exercise Plan Workshop to identify best practices, capability gaps, key priorities, and major events over a multi-year time frame and to align training and exercises in support of those priorities. A Multi-year Training and Exercise Plan will be produced from the Training and Exercise Plan Workshop to include the State's training and exercise priorities, associated training and exercise capabilities, and a multi-year training and exercise schedule. This plan must be updated annually.

HS4.3 (RIC)

Sub-recipients who wish to use grant funds (including overtime and backfill) to support attendance at and/or development of DHS approved or non-DHS sponsored training must receive approval from the SAA **prior** to obligation of funds using the Office of Homeland Security "Training Approval Request Form".

HS4.4 (RIC)

Training conducted with DHS support must demonstrate linkage to the FEMA Core Capabilities, typing standards for teams, and be applicable to the State homeland security strategy.

HS4.5 (RIC)

States, territories, and Urban Areas are strongly encouraged to use HSGP funds to develop a State/territory homeland security training program. Allowable training-related costs under HSGP include the establishment, support, conduct, and attendance of training specifically identified under the SHSP grant program and/or in conjunction with emergency preparedness training by other Federal agencies (e.g., HHS, DOT).

HS4.6 (RIC)

Training conducted using HSGP funds should address a performance gap identified through an After Action Report/Improvement Plan (AAR/IP) or contribute to building a capability that will be evaluated through an exercise. Exercises should be used to provide the opportunity to demonstrate and validate skills learned in training, as well as to identify training gaps. Any training or training gaps should be identified in the AAR/IP and addressed in the State or Urban Area training cycle. All training and exercises conducted with HSGP funds should support the development and testing of the jurisdiction's EOP or specific annexes, where applicable.

HS4.7 (RIC)

The following constitute Unauthorized Exercise Costs: Reimbursement for the maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances); Equipment that is purchased for permanent installation and/or use, beyond the scope of the conclusion of the exercise (e.g., electronic messaging signs).

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<table border="1"> <tr> <td>7. Specialized Response Teams</td> </tr> </table>	7. Specialized Response Teams	
7. Specialized Response Teams		

HS7.1 (RIC)

All homeland security teams (i.e. Bomb, SWAT, HazMat, US&R/CS&R, RMAT, IMT, etc.) must maintain an up-to-date equipment cache inventory, training/exercise/personnel records in D4H (to enable a quarterly readiness status report). This includes equipment, training requirements by position, personnel requirements, team SOP and a team sustainment plan. Data must also provide for the annualization of costs to include fuel/energy, equipment maintenance, calibration, equipment life expectancy, and replacement costs. Please note that the team equipment cache inventory should identify at a minimum any equipment that has been purchased (with grant or county funds) to supplement and or enhance the team.

HS7.2 (RIC)

All sub-recipients accepting and expending HSGP funds in support of WMD specialized response teams must certify that the team cache of equipment is located within a primary first response organization/agency/department. The equipment must be immediately accessible to an emergency response organization and adequately secured and protected from harsh environmental conditions.

HS7.3 (RIC)

All sub-recipients accepting and expending HSGP funds in support of WMD specialized response teams must commit to maintain, on a continuous basis, the operational readiness of the funded team in accord with FEMA typing standards.

HS7.4 (RIC)

Sub-recipients are advised that some HSGP equipment expenditures for Tactical Entry or Special Weapons and Tactics (SWAT) Teams are not for routine use. These equipment items will be allowable only to supplement normal stores, in order to provide the surge capacity necessary for CBRNE terrorism response -- Not for riot suppression. Please contact the SAA for further information.

HS7.5 (RIC)

Sub-recipients are advised that medical equipment, supplies, and pharmaceuticals purchased under this grant program are allowable to supplement normal stores, in order to provide the surge capacity necessary for CBRNE terrorism response. They are not intended for routine use. Please contact the SAA for further information.

HS7.6 (RIC)

All sub-recipients that have accepted and expended HSGP funds in support of WMD and/or specialized regional response teams must be responsive to calls in accord with the statewide Terrorism Operations Plan (TOP). Sub-recipients must also document their expected deployment: cost rate, time to departure, maximum duration, and services provided. Sub-recipients must also document their mutual aid agreements and funding expectations if not covered by mutual aid.

HS7.7 (RIC) Controlled equipment no longer authorized by SLED

Any sub-recipient that applies for FEMA grants for controlled equipment expenditures must complete FEMA Form (FF) 087-0-0-1 Controlled Equipment Request Form and submit it to the State Administrative Agency (SAA). The form may be submitted at the time of application for the award or can be submitted at any time during the award period of performance as long as it is prior to the acquisition of the controlled equipment. Further, until the form is approved by the federal government and provided to the SAA, the subgrantee will not be reimbursed for any expenditures associated with the controlled equipment.

HS7.8 (RIC)

All teams must enter their Regional Homeland Security Team's SOPs and plans, personnel, equipment, training, and exercises into the D4H management system. Further, all teams must coordinate with the Office of Homeland Security credentialing coordinator and enter credentialing information for all team members into D4H and Salamander.

HS7.9 (RIC)

The sub-recipient will participate in an annual WMD Regional Team exercise (SWAT/Bomb/HazMat, and other Specialized Response Teams) required by the State Administrative Agency (SAA). All SAA directed exercises will be HSEEP compliant and will be coordinated and approved by the Regional Response Team Coordinator and the WMD Exercise Coordinator. Annually, the sub-recipient will provide evaluators, as available, for other team exercises requested by the State Administrative Agency (SAA).

HS7.10 (RIC)

All sub-recipient Regional Response Team (RRT) personnel will comply with the RRT Interoperability Communications Standard.

HS7.11 (RIC)

All vehicles, watercraft and trailers purchased with grant funding must be made available for immediate emergency response. As a result, when not in use, this equipment must reside at the appropriate emergency responder location.

HS7.12 (RIC)

All-terrain Vehicles (ATV's) purchased with homeland security grant funds must be used in support of specialized CBRNE response teams (i.e. HazMat, EOD, SWAT, RMAT, US&R) or CI/KR surveillance/detection activities. The primary purpose is the transport of WMD/counter-terrorism response personnel and equipment to and from the incident site.

HS7.13 (RIC)

Building and maintaining medical surge and mass prophylaxis capabilities are encouraged leverage both DHS and HHS resources and should be a collaborative effort across the State public health and healthcare agencies.

10. Sustainment of Homeland Security Grant Program Efforts

HS10.1 (RIC)

Sub-recipients should focus grant funds on building sustainable citizen preparedness programs and capabilities within their jurisdiction and are encouraged to assist in enhancing and sustaining citizen preparedness efforts statewide.

HS10.2 (RIC)

Sub-recipients should focus grant funds on building sustainable homeland security related programs and capabilities within their jurisdiction and are in encouraged to assist in enhancing and sustaining homeland security and terrorism prevention efforts statewide.

HS10.3 (RIC)

Sub-recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications

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7.8	ASSIGNED TO	CLEARED BY	DATE	NO.	ASSIGNED TO	CLEARED BY	DATE
1.1	RIC			4.1	RIC		
1.2	RIC			4.2	RIC		
1.3	RIC			4.3	RIC		
1.4	RIC			4.4	RIC		
1.5	RIC			4.5	RIC		
1.6	RIC			4.6	RIC		
1.7	RIC			4.7	RIC		
1.8	RIC			6.1	RIC		
1.9	RIC			7.1	RIC		
1.10	RIC			7.2	RIC		
1.11	RIC			7.3.	RIC		
1.12	RIC			7.4	RIC		
1.,13	RIC			7.5	RIC		
1.14	RIC			7.6	RIC		
1.15	RIC			7.7	RIC		
1.16	RIC			7.8	RIC		
1.17	DS			7.9	RIC		
2.1	RIC			7.10	RIC		
2.2	RIC			7.11	RIC		
2.3	RIC			7.12	RIC		
3.1	DS			7.13	RIC		
3.2	DS			10.1	RIC		
3.3	DS			10.2	RIC		
3.4	DS			10.3	RIC		
3.5	DS						
3.6	DS						
3.7	RIC						
3.8	RIC						
3.9	RIC						

Agreement Articles

Wed Sep 01 00:00:00 GMT 2021



U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES
Homeland Security Grant Program

GRANTEE: South Carolina Law Enforcement
Division (SLED) - SAA

PROGRAM: Homeland Security Grant Program

AGREEMENT NUMBER: EMW-2021-SS-00007-S01

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Article I - Summary Description of Award

The purpose of the FY 2021 HSGP is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. The HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. Among the five basic homeland security missions noted in the DHS Quadrennial Homeland Security Review, HSGP supports the goal to Strengthen National Preparedness and Resilience. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. This HSGP award consists of State Homeland Security Program (SHSP) funding in the amount of \$4,602,500. This grant program funds a range of activities, including planning, organization, equipment purchase, training, exercises, and management and administration across all core capabilities and mission areas.

Article II - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the *Civil Rights Act of 1964*, (42 U.S.C. section 2000d *et seq.*) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article III - Universal Identifier and System of Award Management

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article IV - Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101- 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

Article XV - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.

Article XVI - Non-Supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XVII - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the *Drug-Free Workplace Act of 1988* (41 U.S.C. sections 8101-8106).

Article XVIII - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article XIX - Environmental Planning and Historic Preservation (EHP) Review

DHS/FEMA funded activities that may require an EHP review are subject to the FEMA Environmental Planning and Historic Preservation (EHP) review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws.

DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA EHP screening form and instructions, go to the DHS/FEMA website at: <https://www.fema.gov/media-library/assets/documents/90195>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered, applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article XX - DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.

In addition to the Biannual Strategy Implementation Report (BSIR) submission requirements outlined in the Preparedness Grants Manual, recipients must demonstrate how the grant-funded project addressed the core capability gap associated with this project and identified in the Threat and Hazard Identification and Risk Analysis (THIRA) or Stakeholder Preparedness Review (SPR) or sustains existing capabilities as applicable. The capability gap reduction must be addressed in the Project Description of the BSIR for each project.

Article XXVIII - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XXIX - Prior Approval for Modification of Approved Budget

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XXX - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. section 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, (codified as amended at 15 U.S.C. section 2225.)

Article XXXI - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article XXXII - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974*, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XXXIII - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXIV - Lobbying Prohibitions

Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

By accepting this agreement, the recipient and its executives, as defined in 2 C.F.R. section 170.315, certify that the recipient's policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

Article XLV - Patents and Intellectual Property Rights

Recipients are subject to the *Bayh-Dole Act*, 35 U.S.C. section 200 *et seq*, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

GRANT TERMS AND CONDITIONS

1. Availability of Federal Funds: This grant award is contingent upon availability of federal funds approved by Congress.
2. Applicable Federal Regulations: The subrecipient must comply with the Office of Management and Budget's (OMB) "Super Circular", recipient Title 2, Part 200 of the Code of Federal Regulations (C.F.R), the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Super Circular" or "Omni Circular").
3. Allowable Costs: The allowability of costs incurred under any grant shall be determined in accordance with the general principles of allowability and standards for selected cost items as set forth in the applicable Super Circular referenced above.
4. Audit Requirements: The subrecipient agrees to comply with the requirements of the OMB Super Circular. Further, records with respect to all matters covered by this grant shall be made available for audit and inspection by SLED and/or any of its duly authorized representatives. If required, the audit report must specifically cite that the report was done in accordance with the OMB Super Circular. Whether or not a compliance audit is required, subrecipients must provide, no later than 60 days after the end of their fiscal year, notification of the applicability of the single annual audit (on HS Form Aud2015). The subrecipient agrees to accept these requirements by signing the Grant Terms and Conditions certification section of this application.
5. Equal Employment Opportunity: No person shall on the grounds of race, creed, color or national origin, be excluded from participation in, be refused the benefits of, or be otherwise subjected to discrimination under subgrants awarded pursuant to the Act governing these funds or any project, program, activity or subgrant supported by such requirements of Title VI of the Civil Rights Act of 1964, and all applicable requirements pursuant to the regulations of the Department of Commerce (Title 15, code of Federal Regulations, Part 8, which have been adopted by the Federal Funding Agency); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Labor Regulation 41 CFR Part 60; and the Federal Emergency Management Agency Non-discrimination Regulations 44 CFR Part 7, Subpart A. The subrecipient must therefore ensure it has a current Equal Employment Opportunity Program (EEO). The Subrecipient further agrees to post in a conspicuous place, available to all employees and applicants for employment, notices setting forth the provisions of the EEO, as supplemented in Department of Labor Regulations 41 CFR Part 60. The Subrecipient assures that in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a recipient of funds, the recipient will immediately forward a copy of the findings to SLED.
6. Civil Rights Compliance and Notification of Findings: The subrecipient will comply with the nondiscrimination requirements of Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1964, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Homeland Security's Non-Discrimination Regulations, 44 CFR Part 7, and Department of Homeland Security's regulations on disability discrimination, 44 CFR Part 16. In the event a Federal or State court, Federal or State administrative agency, or the Subrecipient or Contractor makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the Subrecipient or Contractor will forward a copy of the findings to SLED who will, in turn, submit the findings to the Department of Homeland Security.
7. Conflict Of Interest: Personnel and other officials connected with this grant shall adhere to the requirements given below:
 - a. Advice: No official or employee of a state or unit of local government or of non-government recipients/subrecipients shall participate personally through decision, approval, disapproval, recommendation, the rendering of advice, investigation, or otherwise in any proceeding, application, request for a ruling or other determination, contract, grant, cooperative agreement, claim, controversy, or other particular matter in which these funds are used, where to his knowledge he or his immediate family, partners, organization other than a public agency in which he is serving as officer, director, trustee, partner, or employee or any person or organization with whom he is negotiating or has any arrangement concerning prospective employment, has a financial interest. The recipient of pass-through entity must disclose to the pass-through entity and to FEMA, in writing, any real or potential conflict of interest as defined by Federal, state, local, or tribal statutes or regulations.

GRANT TERMS AND CONDITIONS

17. Personnel and Travel Costs: Personnel and Travel costs must be consistent with the agency's policies and procedures and must be applied uniformly to both federally financed and other activities of the agency. In the absence of agency regulations, travel costs must not exceed the rate set by state regulation, a copy of which is available upon request. However, the agency's travel rates should not exceed the federal rate established by the Internal Revenue Service. If travel costs are included in the grant application, a copy of the agency's policies and procedures manual or its Board's signed minutes must be submitted with the application which provides mileage and per diem rates not to exceed state regulated rates.

18. Obligation of Grant Funds: Grant funds may not be obligated prior to the subrecipient's acceptance of the grant award and return of the signed award and certification pages to SLED. No obligations are allowed after the end of the grant performance period and the final request for payment must be submitted no later than 45 calendar days after the end of the grant performance period.

19. Utilization and Payment of Grant Funds: Funds awarded are to be expended only for purposes and activities covered by the subrecipient's DHS/FEMA approved Investment Justification (i.e. project plan and budget). Items must be in the subrecipient's approved grant budget in order to be eligible for reimbursement. Payments will be adjusted to correct previous overpayments and disallowances or under payments resulting from audit. Claims for reimbursement must be submitted no less than once a quarter. Grants failing to meet this requirement, without prior written approval, are subject to cancellation.

20. Recording and Documentation of Receipts and Expenditures: Subrecipient's accounting procedures must provide for accurate and timely recording of receipt of funds by source of expenditures made from such funds and unexpended balances. These records must contain information pertaining to grant awards, obligations, unobligated balances, assets, liabilities, expenditures and program income. Controls must be established which are adequate to ensure that expenditures charged to the subgrant activities are for allowable purposes. Additionally, effective control and accountability must be maintained for all grant cash, real and personal property and other assets. Accounting records must be supported by such source documentation as cancelled checks, paid bills, payrolls, time and attendance records, contract documents, grant award documents, etc.

21. Financial Responsibility: The financial responsibility of subrecipients must be such that the subrecipient can properly discharge the public trust which accompanies the authority to expend public funds. Adequate accounting systems should meet the following criteria:
 - a) Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant;
 - b) Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located;
 - c) The accounting system should provide accurate and current financial reporting information; and,
 - d) The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency and encourage adherence to prescribed management policies.

22. Reports: The subrecipient shall submit, at such times and in such form as may be prescribed, such reports as SLED may reasonably require, including quarterly financial reports, progress reports, final financial reports and evaluation reports.

23. Program Income: All program income generated by this grant during the project must be reported to SLED quarterly (on the quarterly fiscal report) and must be put back into the project or be used to reduce the Pass-through Entity participation in the program. The use or planned use of all program income must have prior written approval from SLED. NOTE: Income from royalties and license fees for copyrighted materials, inventions, and patents is now included in the definition of program income.

24. Retention of Records: Records for non-expendable property purchased totally or partially with pass-through entity funds must be retained for three years after its final disposition. All other pertinent grant records including financial records,

GRANT TERMS AND CONDITIONS

of the publisher's release form must ensure the preservation of these rights.

30. Cash Depositories: Subrecipients are required to deposit grant funds in a federally insured banking institution and the balance exceeding insurance coverage must be collaterally secured.
31. Furniture Purchase Requirements (For State Agencies Only): Furniture funded by the grant should be purchased through the South Carolina Department of Corrections, Prison Industries Program (PI). The subrecipient may purchase grant funded furniture through another vendor only if, (a) PI is unable to guarantee delivery within eight (8) weeks of the placement of the order, or (b) the subrecipient receives a bid for furniture of equal or higher specifications for less than the PI cost. If (a) or (b) is utilized, the Project Director or Authorized Official must certify this process. The certification must accompany the Request for Payment for the applicable items. Regardless of purchase source, the PI cost will be the maximum allowed by the grant. The subrecipient should contact a customer services representative at PI at 1-800-922-8121.
32. Americans with Disabilities Act of 1990 (ADA): The subrecipient must comply with all requirements of the Americans with Disabilities Act of 1990 (ADA), as applicable.
33. Compliance with Section 504 of the Rehabilitation Act of 1973 (Handicapped): All recipients of federal funds must comply with Section 504 of the Rehabilitation Act of 1973. Therefore, the federal funds recipient pursuant to the requirements of the Rehabilitation Act of 1973 hereby gives assurance that no otherwise qualified handicapped person shall, solely by reason of handicap, be excluded from the participation in, be denied the benefits of or be subject to discrimination, including discrimination in employment, in any program or activity that receives or benefits from federal financial assistance. The recipient agrees it will ensure that requirements of the Rehabilitation Act of 1973 shall be included in the agreements with and be binding on all of its subrecipients, contractors, subcontractors, assignees or successors.
34. Utilization of Minority Businesses: Subrecipients are encouraged to utilize qualified minority firms where cost and performance of major contract work will not conflict with funding or time schedules.
35. Confidential Information: Any reports, information, data, etc., given to or prepared or assembled by the subrecipient under this grant (which SLED requests to be kept confidential) shall not be made available to any individual or organization by the subrecipient without prior written approval of SLED.
36. Political Activity: None of the funds, materials, property or services provided directly or indirectly under this contract 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 the "Hatch Act."
37. Debarment Certification: With the signing of the grant application, the subrecipient agrees to comply with Federal Debarment and Suspension regulations as outlined in the "Certification Regarding Debarment, Lobbying, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions" form.
38. Drug-Free Workplace Certification: This Certification is required by the S. C. Drug-Free Workplace Act #593 of 1990 and federal regulations implementing the Federal Drug-Free Workplace Act of 1988. The federal regulations, published in the January 31, 1989, Federal Register, require certification by state agency subrecipients that they will maintain a drug-free workplace. The South Carolina Drug-Free Workplace Act requires certification by all subrecipients receiving \$50,000 or more. The certification is a material representation of fact upon which reliance will be placed when SLED determines to award the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of the grant; or government-wide suspension or debarment.
39. Disclosure of Federal Participation: In compliance with Section 623 of Public Law 102-141, the subrecipient agrees that no amount of this award shall be used to finance the acquisition of goods and services (including construction services) for the project unless the subrecipient agrees to the following:
 - a. specifies in any announcement of the awarding of the contract for the procurement of the goods and services involved (including construction services) the amount of federal funds that will be used to finance the acquisition;

GRANT TERMS AND CONDITIONS

periods of non-occupancy. Rent cannot be paid if the building is owned by the subrecipient or if the subrecipient has a substantial financial interest in the property. On the Budget Narrative page, provide the total square footage covered by the lease agreement, total square footage being charged to the grant (based on the amount needed for program implementation) and the cost per square foot. A copy of the signed lease agreement must be submitted to the SFA before reimbursement is made for office space. Please note that the grant can only be charged for the grant's portion of rental costs. The grant cannot participate in mortgage payments, as this is unallowable.

- 44. Insurance coverage: The subrecipient must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with Federal funds as provided to property owned by the subrecipient. Federally-owned property need not be insured unless required by the special terms and conditions of the grant in accord with Federal grant terms & conditions provided to SLED.

GRANT TERMS AND CONDITIONS

**CERTIFICATION REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

3. DRUG-FREE WORKPLACE REQUIREMENT

- A. DRUG-FREE WORKPLACE (RECIPIENTS OTHER THAN INDIVIDUALS) -- APPLICABLE TO RECIPIENTS RECEIVING \$50,000 OR MORE AND ALL STATE AGENCIES REGARDLESS OF GRANT AMOUNT.** As required by the S.C. Drug-Free Workplace Act #593 of 1990 and the Federal Drug-Free Workplace Act of 1988 and implemented under the applicable CFR for recipients -- The applicant certifies that it will or will continue to provide a drug-free workplace by:
- (1) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the recipient's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (2) Establishing an on-going drug-free awareness program to inform employees about --
 - (a) The dangers of drug abuse in the workplace;
 - (b) The recipient's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation and employee assistance programs, and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (3) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (1);
 - (4) Notifying the employee in the statement required by paragraph (1) that, as a condition of employment under the grant, the employee will --
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (5) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (4)(b), from an employee or otherwise receiving actual notice of such conviction. Employers or convicted employees must provide notice, including position title, to the State Funding Agency. Notice shall include the identification number(s) of each affected grant;
 - (6) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (4)(b), with respect to any employee who is so convicted --
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5) and (6).
- B. DRUG-FREE WORKPLACE (RECIPIENTS WHO ARE INDIVIDUALS) -- APPLICABLE TO RECIPIENTS RECEIVING \$50,000 OR MORE.** As required by the S.C. Drug-Free Workplace Act #593 of 1990 and the Federal Drug-Free Workplace of 1988, and implemented under the applicable CFR for recipients:
- (1) As a condition of the grant I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
 - (2) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction to the State Funding Agency.

South Carolina Law Enforcement Division (SLED)

STATE HOMELAND SECURITY GRANT PROGRAM

PROCUREMENT PROCEDURES

The following procedures support federal guidelines dealing with procurement and apply to contracts and leased, as well as purchased, equipment and other items. Compliance with these procedures will reduce the overall time and effort involved in the procurement approval process at the State Administrative Agency (SAA), S.C. Law Enforcement Division, and the federal funding agency, U.S. Department of Homeland Security.

Federal, state and local jurisdiction procedures will be followed precisely for all procurement. In any case, selection of other than the lowest bidder must always be fully justified. All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, will be conducted in a manner so as to provide ***maximum open and free competition***. Be advised that brand names and "no substitution" can be used in bid requests.

The grantor/subrecipient will be alert to organizational conflicts of interest or noncompetitive practices among contractors which may restrict or eliminate competition or otherwise restrain trade. Contractors who develop or draft specifications, requirements, statements of work and/or Requests for Proposal (RFP) for a proposed procurement will be excluded from bidding or submitting a proposal to compete for the award of such procurement.

1. The following procedures adhere to instructions contained in the Office of Management and Budget's (OMB) "Super Circular", recipient Title 2, Part 200 of the Code of Federal Regulations (C.F.R), the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Super Circular" or "Omni Circular") and the Grant Terms and Conditions.

- A. **Bidding Requirements:** The subrecipient must comply with proper competitive bidding procedures as required by the applicable above-referenced federal rule.

Items purchased through the Division of General Services (state surplus) are exempted from any additional bidding process. (Exemption #35)

FOR STATE AND LOCAL GOVERNMENTS ONLY: If an item(s) is purchased through a state term contract, no additional bidding is required; therefore, no prior approval from the SAA on the bidding process is necessary. The state contract number must be on the invoice when submitting for reimbursement. For information on items that are on state contract, call Materials Management Office at (803) 737-0600 or check the MMO web page at www.state.sc.us/mmo (N/A for NSGP grants).

Items may be purchased under a GSA contract with no additional bidding if an agency is authorized to purchase under the GSA program. The GSA contract number should be included on copies of invoices for documentation with the request for reimbursement (N/A for NSGP grants).

Sole Source Procurement: Use of sole source procurement is discouraged. If, after completion of the competitive bidding process, only one responsive bid is received (less than two complete competitive bids received), then this is a sole source procurement (based on the Office of Management and Budget, 2 CFR, Part 200.320, 5f). Sole source procurement will be awarded only under exceptional circumstances and must follow precisely the procedure set forth in the South Carolina Consolidated Procurement Code and the federal requirements as outlined below:

All sole source procurement requires the explicit **prior** written approval of the State Administrative Agency (SAA)-SLED. This approval can be obtained by completing and submitting the **Sole Source Procurement Form** provided by Homeland Security Grants Administration.

South Carolina Law Enforcement Division (SLED)

STATE HOMELAND SECURITY GRANT PROGRAM

PROCUREMENT PROCEDURES

NOTE: "In the Aggregate" means that more than one item (i.e., a group of items) is purchased from the same vendor at the same time. Purchases not in excess of \$25,000.00 may be accomplished without receiving prior approval from the SAA as long as municipal, county or state (whichever is applicable) procurement procedures are followed. Records with respect to

all procurement covered by the grant shall be made available for audit and inspection by SLED and/or any of its duly authorized representatives.

1. **Purchases not in excess of \$10,000:** No competition is required as long as the price is determined to be fair and reasonable. The subgrantee's purchasing office must annotate the purchase requisition: "Price is fair and reasonable" and sign.
2. **Purchases from \$10,000.01 to \$25,000.00:** Bids/Quotes do **not** have to be submitted to the SAA for prior approval on any items, including those bid in the aggregate, for small purchases whose total cost is no more than \$25,000.00. However, proper municipal, county or state (whichever is applicable) bidding procedures must be followed and adequate bidding documentation must be maintained in the subgrantee's files showing that written quotes have been obtained **from a minimum of three qualified sources of supply**. All bidding information must be made available to the SAA or any of its duly authorized representatives upon request for auditing purposes. The award will be made to the lowest responsive and responsible source.
3. **Purchases from \$25,000.01 to \$100,000.00:** Procurements of either commercially available off-the-shelf (COTS) products or construction in this range must follow proper municipal, county or state (whichever is applicable) bidding procedures and adequate bidding documentation must be maintained in the subgrantee's files showing that written quotes have been obtained **from a minimum of three qualified sources of supply**. Otherwise, the procurement requires a written solicitation of bids/quotes (returned in writing). The procurement will also be advertised at least once in the **South Carolina Business Opportunities (SCBO)** publication (N/A for NSGP grants). The award will be made to the lowest responsive and responsible source.

Submit to the SAA (see paragraph B for mailing address) with Request for Reimbursement Documentation:

- a. Copy of written solicitation for written bids/quotes, including the specifications (criteria) provided to each vendor;
 - b. List of all vendors solicited;
 - c. Copy of advertisement (with date shown) placed in **SCBO** (N/A for NSGP grants);
 - d. Copy of **all** written vendor responses, including those that send a "no bid" response;
 - e. The bid/quote selected and the name of the line item(s) as it is listed in the grant application; and,
 - f. Criteria used for bid/quote selection. If other than low bid/quote is selected, provide sufficient justification/rationale.
4. **Purchases above \$100,000.00, or above \$25,000 if not COTS or construction:** Competitive Sealed Bidding Procedures must be followed when procurement amounts are \$100,000.00 or more or when purchases are \$25,000 or more if they are not COTS or construction:
 - a. A written invitation for bids must be issued to at least three qualified vendors. Include in this invitation a copy of the bid specifications applicable to the procurement. If there are not three qualified sources, invitations for bids must be issued to all qualified sources that are available. If three qualified sources are not available, documentation must be submitted to the SLED Homeland Security Grants Administration Office indicating the reason(s) for the unavailability of three sources;

South Carolina Law Enforcement Division (SLED)**STATE HOMELAND SECURITY GRANT PROGRAM****PROCUREMENT PROCEDURES**

- b. A notice must be placed in the ***South Carolina Business Opportunities*** publication (N/A for NSGP grants);
- c. The invitation for bids must include the date the bids are due and the date and time the written bids will be opened;
- d. All bids received prior to the time of opening must be kept secure and unopened; and,
- e. The bids must be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids.

Submit to the SAA (see paragraph B for mailing address) for approval prior to obligation or purchase:

- a. Copy of written solicitation for written bids/quotes, including the specifications (criteria) provided to each vendor;
 - b. List of all vendors solicited;
 - c. Copy of advertisement (with date shown) placed in **SCBO** (N/A for NSGP grants);
 - d. Copy of **all** written vendor responses, including those that send a “no bid” response;
 - e. The bid selected and the name of the line item(s) as it is listed in the grant application; and,
 - f. Criteria used for bid selection. If other than low bid is selected, provide sufficient justification/rationale.
- B. Send all required procurement correspondence to the following address:

**S.C. Law Enforcement Division (SLED)
Homeland Security Grants Program Office
Post Office Box 21398
Columbia, SC 29221-1398**

For inquiries regarding procurement, please feel free to contact the following SLED Homeland Security Grants Administration Staff:

Ms. Donna Strange
Senior Accountant
(803) 896-7089
dstrange@sled.sc.gov

Dr. Bob Connell
Program Manager
(803) 896-7021
rconnell@sled.sc.gov

RESOLUTION 2021/

A RESOLUTION PROVIDING AUTHORITY TO THE COUNTY ADMINISTRATOR TO ACCEPT SPECIFIED DEPARTMENT OF HOMELAND SECURITY GRANT 21SHSP34 FOR EMERGENCY MEDICAL SERVICES’ REGIONAL MEDICAL ASSISTANCE TEAM

WHEREAS, there has been made available certain grant funds to be administered by the Department of Homeland Security (DHS) to be awarded to Emergency Medical Services (EMS) for Regional Medical Assistance Teams (RMAT); and

WHEREAS, Beaufort County has submitted to the DHS, and the DHS has granted, the following:

- 1. Grant Number 21SHSP34 in the amount of \$40,000; and

WHEREAS, Beaufort County Council finds that it is in the best interest of the citizens and residents of Beaufort County for the County Administrator to accept the Grant from DHS for EMS RMAT.

NOW, THEREFORE, BE IT RESOLVED, by Beaufort County Council, duly assembled, does hereby authorize the County Administrator to execute the aforementioned Grant.

DONE this 25th day of October 2021

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____

Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk To Council

RESOLUTION 2021/_____

WHEREAS, the Beaufort County Council Code of Ordinances requires that the county adopt, in its entirety, a classification and compensation plan and that the plan is to be reviewed every two years, with a written report submitted to County Council; and

WHEREAS, the classification and compensation plan is also required to be reviewed every four years by an outside consultant; and

WHEREAS, in fulfillment of these requirements, a study was conducted by Evergreen Solutions, LLC with the results being presented to County Council; and

WHEREAS, it is the collective will of County Council that Beaufort County remain competitive in its recruitment of talented staff; and

WHEREAS, Evergreen Solutions, LLC, working in conjunction with staff, have recommended changes to Beaufort County’s classification and compensation plan to help ensure the county remains a competitive employer; and

WHEREAS, these recommended changes are captured in Evergreen Solutions, LLC’s Classification and Compensation Study for Beaufort County, SC Final Report (Report), dated September 27, 2021 and are summarized in Exhibit “A” to this Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the County Council of Beaufort County, in meeting duly assembled, that:

1. County Council hereby approves and adopts the findings and recommendations of the Report, and approves Exhibit “A” in its entirety and by reference herein as the “Beaufort County Employee Classification and Compensation Plan.”
2. The County Administrator is authorized to implement the findings and recommendations of the Report, and should consider the Report in future budgeting decisions.

Adopted this ____ day of October, 2021.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Jr.
Chairman

ATTEST:

Sarah Brock, Clerk to Council

EVERGREEN SOLUTIONS, LLC

Appendix A: Pay Plans

PROPOSED GENERAL PAY PLAN

Grade	Minimum	Midpoint	Maximum	Range Spread	Grade Progression
101	\$ 25,292.80	\$ 32,385.60	\$ 39,457.60	56%	5%
102	\$ 26,557.44	\$ 33,987.20	\$ 41,433.60	56%	5%
103	\$ 27,885.31	\$ 35,692.80	\$ 43,492.80	56%	5%
104	\$ 29,279.58	\$ 37,502.40	\$ 45,718.40	56%	5%
105	\$ 30,743.56	\$ 39,332.80	\$ 47,944.00	56%	5%
106	\$ 32,280.73	\$ 41,308.80	\$ 50,398.40	56%	5%
107	\$ 33,894.77	\$ 43,388.80	\$ 52,894.40	56%	5%
108	\$ 35,589.51	\$ 45,552.00	\$ 55,515.20	56%	5%
109	\$ 37,368.99	\$ 47,881.60	\$ 58,385.60	56%	5%
110	\$ 39,237.43	\$ 50,273.60	\$ 61,235.20	56%	5%
111	\$ 41,199.31	\$ 52,769.60	\$ 64,334.40	56%	5%
112	\$ 43,259.27	\$ 55,348.80	\$ 67,454.40	56%	5%
113	\$ 45,422.23	\$ 58,240.00	\$ 70,990.40	56%	5%
114	\$ 47,693.35	\$ 61,048.00	\$ 74,422.40	56%	5%
115	\$ 50,078.01	\$ 64,105.60	\$ 78,145.60	56%	5%
116	\$ 52,581.91	\$ 67,308.80	\$ 82,035.20	56%	5%
117	\$ 55,211.01	\$ 70,720.00	\$ 86,216.00	56%	5%
118	\$ 57,971.56	\$ 74,235.20	\$ 90,480.00	56%	5%
119	\$ 60,870.14	\$ 77,916.80	\$ 94,993.60	56%	5%
120	\$ 63,913.65	\$ 81,827.20	\$ 99,756.80	56%	5%
121	\$ 67,109.33	\$ 85,924.80	\$ 104,748.80	56%	5%
122	\$ 70,464.79	\$ 90,209.60	\$ 109,990.40	56%	5%
123	\$ 73,988.03	\$ 94,702.40	\$ 115,502.40	56%	5%
124	\$ 77,687.44	\$ 99,424.00	\$ 121,201.60	56%	5%
125	\$ 81,571.81	\$ 104,436.80	\$ 127,296.00	56%	5%
126	\$ 85,650.40	\$ 109,595.20	\$ 133,577.60	56%	5%
127	\$ 89,932.92	\$ 115,128.00	\$ 140,337.60	56%	5%
128	\$ 94,429.56	\$ 120,827.20	\$ 147,284.80	56%	5%
129	\$ 99,151.04	\$ 126,921.60	\$ 154,710.40	56%	5%
130	\$ 104,108.59	\$ 133,244.80	\$ 162,406.40	56%	5%
131	\$ 109,314.02	\$ 139,880.00	\$ 170,580.80	56%	5%
132	\$ 114,779.73	\$ 146,918.05	\$ 179,056.37	56%	5%
133	\$ 120,518.71	\$ 154,263.95	\$ 188,009.19	56%	5%

PROPOSED SHIFT EMPLOYEE PAY PLAN

Grade	Minimum	Midpoint	Maximum	Range Spread
201	\$ 13.29	\$ 17.02	\$ 20.74	56%
202	\$ 13.96	\$ 17.87	\$ 21.78	56%
203	\$ 14.66	\$ 18.76	\$ 22.87	56%
204	\$ 15.39	\$ 19.70	\$ 24.01	56%
205	\$ 16.16	\$ 20.68	\$ 25.21	56%
206	\$ 16.97	\$ 21.72	\$ 26.47	56%
207	\$ 18.32	\$ 23.45	\$ 28.58	56%
208	\$ 18.74	\$ 23.99	\$ 29.24	56%
209	\$ 20.12	\$ 25.75	\$ 31.39	56%
210	\$ 22.38	\$ 28.64	\$ 34.92	56%
211	\$ 24.18	\$ 30.95	\$ 37.73	56%



EVERGREEN SOLUTIONS, LLC

Appendix B: Pay Grade Assignments

PROPOSED PAY GRADES GENERAL PAY PLAN

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Custodian Solid Waste Attendant	101	\$ 25,292.80	\$ 32,385.60	\$ 39,457.60
Library Assistant Mail Courier Maintenance Worker Recreation Aide	102	\$ 26,557.44	\$ 33,987.20	\$ 41,433.60
Administrative Clerk Driver Grounds Maintenance Technician I Litter Control Worker Senior Library Assistant	103	\$ 27,885.31	\$ 35,692.80	\$ 43,492.80
Administrative Assistant Coroner Transport Deputy Clerk of Probate FOIA Specialist/Records Technician Real Property Recording Technician	104	\$ 29,279.58	\$ 37,502.40	\$ 45,718.40
Airport Maintenance Technician I Elections Technician Household Hazardous Waste Technician Maintenance Technician I Real Property Records Technician Recycling Technician Zoning & Development Analyst I	105	\$ 30,743.56	\$ 39,332.80	\$ 47,944.00
Animal Services Dispatcher Animal Services Technician Appeals/BAA Technician Appraisal Technician Broadcast Services Assistant Equipment Operator I Exemption Specialist Judicial Clerk I Judicial Jury Clerk Lifeguard Mosquito Control Technician Peer Support Specialist Real Property Transfer Clerk Records Management Technician Utility Operations Coordinator Zoning & Development Analyst II	106	\$ 32,280.73	\$ 41,308.80	\$ 50,398.40



**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Administrative Specialist				
Aviation Line Service Technician				
Claims & Insurance Coordinator				
Clerk of Probate				
Direct Care Specialist				
Grounds Maintenance Technician II				
Judicial Assistant				
Judicial Clerk, Child Support	107	\$ 33,894.77	\$ 43,388.80	\$ 52,894.40
Maintenance Technician II				
Recycling Coordinator				
Scheduling Clerk				
Senior Real Property Recording Technician				
Sign Technician				
Volunteer Coordinator				
Water Safety Instructor				
Carpenter Technician				
Clerk of Probate/Assistant Division Chief				
Customer Success Representative				
Field Grade Technician				
Fiscal Technician I				
Judicial Clerk II				
Judicial Fiscal Technician I				
Judicial Scheduling Clerk				
Painter	108	\$ 35,589.51	\$ 45,552.00	\$ 55,515.20
Personal Property Tax Analyst I				
Real Property Technician				
Senior Administrative Assistant				
Senior Maintenance Technician				
Stormwater Inspection Technician				
Traffic Signal Technician				
Voter Registration and Election Specialist				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Accounts Payable Specialist I				
Accounts Receivable Specialist I				
Administrative Deputy				
Aircraft Mechanic				
Animal Services Officer				
Bookmobile Library Assistant				
Business License Specialist				
Code Enforcement Officer I				
Court Administrator				
Equipment Operator II				
Ground Maintenance Technician III				
Grounds Maintenance Technician III				
Human Services Specialist	109	\$ 37,368.99	\$ 47,881.60	\$ 58,385.60
Lead Mosquito Control Technician				
Library Specialist				
Litter Control/Enforcement Supervisor				
Maintenance Engineer				
Program Specialist				
Senior Administrative Specialist				
Senior Judicial Clerk, Child Support				
Senior Signal Technician				
Stormwater Inspection Technician Lead				
Veterans Affairs Counselor				
Worker's Compensation Specialist				
Zoning & Development Analyst III				
Airport Maintenance Technician II				
Airport Security Specialist				
Appraiser Apprentice				
Broadcast Services Specialist				
Court Reporter				
Elections System Specialist				
Fiscal Technician II				
Grounds Maintenance Crew Leader	110	\$ 39,237.43	\$ 50,273.60	\$ 61,235.20
Inmate Program & Service Coordinator				
Judicial Administrator				
Marketing Development Specialist				
Personal Property Tax Analyst II				
Refund Specialist				
Revenue Specialist				
Senior Voter Registration and Election Specialist				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Accounts Payable Specialist II	111	\$ 41,199.31	\$ 52,769.60	\$ 64,334.40
Code Enforcement Officer				
Delinquent Tax Analyst				
Equipment Operator III				
Grounds Maintenance Crew Leader/Spray Technician				
Human Services Specialist				
Inmate Programs & Services Manager				
Residential House Manager				
Zoning & Development Analyst III				
Aquatics Supervisor	112	\$ 43,259.27	\$ 55,348.80	\$ 67,454.40
Athletics Supervisor				
Deputy Registrar				
Division Chief				
Executive Assistant				
Fiscal Technician III				
Legal Assistant				
Personal Property Tax Analyst III				
Senior Judicial Administrator				
Training and Outreach Coordinator				
Voter Registration and Election Manager				
Animal Services Supervisor				
Carpenter Specialist				
Contracts Manager				
Deputy Coroner				
Electrical Maintenance Specialist	113	\$ 45,422.23	\$ 58,240.00	\$ 70,990.40
Human Services Supervisor				
HVAC Maintenance Specialist				
IT Elections System Coordinator				
Lead Tax Analyst				
Personal Property Inspector				
Plumbing Maintenance Specialist				
Revenue Accountant				
Revenue Collector				
Senior Administrative Supervisor				
Senior Codes Enforcement Officer				
Senior IT Technician				
Solid Waste Foreman				
Staff Accountant				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Airport Maintenance Supervisor				
Airport Security Coordinator				
Assistant Operations Manager				
Business Manager				
Circulation Supervisor				
Enterprise Fund Business Manager				
Foreman				
Human Services Counselor	114	\$ 47,693.35	\$ 61,048.00	\$ 74,422.40
Lead Tax Analyst Trainer				
Marketing Coordinator				
Office Manager				
Payroll Specialist				
Real Estate Analyst				
Senior Maintenance Specialist				
Traffic Signal Tech Supervisor				
Administrative Manager				
Assessing Technician Analyst				
Family Court Administrator				
Fiscal Analyst				
Human Resources Specialist	115	\$ 50,078.01	\$ 64,105.60	\$ 78,145.60
Human Services Analyst				
Residential Inspector				
Residential Plans Examiner				
Senior Accountant				
SWI Utility Inspector				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Administrative Support Officer				
Aquatics Manager				
Assistant Grounds Maintenance Superintendent				
Athletic Manager				
Commercial Inspector				
Disaster Recovery Manager				
Fleet Manager				
Floodplain Manager				
GIS Analyst				
IT Analyst	116	\$ 52,581.91	\$ 67,308.80	\$ 82,035.20
Librarian				
Network & Systems Analyst				
Planning & Development Specialist				
Public Works Assistant Superintendent				
Registered Nurse				
Residential Appraiser				
Senior Executive Assistant				
Senior Human Services Analyst				
Web Administrator				
Assistant Stormwater Manager				
Chief Deputy Coroner				
Commerical Appraiser				
Finance Supervisor				
Fire Marshal/Commercial Inspector				
Fixed Wing Pilot	117	\$ 55,211.01	\$ 70,720.00	\$ 86,216.00
Grants Administrator				
Helicopter Pilot				
PAR Grounds Maintenance Superintendent				
Senior Librarian				
Special Projects Engineer				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Building Codes Senior Inspector				
Chief Pilot				
Clerk to Council				
Commercial Plans Examiner				
Communications Manager				
Correctional Security Lieutenant				
Correctional Training Lieutenant				
Dual-Rated Chief Pilot				
Facilities Maintenance Superintendent	118	\$ 57,971.56	\$ 74,235.20	\$ 90,480.00
Library Administrator				
Operations Manager				
Passive Parks Manager				
Planner				
Right-of-Way Manager				
Senior IT Analyst				
Solid Waste Superintendent				
Stormwater Supervisor-Administrative				
Assistant Deputy Auditor				
Assistant Deputy Treasurer				
Deputy Tax Collector				
Fiscal Operations Manager				
Human Services Manager				
Library Manager				
Logistics Officer				
Mosquito Control Supervisor	119	\$ 60,870.14	\$ 77,916.80	\$ 94,993.60
Public Works General Support Superintendent				
Public Works Grounds Maintenance Superintendent				
Quality Assurance Coordinator				
Roads & Drainage Superintendent				
Stormwater Infrastructure Superintendent				
Transportation Engineering Deputy Director				
Zoning & Development Administrator				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Building Codes Deputy Director	120	\$ 63,913.65	\$ 81,827.20	\$ 99,756.80
Business Services Deputy Director				
Construction Manager				
EMS Training Officer				
Information Tech Support Admin				
Mosquito Control Deputy Director				
Network Administrator				
Public Works Operations Manager				
Recreation Deputy Director				
Systems Administrator				
Voters Registration/Election Deputy Director				
Airport Deputy Director	121	\$ 67,109.33	\$ 85,924.80	\$ 104,748.80
Broadcast Services Director				
Deputy Assessor				
Detention Center Deputy Director				
Emergency Medical Services Deputy Director				
Human Services Director				
IT Project Manager				
Library Deputy Director				
Mosquito Control Director				
Records Management Director				
Risk Manager				
Stormwater Manager				
Veterans Affairs Director				
Purchasing Director	122	\$ 70,464.79	\$ 90,209.60	\$ 109,990.40
Registrar				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Animal Services Director				
Budget Director				
Business Services Director				
Capital Projects Director				
Deputy Auditor				
Deputy Treasurer				
DSN Deputy Director				
Facilities Management Director	123	\$ 73,988.03	\$ 94,702.40	\$ 115,502.40
Mapping & Apps Director				
Planning & Development Deputy Director				
Public Information Officer				
Public Works Deputy Director				
SW&R Director				
Tax Collector				
Transportation Engineering Director				
Voters/Registration Elections Director				
Building Codes Director				
Detention Center Director				
Emergency Medical Services Director	124	\$ 77,687.44	\$ 99,424.00	\$ 121,201.60
Library Director				
Probate Associate Judge				
Recreation Director				
Airport Director				
Alcohol & Drug Director				
Assessor				
DSN Director				
Finance Director	125	\$ 81,571.81	\$ 104,436.80	\$ 127,296.00
Human Resources Director				
IT Systems Director				
Planning & Development Director				
Public Works Director				
Chief Financial Officer				
Junior Deputy County Attorney	127	\$ 89,932.92	\$ 115,128.00	\$ 140,337.60

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
ACA Community Services	130	\$ 104,108.59	\$ 133,244.80	\$ 162,406.40
ACA Development & Recreation				
ACA Engineering				
ACA Finance				
ACA IT & Communications				
ACA Public Safety				
Deputy County Attorney				
County Attorney	131	\$ 109,314.02	\$ 139,880.00	\$ 170,580.80
Deputy County Administrator	132	\$ 114,779.73	\$ 146,918.05	\$ 179,056.37

**PROPOSED PAY GRADES
SHIFT PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Airport Operations Officer	201	\$ 13.29	\$ 17.02	\$ 20.74
Senior Airport Operations Officer	202	\$ 13.96	\$ 17.87	\$ 21.78
Emergency Medical Technician	203	\$ 14.66	\$ 18.76	\$ 22.87
Emergency Medical Technician-Advanced	204	\$ 15.39	\$ 19.70	\$ 24.01
Paramedic	206	\$ 16.97	\$ 21.72	\$ 26.47
Correctional Officer Trainee	207	\$ 18.32	\$ 23.45	\$ 28.58
Correctional Officer	208	\$ 18.74	\$ 23.99	\$ 29.24
EMS Crew Chief				
Correctional Officer Lance Corporal	209	\$ 20.12	\$ 25.75	\$ 31.39
Senior Crew Chief				
Correctional Corporal	210	\$ 22.38	\$ 28.64	\$ 34.92
Correctional Sergeant	211	\$ 24.18	\$ 30.95	\$ 37.73
EMS Supervisor				

PART I - GENERAL ORDINANCES
Chapter 2 - ADMINISTRATION
ARTICLE VI. - EMPLOYEE BENEFITS
DIVISION 2. CLASSIFICATION AND COMPENSATION PLAN

DIVISION 2. CLASSIFICATION AND COMPENSATION PLAN

Sec. 2-316. Adopted.

The county council adopts, in its entirety, that certain classification and compensation plan prepared for the county by Human Resource Professionals.

(Code 1982, § 2-56)

Sec. 2-317. Title.

The plan adopted in section 2-316 shall be referred to as the Beaufort County Employee Classification and Compensation Plan.

(Code 1982, § 2-57)

Sec. 2-318. Jurisdiction.

The county employee classification and compensation plan shall be implemented by the county human resources department, which shall conduct a complete review of the plan every two years and submit a written report to the county council. The plan shall be reviewed every four years by an outside consultant which also shall submit a plan to the county council.

(Code 1982, § 2-58)

Sec. 2-319. Applicability.

The county employee classification and compensation plan shall apply to all county employees with the exception of the following positions only:

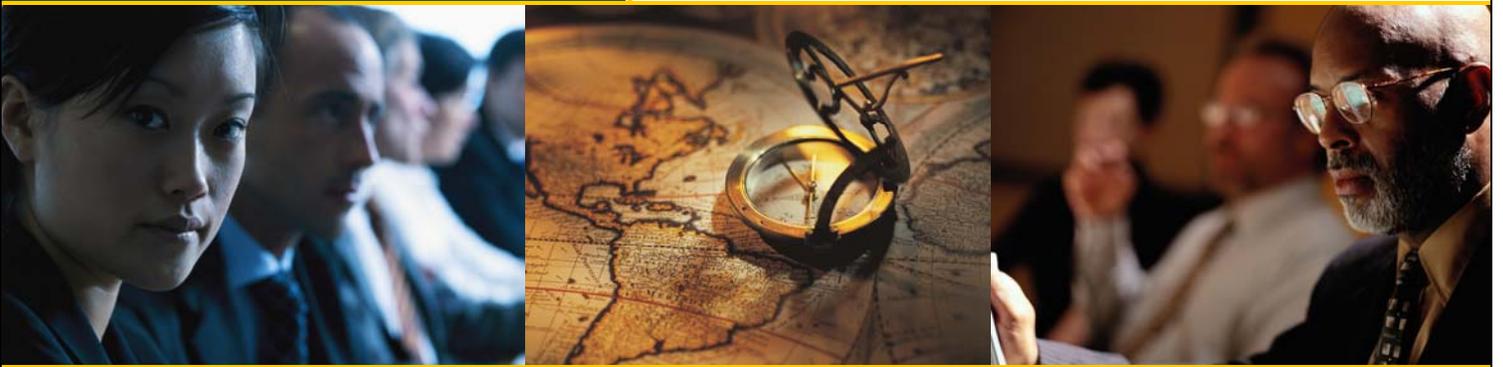
- (1) Part-time employees;
- (2) Elected officials of the county;
- (3) Certain employees appointed by the governor; provided, however, employees of such officials are considered to be county employees to whom the plan shall apply; and
- (4) The master-in-equity, county magistrates, and the county administrator.

(Code 1982, § 2-59)

Secs. 2-320—2-345. Reserved.

Classification and Compensation Study for Beaufort County, SC

FINAL REPORT



Evergreen Solutions, LLC

September 27, 2021

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EVERGREEN SOLUTIONS, LLC

Chapter 1 - Introduction

Evergreen Solutions, LLC (Evergreen) conducted a Classification and Compensation Study for Beaufort County (the County) beginning in May 2020. This study was conducted in accordance with the Beaufort County Code of Ordinances: “[the classification and compensation] plan shall be reviewed every four years by an outside consultant...” (Section 2-318). The purpose of the study was to analyze its classification and total compensation (pay and benefits) system, and make recommendations to improve the County’s competitive position in the labor market. The study activities involved analyzing the internal and external equity of the County’s system and making recommendations in response to those findings.

Study tasks involved:

- holding a study kick-off meeting;
- analyzing the County’s current salary structure (pay plans) to determine its strengths and weaknesses;
- conducting employee outreach by conducting interviews with senior leaders;
- facilitating discussions with the County’s project team to develop an understanding of its compensation philosophy;
- collecting classification information through the Job Assessment Tool (JAT) process to analyze the internal equity of the County’s classification system;
- developing recommendations for improvements to classification titles as appropriate;
- conducting a market survey to assess the external equity (market competitiveness) of the County’s current pay system and benefit offerings;
- revising or developing a new competitive pay structure (pay plans) and slotting classifications into each while ensuring internal and external equity;
- developing the most appropriate method for transitioning employees’ salaries into new plans;
- providing the County with information and strategies regarding compensation and classification administration;
- preparing and submitting draft and final reports that summarize the study findings and recommendations; and



- updating job descriptions to reflect recommended classification changes and employee responses to the JAT, and Fair Labor Standards Act (FLSA) status recommendations. This step was still in progress at the time of the report and is expected to be completed by November 2021.

1.1 STUDY METHODOLOGY

Evergreen used a combination of quantitative and qualitative methods to develop recommendations to improve the County’s competitive position for its compensation system. Study activities included:

Kick-off Meeting

The kick-off meeting allowed members of the study team from the County (Amanda Kincaid and Katherine Mead) and Evergreen to discuss different aspects of the study. During the meeting, information about the County’s compensation (pay plans), classification structure and current pay philosophy was shared and the work plan for the study was finalized. The meeting also provided an opportunity for Evergreen to explain the types of data needed to begin the study.

Assessment of Current Conditions

This analysis provided an overall assessment of the County’s current pay structure (plans) and related employee data at the time of the study. The current pay plans and the progression of employees’ salaries through the pay ranges were examined during this process. The findings of this analysis are summarized in **Chapter 2** of this report.

Employee Outreach

Employee outreach was conducted virtually. The orientation sessions were facilitated through voiceover PowerPoint slides to help employees learn about the purpose of the study and receive specific information related to their participation in the study process. Evergreen consultants also conducted phone interviews with the County’s senior leaders (named in **Chapter 3**) to identify practices that were working well and to suggest areas of opportunities for improvement regarding the compensation system, benefits, classification system, and the employee performance evaluation system. The feedback received during both these methods is summarized in **Chapter 3** of this report.

Compensation Philosophy

Evergreen conducted meetings with the County’s project team to develop an understanding of its position with regard to employee compensation. Several key factors were examined and provided the framework for the recommended compensation system and related pay practices.



Classification Review - Internal Equity Analysis

To assess the internal equity of the County's classification system, all employees were asked during employee outreach to complete a JAT to describe the work they performed in their own words. Supervisors were then asked to review their employees' JATs and provide additional information as needed about the position. The information provided in the completed JAT's was utilized in the classification analysis in two ways. First, the work described was reviewed by Evergreen to ensure that classification titles were appropriate. Second, the JAT's were evaluated to quantify, by a scoring method, each classification's relative value within the organization. Each classification's score was based on employee and supervisor responses to the JAT, and the scores allowed for a comparison of classifications across the County.

Salary and Benefits Survey – External Equity Analysis

For the market survey, peers were identified that compete with the County for human resources and provide similar services. Classifications representing a cross-section of the departments and levels of work were selected as benchmarks for the salary survey. After the selection of peers and benchmarks, a survey tool was developed for the collection of salary range data for each benchmark. Included was a survey to collect data about the core and fringe benefits offered by peer organizations. The salary and benefits data collected during this survey were analyzed, and a summary provided which can be found in **Chapter 4** of this report.

Recommendations

During the review of the compensation philosophy, the County's project team identified its desire to be at a minimum, competitive with the labor market, and possibly establish a lead market position. Understanding this, and utilizing the findings of the analysis of both internal and external equity, a revised classification and compensation system was developed. Recommendations were also provided on how to maintain the compensation system going forward. A summary of all study findings and recommendations can be found in **Chapter 5** of this report.

1.2 REPORT ORGANIZATION

This report includes the following additional chapters:

- Chapter 2 – Assessment of Current Conditions
- Chapter 3 - Summary of Employee Outreach
- Chapter 4 – Market Summary
- Chapter 5 – Recommendations



Chapter 2 – Assessment of Current Conditions

The purpose of this evaluation was to provide an overall assessment of the County's compensation structure, employee salary progression, and employee counts in each department. Data included here reflect the conditions when the study began, and should be considered, as such, a snapshot in time. The insights gained from this evaluation provided the basis for further analysis through the course of this study and were not considered sufficient cause for recommendations independently. Instead, the results of this evaluation were considered during the analysis of internal equity and peer market data. Subsequently, appropriate compensation related recommendations were developed for the County and are described later in this report.

2.1 PAY PLAN ANALYSIS

The County administered two pay plans for full-time and part-time employees: one for general employees and another one for 24-hour shift workers (e.g. EMS employees, Airport Operations Officers). The following positions were excluded from this pay plan analysis because those positions do not have a salary range: County Administrator, Deputy Auditor, and Veteran Affairs Manager. **Exhibit 2A** illustrates the general pay plan, which had a step design with established minimum and maximum salaries. Step 11 served as the midpoint for the salary range. The salaries displayed are based on a 2,080-hour work year. The pay plan consisted of 31 grades, with 21 steps for 791 employees. Each pay grade within the plan had a range spread (the percentage difference between the minimum and maximum of the pay grades relative to the grade's minimum) of about 55.0 percent. Within each grade, there was about a one (1.03) percent increase between each step.

Exhibit 2B illustrates the 24-hour shift work pay plan, which also had a step design with established minimum and maximum salaries. Step 11 served as the midpoint for the salary range. The salaries displayed are the hourly rates since EMS employees and Airport Operations Officers work a different number of hours annually. The pay plan consisted of seven (7) grades, with 21 steps for 108 employees. Similar to the general pay plan, each pay grade within the plan had a range spread (the percentage difference between the minimum and maximum of the pay grades relative to the grade's minimum) of about 55.0 percent. Within each grade, there was about a one (1.03) percent increase between each step.



**EXHIBIT 2A
GENERAL EMPLOYEE PAY PLAN**

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
A11	\$ 19,373.34	\$ 19,906.11	\$ 20,438.87	\$ 20,971.64	\$ 21,504.41	\$ 22,037.17	\$ 22,569.94	\$ 23,102.71	\$ 23,635.47	\$ 24,168.24	\$ 24,701.01
A12	\$ 22,515.40	\$ 23,134.57	\$ 23,753.74	\$ 24,372.92	\$ 24,992.09	\$ 25,611.26	\$ 26,230.44	\$ 26,849.61	\$ 27,468.78	\$ 28,087.96	\$ 28,707.13
A13	\$ 25,773.07	\$ 26,363.03	\$ 27,068.61	\$ 27,774.19	\$ 28,479.77	\$ 29,185.35	\$ 29,890.93	\$ 30,596.51	\$ 31,302.09	\$ 32,007.67	\$ 32,713.25
B21	\$ 28,808.95	\$ 29,601.19	\$ 30,393.44	\$ 31,185.68	\$ 31,977.93	\$ 32,770.18	\$ 33,562.42	\$ 34,354.67	\$ 35,146.91	\$ 35,939.16	\$ 36,731.41
B22	\$ 31,951.00	\$ 32,829.66	\$ 33,708.31	\$ 34,586.96	\$ 35,465.61	\$ 36,344.27	\$ 37,222.92	\$ 38,101.57	\$ 38,980.22	\$ 39,858.88	\$ 40,737.53
B23	\$ 35,093.06	\$ 36,058.12	\$ 37,023.18	\$ 37,988.24	\$ 38,953.30	\$ 39,918.36	\$ 40,883.42	\$ 41,848.48	\$ 42,813.53	\$ 43,778.59	\$ 44,743.65
B24	\$ 39,027.71	\$ 40,100.97	\$ 41,174.23	\$ 42,247.50	\$ 43,320.76	\$ 44,394.02	\$ 45,467.28	\$ 46,540.54	\$ 47,613.81	\$ 48,687.07	\$ 49,760.33
B31	\$ 39,027.71	\$ 40,100.97	\$ 41,174.23	\$ 42,247.50	\$ 43,320.76	\$ 44,394.02	\$ 45,467.28	\$ 46,540.54	\$ 47,613.81	\$ 48,687.07	\$ 49,760.33
B25	\$ 43,745.51	\$ 44,948.52	\$ 46,151.52	\$ 47,354.52	\$ 48,557.52	\$ 49,760.52	\$ 50,963.52	\$ 52,166.53	\$ 53,369.53	\$ 54,572.53	\$ 55,775.53
B32	\$ 43,745.51	\$ 44,948.52	\$ 46,151.52	\$ 47,354.52	\$ 48,557.52	\$ 49,760.52	\$ 50,963.52	\$ 52,166.53	\$ 53,369.53	\$ 54,572.53	\$ 55,775.53
C41	\$ 47,680.16	\$ 48,991.37	\$ 50,302.57	\$ 51,613.78	\$ 52,924.98	\$ 54,236.18	\$ 55,547.39	\$ 56,858.59	\$ 58,169.80	\$ 59,481.00	\$ 60,792.21
C42	\$ 50,822.22	\$ 52,219.83	\$ 53,617.44	\$ 55,015.05	\$ 56,412.66	\$ 57,810.27	\$ 59,207.89	\$ 60,605.50	\$ 62,003.11	\$ 63,400.72	\$ 64,798.33
C43	\$ 53,964.28	\$ 55,448.29	\$ 56,932.31	\$ 58,416.33	\$ 59,900.35	\$ 61,384.37	\$ 62,868.38	\$ 64,352.40	\$ 65,836.42	\$ 67,320.44	\$ 68,804.45
C44	\$ 57,898.93	\$ 59,491.15	\$ 61,083.37	\$ 62,675.59	\$ 64,267.81	\$ 65,860.03	\$ 67,452.25	\$ 69,044.47	\$ 70,636.69	\$ 72,228.91	\$ 73,821.13
C45	\$ 62,616.73	\$ 64,338.69	\$ 66,060.65	\$ 67,782.61	\$ 69,504.57	\$ 71,226.53	\$ 72,948.49	\$ 74,670.45	\$ 76,392.41	\$ 78,114.37	\$ 79,836.33
C51	\$ 57,898.93	\$ 59,491.15	\$ 61,083.37	\$ 62,675.59	\$ 64,267.81	\$ 65,860.03	\$ 67,452.25	\$ 69,044.47	\$ 70,636.69	\$ 72,228.91	\$ 73,821.13
C52	\$ 62,616.73	\$ 64,338.69	\$ 66,060.65	\$ 67,782.61	\$ 69,504.57	\$ 71,226.53	\$ 72,948.49	\$ 74,670.45	\$ 76,392.41	\$ 78,114.37	\$ 79,836.33
D61	\$ 66,551.38	\$ 68,381.54	\$ 70,211.70	\$ 72,041.87	\$ 73,872.03	\$ 75,702.19	\$ 77,532.36	\$ 79,362.52	\$ 81,192.68	\$ 83,022.84	\$ 84,853.01
D62	\$ 69,693.44	\$ 71,610.00	\$ 73,526.57	\$ 75,443.14	\$ 77,359.71	\$ 79,276.28	\$ 81,192.85	\$ 83,109.42	\$ 85,025.99	\$ 86,942.56	\$ 88,859.13
D63	\$ 72,835.49	\$ 74,838.47	\$ 76,841.44	\$ 78,844.42	\$ 80,847.40	\$ 82,850.37	\$ 84,853.35	\$ 86,856.33	\$ 88,859.30	\$ 90,862.28	\$ 92,865.25
D64	\$ 76,770.14	\$ 78,881.32	\$ 80,992.50	\$ 83,103.68	\$ 85,214.86	\$ 87,326.04	\$ 89,437.21	\$ 91,548.39	\$ 93,659.57	\$ 95,770.75	\$ 97,881.93
D71	\$ 76,770.14	\$ 78,881.32	\$ 80,992.50	\$ 83,103.68	\$ 85,214.86	\$ 87,326.04	\$ 89,437.21	\$ 91,548.39	\$ 93,659.57	\$ 95,770.75	\$ 97,881.93
D72	\$ 76,770.14	\$ 78,881.32	\$ 80,992.50	\$ 83,103.68	\$ 85,214.86	\$ 87,326.04	\$ 89,437.21	\$ 91,548.39	\$ 93,659.57	\$ 95,770.75	\$ 97,881.93
E81	\$ 85,422.59	\$ 87,771.71	\$ 90,120.84	\$ 92,469.96	\$ 94,819.08	\$ 97,168.20	\$ 99,517.32	\$ 101,866.44	\$ 104,215.56	\$ 106,564.69	\$ 108,913.81
E82	\$ 88,564.65	\$ 91,000.18	\$ 93,435.71	\$ 95,871.23	\$ 98,306.76	\$ 100,742.29	\$ 103,177.82	\$ 105,613.35	\$ 108,048.87	\$ 110,484.40	\$ 112,919.93
E83	\$ 91,706.71	\$ 94,228.64	\$ 96,750.58	\$ 99,272.51	\$ 101,794.45	\$ 104,316.38	\$ 106,838.32	\$ 109,360.25	\$ 111,882.18	\$ 114,404.12	\$ 116,926.05
E91	\$ 95,641.36	\$ 98,271.49	\$ 100,901.63	\$ 103,531.77	\$ 106,161.91	\$ 108,792.04	\$ 111,422.18	\$ 114,052.32	\$ 116,682.46	\$ 119,312.59	\$ 121,942.73
E92	\$ 100,359.16	\$ 103,119.04	\$ 105,878.91	\$ 108,638.79	\$ 111,398.67	\$ 114,158.55	\$ 116,918.42	\$ 119,678.30	\$ 122,438.18	\$ 125,198.05	\$ 127,957.93
F101	\$ 104,293.81	\$ 107,161.89	\$ 110,029.97	\$ 112,898.05	\$ 115,766.13	\$ 118,634.21	\$ 121,502.29	\$ 124,370.37	\$ 127,238.45	\$ 130,106.53	\$ 132,974.61
F102	\$ 107,435.87	\$ 110,390.35	\$ 113,344.84	\$ 116,299.33	\$ 119,253.81	\$ 122,208.30	\$ 125,162.78	\$ 128,117.27	\$ 131,071.76	\$ 134,026.24	\$ 136,980.73
F103	\$ 110,577.92	\$ 113,618.82	\$ 116,659.71	\$ 119,700.60	\$ 122,741.50	\$ 125,782.39	\$ 128,823.28	\$ 131,864.17	\$ 134,905.07	\$ 137,945.96	\$ 140,986.85

Source: Created by Evergreen Solutions from data provided by the County as of May 2020.

**EXHIBIT 2A (Continued)
GENERAL EMPLOYEE PAY PLAN**

Grade	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Range Spread	Employees
A11	\$ 25,233.77	\$ 25,766.54	\$ 26,299.31	\$ 26,832.07	\$ 27,364.84	\$ 27,897.61	\$ 28,430.37	\$ 28,963.14	\$ 29,495.91	\$ 30,028.67	55%	55
A12	\$ 29,326.30	\$ 29,945.48	\$ 30,564.65	\$ 31,183.82	\$ 31,803.00	\$ 32,422.17	\$ 33,041.34	\$ 33,660.52	\$ 34,279.69	\$ 34,898.86	55%	34
A13	\$ 33,418.83	\$ 34,124.41	\$ 34,829.99	\$ 35,535.57	\$ 36,241.15	\$ 36,946.73	\$ 37,652.31	\$ 38,357.89	\$ 39,063.47	\$ 39,769.05	54%	75
B21	\$ 37,523.65	\$ 38,315.90	\$ 39,108.14	\$ 39,900.39	\$ 40,692.64	\$ 41,484.88	\$ 42,277.13	\$ 43,069.38	\$ 43,861.62	\$ 44,653.87	55%	180
B22	\$ 41,616.18	\$ 42,494.84	\$ 43,373.49	\$ 44,252.14	\$ 45,130.79	\$ 46,009.45	\$ 46,888.10	\$ 47,766.75	\$ 48,645.40	\$ 49,524.06	55%	146
B23	\$ 45,708.71	\$ 46,673.77	\$ 47,638.83	\$ 48,603.89	\$ 49,568.95	\$ 50,534.01	\$ 51,499.07	\$ 52,464.13	\$ 53,429.19	\$ 54,394.25	55%	58
B24	\$ 50,833.59	\$ 51,906.85	\$ 52,980.12	\$ 54,053.38	\$ 55,126.64	\$ 56,199.90	\$ 57,273.16	\$ 58,346.43	\$ 59,419.69	\$ 60,492.95	55%	9
B31	\$ 50,833.59	\$ 51,906.85	\$ 52,980.12	\$ 54,053.38	\$ 55,126.64	\$ 56,199.90	\$ 57,273.16	\$ 58,346.43	\$ 59,419.69	\$ 60,492.95	55%	29
B25	\$ 56,978.53	\$ 58,181.53	\$ 59,384.53	\$ 60,587.54	\$ 61,790.54	\$ 62,993.54	\$ 64,196.54	\$ 65,399.54	\$ 66,602.54	\$ 67,805.55	55%	19
B32	\$ 56,978.53	\$ 58,181.53	\$ 59,384.53	\$ 60,587.54	\$ 61,790.54	\$ 62,993.54	\$ 64,196.54	\$ 65,399.54	\$ 66,602.54	\$ 67,805.55	55%	7
C41	\$ 62,103.41	\$ 63,414.62	\$ 64,725.82	\$ 66,037.02	\$ 67,348.23	\$ 68,659.43	\$ 69,970.64	\$ 71,281.84	\$ 72,593.05	\$ 73,904.25	55%	58
C42	\$ 66,195.94	\$ 67,593.55	\$ 68,991.16	\$ 70,388.77	\$ 71,786.39	\$ 73,184.00	\$ 74,581.61	\$ 75,979.22	\$ 77,376.83	\$ 78,774.44	55%	44
C43	\$ 70,288.47	\$ 71,772.49	\$ 73,256.51	\$ 74,740.52	\$ 76,224.54	\$ 77,708.56	\$ 79,192.58	\$ 80,676.59	\$ 82,160.61	\$ 83,644.63	55%	20
C44	\$ 75,413.35	\$ 77,005.57	\$ 78,597.79	\$ 80,190.01	\$ 81,782.23	\$ 83,374.45	\$ 84,966.67	\$ 86,558.89	\$ 88,151.11	\$ 89,743.33	55%	5
C45	\$ 81,558.29	\$ 83,280.25	\$ 85,002.21	\$ 86,724.17	\$ 88,446.13	\$ 90,168.09	\$ 91,890.05	\$ 93,612.01	\$ 95,333.97	\$ 97,055.93	55%	9
C51	\$ 75,413.35	\$ 77,005.57	\$ 78,597.79	\$ 80,190.01	\$ 81,782.23	\$ 83,374.45	\$ 84,966.67	\$ 86,558.89	\$ 88,151.11	\$ 89,743.33	55%	8
C52	\$ 81,558.29	\$ 83,280.25	\$ 85,002.21	\$ 86,724.17	\$ 88,446.13	\$ 90,168.09	\$ 91,890.05	\$ 93,612.01	\$ 95,333.97	\$ 97,055.93	55%	8
D61	\$ 86,683.17	\$ 88,513.33	\$ 90,343.50	\$ 92,173.66	\$ 94,003.82	\$ 95,833.98	\$ 97,664.15	\$ 99,494.31	\$ 101,324.47	\$ 103,154.64	55%	6
D62	\$ 90,775.70	\$ 92,692.27	\$ 94,608.84	\$ 96,525.41	\$ 98,441.98	\$ 100,358.55	\$ 102,275.12	\$ 104,191.69	\$ 106,108.26	\$ 108,024.82	55%	5
D63	\$ 94,868.23	\$ 96,871.21	\$ 98,874.18	\$ 100,877.16	\$ 102,880.13	\$ 104,883.11	\$ 106,886.09	\$ 108,889.06	\$ 110,892.04	\$ 112,895.01	55%	11
D64	\$ 99,993.11	\$ 102,104.29	\$ 104,215.47	\$ 106,326.65	\$ 108,437.82	\$ 110,549.00	\$ 112,660.18	\$ 114,771.36	\$ 116,882.54	\$ 118,993.72	55%	1
D71	\$ 99,993.11	\$ 102,104.29	\$ 104,215.47	\$ 106,326.65	\$ 108,437.82	\$ 110,549.00	\$ 112,660.18	\$ 114,771.36	\$ 116,882.54	\$ 118,993.72	55%	0
D72	\$ 99,993.11	\$ 102,104.29	\$ 104,215.47	\$ 106,326.65	\$ 108,437.82	\$ 110,549.00	\$ 112,660.18	\$ 114,771.36	\$ 116,882.54	\$ 118,993.72	55%	0
E81	\$ 111,262.93	\$ 113,612.05	\$ 115,961.17	\$ 118,310.29	\$ 120,659.41	\$ 123,008.53	\$ 125,357.66	\$ 127,706.78	\$ 130,055.90	\$ 132,405.02	55%	0
E82	\$ 115,355.46	\$ 117,790.99	\$ 120,226.51	\$ 122,662.04	\$ 125,097.57	\$ 127,533.10	\$ 129,968.63	\$ 132,404.15	\$ 134,839.68	\$ 137,275.21	55%	0
E83	\$ 119,447.99	\$ 121,969.92	\$ 124,491.86	\$ 127,013.79	\$ 129,535.73	\$ 132,057.66	\$ 134,579.59	\$ 137,101.53	\$ 139,623.46	\$ 142,145.40	55%	4
E91	\$ 124,572.87	\$ 127,203.00	\$ 129,833.14	\$ 132,463.28	\$ 135,093.42	\$ 137,723.55	\$ 140,353.69	\$ 142,983.83	\$ 145,613.97	\$ 148,244.10	55%	0
E92	\$ 130,717.81	\$ 133,477.68	\$ 136,237.56	\$ 138,997.44	\$ 141,757.31	\$ 144,517.19	\$ 147,277.07	\$ 150,036.95	\$ 152,796.82	\$ 155,556.70	55%	0
F101	\$ 135,842.69	\$ 138,710.77	\$ 141,578.85	\$ 144,446.93	\$ 147,315.01	\$ 150,183.09	\$ 153,051.17	\$ 155,919.24	\$ 158,787.32	\$ 161,655.40	55%	0
F102	\$ 139,935.22	\$ 142,889.70	\$ 145,844.19	\$ 148,798.68	\$ 151,753.16	\$ 154,707.65	\$ 157,662.13	\$ 160,616.62	\$ 163,571.11	\$ 166,525.59	55%	0
F103	\$ 144,027.75	\$ 147,068.64	\$ 150,109.53	\$ 153,150.42	\$ 156,191.32	\$ 159,232.21	\$ 162,273.10	\$ 165,314.00	\$ 168,354.89	\$ 171,395.78	55%	0

Source: Created by Evergreen from data provided by the County as of May 2020.

**EXHIBIT 2B
24-HOUR SHIFT WORKER PAY PLAN**

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	
B22	\$ 12.31	\$ 12.65	\$ 12.99	\$ 13.33	\$ 13.67	\$ 14.01	\$ 14.35	\$ 14.68	\$ 15.02	\$ 15.36	\$ 15.70	
B23	\$ 13.54	\$ 13.92	\$ 14.29	\$ 14.66	\$ 15.04	\$ 15.41	\$ 15.78	\$ 16.15	\$ 16.52	\$ 16.89	\$ 17.26	
B24	\$ 15.03	\$ 15.44	\$ 15.85	\$ 16.26	\$ 16.69	\$ 17.10	\$ 17.51	\$ 17.92	\$ 18.33	\$ 18.75	\$ 19.17	
B31	\$ 15.03	\$ 15.44	\$ 15.85	\$ 16.26	\$ 16.69	\$ 17.10	\$ 17.51	\$ 17.92	\$ 18.33	\$ 18.75	\$ 19.17	
B25	\$ 16.84	\$ 17.30	\$ 17.77	\$ 18.23	\$ 18.69	\$ 19.16	\$ 19.62	\$ 20.09	\$ 20.55	\$ 21.01	\$ 21.47	
B32	\$ 16.84	\$ 17.30	\$ 17.77	\$ 18.23	\$ 18.69	\$ 19.16	\$ 19.62	\$ 20.09	\$ 20.55	\$ 21.01	\$ 21.47	
C42	\$ 19.53	\$ 20.06	\$ 20.60	\$ 21.14	\$ 21.68	\$ 22.22	\$ 22.75	\$ 23.29	\$ 23.82	\$ 24.36	\$ 24.91	
Grade	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Range Spread	Employees
B22	\$ 16.04	\$ 16.38	\$ 16.72	\$ 17.05	\$ 17.39	\$ 17.73	\$ 18.07	\$ 18.41	\$ 18.75	\$ 19.09	55%	54
B23	\$ 17.63	\$ 18.00	\$ 18.38	\$ 18.76	\$ 19.13	\$ 19.50	\$ 19.87	\$ 20.24	\$ 20.61	\$ 20.99	55%	39
B24	\$ 19.58	\$ 19.99	\$ 20.40	\$ 20.83	\$ 21.24	\$ 21.65	\$ 22.06	\$ 22.47	\$ 22.89	\$ 23.30	55%	6
B31	\$ 19.58	\$ 19.99	\$ 20.40	\$ 20.83	\$ 21.24	\$ 21.65	\$ 22.06	\$ 22.47	\$ 22.89	\$ 23.30	55%	0
B25	\$ 21.93	\$ 22.39	\$ 22.86	\$ 23.32	\$ 23.78	\$ 24.25	\$ 24.71	\$ 25.17	\$ 25.64	\$ 26.11	55%	3
B32	\$ 21.93	\$ 22.39	\$ 22.86	\$ 23.32	\$ 23.78	\$ 24.25	\$ 24.71	\$ 25.17	\$ 25.64	\$ 26.11	55%	0
C42	\$ 25.44	\$ 25.98	\$ 26.51	\$ 27.06	\$ 27.59	\$ 28.13	\$ 28.66	\$ 29.20	\$ 29.74	\$ 30.27	55%	3

Source: Created by Evergreen from data provided by the County as of May 2020.

2.2 EMPLOYEE SALARY PLACEMENT BY GRADE

When assessing the effectiveness of the County's pay plan and practices, it is important to analyze where employees' salaries fell within each pay range. Identifying those areas where there may have been clusters of employees' salaries could illuminate potential pay progression concerns within the current pay plan. It should be noted that employees' salaries, and the progression of the same, is associated with an organization's compensation philosophy—specifically, the method of salary progression and the availability of resources. Therefore, the placement of employees' salaries should be viewed with this context in mind.

Exhibit 2C illustrates the placement of employees' salaries in the general pay plan and 24-hour shift worker pay plan relative to pay grade minimums and maximums. The exhibit contains the following:

- the pay grades,
- the number of employees in classifications assigned to the pay grade,
- the number and percentage of employees with salaries at the minimum, and
- the number and percentage of employees with salaries over the maximum.



EXHIBIT 2C
SALARY PLACEMENT OF GENERAL EMPLOYEES
BELOW AND AT MINIMUM AND AT AND ABOVE MAXIMUM BY GRADE

Grade	Employees	# < Min	% < Min	# at Min	% at Min	# at Max	% at Max	# > Max	% > Max
A11	55	0	0.0%	12	25.0%	0	0.0%	0	0.0%
A12	34	0	0.0%	4	25.0%	0	0.0%	1	0.0%
A13	75	0	0.0%	16	1.4%	0	0.0%	0	0.0%
B21	180	0	0.6%	16	6.0%	0	0.0%	1	0.0%
B22	146	0	0.0%	13	0.7%	0	0.0%	1	0.7%
B23	58	0	0.0%	2	3.5%	0	0.0%	1	1.8%
B24	9	0	0.0%	1	11.1%	0	0.0%	0	0.0%
B31	29	0	0.0%	1	3.4%	0	0.0%	0	0.0%
B25	19	0	0.0%	0	0.0%	0	0.0%	0	0.0%
B32	7	0	0.0%	0	0.0%	0	0.0%	0	0.0%
C41	58	1	1.7%	3	5.2%	0	0.0%	0	0.0%
C42	44	0	0.0%	1	2.3%	0	0.0%	1	2.3%
C43	20	0	0.0%	4	22.2%	0	0.0%	0	0.0%
C44	5	0	0.0%	0	0.0%	0	0.0%	0	0.0%
C45	9	0	0.0%	2	22.2%	0	0.0%	1	11.1%
C51	8	0	0.0%	1	12.5%	0	0.0%	0	0.0%
C52	8	0	0.0%	0	12.5%	0	0.0%	1	12.5%
D61	6	0	0.0%	1	16.7%	0	0.0%	0	0.0%
D62	5	0	0.0%	0	0.0%	0	0.0%	0	0.0%
D63	11	0	0.0%	0	9.1%	0	0.0%	1	9.1%
D64	1	0	0.0%	0	0.0%	0	0.0%	0	0.0%
D71	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
D72	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E81	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E82	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E83	4	0	0.0%	0	0.0%	0	0.0%	1	25.0%
E91	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
E92	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
F101	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
F102	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
F103	0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Total	791	1	0.1%	77	9.7%	0	0.0%	9	1.1%

Source: Created by Evergreen from data provided by the County as of May 2020.

Employees with salaries at the grade minimum are typically new hires or are new to their classification following a recent promotion; on the other hand, employees with salaries at the grade maximum are typically highly experienced and proficient in their classification. There was one employee below the minimum, 77 employees (9.7 percent) at their pay grade minimum, no employees were at their pay grade maximum, and nine employees (1.1 percent) over their pay grade maximum. At the time of the analysis, the one employee with a salary range below the pay grade minimum was hired at a probationary rate. Their salary was brought up to the minimum once they meet minimum qualifications at a later date. Employees' salaries being outside of the pay range resulted either from management approval, or having



reached the maximum of their pay range. When conducting the same analyses for the 24-hour shift worker pay plan, out of 105 employees, no employees were below the minimum, at the minimum, at the maximum, or above the maximum.

Exhibit 2D and 2E illustrates the placement of employees' salaries relative to the pay grade midpoints (step 11). The exhibits contain the following:

- the pay grades,
- the number of employees in classifications assigned to the pay grade,
- the number and percentage of employees with salaries below the midpoint, and
- the number and percentage of employees with salaries above the midpoint of each pay grade.



**EXHIBIT 2D
SALARY PLACEMENT BELOW, AT, AND ABOVE THE MIDPOINT BY GRADE
FOR THE GENERAL EMPLOYEE PAY PLAN**

Grade	Employees	# < Mid	% < Mid	# = Mid	% = Mid	# > Mid	% > Mid
A11	55	48	75.0%	0	0.0%	7	25.0%
A12	34	26	75.0%	0	0.0%	8	25.0%
A13	75	63	82.9%	0	0.0%	12	17.1%
B21	180	152	83.6%	0	0.0%	28	16.4%
B22	146	114	77.4%	0	0.0%	32	22.6%
B23	58	47	80.7%	0	0.0%	11	19.3%
B24	9	6	66.7%	1	11.1%	2	22.2%
B31	29	22	75.9%	0	0.0%	7	24.1%
B25	19	14	73.7%	0	0.0%	5	26.3%
B32	7	6	85.7%	0	0.0%	1	14.3%
C41	58	45	77.6%	0	0.0%	13	22.4%
C42	44	26	58.1%	0	0.0%	18	41.9%
C43	20	14	66.7%	0	0.0%	6	33.3%
C44	5	4	80.0%	0	0.0%	1	20.0%
C45	9	8	88.9%	0	0.0%	1	11.1%
C51	8	4	50.0%	0	0.0%	4	50.0%
C52	8	6	75.0%	0	0.0%	2	25.0%
D61	6	2	33.3%	0	0.0%	4	66.7%
D62	5	2	40.0%	0	0.0%	3	60.0%
D63	11	3	27.3%	0	0.0%	8	72.7%
D64	1	0	0.0%	0	0.0%	1	100.0%
D71	0	0	0.0%	0	0.0%	0	0.0%
D72	0	0	0.0%	0	0.0%	0	0.0%
E81	0	0	0.0%	0	0.0%	0	0.0%
E82	0	0	0.0%	0	0.0%	0	0.0%
E83	4	0	0.0%	0	0.0%	4	100.0%
E91	0	0	0.0%	0	0.0%	0	0.0%
E92	0	0	0.0%	0	0.0%	0	0.0%
F101	0	0	0.0%	0	0.0%	0	0.0%
F102	0	0	0.0%	0	0.0%	0	0.0%
F103	0	0	0.0%	0	0.0%	0	0.0%
Total	791	612	77.4%	1	0.1%	178	22.5%

Source: Created by Evergreen from data provided by the County as of May 2020.

EXHIBIT 2E
SALARY PLACEMENT BELOW, AT, AND ABOVE THE MIDPOINT BY GRADE
FOR THE 24-HOUR SHIFT WORKER PAY PLAN

Grade	Employees	# < Mid	% < Mid	# = Mid	% = Mid	# > Mid	% > Mid
B22	54	49	88.1%	0	0.0%	5	11.9%
B23	39	30	75.0%	0	0.0%	9	25.0%
B24	6	4	66.7%	0	0.0%	2	33.3%
B31	0	0	0.0%	0	0.0%	0	0.0%
B25	3	0	0.0%	0	0.0%	0	0.0%
B32	0	3	100.0%	0	0.0%	0	0.0%
C42	3	3	100.0%	0	0.0%	0	0.0%
Total	105	89	84.8%	0	0.0%	16	15.2%

Employees with salaries close to the midpoint of a competitive pay range should be fully proficient in their classification and require minimal supervision to complete their job duties while performing satisfactorily. Within this framework, grade midpoint is commonly considered to be the salary an individual could reasonably expect for similar work in the market. Therefore, it is important to examine the percentage and number of employees with salaries above and below the calculated midpoint. In the general employee pay plan, there were 612 employees (77.4 percent) who had salaries below the midpoint of their respective range, one employee (0.1 percent) had their salary at the midpoint, and 178 employees (22.5 percent) had salaries above the midpoint. In the 24-hour shift worker pay plan, there were 89 employees (84.8 percent) that had salaries below the midpoint of their respective range, no employees had their salary at the midpoint, and 16 employees (15.2 percent) had salaries above the midpoint.

2.3 SUMMARY

Overall, the County's compensation structure offered a firm foundation on which to improve. The key points of the current structure were:

- The County administered a step pay plan for 791 general employees with 31 pay grades and 21 steps; and each grade had a range spread of about 55.0 percent.
- The County also administered a step pay plan for 86 24-hour shift worker employees with 7 pay grades and 21 steps; each grade having a range spread of about 55.0 percent.
- The majority of County's employees' salaries in both pay plans were clustered below the midpoint, with 77.4 percent of general employees' salaries and 84.8 percent of 24-hour shift worker employees' salaries falling below the midpoint.



The County's pay plan provided employees with a clear progression of pay. However, it seems that many employees' salaries have not progressed over time with respect to their entire pay ranges and there is not strict adherence to the pay plans. The method by which they have progressed and should progress was examined in more detail during the review of the County's pay practices.

The information gained from this review of current conditions was used in conjunction with the market analysis data to develop recommendations for a more competitive pay plan that would align with the County's compensation philosophy moving forward. These recommendations can be found in **Chapter 5** of this report.



EVERGREEN SOLUTIONS, LLC

Chapter 3 - Summary of Employee Outreach

Evergreen consultants facilitated a process in June 2020 through which County's senior leaders were invited to provide their input regarding several topic areas related to the market study. Solicited feedback included areas for improvement with regard to compensation (e.g. compression and competitiveness of salaries) and classification (e.g. title revision). The senior leaders are listed in the tables below and on the next page, with their corresponding titles at the time of the study.

Interviewee Name	Interviewee Title
Amanda Dickman	Library Director
Amanda Kincaid	Interim HR Director
Andrea Atherton	Capital Projects Director
Ashley Jacobs	County Administrator
Audra Antonacci	Codes Enforcement Director
Brittany Ward	Deputy County Attorney
Carl Wedler	Veterans Affairs Director
Chanel Lewis	Finance Supervisor
Charles Atkinson	Building Codes Director / ACA Community Services
Christopher Inglese	Deputy County Administrator
Cindy Carter	SW&R Director
Dale Butts	Registrar
Daniel Morgan	Mapping & Apps Director
David Ott	Coroner
David Thomas	Purchasing Director
David Wilhelm	ACA Public Works & Sustainability / Special Projects Director
Donna Ownby	EMS Director
Ebony Sanders	Assessor
Edra Stephens	Business Services Director
Edward Allen	Coroner
Elizabeth Farrell	Public Information Officer
Eric Greenway	Planning & Zoning Director / County Administrator
Esau Brown	Airport Operations Officer



Interviewee Name	Interviewee Title
Fred Leyda	Human Services Director
Gregg Hunt	Mosquito Control Director
James Beckert	Auditor
James Grooms	Broadcast Services Manager
Janet Andrews	Finance Supervisor
Jared Fralix	ACA Engineering
Jerri Roseneau	Clerk of Court
Jonathan Rembold	Airport Director
Katherine Mead	HR Specialist
Kathy Carter	Paralegal/Administrative Assistant
Kenneth Fulp	Probate Judge
Kurt Taylor	County Attorney
Kyle Jackson	Risk Manager
Linda Maietta	Senior Administrative Assistant (Finance)
Maria Walls	Treasurer
Marie Smalls	VR&E Director
Mark Roseneau	Facilities Director
Marvin Dukes	Master in Equity
Milton McBride	Library Director
Monica Spells	ACA Civic Engagement & Outreach
Nilesh Desai	Public Works Director
Patrick Hill	IT Director / CIO
Philip Foot	ACA Public Safety
Quandara Grant	Detention Center Director
Raymond Williams	Finance Director
Robert Bechtold	Deputy County Administrator
Sarah Brock	Clerk to Council
Shannon Loper	Recreation Director
Steven Donaldson	Alcohol & Drug Director
Tallulah Mcgee	Animal Services Director
Tom Keaveny	Deputy County Attorney
Whitney Richland	ACA Finance
William Love	DSN Director
William Stanley	Interim Records Management Director

Senior leaders participated in phone interviews with an Evergreen consultant and/or Human Resources, who asked a developed set of questions to gain their input regarding topic areas. Participant responses provided the study team with valuable information regarding the leaders' perceptions of the current compensation and classification system. Summarized in this chapter are their comments and perceptions related to the topic areas.



3.1 COMPENSATION

While participants expressed appreciation for the County's dedication to conduct market studies to remain competitive, participants expressed concerns related to the County's compensation system and provided the following suggestions for:

- improved market competitive salaries, especially with surrounding cities and towns;
- alleviation of salary compression between new hires and employees with longer tenure, as well as supervisors and their direct reports;
- employee salary increases associated with performance;
- promote a better understanding of the pay structure and hiring practices for new hire salaries; and
- modify the current pay structure so that employees do not reach the maximum of their pay grade so quickly.

3.2 CLASSIFICATION

General comments related to the classification of positions included that:

- many of the titles for administrative positions could be better distinguished within and across departments;
- many titles could be clarified to better reflect the duties and responsibilities associated with those positions; and
- some titles could benefit from a career ladder to recognize advancement in skills and certifications.

Senior leaders were also asked about any revisions to minimum education/experience requirements for positions within their departments. Overall, many senior leaders believed the minimum qualifications were fairly accurate, although there were a few areas where they believed a prospective employee's experience should carry a little more weight than the degree obtained. For example, higher degrees would be more beneficial for counseling due to the complexity of those positions.

3.3 RECRUITMENT/RETENTION

Participants were also asked which positions within the County presented the greatest challenges with regard to recruitment and retention. Some of the positions mentioned by the senior leaders included:

- Building Inspectors;



- Correctional Officers;
- Deputy Clerks;
- Direct Care Workers;
- Drop Off Center Attendants;
- Grounds Maintenance Technicians; and
- Paramedics.

3.4 MARKET PEERS

Participants were also asked to identify organizations they considered to be market peers competing for employees performing similar work. The most common responses are listed below and were considered when developing the list of peers for the salary survey:

- Chatham County, GA;
- City of Beaufort, SC;
- City of Charleston, SC;
- City of Savannah, GA;
- Beaufort-Jasper Water & Sewer Authority, SC;
- Town of Bluffton, SC;
- Town of Hilton Head Island, SC; and
- Town of Port Royal, SC.

3.5 SUMMARY

The concerns expressed and reported above are generally common and exist in many organizations today. The County's commitment to seeking employee input and feedback regarding the compensation and classification system is a positive step toward improvement in these areas. Through the use of the conducted interviews, senior leaders consistently stated that the County's compensation system should be improved to be market competitive and internally equitable. Furthermore, the classification system should be reviewed to ensure that titles align appropriately with performed duties and responsibilities.



The input received during employee outreach provided a foundation for understanding the current environment and was considered while conducting the remainder of the study. The analyses discussed in the next chapter ultimately provided the basis for the recommendations provided in **Chapter 5** of this report.



Chapter 4 – Market Summary

This chapter provides a market analysis comparing the County's pay plan (salary ranges) and benefits to those at peer organizations. The data from targeted market peers were used to evaluate the overall compensation and benefits at the County at the time of this study. It is important to note that the market comparisons contained herein do not translate at the individual level and are instead used to provide an overall analysis. The utilized methodology is not intended to evaluate salaries paid to individuals. An employee's total compensation (salary and benefits) is determined through a combination of factors, which could include: the market conditions for a job, geographic location of the organization, the candidate's prior education and experience, and/or an individual's negotiation skills during the hiring process.

It should be noted that market comparisons are best thought of as a snapshot of current market conditions. In other words, market conditions can change; therefore, these market survey findings will be helpful for the County to remain current with its peers under the present market conditions.

4.1 SALARY SURVEY RESULTS

Evergreen collected pay range information from target organizations utilizing a salary survey tool. The development of this tool included selecting the benchmark classifications to be surveyed. A cross-section of the County's classifications was selected so that the surveyed positions made up a subset of all work areas and levels of classifications in the County. The job title, a description of assigned duties, and the education and experience requirements for each benchmarked classification were provided in the survey tool so that peers could determine if the position existed within their organization.

Evergreen received concurrence from the County's project team regarding the targets to which the survey was provided. Several factors were utilized when developing this peer list, including geographic proximity to the County, similar service offerings, organization size, relative population being served by the organization organizations to which the County is losing employees, and senior leader recommendations. Data were analyzed with adjustments for cost of living. A total of 16 peers were asked to participate, and 11 peer organizations (shown in **Exhibit 4A**) responded with data for the 44 benchmark classifications from which salary range data were collected.

**EXHIBIT 4A
MARKET PEERS**

Market Peers
Berkley County, SC
Charleston County, SC
Chatham County, GA
Dorchester County, SC
Lexington County, SC
City of Beaufort, SC
City of Charleston, SC
City of Pooler, GA
City of Savannah, GA
Town of Bluffton, SC
Town of Hilton Head Island, SC
Town of Mount Pleasant, SC
Town of Port Royal, SC
Beaufort-Jasper Water & Sewer Authority, SC
Beaufort County Schools
Beaufort Memorial Hospital

*Bold indicates data obtained from peer

The County expressed a desire to examine its pay plan overall as compared to a competitive position (at the average) with the market. To determine the position of the existing structure, Evergreen compared the County’s 2019 salary ranges for the benchmark classifications to the average of the market. It is important to note that the averages in the subsequent exhibits reflect an average of the salary ranges reported by each peer for a given benchmark classification. The market range data presented in this chapter were not the sole criteria for the proposed pay ranges. Some classifications’ grade assignments varied from their associated market range due to the other factors, such as the results of our internal hierarchy assessment. More detail on this analysis is provided in **Chapter 5**.

Exhibit 4B contains the following information:

- The market salary range information for each classification. This indicates the average of the minimum, midpoint, and maximum of the peer survey data for each benchmarked classification.
- The percent differentials (to the County’s existing salary ranges). A positive differential indicates the County pay range for these positions was above the targets’ average for that classification at the minimum, midpoint, or maximum. A negative differential indicates the County’s pay range was below the average for that classification. The final row provides the average percent differentials for the ranges’



minimum, midpoint, and maximum for all benchmarked classifications. This represents an average of all classifications' differentials.

- The survey average range width. This provides the average range width for each classification surveyed determined by the average minimum and average maximum salaries of the respondents, relative to the minimum. The average range width for all the classifications is provided in the final row. The number of responses collected for each classification is provided in the final column, and the average number of responses for all the classifications is provided in the final row.
- The number of survey responses for each classification is provided in the final column. The average number of responses for all the classifications is provided in the final row of the exhibit.



**EXHIBIT 4B
SALARY SURVEY SUMMARY–AVERAGE**

Classification	Survey Minimum		Survey Midpoint		Survey Maximum		Survey Avg Range	# Resp.
	Average	% Diff	Average	% Diff	Average	% Diff		
ADMINISTRATIVE SPECIALIST	\$33,762.76	-5.5%	\$43,238.83	-5.9%	\$52,714.90	-6.2%	56.1%	10
ANIMAL SERVICES OFFICER	\$33,562.78	4.4%	\$42,624.51	4.8%	\$51,686.23	5.1%	53.9%	5
ANIMAL SERVICES TECHNICIAN	\$30,302.00	-5.1%	\$38,666.05	-5.1%	\$47,030.10	-5.2%	55.1%	3
BUSINESS LICENSE CLERK	\$33,904.52	-5.9%	\$43,463.13	-6.5%	\$53,021.74	-6.8%	56.5%	4
CLERK TO COUNCIL	\$51,323.77	5.0%	\$66,921.10	2.8%	\$82,518.42	1.3%	60.9%	5
CODES ENFORCEMENT OFFICER	\$39,465.01	-11.7%	\$50,729.64	-12.5%	\$61,994.26	-13.1%	57.0%	8
COMMERCIAL APPRAISER	\$52,636.40	-3.5%	\$69,330.50	-6.8%	\$86,024.61	-8.8%	63.5%	3
CONSTRUCTION MANAGER	\$64,387.27	-2.8%	\$82,403.18	-3.2%	\$100,419.08	-3.4%	55.8%	7
CONTRACT SPECIALIST	\$46,129.87	-27.2%	\$59,027.45	-27.5%	\$71,925.03	-27.8%	55.9%	7
CORRECTIONAL CORPORAL	\$40,034.90	19.9%	\$51,489.57	6.0%	\$62,944.23	-4.0%	57.4%	4
CORRECTIONAL OFFICER I	\$36,174.85	12.3%	\$46,675.78	-3.2%	\$57,176.71	-14.3%	58.2%	5
CORRECTIONAL SERGEANT	\$45,648.65	14.5%	\$57,272.81	10.1%	\$68,896.98	7.0%	51.3%	4
COUNTY ATTORNEY	\$90,929.16	0.9%	\$123,169.63	-5.2%	\$155,410.10	-8.9%	70.9%	4
COURT SERVICES SPECIALIST	\$39,653.91	-21.5%	\$50,945.43	-22.2%	\$62,236.95	-22.7%	57.0%	7
CUSTODIAN	\$25,428.64	-12.2%	\$32,664.07	-12.9%	\$39,899.49	-13.4%	56.9%	7
ELECTIONS MANAGER	\$59,473.98	-22.0%	\$78,358.23	-25.2%	\$97,242.48	-27.3%	63.6%	4
EMS CREW CHIEF	\$47,818.34	3.8%	\$62,205.12	1.8%	\$76,591.90	0.5%	60.3%	4
EMS SUPERVISOR	\$54,309.22	2.4%	\$70,746.42	0.3%	\$87,183.61	-1.0%	60.7%	3
EQUIPMENT OPERATOR II	\$32,548.21	-1.9%	\$42,029.51	-3.1%	\$51,510.80	-3.9%	58.3%	8
FINANCE DIRECTOR	\$89,970.44	-21.0%	\$115,667.89	-21.9%	\$141,365.33	-22.4%	57.0%	8
FISCAL TECHNICIAN I	\$34,091.82	-16.8%	\$43,565.96	-17.0%	\$53,040.11	-17.2%	55.7%	5
FLEET MANAGER	\$62,882.97	-27.5%	\$79,500.71	-26.7%	\$96,118.45	-26.1%	52.4%	7
FOREMAN	\$40,650.06	-14.7%	\$52,557.97	-16.1%	\$64,465.89	-17.0%	58.6%	4
GRANTS ADMINISTRATOR	\$57,220.02	-5.9%	\$73,560.55	-6.7%	\$89,901.07	-7.2%	57.1%	5
IT ANALYST	\$46,774.70	8.3%	\$60,976.67	6.1%	\$75,178.64	4.7%	60.8%	6
LEGAL ASSISTANT	\$37,430.76	-6.5%	\$48,021.08	-7.1%	\$58,611.41	-7.5%	56.6%	6
MAINTENANCE WORKER	\$28,725.07	-10.8%	\$36,736.08	-11.6%	\$44,747.09	-11.8%	55.8%	6
MOSQUITO CONTROL SPECIALIST	\$32,198.35	-0.8%	\$41,540.38	-1.9%	\$50,882.41	-2.7%	58.1%	5
NETWORK ADMINISTRATOR	\$57,244.05	9.0%	\$73,909.71	7.7%	\$90,575.36	6.9%	58.1%	8
PARAMEDIC	\$43,319.10	-6.0%	\$55,116.69	-6.0%	\$66,914.29	-5.9%	54.5%	5
PLANNER	\$50,370.54	6.9%	\$64,331.45	6.7%	\$78,292.35	6.6%	55.5%	8
PROPERTY TAX TECHNICIAN	\$31,456.20	-8.8%	\$40,746.71	-10.4%	\$50,037.22	-11.4%	59.2%	3
PUBLIC INFORMATION OFFICER	\$61,714.32	16.5%	\$80,234.16	14.6%	\$98,754.00	13.4%	60.0%	9
REAL PROPERTY RECORDING TECHNICIAN	\$29,636.48	-2.8%	\$38,611.59	-5.0%	\$47,586.69	-6.4%	60.8%	3
RECORDS MANAGEMENT TECHNICIAN	\$34,679.89	-18.5%	\$44,346.35	-18.8%	\$54,012.81	-19.0%	55.7%	6
RECREATION SUPERVISOR	\$44,182.26	-12.4%	\$57,046.63	-13.7%	\$69,911.01	-14.5%	58.1%	3
RECYCLING TECHNICIAN	\$26,838.97	7.1%	\$34,866.04	5.2%	\$42,893.10	4.0%	60.0%	3
RESIDENTIAL APPRAISER	\$42,188.64	12.2%	\$56,210.59	7.8%	\$70,232.53	5.1%	66.7%	5
RESIDENTIAL INSPECTOR	\$43,852.10	8.4%	\$56,099.16	8.0%	\$68,346.21	7.8%	55.7%	8
RESIDENTIAL PLANS EXAMINER	\$47,608.21	-19.8%	\$60,929.74	-20.2%	\$74,251.27	-20.4%	56.1%	6
RISK MANAGER	\$67,385.81	-22.1%	\$85,927.52	-22.1%	\$104,469.23	-22.1%	55.2%	5
SENIOR MAINTENANCE SPECIALIST	\$38,204.08	13.5%	\$49,506.55	11.9%	\$60,809.01	10.9%	59.4%	4
SOLID WASTE ATTENDANT	\$25,281.78	-16.1%	\$32,395.91	-26.9%	\$39,510.04	-27.2%	56.5%	4
STORMWATER MANAGER	\$64,194.24	8.2%	\$82,796.51	7.1%	\$101,398.77	6.3%	58.0%	7
Overall Average		-4.0%		-6.1%		-7.4%	58.0%	5.5



Market Minimums

A starting point of the analysis was to compare the peer's market minimum for each classification to the County's range minimums. Market minimums are generally considered an entry level salary for employees who meet the minimum qualifications of a classification. Employees with salaries at or near the range minimums typically have not mastered the job and probably have not acquired the skills and experience necessary to be fully proficient in their classification.

As **Exhibit 4B** illustrates for benchmarked classifications, the County was, on average, approximately 4.0 percent below the average market position at the minimum of the respective salary ranges.

Market Midpoints

Market midpoints are important to consider because they are commonly recognized as the salary point at which employees are fully proficient in satisfactorily performing their work. As such, midpoint is often considered as the salary point at which a fully proficient employee could expect his or her salary to be placed.

As **Exhibit 4B** illustrates for the benchmarked classifications, the County was, on average, approximately 6.1 percent below the competitive market position at the midpoint of the respective salary ranges.

Market Maximums

In this section, salary range maximums are compared to the peers' average of maximums for each benchmarked classification. The market maximum is significant as it represents the upper limit salary that an organization might provide to retain and/or reward experienced and high performing employees. Additionally, being competitive at the maximum allows organizations to attract highly qualified individuals for in-demand classifications.

As **Exhibit 4B** illustrates for the benchmarked classifications in the General pay plan, the County was, on average, approximately 7.4 percent below the competitive market position at the maximum of the respective salary ranges.

Additional Compensation Related Questions

Peers were also asked to respond to additional questions regarding merit pay and longevity pay; education and certification incentives, and shift differential and holiday pay. Three peers responded to these questions.

Merit Pay and Longevity Pay

With regard to merit pay, two peers indicated that they provided merit increases to their employees, with the exact amounts varying based on performance evaluation scores. One peer indicate they provided longevity pay through an annual lump-sum that increases every five years of continuous service.



Education and Certification Incentive Pay

Peers also indicated they provided incentives for employees earning degrees or certifications beyond minimum qualifications. Incentives were typically provided only for public safety and engineering positions. Educational incentives for earning a degree beyond minimum qualifications ranged from a two to four percent annualized salary increase, depending on the degree. Certification incentives generally ranged from a one to four percent annualized salary increase depending on the certification obtained.

Shift Differential and Holiday Pay

Surveyed peers did not indicate they provided shift differential pay to their employees. The peers did indicate; however, that they offered holiday pay for their employees. One peer paid straight time for Public Safety employees working on a holiday while another peer paid employees time and a half for working on a holiday. The third peer allowed Public Safety employees to bank their time worked on a holiday for future leave.

4.2 SALARY SURVEY SUMMARY

It should again be noted that the standing of a classification's pay range compared to the market is not a definitive assessment of an individual employee's salary being equally above or below market. A salary range does, however, speak to the County's general ability to recruit and retain talent over time. If a range minimum is significantly lower than the market would offer, the County could find itself losing out to its market peers when it seeks to fill a position. It is equally true that range maximums lower than the market maximums may serve as a disincentive for experienced employees to remain at the County. From the analysis of the data gathered and discussed above, the benchmark classifications' ranges were generally found to be below the County's desired position of being competitive with the labor market.

4.3 BENEFITS SURVEY RESULTS

In addition to the salary survey, Evergreen conducted a benefit survey to compare the County's current employee benefits to those of its peers. The information provided in this section is a result of the analysis of the current benefits at the County and at each peer organization, which are subject to change. Benefit plans have intricacies that are not represented in this chapter; therefore, the data provided should not be used independently as a line-by-line comparison of benefits. It should also be noted that benefits are usually negotiated and acquired through third parties, so one-to-one comparisons can be difficult. The analysis below highlights the results of the benefits survey. Data were requested from the same peers contacted for the salary survey and subsequently collected from the eight peer organizations identified in **Exhibit 4C**.



**EXHIBIT 4C
MARKET PEERS**

Market Peers
Berkley County, SC
Charleston County, SC
Chatham County, GA
Dorchester County, SC
Lexington County, SC
City of Beaufort, SC
City of Charleston, SC
City of Pooler, GA
City of Savannah, GA
Town of Bluffton, SC
Town of Hilton Head Island, SC
Town of Mount Pleasant, SC
Town of Port Royal, SC
Beaufort-Jasper Water & Sewer Authority, SC
Beaufort County Schools
Beaufort Memorial Hospital

*Bold indicates data obtained from peer

Employee Health Plans

Exhibit 4D shows the number of health plans provided to current employees by the responding peers and the County. The average number of health plans provided (any combination of PPO, HMO, or HDHP) was 1.9 based on the market data. The County offered two PPO (Preferred Provider Organization) plans. Subsequent comparisons will be based on peers’ PPO plans.

**EXHIBIT 4D
NUMBER OF HEALTH PLANS**

Number of Plans	Peer Average	Beaufort County, SC
Number of health plans offered	1.9	2

Premiums and Deductibles

Exhibit 4E displays information regarding the PPO health plans of peers compared to the County’s plans (averaged between the two plans). Compared to their peers, the County’s employees paid more for employee only coverage, but paid lower premiums for employee plus child, employee plus spouse, and employee plus family coverage. The in network and out of network deductibles for the County’s medical plan were much lower compared to peers.



**EXHIBIT 4E
PPO HEALTH PLAN
PREMIUMS AND DEDUCTIBLES**

Premium Paid by Employee for:	Peer PPO Average	Beaufort County, SC
Percentage of peers offering each plan	87.5%	Yes
Employee coverage	\$63.35	\$108.34
Employee + Child	\$153.59	\$91.25
Employee + Spouse	\$236.98	\$230.75
Employee + Family	\$323.11	\$145.25

Premium Paid by Employer for:	Peer PPO Average	Beaufort County, SC
Employee coverage	\$524.13	\$499.37
Employee + Child	\$819.61	\$926.54
Employee + Spouse	\$985.71	\$984.65
Employee + Family	\$1,326.35	\$1,561.67

Deductibles	Peer PPO Average	Beaufort County, SC
Individual Maximum In Network	\$717.14	\$425.00
Individual Maximum Out of Network	\$1,412.50	\$850.00
Employee + Child Maximum In Network	\$1,314.29	\$850.00
Employee + Child Maximum Out of Network	\$2,637.50	\$1,700.00
Employee + Spouse Maximum In Network	\$1,314.29	\$850.00
Employee + Spouse Maximum Out of Network	\$2,637.50	\$1,700.00
Employee + Family Maximum In Network	\$3,500.00	\$850.00
Employee + Family Maximum Out of Network Network	\$3,537.50	\$1,700.00

*Premiums and deductibles are averaged for the County.



Other Insurance Plans

Exhibit 4F displays information from the responding peers regarding the cost to the employee for dental plans. Overall, the County’s employee-paid dental premiums were comparable to peers’ employee-paid dental premiums.

**EXHIBIT 4F
DENTAL PLANS**

Dental Premiums	Peer Average	Beaufort County, SC
Offered?	87.5%	Yes
Average number of plans offered	1.8	1
Employer cost employee only	\$16.01	\$26.35
Employee cost employee only	\$9.44	\$2.93
Employer cost employee plus child	\$16.01	\$26.35
Employee cost employee plus child	\$31.52	\$38.50
Employer cost employee plus spouse	\$16.01	\$26.35
Employee cost employee plus spouse	\$31.00	\$36.87
Employer cost employee plus family	\$16.01	\$26.35
Employee cost employee plus family	\$45.06	\$71.34

*One peer included dental coverage in medical premiums.

Exhibit 4G displays information from the responding peers regarding the cost to the employee for vision plans. The premiums for the County’s vision plan were, on average, a little higher than the vision premiums at peer organizations.



**EXHIBIT 4G
VISION PLANS**

Vision Premiums	Peer Average	Beaufort County, SC
Offered?	100.0%	Yes
Average number of plans offered	1.0	1
Employer cost employee only	\$0.00	\$0.00
Employee cost employee only	\$5.57	\$8.02
Employer cost employee plus child	\$0.00	\$0.00
Employee cost employee plus child	\$11.17	\$13.60
Employer cost employee plus spouse	\$0.00	\$0.00
Employee cost employee plus spouse	\$10.72	\$16.08
Employer cost employee plus family	\$0.00	\$0.00
Employee cost employee plus family	\$15.68	\$22.44

Exhibit 4H displays the percentage of responding peers who provided short- and long-term disability insurance. Like the County, 25.0 percent of peers offered employee paid short-term disability and 75.0 percent of peers offered employer paid long-term disability. The percentage of the salary the employee would receive for short-term disability and long-term disability at the County was similar to the percentage of salary employees would receive at peer organizations. Unlike the County, 50.0 percent of peers offered employer paid short-term disability and 50.0 percent of peers offered employee paid long-term disability.

**EXHIBIT 4H
DISABILITY INSURANCE**

Disability Insurance		Peer Percentage Offered	Percent of salary employee receives
Short-Term Disability	Employer Paid	50.0%	61.9%
	Beaufort County, SC	No	n/a
	Employee Paid	25.0%	60.0%
	Beaufort County, SC	Yes	66.7%
Long-Term Disability	Employer Paid	75.0%	62.4%
	Beaufort County, SC	Yes	60.0%
	Employee Paid	50.0%	64.3%
	Beaufort County, SC	No	n/a



Life Insurance

Employer-paid life insurance was provided by all peers, as well as the County. All of the peers, as well as the County, offered optional dependent coverage, additional employee paid life insurance, and accidental death insurance. The death benefit offered by peers and the County varied based on salary.

Tuition Reimbursement

Tuition reimbursement for employees was provided by 62.5 percent of peers, with an average reimbursement limit of \$3,000 for courses that were relevant to the employee's field of work. It should be noted; however, that some peers were suspending tuition reimbursement until at least the next fiscal year due to the economic fallout of COVID-19. The County, at the time of this study, did not offer tuition reimbursement.

Employee Leave and Holidays

Exhibit 4I provides the average accrual rates for sick, annual/vacation, and paid time off (PTO/single leave pool for sick and annual/vacation leave) for employees for peers and the County. Like the County, 62.5 percent of peers provided sick leave. The County provided an average monthly accrual rate for sick leave of 8.0 hours, which was similar to the average accrual rate of 7.4 hours per month for sick leave. Also like the County, 62.5 percent of peer respondents provided annual leave/vacation time. Peers provided a minimum monthly accrual rate of 7.4 hours and a maximum monthly accrual rate of 16.2 hours, compared to the County's 8.0 hours minimum and 16.7 hours maximum monthly accrual rates.

The County and 25.0 percent of its peers offered different rates of sick leave for Public Safety employees. The County and its peers offered similar rates of sick leave for Public Safety employees. The County's annual/vacation leave accrual rates are a little lower than the accrual rates for Public Safety employees at peer organizations.



**EXHIBIT 4I
LEAVE TIME ACCRUAL**

Leave Accrual	Organization	Offered?	Minimum Accrual Rate in Hours (Monthly)	Years of service to accrue the minimum rate	Maximum Accrual Rate in Hours (Monthly)	Years of service to accrue the maximum rate	Absolute Maximum Accrual in Hours per Year
Sick Leave	Peer Average Offered	62.5%	7.4	0.0	7.4	0.0	525.0
	Beaufort County, SC	Yes	7.4	0.0	7.4	0.0	720.0
Annual/Vacation Leave	Peer Average Offered	62.5%	7.4	0.0	16.2	23.3	293.0
	Beaufort County, SC	Yes	8.0	0.5	16.7	10.0	280.0
Paid Time Off	Peer Average Offered	37.5%	9.8	0.0	16.3	14.7	210.4
	Beaufort County, SC	No	n/a	n/a	n/a	n/a	n/a
Leave Accrual	Organization	Offered?	Minimum Accrual Rate in Hours (Monthly)	Years of service to accrue the minimum rate	Maximum Accrual Rate in Hours (Monthly)	Years of service to accrue the maximum rate	Absolute Maximum Accrual in Hours for a Year
Public Safety Sick Leave (24 hour shifts)	Peer Average Offered	25.0%	11.2	0.0	11.2	0.0	1008.0
	Beaufort County, SC	Yes	11.3	0.0	11.3	0.0	1008.0
Public Safety Annual/Vacation Leave	Peer Average Offered	25.0%	11.2	0.0	25.3	15.0	384.0
	Beaufort County, SC	Yes	9.6	0.5	22.0	10.0	280.0

Bereavement Leave

Peers were also asked questions about bereavement leave. The County and 50.0 percent of peers indicated they offered their employees separate leave for bereavement for immediate family members, with an average of three days. Of those peers, three of them indicated they could use bereavement leave again in the event multiple cases occurred in a year. Peers indicated that immediate family members included: parents, in-laws, children, grandparents, grandchildren, and step-family.

Retirement Plan Benefits

Exhibit 4J displays the number of retirement plans provided and offered to employees, including the South Carolina Retirement System (SCRS) plan, the Police Officers Retirement System (PORS), a 401(k), and a 457(b) plan. The County, along with 75.0 percent of peers, offered the SCRS and PORS retirement plans. The employer and employee contribution limits from the County for the SCRS and PORS plans were comparable to peers. 87.5 percent of peers also offered a 457(b) plan to which employees could voluntarily contribute. 37.5 percent of peers also offered employees a 401(a) retirement account with employer-matched contributions. The County offered 401(k) and 457(b) retirement accounts to its employees, and all contributions were based on employees’ contributions only; the County did not contribute to these accounts.



**EXHIBIT 4K
RETIREMENT**

Number of Plans	Peer Average	Beaufort County, SC
Number of retirement plans offered	3.1	4

Plan Type	Organization	Percentage Offered	Years to Fully Vest	Average Employer Contribution	Average Employee Contribution
SCRS	Peer Average	75.0%	8.0	15.3%	8.6%
	Beaufort County, SC	Yes	8.0	15.4%	9.0%
PORS	Peer Average	75.0%	7.9	17.9%	9.9%
	Beaufort County, SC	Yes	8.0	17.8%	9.8%
401(a)	Peer Average	37.5%	5.0	4.0%	4.0%
	Beaufort County, SC	Yes	n/a	n/a	varies
457(b)	Peer Average	87.5%	n/a	n/a	varies
	Beaufort County, SC	Yes	n/a	n/a	varies

4.4 BENEFITS SURVEY SUMMARY

The peer benefit data summarized in this chapter indicate that the County’s benefits offerings were, overall, competitive with its peers. For instance, the medical premiums were very competitive with peers. The retirement contributions and leave accrual rates were also comparable to peer organizations.

4.5 MARKET SUMMARY

It should again be noted that the standing of a benchmark’s pay range compared to The County’s desired market position is not a definitive assessment of an individual employee’s salary being equally above or below market. The pay range does, however, speak to the County’s general ability to recruit and retain talent over time. If a range minimum is significantly lower than the market would offer, the County could find itself losing out to its market peers when it seeks to fill a position. It is equally true that range maximums lower than the market maximums may serve as a disincentive for experienced employees to remain at the County, when the economy is more stable.

From the analysis of the data gathered in the external assessment discussed above, the County’s pay plans were found to be below its desired market position. When comparing employee benefits, the County was found to be generally competitive with its benefits offerings. All study findings and subsequent recommendations can be found in the next chapter of this report.



Chapter 5 - Recommendations

The analysis of the County's classification and compensation system revealed some areas of opportunity for improvement. Evergreen focused primarily on developing more competitive pay plans, as well as reviewing and making recommendations to the classification structure. Study recommendations, as well as the findings that led to each, are discussed in this chapter.

5.1 CLASSIFICATION SYSTEM

An organization's classification system establishes how its human resources are employed to perform its core services. The classification system consists of the titles and descriptions of the different classifications, or positions, which define how work is organized and assigned. It is essential that the titles and descriptions of an organization's classifications accurately depict the work being performed by employees in the classifications to ensure equity within the organization and to enable comparisons with positions at peer organizations. One of the purposes of a classification analysis is to identify such issues as incorrect titles and inconsistent titles across departments.

In the analysis of the County's classification system, Evergreen collected classification data through the Job Assessment Tool (JAT) and Management Issues Tool (MIT) processes. The JATs, which were completed by employees and reviewed by their supervisors, provided information about the type and level of work being performed for each of the County's classifications. In addition, the MIT process provided supervisors an opportunity to provide specific recommendations regarding the pay or classification of positions in their areas. Evergreen reviewed and utilized the data provided in the JATs and MITs as a basis for the classification recommendations below.

FINDING

Overall, the classification system utilized by the County was sound. However, there were a few instances of titles for positions that could be modified to better reflect the tasks assigned to the position.

RECOMMENDATION 1: Revise the titles of some classifications to better reflect job duties.

Exhibit 5A provides a list of the recommended changes to the classification system. Not listed are minor changes (e.g., spelling out abbreviated words) or classifications that are not recommended to be changed; however, listed are modifications to entire classifications. The foundation for these recommendations was the work performed by employees as described in their JATs, best practice in the Human Resources field, or unique needs which required a specific titling method.



**EXHIBIT 5A
PROPOSED CLASSIFICATION CHANGES**

Current Classification Title	Proposed Classification Title
*New title	Airport Deputy Director
*New title	Airport Maintenance Technician I
*New title	Aquatics Manager
*New title	Budget Director
*New title	Business Services Deputy Director
*New title	Dual-Rated Chief Pilot
*New title	Elections System Specialist
*New title	Elections Technician
*New title	Fiscal Technician III
*New title	Fixed Wing Pilot
*New title	Grounds Maintenance Crew Leader/Spray Technician
*New title	Grounds Maintenance Technician II
*New title	Grounds Maintenance Technician III
*New title	Lead Mosquito Control Technician
*New title	Legal Assistant
*New title	Office Manager
*New title	Personal Property Tax Analyst III
*New title	Real Estate Analyst
*New title	Senior Accountant
*New title	Training and Outreach Coordinator
A&D Patient Navigator	Peer Support Specialist
Administrative Assistant	Claims & Insurance Coordinator
Administrative Assistant	IT Elections System Coordinator
Administrative Assistant	Real Property Records Technician
Administrative Assistant	Voter Registration and Election Specialist
Administrative Clerk	Animal Services Dispatcher
Administrative Clerk	Senior Voter Registration and Election Specialist
Administrative Clerk	Voter Registration and Election Specialist
Administrative Manager	Senior Administrative Assistant
Administrative Specialist	Voter Registration and Election Manager
Administrative Specialist	Worker's Compensation Specialist
Airport Maintenance Technician	Airport Maintenance Technician II
Appraiser Apprentice	Appeals/BAA Technician
Assessing Technician	Real Property Research Technician
Assessing Technician	Real Property Transfer Clerk
Assistant Deputy Assessor	Deputy Assessor
Assistant Disaster Recovery Coordinator	Business Manager
Assistant Division Chief	Clerk of Probate/Assistant Division Chief

**EXHIBIT 5A (CONTINUED)
PROPOSED CLASSIFICATION CHANGES**

Current Classification Title	Proposed Classification Title
Assistant Superintendent/Equipment Operator III	Public Works Assistant Superintendent
Assistant Traffic & Transportation Engineer	Transportation Engineering Deputy Director
Bookmobile Libray Assistant IV	Bookmobile Library Assistant
Broadcast Services Manager	Broadcast Services Director
Business License Clerk	Business Services Specialist
Business License Clerk	Revenue Collector
Carpenter Technician	Carpenter Specialist
Chief Pilot-Part Time	Helicopter Pilot
Chief Real Property Technician	Deputy Registrar
Codes Enforcement Officer	Senior Codes Enforcement Officer
Commercial Combination Inspector	Commercial Inspector
Construction Management Director	Capital Projects Director
Contract Specialist	Contracts Manager
Correctional Lieutenant	Correctional Security Lieutenant
Cosy/Alliance Facilitator	Human Services Director
Court Administrator/Clerk Of Probate	Clerk of Probate
Court Administrator/Clerk Of Probate	Court Administrator
Court Services Specialist	Clerk of Probate/Assistant Division Chief
Court Services Specialist	Division Chief
Deputy Assessor - Admin	Deputy Assessor
Deputy Coroner	Chief Deputy Coroner
Deputy County Attorney	Junior Deputy County Attorney
Deputy Director	Detention Center Deputy Director
Deputy Director	Emergency Medical Services Deputy Director
Deputy Director	Mosquito Control Deputy Director
Director	Building Codes Director
Director	Detention Center Director
Director	Emergency Medical Services Director
Director	Facilities Management Director
Director, Inmate Programs & Services	Inmate Programs & Services Manager
Disaster Recovery Coordinator	Disaster Recovery Manager
Division Chief	Judicial Administrator
Driver	Mail Courier
Early Intervention Coordinator	Human Services Analyst
Elections Director	Voters/Registration Elections Director
Elections Manager	Voters Registration/Election Deputy Director
Executive Assistant	Senior Executive Assistant
Family Court Coordinator	Family Court Administrator
Finance Clerk	Accounts Payable Specialist I

**EXHIBIT 5A (CONTINUED)
PROPOSED CLASSIFICATION CHANGES**

Current Classification Title	Proposed Classification Title
Finance Clerk	Accounts Payable Specialist II
Finance Clerk	Accounts Receivable Specialist I
Finance Specialist	Payroll Specialist
Fiscal Technician	Customer Success Representative
Fiscal Technician	Enterprise Fund Business Manager
Fiscal Technician	Fiscal Technician I
Fiscal Technician	Fiscal Technician II
Fiscal Technician	Staff Accountant
Fiscal Technician - PN	Customer Success Representative
Fiscal Technician I - Recycling	Administrative Assistant
Fiscal Technician II	Revenue Specialist
Fiscal Technician III - Pn	Revenue Accountant
Fiscal Technician III - Treasurer	Revenue Accountant
General Support Superintendent	Public Works General Support Superintendent
Human Services Analyst	Senior Human Services Analyst
Human Services Specialist	Program Specialist
IT Specialist - Assessor	Assessing Technician Analyst
IT Specialist - Auditor	Senior IT Analyst
IT Technology Auditor	IT Analyst
Judgment Administrator	Senior Judicial Administrator
Judgment Room Clerk li	Judicial Fiscal Technician I
Judicial Clerk	Judicial Clerk I
Judicial Clerk	Judicial Clerk I
Judicial Clerk	Judicial Clerk II
Judicial Clerk	Judicial Clerk, Child Support
Judicial Clerk	Judicial Fiscal Technician I
Judicial Clerk	Judicial Jury Clerk
Judicial Clerk	Senior Judicial Clerk, Child Support
Lead Librarian	Library Administrator
Legal Assistant	Court Reporter
Librarian	Librarian
Library Clerk Part Time	Library Assistant
Maintenance Specialist	Maintenance Engineer
Maintenance Superintendent	PAR Grounds Maintenance Superintendent
Maintenance Superintendent	Public Works Grounds Maintenance Superintendent
Maintenance Worker	Equipment Operator I
Maintenance Worker	Maintenance Technician I
Maintenance Worker	Maintenance Technician II
Marketing Technician PN	Marketing Coordinator

**EXHIBIT 5A (CONTINUED)
PROPOSED CLASSIFICATION CHANGES**

Current Classification Title	Proposed Classification Title
Mosquito Control Specialist	Mosquito Control Technician
Operations Manager	Public Works Operations Manager
Paralegal/Administrative Assistant	Legal Assistant
Personal Property Tax Technician II	Personal Property Tax Analyst II
Personal Property Tax Technician III	Assistant Deputy Auditor
Personal Property Tax Technician III	Personal Property Tax Analyst II
Planning & Development Manager	Planning & Development Deputy Director
Pool Supervisor	Aquatics Supervisor
Property Tax Coordinator	Assistant Deputy Auditor
Property Tax Technician	Lead Tax Analyst
Property Tax Technician	Lead Tax Analyst Trainer
Property Tax Technician	Personal Property Tax Analyst I
Receptionist/Secretary/Clerk	Clerk of Probate
Recreation Manager	Recreation Deputy Director
Recreation Supervisor	Aquatics Supervisor
Register Of Deeds	Registrar
Scheduling Clerk	Judicial Scheduling Clerk
Senior Library Assistant	Senior Library Assistant
Senior Administrative Assistant	Executive Assistant
Senior Administrative Assistant	Senior Administrative Specialist
Senior Administrative Specialist	Administrative Deputy
Senior Administrative Specialist	Senior Administrative Supervisor
Senior Human Services Analyst	Human Services Counselor
Senior Human Services Analyst	Senior Human Services Analyst
Senior Inspector	Building Codes Senior Inspector
Senior IT Analyst	IT Project Manager
Senior IT Technician	Network & Systems Analyst
Senior Librarian	Network & Systems Analyst
Senior Library Specialist	Circulation Supervisor
Senior Library Specialist	IT Analyst
Senior Maintenance Specialist	Electrical Maintenance Specialist
Senior Maintenance Specialist	HVAC Maintenance Specialist
Senior Maintenance Specialist	Plumbing Maintenance Specialist
Senior Sign/Signal Technician	Senior Signal Technician
Senior Signal Technician	Traffic Signal Technician
Solid Waste Manager	Solid Waste Superintendent
Sr. Administrative Assistant	Refund Specialist
SWI MS4 Coordinator	Assistant Stormwater Manager
Tax Agent	Delinquent Tax Analyst
Training Specialist	Direct Care Specialist
Veterans Affairs Manager	Veterans Affairs Director
Web Design & Content Manager	Web Administrator

FINDING

When comparing the County's current job descriptions to the work described by employees in the JATs, Evergreen noted some tasks that were missing from the current job descriptions. This can happen over a period of time if the descriptions are not reviewed and updated on a regular basis. Some tasks in one classification are often reassigned to another classification. As such, these changes make it necessary that the County continues to update its job descriptions annually to ensure each job description accurately reflects the work performed.

RECOMMENDATION 2: Revise all job descriptions to include updated classification information provided in the JAT, and review job descriptions annually for accuracy.

The process of reviewing and updating the County's job descriptions, as well as comments received from employees and supervisors during outreach, revealed that the descriptions did not, in some cases, accurately reflect current work performed. To minimize this becoming a concern again in the future, Evergreen recommends a regular review of these descriptions, including FLSA status determinations.

A review of the employee's assigned job classification (description) should occur at least annually. Review of the FLSA determination for exempt or non-exempt status as well as other aspects of the job, (such as physical requirements required to perform essential functions) will also ensure consistent, continuous compliance with any Americans with Disabilities Act (ADA) protections. At the time of this report, Evergreen was in the process of revising the job descriptions for all classifications. The descriptions will be provided to the County under separate cover.

5.2 COMPENSATION SYSTEM

The compensation system analysis consisted of two parts: an external market assessment and an internal equity assessment. During the external market assessment, the County's pay ranges for selected benchmark classifications were compared to the average of the identified market. Details regarding the external market assessment were provided in **Chapter 4** of this report.

During the internal equity assessment, consideration of the relationships between positions and the type of work being performed by the County employees were reviewed and analyzed. Specifically, a composite score was assigned to each of the classifications that quantified the classification's level of five separate compensatory factors (leadership, working conditions, complexity, decision-making, and relationships). The level for each factor was determined based on responses to the JAT. The results of both analyses were utilized when developing the recommendations below.

FINDING

The County's salary ranges were overall found to be behind the market at the minimum (lagging, on average, 5.6 percent), midpoint (lagging, on average, by 6.9 percent), and

maximum (lagging, on average, by 7.7 percent) of the desired competitive market position. Implementing a revised competitive pay structure (pay plans) would provide the County with an improved ability to attract, hire and retain employees.

RECOMMENDATION 3: Change the County’s pay plans from step to open-range for general classifications and shift employees; slot all classifications into the plans based on external and internal equity; and implement by transitioning employees’ salaries into the plans.

Exhibit 5B shows the revised open-range pay plan for General employees. This plan has 31 pay grades, with uniform range spreads of 56 percent. **Exhibit 5C** shows the revised open-range pay plan for Shift employees. This plan has 11 pay grades, with uniform range spreads of 56 percent.

**EXHIBIT 5B
PROPOSED GENERAL PAY PLAN**

Grade	Minimum	Midpoint	Maximum	Range Spread	Grade Progression
101	\$ 25,292.80	\$ 32,385.60	\$ 39,457.60	56%	5%
102	\$ 26,557.44	\$ 33,987.20	\$ 41,433.60	56%	5%
103	\$ 27,885.31	\$ 35,692.80	\$ 43,492.80	56%	5%
104	\$ 29,279.58	\$ 37,502.40	\$ 45,718.40	56%	5%
105	\$ 30,743.56	\$ 39,332.80	\$ 47,944.00	56%	5%
106	\$ 32,280.73	\$ 41,308.80	\$ 50,398.40	56%	5%
107	\$ 33,894.77	\$ 43,388.80	\$ 52,894.40	56%	5%
108	\$ 35,589.51	\$ 45,552.00	\$ 55,515.20	56%	5%
109	\$ 37,368.99	\$ 47,881.60	\$ 58,385.60	56%	5%
110	\$ 39,237.43	\$ 50,273.60	\$ 61,235.20	56%	5%
111	\$ 41,199.31	\$ 52,769.60	\$ 64,334.40	56%	5%
112	\$ 43,259.27	\$ 55,348.80	\$ 67,454.40	56%	5%
113	\$ 45,422.23	\$ 58,240.00	\$ 70,990.40	56%	5%
114	\$ 47,693.35	\$ 61,048.00	\$ 74,422.40	56%	5%
115	\$ 50,078.01	\$ 64,105.60	\$ 78,145.60	56%	5%
116	\$ 52,581.91	\$ 67,308.80	\$ 82,035.20	56%	5%
117	\$ 55,211.01	\$ 70,720.00	\$ 86,216.00	56%	5%
118	\$ 57,971.56	\$ 74,235.20	\$ 90,480.00	56%	5%
119	\$ 60,870.14	\$ 77,916.80	\$ 94,993.60	56%	5%
120	\$ 63,913.65	\$ 81,827.20	\$ 99,756.80	56%	5%
121	\$ 67,109.33	\$ 85,924.80	\$ 104,748.80	56%	5%
122	\$ 70,464.79	\$ 90,209.60	\$ 109,990.40	56%	5%
123	\$ 73,988.03	\$ 94,702.40	\$ 115,502.40	56%	5%
124	\$ 77,687.44	\$ 99,424.00	\$ 121,201.60	56%	5%
125	\$ 81,571.81	\$ 104,436.80	\$ 127,296.00	56%	5%
126	\$ 85,650.40	\$ 109,595.20	\$ 133,577.60	56%	5%
127	\$ 89,932.92	\$ 115,128.00	\$ 140,337.60	56%	5%
128	\$ 94,429.56	\$ 120,827.20	\$ 147,284.80	56%	5%
129	\$ 99,151.04	\$ 126,921.60	\$ 154,710.40	56%	5%
130	\$ 104,108.59	\$ 133,244.80	\$ 162,406.40	56%	5%
131	\$ 109,314.02	\$ 139,880.00	\$ 170,580.80	56%	5%
132	\$ 114,779.73	\$ 146,918.05	\$ 179,056.37	56%	5%
133	\$ 120,518.71	\$ 154,263.95	\$ 188,009.19	56%	5%

**EXHIBIT 5C
PROPOSED SHIFT EMPLOYEE PAY PLAN**

Grade	Minimum	Midpoint	Maximum	Range Spread
201	\$ 13.29	\$ 17.02	\$ 20.74	56%
202	\$ 13.96	\$ 17.87	\$ 21.78	56%
203	\$ 14.66	\$ 18.76	\$ 22.87	56%
204	\$ 15.39	\$ 19.70	\$ 24.01	56%
205	\$ 16.16	\$ 20.68	\$ 25.21	56%
206	\$ 16.97	\$ 21.72	\$ 26.47	56%
207	\$ 18.32	\$ 23.45	\$ 28.58	56%
208	\$ 18.74	\$ 23.99	\$ 29.24	56%
209	\$ 20.12	\$ 25.75	\$ 31.39	56%
210	\$ 22.38	\$ 28.64	\$ 34.92	56%
211	\$ 24.18	\$ 30.95	\$ 37.73	56%

Evergreen slotted each proposed classification into the appropriate pay range in each pay plan. Both internal and external equity were analyzed when slotting the classifications. Assigning pay grades to classifications requires a balance of internal equity, desired market position, and recruitment and retention concerns. Thus, market range data shown in **Chapter 4** were not the sole criteria for the proposed pay ranges. Some classifications' grade assignments varied from their associated market range due to the other factors mentioned above. **Exhibit 5D** shows the proposed pay grades for classifications in the General pay plan, **Exhibit 5E** shows the proposed pay grades for classifications in the Shift employee pay plan.



**EXHIBIT 5D
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Custodian Solid Waste Attendant	101	\$ 25,292.80	\$ 32,385.60	\$ 39,457.60
Library Assistant Mail Courier Maintenance Worker Recreation Aide	102	\$ 26,557.44	\$ 33,987.20	\$ 41,433.60
Administrative Clerk Driver Grounds Maintenance Technician I Litter Control Worker Senior Library Assistant	103	\$ 27,885.31	\$ 35,692.80	\$ 43,492.80
Administrative Assistant Coroner Transport Deputy Clerk of Probate FOIA Specialist/Records Technician Real Property Recording Technician	104	\$ 29,279.58	\$ 37,502.40	\$ 45,718.40
Airport Maintenance Technician I Elections Technician Household Hazardous Waste Technician Maintenance Technician I Real Property Records Technician Recycling Technician Zoning & Development Analyst I	105	\$ 30,743.56	\$ 39,332.80	\$ 47,944.00
Animal Services Dispatcher Animal Services Technician Appeals/BAA Technician Appraisal Technician Broadcast Services Assistant Equipment Operator I Exemption Specialist Judicial Clerk I Judicial Jury Clerk Lifeguard Mosquito Control Technician Peer Support Specialist Real Property Transfer Clerk Records Management Technician Utility Operations Coordinator Zoning & Development Analyst II	106	\$ 32,280.73	\$ 41,308.80	\$ 50,398.40

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Administrative Specialist	107	\$ 33,894.77	\$ 43,388.80	\$ 52,894.40
Aviation Line Service Technician				
Claims & Insurance Coordinator				
Clerk of Probate				
Direct Care Specialist				
Grounds Maintenance Technician II				
Judicial Assistant				
Judicial Clerk, Child Support				
Maintenance Technician II				
Recycling Coordinator				
Scheduling Clerk				
Senior Real Property Recording Technician				
Sign Technician				
Volunteer Coordinator				
Water Safety Instructor				
Carpenter Technician	108	\$ 35,589.51	\$ 45,552.00	\$ 55,515.20
Clerk of Probate/Assistant Division Chief				
Customer Success Representative				
Field Grade Technician				
Fiscal Technician I				
Judicial Clerk II				
Judicial Fiscal Technician I				
Judicial Scheduling Clerk				
Painter				
Personal Property Tax Analyst I				
Real Property Technician				
Senior Administrative Assistant				
Senior Maintenance Technician				
Stormwater Inspection Technician				
Traffic Signal Technician				
Voter Registration and Election Specialist				

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Accounts Payable Specialist I				
Accounts Receivable Specialist I				
Administrative Deputy				
Aircraft Mechanic				
Animal Services Officer				
Bookmobile Library Assistant				
Business License Specialist				
Code Enforcement Officer I				
Court Administrator				
Equipment Operator II				
Ground Maintenance Technician III				
Grounds Maintenance Technician III				
Human Services Specialist	109	\$ 37,368.99	\$ 47,881.60	\$ 58,385.60
Lead Mosquito Control Technician				
Library Specialist				
Litter Control/Enforcement Supervisor				
Maintenance Engineer				
Program Specialist				
Senior Administrative Specialist				
Senior Judicial Clerk, Child Support				
Senior Signal Technician				
Stormwater Inspection Technician Lead				
Veterans Affairs Counselor				
Worker's Compensation Specialist				
Zoning & Development Analyst III				
Airport Maintenance Technician II				
Airport Security Specialist				
Appraiser Apprentice				
Broadcast Services Specialist				
Court Reporter				
Elections System Specialist				
Fiscal Technician II				
Grounds Maintenance Crew Leader	110	\$ 39,237.43	\$ 50,273.60	\$ 61,235.20
Inmate Program & Service Coordinator				
Judicial Administrator				
Marketing Development Specialist				
Personal Property Tax Analyst II				
Refund Specialist				
Revenue Specialist				
Senior Voter Registration and Election Specialist				

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Accounts Payable Specialist II	111	\$ 41,199.31	\$ 52,769.60	\$ 64,334.40
Code Enforcement Officer				
Delinquent Tax Analyst				
Equipment Operator III				
Grounds Maintenance Crew Leader/Spray Technician				
Human Services Specialist				
Inmate Programs & Services Manager				
Residential House Manager				
Zoning & Development Analyst III				
Aquatics Supervisor	112	\$ 43,259.27	\$ 55,348.80	\$ 67,454.40
Athletics Supervisor				
Deputy Registrar				
Division Chief				
Executive Assistant				
Fiscal Technician III				
Legal Assistant				
Personal Property Tax Analyst III				
Senior Judicial Administrator				
Training and Outreach Coordinator	113	\$ 45,422.23	\$ 58,240.00	\$ 70,990.40
Voter Registration and Election Manager				
Animal Services Supervisor				
Carpenter Specialist				
Contracts Manager				
Deputy Coroner				
Electrical Maintenance Specialist				
Human Services Supervisor				
HVAC Maintenance Specialist				
IT Elections System Coordinator				
Lead Tax Analyst				
Personal Property Inspector				
Plumbing Maintenance Specialist				
Revenue Accountant				
Revenue Collector				
Senior Administrative Supervisor				
Senior Codes Enforcement Officer				
Senior IT Technician				
Solid Waste Foreman				
Staff Accountant				

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Airport Maintenance Supervisor				
Airport Security Coordinator				
Assistant Operations Manager				
Business Manager				
Circulation Supervisor				
Enterprise Fund Business Manager				
Foreman				
Human Services Counselor	114	\$ 47,693.35	\$ 61,048.00	\$ 74,422.40
Lead Tax Analyst Trainer				
Marketing Coordinator				
Office Manager				
Payroll Specialist				
Real Estate Analyst				
Senior Maintenance Specialist				
Traffic Signal Tech Supervisor				
Administrative Manager				
Assessing Technician Analyst				
Family Court Administrator				
Fiscal Analyst				
Human Resources Specialist	115	\$ 50,078.01	\$ 64,105.60	\$ 78,145.60
Human Services Analyst				
Residential Inspector				
Residential Plans Examiner				
Senior Accountant				
SWI Utility Inspector				

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Administrative Support Officer				
Aquatics Manager				
Assistant Grounds Maintenance Superintendent				
Athletic Manager				
Commercial Inspector				
Disaster Recovery Manager				
Fleet Manager				
Floodplain Manager				
GIS Analyst				
IT Analyst	116	\$ 52,581.91	\$ 67,308.80	\$ 82,035.20
Librarian				
Network & Systems Analyst				
Planning & Development Specialist				
Public Works Assistant Superintendent				
Registered Nurse				
Residential Appraiser				
Senior Executive Assistant				
Senior Human Services Analyst				
Web Administrator				
Assistant Stormwater Manager				
Chief Deputy Coroner				
Commerical Appraiser				
Finance Supervisor				
Fire Marshal/Commercial Inspector				
Fixed Wing Pilot	117	\$ 55,211.01	\$ 70,720.00	\$ 86,216.00
Grants Administrator				
Helicopter Pilot				
PAR Grounds Maintenance Superintendent				
Senior Librarian				
Special Projects Engineer				

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Building Codes Senior Inspector				
Chief Pilot				
Clerk to Council				
Commercial Plans Examiner				
Communications Manager				
Correctional Security Lieutenant				
Correctional Training Lieutenant				
Dual-Rated Chief Pilot				
Facilities Maintenance Superintendent	118	\$ 57,971.56	\$ 74,235.20	\$ 90,480.00
Library Administrator				
Operations Manager				
Passive Parks Manager				
Planner				
Right-of-Way Manager				
Senior IT Analyst				
Solid Waste Superintendent				
Stormwater Supervisor-Administrative				
Assistant Deputy Auditor				
Assistant Deputy Treasurer				
Deputy Tax Collector				
Fiscal Operations Manager				
Human Services Manager				
Library Manager				
Logistics Officer				
Mosquito Control Supervisor	119	\$ 60,870.14	\$ 77,916.80	\$ 94,993.60
Public Works General Support Superintendent				
Public Works Grounds Maintenance Superintendent				
Quality Assurance Coordinator				
Roads & Drainage Superintendent				
Stormwater Infrastructure Superintendent				
Transportation Engineering Deputy Director				
Zoning & Development Administrator				

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Building Codes Deputy Director				
Business Services Deputy Director				
Construction Manager				
EMS Training Officer				
Information Tech Support Admin				
Mosquito Control Deputy Director	120	\$ 63,913.65	\$ 81,827.20	\$ 99,756.80
Network Administrator				
Public Works Operations Manager				
Recreation Deputy Director				
Systems Administrator				
Voters Registration/Election Deputy Director				
Airport Deputy Director				
Broadcast Services Director				
Deputy Assessor				
Detention Center Deputy Director				
Emergency Medical Services Deputy Director				
Human Services Director				
IT Project Manager	121	\$ 67,109.33	\$ 85,924.80	\$ 104,748.80
Library Deputy Director				
Mosquito Control Director				
Records Management Director				
Risk Manager				
Stormwater Manager				
Veterans Affairs Director				
Purchasing Director	122	\$ 70,464.79	\$ 90,209.60	\$ 109,990.40
Registrar				

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Animal Services Director				
Budget Director				
Business Services Director				
Capital Projects Director				
Deputy Auditor				
Deputy Treasurer				
DSN Deputy Director				
Facilities Management Director	123	\$ 73,988.03	\$ 94,702.40	\$ 115,502.40
Mapping & Apps Director				
Planning & Development Deputy Director				
Public Information Officer				
Public Works Deputy Director				
SW&R Director				
Tax Collector				
Transportation Engineering Director				
Voters/Registration Elections Director				
Building Codes Director				
Detention Center Director				
Emergency Medical Services Director	124	\$ 77,687.44	\$ 99,424.00	\$ 121,201.60
Library Director				
Probate Associate Judge				
Recreation Director				
Airport Director				
Alcohol & Drug Director				
Assessor				
DSN Director				
Finance Director	125	\$ 81,571.81	\$ 104,436.80	\$ 127,296.00
Human Resources Director				
IT Systems Director				
Planning & Development Director				
Public Works Director				
Chief Financial Officer				
Junior Deputy County Attorney	127	\$ 89,932.92	\$ 115,128.00	\$ 140,337.60

**EXHIBIT 5D (CONTINUED)
PROPOSED PAY GRADES
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
ACA Community Services				
ACA Development & Recreation				
ACA Engineering				
ACA Finance	130	\$ 104,108.59	\$ 133,244.80	\$ 162,406.40
ACA IT & Communications				
ACA Public Safety				
Deputy County Attorney				
County Attorney	131	\$ 109,314.02	\$ 139,880.00	\$ 170,580.80
Deputy County Administrator	132	\$ 114,779.73	\$ 146,918.05	\$ 179,056.37

**EXHIBIT 5E
PROPOSED PAY GRADES
SHIFT PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Airport Operations Officer	201	\$ 13.29	\$ 17.02	\$ 20.74
Senior Airport Operations Officer	202	\$ 13.96	\$ 17.87	\$ 21.78
Emergency Medical Technician	203	\$ 14.66	\$ 18.76	\$ 22.87
Emergency Medical Technician-Advanced	204	\$ 15.39	\$ 19.70	\$ 24.01
Paramedic	206	\$ 16.97	\$ 21.72	\$ 26.47
Correctional Officer Trainee	207	\$ 18.32	\$ 23.45	\$ 28.58
Correctional Officer	208	\$ 18.74	\$ 23.99	\$ 29.24
EMS Crew Chief				
Correctional Officer Lance Corporal	209	\$ 20.12	\$ 25.75	\$ 31.39
Senior Crew Chief				
Correctional Corporal	210	\$ 22.38	\$ 28.64	\$ 34.92
Correctional Sergeant				
EMS Supervisor	211	\$ 24.18	\$ 30.95	\$ 37.73

After assigning pay grades to classifications, the next step was to develop optional methods for transitioning employees' salaries into the new pay plans. This was done by establishing methods of calculating salaries in the proposed pay ranges and determining whether adjustments were necessary. Evergreen developed, recommended, and provided several options for implementing the proposed pay plan, which the County was considering at the time of this report.

5.3 SYSTEM ADMINISTRATION

The County's compensation system will continue to require periodic maintenance. The recommendations provided to improve the competitiveness of the plan were developed based on conditions at the time the data were collected. Without proper upkeep, the potential for recruitment and retention issues may increase as the compensation system becomes dated and less competitive.

RECOMMENDATION 4: Conduct small-scale salary surveys as needed to assess the market competitiveness of hard-to-fill classifications and/or classifications with retention issues, and make changes to pay grade assignments if necessary.

While it is unlikely that the pay structure (plans) in total will need to be adjusted for several years, a small number of classifications' pay grades may need to be reassigned more frequently. If the County is experiencing difficulty high turnover or challenges with recruiting one or more classifications, the County should collect salary range data from peer organizations to determine whether an adjustment is needed for the pay grade of the classification(s).

RECOMMENDATION 5: Conduct a comprehensive classification and compensation study every three to five years, subject to budget constraints and as market conditions are warranted.

Small-scale salary surveys can improve the market position of specific classifications, but it is recommended that a full classification and compensation study be conducted every three to five years to preserve both internal and external equity. Changes to classification and compensation do occur, and while the increments of change may seem minor, they can compound over time. A failure to react to these changes quickly has the potential to place the County in less than desirable position for recruiting and retaining quality employees.

RECOMMENDATION 6: Review and revise, as appropriate, existing pay practice guidelines including those for determining salaries of newly hired employees, progressing employee salaries through the pay plans and determining pay increases for employees who have been promoted to a different classification.

The method of moving salaries through the pay plan and setting new salaries for new hires, promotions, and transfers depends largely on an organization's compensation philosophy. It is important for the County to have established guidelines for each of these situations, and to ensure that they are followed consistently for all employees. Common practices for progressing and establishing employee salaries are outlined below.

New Hire Salaries

Typically, an employee holding the minimum education and experience requirements for an existing classification is hired at or near the classification's pay grade minimum. Sometimes, for recruiting purposes an organization might need to consider the ability to offer salaries to new employees that consider prior related experience. It is recommended that the County continue its current practices of establishing new hire salaries while preserving the internal equity of employees' salaries within each classification to the extent possible. Current employees' salaries should be improved, to some degree with implementation of the new plans and the proposed potential adjustments to employees' salaries.

Salary Progression

There are several common methods for salary progression including cost of living adjustments (COLA)/across the board and performance-based increases. The County currently utilizes both methods to progress salaries. It is recommended that the County continuously evaluate its practices to progress employees' salaries and if necessary, make improvements to preserve equitable pay practices, particularly in the administration of an employee performance evaluation process linked to individual employee pay increases.

5.4 SUMMARY

The recommendations in this chapter provide an update to the compensation and classification system for the County employees. Upon implementation, the County's competitiveness in the labor market will be improved and have a responsive compensation system for several years to come. While the upkeep of this will require work, the County will find that having a more competitive compensation system that enhances strong recruitment and employee retention is well worth this commitment.



Appendices



EVERGREEN SOLUTIONS, LLC

Appendix A: Pay Plans

PROPOSED GENERAL PAY PLAN

Grade	Minimum	Midpoint	Maximum	Range Spread	Grade Progression
101	\$ 25,292.80	\$ 32,385.60	\$ 39,457.60	56%	5%
102	\$ 26,557.44	\$ 33,987.20	\$ 41,433.60	56%	5%
103	\$ 27,885.31	\$ 35,692.80	\$ 43,492.80	56%	5%
104	\$ 29,279.58	\$ 37,502.40	\$ 45,718.40	56%	5%
105	\$ 30,743.56	\$ 39,332.80	\$ 47,944.00	56%	5%
106	\$ 32,280.73	\$ 41,308.80	\$ 50,398.40	56%	5%
107	\$ 33,894.77	\$ 43,388.80	\$ 52,894.40	56%	5%
108	\$ 35,589.51	\$ 45,552.00	\$ 55,515.20	56%	5%
109	\$ 37,368.99	\$ 47,881.60	\$ 58,385.60	56%	5%
110	\$ 39,237.43	\$ 50,273.60	\$ 61,235.20	56%	5%
111	\$ 41,199.31	\$ 52,769.60	\$ 64,334.40	56%	5%
112	\$ 43,259.27	\$ 55,348.80	\$ 67,454.40	56%	5%
113	\$ 45,422.23	\$ 58,240.00	\$ 70,990.40	56%	5%
114	\$ 47,693.35	\$ 61,048.00	\$ 74,422.40	56%	5%
115	\$ 50,078.01	\$ 64,105.60	\$ 78,145.60	56%	5%
116	\$ 52,581.91	\$ 67,308.80	\$ 82,035.20	56%	5%
117	\$ 55,211.01	\$ 70,720.00	\$ 86,216.00	56%	5%
118	\$ 57,971.56	\$ 74,235.20	\$ 90,480.00	56%	5%
119	\$ 60,870.14	\$ 77,916.80	\$ 94,993.60	56%	5%
120	\$ 63,913.65	\$ 81,827.20	\$ 99,756.80	56%	5%
121	\$ 67,109.33	\$ 85,924.80	\$ 104,748.80	56%	5%
122	\$ 70,464.79	\$ 90,209.60	\$ 109,990.40	56%	5%
123	\$ 73,988.03	\$ 94,702.40	\$ 115,502.40	56%	5%
124	\$ 77,687.44	\$ 99,424.00	\$ 121,201.60	56%	5%
125	\$ 81,571.81	\$ 104,436.80	\$ 127,296.00	56%	5%
126	\$ 85,650.40	\$ 109,595.20	\$ 133,577.60	56%	5%
127	\$ 89,932.92	\$ 115,128.00	\$ 140,337.60	56%	5%
128	\$ 94,429.56	\$ 120,827.20	\$ 147,284.80	56%	5%
129	\$ 99,151.04	\$ 126,921.60	\$ 154,710.40	56%	5%
130	\$ 104,108.59	\$ 133,244.80	\$ 162,406.40	56%	5%
131	\$ 109,314.02	\$ 139,880.00	\$ 170,580.80	56%	5%
132	\$ 114,779.73	\$ 146,918.05	\$ 179,056.37	56%	5%
133	\$ 120,518.71	\$ 154,263.95	\$ 188,009.19	56%	5%



PROPOSED SHIFT EMPLOYEE PAY PLAN

Grade	Minimum	Midpoint	Maximum	Range Spread
201	\$ 13.29	\$ 17.02	\$ 20.74	56%
202	\$ 13.96	\$ 17.87	\$ 21.78	56%
203	\$ 14.66	\$ 18.76	\$ 22.87	56%
204	\$ 15.39	\$ 19.70	\$ 24.01	56%
205	\$ 16.16	\$ 20.68	\$ 25.21	56%
206	\$ 16.97	\$ 21.72	\$ 26.47	56%
207	\$ 18.32	\$ 23.45	\$ 28.58	56%
208	\$ 18.74	\$ 23.99	\$ 29.24	56%
209	\$ 20.12	\$ 25.75	\$ 31.39	56%
210	\$ 22.38	\$ 28.64	\$ 34.92	56%
211	\$ 24.18	\$ 30.95	\$ 37.73	56%



EVERGREEN SOLUTIONS, LLC

Appendix B: Pay Grade Assignments

PROPOSED PAY GRADES GENERAL PAY PLAN

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Custodian Solid Waste Attendant	101	\$ 25,292.80	\$ 32,385.60	\$ 39,457.60
Library Assistant Mail Courier Maintenance Worker Recreation Aide	102	\$ 26,557.44	\$ 33,987.20	\$ 41,433.60
Administrative Clerk Driver Grounds Maintenance Technician I Litter Control Worker Senior Library Assistant	103	\$ 27,885.31	\$ 35,692.80	\$ 43,492.80
Administrative Assistant Coroner Transport Deputy Clerk of Probate FOIA Specialist/Records Technician Real Property Recording Technician	104	\$ 29,279.58	\$ 37,502.40	\$ 45,718.40
Airport Maintenance Technician I Elections Technician Household Hazardous Waste Technician Maintenance Technician I Real Property Records Technician Recycling Technician Zoning & Development Analyst I	105	\$ 30,743.56	\$ 39,332.80	\$ 47,944.00
Animal Services Dispatcher Animal Services Technician Appeals/BAA Technician Appraisal Technician Broadcast Services Assistant Equipment Operator I Exemption Specialist Judicial Clerk I Judicial Jury Clerk Lifeguard Mosquito Control Technician Peer Support Specialist Real Property Transfer Clerk Records Management Technician Utility Operations Coordinator Zoning & Development Analyst II	106	\$ 32,280.73	\$ 41,308.80	\$ 50,398.40



**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Administrative Specialist				
Aviation Line Service Technician				
Claims & Insurance Coordinator				
Clerk of Probate				
Direct Care Specialist				
Grounds Maintenance Technician II				
Judicial Assistant				
Judicial Clerk, Child Support	107	\$ 33,894.77	\$ 43,388.80	\$ 52,894.40
Maintenance Technician II				
Recycling Coordinator				
Scheduling Clerk				
Senior Real Property Recording Technician				
Sign Technician				
Volunteer Coordinator				
Water Safety Instructor				
Carpenter Technician				
Clerk of Probate/Assistant Division Chief				
Customer Success Representative				
Field Grade Technician				
Fiscal Technician I				
Judicial Clerk II				
Judicial Fiscal Technician I				
Judicial Scheduling Clerk				
Painter	108	\$ 35,589.51	\$ 45,552.00	\$ 55,515.20
Personal Property Tax Analyst I				
Real Property Technician				
Senior Administrative Assistant				
Senior Maintenance Technician				
Stormwater Inspection Technician				
Traffic Signal Technician				
Voter Registration and Election Specialist				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Pay Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Accounts Payable Specialist I				
Accounts Receivable Specialist I				
Administrative Deputy				
Aircraft Mechanic				
Animal Services Officer				
Bookmobile Library Assistant				
Business License Specialist				
Code Enforcement Officer I				
Court Administrator				
Equipment Operator II				
Ground Maintenance Technician III				
Grounds Maintenance Technician III				
Human Services Specialist	109	\$ 37,368.99	\$ 47,881.60	\$ 58,385.60
Lead Mosquito Control Technician				
Library Specialist				
Litter Control/Enforcement Supervisor				
Maintenance Engineer				
Program Specialist				
Senior Administrative Specialist				
Senior Judicial Clerk, Child Support				
Senior Signal Technician				
Stormwater Inspection Technician Lead				
Veterans Affairs Counselor				
Worker's Compensation Specialist				
Zoning & Development Analyst III				
Airport Maintenance Technician II				
Airport Security Specialist				
Appraiser Apprentice				
Broadcast Services Specialist				
Court Reporter				
Elections System Specialist				
Fiscal Technician II				
Grounds Maintenance Crew Leader	110	\$ 39,237.43	\$ 50,273.60	\$ 61,235.20
Inmate Program & Service Coordinator				
Judicial Administrator				
Marketing Development Specialist				
Personal Property Tax Analyst II				
Refund Specialist				
Revenue Specialist				
Senior Voter Registration and Election Specialist				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Accounts Payable Specialist II	111	\$ 41,199.31	\$ 52,769.60	\$ 64,334.40
Code Enforcement Officer				
Delinquent Tax Analyst				
Equipment Operator III				
Grounds Maintenance Crew Leader/Spray Technician				
Human Services Specialist				
Inmate Programs & Services Manager				
Residential House Manager				
Zoning & Development Analyst III				
Aquatics Supervisor	112	\$ 43,259.27	\$ 55,348.80	\$ 67,454.40
Athletics Supervisor				
Deputy Registrar				
Division Chief				
Executive Assistant				
Fiscal Technician III				
Legal Assistant				
Personal Property Tax Analyst III				
Senior Judicial Administrator				
Training and Outreach Coordinator				
Voter Registration and Election Manager				
Animal Services Supervisor				
Carpenter Specialist				
Contracts Manager				
Deputy Coroner				
Electrical Maintenance Specialist	113	\$ 45,422.23	\$ 58,240.00	\$ 70,990.40
Human Services Supervisor				
HVAC Maintenance Specialist				
IT Elections System Coordinator				
Lead Tax Analyst				
Personal Property Inspector				
Plumbing Maintenance Specialist				
Revenue Accountant				
Revenue Collector				
Senior Administrative Supervisor				
Senior Codes Enforcement Officer				
Senior IT Technician				
Solid Waste Foreman				
Staff Accountant				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Airport Maintenance Supervisor				
Airport Security Coordinator				
Assistant Operations Manager				
Business Manager				
Circulation Supervisor				
Enterprise Fund Business Manager				
Foreman				
Human Services Counselor	114	\$ 47,693.35	\$ 61,048.00	\$ 74,422.40
Lead Tax Analyst Trainer				
Marketing Coordinator				
Office Manager				
Payroll Specialist				
Real Estate Analyst				
Senior Maintenance Specialist				
Traffic Signal Tech Supervisor				
Administrative Manager				
Assessing Technician Analyst				
Family Court Administrator				
Fiscal Analyst				
Human Resources Specialist	115	\$ 50,078.01	\$ 64,105.60	\$ 78,145.60
Human Services Analyst				
Residential Inspector				
Residential Plans Examiner				
Senior Accountant				
SWI Utility Inspector				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Administrative Support Officer				
Aquatics Manager				
Assistant Grounds Maintenance Superintendent				
Athletic Manager				
Commercial Inspector				
Disaster Recovery Manager				
Fleet Manager				
Floodplain Manager				
GIS Analyst				
IT Analyst	116	\$ 52,581.91	\$ 67,308.80	\$ 82,035.20
Librarian				
Network & Systems Analyst				
Planning & Development Specialist				
Public Works Assistant Superintendent				
Registered Nurse				
Residential Appraiser				
Senior Executive Assistant				
Senior Human Services Analyst				
Web Administrator				
Assistant Stormwater Manager				
Chief Deputy Coroner				
Commerical Appraiser				
Finance Supervisor				
Fire Marshal/Commercial Inspector				
Fixed Wing Pilot	117	\$ 55,211.01	\$ 70,720.00	\$ 86,216.00
Grants Administrator				
Helicopter Pilot				
PAR Grounds Maintenance Superintendent				
Senior Librarian				
Special Projects Engineer				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Building Codes Senior Inspector				
Chief Pilot				
Clerk to Council				
Commercial Plans Examiner				
Communications Manager				
Correctional Security Lieutenant				
Correctional Training Lieutenant				
Dual-Rated Chief Pilot				
Facilities Maintenance Superintendent	118	\$ 57,971.56	\$ 74,235.20	\$ 90,480.00
Library Administrator				
Operations Manager				
Passive Parks Manager				
Planner				
Right-of-Way Manager				
Senior IT Analyst				
Solid Waste Superintendent				
Stormwater Supervisor-Administrative				
Assistant Deputy Auditor				
Assistant Deputy Treasurer				
Deputy Tax Collector				
Fiscal Operations Manager				
Human Services Manager				
Library Manager				
Logistics Officer				
Mosquito Control Supervisor	119	\$ 60,870.14	\$ 77,916.80	\$ 94,993.60
Public Works General Support Superintendent				
Public Works Grounds Maintenance Superintendent				
Quality Assurance Coordinator				
Roads & Drainage Superintendent				
Stormwater Infrastructure Superintendent				
Transportation Engineering Deputy Director				
Zoning & Development Administrator				

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Building Codes Deputy Director				
Business Services Deputy Director				
Construction Manager				
EMS Training Officer				
Information Tech Support Admin				
Mosquito Control Deputy Director	120	\$ 63,913.65	\$ 81,827.20	\$ 99,756.80
Network Administrator				
Public Works Operations Manager				
Recreation Deputy Director				
Systems Administrator				
Voters Registration/Election Deputy Director				
Airport Deputy Director				
Broadcast Services Director				
Deputy Assessor				
Detention Center Deputy Director				
Emergency Medical Services Deputy Director				
Human Services Director				
IT Project Manager	121	\$ 67,109.33	\$ 85,924.80	\$ 104,748.80
Library Deputy Director				
Mosquito Control Director				
Records Management Director				
Risk Manager				
Stormwater Manager				
Veterans Affairs Director				
Purchasing Director				
Registrar	122	\$ 70,464.79	\$ 90,209.60	\$ 109,990.40

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Animal Services Director				
Budget Director				
Business Services Director				
Capital Projects Director				
Deputy Auditor				
Deputy Treasurer				
DSN Deputy Director				
Facilities Management Director	123	\$ 73,988.03	\$ 94,702.40	\$ 115,502.40
Mapping & Apps Director				
Planning & Development Deputy Director				
Public Information Officer				
Public Works Deputy Director				
SW&R Director				
Tax Collector				
Transportation Engineering Director				
Voters/Registration Elections Director				
Building Codes Director				
Detention Center Director				
Emergency Medical Services Director	124	\$ 77,687.44	\$ 99,424.00	\$ 121,201.60
Library Director				
Probate Associate Judge				
Recreation Director				
Airport Director				
Alcohol & Drug Director				
Assessor				
DSN Director				
Finance Director	125	\$ 81,571.81	\$ 104,436.80	\$ 127,296.00
Human Resources Director				
IT Systems Director				
Planning & Development Director				
Public Works Director				
Chief Financial Officer				
Junior Deputy County Attorney	127	\$ 89,932.92	\$ 115,128.00	\$ 140,337.60

**PROPOSED PAY GRADES (CONTINUED)
GENERAL PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
ACA Community Services	130	\$ 104,108.59	\$ 133,244.80	\$ 162,406.40
ACA Development & Recreation				
ACA Engineering				
ACA Finance				
ACA IT & Communications				
ACA Public Safety				
Deputy County Attorney				
County Attorney	131	\$ 109,314.02	\$ 139,880.00	\$ 170,580.80
Deputy County Administrator	132	\$ 114,779.73	\$ 146,918.05	\$ 179,056.37

**PROPOSED PAY GRADES
SHIFT PAY PLAN**

Classification Title	Proposed Grade	Proposed Minimum	Proposed Midpoint	Proposed Maximum
Airport Operations Officer	201	\$ 13.29	\$ 17.02	\$ 20.74
Senior Airport Operations Officer	202	\$ 13.96	\$ 17.87	\$ 21.78
Emergency Medical Technician	203	\$ 14.66	\$ 18.76	\$ 22.87
Emergency Medical Technician-Advanced	204	\$ 15.39	\$ 19.70	\$ 24.01
Paramedic	206	\$ 16.97	\$ 21.72	\$ 26.47
Correctional Officer Trainee	207	\$ 18.32	\$ 23.45	\$ 28.58
Correctional Officer	208	\$ 18.74	\$ 23.99	\$ 29.24
EMS Crew Chief				
Correctional Officer Lance Corporal	209	\$ 20.12	\$ 25.75	\$ 31.39
Senior Crew Chief				
Correctional Corporal	210	\$ 22.38	\$ 28.64	\$ 34.92
Correctional Sergeant	211	\$ 24.18	\$ 30.95	\$ 37.73
EMS Supervisor				



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Homeland Security Grant / Beaufort Co. SWAT Team
MEETING NAME AND DATE:
County Council / 10-25-21
PRESENTER INFORMATION:
Scott Johnson, Captain, Beaufort County Sheriff's Office (5 Min)
ITEM BACKGROUND:
Homeland Security Grant / SWAT \$ 20,000
PROJECT / ITEM NARRATIVE:
Homeland Security allocates money to South Carolina State Police (SLED). (SLED) distributes funds to Beaufort Co. Sheriff's Office Regional WMD SWAT Team for local and Regional Counter Terrorism responses.
FISCAL IMPACT:
OHS SWAT Grant \$ 20,000
STAFF RECOMMENDATIONS TO COUNCIL:
Approval / Modify / Reject
OPTIONS FOR COUNCIL MOTION:
Motion to : Approve / Modify / Reject OHS Grant funds for SWAT Team



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

Item 20.

ITEM TITLE:
Homeland Security Grant / Beaufort Co. Bomb Squad
MEETING NAME AND DATE:
County Council / 10-25-21
PRESENTER INFORMATION:
Scott Johnson, Captain, Beaufort County Sheriff's Office (5 Min)
ITEM BACKGROUND:
Homeland Security Grant / Bomb Squad \$ 15,000
PROJECT / ITEM NARRATIVE:
Homeland Security allocates money to the South Carolina State Police (SLED). (SLED) distributes funds to Beaufort Co. Sheriff's Office Regional WMD Bomb Squad for local and Regional Counter Terrorism responses.
FISCAL IMPACT:
OHS Bomb Squad Grant \$ 15,000
STAFF RECOMMENDATIONS TO COUNCIL:
Approval / Modify / Reject
OPTIONS FOR COUNCIL MOTION:
Motion to : Approve / Modify / Reject OHS Grant Funds for Bomb Squad



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
<i>Adoption of “Envision Beaufort County 2040 Comprehensive Plan” and “Beaufort County Connects Bicycle and Pedestrian Plan 2021” as an appendix to the Plan.</i>
MEETING NAME AND DATE:
<i>Beaufort County Council Meeting, October 11, 2021</i>
PRESENTER INFORMATION:
<i>Robert Merchant, AICP, Director, Beaufort County Planning and Zoning (30 min. needed for item discussion)</i>
ITEM BACKGROUND:
<i>State law [Section 6-29-510 (E)] requires that local government comprehensive plans be updated every ten years. The County’s current comprehensive plan was prepared in 2010. The Comprehensive Plan is the foundational policy document for the county and provides the legal underpinning that legitimizes local government development regulations. Preparation of the 2040 plan began in January 2020. The Planning Commission unanimously approved the plan at their September 9, 2021 meeting. The plan can be accessed at this link: https://www.envisionbeaufortcounty.com/. At the October 4 meeting, the Natural Resources Committee unanimously approved the plan.</i>
PROJECT / ITEM NARRATIVE:
<i>“Envision Beaufort County” is the result of an 18+-month planning process that involved numerous public input opportunities including three on-line surveys, stakeholder meetings, in-person public workshops, public open houses, as well as public hearings. For ease of use, the plan is divided into three documents—the Beaufort County Atlas (background data), the Comprehensive Plan (core values, strategies, and actions), and the Action Plan Playbook (implementation plan and capital improvement plan). The Greenprint plan, which was updated in conjunction with the comprehensive plan, provides the basis for the land use recommendations and development strategies in the plan.</i> <i>The plan contains the traditional planning elements required by state law—Natural Environment, Culture, Economy, Mobility, Housing, Community Facilities, and Built Environment—and weaves themes for Resilience, Equity, and Unique to Place throughout the document. The plan continues existing policies and programs while addressing emerging issues including climate change and sea level rise, housing affordability, multimodal transportation including bus rapid transit, and regional cooperation and planning. “Beaufort County Connects: Bicycle and Pedestrian Plan 2021” is a multijurisdictional effort that identifies a comprehensive network of pathways to make walking and cycling a viable option for County residents. Beaufort County Connects will be incorporated into the Comprehensive Plan as Appendix A.</i>
FISCAL IMPACT:
<i>Not applicable.</i>
STAFF RECOMMENDATIONS TO COUNCIL:
<i>Staff recommends approval.</i>
OPTIONS FOR COUNCIL MOTION:
<i>To approve or deny adoption of “Envision Beaufort County 2040 Comprehensive Plan.”</i>

ORDINANCE 2021/ _____

ADOPTION OF *ENVISION BEAUFORT COUNTY 2040 COMPREHENSIVE PLAN AND BEAUFORT COUNTY CONNECTS BICYCLE AND PEDESTRIAN PLAN 2021* AS AN APPENDIX TO THE PLAN

WHEREAS, the comprehensive plan is the foundational policy document for Beaufort County, guiding decisions about land use, mobility, housing, economic development, natural and cultural resources, and resiliency; and

WHEREAS, state law requires that local government comprehensive plans to be reviewed and updated every ten years; and

WHEREAS, Beaufort County's current comprehensive plan was adopted in January 2011; and

WHEREAS, in the winter of 2020, Beaufort County began the process of updating the 2010 comprehensive plan with a series of public workshops, on-line surveys, and stakeholder meetings; and

WHEREAS, in an effort to prepare an easily accessible and usable product, the comprehensive plan was divided into three documents--the Comprehensive Plan, the Beaufort County Atlas, and the Action Plan Playbook; and

WHEREAS, the County, guided by a task force comprised of citizens and staff from all participating local jurisdictions produced *Beaufort County Connects Bicycle and Pedestrian Plan 2021*, designed to be an appendix of the comprehensive plan; and

WHEREAS, the Planning Commission held a public hearing on September 9, 2021 where they unanimously recommended approval of *Envision Beaufort County 2040 Comprehensive Plan* and *Beaufort County Connects Bicycle and Pedestrian Plan 2021*;

NOW, THEREFORE, BE IT ORDAINED that the County Council of Beaufort County, South Carolina hereby adopts the following documents comprising Beaufort County's comprehensive plan:

- *Envision Beaufort County 2040 Comprehensive Plan*;
- *Beaufort County Atlas*;
- *2040 Action Plan Playbook*; and
- *Beaufort County Connects Bicycle and Pedestrian Plan 2021* as Appendix A of *Envision Beaufort County*.

Adopted this ____ day of _____, 2021.

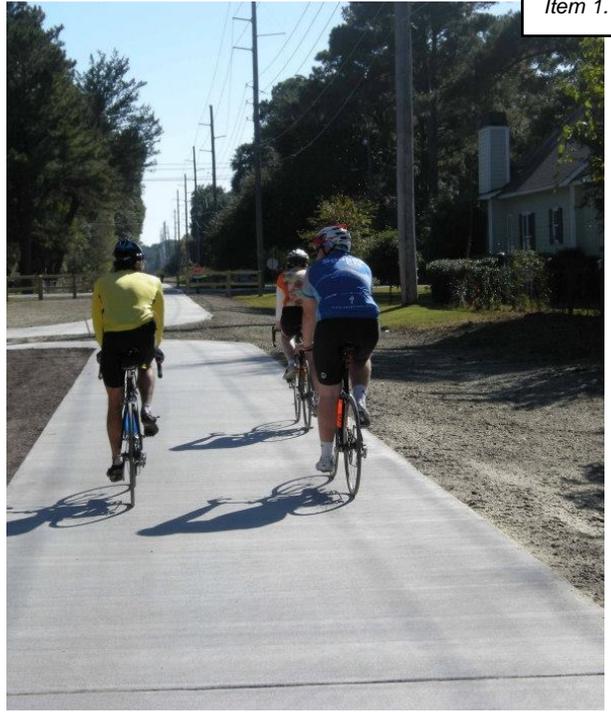
COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____

Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council



BEAUFORT COUNTY CONNECTS

Bicycle and Pedestrian Plan 2021



- CITY OF BEAUFORT
- BEAUFORT COUNTY SOUTH CAROLINA 1769
- PORT ROYAL EST. 1682 COOL. COASTAL. FAR FROM ORDINARY.
- BLUFFTON HEART OF THE LOWCOUNTRY
- LOWCOUNTRY COUNCIL OF GOVERNMENTS
- FRIENDS OF THE SPANISH MOSS TRAIL
- COASTAL CONSERVATION LEAGUE
- BRITTON HEAD ISLANDS BIKE ADVISORY COMMITTEE
- BEAUFORT COUNTY SCHOOL DISTRICT
- EAST COAST GREENWAY
- BIKE WALK BRITTON HEAD ISLAND

ACKNOWLEDGMENTS

BEAUFORT COUNTY BICYCLE AND PEDESTRIAN TASK FORCE

Juliana Smith | *Beaufort County*

Noah Krepps | *Beaufort County*

Robert Merchant, AICP | *Beaufort County*

Alan Seifert, AICP | *Town of Bluffton*

Bill Partington | *Bluffton Resident*

Brent Buice | *East Coast Greenway*

C. William Brewer, P.E. | *Palmetto Cycling Coalition and Hilton Head Cycling, Inc.*

Carol Crutchfield | *Beaufort County School District*

Christian Dammel | *Lowcountry Council of Governments*

David Kimball | *Sun City Cyclers*

David Prichard, AICP | *City of Beaufort*

Dean Moss | *Executive Director, Friends of the Spanish Moss Trail*

Frank Babel | *Bike Walk HHI*

Heather Spade | *City of Beaufort*

Jennifer Ray | *Town of Hilton Head Island*

Jessie White | *South Coast Office Director, Coastal Conservation League*

John Feeser | *Owner, Lowcountry Bicycles*

Karen Heitman | *Sun City Cyclers*

Linda Bridges | *Town of Port Royal*

Missy Luick | *Town of Hilton Head Island*

Stephanie Rossi | *Lowcountry Council of Governments*

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EXECUTIVE SUMMARY

Beaufort County and its municipalities have seen exponential growth in recent decades and trends indicate growth will not slow down over the next ten years. This means the area will see more housing, more infrastructure, more jobs, and more traffic.

As communities and roadways grow increasingly congested and concerns over the environmental impacts of driving increase, **interest in walking and bicycling as a mode of transportation will grow.** With it, the need for transportation options that help reduce traffic congestion while improving access to economic hubs, community amenities, natural resources, and schools for all communities increases. And because development to accommodate growth is happening quickly, **pathway corridors need to be identified and secured as soon as possible.**

As the County and its municipalities prepare for future growth, it is imperative that coordinated planning for bicycle and pedestrian infrastructure happens now.

The *Beaufort County Connects: Bicycle and Pedestrian Plan 2021* is a **proactive planning tool** that supports improved access to bicycle and pedestrian infrastructure throughout the County and its municipalities. It is the result of a year-long, collaborative effort of a Bicycle/Pedestrian Taskforce made up of members from Beaufort County, the City

of Beaufort, the Town of Port Royal, the Town of Bluffton, the Town of Hilton Head Island, the City of Hardeeville, Jasper County, the Lowcountry Council of Governments, community and advocacy groups, and bike and pedestrian citizen advocates. **Because of the regional collaboration that went into building the plan, it identifies bicycle and pedestrian infrastructure gaps and needs, recommends proactive policies, provides an implementation plan, and offers funding sources that apply to each jurisdiction and will improve the bicycle and pedestrian network throughout the county.**

Several initiatives went into building the plan, including a public surveying exercise, public mapping exercise, and input collection from each participating municipality. Nearly 2,000 members of the public responded to the survey and mapping exercises. **Over 60% of the respondents indicated access to bicycle and pedestrian facilities is an important factor in deciding where to live and work.** Yet, almost half of them reported that though they have an interest in cycling or walking, they often don't because of concerns about the lack of safe facilities and wayfinding. This same group reported wanting walking or biking to be their primary mode of transportation. Clearly, there is a need and desire for a better, more interconnected network of bicycling and pedestrian infrastructure throughout Beaufort County. **The**

objective of this plan is to provide Beaufort County residents with a connected, safe network that meets the needs of all of its diverse users.

During the mapping exercise, the needs of the community were identified. The top six areas reported as needing safe bicycle and pedestrian routes or improvements are:

1. Downtown Beaufort to the Spanish Moss Trail (Beaufort)
2. May River Road (Bluffton)
3. Sams Point Road/Brickyard Road/Middle Road (Lady's Island)
4. Buck Island Road between Bluffton Parkway and US 278 (Bluffton)
5. SC 170 connecting the Northern and Southern halves of Beaufort County
6. Main Street (Hilton Head Island)

Input gathered from the public and collaborative feedback between local jurisdictions developed three major themes that the plan seeks to address. **Creating more connections** between neighborhoods, economic hubs, civic areas, and existing bicycle and pedestrian trails. **Developing a Spine and Spur framework** for building a network where a primary spine route connects northern and southern Beaufort County and smaller spur routes connect the spine to destinations. And **targeting the "interested but concerned" group** of riders and walkers for outreach efforts and education to promote bicycle and pedestrian transportation.

In total, 139 miles of trails and sidewalks, costing approximately \$84 million to build, were identified and included in the

plan. The completed network will include four types of bicycle and pedestrian facilities:

- On-road facilities, like protected bike lanes
- Road-separated multi-use paths, like the Spanish Moss Trail
- Low volume/low speed bike-friendly streets
- Sidewalks

In order to successfully build the network, the plan recommends important policies that will ensure the primary themes are addressed and all residents and visitors in Beaufort County have access to safe bicycle and pedestrian paths.

Critical policies that will support successful implementation include:

1. Adoption of *Beaufort County Connects: Bicycle and Pedestrian Plan 2021* by resolution within each jurisdiction and incorporation into their respective Comprehensive Plans.
2. Creation of a staff position within Beaufort County government whose primary responsibility is to oversee the implementation of *Beaufort County Connects 2021* and collaborate with jurisdictions and local, state, and federal agencies to secure funding for and manage development of paths.
3. Consideration of a 2022 ballot initiative to re-impose the 1% capital project sales tax to continue to fund transportation improvements including complete streets and multi-use paths. Additionally, establishment of a regular schedule for future referendums to continue funding these initiatives.

4. Coordination with the Lowcountry Area Transportation Study (LATS) during the update to the Long Range Transportation Plan to incorporate the projects listed in *Beaufort County Connects 2021* and advocate for a target percentage of funding to be devoted to bike and pedestrian facilities.

Additionally, the plan calls for the creation of a Bicycle and Pedestrian Advisory Committee to assist the County and County's bicycle and pedestrian coordinator in planning, funding, development, and implementation of the facilities and programs included in *Beaufort County Connects 2021* to result in increased safety and use of bicycle and pedestrian transportation and recreation.

Important funding sources have been identified to provide a firm financial foundation for the plan, including, but not limited to, federal discretionary grants, community development block grants, capital project sales tax, LATS, foundation grants, and local accommodations taxes. It is imperative that diverse sources of funding are sought and maintained to ensure a consistent revenue stream for developing the projects included in this plan.

Ultimately, *Beaufort County Connects 2021* is a bold, aggressive plan designed to provide a safe, interconnected, and efficient bicycle and pedestrian network for Beaufort County. It will require ongoing collaboration between all jurisdictions, advocacy groups, advisory

committees, and a coordinator to be successfully implemented. Fortunately, *Beaufort County Connects 2021* provides the routes, policies, programs, and funding sources to achieve the desired outcome – an enhanced quality of life, improved public health, economic access and opportunity, and equity for people of all races, genders, ages, abilities, and economic statuses throughout Beaufort County.

CHAPTER 1:
INTRODUCTION

WHY PLAN FOR PEDESTRIANS AND BICYCLISTS? —

There are things that immediately come to mind when one imagines the unique natural and built environments of Beaufort County – **sprawling salt marshes, rich local culture and history, canopy roads, and small-but-bustling downtowns.** In recent years, the beginnings of a connected multi-use pathway network have found a place on the list of amenities that make the County a highly sought after place to live and visit. The crowds of people that use the Spanish Moss Trail and the extensive pathway network on Hilton Head Island stand as proof that **people, residents and visitors alike, want access to a safe and connected bicycle and pedestrian network.**

“[Cycling] is by far my favorite activity [on] Hilton Head. I've never seen anything so remarkable...”
 “...The trails are beautiful, diverse and functional. They're also safe and well-marked. **This is what it should be like in every community.**”

-Trip Advisor Review,
September 2020



The benefits of bicycle and pedestrian infrastructure extend to all aspects of a community. From physical/mental health and social bonding, to tourism dollars, job creation, and emissions reductions, we can vastly improve the state of the region and the quality of life of its residents by taking bold, consistent steps to provide pathway access to all.

TRANSFORMING TRANSPORTATION

Bicycle and pedestrian facilities are a vital component of Beaufort County's regional transportation network. A connected network of multi-use paths promotes healthier lifestyles, improves real estate values, attracts knowledge based-industries, and **provides an alternative mode of transportation for all residents.**

This is a critical time to implement bike and pedestrian facilities:

- Traffic volumes on Lady's Island are increasing at a rate of 1.6% annually based on data from the last 10 years.
- On Sea Island Parkway near Meridian Road, traffic increased by 12% between 2009 and 2019; just east of the Lady's Island Drive intersection, traffic increased by 24%.
- On US 21 south of Laurel Bay Road, average daily traffic increased 16%.
- In Port Royal on the Russell Bell Bridge, average daily traffic increased 33%.
- In Bluffton, traffic increased by 20% on May River Road and by 35% on US 278.

It is now commonly understood that new or widened roads attract more traffic. This is a concept known as **"induced demand"** and is often

summarized with a quote usually attributed to the great American urbanist Lewis Mumford: **"Building more roads to prevent congestion is like a fat man loosening his belt to prevent obesity."** There has to be another way and fortunately, there is - focusing on multi-modal transportation in order to include transit, cycling, and walking. We need to change and broaden our focus from traffic management to mobility. And, it is important to remember that as we implement capital projects, **we need to build communities through transportation, not transportation through communities.**



THE NEED TO MOVE

Not-for-profit hospitals are required to conduct a Community Health Needs Assessment (CHNA) every three years. Beaufort Memorial Hospital (BMH) prepared a CHNA in 2016 and 2019. These documents provide important information on the current well-being of the community and health needs going forward.

South Carolina ranks number 12 in the nation for the rate of adult obesity. Not surprisingly then, obesity is a problem here in Beaufort County. Morbidity data collected for the County in 2013 indicated that 21% of the adult population was obese. By 2019, that number had increased to 23%--almost one in four adults. Excessive weight has been identified as a causal factor in the development of heart disease, diabetes,

hypertension, and stroke. Obesity is even more common in children. A 2018-2019 study at a Beaufort County middle school shows 34%, 44% and 43% of 3rd, 5th, and 8th

According to the Center for Disease Control (CDC), getting enough physical activity could prevent 1 in 10 premature deaths.

graders respectively are overweight or obese.

The problems associated with excessive weight are not going unnoticed. In 2016, BMH conducted a survey and asked respondents (542) what the five most significant health problems in their community were. Obesity or being overweight was the most frequently cited problem, with 64% of respondents indicating this as a significant health issue. Coming in second and third, 52% of respondents ranked diabetes as a major problem, and 51% said high blood pressure was a significant concern. Obesity is a contributing factor to both these serious health conditions.

The Hospital's 2019 CHNA asked a similar question regarding the community's top ("most pressing") health problems. Of the 1,683 respondents, 43% identified obesity as one of the top health issues in the County. Only the cost of health care was listed by more participants as a concern.

As noted in the Executive Summary of the 2019 report, while Beaufort County ranks much better than many counties in the state (i.e., the state that is 12th in the rate of adult obesity!), "...there are very definite areas of concern where intervention is needed to circumvent continued increases in morbidity and potential increases in mortality, especially from preventable causes."

The need for movement couldn't be clearer. It's time to get out the bike and ride!

HOW WALKING AND BIKING CAN IMPROVE OUR HEALTH



Benefits for Children

- Reduces risk of depression
- Improves aerobic fitness
- Improves muscular fitness
- Improves bone health
- Promotes healthy development and growth
- Improves attention and some measures of academic performance



Benefits for Adults

- Lowers risk of high blood pressure
- Lowers risk of stroke
- Improves aerobic fitness
- Improves mental health
- Improves cognitive function
- Reduces arthritis symptoms
- Prevents weight gain



Benefits for Healthy Aging

- Improves sleep
- Reduces risk of falling
- Improves balance
- Improves joint mobility
- Extends years of active life
- Helps prevent weak bones and muscle loss
- Delays onset of cognitive decline

Access Benefits

A connected bicycle and pedestrian network provides **safer, shorter trips to key destinations** for people who are unable or unwilling to drive. Increasing access to the network increases access to employment opportunities and daily necessities.

“Nearly **one-third of the U.S. population**—including children, older adults, people with disabilities, low income people, women, and rural residents—**are transportation disadvantaged** (e.g., they are unable to transport themselves or purchase transportation).”
-American Public Health Association



Economic Benefits

A 2017 study found that cyclists spent \$83 billion on trip-related sales and \$97 billion in retail sales nationally. The study also found that tourism spending contributed to the creation of 848,000 jobs.

In 2018, the Bureau of Economic Analysis estimated the economic output of outdoor tourism to be \$734 billion, of which \$96 billion

can be attributed to bicycling retail sales.

In Beaufort, the Spanish Moss Trail attracts **40,000 annual visitors**, and **24% of those live beyond a 50-mile radius** of Beaufort, stimulating tourism and recreation-related spending.

Community Benefits



When we provide cyclists and pedestrians access to a trail network, we open up greater opportunities for access to history, culture, and nature and **improve quality of life** and sense of place for residents and visitors. Giving residents the ability to walk to work and stores can bolster employment opportunities and lessen financial constraints. Connected networks don't just link people to destinations, **they allow people to connect with each other.**

A study by the Rails-to-Trails Conservancy stated greenhouse gas emissions in the U.S. are expected to rise to 9.7 billion tons in 2030 from 7.2 billion tons in 2005. Scientists suggest annual emissions must be reduced by 1.2 billion, the same amount attributed to personal transportation each year, to address the effects of greenhouse gases. Connected bicycle and pedestrian facilities provide residents and visitors the ability to choose their mode of transportation for short trips, **reducing carbon emissions.**

Environmental Benefits



A SAFER ROUTE

BICYCLE INFRASTRUCTURE MAKES CYCLING SAFER

The design of streets greatly influences the overall safety of cycling. The safest streets are those with cycling-specific infrastructure.

PROTECTED BIKE LANES POSE **90% LESS CHANCE OF INJURY** AS RIDING ON MAJOR STREETS WITH PARKING!

2016 data from the National Highway Traffic Safety Administration confirms that walkers and bikers make up 18.2% of all traffic fatalities. **Proactive policies, infrastructure planning, and education** are imperative to improving safety conditions for bicyclists and pedestrians. For example, by implementing those elements, the state of Oregon experienced a 31% decrease in bicyclist fatalities and a 47% increase in bicyclist commuters from 2012-2016.

Improving safety conditions for pedestrians and bicyclists will be critical to promoting walking and bicycling in Beaufort County. Concerns over safety are justified. According to the 2019 South Carolina Traffic Collision Fact Book, one pedestrian is killed in the state every 2.2 days and one bicyclist every 13.5 days. In Beaufort County, during the three-year period between 2018 and 2020, nine pedestrians were killed and four cyclists died in crashes.

In 2021, South Carolina was ranked as the 7th most dangerous state in the United States for pedestrians as outlined in the report “Dangerous by Design” published by The National Complete Streets Coalition and Smart Growth America. This is a worsening of the state’s already poor rating in the 2019 report, when the state was ranked 10th. South Carolina’s continued place on the top ten list underscores the profound lack of pedestrian infrastructure in the state.

Between 2009 and 2017, South Carolina experienced over 9,000 crashes involving pedestrians and 1,112 pedestrian fatalities. Accidents did not affect the population equally. Although the state was approximately 27% African American at the time, 47% of those involved in pedestrian crashes were African American.



With regard to bicyclists, the report, “South Carolina Pedestrian and Bicycle Crash Analysis 2009-2017” noted there were 146 bicycle fatalities statewide between 2009 and 2017. In the “Bike Friendly State Report Card” prepared by the League of American Bicyclists, South Carolina ranked low, at 42 out of the 50 states and with regard to fatalities for bike commuters, ranked 46 out of 50, where 50 is the worst. Locally, Beaufort County ranked third among all 46 counties in the state for most bicycle crashes per 1,000 people. Again, the impacts were not experienced evenly across the population. While African Americans made up only 27% of the population, they were involved in nearly 40% of the bicycle crashes over the nine-year period.

Pedestrian and bicycle crashes and fatalities have gone up considerably in recent years. Pedestrian fatalities alone have increased by 45% between 2010 and 2019, and 2019 saw the highest numbers of pedestrian deaths since 1990. Action will be needed at all levels of government--with participation from nonprofit and community groups--to address this growing safety concern. From building “complete streets,” making signalized intersection improvements, implementing a Vision Zero program to educate the public on safe driving and cycling techniques, to promoting walking and cycling events, much more can and needs to be done to improve the environment for pedestrians and cyclists in the County.

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PROJECT MISSION AND OBJECTIVES

The mission of the Bicycle and Pedestrian Task Force is to **identify routes, recommend facility types, and suggest policies and ordinances** that will foster **safer, more accessible walking and bicycling** in Beaufort County for residents and visitors.

Objectives

- Establish walking and biking as **routine, efficient, safe, and equitable** options for both transportation and recreation.
- Expand the integrated network of sidewalks, multi-use paths, and on-street bicycle **connections** linking people to destinations like jobs, schools, parks, monuments, and adjacent communities.
- Enhance **quality of life, public health, economic opportunity, and equity** for people of all economic statuses, races, genders, ages, and abilities.

OVERVIEW OF EXISTING TRAIL NETWORK

Beaufort County, with its flat terrain and warm climate, has great potential to increase and improve opportunities for walking and cycling. While the county's historic communities of Beaufort, Bluffton, and Port Royal were compactly built with the pedestrian in mind, much of the growth in the last 50 years has been automobile centric, with low-density development and separated land uses. Yet, progress has recently been made to construct safe pedestrian and cycling routes to residential and retail areas and employment destinations.

Previous and Ongoing Regional Pathway Efforts

Hilton Head Island: Since the 1970s, the Town of Hilton Head Island has been a regional leader in



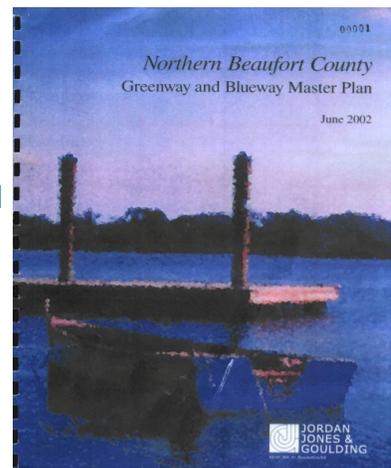
developing off-road multi-use paths, with over 60 miles of public paths and another 50 miles in

gated communities. The paths connect the island's residential, commercial, and resort destinations and are a top amenity for residents and visitors.

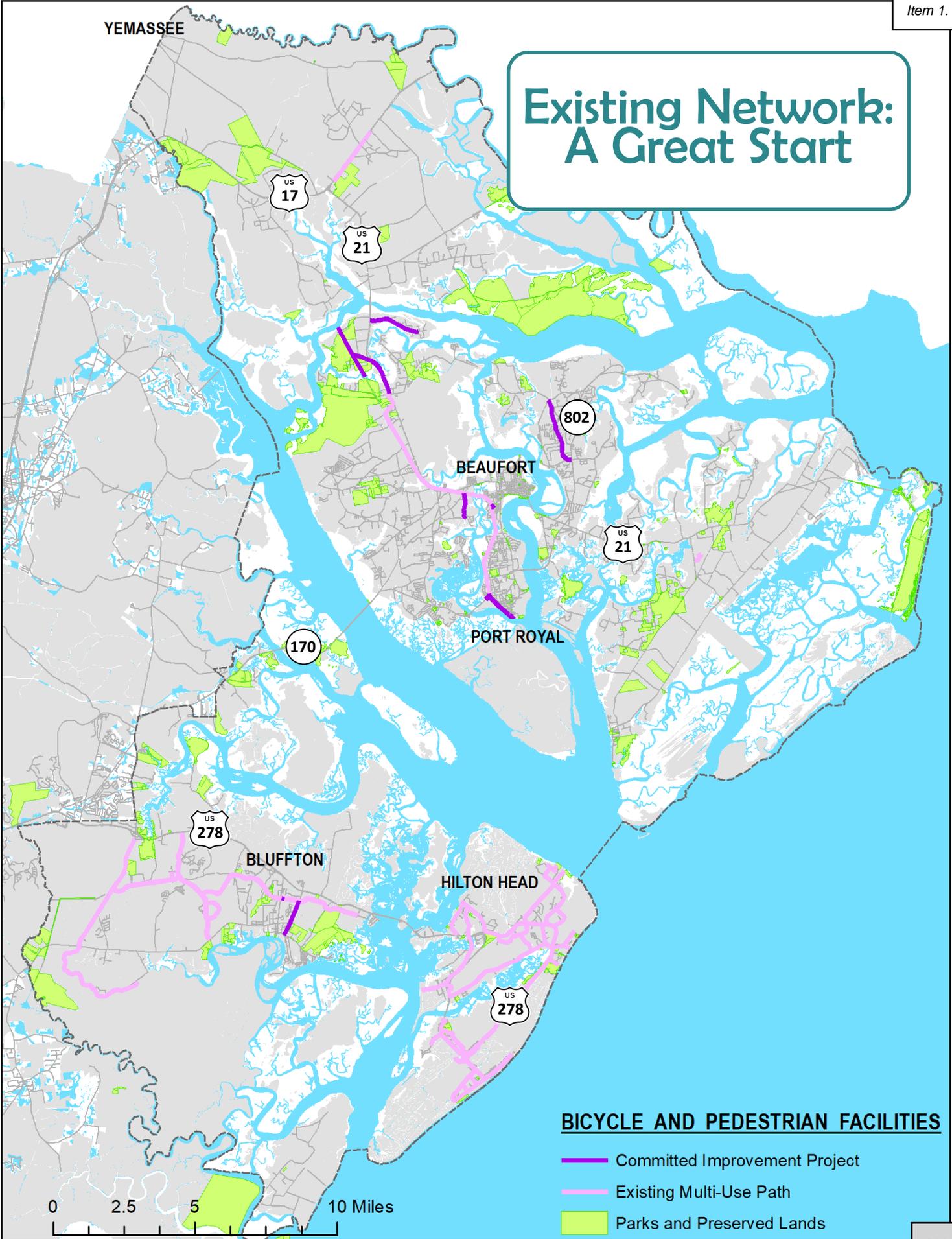
Southern Beaufort County: In the Bluffton area, over 22 miles of multi-use paths have been developed as part of the construction of the Buckwalter, Bluffton, and New Riverside Parkways, and the widening of SC-170, US-278 and SC-46. This network connects many residential areas with businesses, schools, and employment centers. In addition, the Town of Bluffton

has improved sidewalks to advance the walkability of Old Town Bluffton and to provide safe routes to area schools (Simmonsville, Buck Island, and Red Cedar streets).

Northern Beaufort County: In northern Beaufort County, approximately 10 miles of the Spanish Moss Trail have been constructed primarily on the right-of-way of the former Port Royal Railroad. Along with serving an important regional recreational need, the Spanish Moss Trail connects residential areas with businesses, retail and tourist destinations, and major employers, like the Marine Corps Air Station and Beaufort Memorial Hospital. Additional improvements include walkways over the Woods Memorial and McTeer Bridges and multi-use paths along Boundary Street.



Existing Network: A Great Start



BICYCLE AND PEDESTRIAN FACILITIES

- Committed Improvement Project
- Existing Multi-Use Path
- Parks and Preserved Lands

SPOTLIGHT: SPANISH MOSS TRAIL



You'll find history and nature everywhere in Beaufort County, even out on the trail. Beaufort County's Spanish Moss Trail follows the path of the historic Magnolia Line, chartered in 1856. Starting at the historic Kinghorn Warehouse (ca 1915) at the Depot trailhead, the Trail passes along marsh, over tidal creeks, and through hardwood forests. During a ride along its 10-mile length, you are as likely to see some of the area's abundant wildlife--dolphins, wading birds, and bald eagles--as you are other walkers and cyclists.

The Magnolia Line, constructed in 1870, ran south from Yemassee to Port Royal on the Beaufort River. The extension to Augusta, Georgia opened in 1873. The ownership of the railroad changed hands several times over the decades until 1985 when the

South Carolina State Ports Authority purchased the track and established a new Port Royal Railroad. Business along the line was minimal however, and operations ended in November 2003.



AJPierro Photography

In November 2009, Beaufort-Jasper Water & Sewer Authority acquired the right-of-way to use as a utility corridor. In a visionary move in January 2011, the Authority granted a surface easement to Beaufort County to develop 16 miles of the corridor as a recreational trail to be named the Spanish Moss Trail.

In 2012, the Friends of the Spanish Moss Trail was founded by community leaders as a private non-profit corporation to advocate for the development of the Spanish Moss Trail. The Friends partnered with the PATH Foundation of Atlanta to develop a master plan for a 16-mile trail. PATH, an organization with 25 years of experience building over 300 miles of trails, outlined a phased plan to build a 12-foot wide concrete trail designed for the enjoyment of bikers, runners, walkers, and nature enthusiasts of all stages of life. The inaugural project, a one-mile section of trail between the Depot trailhead and Allison Road, was completed in November 2012.

After that, and with strong public support, it was “full steam ahead.” Today, ten miles of the Trail are open and used by over 50,000 residents and visitors a year. The trail provides a trip through a variety of Lowcountry habitats, from salt marsh, tidal creek, bottomland swamp, to hardwood forest. The trail traverses a variety of human habitats as well, from suburban residential neighborhoods, small industrial enclaves, to protected land around the Marine Corps Air Station.

The Trail is known for its views of the marsh, the bridges over tidal creeks, and glimpses of wildlife like

mink, winter ducks, roseate spoonbills, osprey, and of course, deer. The quirky, abandoned “Pickle Factory” provides a reminder of the area’s agricultural past.

The next phase of construction is the much-anticipated extension of the Trail to the Sands Beach in Port Royal and then from Clarendon Road to the Whale

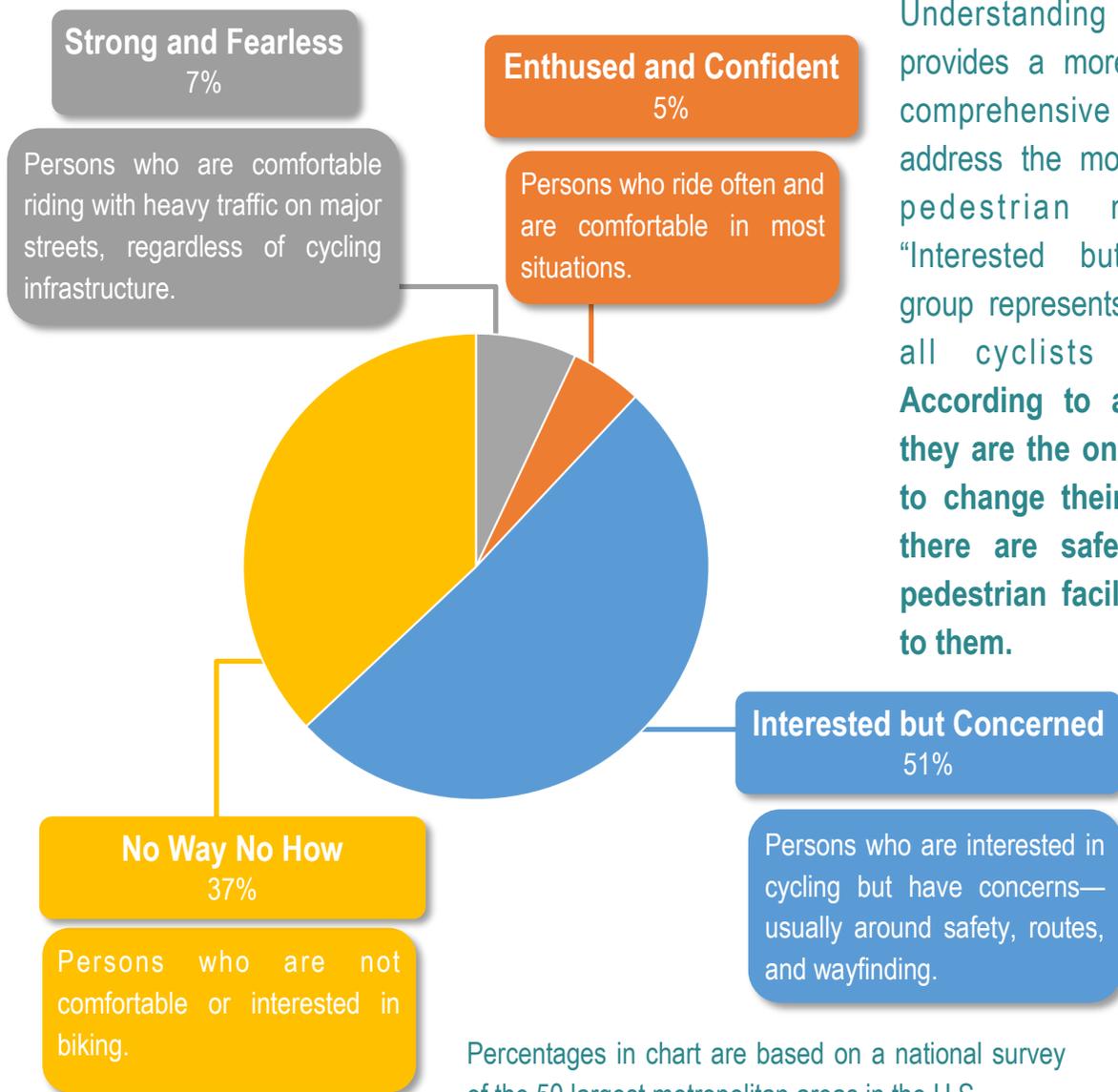
Beautiful trail in excellent condition ... this has been one of the most enjoyable rides my wife and I have made in the US. Highly recommend it and suggest you take your time....
 -Review from TrailLink

Branch River--bringing the Lowcountry a connected 16-mile Trail. A spur to historic Downtown Beaufort is currently being designed. As with so much of trail implementation, the downtown connector is a partnership effort between Beaufort County, the City of Beaufort, and The Friends.

Recognizing the gem that is the Spanish Moss Trail, in 2020, *Outside Magazine* named the Trail one of the ten best walking trails in America. Truly, the Spanish Moss Trail has become one of the County’s greatest assets.

USER TYPES

Cycling is increasing nationally as a transportation and recreation choice. **From 2000 to 2019, bicycle commuting rates increased 58% nationally and 88% in communities that have invested heavily in bicycle infrastructure.** When considering bicycle facilities, it is important to understand what types of investments have the greatest potential to promote cycling. To better understand the needs of cyclists, we relied on four commonly used cyclist categories based on comfort level and willingness to consider cycling a viable transportation mode.



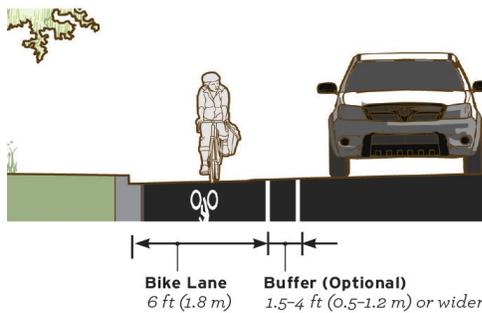
Understanding user types provides a more efficient and comprehensive network to address the most bicycle and pedestrian needs. The “Interested but Concerned” group represents about half of all cyclists nationwide. **According to a 2016 study, they are the ones most likely to change their habits when there are safe bicycle and pedestrian facilities available to them.**

Percentages in chart are based on a national survey of the 50 largest metropolitan areas in the U.S.

FACILITY TYPES

In order to meet the mission and objectives of this plan, emphasis must be placed on serving the needs of the “Interested but Concerned” group with a comprehensive network of multi-use paths and bike friendly streets. For the purposes of this plan, there are four general types of bicycle and pedestrian facilities:

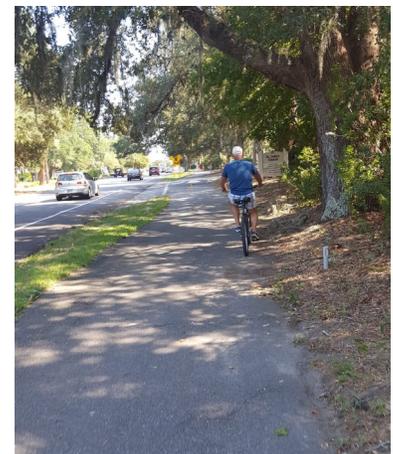
On-Road Facilities: On-road facilities, including shared lanes, paved shoulders, bike lanes, and protected bike lanes (“cycle tracks”), are primarily used by the “strong and fearless” and “enthused and confident” types of cyclists. While paved shoulders greatly improve safety, especially where



there are higher speeds or traffic volumes, inadequate shoulder width and presence of rumble strips frequently stand in the way for even the most fearless cyclists. Adequate, paved on-road facilities should be

targeted for rural and suburban areas. On lower speed urban streets, designated bike lanes have the potential to increase the number of “interested but concerned” cyclists.

Multi-Use Paths: Multi-use paths are pedestrian/bikeways that are typically separated from motorized traffic by an open space or barrier and are either within the highway right-of-way or within an independent right-of-way. When designed correctly, multi-use paths provide the greatest level of comfort and safety for cyclists and pedestrians and have the greatest potential to increase ridership among “interested but concerned” cyclists, including children and the elderly. They also provide safe facilities for cyclists and pedestrians with no other transportation choices.



Bike-Friendly Streets: Bike-friendly streets are low volume/low speed streets that provide a safe environment for bicyclists. Included in this category is the “Bicycle Boulevard”, which is optimized for bicycle travel with treatments such as traffic calming and traffic reduction, signage and pavement markings, and intersection crossings. These treatments allow through movements for cyclists while discouraging similar through trips by nonlocal motorized traffic. Maximum traffic speeds should not exceed 25 MPH.



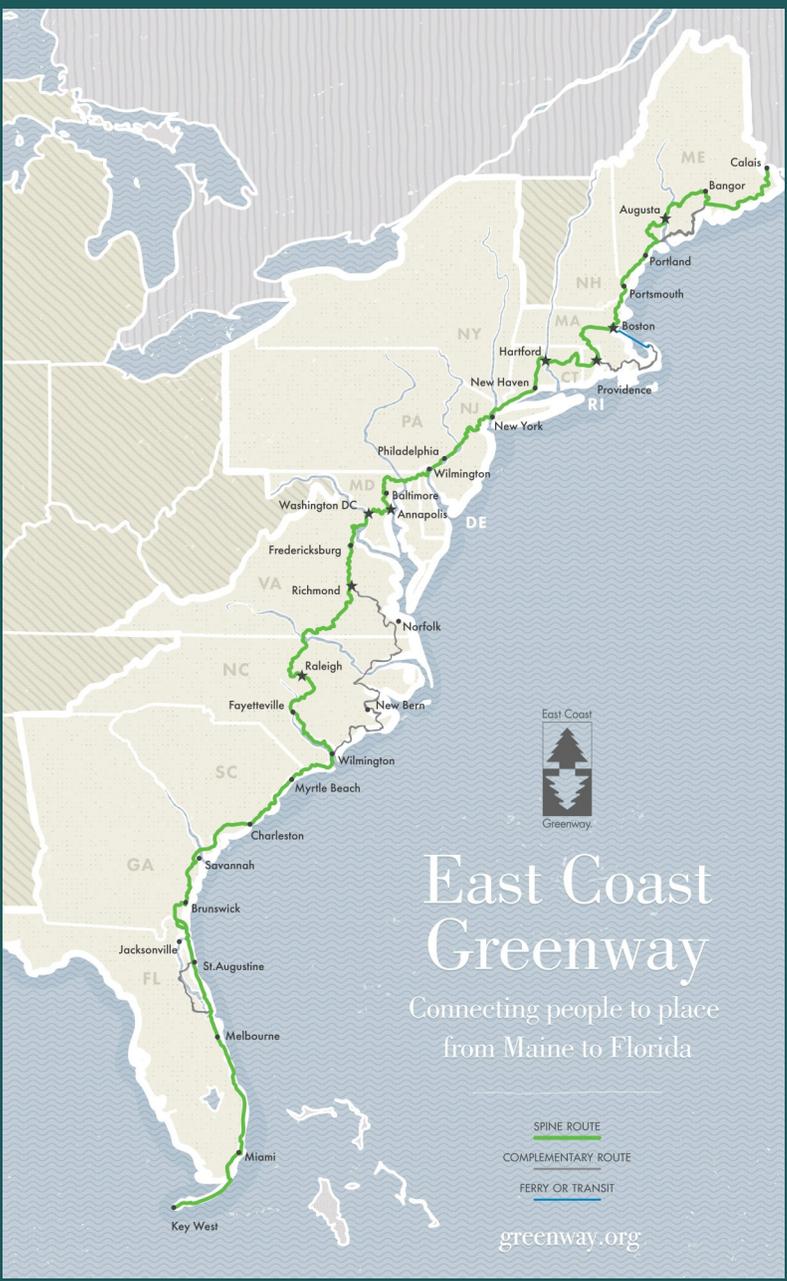
Sidewalks: The primary purpose of sidewalks is to provide a safe path for pedestrians that is separated from vehicular traffic by on-street parking or a planting strip. Width of sidewalks should be a minimum of 5 feet in low density residential areas and increase in width in areas of high pedestrian traffic. Sidewalks should be prioritized where they provide safe and convenient access for pedestrians to schools, parks, retail, and services.

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SPOTLIGHT: EAST COAST GREENWAY

In coastal South Carolina, 20% of the spine route of the East Coast Greenway (ECG) has been completed as a paved, traffic-separated, multi-use path. Beaufort County features three completed segments of the ECG spine route: the Gardens Corner Greenway, the Spanish Moss Trail, and the SC-170 side path. Completed segments are those that meet the requirements described in the *Greenway Guide* (www.greenway.org/design-guide) and are typically 10-12' wide paved trails, also known as greenways, sidepaths, and multi-use paths.

The East Coast Greenway (ECG) is an envisioned 3,000-mile, non-motorized trail system connecting cities, towns, and natural areas from Maine to Florida. The non-profit East Coast Greenway Alliance coordinates efforts to complete and promote the ECG. When completed, the ECG will consist of a network of locally developed multi-use paths, rail-trails, and similarly non-motorized facilities, linked to form a continuous spine trail passing through more than 450 communities in fifteen coastal states and Washington DC.





Above: The multi-use path along SC 170 in Okatie is an approximately 4.5 mile segment of the ECG stretching from US 278 to SC 46.



Left: The Spanish Moss Trail makes up 10 miles of the ECG spine route through Beaufort County and will account for a total of 16 miles when fully developed.

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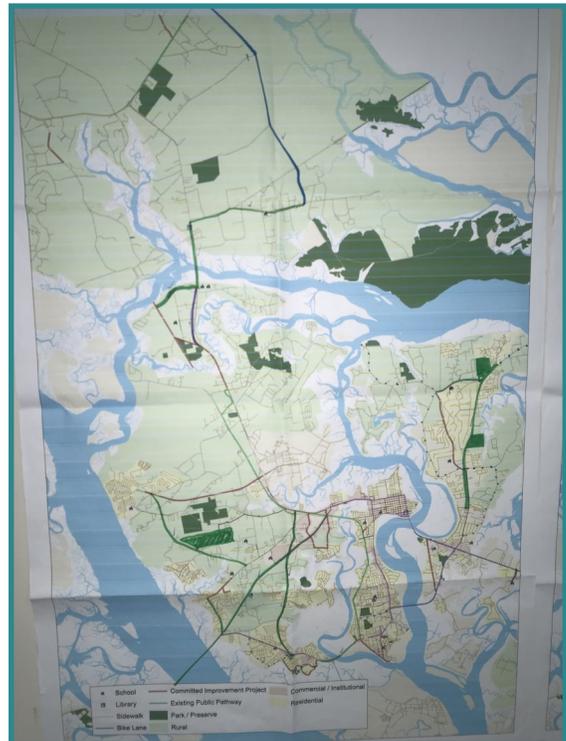
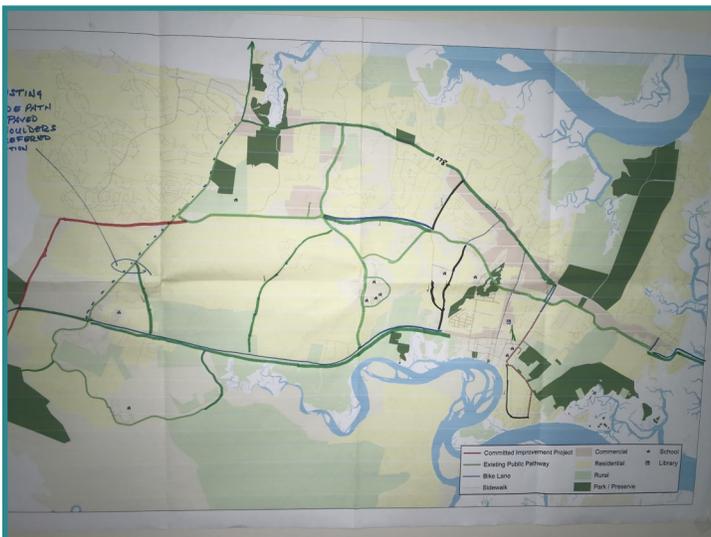
CHAPTER 2:

PROCESS AND PUBLIC INPUT

TASK FORCE PROCESS OVERVIEW

In the fall of 2019, Beaufort County Planning staff assembled a Bicycle and Pedestrian Task Force comprised of local and regional planners representing various municipalities and organizations, as well as pathway and cycling advocates from across the County. The initial goal of this group was to **identify the most urgent needs for facilities in the existing bicycle and pedestrian network, recommend future projects to address those needs, and develop consistent policies for what types of bicycle and pedestrian facilities are appropriate for urban, suburban, and rural areas of the County.** The group soon decided this effort was critical enough to result in a stand-alone Bicycle and Pedestrian Plan.

The task force worked to identify the areas of greatest need in the existing network using maps of existing pathways, committed future pathways, and landmarks such as schools, parks, libraries, and major employers. The group then performed a mapping exercise and created a list of potential pathway projects to meet its objectives. Over the course of several months, the initial project list was reworked to address additional gaps and ensure efficiency of the proposed network.



Proposed facilities ranged from multi-use paths, to sidewalks, to protected bike lanes based on the needs of the community. Once the task force had an established list of projects, focus shifted to engaging the public.

PUBLIC INPUT SURVEY

In the summer of 2020, the County released an online survey to gain public input regarding citizens' walking and cycling habits and desires. The survey was available from the first week of July until the first week of August on the County website and was advertised by the participating municipalities and by advocacy groups including the Coastal Conservation League, the Sea Island Coalition, and Bike Walk Hilton Head Island. The survey consisted of two parts:

- A multiple-choice question and answer section; and
- A mapping exercise in which respondents were asked to indicate improvements or new facilities they would like to see.

A total of 1,946 people responded to the survey. Of the almost 2,000 respondents, 57% identified as female, 42% as male, with the remainder choosing not to identify as a particular gender. Over 70% of the respondents were adults over 55. Almost 42% were over 65.

In general, people feel safe walking in their neighborhood. When asked if they felt safe walking in their community, almost 80% of all participants responded yes. The areas where people did not feel safe walking were on Lady's Island, where almost 30% stated they did not feel safe walking, and in Burton, zip code 29906, where approximately 24% indicated they did not feel safe walking. Okatie and City of Beaufort respondents felt the most comfortable walking, with 89% in Okatie and 88% in Beaufort stating they felt safe walking in their neighborhood.

Residents feel a little less comfortable when on a bike, but in general, still feel safe. Slightly over 75% of those responding indicated they felt safe cycling in their community, while one in four people stated the opposite. Lady's Island was again the area where the highest percentage of respondents indicated they did not feel safe cycling (45.5%). The Burton area (zip code 29906) also

had a higher than average percentage of residents feeling uncomfortable riding (33%). In contrast, The Town of Hilton Head Island had the highest percent of respondents that felt safe riding (80%). This reflects the extensive investments the Town has made in bike paths and promoting Hilton Head as a Bike Friendly Community.

To encourage people to walk more, it is important to identify what impediments there might be to traveling on foot. Respondents were given a list of eight items and asked to identify which of these stopped them from walking as much as they'd like. The top three issues identified were:

- not enough sidewalks;
- motorists don't exercise caution; and
- the places they need to go are beyond walking distance.

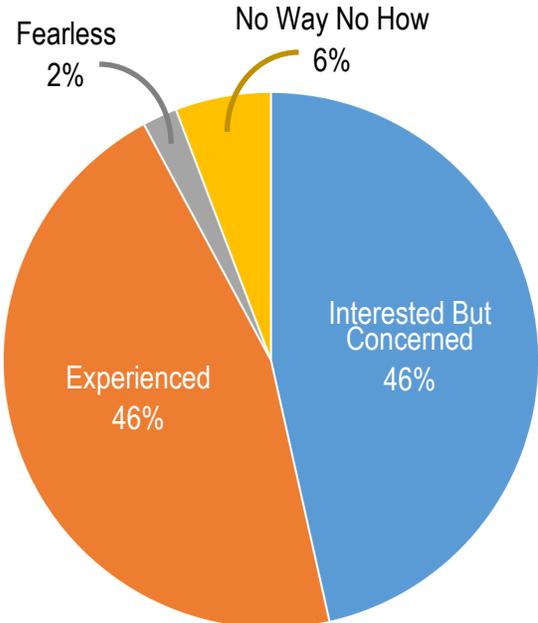
These findings have important implications for the County's comprehensive land use planning effort. Promoting a policy of "complete streets" at the state and local level will help ensure that new roads and road improvements provide safe, convenient places for pedestrians to walk. Making the design of streets "context sensitive" will help control vehicle speeds. Promoting mixed-use, walkable developments will put people close to shopping and services, and provide safe means of access for pedestrians and cyclists.

Issues that were not major impediments were inadequate accommodations for people with disabilities, lack of enforcement of traffic laws, and safety/security concerns.

Survey results indicate that investments in cycling infrastructure and cycling programs could have major payoffs. Only 6% of participants stated they had no interest in cycling. When asked to rate their experience and interest in cycling, 46% of participants stated they were interested in cycling but had concerns with safety, routes, and wayfinding. Expanding cycling infrastructure and targeting education and promotional events at this large segment of the population could greatly expand the cycling community

ADDITIONAL SURVEY FINDINGS

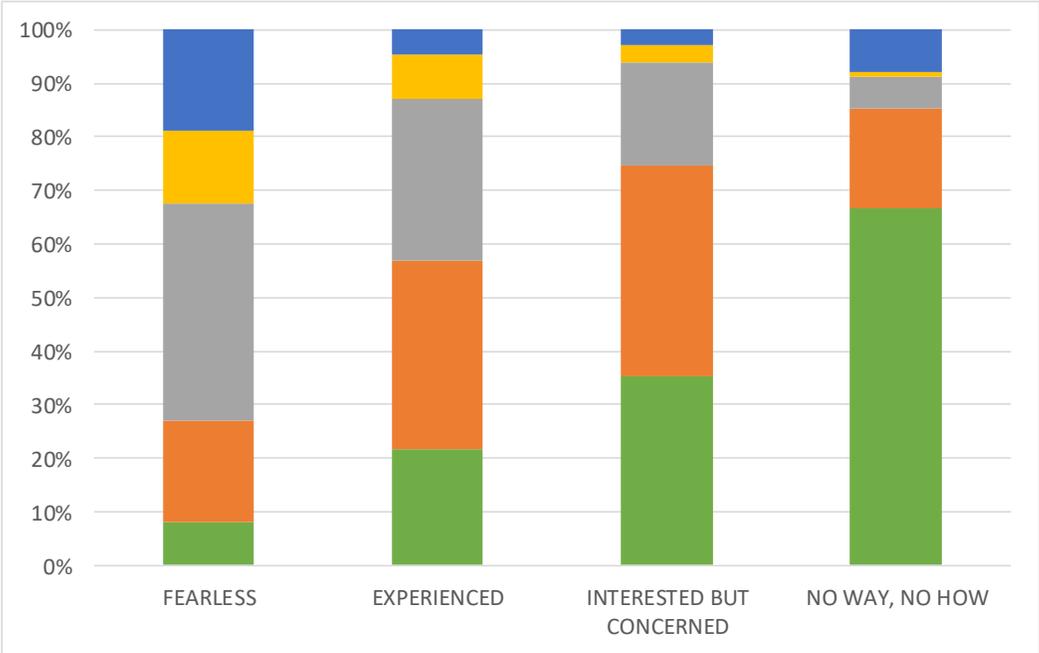
All survey respondents were asked questions about safety, comfort, and existing facilities:

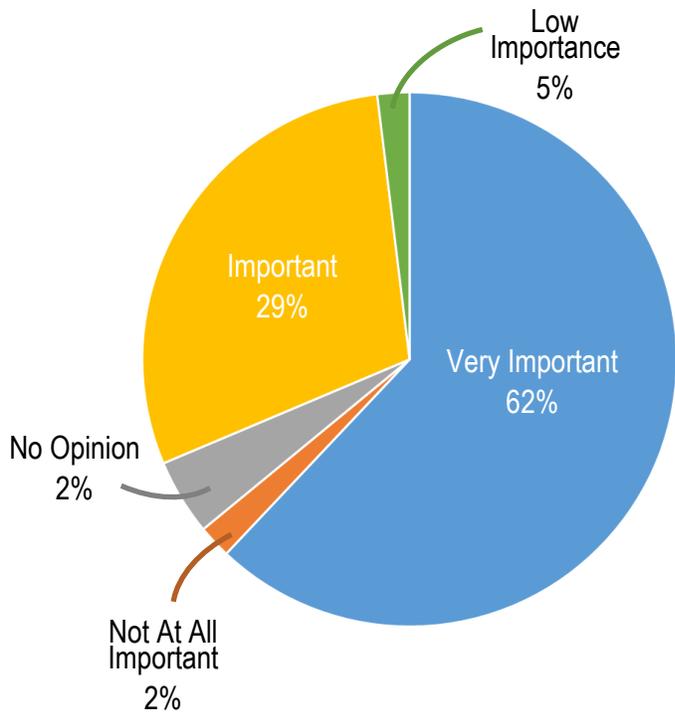


When asked to identify the type of cyclist closest to their own comfort level, over 46% of respondents self-identified as “Interested but Concerned.” **Almost 50% of that group would like walking or biking to be their primary mode of transportation.**

At what traffic speed do you feel unsafe riding a bicycle in mixed traffic (by cyclist type)?

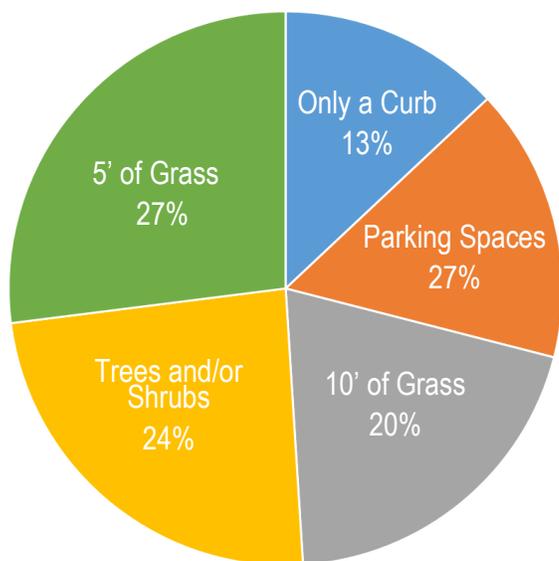
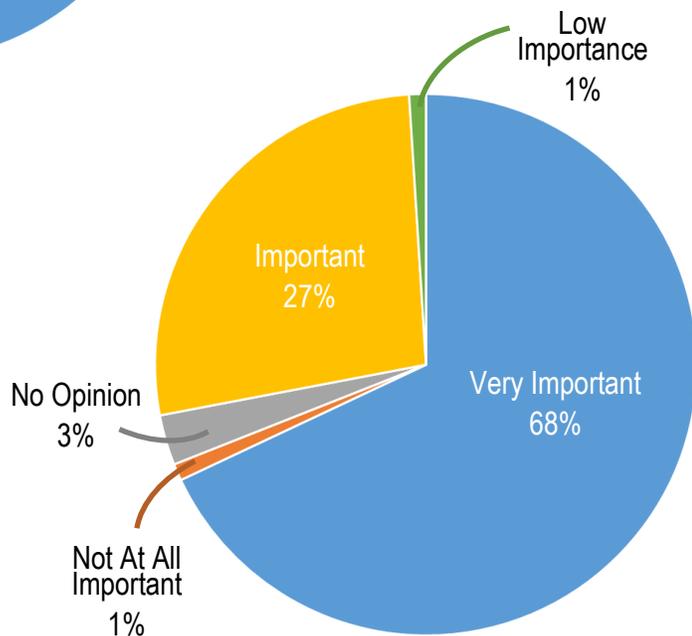
- Never Uncomfortable
- 55 MPH or higher
- 45 MPH or higher
- 35 MPH or higher
- 25 MPH or higher





How important are bikeability and/or walkability in your choice of where to live or work?

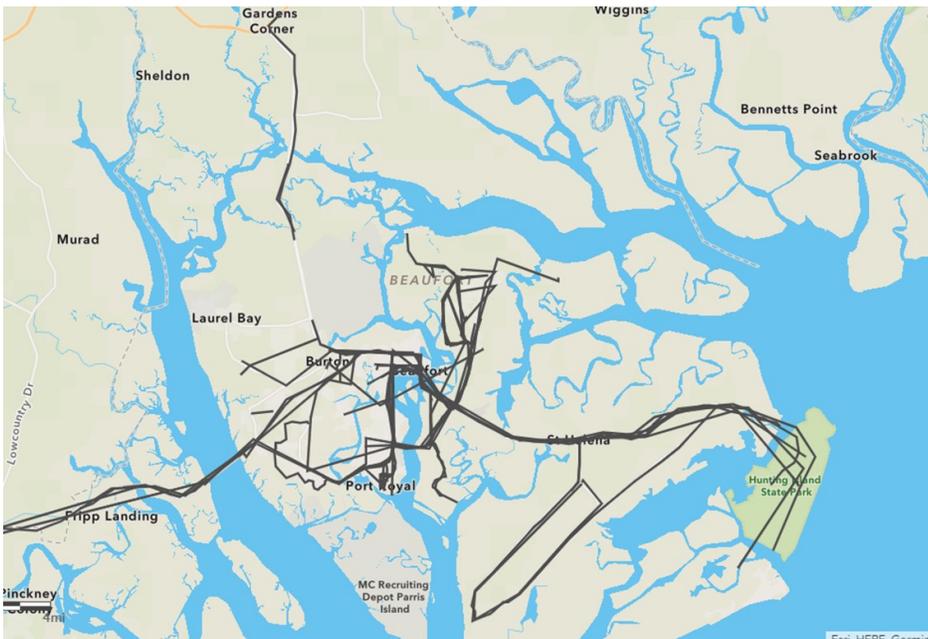
How important is it for county and local governments to invest in bicycle and pedestrian systems?



I feel safe when “insert option here” separates the sidewalk from the road.

MAPPING EXERCISE FINDINGS

Next, respondents were asked to identify bicycle and pedestrian routes most in need of facilities and/or existing infrastructure in need of improvements. Respondents were also able to give written descriptions of their recommendations.



Responses in Northern Beaufort County focused on major corridors and connections between downtown Beaufort, the Town of Port Royal, and Lady's Island/St. Helena Island out to Hunting Island.

Similarly, Southern Beaufort County respondents frequently identified routes between established residential areas and newer commercial development, between Bluffton and Hilton Head Island, and heading north on SC-170.



MAJOR THEMES

MAKING CONNECTIONS:

Respondents frequently mentioned connecting neighborhoods, commercial locations, civic areas, and existing bicycle and pedestrian trails.

SPINE AND SPUR:

Many responses suggested using certain portions of existing trails and planning efforts as a “backbone” or “spine” to the regional network. Several others mentioned creating “spurs” or “loops” from the spine out to destinations.

Other important themes included:

- Safety improvements.
- Wayfinding and signage for bicycle and pedestrian access.
- Education initiatives including a phone app with route-making capabilities, safety resources, and updates on regional bicycle and pedestrian planning efforts.

TOP MENTIONED ROUTES / IMPROVEMENTS

1. Connection from Spanish Moss Trail to Downtown Beaufort
2. May River Road
3. Sams Point Road / Brickyard Point Road / Middle Road
4. Buck Island Road between Bluffton Parkway and US 278
5. SC 170 connecting Northern and Southern Beaufort County
6. Main Street (Hilton Head Island)

CHAPTER 3:

PROJECT PRIORITIZATION

PRIORITIZATION METHODOLOGY

After collecting public input, the Task Force developed a process for prioritizing the proposed recommendations using the “Making Connections” and “Spine and Spur” themes resulting from the public input survey. Several precise criteria were also used in the decision-making process. Project prioritization does not preclude implementing projects on an opportunistic basis, where cost-efficiencies or new project partnerships become available.

Therefore, the results of the prioritization process are intended as a flexible framework for seeking funds to design and engineer the highest priority projects.

GUIDING PRINCIPLES

Making Connections:

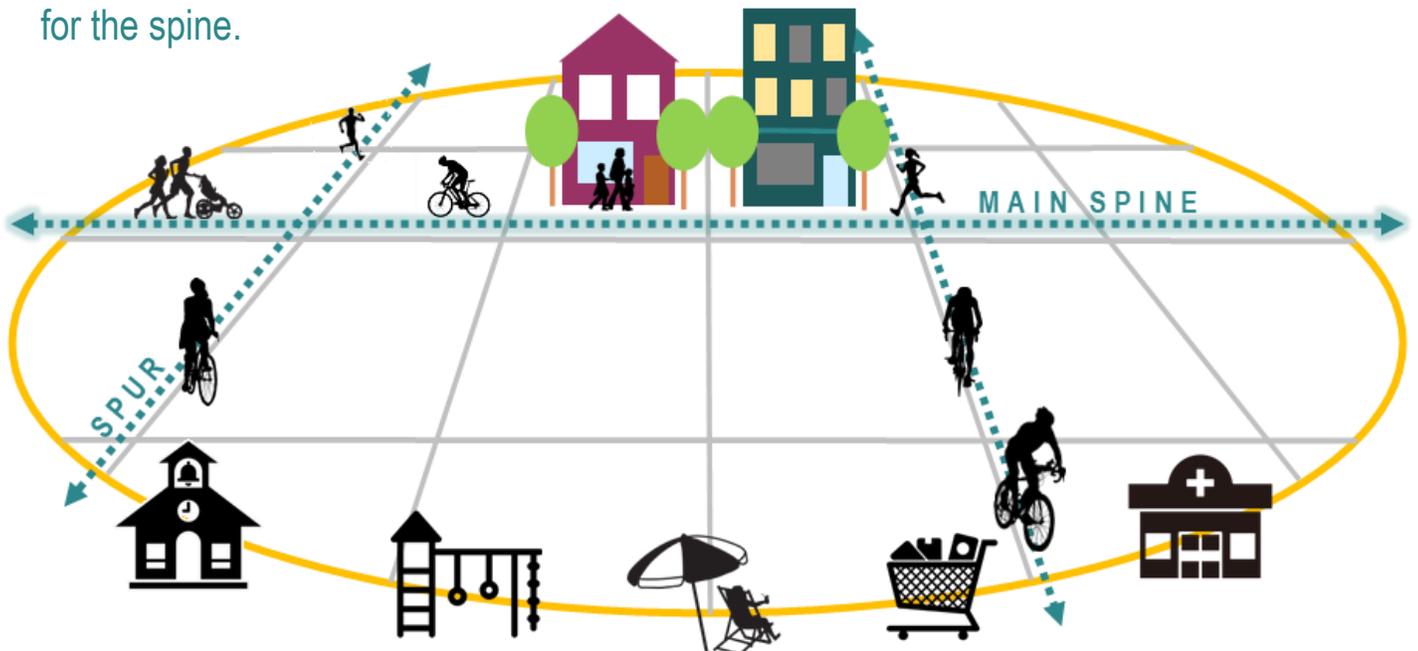
This plan aims to connect residents and visitors to jobs, schools, parks, shopping, nature, and other destinations in the region. Recommended projects have been prioritized on their merit in relation to this goal.

Target the “Interested but Concerned”:

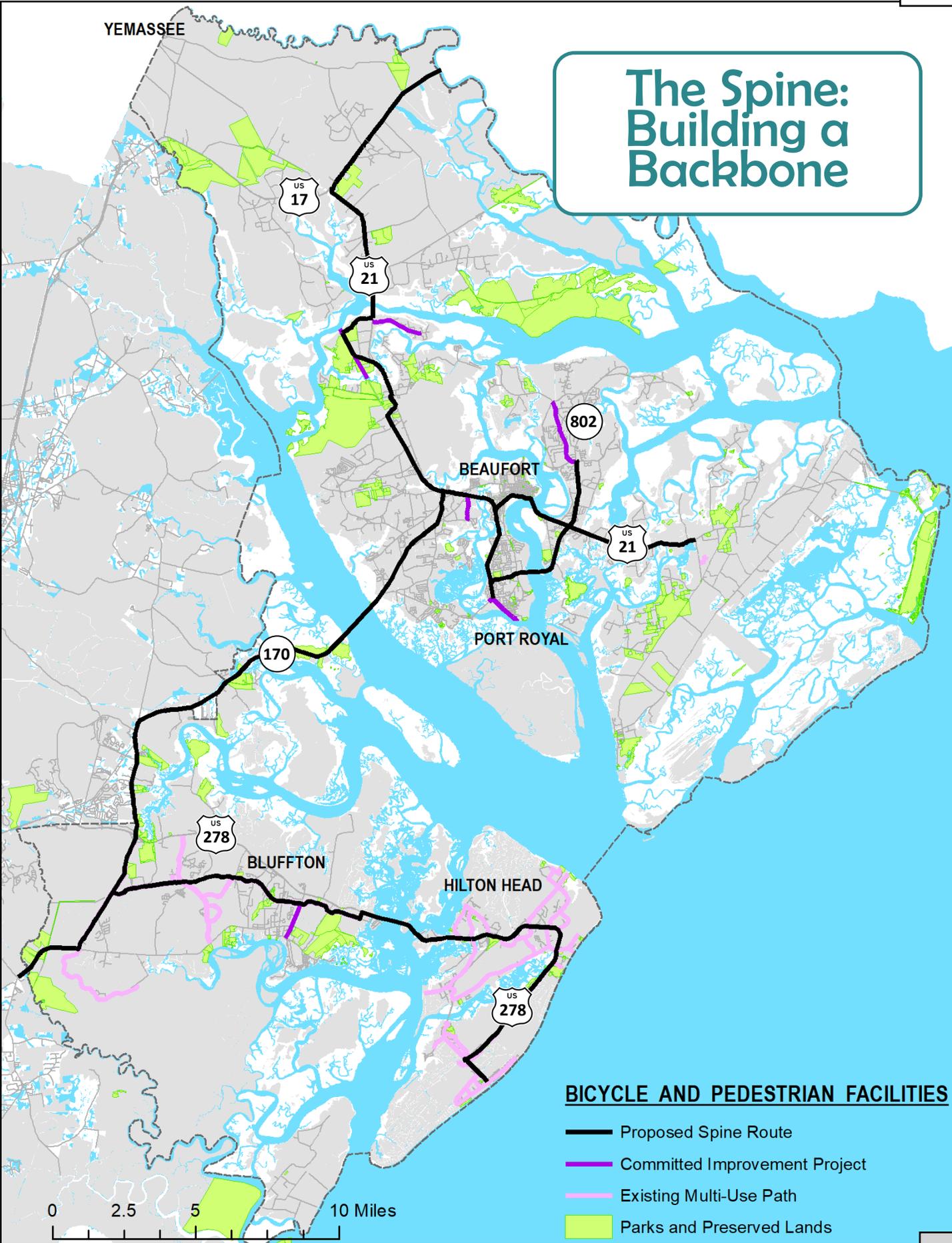
46% of users in Beaufort County are “Interested but Concerned” and most likely to change their habits. Multi-use paths, signage, and educational opportunities through schools programs, pamphlets, or other publications are critical pieces of the puzzle in making more people feel “Enthused and Confident.”

Spine and Spur Approach:

This approach identifies a central “spine” of the network and strives to add connected “spurs” that reach into communities and provide safe, efficient access to the existing network. Beaufort County has an existing pathway network in the Spanish Moss Trail, Bluffton Parkway, and throughout Hilton Head Island that should be used as the basis for the spine.



The Spine: Building a Backbone



POLICY AND PROGRAM RECOMMENDATIONS

Policies supporting non-motorized travel are as important to improving walking and bicycling conditions as are engineering projects. Policies and programs are crucial in developing a culture where walking and bicycling are every day activities, and support for these transportation alternatives is institutionalized. Non-infrastructure recommendations fall into two categories--- policy recommendations that are implemented by County leadership and staff; and program recommendations, implemented by a variety of governmental and nonprofit partners.

These recommendations have been developed using the nationally recognized five “E’s” strategy for better walking and bicycling accommodation. This is a holistic approach to



pedestrian and bicycle planning that considers engineering, encouragement, education, and evaluation/planning activities implemented in an equitable fashion.

The Five “E’s” are:

Equity: A bicycle and walk-friendly community for everyone;

Engineering: Creating safe and comfortable pedestrian and bicycle facilities;

Education: Educating pedestrians, bicyclists, and motorists to ride and drive;

Encouragement: Creating a strong multi-modal culture that welcomes and celebrates walking and biking; and

Evaluation & Planning: Planning for walking and bicycling as safe and viable transportation options.

POLICY RECOMMENDATIONS

- 1 Encourage each jurisdiction on the Bicycle and Pedestrian Task Force to adopt Beaufort County Connects 2021 by resolution and incorporate the document into their respective comprehensive plans. **(Evaluation & Planning)**
- 2 Adopt the Immediate, Mid-, and Long Term project list in this plan. **(Engineering)**
- 3 Use the Prioritization Matrix in this plan to further evaluate each proposed project, ensuring that the implementation process focuses on projects of most merit to the connectivity of the regional bicycle and pedestrian network. **(Engineering)**
- 4 Develop a funding strategy and anticipated annual revenue stream for bicycle and pedestrian projects that includes Accommodations Tax, Guideshare funds, Capital Project Sales Tax, dedicated local funding, and state and federal grants. **(Evaluation & Planning)**
- 5 Create a staff position within the Beaufort County government whose primary responsibility is to oversee the implementation of the Beaufort County Connects 2021. **(Evaluation & Planning)**
- 6 Consider a 2022 ballot initiative to re-impose a 1% capital project sales tax to fund transportation improvements that include complete streets and multi-use paths and establish a regular schedule for future referendums. **(Equity, Evaluation & Planning)**
- 7 Encourage local jurisdictions to adopt a Complete Streets policy that requires all streets to be planned, designed, operated, and maintained to enable safe access for all users, including pedestrians, bicyclists, and transit riders of all ages and abilities. All future transportation projects should adhere to the Complete Streets policy in an appropriate urban, suburban, or rural context. **(Equity, Engineering)**
- 8 Encourage municipalities and SCDOT to make Complete Streets policies mandatory in all new construction and repair projects. **(Equity, Evaluation & Planning)**
- 9 Identify streets where Shared Lane Markings (“sharrows”) should be added to improve conditions for bicyclists. Work with SCDOT, the County, and municipalities as appropriate to have these added. **(Equity, Evaluation & Planning)**
- 10 Work with Lowcountry Area Transportation Study (LATS) during the update of the Long Range Transportation Plan to incorporate bicycle and pedestrian projects in the Beaufort County Connects 2021 and advocate for a target percentage of funding to be devoted to bicycle and pedestrian facilities. **(Equity, Evaluation & Planning)**

- 11** Identify rural roads with moderate to high traffic volumes where paved shoulders are needed. Work with SCDOT to include paved shoulders as part of road repaving. **(Equity, Evaluation & Planning)**
- 12** Establish an agreement with local utilities for use of utility corridors as walking and bicycling paths. **(Equity, Evaluation & Planning)**
- 13** Revise the Community Development Code to require that path corridors are reserved, dedicated, or constructed in new developments where path corridors are shown in an adopted plan or where a property connects to an existing or proposed greenway. **(Equity, Evaluation & Planning)**
- 14** Actively engage with the Beaufort County School District for their assistance in planning and implementing sidewalks and pathways so that children can walk or bike to school. **(Equity, Evaluation & Planning)**
- 15** Advocate for state funding for the Safe Routes to School Program in concert with the Beaufort County School District. **(Equity, Evaluation & Planning)**
- 16** Develop a non-profit organization to advocate for pathway projects in Beaufort County and work to raise private donations. **(Encouragement, Evaluation & Planning)**
- 17** Work with the Friends of the Spanish Moss Trail to expand their role to advocate and raise private donations for pathway projects that connect to the trail. **(Encouragement, Evaluation & Planning)**
- 18** Endorse the Vision Zero Policy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all. **(Equity)**
- 19** Install pedestrian facilities such as crosswalks, countdown signals, and curb ramps at all intersections where there is an existing sidewalk or planned sidewalk or trail. **(Equity, Evaluation & Planning)**
- 20** Provide raised medians or pedestrian refuge islands, where practical, at crosswalks on streets with more than three lanes, especially on streets with high volumes of traffic. **(Equity, Evaluation & Planning)**
- 21** Require bicycle parking in all new commercial, civic, government, and multi-family land uses. Encourage municipalities to have similar requirements. **(Equity, Evaluation & Planning)**
- 22** Work with the East Coast Greenway to develop a strategy to complete the East Coast Greenway trail through Beaufort County. **(Evaluation & Planning)**
- 23** Encourage the SC Legislature to adopt a Safety Stop bill that allows bicyclists to treat a stop sign as a yield sign if the cyclist has slowed down to a speed that would allow them to stop if needed. Studies have shown that Safety Stops are safer and more efficient for the cyclist. **(Equity, Evaluation & Planning)**
- 24** Encourage large employers to provide showers and clothes lockers at work to promote commuting by bike. **(Equity, Evaluation & Planning)**

PROGRAM RECOMMENDATIONS

- 1** Establish a Bicycle and Pedestrian Advisory Committee to assist the County in the planning, funding, development, and implementation of facilities and programs that will result in the increased safety and use of bicycle and pedestrian travel as a mode of transportation and recreation. **(Education, Encouragement, Evaluation & Planning)**
- 2** Support or partner with municipalities on bike sharing and e-scooter programs in an effort to promote cycling and mobility. **(Equity, Encouragement)**
- 3** Sponsor, support, and/or promote national events that promote walking and cycling **(Education, Encouragement)**:

 - **National Bike Month.** National Bike Month is a chance to showcase the many benefits of bicycling and encourage more people to give biking a try.
 - **Bike-to-Work Day.** Bike-to-Work Day promotes the bicycle as an option for commuting to work by providing route information and tips for new bicycle commuters.
 - **Car-Free Day.** Car Free Day, an international day to celebrate getting around without cars, coincides with the beginning of the school year and is the perfect way to kick-off programs that promote bicycling and raise awareness for environmental issues.
- **Earth Day.** Earth Day can encourage residents to help the environment by bicycling to destinations and staying out of their cars and provides an excellent opportunity to educate people of all ages in the community.
- 4** Become a designated Walk Friendly Community. This program recognizes communities that have shown a commitment to improving and sustaining walkability and pedestrian safety through comprehensive programs, plans, and policies. **(Encouragement)**
- 5** Become a designated Bicycle Friendly Community. This program provides a roadmap to improving conditions for bicycling and guidance to help improve the community by providing safe accommodations for bicycling and encouraging people to bike for transportation and recreation. **(Encouragement)**
- 6** Consider participating in the Open Streets Program to temporarily open selected streets to pedestrians by closing them to cars. **(Education, Encouragement)**

- 7 Encourage and support events hosted by private non-profit groups that promote walking and cycling such as bike rodeos, weekend walkabouts, lunchtime bicycle rides, cycle the bridges, ride to beach, etc. **(Education, Encouragement)**
- 8 Support and partner with private nonprofit groups, such as Eat Smart Move More South Carolina, that focus on helping communities create healthy eating and active living options. **(Education, Encouragement)**
- 9 Develop an education program similar to Charleston's **Bike Right, Drive Right Campaign** to educate both bicyclists and motorists on safe and respectful sharing of our roads. **(Education)**
- 10 Develop a regional wayfinding program. **(Encouragement)**
- 11 Develop an interactive bike map that outlines bike routes and bike parking. **(Encouragement)**
- 12 Support the School District in implementing a Walk and Bike to School day. **(Education, Encouragement)**
- 13 Conduct county-wide pedestrian and bicycle counts on a regular basis. **(Evaluation & Planning)**
- 14 Encourage training courses for law enforcement officers on state and local laws for motorists, bicyclists, and pedestrians to focus enforcement of speeding and failing to yield the right-of-way to pedestrians and bicyclists, as

well as bicyclists and pedestrians failing to follow traffic signs and signals and wrong way riding on the road. **(Education)**

POTENTIAL PARTNERS

The following agencies, institutions, and organizations have been identified as potential partners in implementing the Beaufort County Connects 2021:

Agencies and Institutions:

Department of Defense, SC DOT, SC DHEC, Beaufort County PALS, Beaufort County School District, Beaufort County Libraries, City of Beaufort Public Works, Town of Port Royal Public Works, Town of Bluffton Engineering, Town of Hilton Head Island, USCB, TCL, Palmetto Breeze, Beaufort Memorial Hospital, Hilton Head Regional Health Care, Coastal Carolina Hospital

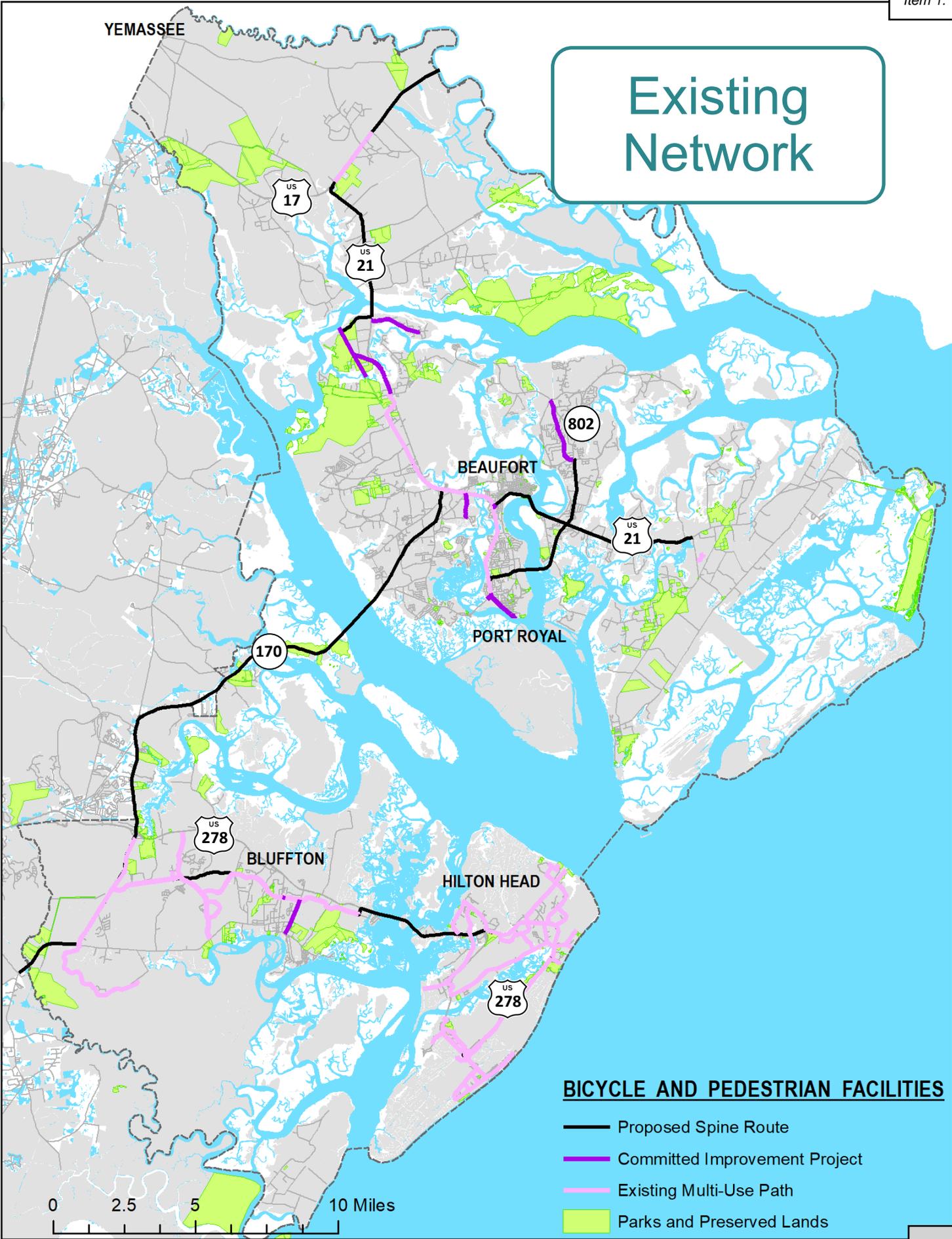
Nonprofits: Eat Smart Move More South Carolina, Coastal Conservation League, Friends of the Spanish Moss Trail, Bike Walk HHI, YMCA, AARP, Diabetes Association, Palmetto Cycling Coalition, Sun City Cycling Club, Hilton Head Island Bicycling Club, EZ Riders Bicycle Club, Kickin' Asphalt Bicycle Club, Chain Gang Bicycle Club

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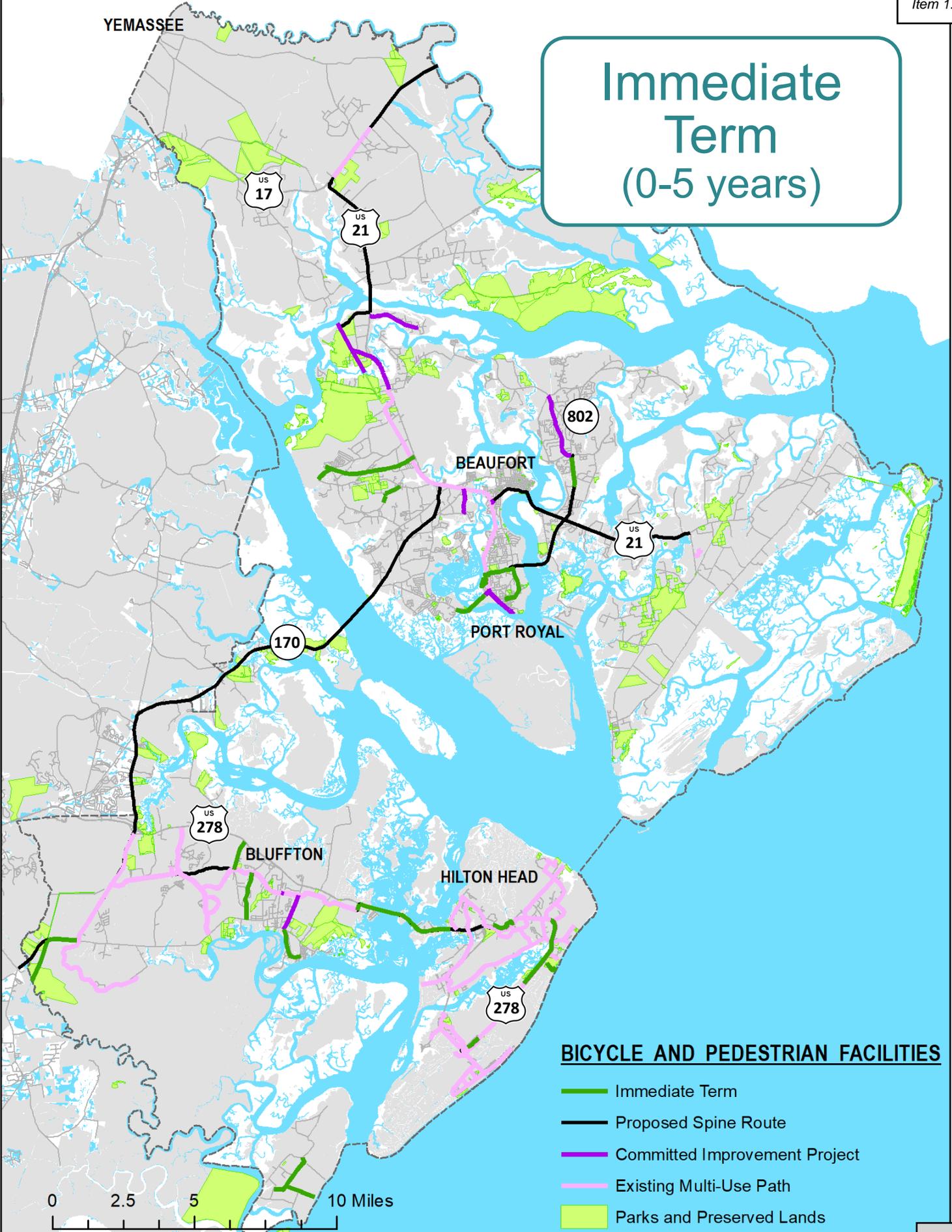
MAPPING A NETWORK

The next pages of this plan tell a story through maps. Beginning with the existing bicycle and pedestrian network in Beaufort County and proposed spine routes, each subsequent map visualizes how infrastructure improvements and new bicycle and pedestrian projects will expand upon the current network. Each project has merit as part of the “Spine” or a connected “Spur” of the network, and each is designated as one of three levels of priority: Immediate Term (0-5 years), Mid-Term (5-10 years), and Long Term (10+ years).

Existing Network



Immediate Term (0-5 years)



Project	Length (mi)	Approximate Costs	Operation (yearly)	Jurisdiction(s)
Spanish Moss Trail from Clarendon to Whale Branch	3.0	\$1,500,000	\$19,500	Beaufort County
Laurel Bay Rd	3.4	\$3,900,000	\$22,100	Beaufort County
Rugrack Rd from Joseph Shanklin Elementary to Laurel Bay Rd (Sidewalk)	0.5	\$150,000	\$3,250	Beaufort County
Pine Grove Rd / Burton Wells Rd	0.9	\$1,000,000	\$5,850	Beaufort County
Russell Bell Bridge from Spanish Moss Trail to Broad River Dr	1.3	\$650,000	\$8,450	Beaufort County, Port Royal
Waddell Rd /Battery Creek Rd / Riverside Dr from Ribaut Rd to Spanish Moss Trail (Bike Lane)	1.0	\$750,000	\$6,500	City of Beaufort, Town of Port Royal
Sams Point Rd from Wallace Rd to southern terminus of Middle Rd Pathway	1.1	\$550,000	\$7,150	Beaufort County, City of Beaufort
Lady's Island Dr to Port Royal Elementary / Live Oaks Park via Old Shell Rd / 14th St	1.3	\$650,000	\$8,450	Beaufort County
New River Liner Trail from Hwy 46 south to New River (Paving)	1.5	\$750,000	\$9,750	Beaufort County, Town of Bluffton
SC-46 from New River Park to New River Linear Trail	0.6	\$300,000	\$3,900	Beaufort County, Town of Bluffton
Buck Island Rd from Bluffton Pkwy to US-278	1.0	\$500,000	\$6,500	Beaufort County, Town of Bluffton
Alljoy Rd	1.6	\$750,000	\$10,400	Beaufort County, Town of Bluffton
School Rd (Crush and run path)	1.6	\$584,000	\$10,400	Beaufort County
Beach Rd from School Rd to terminus (Crush and run path)	1.2	\$438,000	\$7,800	Beaufort County
Main Street from Wilborn Rd to Whooping Crane Way	1.1	\$1,200,000	\$6,875	Town of Hilton Head Island, Beaufort County
Shelter Cove Lane from US 278 Bus to Shelter Cove Park	0.2	\$225,000	\$1,250	Town of Hilton Head Island
Woodhaven Drive/Lane, Phase I Boggy Gut Pathway	0.2	\$225,000	\$1,250	Town of Hilton Head Island
US 278 Bus E from Mathews Dr to Dillon Rd	1.1	\$1,200,000	\$6,875	Town of Hilton Head Island
Singleton Beach Rd from Chaplin Park to Collier Beach Park	0.4	\$300,000	\$2,500	Town of Hilton Head Island
US 278 Bus E from Arrow Rd to Village at Wexford	0.4	\$400,000	\$2,500	Town of Hilton Head Island
US 278 from Squire Pope Rd to Bridges (SCDOT Project)	1.5	N/A*	\$9,375	Town of Hilton Head Island, Beaufort County
US 278 from Jenkins Island to Mainland (SCDOT Project)	1.8	N/A*	\$11,250	Town of Hilton Head Island, Beaufort County
Chaplin Linear Park	1.2	\$2,150,000	\$9,825	Town of Hilton Head Island
TOTAL	27.9	\$18,172,000	\$181,700	

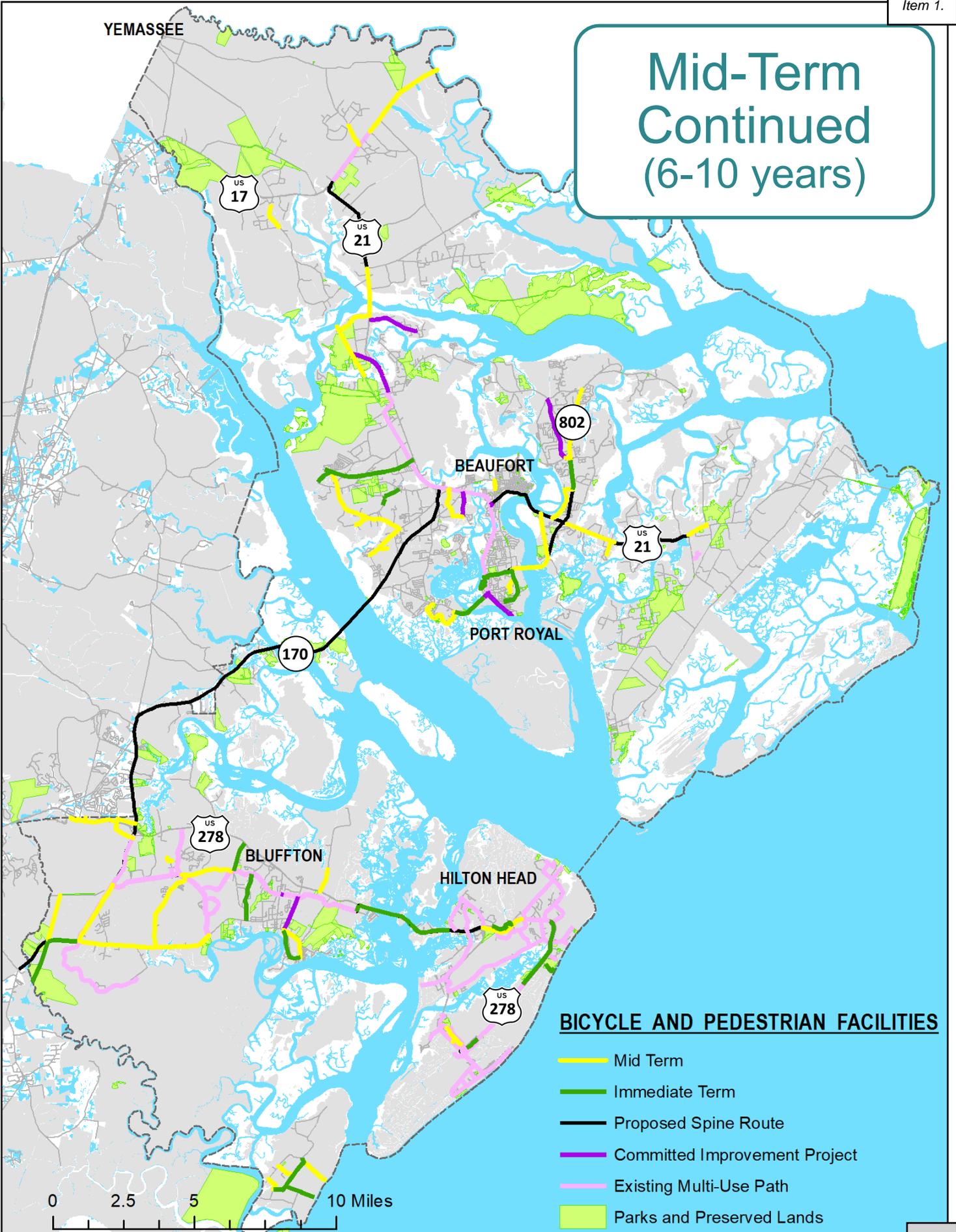
*Final alignment and facility improvements not known at this time

Mid-Term (6-10 years)



Project	Length (mi)	Approximate Costs	Operation (yearly)	Jurisdiction(s)
Big Estate Road from Hwy 17 to Big Estate Circle	1.4	\$2,000,000	\$9,100	Beaufort County
US-17 from Big Estate Rd to Harriet Tubman Bridge	3.0	\$1,000,000	\$19,500	Beaufort County
Seabrook Rd from US-21 to Spanish Moss Trail	1.3	\$1,000,000	\$8,450	Beaufort County
US-21 from Seabrook Rd to Keans Neck Rd	1.7	\$850,000	\$11,050	Beaufort County
US-21 from Detour Rd to Seabrook Rd (Sidewalk)	1.6	\$480,000	\$10,400	Beaufort County
Broad River Drive	1.7	\$2,000,000	\$11,050	Beaufort County, Town of Port Royal
Burton Wells Park to Habersham Market	0.5	\$250,000	\$3,250	Beaufort County
Wallace Rd and Sunset Blvd	1.5	\$750,000	\$9,750	Beaufort County, City of Beaufort
Joe Frazier Rd from Broad River Blvd to Laurel Bay Rd	3.5	\$1,800,000	\$22,750	Beaufort County
Sams Point Rd from traffic circle to Springfield Rd	2.5	\$1,250,000	\$16,250	Beaufort County
Meridian Road	1.6	\$1,750,000	\$10,400	Beaufort County, City of Beaufort
US-21 from Sams Point Way to Airport Cir	0.8	\$400,000	\$5,200	Beaufort County, City of Beaufort
Chowan Creek Bluff from US-21 to Lady's Island Elementary (Sidewalk)	0.4	\$230,000	\$2,600	Beaufort County, City of Beaufort
Marsh Road from Duke St o Boundary St (a portion to be boardwalk for marsh protection)	0.3	\$150,000	\$1,950	Beaufort County, City of Beaufort
Burton Hill/Old Salem Road	1.4	\$2,000,000	\$9,100	Beaufort County, City of Beaufort
MLK Jr Blvd to St. Helena Elementary School	0.8	\$400,000	\$5,200	Beaufort County
Broad River Blvd/Riley Road	1.1	\$750,000	\$7,150	Beaufort County, Town of Port Royal
McTeer Bridge Protected Bike Lanes	1.0	\$300,000	\$6,250	Beaufort County
TOTAL	26.1	\$17,360,000	\$169,400	

Mid-Term Continued (6-10 years)



Project	Length (mi)	Approximate Costs	Operation (yearly)	Jurisdiction(s)
Naval Park to Cypress Wetlands	0.4	\$200,000	\$2,600	Town of Port Royal
Shell Point Rd from Broad River Dr to Savannah Hwy	1.6	\$800,000	\$10,400	Beaufort County, Town of Port Royal
Okatie Center Blvd N & S and US-278 from SC-170 to University Blvd	2.2	\$1,100,000	\$14,300	Beaufort County
Northbound side of SC-170 from SC-46 to Bluffton Pkwy	2.3	\$1,700,000	\$14,950	Beaufort County, Town of Bluffton
New River Linear Trail from SC-46 to Del Webb Trailhead (Paving)	1.8	\$900,000	\$11,700	Beaufort County
Old Miller Rd / Lake Point Dr Connection	0.4	\$3,000,000	\$2,600	Beaufort County, Town of Bluffton
Sawmill Creek Rd (Sidewalk)	0.7	\$350,000	\$4,550	Beaufort County
SC-46 from traffic circle to Buckwalter Pkwy	4.8	\$2,400,000	\$31,200	Beaufort County, Town of Bluffton
Ulmer Road/Shad Road	1.3	\$2,000,000	\$8,450	Beaufort County, Town of Bluffton
US 278 Bus E from Gardner Dr to Jarvis Park Dr	1.4	\$1,800,000	\$8,750	Town of Hilton Head Island
Arrow Rd R/W Pathway from Bristol Sports Arena to Target Rd	0.9	\$950,000	\$5,625	Town of Hilton Head Island
Archer Rd Pathway	0.2	\$200,000	\$1,250	Town of Hilton Head Island
Lagoon Rd/Ibis St Pathway from Avocet St to North Forest Beach Dr	0.8	\$800,000	\$4,690	Town of Hilton Head Island
Benjies Point Rd from School Rd to Haig Pt (Crush and run path)	0.5	\$182,500	\$3,125	Beaufort County
Church Rd (Crush and run path)	0.6	\$219,000	\$3,900	Beaufort County
Turtle Beach Rd from Oak Ridge Ln to terminus (Crush and run path)	1.0	\$365,000	\$6,500	Beaufort County
TOTAL	20.9	\$16,966,500	\$134,590	

Long Term (10+ years)

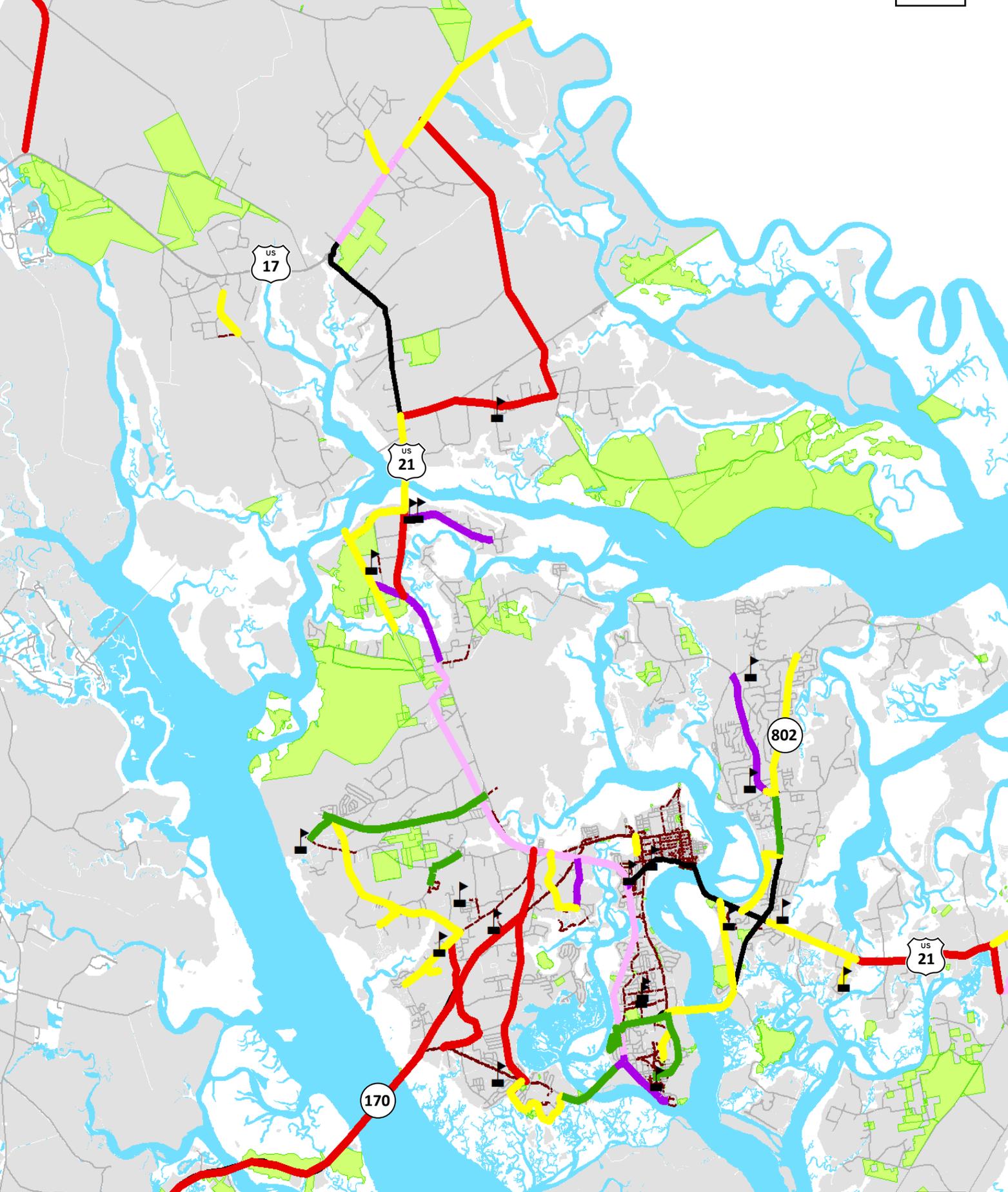


BICYCLE AND PEDESTRIAN FACILITIES

- Long Term
- Mid Term
- Immediate Term
- Proposed Spine Route
- Committed Improvement Project
- Existing Multi-Use Path
- Parks and Preserved Lands

Project	Length (miles)	Approximate Costs	Operation (yearly)	Jurisdiction(s)
Castle Hall Rd from Wall St to US-17	3.5	\$1,750,000	\$22,750	Town of Yemassee
US-21 from Keans Neck Rd to US-17	3.3	\$1,700,000	\$21,450	Beaufort County
US-21 from Airport Cir to MLK Jr Blvd	3.7	\$1,850,000	\$24,050	Beaufort County
US-21 from St. Helena Elementary to Hunting Island Dr	9.5	\$4,750,000	\$61,750	Beaufort County
Parris Island Gtway from Savannah Hwy to US-21	4.3	\$2,200,000	\$27,950	Beaufort County, City of Beaufort, Town of Port Royal
SC-170 from Broad River Bridge to Spanish Moss Trail	5.4	\$2,700,000	\$35,100	Beaufort County, City of Beaufort, Town of Port Royal
Grober Hill Rd and Castle Rock Rd from Savannah Hwy to Broad River Blvd (Bike Lane)	2.6	\$780,000	\$16,900	Beaufort County, Town of Port Royal
SC-170 from Callawassie Dr to Broad River Bridge	4.8	\$2,400,000	\$31,200	Beaufort County, Jasper County
SC-170 from Cecil Reynolds Dr to Oldfield Way	4.0	\$2,000,000	\$26,000	Beaufort County, Jasper County
SC-170 from Oldfield Way to Callawassie Dr	3.8	\$1,900,000	\$24,700	Beaufort County, Jasper County
Gibbet Rd	1.3	\$650,000	\$8,450	Beaufort County, Town of Bluffton
From Old Palmetto Bluff Rd to SC-46	1.0	\$500,000	\$6,250	Beaufort County, Town of Bluffton
5A (Future Bluffton Pkwy)	1.8	\$900,000	\$11,700	Beaufort County, Town of Bluffton
Hampton Pkwy from Bluffton Pkwy to US-278	1.7	\$850,000	\$11,050	Beaufort County, Town of Bluffton
From Bruin Rd to Bluffton Community Library via Hawkes Rd	0.3	\$150,000	\$1,950	Beaufort County, Town of Bluffton
From Future Bluffton Pkwy to US-278	1.6	\$800,000	\$10,400	Beaufort County, Town of Bluffton
Sawmill Creek Rd from US-278 to Trask Boat Landing (Bike Lane)	3.5	\$262,500	\$22,750	Beaufort County
Island West / Buckwalter Place Connector Path	0.3	\$150,000	\$1,950	Beaufort County, Town of Bluffton
US 278 from Gumtree to Squire Pope Rd	1.0	\$1,200,000	\$6,250	Town of Hilton Head Island
US 278/US 278 Bus from Sea Pines Circle to Welcome Center	0.3	\$150,000	\$1,875	Town of Hilton Head Island
Jonesville Rd	1.1	\$1,250,000	\$6,875	Town of Hilton Head Island
Martinangele Rd Easement to Prospect Rd to Benjies Pt Rd to School Rd (Crush and run path)	1.0	\$365,000	\$6,250	Beaufort County
Cooper River Landing Rd and Haig Point Rd from Freeport Marina to Daufuskie Island Boat Landing (Bike Lane)	3.5	\$1,750,000	\$22,750	Beaufort County
TOTAL	63.3	\$31,007,500	\$410,350	

*Final alignment and facility improvements not known at this time

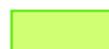


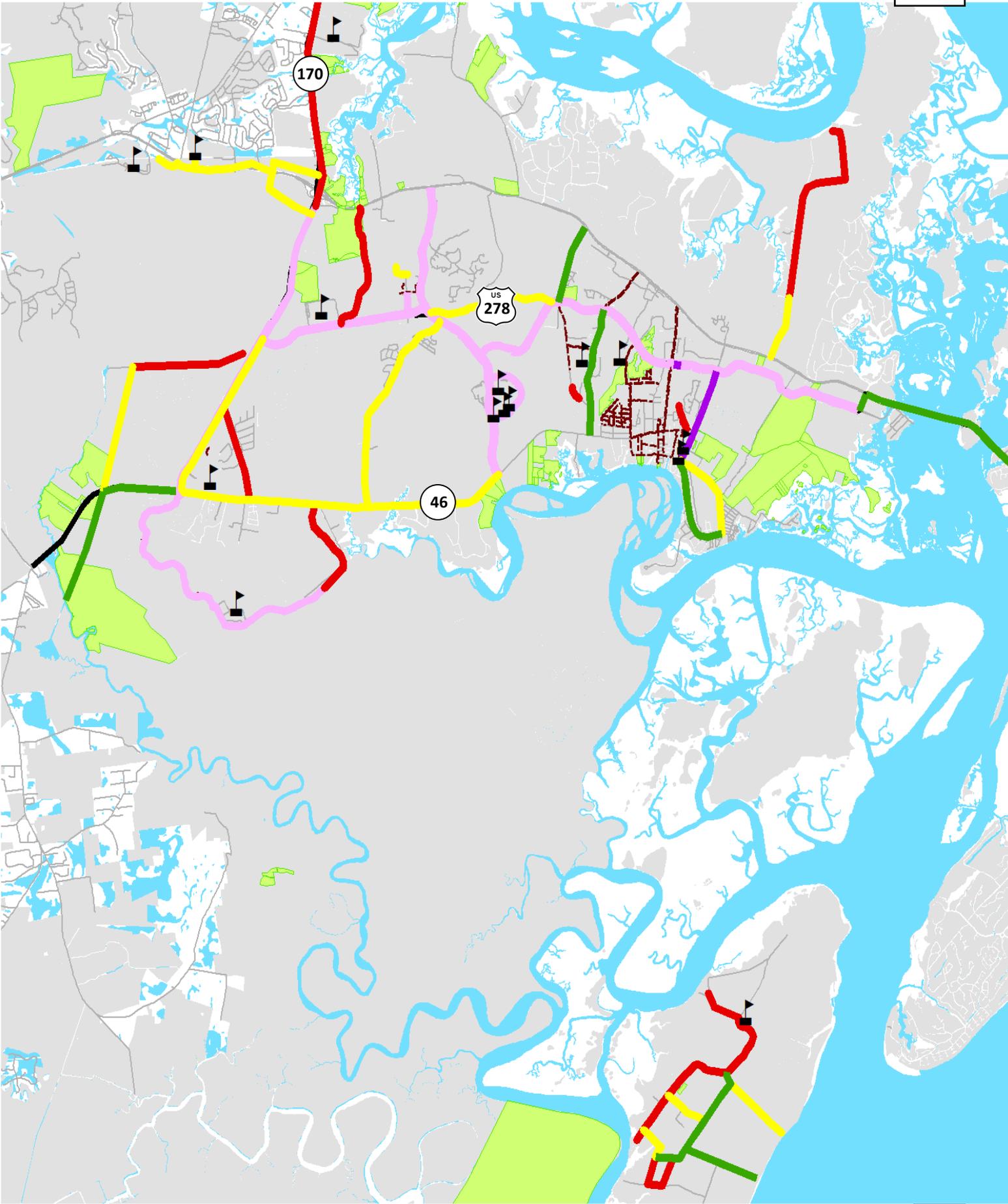
NORTHERN BEAUFORT COUNTY

The pathway network in Northern Beaufort County begins at the north end of the County on the Gardens Corner Greenway, which is part of the East Coast Greenway. From there, pedestrians and cyclists will be able to safely travel the US 21 corridor into historic Downtown Beaufort. In town, users can explore the City of Beaufort and the Town of Port Royal on local roads or via the Spanish Moss Trail. The completed pathway network will take residents and visitors from the Waterfront Park in Beaufort, across the Woods Memorial Bridge to the multi-purpose pathways on Lady's Island. Cyclists and pedestrians will then be able to continue across St. Helena Island, and on to Hunting Island State Park. Returning to Beaufort, users can rejoin the East Coast Greenway, now adjoining the SC 170 corridor, and cross the Broad River Bridge into Southern Beaufort County.



BICYCLE AND PEDESTRIAN FACILITIES

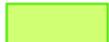
-  Long Term
-  Mid-Term
-  Immediate Term
-  Proposed Spine Route
-  Committed Improvement Project
-  Existing Multi-Use Path
-  Existing Sidewalks
-  Schools
-  Parks and Preserved Lands



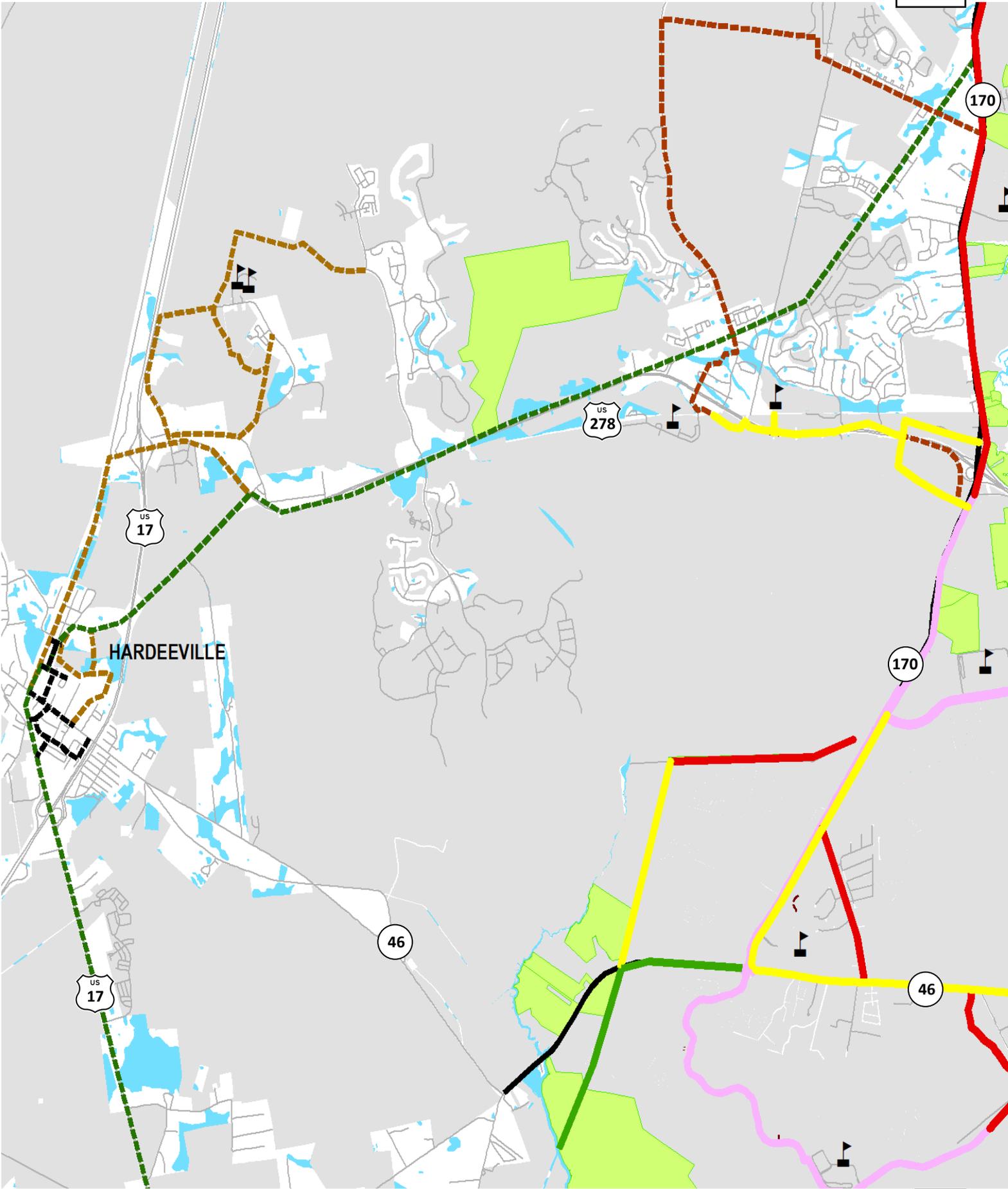
SOUTHERN BEAUFORT COUNTY

The network continues into Southern Beaufort County over the Broad River Bridge on the East Coast Greenway along SC 170. The trail continues through Okatie before crossing US 278. From there, users can continue on the East Coast Greenway to Savannah. Before crossing into Jasper County, users can take a side trip along the New River Linear Trail. Bikers and walkers interested in continuing their Beaufort County explorations will want to turn east onto the Bluffton Parkway multi-use path. Old Town Bluffton will be accessed from the path along Burnt Church Road. While in Old Town, a walk (or ride) through Brighton Beach is a must-do. Back on the Bluffton Parkway Side Path, the Town of Hilton Head is just over the J. Byrnes Bridge. On Hilton Head, over 60 miles of trails crisscrossing the island await pedestrians and bicyclists in this Gold-rated “Bicycle Friendly Community.”

BICYCLE AND PEDESTRIAN FACILITIES

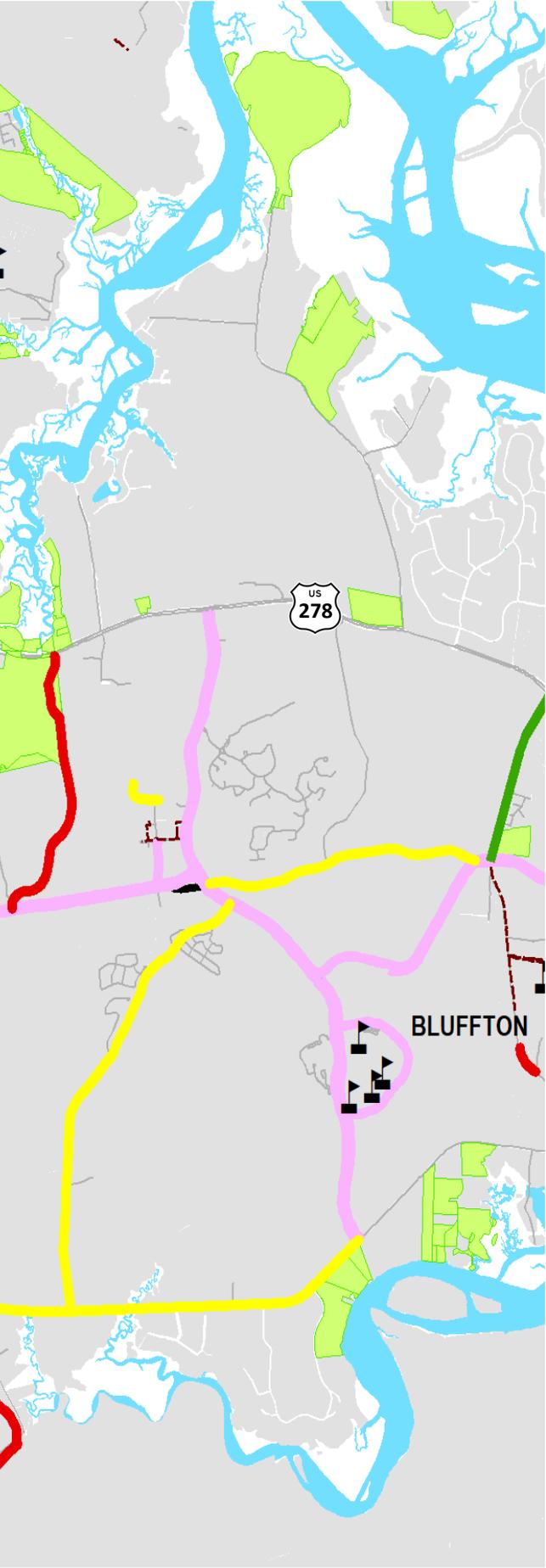
-  Long Term
-  Mid-Term
-  Immediate Term
-  Proposed Spine Route
-  Committed Improvement Project
-  Existing Multi-Use Path
-  Existing Sidewalks
-  Schools
-  Parks and Preserved Lands

Item 1.



JASPER COUNTY CONNECTIONS

The success of this plan relies on regional cooperation between Jasper County, Beaufort County, and Hardeeville. Shared facilities begin at Snake Rd and SC 170 along the East Coast Greenway. At Argent Blvd, bikers and walkers can branch off into Jasper County along the proposed Hardeeville extension of the East Coast Greenway. From there, they can visit destinations like Sergent Jasper Park, downtown Hardeeville, and the Hardeeville Recreation Complex before continuing south to Georgia. At Short Cut Rd on SC 170, students and professors living along the corridor can use the proposed Sand Shark Trail to access both the TCL New River and the USC Bluffton campuses. Additional connections to the campuses are north and south of US 278 on Okatie Center Blvd N & S. This same network will tie into the Coastal Carolina Hospital, providing staff, visitors, and patients access to jobs and medical services.



BICYCLE AND PEDESTRIAN FACILITIES

- - - - - Hardeeville Proposed Sand Shark Trail
- - - - - Hardeeville Proposed East Coast Greenway
- - - - - Hardeeville Proposed Sergent Jasper Trail
- - - - - Hardeeville Proposed Sidewalks
- Long Term
- Mid Term
- Immediate Term
- Proposed Spine Route
- Committed Improvement Project
- Existing Multi-Use Path
- Schools
- Parks and Preserved Lands

PRIORITIZATION MATRIX

This prioritization matrix should be used by the bicycle and pedestrian coordinator and any future oversight committee to further evaluate each project, ensuring that the implementation process focuses on projects of most merit to the connectivity of the regional bicycle and pedestrian network over the long-term life of this document.

Criteria	Definition	Rank	Measurement
Connectivity	Does the project overcome barriers or fill gaps in the bicycle and pedestrian network?	High	Project closes gap between existing facilities
		Low	Project does not close gap between existing facilities
Safety	Does the project provide an immediate safety improvement where collision data, speed, and/or street design indicate potential safety concerns?	High	Project location has a significant crash history, high speeds, and a street design that indicates a potential safety concern
		Medium	Project location has two of the following qualities: a significant crash history, high speeds, and a street design that indicates a potential safety concern
		Low	Project location has one of the following qualities: a significant crash history, high speeds, or a street design that indicates a potential safety concern
Accessibility	Does the project modify a completely non-accessible route or enhance accessibility along routes that already have some level of access?	High	Project provides or enhances access along a route with no or limited access
		Low	Project does not provide or enhance access along a route with no or limited access

Criteria	Definition	Rank	Measurement
Demand	Is it likely that walkers and bikers will use the facility? Will the project attract new walking and biking trips for existing destinations?	High	Project will attract new trips, and it is likely walkers and bikers will use the facility
		Low	Project will attract new trips, or it is likely that walkers and bikers will use the facility
Ease of Implementation	Does the project require easements, property acquisition, or additional right of way? Does the project have jurisdictional/stakeholder support? Is the project a strong contender for grant funding?	High	Project is feasible, has political/stakeholder support, and is a strong contender for grant funding
		Medium	Project has two of the following qualities: is feasible, has political support, and is a strong contender for grant funding
		Low	Project has one of the following qualities: is feasible, has political support, and is a strong contender for grant funding
Cost	What are the capital, operating, and maintenance costs of the improvement?	High	Construction and operating costs over 10 years are <\$750,000
		Medium	Construction and operating costs over 10 years are between \$750,000 and \$1,250,000
		Low	Construction and operating costs over 10 years are >\$1,250,000
Equity	Does the project improve access for underserved populations?	High	Improves access for underserved populations
		Low	Does not improve access for underserved populations

POTENTIAL FUNDING SOURCES

This table outlines sources of funding for pathway projects in Beaufort County. The recommended bicycle and pedestrian coordinator will use Chapter 4 of this plan as a guideline for prioritizing and funding projects. Many projects will require several funding sources from multiple levels of government (federal, state, local) and private sources.

POTENTIAL FUNDING SOURCE	POTENTIAL ANNUAL REVENUE	PROJECT TYPES
Local Accommodations Tax	Up to \$500,000	Small projects, local matches for grants
Capital Project Sales Tax	Up to \$1 million annually (assume successful referendum every 10 years with \$10 million dedicated to bicycle and pedestrian projects)	Large projects, small projects
LATS	Up to \$3 million annually (assume small % to fund bicycle and pedestrian projects in County)	Small projects
LCOG Federal Transportation Dollars	Assume small % of annual Guideshare funds for bicycle and pedestrian projects in County	Small projects in Sheldon or St. Helena Island
SCPRT Recreational Trails Program	\$50,000 (assume successful \$100,000 grant every two years)	Very small projects, trailheads, other enhancements
SCDOT Transportation Alternative Program	\$250,000 (assume successful grant every two years)	Small projects
Private Funding	N/A	Matching local grants, maintenance, enhancement
RAISE Discretionary Grants	2019 avg. award: \$17.4 million 2020 max.: \$25 million/project	Largest projects
AARP Livable Communities Grants	Average in 2018: \$10,000	Very small projects
Foundation Grants	N/A	Diverse projects and programs
Community Development Block Grant	\$200,000 - \$500,000	Medium projects

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CHAPTER 4:

IMPLEMENTATION PLAN

IMPLEMENTATION PLAN

RECOMMENDATION	Each jurisdiction represented on the Bicycle and Pedestrian Task Force should be encouraged to adopt the Beaufort County Connects 2021 by resolution and incorporate the document into their respective comprehensive plans.	Adopt the Immediate, Mid-, and Long Term project list in this plan.	Use the Prioritization Matrix in this plan to further evaluate each proposed project, ensuring that the implementation process focuses on projects of most merit to the connectivity of the regional bicycle and pedestrian network.
INVESTMENT	Low	Low	Low
TIME FRAME	Short	Short	Ongoing
PARTNER(S)	County Council, Municipalities, LATS	County Council, Municipalities, LATS, Nonprofits	County Planning & Zoning Department, County Engineering Municipalities, LATS
INITIATED			
COMPLETE			

IMPLEMENTATION PLAN

RECOMMENDATION	Develop a funding strategy and anticipated annual revenue stream for bicycle and pedestrian projects that includes Accommodations Tax, Guideshare funds, Capital Project Sales Tax, dedicated local funding, and state and federal grants.	Create a staff position within the Beaufort County government whose primary responsibility is to oversee the implementation of the Beaufort County Connects 2021.	Consider a 2022 ballot initiative to re-impose a 1% capital project sales tax to fund transportation improvements that include complete streets and multi-use paths and establish a regular schedule for future referendums.
INVESTMENT	Low	Low	Low
TIME FRAME	Short	Short	Short
PARTNER(S)	County Council, Municipalities, LATS	County Council	County Council, Municipalities
INITIATED			
COMPLETE			

<p>RECOMMENDATION</p>	<p>Encourage each local jurisdiction to adopt a Complete Streets policy that requires all streets to be planned, designed, operated, and maintained to enable safe access for all users, including pedestrians, bicyclists, and transit riders of all ages and abilities.</p>	<p>Encourage municipalities and SCDOT to make Complete Streets policies mandatory in all new construction and repair projects.</p>	<p>Identify streets where Shared Lane Markings (“sharrows”) should be added to improve conditions for bicyclists. Work with SCDOT, the County, and municipalities as appropriate to have these added.</p>
<p>INVESTMENT</p>	<p>Low</p>	<p>Low</p>	<p>Low</p>
<p>TIME FRAME</p>	<p>Short</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>PARTNER(S)</p>	<p>County Council, Municipalities, LATS</p>	<p>County Planning & Zoning Department, County Engineering, Municipalities, SCDOT, Nonprofits</p>	<p>County Planning & Zoning Department, County Engineering, Municipalities, SCDOT, Nonprofits</p>
<p>INITIATED</p>			
<p>COMPLETE</p>			

IMPLEMENTATION PLAN

<p>RECOMMENDATION</p>	<p>Work with LATS during the update of the Long Range Transportation Plan to incorporate bicycle and pedestrian projects in Beaufort County Connects 2021 and advocate for a target percentage of funding to be devoted to bicycle and pedestrian facilities.</p>	<p>Identify rural roads with moderate to high traffic volumes where paved shoulders are needed. Work with SCDOT to include paved shoulders as part of road repaving.</p>	<p>Establish an agreement with local utilities for use of utility corridors as walking and bicycling paths.</p>
<p>INVESTMENT</p>	<p>Low</p>	<p>Low</p>	<p>Low</p>
<p>TIME FRAME</p>	<p>Short</p>	<p>Short</p>	<p>Mid-</p>
<p>PARTNER(S)</p>	<p>County Planning & Zoning Department, LATS, Municipalities</p>	<p>Beaufort County Engineering, Beaufort County Planning & Zoning, SCDOT</p>	<p>County Council, Municipalities, SCDOT, Dominion Energy</p>
<p>INITIATED</p>			
<p>COMPLETE</p>			

RECOMMENDATION	Revise the Community Development Code to require that path corridors are reserved, dedicated, or constructed in new developments where path corridors are shown in an adopted plan or where a property connects to an existing or proposed greenway.	Actively engage with the Beaufort County School District for their assistance in planning and implementing sidewalks and pathways so that children can walk or bike to school.	Advocate for state funding for the Safe Routes to School Program in concert with the Beaufort County School District.
INVESTMENT	Low	Low	Low
TIME FRAME	Short	Ongoing	Ongoing
PARTNER(S)	County Planning & Zoning Department, County Council	School District, County Planning & Zoning Department, County Engineering, Municipalities	County Planning & Zoning Department, County Engineering, Municipalities, SCDOT, School District, LATS
INITIATED			
COMPLETE			

IMPLEMENTATION PLAN

RECOMMENDATION	Develop a non-profit organization to advocate for pathway projects in Beaufort County and work to raise private donations.	Work with the Friends of the Spanish Moss Trail to expand their role to advocate and raise private donations for pathway projects that connect to the trail.	Endorse the Vision Zero Policy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all.
INVESTMENT	Low	Medium	Low
TIME FRAME	Mid-	Ongoing	Short
PARTNER(S)	County Planning & Zoning, Municipalities	Friends of the Spanish Moss Trail, County Planning & Zoning, County Engineering	County Council, Mayors, County Planning & Zoning, County Engineering, Local Law Enforcement Agencies
INITIATED			
COMPLETE			

RECOMMENDATION	Install pedestrian facilities such as crosswalks, countdown signals, and curb ramps at all intersections where there is an existing sidewalk or planned sidewalk or trail.	Provide raised medians or pedestrian refuge islands, where practical, at crosswalks on streets with more than three lanes, especially on streets with high volumes of traffic.	Require bicycle parking in all new commercial, civic, government, and multi-family land uses. Encourage municipalities to have similar requirements.
INVESTMENT	Medium	Medium	Low
TIME FRAME	Mid-	Mid-	Short
PARTNER(S)	County Engineering, SCDOT, Municipal Engineering Departments	County Engineering, SCDOT, Municipal Engineering Departments	County Planning & Zoning Department, Municipalities
INITIATED			
COMPLETE			

IMPLEMENTATION PLAN

RECOMMENDATION	Work with the East Coast Greenway to develop a strategy to complete the East Coast Greenway trail through Beaufort County.	Encourage the SC Legislature to adopt a Safety Stop bill that allows bicyclists to treat a stop sign as a yield sign if the cyclist has slowed down to a speed that would allow them to stop if needed.	Encourage large employers to provide showers and clothes lockers at work to promote commuting by bike.
INVESTMENT	Medium	Low	Low
TIME FRAME	Short	Ongoing	Ongoing
PARTNER(S)	County Planning & Zoning, County Engineering, SCDOT, East Coast Greenway Alliance, LATS	Local Delegates, Advocacy Groups	Advocacy Groups
INITIATED			
COMPLETE			

RECOMMENDATION	Establish a Bicycle and Pedestrian Advisory Committee to assist the County in the planning, funding, development, and implementation of facilities and programs that will result in the increased safety and use of bicycle and pedestrian travel as a mode of transportation	Support or partner with municipalities on bike sharing and e-scooter programs in an effort to promote cycling and mobility.	Sponsor, support, and/or promote national events that promote walking and cycling: National Bike Month, Bike-to-Work Day, Car-Free Day, Earth Day
INVESTMENT	Low	Low	Low
TIME FRAME	Short	Ongoing	Ongoing
PARTNER(S)	County Planning & Zoning, County Engineering	County Planning & Zoning, Municipalities	County Planning & Zoning, Municipalities, Nonprofits
INITIATED			
COMPLETE			

IMPLEMENTATION PLAN

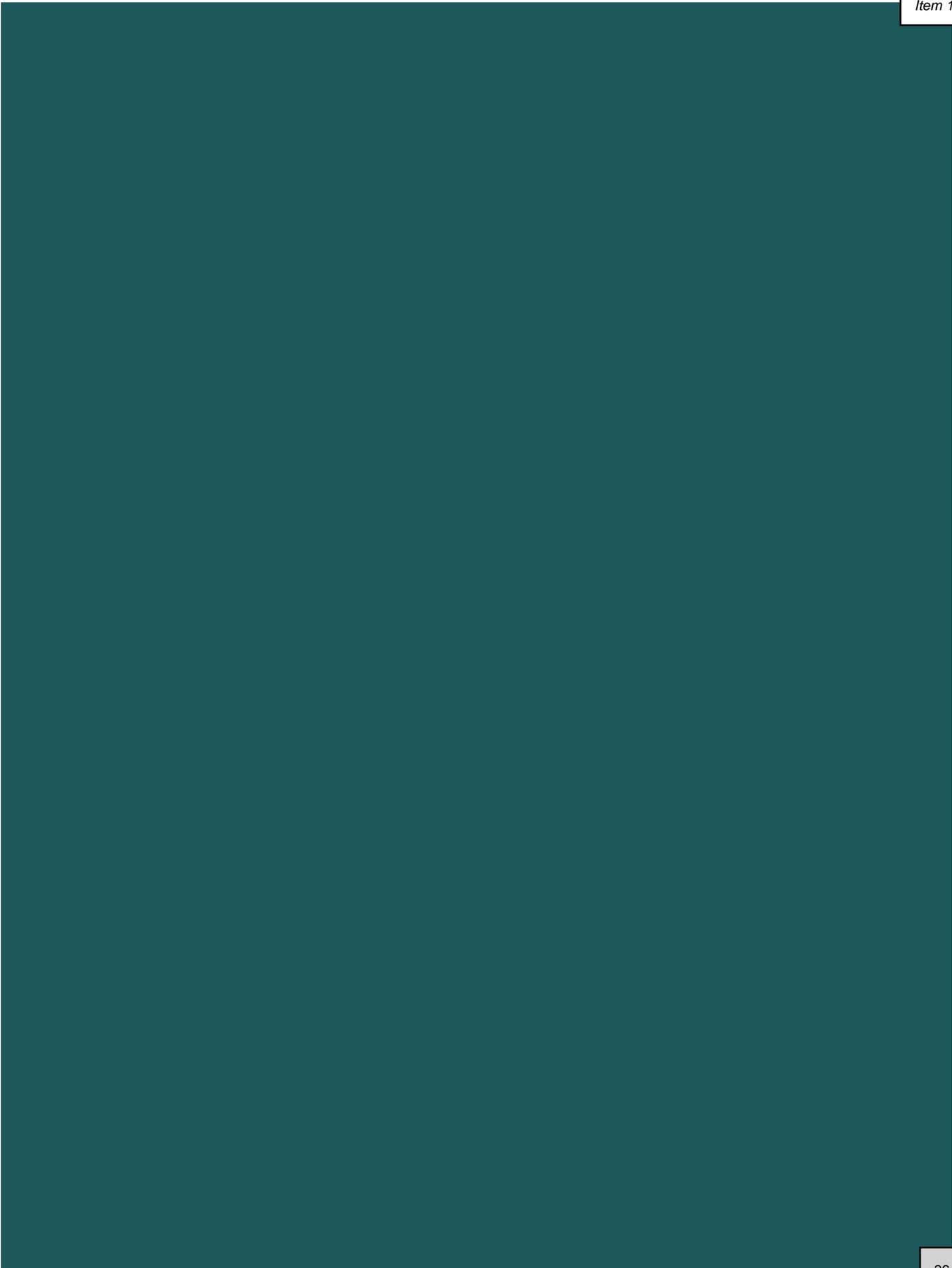
RECOMMENDATION	Become a designated Walk Friendly Community.	Become a designated Bicycle Friendly Community.	Consider participating in the Open Streets Program to temporarily open selected streets to pedestrians by closing them to cars.
INVESTMENT	Low	Low	Low
TIME FRAME	Mid-	Mid-	Mid-
PARTNER(S)	County Council, County Planning & Zoning, County Engineering, Nonprofits	County Council, County Planning & Zoning, County Engineering, Nonprofits	County Council, County Planning & Zoning, County Engineering, Nonprofits
INITIATED			
COMPLETE			

<p>RECOMMENDATION</p>	<p>Encourage and support events hosted by private non-profit groups that promote walking and cycling such as bike rodeos, weekend walkabouts, lunchtime bicycle rides, cycle the bridges, ride to beach, etc.</p>	<p>Support and partner with private nonprofit groups, such as Eat Smart Move More South Carolina, that focus on helping communities create healthy eating and active living options.</p>	<p>Develop an education program similar to Charleston's Bike Right, Drive Right Campaign to educate both bicyclists and motorists on safe and respectful sharing of our roads.</p>
<p>INVESTMENT</p>	<p>Low</p>	<p>Low</p>	<p>Low</p>
<p>TIME FRAME</p>	<p>Ongoing</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>PARTNER(S)</p>	<p>County Council, County Planning & Zoning, Municipalities, Nonprofits, School District, Beaufort Memorial Hospital</p>	<p>County Council, County Planning & Zoning, Municipalities, Nonprofits, School District, Beaufort Memorial Hospital</p>	<p>Local Law Enforcement Agencies, Nonprofits, School District</p>
<p>INITIATED</p>			
<p>COMPLETE</p>			

IMPLEMENTATION PLAN

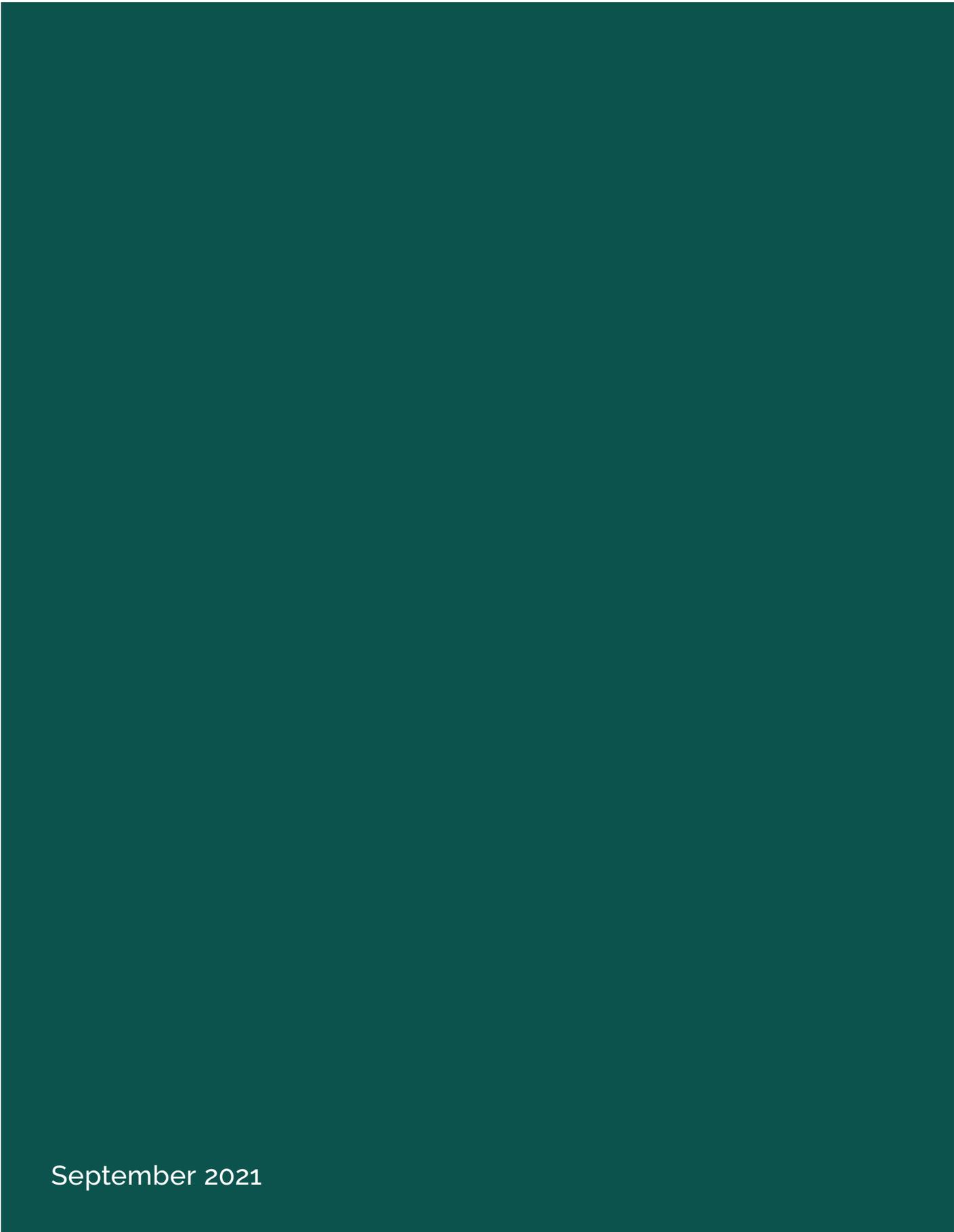
RECOMMENDATION	Develop a regional wayfinding program.	Develop an interactive bike map that outlines bike routes and bike parking.	Support the School District in implementing a Walk and Bike to School day.
INVESTMENT	Medium	Low	Low
TIME FRAME	Mid-	Mid-	Short
PARTNER(S)	County Planning & Zoning, County Engineering, SCDOT,	County Planning & Zoning, County GIS, SCDOT, Municipalities	County Planning & Zoning, School District, Local Law Enforcement
INITIATED			
COMPLETE			

RECOMMENDATION	Conduct county-wide pedestrian and bicycle counts on a regular basis.	Encourage training courses for law enforcement officers on state and local laws for motorists, bicyclists, and pedestrians.	
INVESTMENT	Medium	Low	
TIME FRAME	Ongoing	Short	
PARTNER(S)	County Planning & Zoning, County Engineering	County Planning & Zoning, Local Law Enforcement Agencies	
INITIATED			
COMPLETE			





2040 COMPREHENSIVE PLAN



September 2021

ACKNOWLEDGMENTS

County Council

Joe Passiment, Jr., Chairman
 Paul Sommerville, Vice-Chairman
 Chris Hervocho
 York Glover, Sr.
 Alice Howard
 Stu Rodman
 Larry McElynn
 Brian Flewelling
 Logan Cunningham
 Gerald Dawson
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Planning Commission

Ed Pappas, Chairman
 Randolph Stewart, Vice-Chairman
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 Lindsey Naylor, Designer, Design Workshop
 Adeline Lerner, Designer, Design Workshop



Support from:

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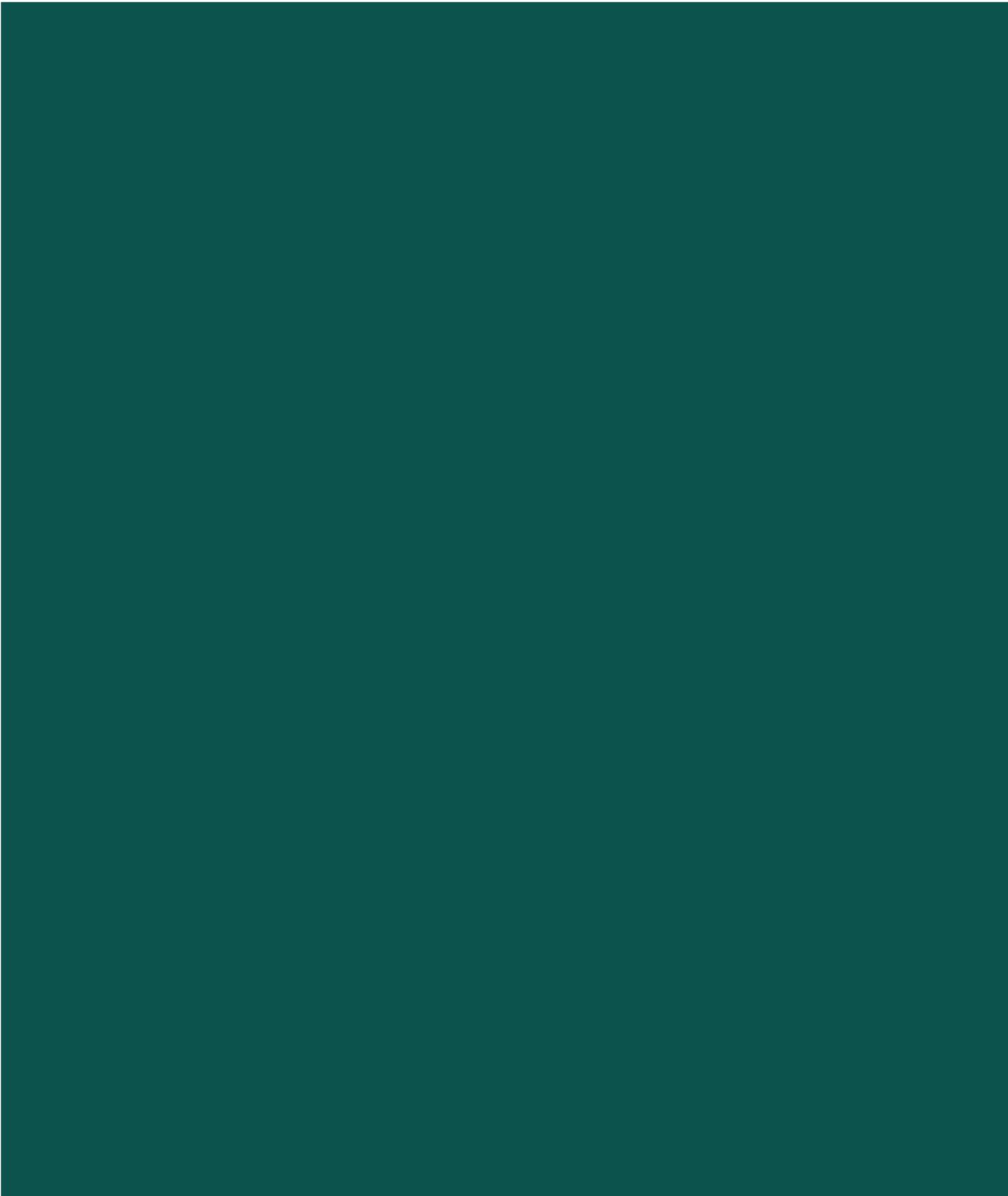
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INTRODUCTION

BEAUFORT COUNTY'S OPPORTUNITY: RESILIENCE, EQUITY, & PLACE

Beaufort County has the key ingredients that provide for a high quality of life. The unique character of the Lowcountry--the distinctive blend of the natural and built environment--set it apart from other places. The area's character, community, environment, sense of place, and history are cherished by its citizens and should be preserved and protected. At the same time, there is a need to promote economic opportunity and equitable access to jobs, housing, and services for all its residents to enjoy.

This Comprehensive Plan is being created in a time of change that is challenging the status quo. Growth continues to provide opportunities as well as challenges. The COVID-19 pandemic has altered how we live, shop, gather, and conduct business. Storm events are getting stronger and more frequent, which is causing more people and expensive infrastructure to be impacted by higher levels of flooding. Development is pushing into our natural environment, and we are losing our tree canopy. Habitats and the quality of our waterways are being threatened. More and more, our underserved populations are not able to equitably share in the region's opportunities and economy. Fortunately, the citizens and leadership of Beaufort County are determined to address these issues and create the tools needed to overcome current challenges.

Beaufort County has created a vision and the regulatory tools it needs to balance economic development, resource protection, and growth

in a form that creates quality places. With the Comprehensive Plan, Greenprint Plan, transect-based zoning, cultural overlays, and various small area and corridor plans, it has a healthy toolbox from which to guide the growth of its built environment.

There remains however, an opportunity to more completely organize the toolbox to help achieve the County's vision for the future. With this Comprehensive Plan, a more direct link is created between planning for prosperity, environmental and economic resilience, equitable community services and infrastructure, and preservation of the unique place that is the Lowcountry.

Balance can be achieved by including goals, strategies, and specific actions that will enable all citizens increased access and choices related to health, safety, quality of life, education, recreation, and jobs. Growth can occur together with resource protection and resilience planning. It does not need to be an either-or decision.

By considering these two concepts in unison, and creating clarity about how to accomplish both, Beaufort County can move forward confident that it is protecting the health, safety, and welfare of its citizens; the assets that support its economy; and the opportunity for a better life for its citizens.

This Comprehensive Plan looks out 20 years and recognizes the impact that growth has on the convenience, sense of place, and character of the region. It describes specific principles, strategies, and actions that enable Beaufort County to act on

With this Comprehensive Plan, a more direct link is created between planning for environmental and economic resilience, the equitable sharing in community services, infrastructure, prosperity and quality of life, and the preservation and promotion of the unique place that is the Lowcountry.

collaboration be maintained within the region so that local identities can be expressed within a framework of shared goals regarding infrastructure, environmental protection, growth, economic development, and affordable housing.

With focus and effort, as well as regional collaboration, Beaufort County can move forward with a clear vision and action plan that honors its principles and values. By investing in new public infrastructure, creating incentives for affordable housing, focusing development on land of the highest suitability, and making hard choices about how to protect the very environmental systems that can help mitigate harm, future generations will be able to enjoy the quality of life and economic prosperity offered by Beaufort County's unique landscape and culture.

its established principles and values as described in the many visionary plans that it has created.

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.

The Plan acknowledges that the County is inextricably linked to its municipalities and adjacent counties, sharing roads, waterways, habitats, and open spaces which do not follow jurisdictional boundaries. This requires that high levels of cooperation and

THE 2040 COMPREHENSIVE PLAN

The 2040 Comprehensive Plan is a county-wide planning document that outlines goals, policies, and implementation strategies developed with a thorough public engagement process. The purpose of the 2040 Comprehensive Plan is to enable government officials and citizens to anticipate and constructively respond to growth and change; to encourage the development of a vibrant built environment and a healthy natural environment; and to provide equitable opportunities for all citizens to enjoy a high quality of life.

Critical Goals of the Plan

- Integrate existing plans and initiatives into a community-wide vision for the future.
- Create a resource to inform policy decisions.
- Set priorities and responsibilities to be used by Staff and Leadership to initiate tasks and make decisions.
- Outline specific goals and strategies to achieve the vision.
- Align Strategic Plans, Capital Improvement Plans, Budgets, and Department Action Plans.

Why Is It Needed?

A comprehensive plan is required by state law in all jurisdictions that have zoning. The comprehensive plan sets out a vision for the future, establishes goals, and recommends actions to achieve those goals. It links long range vision with local programs and policies.

The comprehensive plan informs County government activities to ensure Beaufort County maintains its high quality of life, unique landscape, access to nature, Lowcountry aesthetic, and expands economic opportunities. When implemented, the comprehensive plan will enable the County to reap the rewards of its ongoing success and to build a community

that attracts people to live, work, and play. This plan looks out into the future 10 years. After five years, the plan should be reviewed and revised after 10 years.

What Does It Include?

The Beaufort County Comprehensive Plan 2040 conveys a vision, goals, strategies, and actions derived through a collaborative “community-based” planning process.

It includes Implementation and Action Planning, which provides an opportunity for County staff, leadership, private sector interests, and citizens to hold each other accountable to act on it.

The Comprehensive Plan focuses the capital investment, human capacity, and the shared commitment that is needed for the County to realize its vision and manage its growth toward an even more viable and sustainable future. Consistent with state statute, the Comprehensive Plan consists of elements which analyze growth and guide future development and projects.*

Because of the unique approach undertaken by the County in the adoption of this Comprehensive Plan, the standard elements are woven into integrative Themes that better articulate Beaufort County’s priorities for achieving economic, social, and environmental sustainability.

Required Elements For South Carolina Comprehensive Plans*



POPULATION

Consider historic trends, projections, household numbers and sizes, educational levels, and income.



ECONOMIC DEVELOPMENT

Consider labor force characteristics, employment and residence, and analysis of the economic base.



NATURAL RESOURCES

Consider coastal resources, slope, agricultural and forest land, plant and animal habitats, parks and recreation areas, scenic views, wetlands and soils.



CULTURAL RESOURCES

Consider historic buildings, structures, districts, natural/ scenic sites and archaeological resources.



COMMUNITY FACILITIES

Consider water/ sewage system and wastewater treatment; solid waste collection and disposal, fire protection, emergency medical services, government facilities; education and cultural facilities.



HOUSING

Consider location, types, age, condition of housing, owner and renter occupancy, and affordability.



LAND USE

Consider existing and future categories, including residential, commercial, industrial, agricultural, forestry, mining, public and quasi-public, recreation, parks, open space, and vacant or undeveloped.



TRANSPORTATION

Consider facilities including major road improvements, new roads, transit projects, pedestrian and bicycle projects, and other elements of a network in coordination with land use.



PRIORITY INVESTMENT

Analyze the likely federal, state, and local funds available for public infrastructure and facilities during the next ten years, and recommend projects for needed public infrastructure and facilities such as water, sewer, roads, and schools.



RESILIENCE

Consider strategies for the long term viability, maintaining quality of life and health, safety and welfare for future generations.

 Look for these icons throughout the document to keep track of how each element is addressed

HOW TO USE THIS DOCUMENT

Each of the core values, strategies, and actions included in this document are important in order for the County to achieve its vision. In that sense, this Comprehensive Plan is a living document that needs to be used and updated regularly. To be effective, the Plan needs to influence the actions of County departments and encourage collaboration and cooperation between them. The Plan is a starting point, where vision is articulated, themes are established, strategies are identified, and action items are defined.

A Tool for Decision Making: First and foremost, the Comprehensive Plan should serve as a reference tool that is referred to regularly, and should be the foundation for the County's internal actions and interactions with its neighboring municipalities and counties. The Core Values and Strategies in each element serve as these tools for decision making.

A Plan for Action: The plan also outlines specific action items in each element and a Capital Improvements Plan that achieve the core values and strategies. These action items are intended to be implemented within a ten year time. While this plan provides specific steps for future action, it purposefully does not resolve all of its core principles, and strategies with specific actions.

The Comprehensive Plan describes actions in terms of immediate activities that begin with adoption of the plan, typically completed within the first year; short-term activities that start within one to three years of the plan's adoption; mid-term activities that begin three to ten years after the plan's adoption; and long-term activities that extend beyond ten years and may overlap into the next Comprehensive Plan Update.

Three **concepts** are woven throughout **Thematic Chapters** that address Beaufort County's greatest opportunities within the 2040 Comprehensive Plan, which are: **Resilient, Equitable, and Unique to Place:**

Resilient — Able to adapt and thrive in a dynamic coastal environment and changing economy.

Equitable — Ensuring all neighbors have fair and equal access to safety, quality of life, health, amenity and opportunity.

Unique to Place — Preserving and promoting a built and natural environment that is of the Lowcountry way of life.

Within the Thematic Chapters, each recommended strategy is highlighted with a capital letter R (Resilient), E (Equitable), or P (Place) to represent each of these concepts.

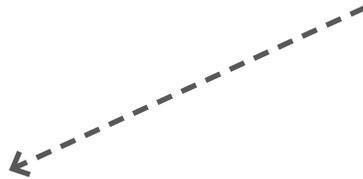
BEAUFORT COUNTY ATLAS

A living document in a simple template that can be updated over time. The starting reference point for current and future Beaufort County planning projects.



PEOPLE OF BEAUFORT COUNTY

↑
County Comprehensive Plan references County



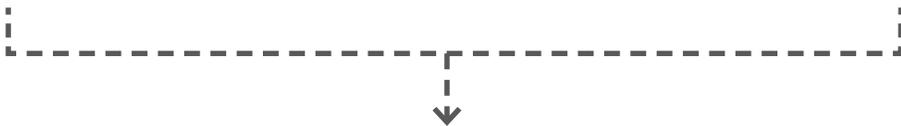
BEAUFORT COUNTY COMPREHENSIVE PLAN

A simple and visual comprehensive plan update with succinct analysis and concrete recommendations organized by theme.

← County Comprehensive Plan and Green Print Plan reference each other. →

GREENPRINT PLAN

A simple and visual Green Print Plan update with succinct analysis and concrete recommendations organized by theme.



MUNICIPAL COMP PLANS



PARKS AND RECREATION PLANS



SOUTHERN LOWCOUNTRY ORDINANCE AND DESIGN MANUAL



TRANSPORTATION PLANS

PROCESS: CAPTURING COMMUNITY VISIONS & GOALS

The planning process was conducted during the time of social distancing associated with the COVID-19 pandemic, which shaped the way community engagement was conducted with most of the interaction being virtual and web-based.

The process was organized in stages. The initial phase analyzed Beaufort County's existing environment, its role within the region, social and economic conditions, and projected growth.

Initial efforts also included evaluating the action items of existing plans and policies to determine what has been done, what was not relevant anymore, and what still needed to be done to avoid duplication of efforts.

Later stages shaped the strategy and vision for the Plan around a process of extensive community outreach and engagement that had to respond to the realities of being conducted during a pandemic.

Public surveys, in-person and virtual community workshops, focus groups, and planning exercises helped establish goals, strategies, metrics, and implementation steps. In-person workshops occurred around the County and tried to reach as many citizens as possible through outreach and promotion.

The Plan was drafted, expanded, and ultimately finalized through an iterative process of continuous feedback between the consultant team, community, and County staff. Public comments were integrated in response to additional public workshops that asked the public to evaluate and prioritize the Plan's key strategies.

The Comprehensive Plan process was led by the County's Planning Department, with support from all the County's departments. Several stakeholder groups helped shape the plan's focus.



COMMUNITY VOICES OF INPUT

1.4K

STORYMAP & CONTENT VIEWS

2.5K

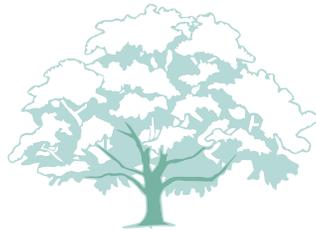
STAKEHOLDER TOUCHPOINTS

47+

METHODS OF ENGAGEMENT

12

WITH COMMUNITY EMPHASIS ON

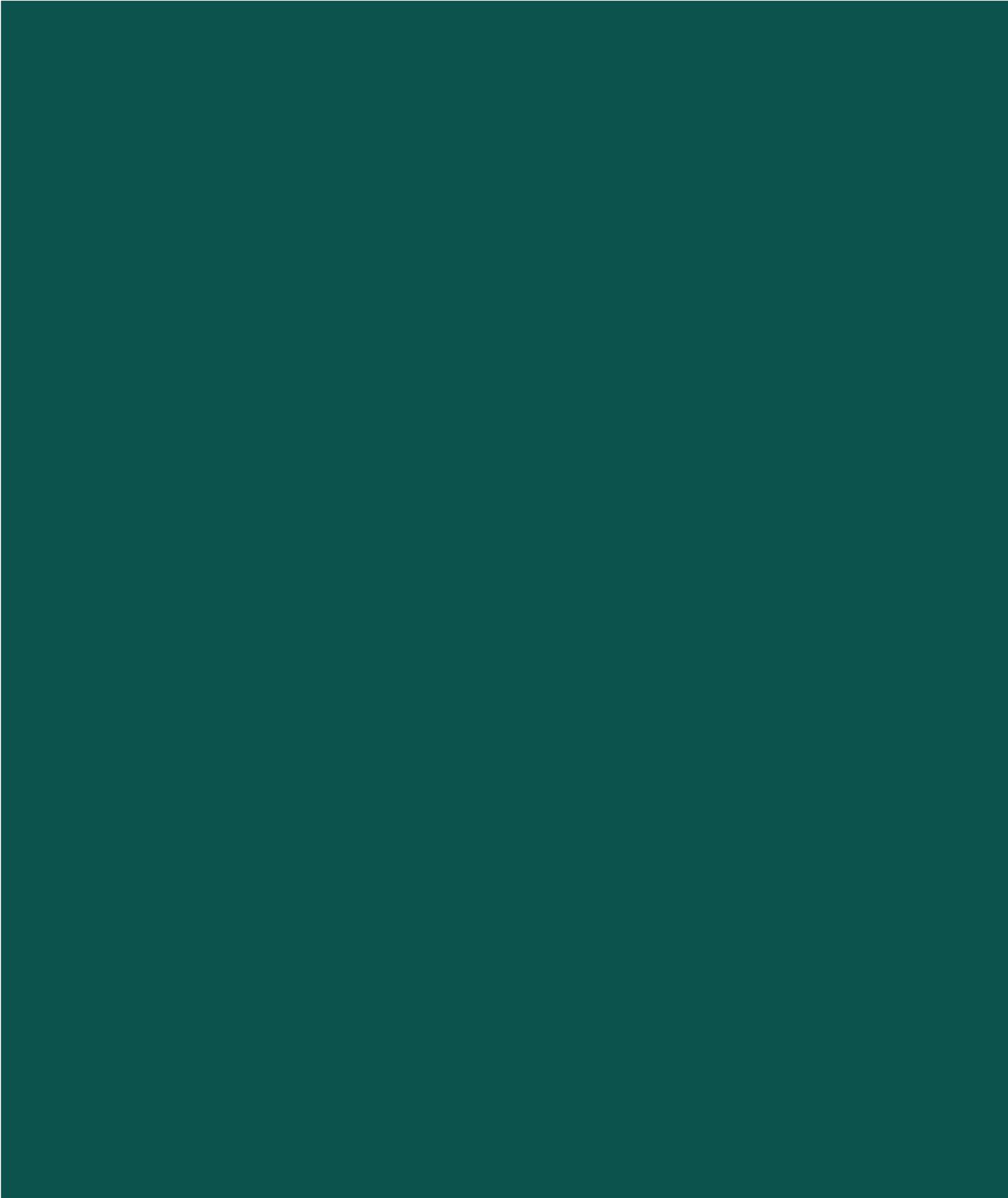


PRESERVING ENVIRONMENT & RURAL CHARACTER


RESILIENT CULTURE & ECONOMY


GROWTH MANAGEMENT & COLLABORATION



Beaufort County Comprehensive Plan Public Workshops, 2020



THEMES

Three **concepts** are woven throughout **Thematic Chapters** that address Beaufort County's greatest opportunities within the 2030 Comprehensive Plan, which are: **Resilient, Equitable, and Unique to Place:**

Resilient — Able to adapt and thrive in a dynamic coastal environment and changing economy.

Equitable — Ensuring all neighbors have fair and equal access to safety, quality of life, health, amenity and opportunity.

Unique to Place — Preserving and promoting a built and natural environment that is of the Lowcountry way of life.

Within the Thematic Chapters, each recommended strategy is highlighted with a capital letter R (Resilient), E (Equitable), or P (Place) to represent each of these concepts.

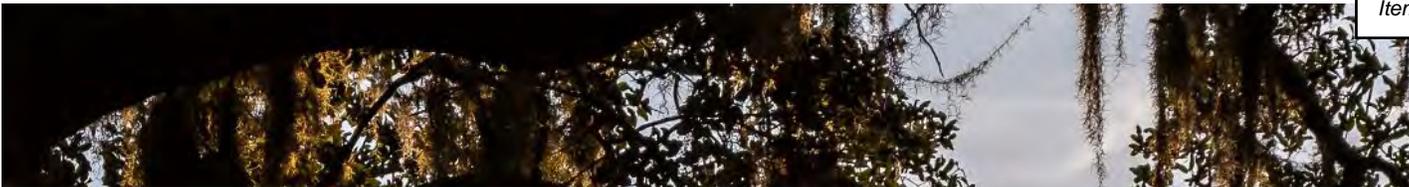


Photo source: Port Royal

NATURAL ENVIRONMENT

Natural resources protected for recreation, rejuvenation, hazard mitigation, and environmental health.

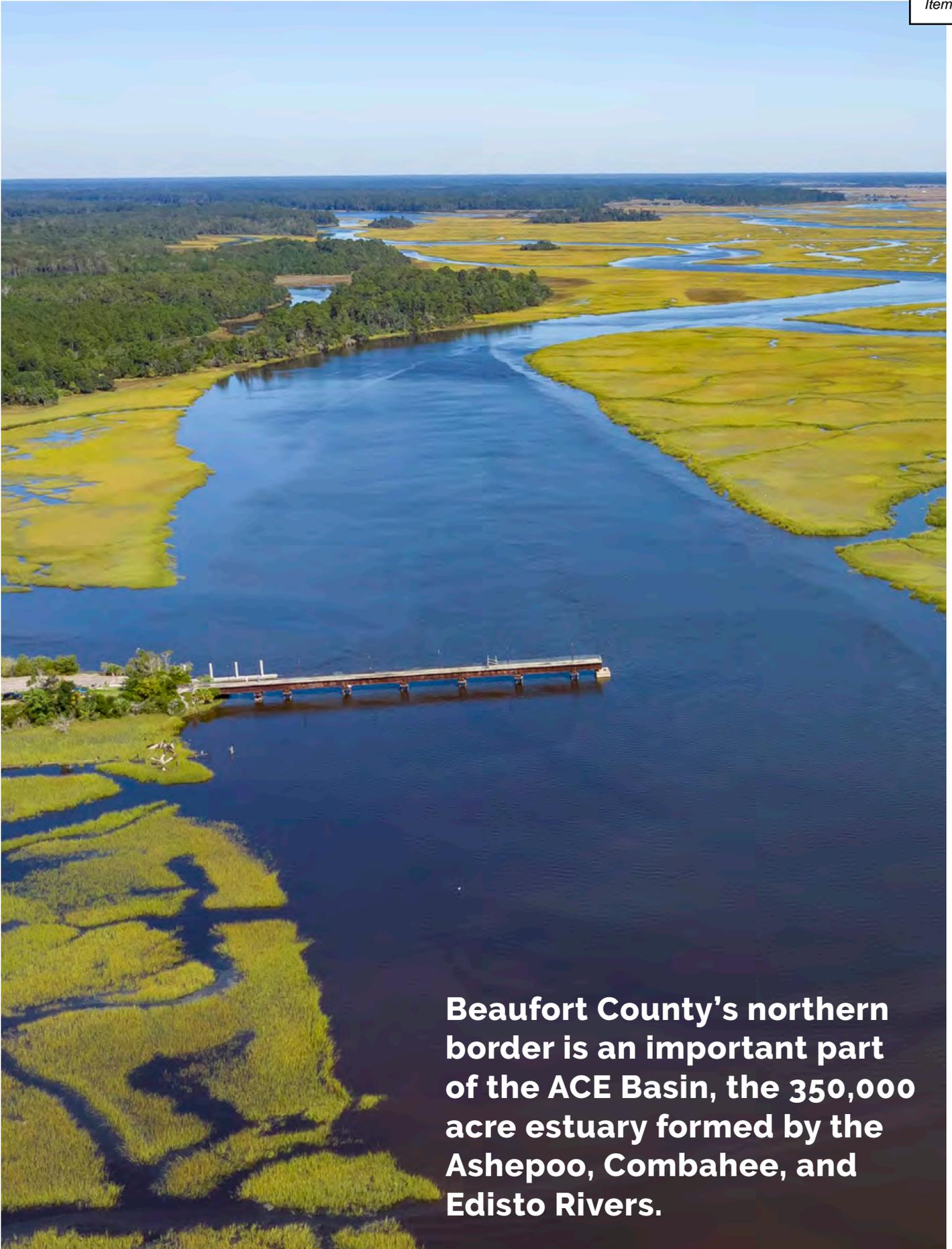


CORE VALUES

- 1** We value our unique and complex natural environment as a source of life, recreation, economy, culture and sense of place.
- 2** We make efforts to preserve our critical natural environments to preserve the quality of life for future generations.
- 3** We balance development with the preservation of our natural systems.
- 4** We depend on clean water to support our economy and lifestyle.
- 5** We prepare for environmental changes and meet those challenges head on.
- 6** We are leaders in the region and pursue environmentally responsible development.



Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.



Beaufort County's northern border is an important part of the ACE Basin, the 350,000 acre estuary formed by the Ashepoo, Combahee, and Edisto Rivers.

Photo source: Design Workshop

CONTEXT

Beaufort County has a treasured natural environment, primarily made up of the Port Royal Sound, and including expansive saltmarshes and tidal waters, sub-tropical maritime forests of live oaks and palmettos, towering pines, forested wetlands of cypress and tupelo, and over 30 miles of beaches.

Beaufort County residents and visitors have a great attachment to the local environment and have fought hard to preserve and protect it. The County has developed advanced stormwater standards to prevent flooding and protect water quality. They have developed requirements to protect specimen trees, habitats, beaches and dunes, and endangered species. They have also been very aggressive in securing and preserving open space.

However, there are still many challenges ahead. Development has not slowed and the County will continually need to reevaluate and update its policies and regulations to make sure that its water quality and resource protection goals are met. As growth continues, land becomes more scarce and challenging to develop, reinforcing the importance of prioritizing future acquisitions of open space and the preservation of greenways and wildlife corridors to connect natural areas.

Additionally, the County needs to continue to cooperate with its neighbors on natural resource planning, achieving baseline environmental standards, and retrofitting stormwater management systems in older developments.

Adding to the challenge, Beaufort County is experiencing the effects of stronger storm events and rising sea levels. Impacts include higher levels of flooding, property damage, loss of business and infrastructure, displacement, and significant drain on local and federal budgets.

Sea level rise also affects environmental systems, including erosion of protective beach landforms, marsh migration, loss of wildlife habitat, potential for prolonged flooding, and the salinization of freshwater wetlands and aquifers, which alters their ecological balance and function.

These impacts can be reduced by planning in harmony with the natural environments that are “designed” to accommodate them. Resiliency planning will prevent costly recovery expenditures and lessen fears of devastation or economic ruin from coastal or storm flooding. Locating homes and businesses outside the path of destructive flooding will lead to a safer, economically, and socially sustainable future

Several coastal community comprehensive plans and resiliency plans were studied to determine current best practices, including:

Norfolk, Virginia, Virginia Beach, New Orleans, Broward County Florida, Charleston, South Carolina, Boston, Washington DC, and Miami, Florida.

Given the strides the County has taken to preserve and protect its natural resources, the following strategies are needed to face future challenges:

- » Continue to reevaluate and update water quality and natural resource protection standards.
- » Work cooperatively with neighboring jurisdictions to protect valuable resources.
- » Implement tools to aid the conservation of sensitive environments and landscapes.
- » Study and minimize the probable impacts of sea level rise on public assets, infrastructure, operations, and the environment.
- » Continue to aggressively conserve and begin to restore critical habitats and their ecosystem services.



Photo source: Design Workshop

STRATEGIES & ACTIONS

R NE 1. STUDY, MONITOR, ADDRESS, AND PROTECT VITAL NATURAL RESOURCES, AND PRIORITIZE CONSERVATION EFFORTS.

- Monitor and study the impacts of rising sea level on salt marshes.
- Identify opportunities to facilitate marsh migration and target vulnerable areas for conservation.
- Establish project standards and regulations for permitting living shorelines as an alternative to bulkheads and revetments as erosion control techniques through collaboration with DHEC/OCRM.
- Collect and compile baseline data on water quality standards on the sub-watershed level, including the Port Royal Sound. Continue to support short- and long-term monitoring of the Sound to identify any changes. Work towards centralizing and standardizing the collection and analysis of water quality to be easily accessible.
- Continue to implement the Stormwater Utility with priority placed on encouraging property owners in older moderate- and high-density developments that predate the adoption of stormwater standards in Beaufort County to retrofit facilities to meet current standards.

- Provide a mechanism to allow high-density developments to reduce the impact of nitrogen pollution by encouraging property owners to retrofit stormwater management devices in older non-conforming developments within the same sub-watershed.
- Continually reevaluate and update the Stormwater BMP manual to increase the use of Low Impact Development (LID) and incentivize preservation of trees and preservation and restoration of natural spaces that serve these functions naturally and at no cost.
- Continually evaluate how stormwater standards can be modified to help reduce FEMA flood insurance rates through the Community Rating System (CRS).
- Continue to fund the Rural and Critical Lands Preservation Program (RCLPP) and use the Greenprint map to assist in prioritizing land purchases and conservation easements.
- Work toward a network of open spaces coordinating RCLPP lands with other preserved lands and open space set asides.
- Protect mature and specimen trees and plant new trees when property is developed or redeveloped.
- Build on the current partnership with Clemson Extension to promote the value of tree protection and proper tree care and promote other Extension public education programs such as Master Naturalist and Master Gardner to help residents restore and protect the area's natural resources.
- Preserve groundwater quality by reducing and eliminating heavy usage of groundwater resources in the County.

NE1. ACTIONS

NE 1.1. Monitor effectiveness of existing ordinances and programs and update as necessary to protect water quality and natural resources.

NE 1.2. Seek referendums on additional funding for the Rural and Critical Lands Preservation Program every four years.

NE 1.3. Require new developments and encourage existing developments to adopt a tree management plan.

NE 1.4. Support Port Royal Sound Foundation's application to the EPA's National Estuary Program to recognize the local and national importance of the Port Royal Sound, drawing support and funding for conservation and research on our vital coastal resources. Seek partnership with Port Royal Sound Foundation to monitor water quality and provide educational opportunities for the community about the importance of keeping our waterways healthy.

NE 1.5 Evaluate the time period that a property owner must wait after clear cutting property before applying for a development permit.

R NE 2. USE THE GREENPRINT PLAN AND GREENPRINT PRIORITY MAPPING TO ENSURE THAT NEW DEVELOPMENT SUPPORTS RESOURCE CONSERVATION.

- Create awareness of potential impacts of development.
- Identify areas critical for flood control and natural resource protection, as well as higher ground that may be more suitable for development.
- Use the Greenprint Overlay in review of proposed development and land use plans, infrastructure plans, parks and recreation plans, and transportation plans.

STRATEGIES & ACTIONS

NE2. ACTIONS

NE 2.1. Provide critical environmental systems maps on the County website.

NE 2.2. Update environmental systems mapping (five-year cycle) to reflect ongoing research and actual conditions of flooding and sea level rise.

R **NE3. MONITOR AND STUDY ENVIRONMENTAL HAZARDS TO BEST UNDERSTAND POTENTIAL IMPACTS AND PLAN APPROPRIATELY.**

NE3. ACTIONS

NE 3.1. Install and monitor tidal gauges at several locations in Beaufort County, including the Port Royal Sound Foundation’s Maritime Center, to provide a thorough representation of tidal activity across the county. Seek partners to assist in funding and managing tidal gauges, including ACE Basin NERR, Palmetto Bluff Conservancy, Lowcountry Institute, S.C.

NE 3.2. Install groundwater monitoring wells at various locations including agricultural areas and low-lying communities that rely on septic systems.

NE 3.3. Adopt comprehensive water plans for vulnerable areas of the County by studying and analyzing how stormwater, sea level rise, and storm surge interact in an area determined by geographic and geological conditions. Understand and quantify to what degree salt marshes reduce local flooding and storm surge impacts, implement planning to incorporate these natural buffers as hazard reduction tool.

NE 3.4. Engage residents in the Community Collaborative Rain, Hail, and Snow Network (CoCoRaHS) program through collaboration with

the Office of the State Climatologist and the National Weather Service

R **NE 4. BUILD AT HIGHER ELEVATIONS TO AVOID IMPACT OF INCREASED FLOODING.**

- Enact ordinances and policies that direct new development to a height or location resilient to coastal flooding caused by increasingly intense storm events, king tides, and rising sea levels.
- Consider increasing low-impact development (LID) standards, increasing buffers, limiting septic systems, and reducing density for low-lying areas and areas identified on the Greenprint Priority Mapping.
- Periodically evaluate freeboard requirements and/or Base Flood Elevations (BFE) to ensure that new structures are built to address existing flood risks and projected future risks due to sea level rise.
- Incentivize land purchases in flood-prone areas for open space preservation.
- Apply for grant funding—DOT, EPA, CDBG, FEMA, etc.—to develop a sustainable, resilient solution to address current and future flooding of the Warsaw Island Causeway.

NE4. ACTIONS

NE 4.1. Adopt a coastal resilience overlay district to require notification prior to real estate closings of the vulnerability of property to coastal flooding in low lying areas.

NE 4.2. Adopt additional feet of freeboard above BFE as well as uniform policies for adjacent properties outside the flood area.

NE 4.3. Review the County’s Community Rating Service (CRS) program and makes changes to regulations and programs as appropriate with the goal of improving the County’s CRS rating. Every improvement in the CRS rating saves flood policy holders 5% in premiums.

R NE 5. ASSIST VULNERABLE COMMUNITIES AND CONDUCT HAZARD MITIGATION PLANNING.

- Identify local communities that are at the highest risk to the impacts of coastal flooding and sea level rise. Develop criteria for identifying when the County intervenes, either through policy and/or funding regarding flooding and sea level rise impacts to public, quasi-public, and private infrastructure and individual properties to ensure equitable and proportional responses.
- Fully incorporate and integrate future sea level rise and climate change impacts into emergency management and hazard mitigation plans.

NE5. ACTIONS

NE 5.1. Develop a flood, sea level rise, and climate change roadshow program to connect with community groups, homeowners’ associations, professional organizations not already served by existing programs, and other similar organizations for community outreach and education. Partner with public agencies such as Sea Grant and nonprofit groups such as the Port Royal Sound Foundation and the Gullah/Geechee Sustainability Think Tank in development of the program.

NE 5.2. Maintain an ongoing collaborative working group, similar to the Sea Level Rise Task Force, for discussions and feedback

involving recommendations and other proactive activities related to sea level rise and resilience.

NE 5.3. Hire a Resilience Officer to oversee hazard mitigation planning in the county, including, but not limited to, assisting vulnerable communities, applying for grants, creating outreach education programs, and continually assessing hazard risks and creating policies to mitigate them.

R NE 6. EXPAND COMMUNITY-LEVEL CLIMATE CHANGE SCIENCE OUTREACH AND EDUCATION.

- Improve communication and outreach to the public about the science and projected impacts of flooding, sea level rise, and climate change.

NE6. ACTIONS

NE 6.1. Develop a county- level website that houses Beaufort County specific flooding and sea level rise information, including housing reports, outreach materials, the GIS portal that has sea level rise mapping, and other data sources. This website can potentially count as Community Rating System outreach credit if National Flood Insurance Program information is included.



Photo source: Design Workshop

CULTURE

Historic, cultural, and scenic resources protected for future generations.



CORE VALUES

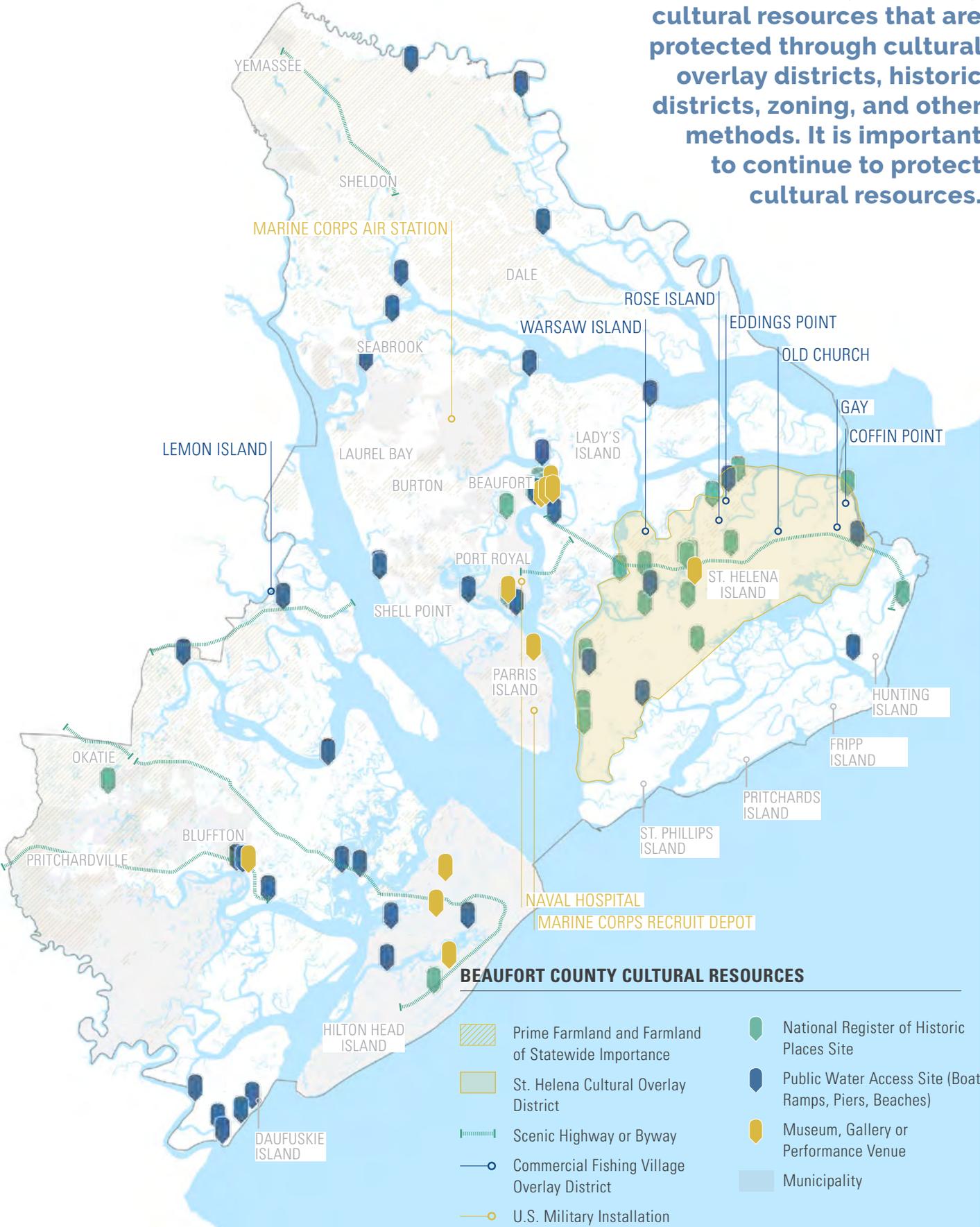
- 1** We know that cultural diversity is what makes us a strong and healthy community. We believe in protecting culturally significant communities and resources through sensitive place-based planning and community engagement.
- 2** We understand that the assorted geographies of the County have varied demographic make-ups, needs, and lifestyle preferences.
- 3** We preserve and promote our cultural, ethnic, and socioeconomic diversity within our approach to planning the built environment.
- 4** We know that the County’s attractiveness as a destination to live, work, and vacation, and its consequent economic well-being, are directly related to its historic character and unique quality of life.

- 5** We want local communities to have a strong voice in their future planning.
- 6** We believe that our major cultural resource is our people.



Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.

Beaufort County has many cultural resources that are protected through cultural overlay districts, historic districts, zoning, and other methods. It is important to continue to protect cultural resources.



CONTEXT

Beaufort County is one of America's historic and cultural treasures. The County is home to the second oldest city in South Carolina and boasts two of four National Historic Landmark Districts in the state. Beaufort County is the birthplace of the Reconstruction Era.

The County is home to several significant Gullah/Geechee communities. Farming, fishing, and forestry have been an important part of life in the County for generations. The County's abundant resources—land and water—have provided jobs, sustenance, and places to recreate and reflect.

Many residents of Beaufort County, especially the Gullah/Geechee community, have traditionally relied on local waters as a food source. Some residents have used water resources as a source for small-scale commercial fishing enterprises.

We know that the County's attractiveness as a destination to live, work, and vacation, and its consequent economic well-being, are directly related to its historic character and unique quality of life.

These resources include the County's rich agricultural heritage, the people's relationship to the water, the area's scenic roadways, and the County's unique Gullah/Geechee history. Each of these components is vital to the region's identity. They add to the quality of life for residents; drive the local tourism economy; and make the County an attractive place to live or invest.

Beaufort County has grown rapidly over the past 20 years. Growth has brought economic development, educational opportunities, and improvements in public facilities and services. This growth has spread along shorelines and across farmland and forest.

As waterfront property has developed, access to the water for commercial, recreational, and subsistence purposes has diminished. Forested land has been consumed by new subdivisions. Vernacular architecture is being lost to production housing. New residents, bringing suburban lifestyles, have supplanted residents practicing a rural way of life. More people mean more cars. Traffic congestion has become a major public concern. As a result, roads have been widened to four, even six lanes to ease traffic flow. Many two-lane, tree-shaded "canopy" roads, have been replaced by suburban arterials.

Beaufort County bears a great responsibility to be good stewards of its cultural and historic resources. Therefore, this chapter offers the following strategies to protect the County's unique historic, cultural, and scenic resources:

- Enhance access to the water for all users.
- Preserve historic, cultural, and archaeological resources.
- Promote the preservation of agriculture and forestry.
- Protect the County's rural landscape and way of life.



Photo source: Design Workshop

STRATEGIES & ACTIONS

R C 1. PROTECT AND ENHANCE THE TRADITIONAL LOCAL SEAFOOD INDUSTRY BY PROACTIVELY WORKING TO PRESERVE EXISTING WORKING WATERFRONTS AND ALLOWING FOR THE EXPANSION OF COMMERCIAL FISHING OPERATIONS WHERE APPROPRIATE.

- Enhance boat landings and other County-owned waterfront properties to serve the diverse needs of subsistence, commercial, and recreational boaters and fishermen. Such enhancements include providing fishing piers, crabbing docks, and improved boat landing facilities.
- Consider the use of the Rural and Critical Land Preservation Program to protect working waterfronts by purchasing development rights; or, where deemed appropriate, consider the acquisition of working waterfronts with a long-term lease arrangement to continue active private operation of the waterfront.
- Explore the feasibility of using some County waterfront properties to support the traditional seafood industry by allowing

the location of private seafood processing facilities and other supporting services. This should only be considered where sufficient land is available and where such activities would not interfere with public access to the water, or endanger other seafood harvesting.

- Pursue funding sources such as OCRM Coastal Access and BIG Grants, the DNR Water Recreational Resource Fund, and consider local revenue-generating sources such as boat landing user fees at certain landings to fund improvements to water access facilities.
- Work with OCRM and DHEC to form a Commercial Seafood Advisory Committee made up of representatives of the local seafood industry, dock owners, seafood distributors, along with representatives of local governments, the Gullah/Geechee Fishing Association, and SC Sea Grant to continually monitor the status of Beaufort County's local seafood industry.
- Prioritize conservation of the Port Royal Sound to ensure health and sustainability of commercial seafood species (shrimp, shellfish, crab, offshore finfish) that rely on its live oyster reefs and tidal mud flats. Seek partnership with Port Royal Sound Foundation to provide educational opportunities for the community about the importance of our local seafood industry.

C1. ACTIONS

C 1.1. Improve access to the water at Fort Frederick, Jenkins Creek Boat Landing, and Station Creek Boat Landing.

C 1.2. Develop a comprehensive study of Beaufort County's boating needs. Develop a list of improvements necessary to accommodate existing and future requirements and identify partnerships with municipalities to improve access to the water near jurisdictional boundaries.

C 1.3. Build a kayak launch at Fort Frederick and develop a blueway trail on the Beaufort River and associated creeks

R C 2. PRESERVE AND PROTECT THE COUNTY'S HISTORIC AND CULTURAL LANDSCAPES AND WATERWAYS.

- Develop a heritage tourism plan, in partnership with the Gullah/Geechee Cultural Heritage Corridor and the local Gullah/Geechee community that balances public access with private traditions, and economic development with the protection of cultural landscapes and lifeways. Explore land conservation strategies, development ordinances, and grant programs that can support plan implementation.
- Explore regional and national partnerships to take advantage of National Park Service and other initiatives to protect cultural landscapes against the impacts of climate change. This cultural inventory and vulnerability assessment should be aligned with a St. Helena Island comprehensive water study and plan, and should inform Rural and Critical Land priority purchases.
- Prioritize land conservation strategies and development ordinances that protect the quality of water bodies that are critical to Beaufort County cultural lifeways – including working waterfronts and public and traditional water access points. Protect and identify opportunities to improve water access for subsistence fishing and other traditional uses. Prioritize land conservation strategies and development ordinances that protect shorelines and critical habitat.
- Develop public education programs and curricula to share information about impacts of sea level rise and promote strategies that protect at-risk ecosystems, communities and cultural landscapes. Partner with public agencies such as Sea Grant, and nonprofit groups such as the Port Royal Sound Foundation and the Gullah/Geechee Sustainability Think Tank in development of programs.

STRATEGIES & ACTIONS

- Recognize scenic highways and byways as important cultural resources and develop appropriate protection measures. Consider nominating Old Sheldon Church Road, and US 21 from Chowan Creek to Folly Road on St. Helena Island, both currently State Scenic Byways, as National Scenic Byways.
- Work with other public agencies and nonprofit agencies to preserve and restore the buildings at Penn Center.
- Educate the public about the Port Royal Sound's integral role in establishing and sustaining the rich history of our county-attracting early explorers, facilitating the start of Reconstruction, supporting thriving industries and more- as well as its continued intricate relationship with our Lowcountry lifestyle today.
- Explore regional partnerships with jurisdictions sharing waterways to promote holistic protections and policies.
- Encourage the efforts of private nonprofit groups such as the Beaufort County Historical Society, and public agencies such as the Reconstruction Area National Historical Park and USCB to preserve and educate the public on the County's unique history. Partner with the municipalities on efforts to preserve and promote local historic resources.

C2. ACTIONS

C 2.1. Partner with the Town of Hilton Head Island to plan and implement the Historic Mitchelville Freedom Park.

C 2.2. In partnership with community members, including the Gullah/Geechee Sea Island Coalition and the St. Helena Island Cultural Protection Overlay District Committee, conduct a baseline cultural resource inventory and vulnerability assessment of buildings, archaeological sites, traditionally used roads,

waterways, water access points, fishing areas, burial sites, and sacred grounds to inform protection and stewardship practices for Gullah/Geechee communities.

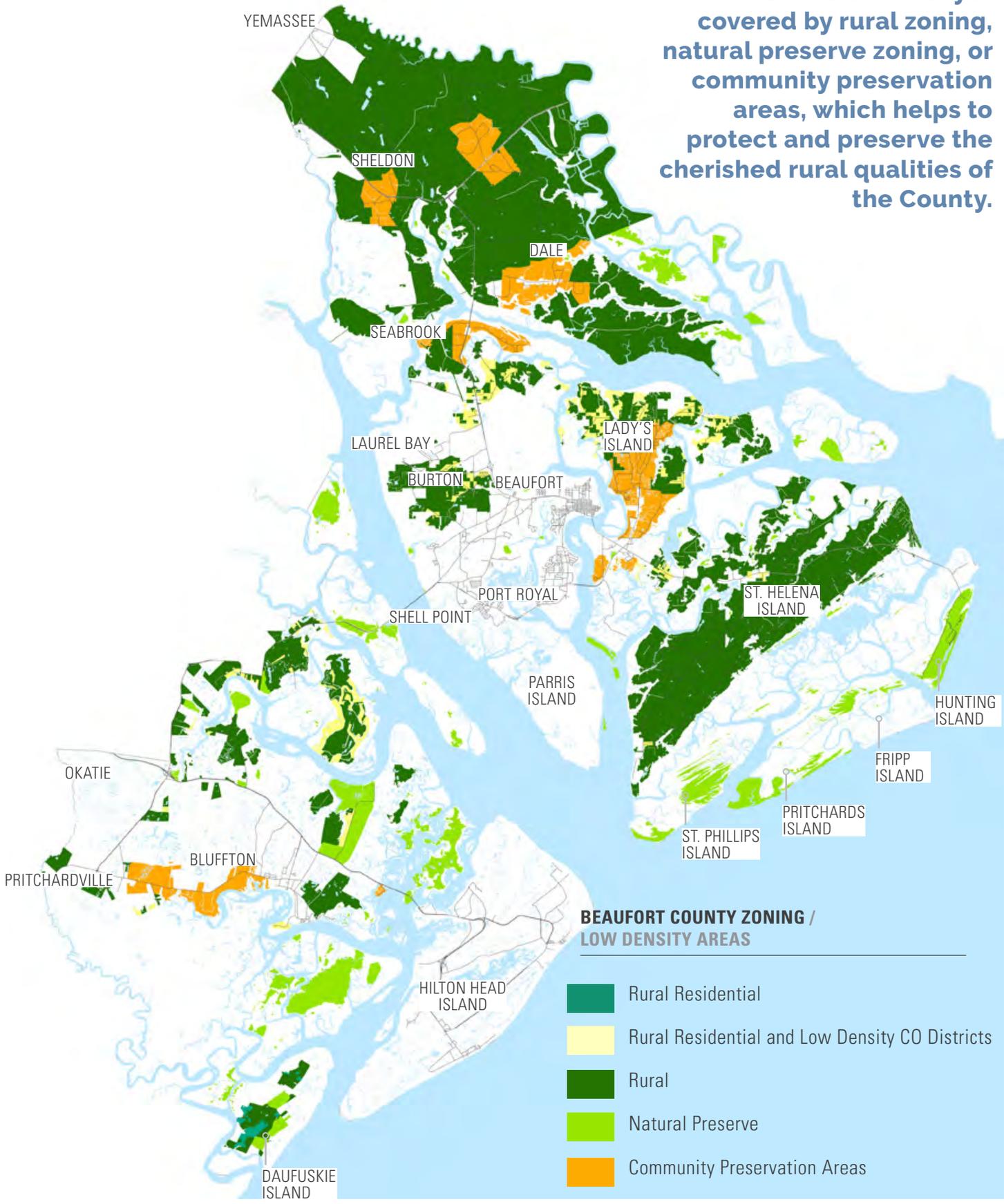
P C 3. CONTINUE TO EMPHASIZE THE PROTECTION OF HISTORIC AND ARCHAEOLOGICAL RESOURCES THROUGH A COMBINATION OF PLANNING, DATA GATHERING, LAND USE REGULATIONS, AND LAND ACQUISITION.

- Coordinate with the SC Department of Archives and History on projects that trigger state and federal permits.
- Review development plans to determine the location of archaeological and historic resources and the potential impact of development.
- Identify ways to protect older vernacular structures, many of which are located in rural areas, to preserve an important component of the historic built environment and as a source of affordable housing.
- Pursue the acquisition of significant archaeological and historic sites via the Rural and Critical Land Preservation Program.
- Consider additional protections for historic cemeteries including acquisition by public or nonprofit entities, easements, and buffer requirements.

C3. ACTIONS

C 3.1. Update the Beaufort County Above Ground Historic Resources Survey.

A significant portion of Beaufort County is covered by rural zoning, natural preserve zoning, or community preservation areas, which helps to protect and preserve the cherished rural qualities of the County.



STRATEGIES & ACTIONS

E C 4. PROMOTE THE PRESERVATION AND VIABILITY OF AGRICULTURE AND FORESTRY.

Where suitable, consider the lease of County-owned properties to family farms or small growers who are interested in actively farming the land. Promote sustainable agricultural practices (crop diversity, low use of pesticides, protection of soil quality, cover crops, etc.). Make active agriculture a condition of the lease.

- Continue to partner with the USDA and other agencies and organizations to match local funds for the preservation of farmland.

C4. ACTIONS

C 4.1. Use the Rural and Critical Land Preservation Program to promote active agriculture and the preservation of agricultural lands, and continue to target the purchase of development rights on active agricultural lands.

E C 5. SUPPORT LOCAL MARKETING INITIATIVES DESIGNED TO INCREASE THE PROFITABILITY OF SMALL-SCALE FARMING BY CONNECTING LOCAL GROWERS WITH CONSUMERS.

- Encourage the use of locally grown produce by adopting a local food purchasing program. This includes area grocery stores, local restaurants, institutions such as schools, and local food banks.
- Create a coalition consisting of Beaufort County, the Rural and Critical Land Preservation Program, Penn Center, the Coastal Conservation League, and local growers, to advocate for local agriculture,

and identify policies, programs, and actions to further local agriculture.

- Encourage community gardens and farms in urban and suburban areas by removing regulatory barriers.
- Urge HOAs to accept native plantings in lieu of lawns. This would not only support the pollinator population we depend on for farming, but benefit stormwater and biodiversity while saving property owners' money.

C5. ACTIONS

C 5.1. In conjunction with Clemson Extension, create a website with information on locally grown produce, and retail and restaurants using locally sourced food. The web site should promote organizations that advocate local foods such as Lowcountry Local First and Fresh on the Menu.

E C 6. SUPPORT THE PRESERVATION OF THE COUNTY'S RURAL LANDSCAPE AND WAY OF LIFE.

Support existing organizations that promote cultural resource protection, such as the South Carolina Coastal Community Development Corporation, the Gullah/Geechee Sea Island Coalition, the Cultural Protection Overlay District Committee, the Corners Community Preservation District Committee, the Lowcountry Alliance, and Penn Center.

- Encourage collaboration between the various public and private non-profit groups working to preserve the County's rural landscapes and way of life.
- Continue to recognize the importance of policies such as low-density rural zoning and family compounds in preserving and

enhancing the traditional land use patterns associated with rural Beaufort County and the Gullah/Geechee community.

- Develop a suite of policy, land conservation, land stewardship, and incentive programs that offer greater protection to Heirs' properties in partnership with the Center for Heirs' Property Preservation and the Pan-African Family Empowerment & Land Preservation Network.
- Explore local and regional partnerships to support local farmers and create demonstration models for sustainable, culturally significant, and environmentally resilient farming practices.
- Consider the designation or creation of a County liaison position to assist rural property owners.

C6. ACTIONS

C 6.1. Periodically evaluate Beaufort County's rural land use policies, including family compound uses, to determine that they are accomplishing the policy goals of preserving the rural landscape and way of life, and that they are fair and equitable to local residents and property owners.

C 6.2. Develop a brochure designed to help small rural landowners understand how to subdivide and transfer land. The brochure should explain family compounds, policies for small rural landowners, home occupation and home business provisions, cottage industry provisions, resources for heirs' property, etc.



Photo source: Design Workshop

SPOTLIGHT: ST. HELENA

St. Helena Island is home to Beaufort County's largest Gullah/Geechee community. Gullah/Geechee communities are comprised of descendants of enslaved people brought from West Africa. The historic isolation of the County's barrier islands was crucial to the survival of this culture. As in other parts of the Southeast, Gullah/Geechee culture is under extreme stress from rapid coastal development, population growth, lack of recognition, and financial hardship. Growth has the potential to substantially alter the traditional social and cultural character of Beaufort County's Gullah/Geechee community, as new residents bring different values and customs.

The existing Cultural Protection Overlay (CPO) District protects St. Helena Island from gentrification that

would result in a greater demand for services and higher property values, making it more difficult and costly to maintain the traditional rural lifestyle on the Island.

Beaufort County's Gullah/Geechee communities face other unique challenges brought on by increased development pressure. When the County was primarily rural, large tracts of agricultural and forested land, regardless of ownership, provided the Gullah/Geechee community with access to waterways, oyster beds, hunting grounds, and other elements of the natural environment that were lifelines for the community. New development, especially along high-value waterfront property, has limited entry to these traditional hunting and fishing

grounds. In addition, many of the older cemeteries, which play an important role for the Gullah/Geechee community, are located within the original plantations, on private property, making them difficult to access.

Beaufort County’s Gullah/Geechee community makes evident that the region’s cultural resources are not just the historic sites, waterways, sacred grounds, farmlands, open spaces, hunting grounds, and the land on which traditional events have occurred. The most important cultural resource is the people themselves.

The primary threat to the long-term viability of Beaufort County’s Gullah/Geechee communities is land development. Implementing land use policies that concentrate growth in urban areas and protect rural land from suburban development, are the most important actions the County can take to protect its unique Gullah/Geechee heritage.

ST. HELENA STRATEGIES

- Reevaluate the CPO District by assessing whether additional land use restrictions are necessary to meet the intent of the district. Consider the addition of specific design standards that reinforce historic Gullah/Geechee development patterns and character. Include diverse representation on the steering committee that may be formed to guide the process. Ensure public input from all segments of the community.
- Explore the possibility of a Gullah/Geechee Heritage Enterprise Zone to allow cottage industries, and offer heritage tax credits for culturally significant businesses/industries.
- Explore tax credits and grants to help property owners in the CPO District fund housing restoration and adaptive reuse of commercial buildings.
- Explore the potential to base property tax assessment on the land’s current use rather than its market value within the CPO District.

- Ensure open access to waterways for traditional Gullah/Geechee fishing families. Work in collaboration with the Open Land Trust and the Rural and Critical Land Program to place easements on these locations in perpetuity to enhance the cultural landscape, working waterfronts, and continuation of Gullah/Geechee traditions.
- Ensure that the Gullah/Geechee burial areas that were mapped in 1999, and any identified subsequently, are platted and protected from development. Consider exempting these properties from stormwater fee assessment and taxation where possible.
- Define the Corners Community as a hub of commerce and culture, and implement design guidelines and land conservation strategies to protect its character and create scenic buffers. Promote a safe pedestrian environment in the Corners Community and other gathering places on St. Helena Island that serve the Gullah/Geechee community.
- Encourage residents challenged by high utility bills to seek assistance through energy assistance programs administered by Beaufort-Jasper EOC.

ST. HELENA ACTIONS

- Reevaluate the CPO District by assessing whether additional land use restrictions are necessary to meet the intent of the district. Consider the addition of specific design standards that reinforce historic Gullah/Geechee development patterns and character. Include diverse representation on the steering committee that may be formed to guide the process. Ensure public input from all segments of the community.
- In partnership with the Sea Level Rise Task Force, commission a comprehensive water study and plan for St. Helena Island that considers stormwater, sea level rise, and

storm surge to better define the risks posed by climate change and new development and recommend strategies to protect against these threats. Engage the Gullah/Geechee community, Penn Center, local churches, area businesses, and local non-profits such as the Friends of Fort Fremont, in preparation of the plan. This study should be aligned with County-wide Gullah/Geechee cultural inventory and vulnerability assessments.

- Consider prohibiting Mining/Resource Extraction within the Cultural Protection Overlay zone and revising conditions for Mining in the CDC to require that the presence of Prime Farmland as defined by the USDA be considered in the decision to approve a permit for mining. Consider a spacing requirement for mines.
- Support nonprofit organizations, such as the Center for Heirs' Property Preservation and PAFEN, with expertise in resolving heirs' property issues. Encourage establishment of local offices in Northern Beaufort County and expansion of their programs throughout the County. Consider partnering with the municipalities to provide support for these groups by applying for grant funds, Accommodations Tax and Hospitality Tax Revenues (if appropriate), and local funds to expand efforts in the area.
- Work with DOT to address road and drainage conditions on state-owned roads on St. Helena Island.
- Ask residents to develop a specific list of areas (addresses) where drainage is an issue. Have these areas assessed by the Stormwater Utility Board and projects developed as appropriate to address concerns. Consider grant funding, including CDBG and EPA, for projects.
- Develop a strategy to permanently address maintenance and safety improvements to "legacy roads" and private roads serving low-and moderate-income property owners. Consider grant programs and public

service projects to address immediate maintenance needs

- Ensure that St. Helena residents are included in the planning process for the Parks and Recreation Master Plan. Consider equity issues in development of that plan.
- Assess the condition of existing recreation facilities on St. Helena Island. Develop plans for improvements and add funding costs to CIP. Apply for grant funding for improvements as appropriate.
- Review recreation programs on St. Helena Island. Ensure that programs are addressing community needs and that programs are expanded beyond pre-pandemic levels.
- Work with Penn Center to develop an MOU and lease agreement in order for the County to take a more active role in maintaining MLK Park on St. Helena Island and including applying for grants for park improvements.



Community Meeting on St. Helena

Photo source: Design Workshop



Photo source: Design Workshop

ECONOMY

A resilient economy poised for a sustainable future.

CORE VALUES

- 1** We value our unique and complex natural environment as a source of life, recreation, economy, culture, and sense of place.
- 2** We support industries that are clean and environmentally friendly. We are forward-looking and will take advantage of evolving innovative economic opportunities.
- 3** We prepare our workforce with the skills needed to meet the needs of emerging opportunities.
- 4** We value our military relationships and recognize their importance to our culture and economy.
- 5** We recognize that the County is made up of unique natural and cultural environments and we position economic development opportunities that fit those locations.
- 6** We are business friendly and create the incentives needed to attract new businesses that support our principles.
- 7** We recognize the need to locate jobs nearer to where people live, to reduce time spent commuting.
- 8** We recognize that regional cooperation and coordination will expand opportunities for us all.
- 9** We support the growth and success of our municipalities and collaborate on growth management and land use issues.



i Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.

CONTEXT

Beaufort County's economy has traditionally been based, directly or indirectly, on its natural and cultural resources. Agriculture, forestry, tourism, resort development, even the presence of the military, is the result of the County's unique blend of geography, nature, and culture.

This is still generally true today, with the existing economic drivers being tourism, the military, the retirement industry, residential development, education, and healthcare. All these industries continue to be vital to the economic sustainability of the community.

The County's mild climate, vast and varied water resources, like those of the Port Royal Sound, its ties to the military, and its attractive built environment, have drawn a large influx of new residents, keeping Beaufort County one of the fastest growing counties in South Carolina. Access to safe and healthy waterways on the Port Royal Sound is instrumental in building a link between the County's natural resources and economic development by connecting people and businesses to water-based recreation and industry. Resort, residential, and commercial development has greatly expanded the service-related workforce. Ongoing growth has created the need for infrastructure improvements and additional County services, which require more revenue.

The long-term success and viability of Beaufort County depends upon the creation of a larger, more diversified tax base and creating quality jobs for County residents. Beaufort County has the highest per capita income in the state; however, the County lags behind the state and the nation in average annual wages.

The County is fortunate to have a solid foundation in the military. This positions the area well to attract new business from the aeronautics and other supporting industries. In addition, the County's three military installations create a pool of exiting and retiring service members who bring considerable talent and skills to the local workforce, skills that are especially attractive to the technology and aerospace industries.

At the same time, these individuals often need assistance in transitioning into the civilian workforce. To date, Beaufort County has weathered the periodic threat of base closures; however, a new peril in the form of climate change and rising sea levels is emerging.

Bringing new types of businesses to the area to diversify the economy is critical. New industries should be targeted to build on the region's strengths, including knowledge-based, green industries, and the visual and performing arts.

Comprehensive education and workforce training is needed to better prepare County residents for these and other emerging job opportunities. The future depends on quality job creation that allows citizens to remain or settle in Beaufort County with employment that requires knowledge, talent, and training, and compensates with higher-paying jobs.

Regional cooperation will be necessary to maintain a strong economic outlook moving forward. Most of the growth in the region has been centered in Beaufort County, primarily in the Hilton Head and Bluffton area. As the southern portion of the County has started to build-out, growth has been pushing into Jasper County. The proposed Port of Jasper and associated development will stimulate further growth in Jasper County and the 278 Corridor.



Spanish Moss Trail is a County-wide recreation asset

Photo source: Design Workshop I

Growth, and expansion through annexation, in both Jasper and Hampton Counties, have a direct impact on the natural environment, roads, and character and quality of life in Beaufort County. Continuing to coordinate land use and development, natural resource and open space planning, transportation, and emergency services is key to ensuring a healthy economic future.

It is important for Beaufort County to develop a sustainable economic base, offering opportunities to all its residents. Therefore, this chapter offers the following strategies to develop a resilient economy moving forward:

- Support existing industries and develop new employment sectors.
- Educate the workforce.

- Grow jobs close to where people live.
- Foster collaboration among governments and between agencies.

STRATEGIES AND ACTIONS

R E 1. SUPPORT AND ENHANCE EXISTING ECONOMIC DRIVERS.

- Protect the natural environment, manage growth, and support infrastructure improvements to preserve the region's attractiveness.
- Support the growth of the tourism and hospitality industries by protecting and preserving the qualities that make Beaufort County an attractive place to visit.
- Grow the supply chain for the tourism and hospitality industry so that goods and services can be provided locally rather than by outside businesses. This would provide local jobs and improve the efficiency of and reduce costs to the region's hotels and resorts.
- Promote the Port Royal Sound and its position as the driving force behind environmental tourism, real estate development, and invaluable ecological services. Take steps to ensure that the protection of the Sound is thoughtfully integrated into these endeavors to ensure long-term cohesion and sustainability of industries and our waterways.

E1. ACTIONS

E 1.1. Seek partnership with Port Royal Sound Foundation to educate the community about the Port Royal Sound as a critical economic driver for the community and the importance of keeping it healthy.

R E 2. RECOGNIZE THAT THE MILITARY IS A VITAL COMPONENT OF THE COUNTY'S HISTORY, CULTURE, AND ECONOMY.

- Support the Greater Beaufort Chamber of Commerce's Military Affairs Committee's efforts to promote and lobby for the retention and expansion of the military installations in Beaufort County.
- Work cooperatively with the City of Beaufort and the Town of Port Royal to implement the recommendations of the 2015 Lowcountry Joint Land Use Study (JLUS), and continue to enforce standards within the AICUZ contours that discourage development that would adversely affect the mission of the Marine Corps Air Station Beaufort (MCAS).
- Support Beaufort County's three military bases by providing affordable off-base housing for active-duty military personnel and their families and providing educational opportunities and other amenities to support military families.

E2. ACTIONS

E 2.1. Continue to partner with the Marine Corps to preserve open space around MCAS to protect the facility from undesirable encroachment. This partnership expands the County's efforts to preserve rural and critical land while ensuring the ability of MCAS to remain militarily viable and vital to the national defense. Continue to partner with the Marine Corps to ensure the other strategies and actions within this plan are compatible with the mission of MCAS Beaufort.

E 2.2. Implement transfer of development rights program to compensate affected property owners within the MCAS Airport Overlay District.

E.2.3. Support implementation of the recommendations of the Military Installation Resilience Review being conducted for the County's military facilities.

R E 3. TARGET AND RECRUIT NEW INDUSTRIES.

- Target industries that build on the region's strengths and diversify the local tax base. These industries include aerospace and defense; tourism and hospitality supply chain; health and bio-related fields; knowledge-based industries; and green industries. Develop flexibility with the business license fee program for target industries.
- Support the Beaufort County Economic Development Corporation's efforts to purchase properties and to develop spec buildings by assisting in identifying candidate properties; providing financial support; assisting in off-site transportation improvements; and overcoming regulatory barriers to sites that meet other locational criteria.
- Ensure that there is a sufficient quantity of appropriately located, zoned and environmentally suitable land for non-retail commercial uses such as business parks, research and development centers, product assembly, distribution centers, cottage industries, and light to moderate industrial uses.

E3. ACTIONS

E 3.1. Provide the Beaufort County Economic Development Corporation with a list of properties meeting locational requirements for office and light industrial uses on a regular basis.

E 3.2. Purchase approximately 30 acres in 3 or 6 acre tranches in each local jurisdiction within Beaufort County through the Beaufort County Economic Development Corporation, to provide ample space for companies wishing to expand or move to Beaufort County.

R E 4. DEVELOP INCENTIVES FOR BUSINESSES TO EXPAND OR LOCATE IN THE COUNTY.

- Create incentives-tied to the County's target industries and designed to stimulate private investment in the development of appropriate sites near Beaufort County's two airports.
- Reduce the County's personal property tax rates for registered, County-based aircraft.
- Consider the standardization of competitive business license fee rates and classifications across Beaufort County and each of its municipalities.

E4. ACTIONS

E 4.1. Provide more flexibility in commercial zoning districts to permit smaller non-retail commercial uses such as small assembly facilities and light industrial operations, or contractor's offices that do not adversely impact surrounding retail uses.

E 4.2. Create incentives, such as an accelerated building permit process, height and density bonuses and fee reductions and waivers, for commercial and industrial projects that intend to meet either LEED or Energy Star standards.

R E 5. ESTABLISH LOCATIONAL CRITERIA FOR NEW BUSINESSES.

- Locate jobs close to municipalities, outside of environmentally sensitive land and land prone to flooding, and close to the highest concentrations of households to reduce impacts on traffic and commute times.
- Encourage the planning, development, and permitting of mixed-use developments that will attract young professionals.

STRATEGIES AND ACTIONS

E5. ACTIONS

E 5.1. Target land purchases to incentivize the location of new employers in walkable mixed-use communities such as Buckwalter Place.

E 6. DEVELOP A HIGHLY SKILLED AND WELL-TRAINED WORKFORCE.

- Work with educational partners, both within and outside of Beaufort County, including universities, colleges, and trade schools, to tailor their educational programs to the County's unique economic opportunities that support the knowledge-based economy and green industry technologies.
- Support and enhance programs such as TWEAC, TCL's Transitioning Military Training Program, and institutions such as USCB and the military bases, that assist individuals leaving the military in enhancing the skills needed for employment in the public and private sectors.
- Involve youth in implementation of the plan and actively recruit the input of students in future planning efforts. Serve as guest speakers in classrooms. Invite students to observe Planning Commission and County Council meetings. Partner with teachers to invite presentation of planning-related student projects at Planning Commission meetings.

R E 7. CREATE A BUSINESS-FRIENDLY ENVIRONMENT.

- Identify properties that are currently under municipal or County control that can be offered to relocating businesses.

- Review and update state and local incentives on a regular basis to attract the right industries for the region as well as keep pace with the changing face of business and industry.
- Support green and sustainable development projects that meet economic development requirements, by streamlining the review processes, as well as creating fee reductions and waivers, and building height or density bonuses.
- Add a specified definition for Knowledge-intensive businesses to the list of businesses qualified for the state Jobs Tax Credit.
- Promote state and federal brownfield clean-up programs including the state Brownfields/Voluntary Cleanup Program (VCP) that allows a non-responsible party to acquire a contaminated property with state Superfund liability protection for existing contamination by agreeing to perform an environmental assessment and/or remediation. Financial incentives including tax credits are available to property owners who enter into the VCP. Encourage property owners to apply for funding through the Brownfields Cleanup Revolving Loan Fund.
- Clarify the home business and home occupation standards in the CDC and update the Cultural Protection Overlay to broaden the cottage industries standards.

R E 8. FORGE REGIONAL AND STATE PARTNERSHIPS AND COLLABORATION.

- Support legislation that would amend the current South Carolina economic development qualifying criteria from a Per Capita Income base to an Average Regional Wage base, which would more accurately

reflect the income levels of the region's working population.

- Coordinate incentives between counties and municipalities in the region to create a level playing field.
- Maintain and grow partnerships and shared priorities with Jasper and Hampton Counties to include economic development, land use, transportation, and signage.
- Provide an additional tax credit in Multi-County Park agreements for companies whose new construction meets LEED and Energy Star standards. The tax credit should be based on the level of green building certification.

P **E 9. RECOGNIZE THE IMPORTANCE OF THE VISUAL AND PERFORMING ARTS COMMUNITY AS A KEY COMPONENT OF QUALITY OF LIFE AND SOURCE OF ECONOMIC DEVELOPMENT.**

- Support the planning, development, and permitting of a visual and cultural arts community, which is essential to attracting and retaining young professionals and enhancing quality of life.
- Provide local matching funds to the Community Arts Grant Fund to support individual artists, art education programs, and local arts organizations.
- Continue to support the creation of venues, classrooms, and galleries to showcase new and emerging local artists.
- Continue to provide space in libraries and other County buildings to display the work of local artists.

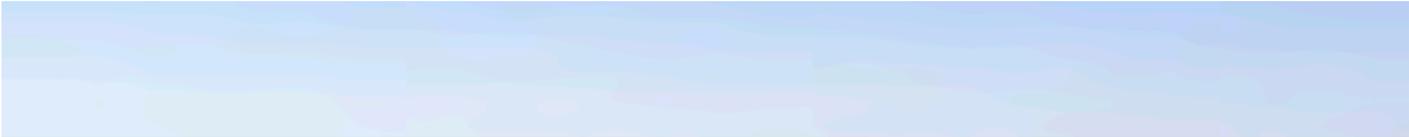


Photo source: Design Workshop

MOBILITY

Innovative, multimodal, and cost effective infrastructure that sustains a high quality of life..

CORE VALUES

- 1** We understand our roads support our community character and sense of place.
- 2** We believe that context-sensitive “Complete Streets” should define the design of all of our roads.
- 3** We believe that a healthy, multimodal approach to transportation provides choices to residents and visitors, especially the most vulnerable.
- 4** We want innovative transportation management solutions to be integrated into transportation planning.



- 5** We work collaboratively with our neighboring jurisdictions to create common approaches to mobility and connectivity.
- 6** We believe our roads express our landscape and should be harmonious with our environment.



Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.

CONTEXT

Traffic congestion on Beaufort County's roads is one of the most noticeable indicators of the adverse impacts of new growth. As a result, Beaufort County has invested heavily in improving its transportation network over the last 15 years.

Examples of large-scale, highly-visible improvements include the Bluffton Parkway; the widening of US 278 from SC 170 to the bridge to Hilton Head Island; the widening of the McTeer Bridge and Lady's Island Drive; and the widening of US 17 from Gardens Corner to the county line.

These projects were made possible through a resolute effort to raise local funds through impact fees and the capital project sales tax and leverage state and federal transportation funds.

While the county and the region will continually need to improve its road network to keep up with new growth, several factors challenge the sustainability of the current levels of commitment to fund and implement large-scale transportation improvements:

- **Fiscal Constraints:** The limited availability of tax dollars to fund large-scale transportation improvements and competition with other public needs, such as schools, parks, and public safety facilities.
- **Environmental and Geographical Constraints:** Beaufort County's unique physical environment limits the construction of new roads.
- **Quality of Life Constraints:** Even if the County had unlimited resources to address traffic congestion issues, many citizens would object to continual road widening or grade separated intersections as eroding the character and aesthetics of the Lowcountry.

Therefore, as Beaufort County continues to grow, its approach to addressing

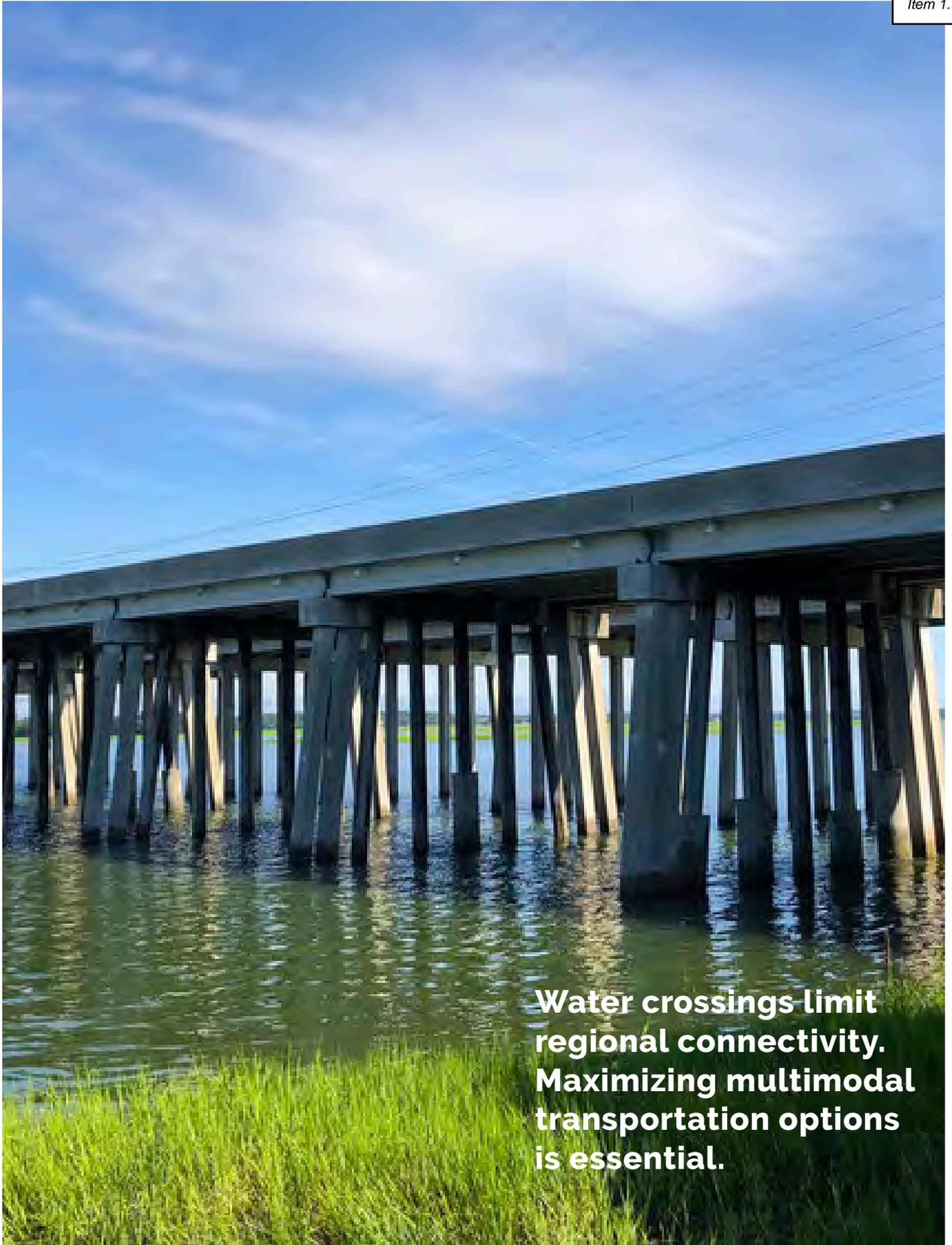
transportation infrastructure will need to shift its focus away from large scale transportation and toward smaller scale network improvements that preserve and increase the efficiency of the road network. Such projects include intersection improvements, turning lanes, parallel roads, and intelligent transportation systems (ITS).

In addition to small scale network improvements, it is important to promote other modes of transportation such as transit, water-based transportation, walking, and cycling in order to reduce automobile dependency.

Over time, improving other modes of transportation will not only reduce vehicle miles travelled (VMTs), but increase the quality of life by creating transportation choices.

Therefore, this chapter offers the following strategies to maximize the efficiency of the county's road network while promoting policies and alternative transportation choices to reduce our dependence on automobile transportation.

- Work cooperatively and regionally to implement needed road improvements.
- Maximize the efficiency of the existing road network.
- Adopt a Complete Streets Policy.
- Promote a diversity of transportation mode choices including water taxis/ferries.
- Encourage walkable and transit-ready development.
- Develop transportation improvements that enhance the County's sense of place.



Water crossings limit regional connectivity. Maximizing multimodal transportation options is essential.

Photo source: Beaufort County

STRATEGIES AND ACTIONS

P M 1. ADOPT A COMPLETE STREETS POLICY.

- All streets shall be planned, designed, operated, and maintained to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities.
- All future transportation projects should adhere to a Complete Streets Policy in an appropriate urban, suburban, or rural context.
- Support and fund projects and programs that promote a diversity of transportation choices such as transit, cycling, and walking.
- Through LATS Metropolitan Planning Organization, develop a shared regional commitment to develop complete streets, and to work with SCDOT to convert state highway corridors into multimodal corridors.

M1. ACTIONS

M 1.1. Formally adopt a Complete Streets policy that requires all streets to be planned, designed, operated, and maintained to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities. All future transportation projects should adhere to the Complete Streets policy in an appropriate urban, suburban, or rural context.

M 1.2 Prepare corridor master plans so that major arterial and state highways can evolve into complete streets.

R M 2. MAINTAIN AND ENHANCE A SAFE, EFFICIENT, REGIONAL ROAD NETWORK.

- In order to maintain an acceptable quality of life in the region, conditions on the regional road network outside of urbanized areas should not fall below LOS "D". Within urban areas, consider using a different metric to evaluate mobility such as multi-modal LOS or accessibility.
- Continue to work cooperatively with the municipalities, neighboring counties, LATS, and DOT to identify, fund, and implement needed road improvements. The funding strategy should use revenue from Guideshare funds, impact fees, capital projects sales tax, and grant opportunities.
- Develop a network of secondary streets to improve levels of service at failing intersections.
- Approach each road widening as a last resort to be considered after alternative strategies have been deemed inadequate to address transportation needs.

M2. ACTIONS

M 2.1. Develop a funding strategy and implement the transportation projects in the 10-year Capital Improvements Program.

M 2.2. Update impact fees every five years to insure that future development is paying for its impact on the transportation network.

M 2.3. Place an initiative on the 2022 ballot to reimpose a 1% capital project sales tax to fund transportation improvements that includes roads and multi-use pathways. Establish a regular schedule for future referendums.

M 2.4 Include needed transportation improvements in the LATS Long Range



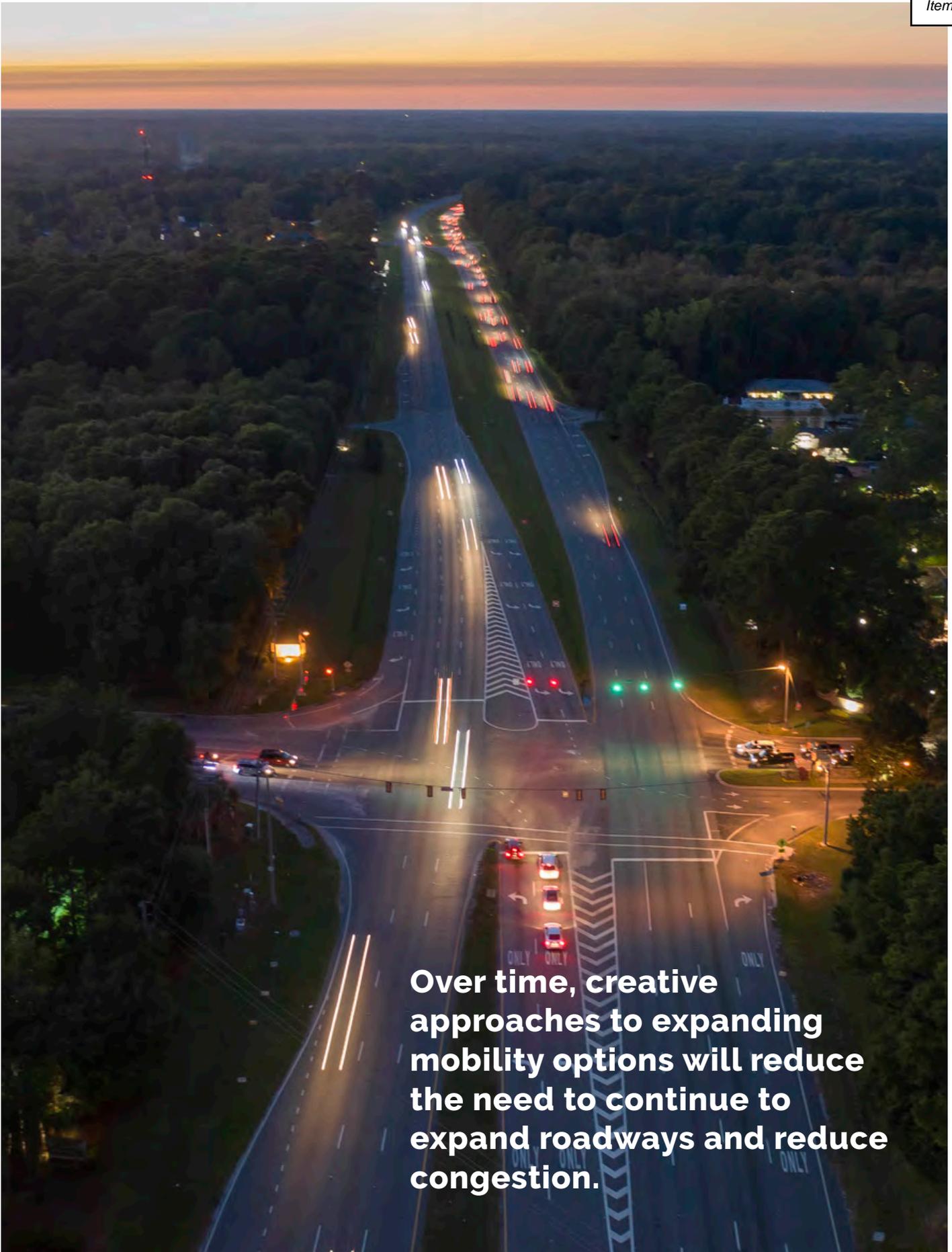
Roadway designs can provide environmental curtains that preserve habitat connectivity

Photo source: Design Workshop

Transportation Plan to insure maximum utilization of Guideshare funding for county transportation projects.

R M 3. PRESERVE AND ENHANCE NETWORK EFFICIENCY BY ADOPTING, APPLYING AND ENFORCING POLICIES TO MANAGE ACCESS AND REDUCE VEHICLE MILES TRAVELED (VMTS)

- Adopt land use policies that encourage internal trip capture and promote development whose location and density are suitable to support public transit and other alternative modes of transportation.
- Consider to use and improve on the following VMT reduction strategies – access management, improving secondary road network, promoting alternative transportation modes, and Intelligent Transportation Systems (ITS – as an alternative to road widening. Approach road widening as a last resort to be considered after alternative strategies have been deemed inadequate to address transportation needs.
- Support improvements to existing rail infrastructure and expansion of passenger service serving the County.
- Identify opportunities and incentives for improving/expanding marine access and transport services, e.g., ferry services, water taxis, public dockage services, and kayak launches.



Over time, creative approaches to expanding mobility options will reduce the need to continue to expand roadways and reduce congestion.

Photo source: Design Workshop

STRATEGIES AND ACTIONS

P M 4. PROMOTE CONTEXT SENSITIVE TRANSPORTATION IMPROVEMENTS THAT ENHANCE THE LOCAL ENVIRONMENT.

- Use context-sensitive design principles in the development and redesign of all streets and roads.
- Coordinate billboards, signage, landscape, streetscape standards for roads that cross jurisdictional boundaries, such as along the SC 170 corridor and the SC 462 corridor.
- Explore design standards and innovative road construction techniques to protect tree canopies and vegetated buffers, link wildlife habitat, and preserve wetlands.

E M 5. PRIORITIZE BICYCLING AND WALKING TO CONNECT RESIDENTS WITH JOBS, SCHOOLS AND OTHER DESTINATIONS; PROVIDE SAFE FACILITIES THAT BENEFIT PERSONS OF ALL ECONOMIC STATUSES, AGES, AND ABILITIES.

- Develop a funding strategy and anticipated annual revenue for trail projects that includes Accommodations Tax, Guideshare funds, Capital Project Sales Tax, dedicated local funding, and state and federal grants.
- Develop a non-profit to advocate pathway projects in Beaufort County and raise private donations.
- Work with Friends of the Spanish Moss Trail to expand its role to advocate and raise private donations for pathway projects that connect to the Trail.

- Work with DOT to identify projects in the preliminary engineering state to incorporate bike / pedestrian improvements.
- Advocate for state funding for Safe Routes to School beginning with state delegation.
- Work with SCDOT to widen shoulders and provide adequate width to the right of rumble strips.
- Work with LATS during the update of the Long Range Transportation Plan to incorporate bicycle and pedestrian projects in the plan and advocate for a target percentage of funding to be devoted to bicycle and pedestrian facilities.

M5. ACTIONS

M 5.1. Complete the Spanish Moss Trail and make continuous progress on other greenway, trail, sidewalk, and bicycle lane projects.

M 5.2. Dedicate a staff position to plan and implement bicycle and pedestrian facilities.

M 5.3 Develop a funding strategy and implement the bicycle and pedestrian projects in the 10-year Capital Improvements Program.

M 5.4 Adopt “Beaufort County Connects 2021”, the Bicycle/Pedestrian Plan for the County.

E M6. SUPPORT THE DEVELOPMENT OF BUS RAPID TRANSIT FEATURES IN HIGH-DEMAND CORRIDORS, SUCH AS OFF-BOARD FARE COLLECTION, PLATFORM LEVEL BOARDING, AND DEDICATED LANES AND STOPS SHELTERED FROM AUTOMOBILE TRAFFIC.

M6. ACTIONS

M6.1. Increase the numbers of park and ride locations along major transportation routes that connect employees with their jobs.

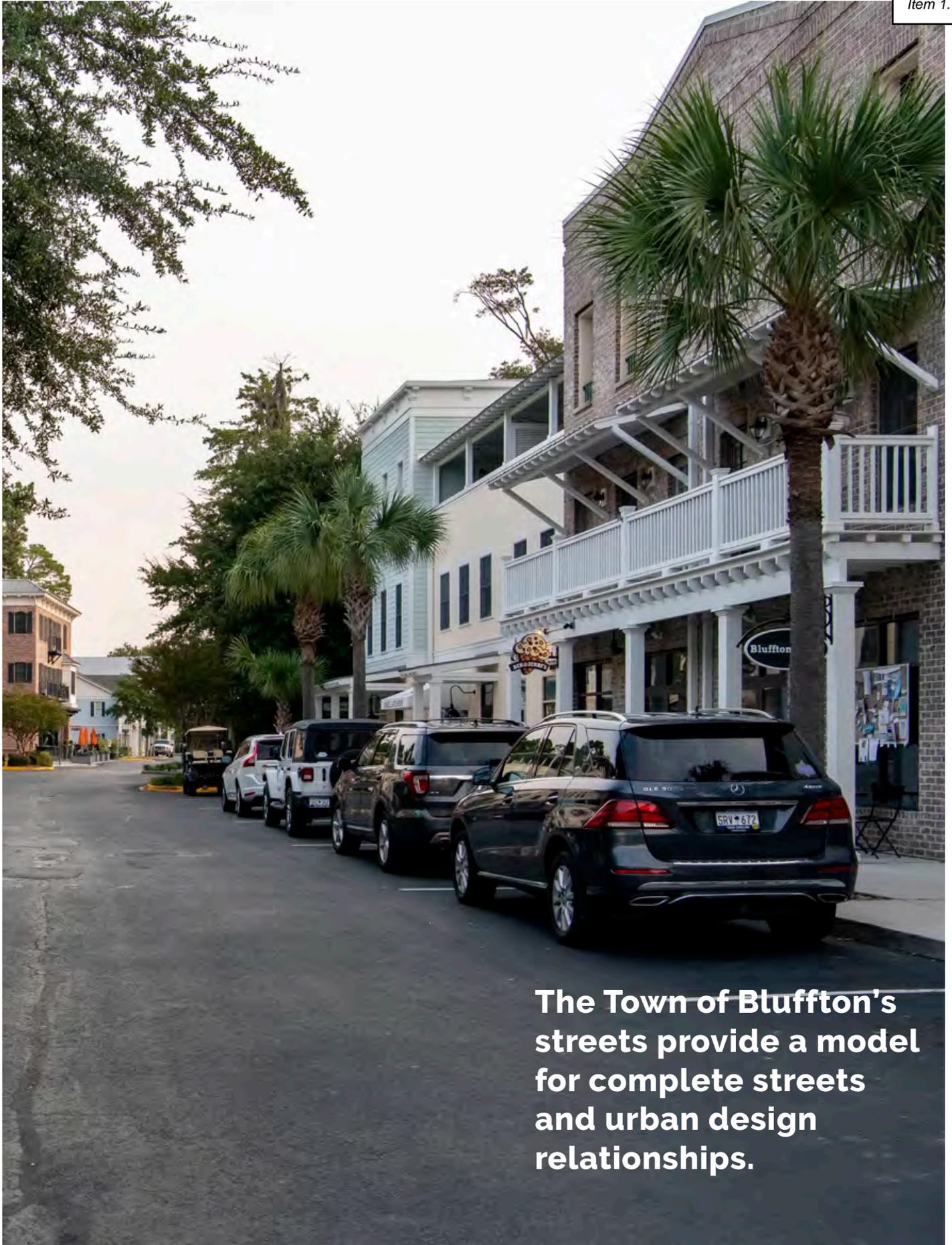
M6.2. Promote the use of transit to reduce seasonal and local traffic and provide opportunities for employees to access job opportunities.

M6.3. Support Palmetto Breeze’s efforts to establish a fixed-route bus service between Hilton Head Island and Bluffton and in the Beaufort/Port Royal area. Consider adding stops in the Sheldon/Seabrook areas.

M6.4. Incentive “transit- ready” development projects that cluster moderate to high density residential development, retail, services and employment centers within walking distance of transit stops.

R M 7. UPGRADE AIRPORTS.

- Support the enhancement of the Hilton Head Island Airport and the Beaufort Executive Airport to support economic development and tourism in the region.
- Consider the impacts of airport improvements on the environment, MCAS Beaufort, and the surrounding community.



The Town of Bluffton's streets provide a model for complete streets and urban design relationships.

Photo source: Design Workshop



Photo source: Design Workshop

HOUSING

Promote quality, affordable housing available and accessible to all residents.



CORE VALUES

- 1** We provide the support needed for our citizens to access a happy and successful life.
- 2** We want our citizens to have equitable access to high quality services, amenities, education and infrastructure.
- 3** We desire safe, stable neighborhoods.
- 4** We know our population is aging and also becoming more diverse.
- 5** We believe a community should offer a mix of housing types available to residents of varying incomes, ages, and abilities.
- 6** We understand the need to ensure housing that is affordable to our workforce.
- 7** We believe that diversity in housing, in neighborhoods, and in people, adds to resiliency.



Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.

CONTEXT

Beaufort County is the most affluent county in South Carolina in terms of median household income. This wealth is not spread evenly, however, but varies greatly across the county's diverse population and geography. The median income for African-American and Hispanic households is significantly lower than for the County as a whole. According to the Centers for Disease Control (CDC) Social Vulnerability Index (SVI), Beaufort County has areas of high vulnerability related to housing and transportation, especially in its more rural areas. Median income on St. Helena Island in 2019 was only two-thirds that of the County as a whole (\$44,190 in Census Tract 11.02 verses \$68,377 for the County). The Sheldon and Seabrook areas (Census Tracts 1 and 2) had the lowest median income in the County in 2019, at \$38,395 and \$42,466 respectively.

Attaining affordable housing is a problem for both renters and homebuyers. According to the Beaufort County, South Carolina Housing Needs Assessment by Bowen National Research, in 2017, 47.4% of Beaufort County renters are "cost-burdened," or paying more than 30% of their income toward housing. Northern unincorporated Beaufort County had the highest number of cost-burdened renters at 55.9%. Over 33% of Beaufort County homeowners are paying more than 30% of their income toward housing, which is significantly higher than the statewide average of 23%. Slightly over 70% of the available housing inventory for sale is priced above \$300,000, while only 10% of the inventory is available for less than \$200,000.

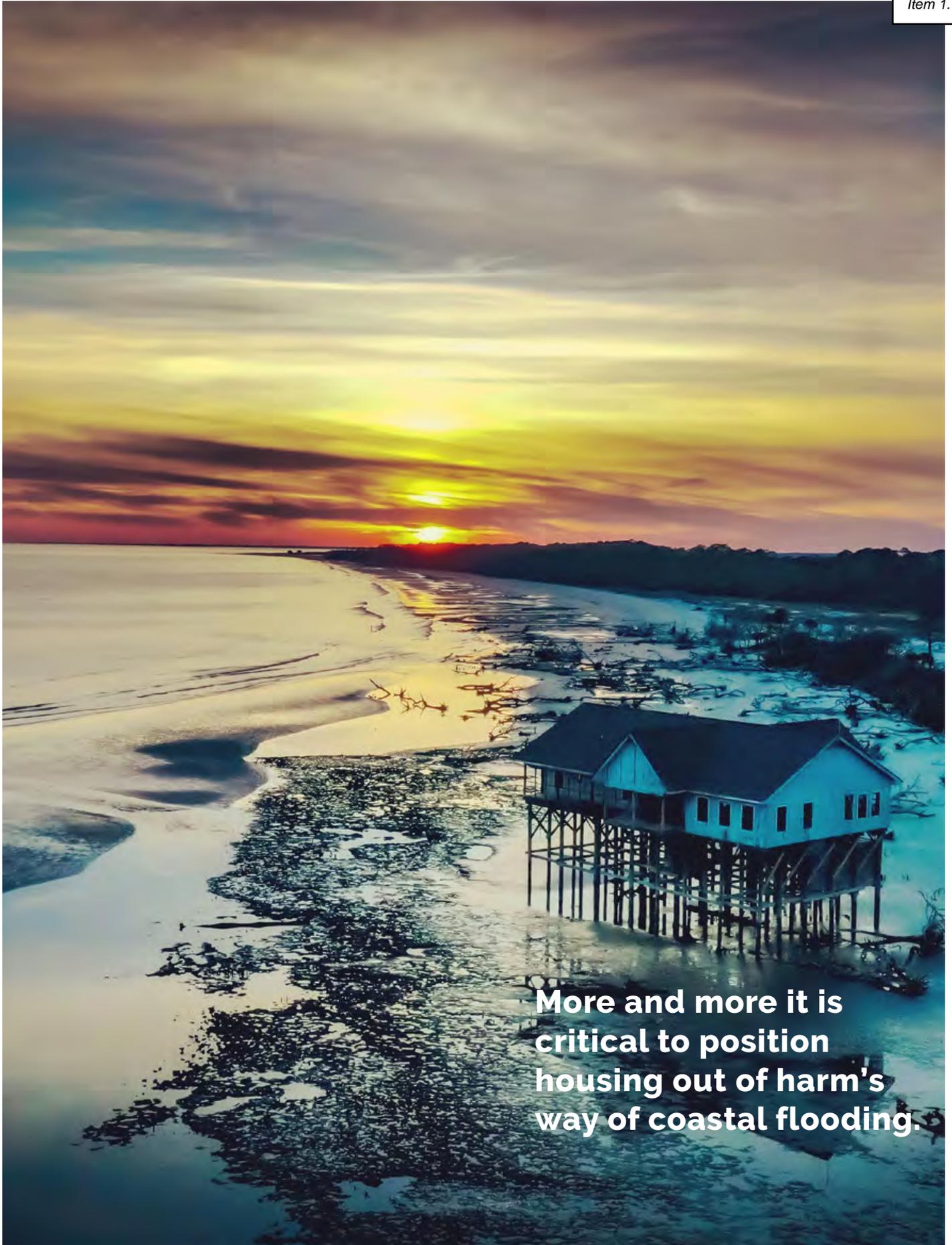
The situation is even more difficult for very low-income residents. While about 18% of Beaufort County residents can afford a \$500 per month rent, only 6.3% of the rental housing market is listed at or below that price.

Government subsidized housing currently has 280 families on the waiting list. The one-bedroom wait list is the longest and the wait time is almost three years. The wait list for Housing Choice Vouchers (formerly Section 8) has over 1,000 families on it and is not expected to open for additional applications until 2023 or later.

The greatest projected growth by household age group is expected to occur among seniors, which creates the need for senior-based housing, health care and programs, assisted living facilities and continuing care facilities. Many housing developments within the County do not provide parks, open spaces, and amenities, which requires people to travel to enjoy public recreational opportunities. Many residents have to drive--often long distances--to get to their workplace, which congests roadways, utilizes land for parking, and lengthens the workday.

Beaufort County will need to have an active role in affordable housing in order to build a sustainable future for tourism and other major industries, protect its military bases, and continue to be a desirable place to live for people of all income levels. A comprehensive affordable housing approach will:

- Foster the creation of affordable housing near jobs, services and public transit.
- Reduce regulatory barriers to the creation of affordable housing.
- Establish an ongoing funding source to address housing needs.
- Partner with non-profit agencies and the private sector.
- Work regionally to address affordable housing needs.



More and more it is critical to position housing out of harm's way of coastal flooding.

STRATEGIES AND ACTIONS

E H 1. DEVELOP POLICIES FOR THE APPROPRIATE LOCATION AND QUALITY OF AFFORDABLE HOUSING.

- Locate affordable housing in infill sites that are accessible to employment, services, schools, parks, and public transportation.
- Encourage affordable housing to be located in mixed-income, mixed-use, walkable communities.
- In rural areas, affordable housing strategies should be focused on the rehabilitation of existing dwellings for low-/moderate-income homeowners, eliminating barriers to expanding existing family compounds, and assisting families in clearing titles to heirs' property.
- Support efforts to enable older adults and seniors to transition into housing to meet their specific needs. Ensure that senior housing is located in walkable communities or near transit so that seniors can access shopping and services without the necessity of a car.

H1. ACTIONS

H 1.1. Create affordable housing location criteria and weighting to refine affordable housing location mapping included in the Comprehensive Plan. Update every five years.

R H 2. REDUCE REGULATORY BARRIERS TO THE DEVELOPMENT OF AFFORDABLE HOUSING.

- Expand on existing affordable housing density bonuses. Explore other regulatory

incentives including the fast tracking of permits, etc.

- Continue to support a waiver or reduction of impact fees for eligible affordable housing projects. Continue to explore other programs that reduce development costs for affordable housing without compromising quality.

H2. ACTIONS

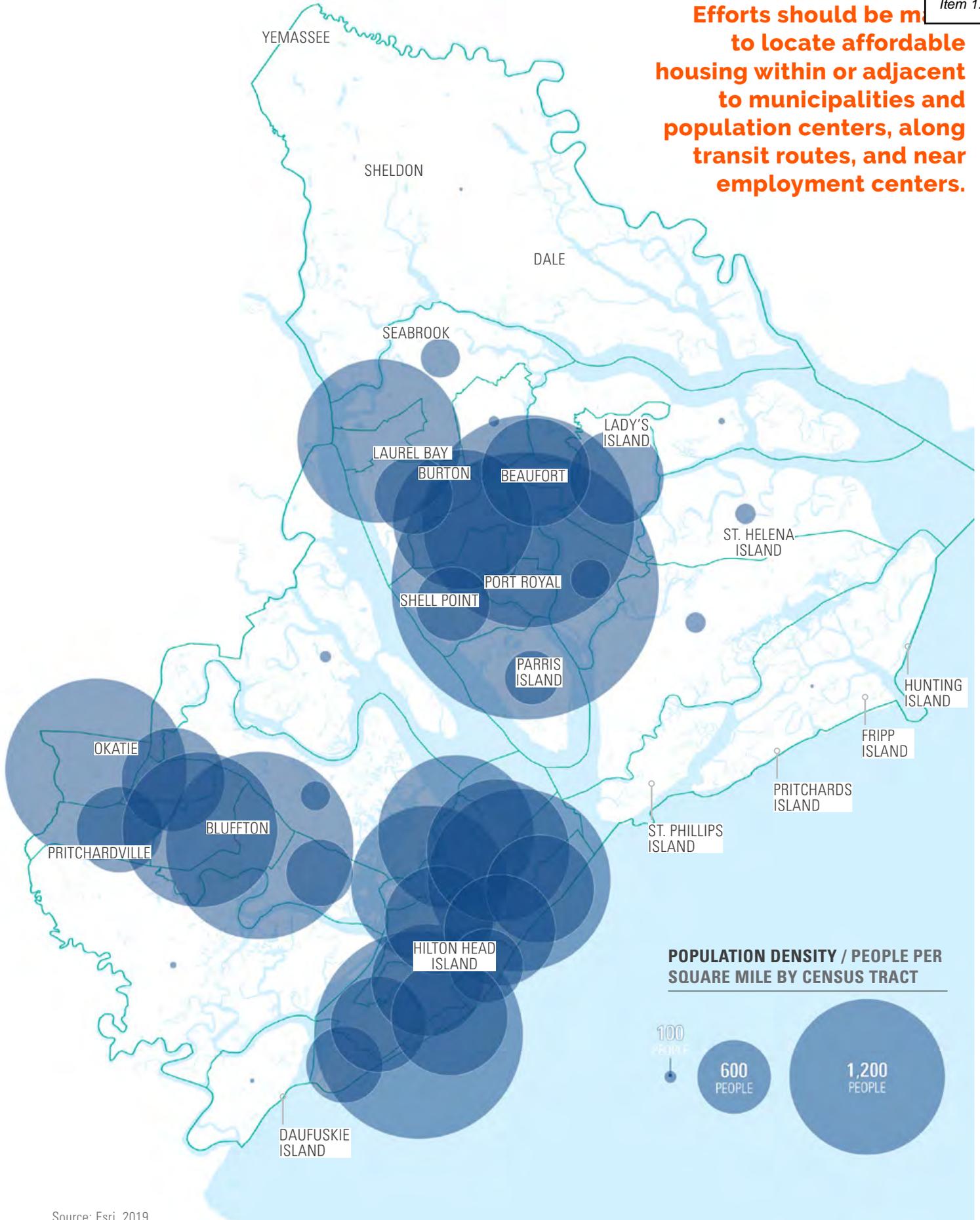
H 2.1. Work to eliminate barriers to developing affordable and workforce housing by periodically evaluating and updating the Community Development Code.

H 2.2. Expand on the existing density bonuses in the Community Development Code to incentivize the creation of affordable housing by the private sector. Consider expanding the required affordability period beyond 25 years.

R H 3. AGGRESSIVELY PURSUE THE DEVELOPMENT OF AFFORDABLE HOUSING.

- Use the recommendations from the 2018 Housing Needs Assessment to inform which affordable housing projects to support or pursue.
- Develop and maintain partnerships with non-profit organizations to expedite the construction of new affordable housing and provide programs that address needs such as down payment assistance. Such partnerships include purchasing of land, innovative financing, providing local matches to grant applications, and providing technical assistance.
- Support state efforts to enact legislation enabling local jurisdictions to adopt inclusionary zoning regulations that link

Efforts should be made to locate affordable housing within or adjacent to municipalities and population centers, along transit routes, and near employment centers.



Source: Esri, 2019

STRATEGIES AND ACTIONS

the production of affordable housing to development of market rate housing.

- Establish an ongoing dedicated funding source to assist in local affordable housing initiatives. The County should consider establishing a housing trust fund in order to pool limited resources, manage dedicated funding, and to prioritize and manage affordable housing initiatives. Consider securing state legislation in order to adopt a real estate transfer fee to fund housing initiatives.
- Consider re-establishing the Affordable Housing Task Force or a similar group to serve as a public advisory committee to the housing coordinator to help bring diverse perspectives to the table and avoid duplication of programs and services.

H 3.5. Consider prohibiting short term rentals as the primary use of the property in certain residential zones; i.e., only permit short term rentals in conjunction with 4% properties.

H 3.6. Review zoning districts to determine if appropriate opportunities exist to incorporate more “missing middle housing.”

H3. ACTIONS

H 3.1. In cooperation with local municipalities and Jasper County, create a Regional Affordable Housing Trust Fund and provide annual funding to support affordable housing needs in the Lowcountry.

H 3.2. Consider establishing an Affordable Housing Land Trust to acquire and hold land. The land is leased to others to build affordable units, with the land remaining in ownership of the trust. Since land is taken out of the market, the impact of land appreciation is removed, therefore enabling long-term affordable housing.

H 3.3. Hire a housing coordinator for Beaufort County to implement the policies of this plan.

H 3.4. Seek funding through the Home Investment Partnership Program (HOME) and the Community Development Block Grant (CDBG) Program to rehabilitate substandard housing and create new affordable housing.



New housing should be designed to reflect the character and climate of the region and promote broad housing choices.



Photo source: Design Worksh

COMMUNITY FACILITIES

High quality, resilient community facilities and services for all residents.



CORE VALUES

- 1** We desire equitable access to quality facilities and services for all residents.
- 2** We believe critical facilities should be located outside of vulnerable, flood-prone areas.
- 3** We develop new community facilities in concert with Place Type Overlay future land use designations.
- 4** We believe in promoting green building practices and reducing the environmental impact of County facilities.



Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.

CONTEXT

As growth continues at a rapid rate, Beaufort County faces a significant challenge to meet the need for equitable distribution of services and community facilities to all of its citizens. Access to recreation, schools, water and sewer utilities, and public health and safety services should be expanded as the County works to accommodate its population growth, especially in Southern Beaufort County. Examples of recent successes include the development of nine existing and planned Passive Parks; 10 constructed miles of the Spanish Moss Trail in Northern Beaufort County; enhancements to boat public boat ramps and fishing piers; a successful bond referendum to renovate school facilities and add classroom space; and additional EMS facilities, vehicles, and staff.

The County will need to address several factors as it continues the expansion of community facilities to meet the demands of new growth:

- **Accessibility:** Ensure the population is served fairly and has equitable access to schools, parks, and public health and safety facilities. Consider what levels of service are appropriate relative to the density of identified areas.
- **Environment:** Locate future community facilities away from areas that are prone to flooding, and retrofit existing facilities to maximize their resilience to sea level rise and increased flooding.
- **Place Type Areas:** Balance the development of future community facilities with the varying densities and characters of local communities, and the natural environment.

Beaufort County has a responsibility to provide quality facilities and services to all of its citizens while continuing to expand its environmental stewardship efforts. Therefore, this chapter sets forth the following strategies to guide the development and enhancement of future and existing community facilities and ensure that the County:

- Provides quality facilities and services throughout the County.
- Develops resilient public infrastructure.
- Promotes energy efficiency in County operations.
- Expands the public health and safety service network.



Interpretive parks in Port Royal

Photo source: Port Royal



Interpretive parks in Port Royal

Photo source: Port Royal

STRATEGIES AND ACTIONS

R CF 1. DEVELOP RESILIENT AND EQUITABLE PUBLIC FACILITIES, INFRASTRUCTURE, AND PROGRAMS.

- Develop policies to locate public infrastructure in areas resilient to coastal flooding. This includes developing a strategy to inventory and retrofit vulnerable existing critical infrastructure..
- Ensure that the design of new public facilities enhances the community's sense of place.
- Evaluate availability and quality of public facilities and programs.

CF1. ACTIONS

CF 1.1. Map and analyze locations of existing vulnerable critical infrastructure using projected future conditions. This includes developing an inventory of low-lying public facilities and critical infrastructure, including roads, sewer, water, public buildings, and stormwater infrastructure.

CF 1.2. Develop policies that require the design and location of future capital improvements and critical infrastructure to account for projected sea level rise and lifespan of structure.

R CF 2. EXPAND THE USE OF GREEN BUILDING DEVELOPMENT AND OPERATIONS PRACTICES TO REDUCE CONSUMPTION OF NATURAL RESOURCES, PROMOTE ENERGY EFFICIENCY, AND REDUCE POLLUTION.

- Evaluate all County operations and policies to promote energy efficiency and to reduce energy consumption, including where future facilities are located.

- Continue to expand the provision of online services, where practical, to reduce or eliminate the need for the public to travel to County facilities.
- Develop commuting policies and incentives for County employees such as telecommuting, carpooling, and alternative commuting modes such as walking, cycling, and transit.
- Support Green Building by requiring future County buildings and additions to be LEED certified; encourage other local governments and agencies to adopt similar policies; and provide tax or other incentives to the private sector for LEED buildings.
- Evaluate existing and future land use regulations, design standards, and building codes to ensure that they do not place unreasonable barriers to providing site and building features designed to merit LEED credits (e.g., rain barrels, cisterns, and green roofs).
- Provide support to local agencies that administer low-income weatherization programs such as the Weatherization Assistance Program offered through the US Department of Energy.
- Continually reevaluate development regulations to remove any unnecessary regulatory barriers that deter local renewable energy generation.
- Assist private communities in overcoming barriers placed by restrictive covenants.

CF2. ACTIONS

CF 2.1. Conduct an energy audit for all County facilities (existing, undergoing renovation, and under design). The County should consider entering into an energy performance contract with an Energy Service Company to perform the audit and implement the improvements.



Palmetto Breeze provides an option for commuters

Photo source: Beaufort County

The Audit should include an evaluation of the feasibility of using renewable energy, such as wind and solar, to reduce energy costs in County facilities

CF 2.2. Install electric vehicle charging stations at every Council facility that houses a sizeable workforce or has high public visitation.

E **CF 3. EXPAND WATER AND SEWER SERVICES TO AREAS OF NEED WITHIN URBANIZED OR URBANIZING AREAS.**

- Support the extension of public water in the Seabrook/Stuart Point CP, Dale CP, the Pritchardville CP, and other rural communities that are currently served by private wells by working with both BJWSA and, in the northern most part of the county, Lowcountry Regional Water System (LRWS). Prioritize

communities within designated urban growth boundaries. Promote Clemson Extension’s “Be Septic Safe Program” to owners of septic tanks to prevent groundwater contamination and extend the life of septic tanks.

- Work with the Lowcountry Council of Governments, Deep Well Project, and other agencies to pursue grants to assist low- and moderate-income residents with laterals and tap fees.
- Restrict the expansion and location of new regional sewage collection and transmission facilities in rural areas except where a documented public health or environmental safety issue has been identified.

Beaufort County's rich history can become part of the educational experience of residents and visitors.

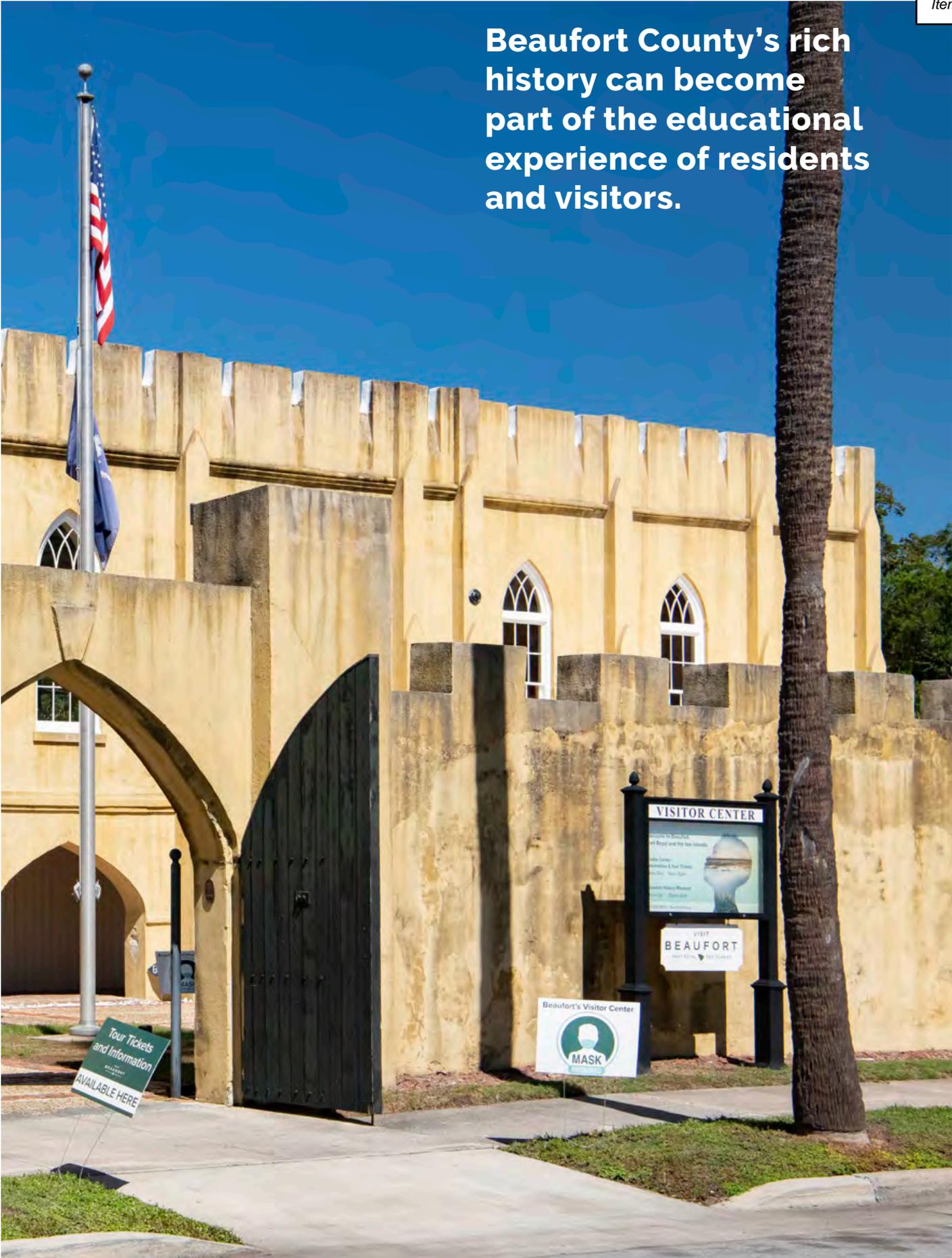


Photo source: Design Workshop

CF3. ACTIONS

CF 3.1. Adopt county-wide policies that limit residential density for developments that are not served by public sewer.

CF 3.2. Work with BJWSA to identify and prioritize areas with the highest concentration of on-lot septic systems for connection to sewer if these neighborhoods are within urbanized areas or within designated growth boundaries.

R CF 4. CREATE A COMPREHENSIVE PLAN FOR SUSTAINABLE WASTE REMOVAL AND DISPOSAL.

- Design and implement a plan for provision of multiple disposal alternatives, including composting, for the County.
- Continue efforts to form alliances with neighboring counties to develop alternative methods for waste disposal and recycling.
- Initiate the placement of a transfer station and a Material Recovery Facility (MRF) in Beaufort County to provide an alternative to disposal and recycling at the Hickory Hill Landfill and MRF. Ensure appropriate siting to avoid impacting communities and sensitive habitats.
- Explore means of initiating mandated curbside pick-up for solid waste and recycling in Districts 6, 7, and 9, and encourage the Town of Hilton Head to provide or require curbside pick-up.
- Explore an exclusive franchise system, allowing haulers to bid on servicing an entire Solid Waste District or a designated area within the Solid Waste District if not feasible for one hauler to service the entire district. This will help to reduce costs for citizens and decrease truck traffic in residential neighborhoods.
- Pursue recycling options for yard waste as an alternative to placement in a construction and demolition landfill or incineration.

- Expand options to help the public dispose of toxic items such as household hazardous waste that degrade water quality.

CF4. ACTIONS

CF 4.1. Install trash compacting equipment to increase the efficiency and capacity of County high usage convenience centers.

CF 4.2. Design and implement a plan for sustainable waste removal and disposal for the County, including multiple disposal alternatives, like various recycling streams and composting.

E CF 5. DEVELOP LIBRARIES THAT FIT WITH CURRENT TRENDS IN PROGRAMMING AND ARE DESIGNED TO SERVE THE VARYING NEEDS OF THE CITIZENS OF THE COUNTY.

- Establish a Level of Service of 1.0 square foot per capita building space and two collection items per capita.
- Expand the bookmobile program to meet the needs of residents who are unable to physically travel to a branch location.
- Expand on-line services for e-books, audio books, music streaming, and other services.

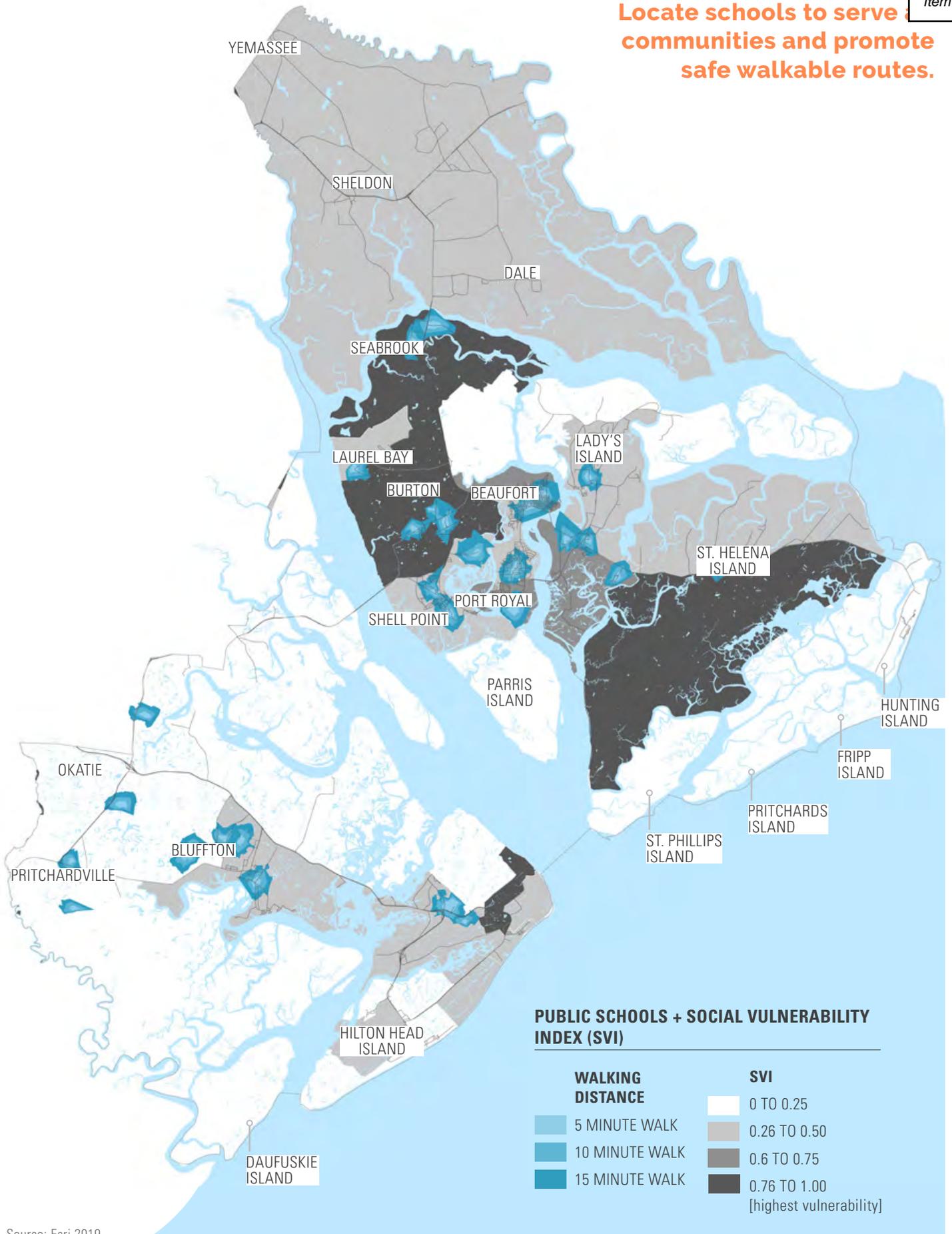
CF5. ACTIONS

CF 5.1. Review and update Impact Fees every five years.

CF 5.2. Renovate and repair the Beaufort, Hilton Head Island, Lobeco, and Bluffton facilities to meet current operational needs.

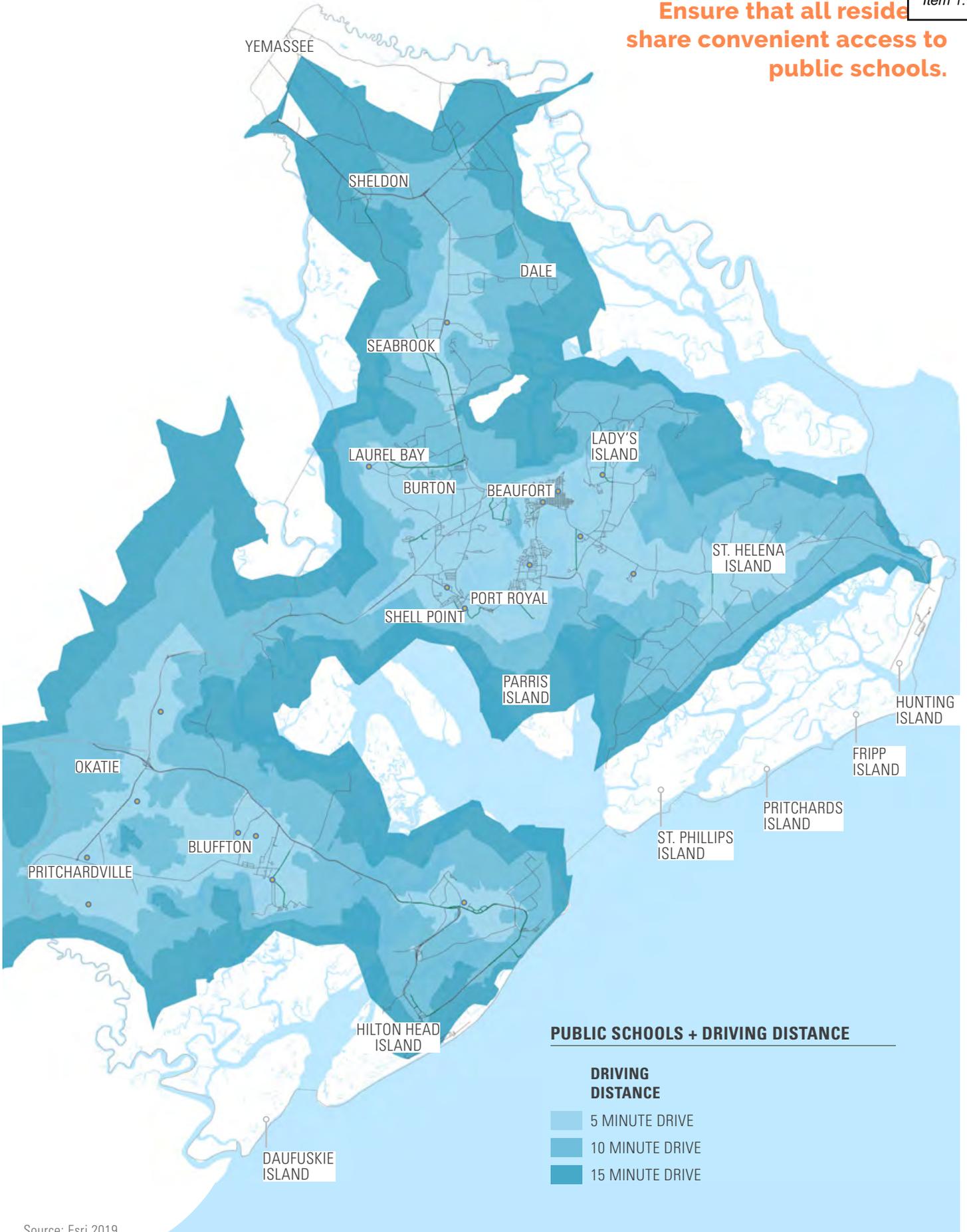
CF 5.3. Develop two additional library facilities: one 12,000 - 15,000 square foot facility in the Okatie area, and one 3,000 - 5,000 square foot facility at Burton Wells Park.

Locate schools to serve communities and promote safe walkable routes.



Source: Esri 2019

Ensure that all residents share convenient access to public schools.



Source: Esri 2019

E CF 6. ENSURE THAT SCHOOLS ARE PLANNED FOR AND LOCATED TO SERVE THE COUNTY'S DIVERSE POPULATION FAIRLY AND TO THE SAME HIGH LEVEL OF QUALITY.

- Conduct an analysis to ensure that school quality and access is balanced equitably across the County so that every student has access to educational opportunity.
- Coordinate the timing and siting of future school facilities through Intergovernmental Agreement, coordinated funding, coordinated growth projections, and coordinated land use planning to project future facility needs.
- Encourage cooperation between the School District and other community facility providers (parks, libraries, fire protection) to coordinate future land purchases to serve mutual needs.
- Maintain and expand coordination with the school district to ensure that major development proposals do not have an adverse impact on current school capacity.
- Seek future school sites that are in close proximity or within residential areas so that more children can walk to school.

CF6. ACTIONS

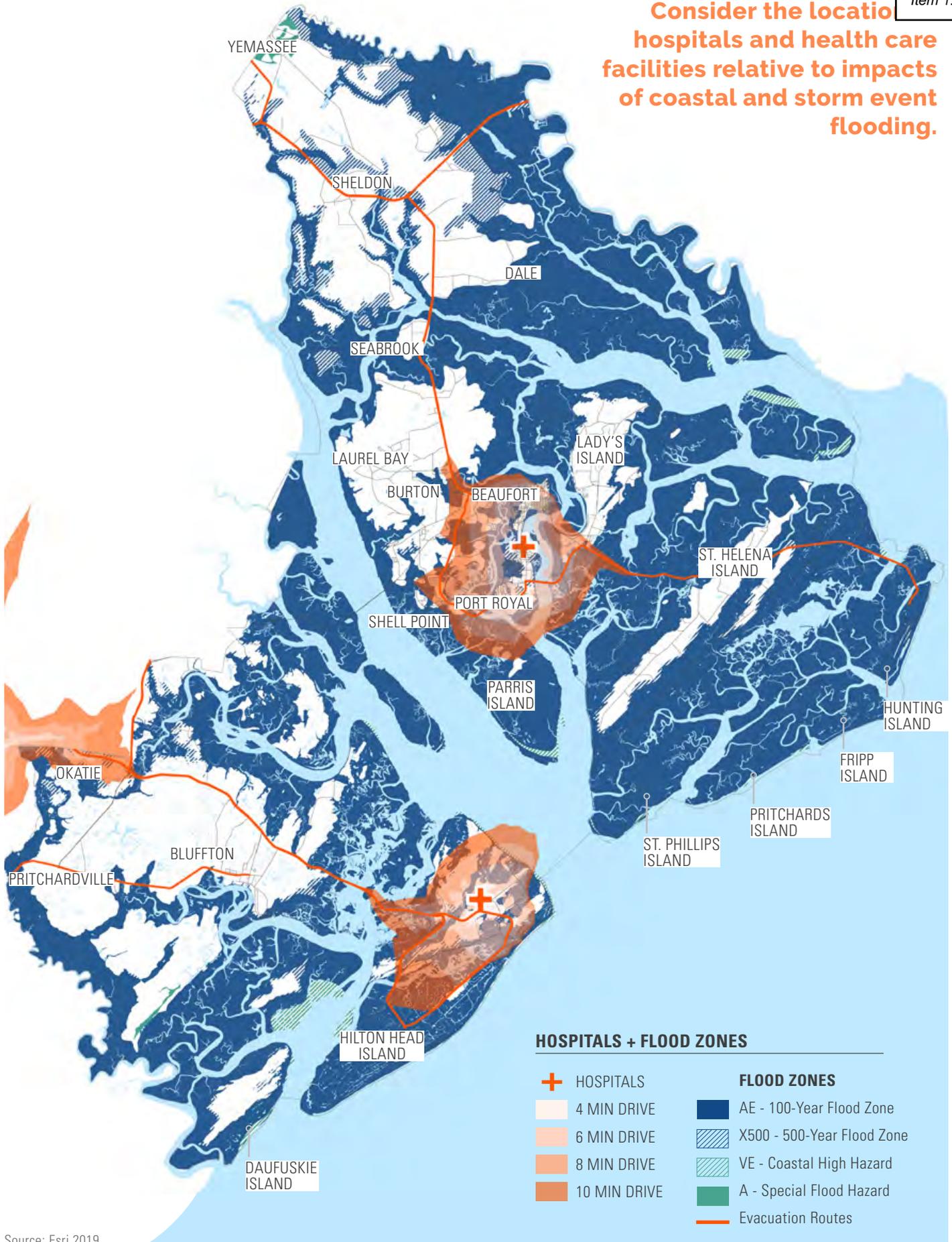
CF 6.1. Establish "Safe Routes to Schools" standards and routing plans, consistent with recommendations of Bike and Pedestrian Task Force, that require a strong pedestrian orientation in residential areas so that pedestrian ways are available for children to safely walk to school.

CF 6.2. Adopt school impact fees for Southern Beaufort County.

E CF 7. ESTABLISH A PUBLIC HEALTH AND SAFETY NETWORK THAT CREATES ACCESSIBILITY ACROSS THE COUNTY.

- Provide updated land use and population projections to be used by the fire districts to project future capital needs.
- Support the fire districts' efforts to improve ISO ratings by providing excellent dispatching services, improving and enforcing building codes, and supporting public water improvements in areas with lack of fire hydrants and/or inadequate water pressure.
- Continue the cooperative relationship between the Burton Fire District and the City of Beaufort and the Town of Port Royal, and the Lady's Island/St. Helena Fire District and the City of Beaufort, in providing high quality, cost effective fire services.
- Use the South Carolina Hurricane Plan to provide a framework of local actions necessary for emergency operations to respond to hurricanes and tropical weather events threatening the County. Work cooperatively with municipalities, inland counties, and the State to ensure that emergency evacuation times are minimized.
- Consider the geographic reach of law enforcement so that there is equitable coverage county-wide.
- Include the EMS administrative offices, training center and storage space needs in the planned Law Enforcement Center (LEC) complex.
- In addition to EMS, other related departments including the Dispatch System, Emergency Services, and Traffic Management should be housed in the new LEC to allow for efficient communication regarding shared requirements.

Consider the location of hospitals and health care facilities relative to impacts of coastal and storm event flooding.



HOSPITALS + FLOOD ZONES

- | | | | |
|---|--------------|---|----------------------------|
|  | HOSPITALS |  | AE - 100-Year Flood Zone |
|  | 4 MIN DRIVE |  | X500 - 500-Year Flood Zone |
|  | 6 MIN DRIVE |  | VE - Coastal High Hazard |
|  | 8 MIN DRIVE |  | A - Special Flood Hazard |
|  | 10 MIN DRIVE |  | Evacuation Routes |

Source: Esri 2019

CF7. ACTIONS

CF 7.1. Renovate the existing Emergency Medical Services (EMS) headquarters on Depot Road to meet the needs of the administration for parking, training and storage. The facility's design, circulation, and security measures need to be context sensitive to the adjacent Spanish Moss Trail.

CF 7.2. Expand or replace the EMS station located at the shared Bluffton Fire District Station on William Pope Drive near Sun City to adequately accommodate EMS's personnel and operational space needs.

CF 7.3. Construct either an extension to the existing Detention Center facility or a new facility to accommodate anticipated operational demand. The facility needs to house specific special populations such as inmates with addiction or mental health issues. The operational costs of an additional facility should be studied to determine if a true benefit would be derived from adding to the existing facility or constructing a new one.

CF 7.4. Construct a new Law Enforcement Center to ensure that there is adequate space to house existing and future law enforcement personnel.

CF 7.5. Build an appropriate facility to house the Emergency Management Department within or attached to the proposed Law Enforcement Center.

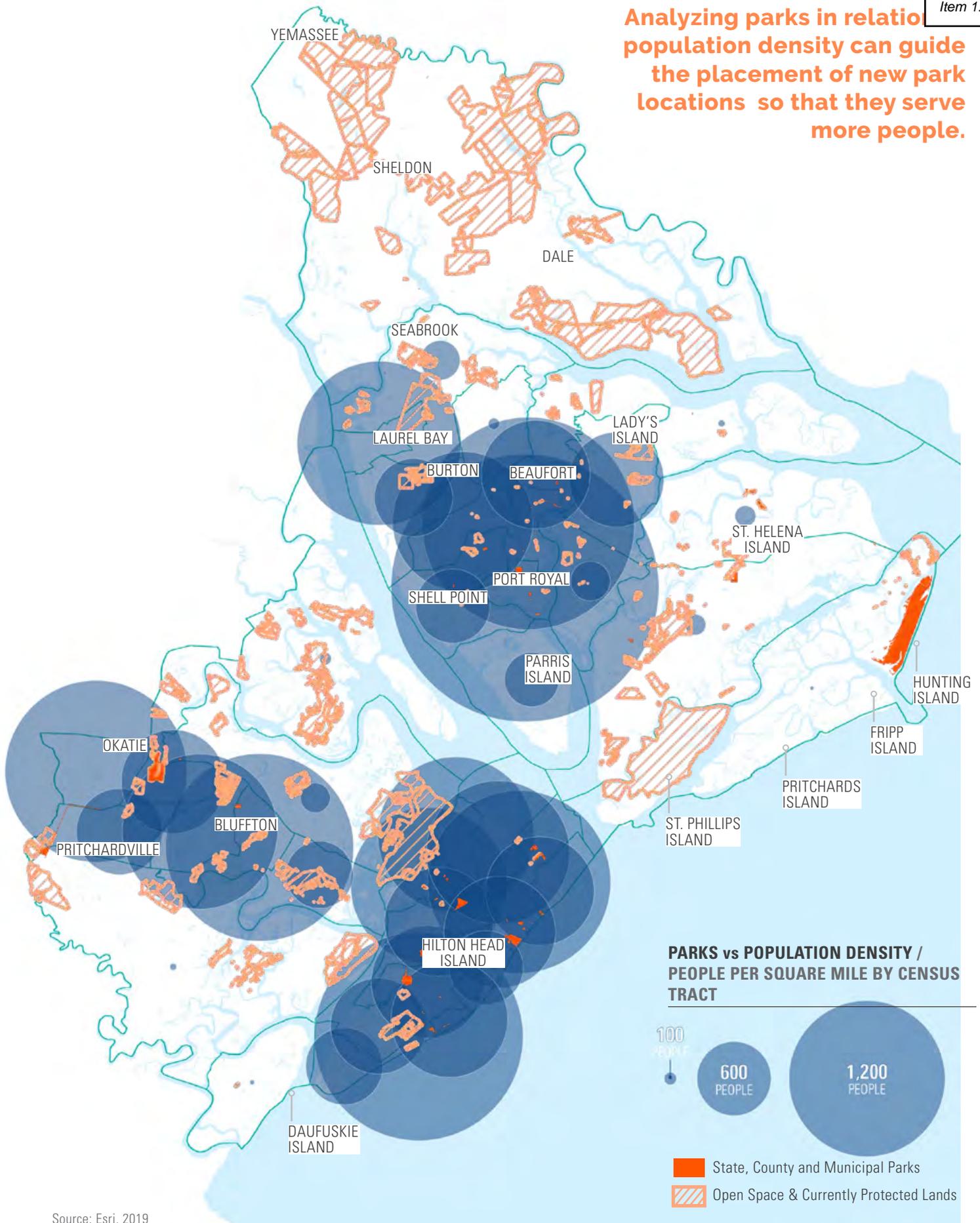
CF 7.6 Work with BJWSA to provide additional fire hydrants on Warsaw Island, extending and replacing lines as necessary. Apply for grant funding as appropriate, including CDBG. Identify other rural areas where lack of fire hydrants or water supply pose safety concerns. Request that BJWSA include water service improvements in rural areas in their CIP.

CF 7.7. Work with BJWSA to install water lines and fire hydrants on Seabrook Road and Stuart Point Road on Port Royal Island. Apply for grant funding as appropriate, including CDBG.

E CF 8. PROVIDE PARKS AND OPEN SPACES TO MEET THE NEEDS OF CITIZENS. Item 1.

- Ensure, based on establishing acceptable metrics, that passive and active parks are programmed for the diverse demography of the County,
- Locate new parks where people can access them safely by walking and biking and serve population centers; make improvements as needed for better access at existing parks.
- Link passive and active parks planning with Greenprint planning and complete streets planning.
- Increase public access to the water by improving access on waterfront and marshfront properties currently owned by the County or other public entities; by purchasing additional waterfront and marshfront properties through the Rural and Critical Land Preservation Program; and by providing incentives to encourage public access to the water in private developments.
- Pursue park facilities that generate revenue via user fees. These facilities include water parks, campgrounds, tennis facilities, and picnic shelters.
- Review the current park management organizational structure and make recommendations for reorganization if warranted.
- Develop a strategy to address park needs by expanding on existing funding options and seeking new sources of funding, including revenue-generating park programs.
- Pursue facilities in active parks that generate revenue via user fees. These facilities include water parks, campgrounds, tennis facilities, and picnic shelters.

Analyzing parks in relation to population density can guide the placement of new park locations so that they serve more people.



Source: Esri, 2019

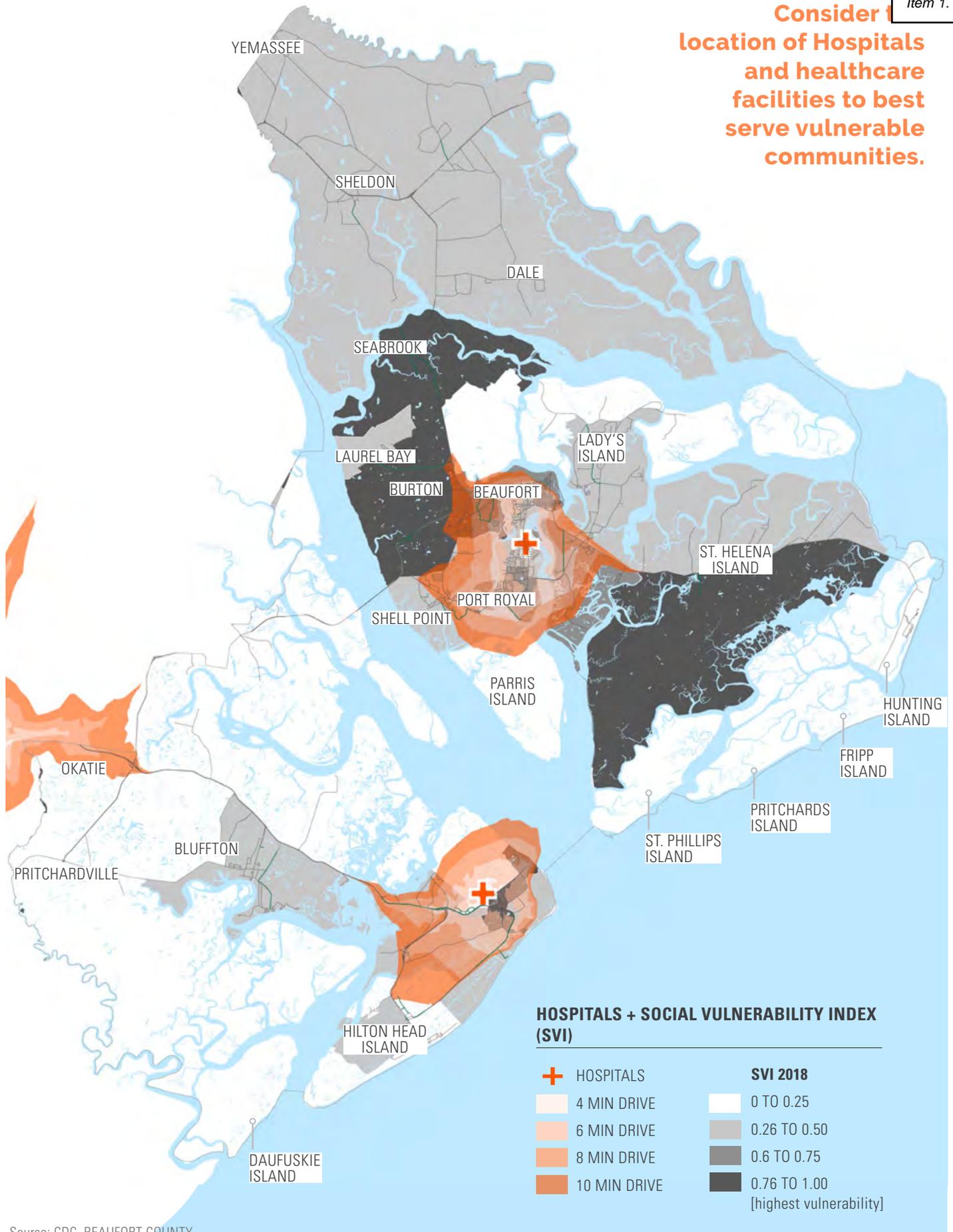
CF8. ACTIONS

CF 8.1. Create a Parks and Recreation Master Plan that establishes acceptable metrics for accessibility and programming. Ensure public participation from all areas of the County and segments of the community in the planning effort. Consider incorporating new uses in parks as appropriate such as splash pools, horseback riding, mountain bike trails, community gardens, camping, and ice skating.

CF 8.2. Implement the recommendations of the Parks and Recreation Master Plan according to the prioritization and timeline outlined in the document.

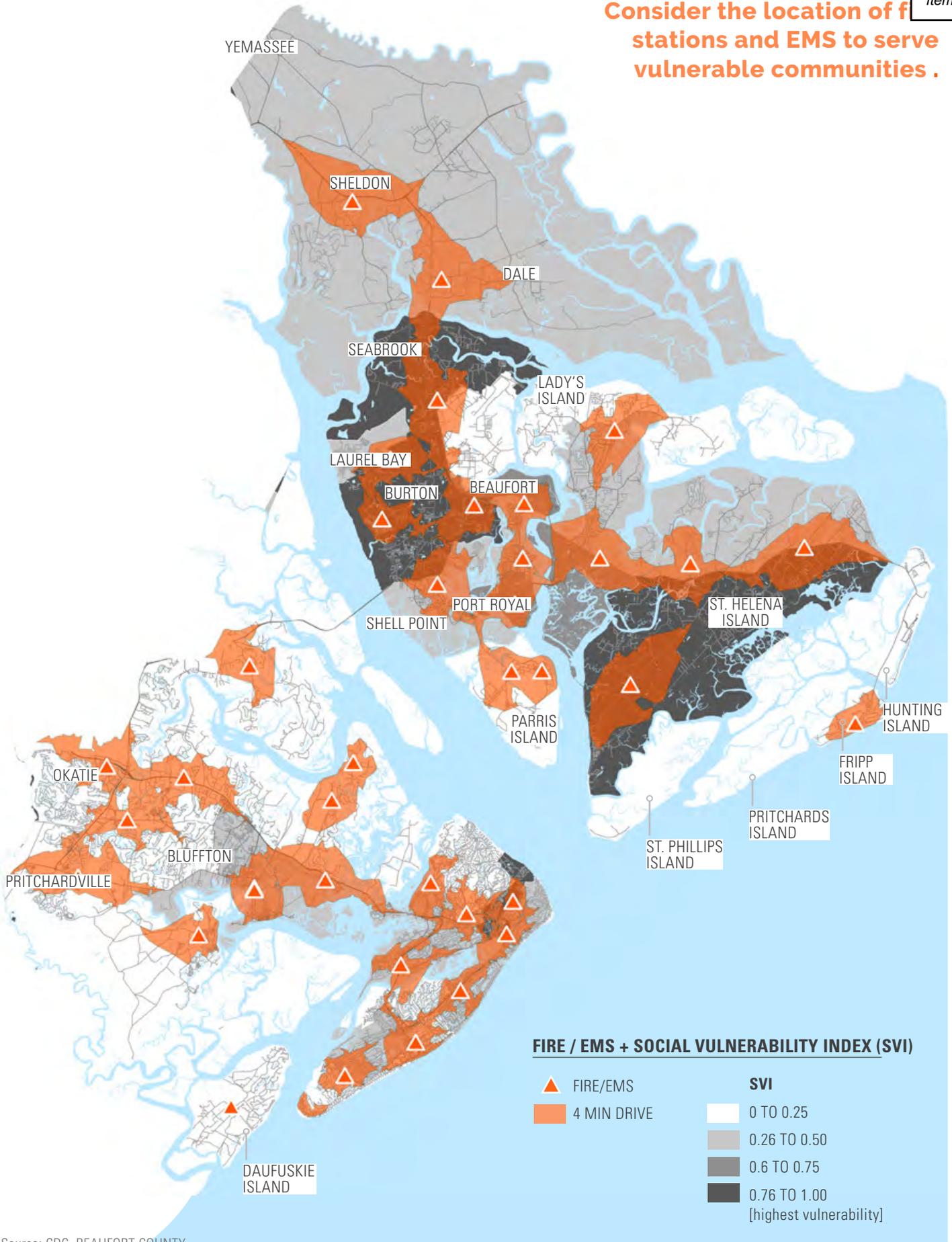
CF 8.3. Maintain a passive parks manager position to oversee the development of passive parks on Rural and Critical Land Preservation properties. Actively pursue the development of passive parks.

Consider the location of Hospitals and healthcare facilities to best serve vulnerable communities.



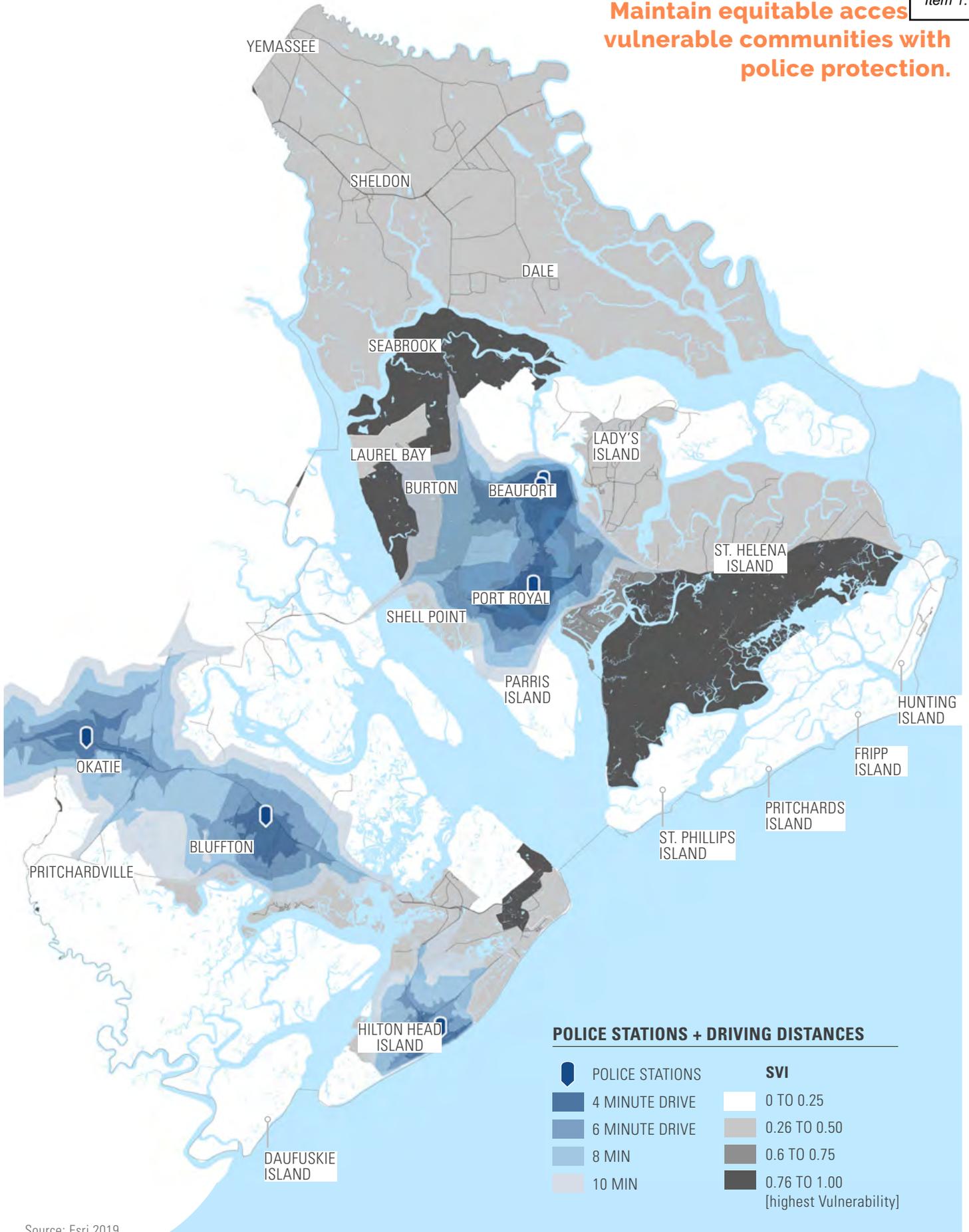
Source: CDC, BEAUFORT COUNTY

Consider the location of fire stations and EMS to serve vulnerable communities .



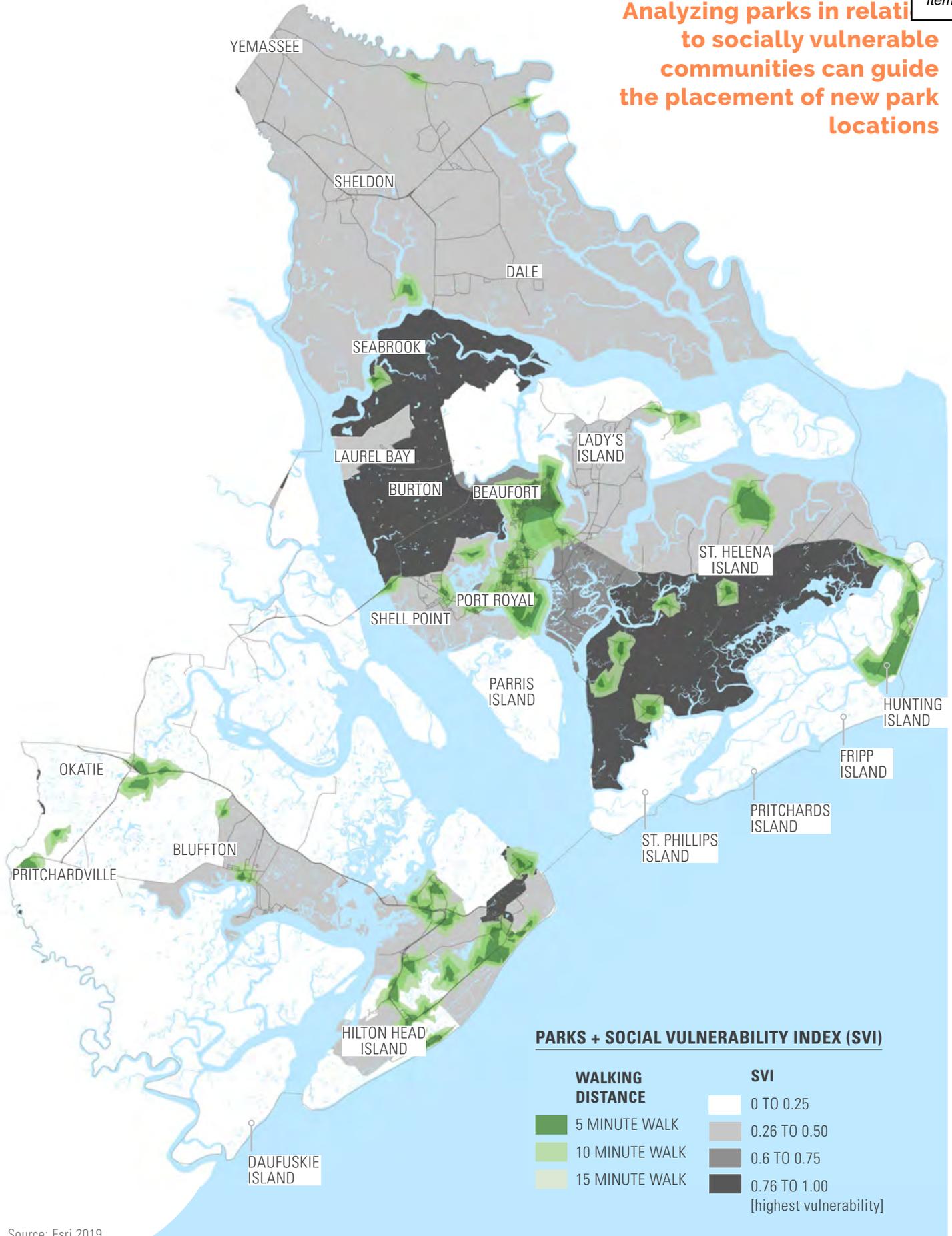
Source: CDC, BEAUFORT COUNTY

Maintain equitable access vulnerable communities with police protection.



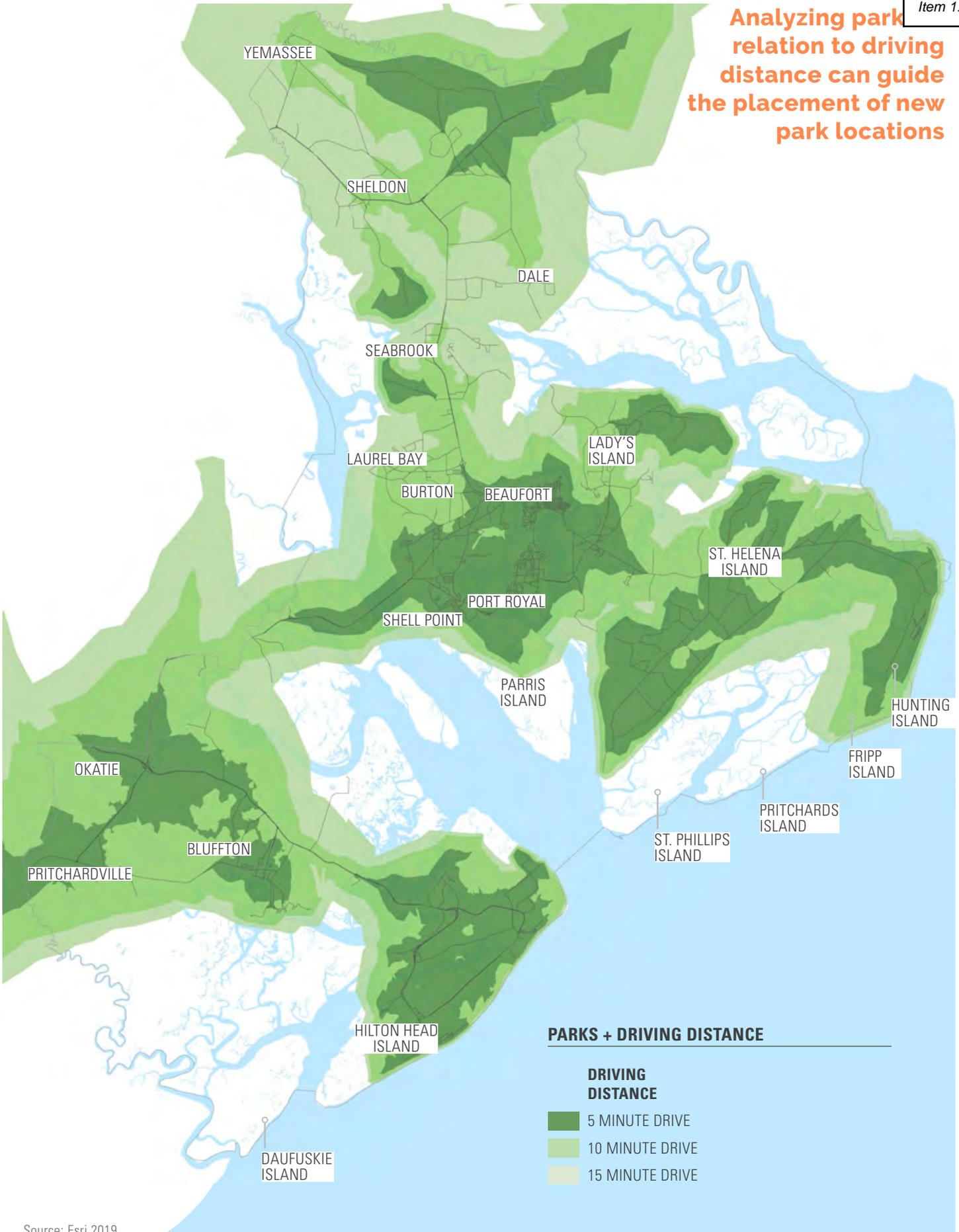
Source: Esri 2019

Analyzing parks in relation to socially vulnerable communities can guide the placement of new park locations



Source: Esri 2019

Analyzing park relation to driving distance can guide the placement of new park locations



Source: Esri 2019



Photo source: Port Royal

BUILT ENVIRONMENT

Diverse, quality neighborhoods that support community life, work in balance and synergy with our natural environment, promote health and wellness, enable diversity, and enhance quality of life.



CORE VALUES

- 1** We desire a built environment that is in harmony with our natural environment.
- 2** We believe that development should be focused where it is best suited from an environmental, economic, infrastructure, and community service standpoint.
- 3** We desire development that supports and expresses our climate, landscape history, character, and lifestyle, and which promotes traditional town and neighborhood planning principles.
- 4** We respect private property and the ability for land-owners to profit from their land.
- 5** We preserve and promote our cultural, ethnic and socioeconomic diversity within our approach to planning the built environment.
- 6** We collaborate regionally to coordinate the development of the built environment and the protection of our natural environment.



Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.

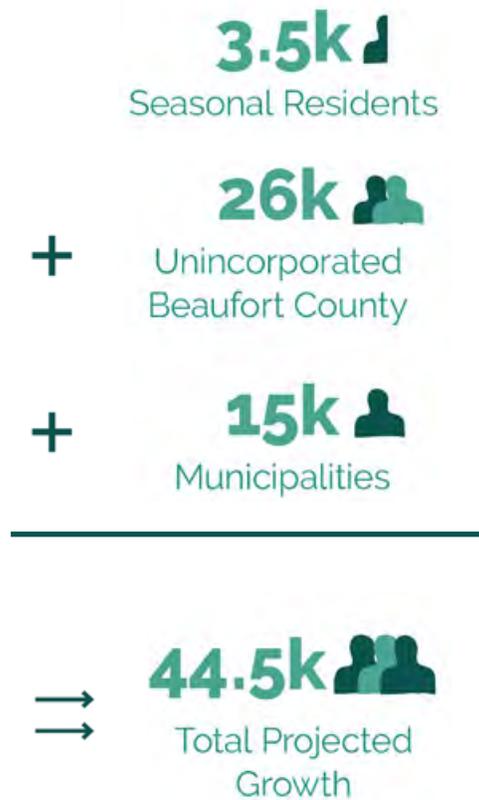
CONTEXT

Beaufort County is known for the detailed planning work it has done over the last 20 years. The County has defined where and how it wants to grow, and is implementing its long range plans through its Community Preservation Districts, rural zoning, special overlay zones, and transect-based design standards.

The County and its municipalities will continue to experience significant growth over the next decade. According to the most current estimates, the County is expected to add over 44,000 people by 2030. Of those, approximately 15,000 are assumed to be within the municipalities and 26,000 within unincorporated areas of the County. Fortunately, there is remaining land within existing PUDs and large subdivisions in the County and the municipalities that can absorb a significant quantity of this growth. Focusing on infill development (development on vacant lots within existing developed areas) will accommodate growth where infrastructure already exists. There is also zoned land serviced by infrastructure located adjacent to the municipalities and existing growth areas that is available for future growth. Given the available land that is already serviced, or near services, it is possible through education, development standards, and overlays, that the County can continue to grow while protecting rural areas and valuable natural and cultural resources.

Future growth in Jasper County, especially in Hardeeville, and also in the Town of Yemassee, will have a direct effect on Beaufort County’s future from a transportation, natural resource, and service delivery standpoint. Working with Jasper County, Hardeeville, and Yemassee on shared values, policies, and standards will help reduce these impacts.

Future considerations could include additional growth boundaries, environmental corridors, complimentary zoning, collaborative growth modeling, density sharing, joint environmental stewardship, mutual commitments toward alternative modes of transportation, and other growth management concepts that would benefit the County and the region.



Source: The 2045 Low Country Council of Government transportation modelling assumptions



The design of the public realm promotes sense of place and quality of life.

Photo source: Design Work

GROWTH & POPULATION DATA

Beaufort County's rapid growth rate is a relatively recent phenomenon in its 240-year history.

Population	
Total Population	187,117
Land Area (sq mi)	576.0
Population Density	324.8
Change in Population 2010-2020	15.3%
Population Age 18 and Over	81.1%
Race Alone ¹	
White	69.9%
Black or African American	14.9%
American Indian and Alaska Native	0.4%
Asian	1.3%
Native Hawaiian and Other Pacific Islander	0.1%
Some Other Race	5.7%
Two or More Races	7.6%
Hispanic Origin	
Hispanic or Latino	12.5%
Not Hispanic or Latino	87.5%
Housing	
Total Housing Units	98,068
Occupied Housing Units	77.9%
Group Quarters ²	
Group Quarters Population	4.4%
Institutional Group Quarters Population	0.3%
Non-Institutional Group Quarters Population	4.1%

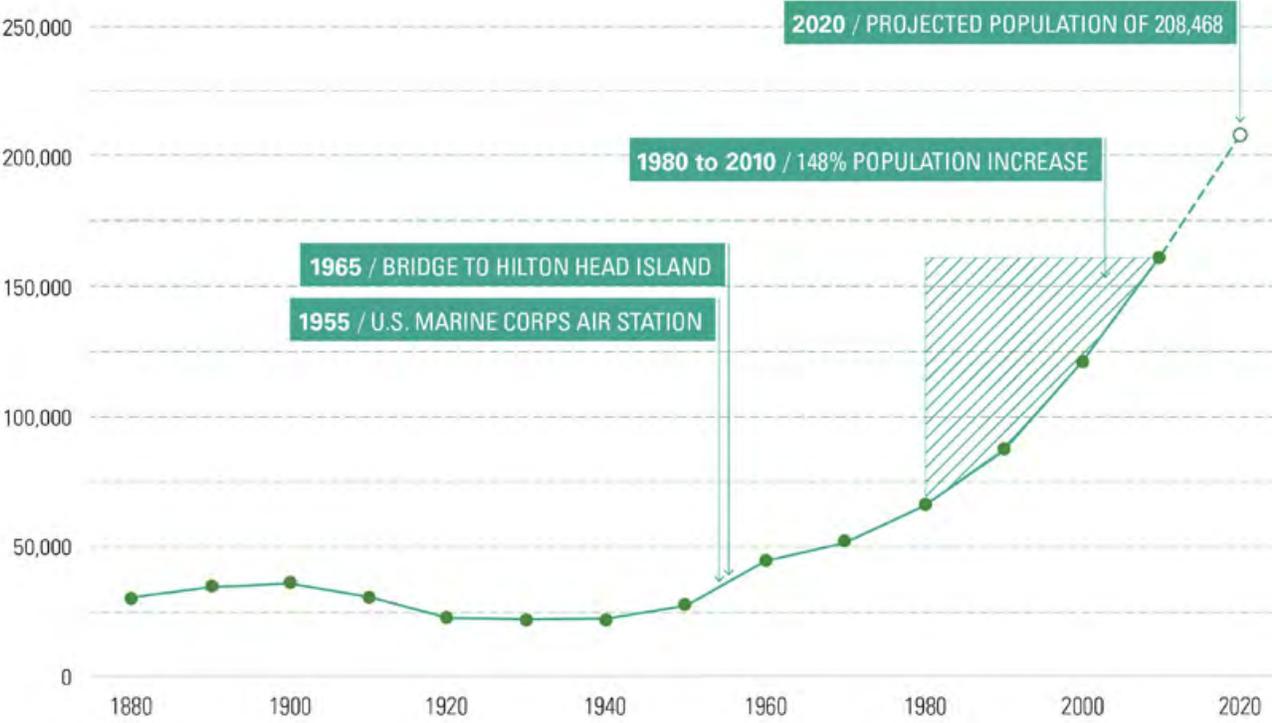
Beaufort County's population has grown significantly in the last 20 years and it's expected to continue. Much of the growth is being driven by people moving to the area from outside the county and is changing the racial and ethnic makeup of the county.

While overall the population is becoming older and more affluent, changes in prosperity and economic opportunity have not been evenly distributed across the county.

This recent rapid population growth and projected trends has policy implications for equity, public facilities, transportation, affordable housing, water quality, and natural and cultural resources.

For more detailed information on Beaufort County's population, reference the Beaufort County Atlas.

BEAUFORT COUNTY POPULATION GROWTH OVER TIME



PLANNING FOR AND MANAGING GROWTH

Beaufort County has a long history of planning for orderly and place-based growth. It has many tools in place that guide development and protect the built and natural environment. The municipalities that make up the County use similar and complementary codes and policies, which creates continuity in design and character.

And the county keeps growing! It is expected that by 2030, the population for Beaufort County will be near 224,970. And while this number sounds concerning, the analysis conducted for the 2040 Comprehensive Plan demonstrates that projected growth can be accommodated while also balancing the protection of natural and cultural resources.

Key to achieving this balance is directing growth away from sensitive natural areas and instead, targeting developed areas where infrastructure and services already exist.

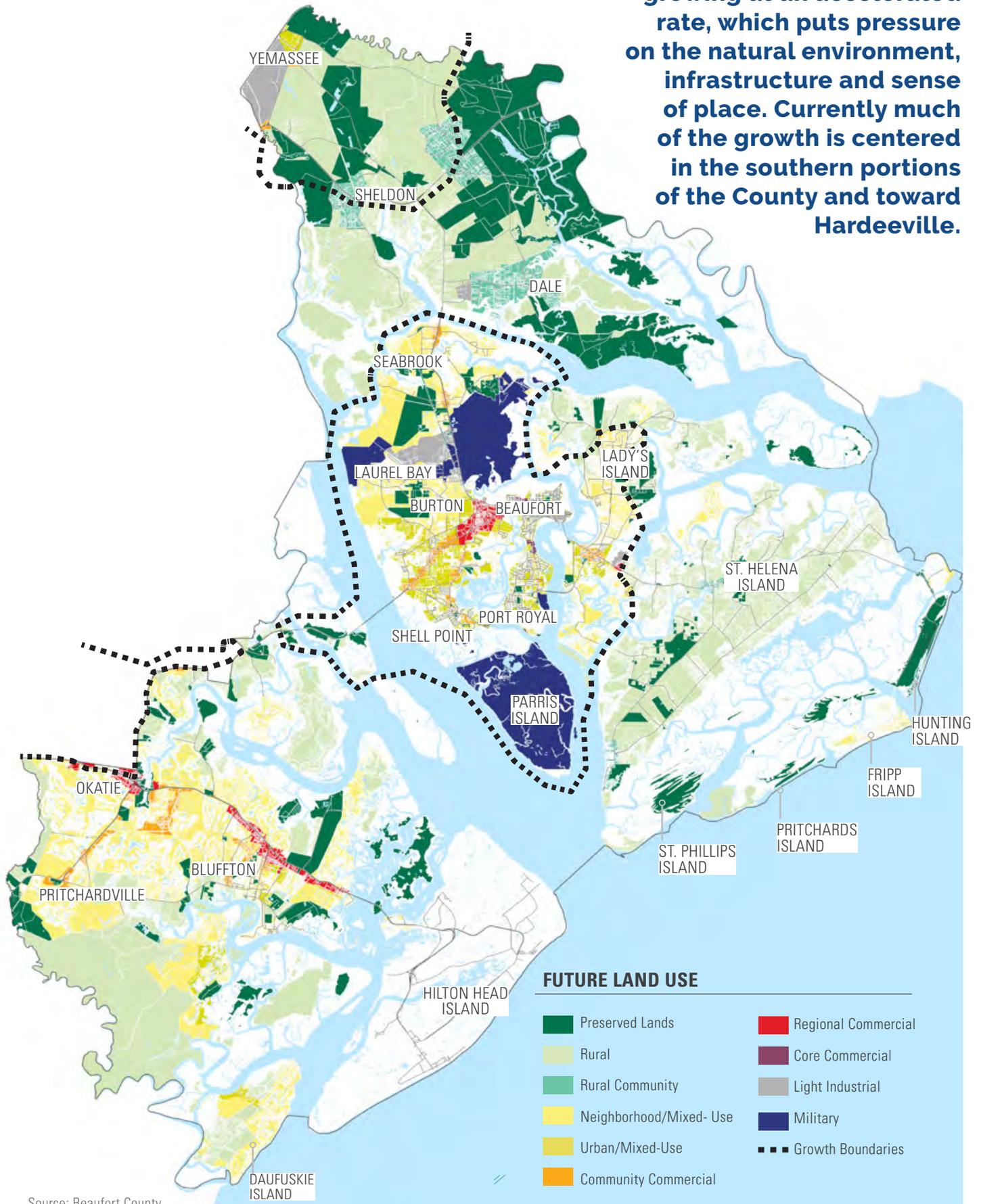
This Plan provides several strategies which are outlined below to further refine how, where, and in what form Beaufort County can continue to grow.

Ongoing coordination between Beaufort County and Jasper County on shared principles, standards, limits of growth, and natural resource protection, will benefit all citizens and visitors to the region. After all, it is the unique sense of place, natural environment, and culture that fuels the economy.

Beaufort County’s growth management strategy begins with a future land use map that guides land use policies and development decisions. The strategy is further refined by place type areas and growth corridors that provide more specific direction on the character and intensity of development with an emphasis on place making. Ultimately, the Greenprint Overlay is applied to establish balance and harmony between the built and natural environment.



The County has been growing at an accelerated rate, which puts pressure on the natural environment, infrastructure and sense of place. Currently much of the growth is centered in the southern portions of the County and toward Hardeeville.



Source: Beaufort County

FUTURE LAND USE DEFINITIONS

Beaufort County's primary tool for managing growth is its future land use map. This Future Land Use Map provides the geographic framework to guide the County's land use policies and development decisions.

Rural Future Land Uses

Preserved Lands: This land use category includes all public parks; and public and private lands that are preserved through conservation easements.

Rural: Rural areas should retain their rural character with low-density residential development, supporting small scale commercial development, and agricultural land uses. The maximum gross residential density in rural areas is one dwelling unit per three acres, except for undeveloped rural marsh islands that are not accessible by car. These island shall have a maximum gross residential density of one dwelling unit per ten acres. Rural areas should not be targeted with the development of major public infrastructure or the extension of public sewer service except where a documented health, safety, and/or welfare condition warrants such an expansion.

Rural Communities: Rural communities are proposed to serve the surrounding rural area with small-scale retail and service uses and low to moderate density residential.

Community-based planning is recommended to protect the unique qualities of these areas. Gross density should be approximately one dwelling unit per acre; however, slightly higher densities may be permitted in a rural center as part of a community plan.

Urban/Suburban Land Uses

Neighborhood Mixed-Use: Moderate-density residential is the primary use, with some supporting neighborhood retail establishments. New development is encouraged to be pedestrian-friendly, have a mix of housing types, a mix of land uses and interconnected streets. The maximum gross residential density is approximately two dwelling units per acre with some denser pockets of development.

Urban Mixed-Use: Future development should be compatible with the type and mix of land use currently found in the municipalities with an emphasis on infill and redevelopment and walkable, mixed-use communities. Gross residential densities are between two and four dwelling units per acre with some denser pockets of development.

Community Commercial: Community commercial uses typically serve nearby residential areas. An example of a community commercial use is a shopping district anchored by a grocery store.

Regional Commercial: Regional commercial uses are those uses which due to their size and scale will attract shoppers and visitors from a larger area of the county and outside the county. Typical uses include "big box" retail uses, chain restaurants, and supporting retail.

Core Commercial: Core commercial areas include downtown Beaufort, Bluffton, and Port Royal and are oriented as a traditional main street with a pedestrian scale and zero lot line development.

Light Industrial: Uses in this category include, but are not limited to, business parks, research and development centers, product assembly, distribution centers, cottage industries, and light and heavy industrial uses.

Military: This land use category includes all military installations including Parris Island and the U.S. Marine Corps Air Station.

Air Installation Compatible Use Zone (AICUZ): This overlay is based on the Air Installations Compatible Use Zone Study for MCAS Beaufort 2013. Residential development and places of assembly (e.g., churches, schools, etc.) should be highly limited in these areas. Light industrial, commercial, and agricultural uses are considered appropriate to this area.

Future Land Use Overlays

Growth Boundaries: Growth boundaries are a regional land use strategy that identify those areas where municipalities are likely to grow and provide services over the planning horizon period of 20 years. The areas of the county beyond the growth boundary are considered to be rural areas that should be preserved in accordance with the rural future land uses identified in this section.

Cultural Protection Overlay (CPO): The CPO applies to St. Helena Island and promotes the long-term protection of the Gullah/Geechee community by restricting incompatible development, such as gated communities, resorts, and golf courses. The CPO should be periodically reassessed to determine whether additional land use restrictions are necessary to meet the intent of the district.

1. IDENTIFY LAND AREAS MOST “SUITABLE” FOR DEVELOPMENT OR PRESERVATION

WETLANDS & HYDRIC SOILS



PROJECTED SEA LEVEL RISE



FLOOD ZONES



PLANNED UNIT DEVELOPMENTS



AREAS OUTSIDE THIS STUDY



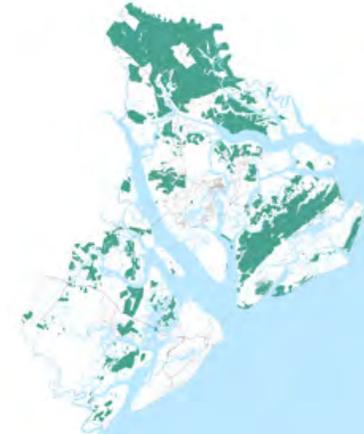
PARCELS < 0.5 ACRE (MINIMUM LOT SIZE FOR SEPTIC)



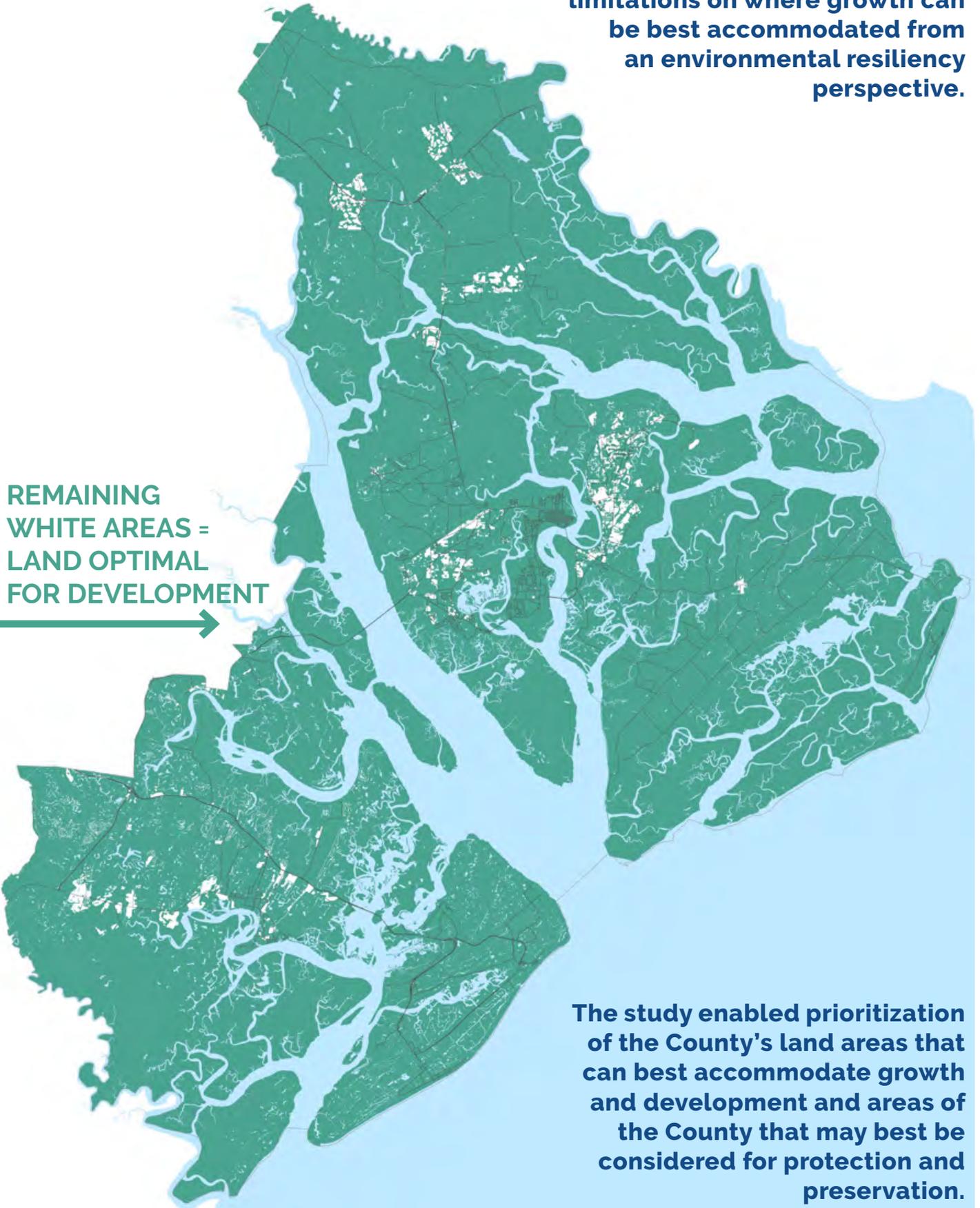
PROTECTED LANDS



RURAL + PROTECTED ZONING



A land suitability analysis created in GIS to map potential limitations on where growth can be best accommodated from an environmental resiliency perspective.



The study enabled prioritization of the County's land areas that can best accommodate growth and development and areas of the County that may best be considered for protection and preservation.

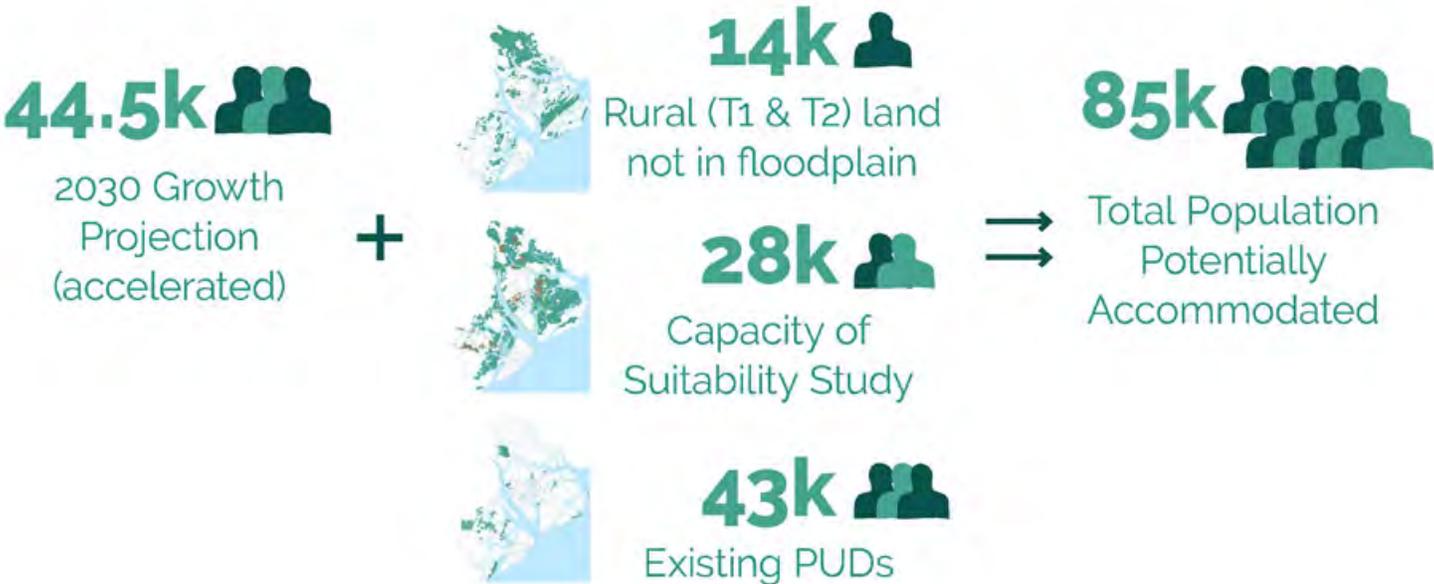
2. LEVERAGE “SUITABLE” LAND AREAS AND EXISTING CAPACITY OF PLANNED UNIT DEVELOPMENTS

As part of understanding how growth can best be accommodated, a “build-out” projection was created based on existing zoning. This was done to determine how much population growth could be absorbed by residentially-zoned land, that was considered the “most suitable” for new development or redevelopment. Part of that analysis included inventorying the available undeveloped capacity of the existing PUDs and subdivisions.

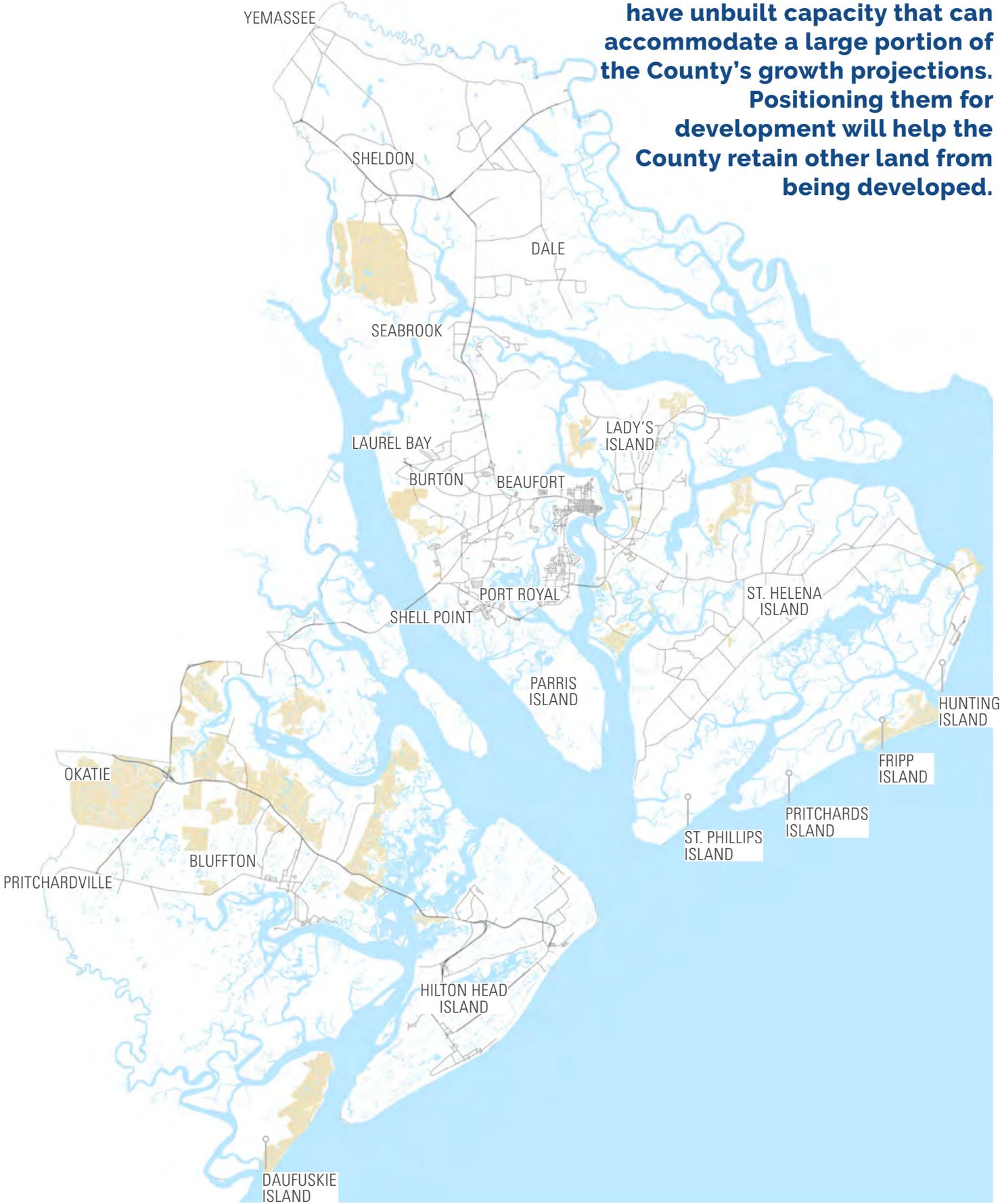
In total, the existing PUDs and subdivisions can accommodate close to 43,000 people based on available lot inventories prepared by the municipalities and the County when using county-wide average people per household. The suitable land that is zoned single family can accommodate an additional 28,000 people.

This amount, along with rural zoned land, completely accommodates the projected growth within the Long Range Transportation Plan’s model for the Comprehensive Plan period.

These numbers suggest that the County and its municipalities can achieve balance between growth and environmental protection.



**The County's and municipal
Planned Unit Developments
have unbuilt capacity that can
accommodate a large portion of
the County's growth projections.
Positioning them for
development will help the
County retain other land from
being developed.**



Source: Beaufort County and Design Workshop

3. CREATE CONCENTRATED GROWTH CORRIDORS

Some areas of the County such as along US 278, SC 170, and areas adjacent to the municipalities may benefit from enhanced area planning to ensure that they are providing a complimentary mix of uses; affordable housing and are anticipating the potential of increased transit use over time.

As an example, a plan for US 278 can promote the inclusion of “Transit Ready Nodes” that prepare the corridor for the potential for regular fixed-route transit service (and eventual Bus Rapid Transit) services to link Bluffton and Hardeeville to jobs and amenities closer to the coast in Hilton Head. Doing so would alleviate traffic and promote a multimodal sense of place along the corridor.

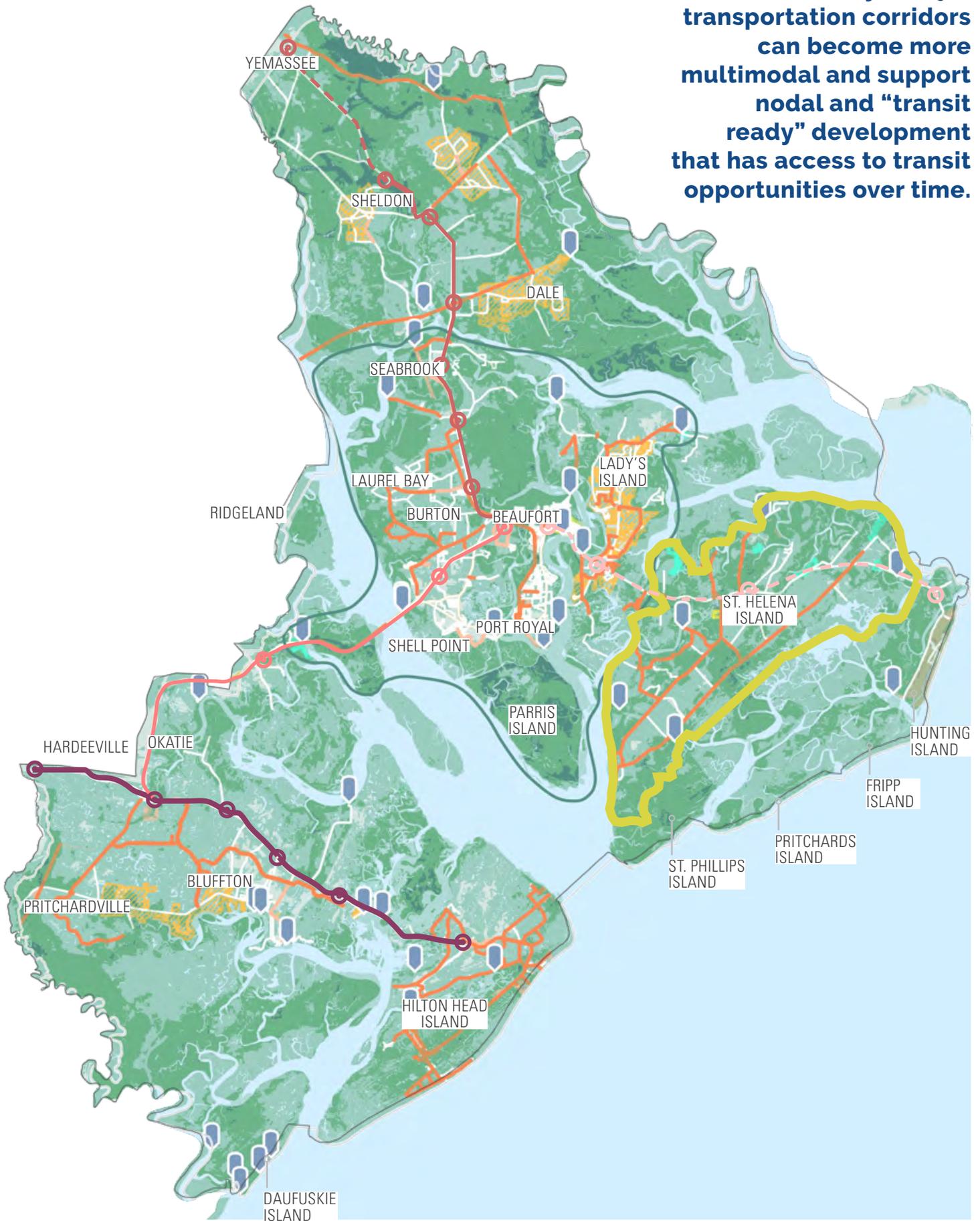
GREENPRINT OVERLAY AND TRANSIT

-  Existing North Beaufort County Growth Boundary
-  Greenprint Overlay
 -  Highly Developable (Lowest Priority for Conservation) to
 -  Least Developable Highest Priority for Conservation)
-  Public Water Access
-  Trails
-  County Bike-Ped Task Force: Proposed Paths
-  Palmetto Breeze Route

POTENTIAL FUTURE TRANSIT

-  Potential BRT Corridor
-  Potential Bus Commuter Line (Dashed to Rural Nodes)
-  Potential Bus Commuter Line (Dashed to Rural Nodes)
-  Potential Bus Commuter Line
-  Potential Bus Stops with 1500ft walking radius

The County's major transportation corridors can become more multimodal and support nodal and "transit ready" development that has access to transit opportunities over time.



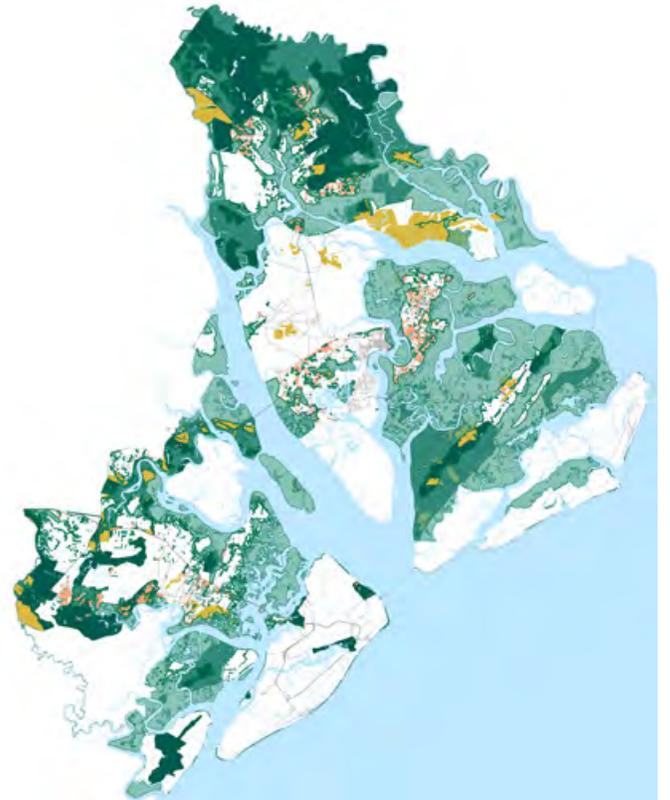
4. DESIGNATE AREAS FOR SENDING AND RECEIVING TRANSFER OF DEVELOPMENT RIGHTS

Based on the Greenprint Priority mapping, land areas can be designated as sending areas (where residential density is transferred from elsewhere) and receiving areas (where residential density is added). This tool enables lands that are within the Greenprint priority areas to participate economically while also reducing development within critical environments.



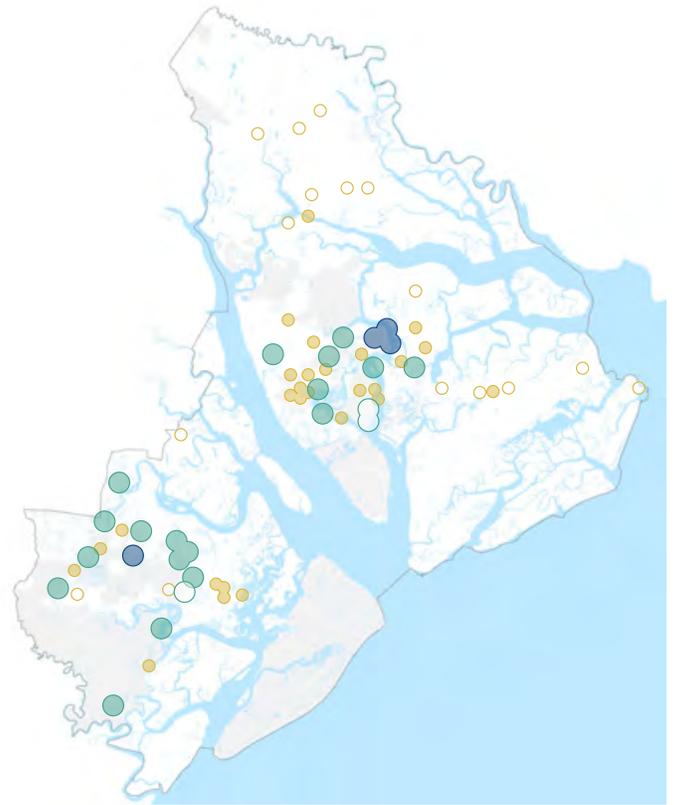
5. ESTABLISH DEVELOPMENT / CONSERVATION POLICIES BASED ON THE GREENPRINT OVERLAY MAP

Based on the Greenprint Overlay Map, zoned land areas can be further restricted to match their development standards with their natural environmental condition. These areas could be subject to new tools, policies, and codes that support a balanced approach to developing within or near sensitive and critical natural resources, protect people from rising flood waters, help preserve water quality, and reduce damages from major storm events.



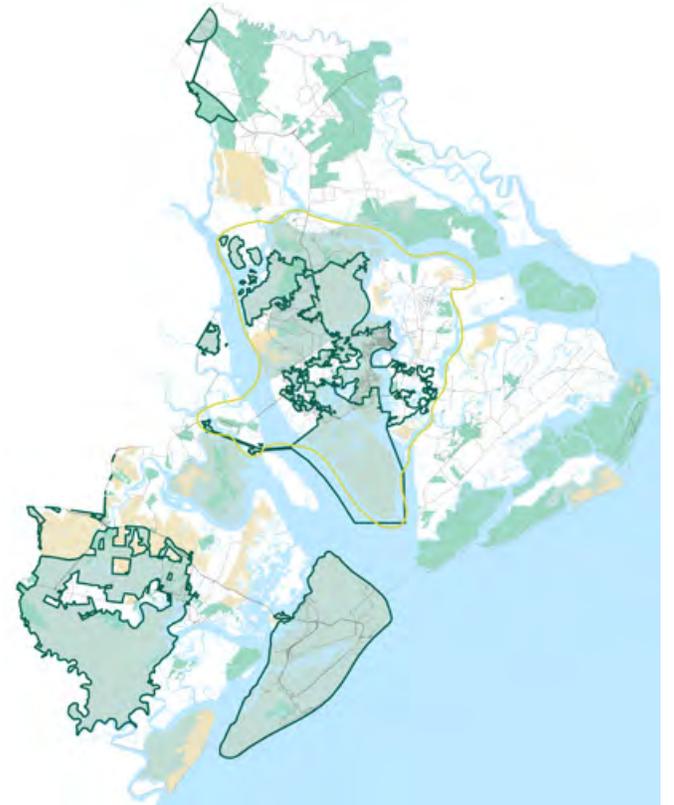
6. DESIGNATE ADDITIONAL PLACE TYPE AREAS OR COMMUNITY PRESERVATION AREAS

Community-based plans that promote mixed-use, walkable places have been successful in Dale, St. Helena Island, Lady's Island, and Seabrook in building on local character and promoting growth in proximity to existing settlements. Additional areas of the County could be considered for this type of community-based planning so that a clearer vision is established for critical areas of the County where detailed planning has not yet occurred.



7. EXPAND GROWTH MANAGEMENT POLICIES

Some fast-growing jurisdictions in other places around the country have placed annual limits on growth and/or restricted where growth can occur, tying growth to an important metric such as maintaining jobs to housing balance based on their desire to retain a particular character and quality of life. This could be considered as a way to protect adjacent counties or municipalities from sprawling development and to time development with the availability of infrastructure and services.



8. INTEGRATE THE GREENPRINT PLAN

The Greenprint Plan is the open space plan for Beaufort County. It promotes environmental health and cultural landscape preservation by protecting Beaufort County's open space for the betterment of its ecology, economy and quality of life.

The 2020 Greenprint Plan was developed in tandem with this Comprehensive Plan, presenting a unique opportunity to coordinate the plans' processes and recommendations for accommodating environmental hazards associated with sea levels and increased flooding, guiding development to places where it will work best with the natural environment, protecting environmentally and culturally precious areas of the County, and reinforcing the community vision for the Comprehensive Plan to establish balance and harmony between the built and natural environments.

The Greenprint Plan informs the Comprehensive Plan by:

- Clearly showing how future growth and the natural environment can coexist.
- Becoming a tool for the County to evaluate development proposals based on open space criteria.
- Enabling landowners, developers, and builders to be better informed about how various areas of the county are prioritized for growth and preservation.
- Influencing how and where transportation, housing, future land uses, economic development, and public facilities are located.

- Becoming the starting point for more criteria, prioritization, policies, and programs that encourage land preservation and bolster economic benefits of owning and developing land.

A Composite Priority Land Map was generated by weighting the environmental criteria of the Greenprint Composite Priority Land model.

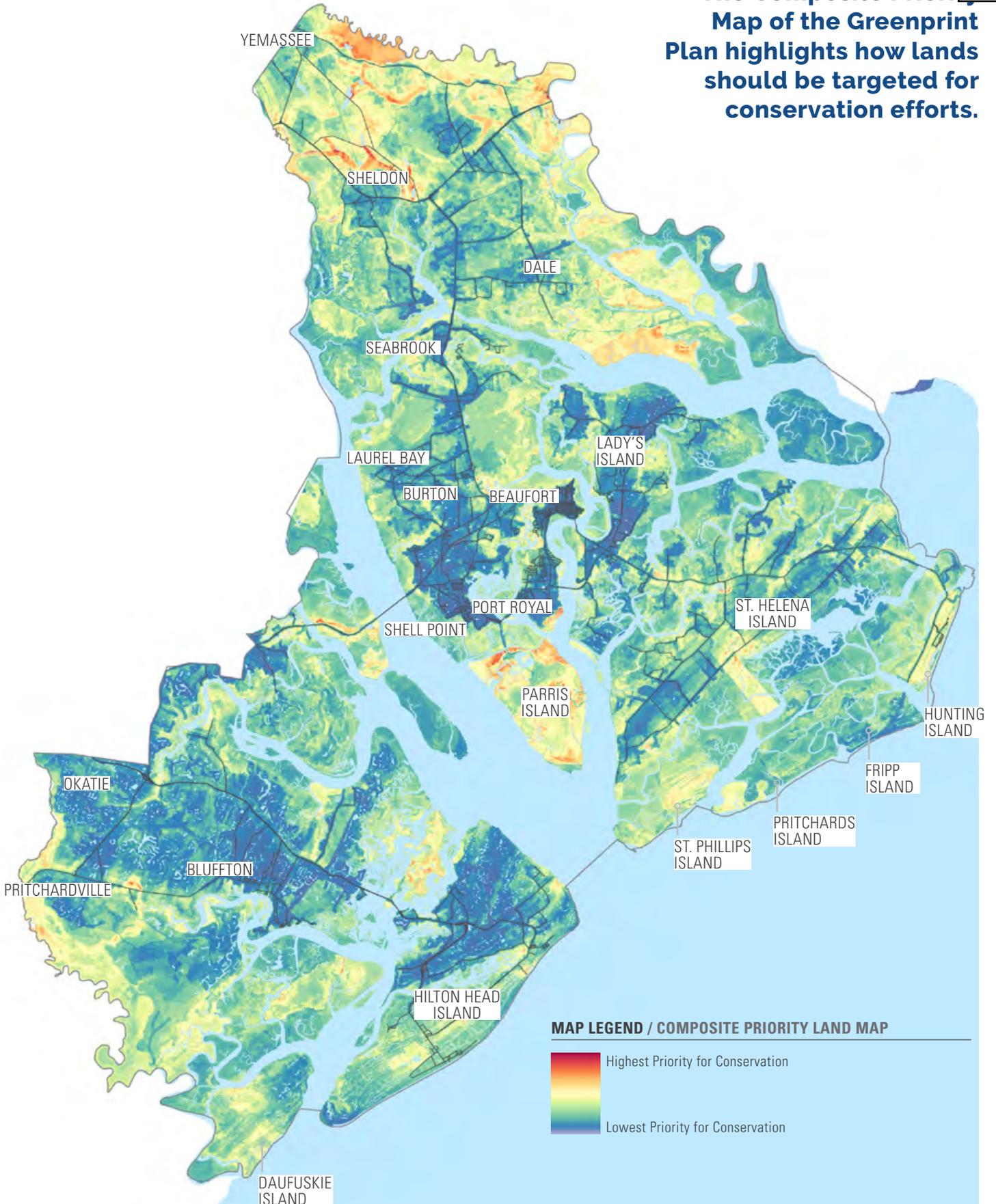
The Greenprint Overlay Map reflects the open space values of Beaufort County residents and can be a powerful tool to guide Future Land Use, growth management planning, and the development of strategies, policies, plans, and overlays that define appropriate development types, densities, and standards within and adjacent to the priority areas.

By refining conservation and development approaches based on the Greenprint Overlay Map, Beaufort County can ensure its future growth is strategic, meeting the demands of population growth while protecting the natural environment that is key to the County's identity and sense of place.



Refer to Section 4.1 of the Greenprint Plan for more information about the prioritization model and mapping criteria.

The Composite Priority Map of the Greenprint Plan highlights how lands should be targeted for conservation efforts.



CROSS WALK TO COMPREHENSIVE PLAN: GREENPRINT OVERLAY MAP

The Greenprint Overlay is derived from the Greenprint Plan’s prioritization mapping model. Because the model was informed by GIS data and community input, the Greenprint Overlay Map reflects the open space values of Beaufort County residents and can be a powerful tool to guide Future Land Use, growth management planning and the development of strategies, policies, plans and overlays that define appropriate development types, densities and standards within and adjacent to the priority areas.

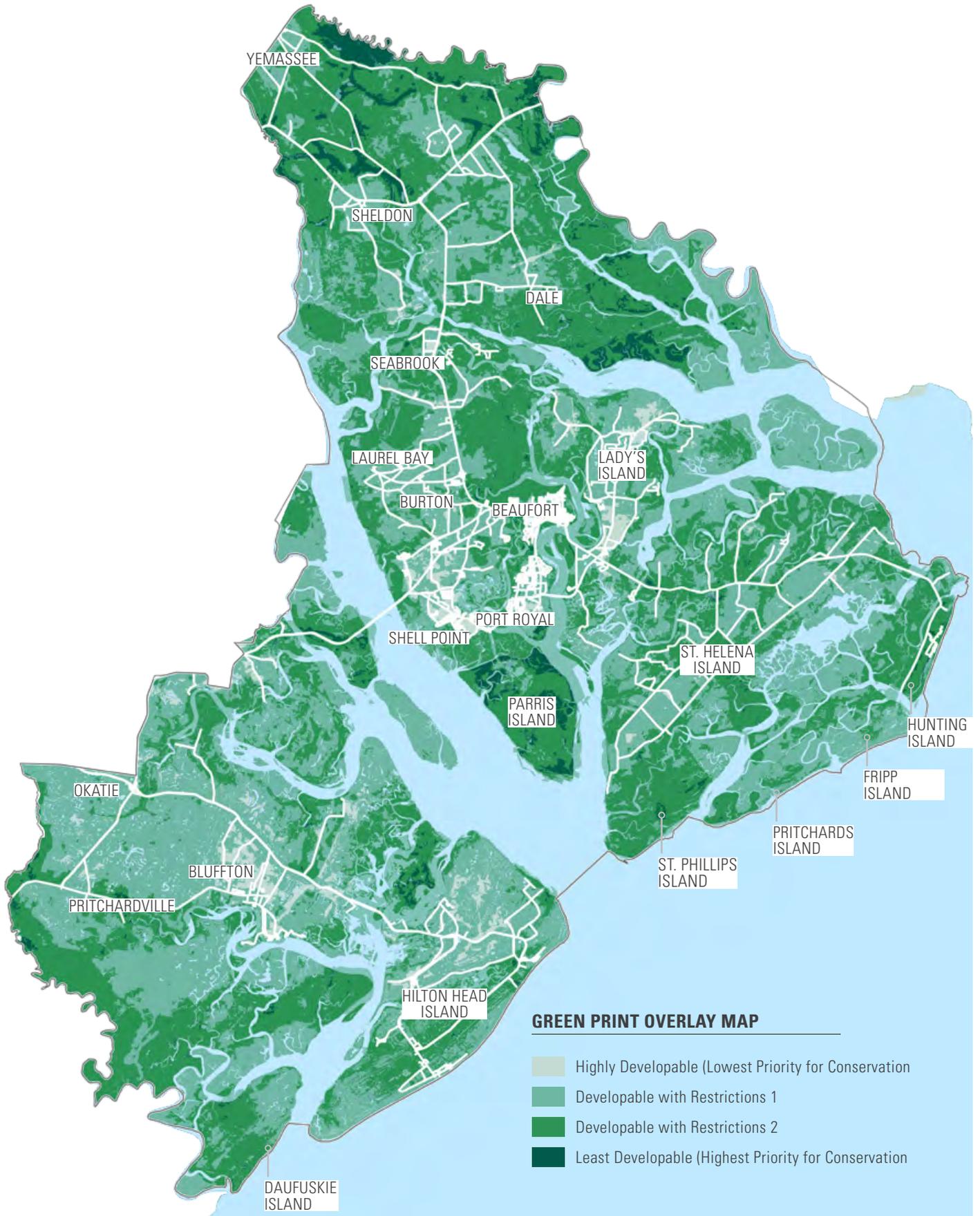
The Greenprint Overlay Map is a consolidation of the environmental priorities, divided into four zones based on the Greenprint Composite Priority Land Map. The four zones represent different levels of environmental priority along with different levels of need for protection and conservation.

The darkest green zones representing areas most in need of protection and the lightest green zones represent areas with the least priority for protection and the most suitable for development.

This four-tiered overlay informs how new development should be positioned, where conservation-oriented development standards should be applied, and where focused conservation efforts should be prioritized.

Future land use planning should utilize the four tiered overlay when determining where and how to develop. It should also inform the creation of specific codes and overlays that will guide development as described in the table below.

Highly Developable	Lands that are the lowest priority for preservation, generally upland, and away from flooding associated issues.	Lands within these areas can and should support high levels of development intensity to support growth, employment and affordable housing goals.
Developable with Restrictions 1	Lands located close to or within lower level priority preservation environments	Lands within these areas can but with additional Low Impact Development (LID) standards and buffers to limit the impact to the critical environments they are adjacent to.
Developable with Restrictions 2	Lands located close to or within higher priority preservation environments and closer to highest priority preservation environments	Lands within these areas should only support limited development at low levels of intensity, conservation based development and the highest levels of Low Impact Design (LID) and sustainable development practices
Least Developable	Lands within highest priority preservation environments	Lands within these areas should only be preserved and not be developed



Source: Beaufort County, Design Workshop

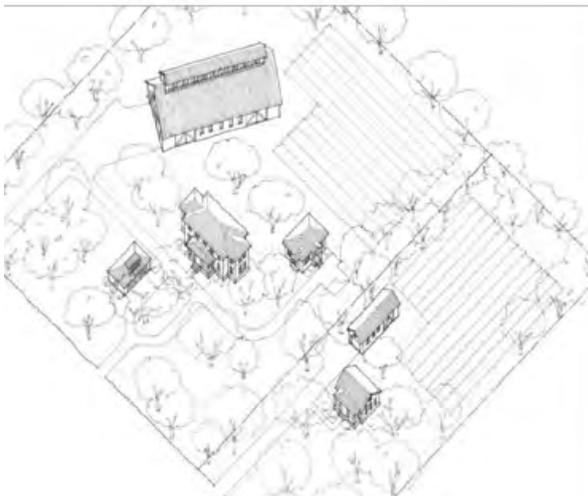
COUNTY ZONING IS BASED ON A RURAL-TO-URBAN TRANSECT



T1 Natural



T3 Edge & T3 Hamlet Neighborhood



T2 Rural, Rural Neighborhood, Open & Rural Center Zoning

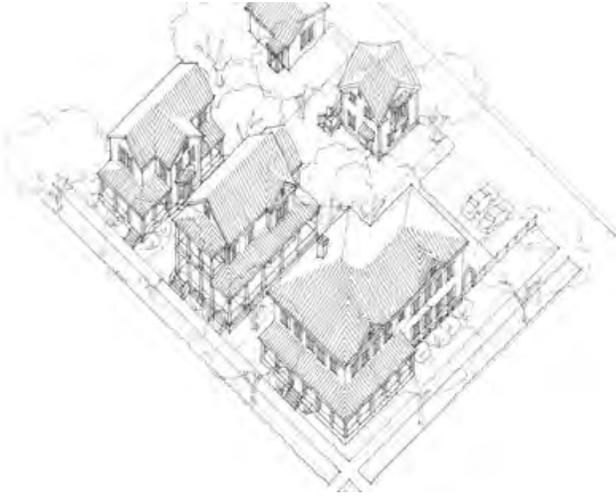


T3 Neighborhood Zoning

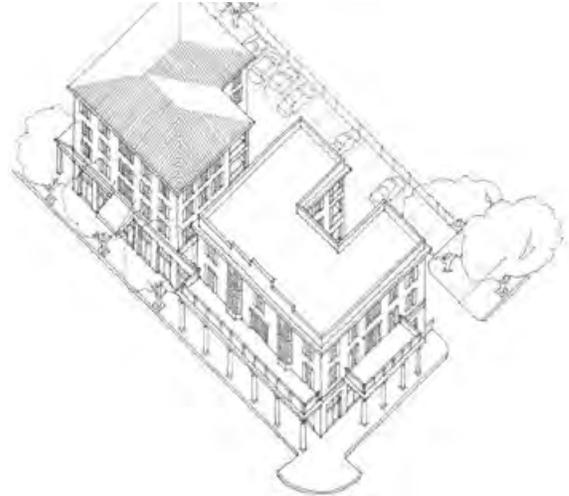


RURAL

Existing Transect Based Zoning can be further refined to better harmonize with the four-tiered Greenprint Overlay system to ensure balance and harmony with the natural environment.



T4 Hamlet Center



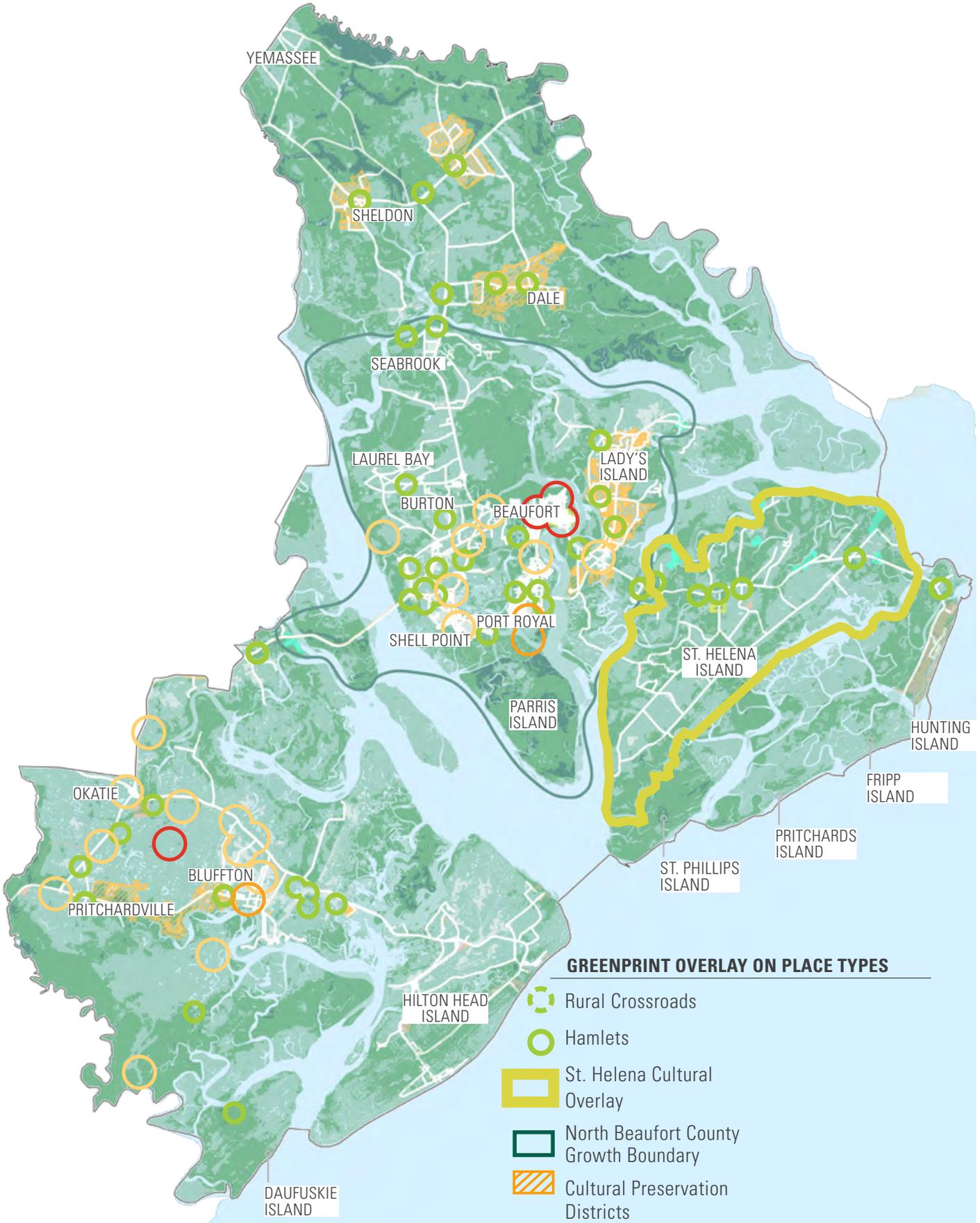
T5 Urban Center (in municipalities only)



T4 Neighborhood Center, Village Center & Mixed Use Zoning

County and Municipal Zoning Codes include the use of Transect Based Zoning, Place Types, and a Uniform Development Ordinance to define the nature and character of land use and development. These tools help retain the County’s sense of place and character and ensure best practices in community and neighborhood development.

URBAN



STRATEGIES AND ACTIONS

R BE 1. CHANNEL NEW GROWTH INTO MUNICIPALITIES, EXISTING DEVELOPMENTS, AND PUDS THAT HAVE CAPACITY TO GROW, IN ORDER LIMIT GREENFIELD DEVELOPMENT AND PRESERVE ENVIRONMENTALLY SENSITIVE LANDS.

- Promote Infill Development and Redevelopment within the municipalities and in immediately adjoining areas in order to limit greenfield development. Make PUDs and subdivisions that are only partially developed a priority.
- Continue active engagement with the municipalities and neighboring counties on regional cooperation and planning. Use the Southern Lowcountry Regional Board (SOLOCO) and the Northern Beaufort County Regional Plan Implementation Committee to promote this cooperation.
- Revise the growth boundaries on Lady's Island to reflect the recommendations of the Lady's Island Plan 2018. Work with the City of Beaufort and Town of Port Royal to revise the growth boundaries on Port Royal Island to reflect the emphasis on infill and redevelopment.
- Work with all local governments in and adjacent to the County, to establish growth boundaries.
- Maintain and enhance rural land use policies for areas outside of growth boundaries.

BE1. ACTIONS

BE 1.1. Regularly inventory platted vacant lots in existing PUDs and subdivisions, and create an inventory of lots ideal for infill development.

BE 1.2. Formalize a regional planning program between Beaufort County, Jasper County, and the City of Hardeeville that recognizes the mutual benefit of coordinated planning along jurisdictional boundaries.

BE 1.3. Develop a SC 170 Area Plan in conjunction with the City of Hardeeville and Jasper County that defines a growth framework for the corridor and addresses issues of joint concern such as transportation and environmental protection.

BE 1.4. Work with the Town of Yemassee to develop a consistent growth management strategy for the area of the County north of US 17. The strategy should include a mutually agreed upon growth boundary.

R BE 2. ALLOW GROWTH TO MIRROR RECOMMENDATIONS OF GREENPRINT PLAN PRIORITY MAPPING (NO DEVELOPMENT, LOW IMPACT DEVELOPMENT, PRESERVING MOST CRITICAL PROPERTIES, ETC.).

- Use the Greenprint overlay that designates areas of environmental importance, such as the floodplain, to craft development standards that protect the natural environment and use to review all development and land use proposals.
- Use regulatory tools such as rural zoning, open space set-aside requirements, buffers and natural resource protection standards, as the primary tools to protect areas of environmental importance. Use land purchase and the purchase of conservation easements for the most critical properties.

P BE 3. CREATE POLICIES THAT ARE COMPATIBLE WITH THE LOCATION, CULTURE, AND ACCESSIBILITY OF AREAS TARGETED FOR GROWTH.

- Use Place Type Overlay to identify areas of the County where walkable urbanism is appropriate. Scale Place Types appropriately based on their location within the County, from most urban to most rural. The urban to rural hierarchy shall be city, town, village, hamlet, and rural crossroads.
- Create community or small area plans for areas of the County that do not have one, such as St. Helena Island, Sheldon, and Dale, using a community-based process to promote and ensure access to basic services, parks, economic opportunities and affordable housing.
- Prepare a mixed-use development plan, using a community-based process, to support walkable and “bus transit-ready” development patterns along major roads such as US 278, Bluffton Parkway, and the Okatie Highway to reduce traffic over time.

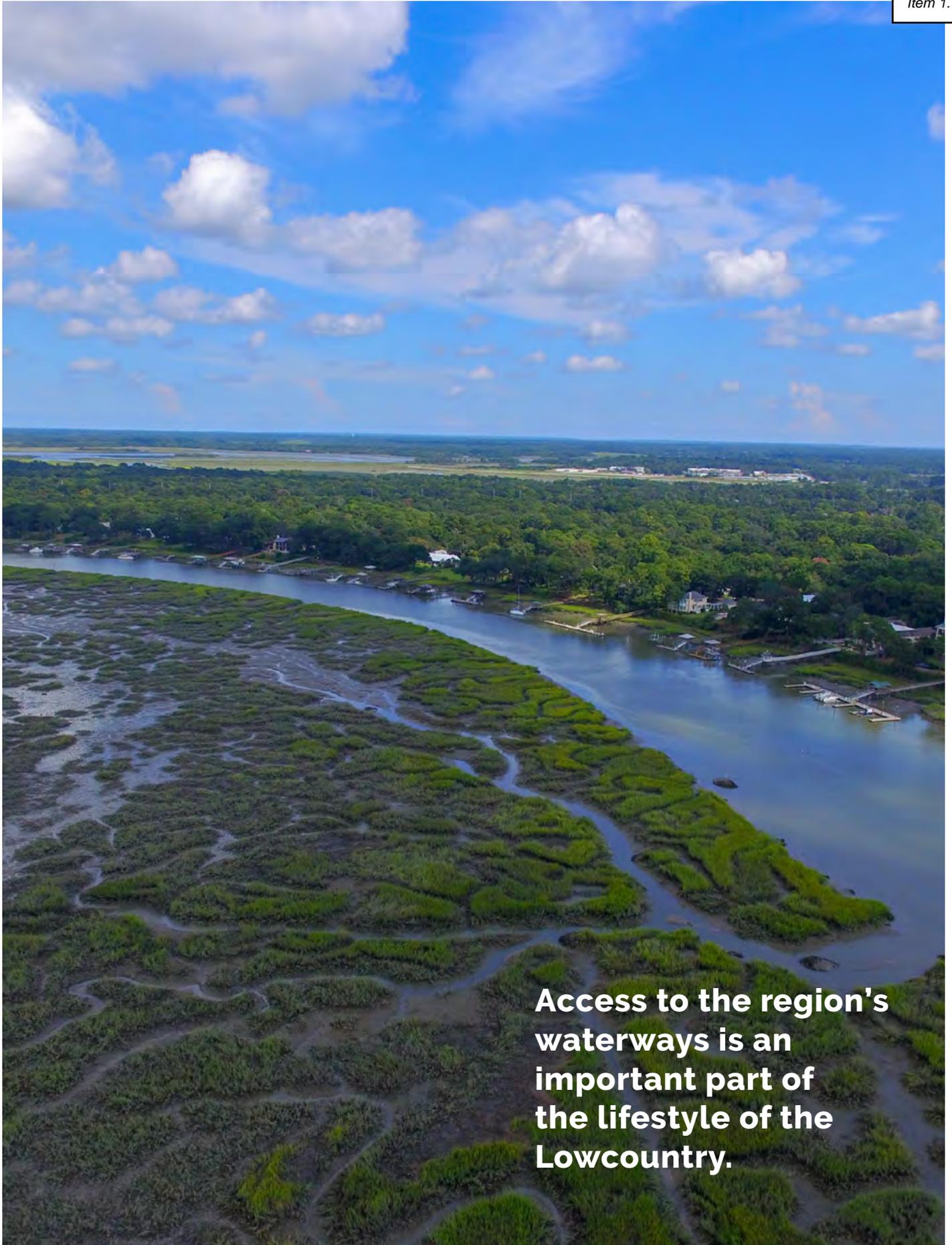
R BE 4. ENSURE THAT COUNTY LAND USE REGULATIONS AND POLICIES CREATE RESILIENT, EQUITABLE COMMUNITIES WITH A SENSE OF PLACE REFLECTIVE OF THE COUNTY’S UNIQUE CHARACTER.

- When adopting new land use policies or regulations, consider the impact, including unintended consequences, on low-income and minority communities. Periodically review existing policies.
- Continue the ban on new PUDs.

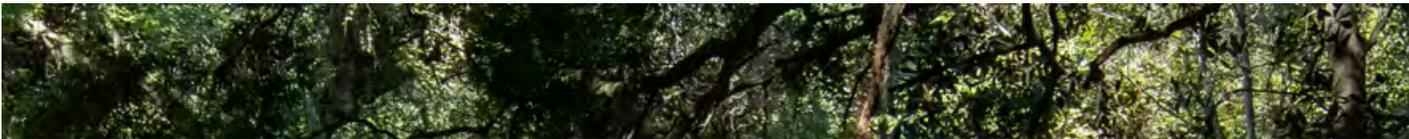
BE3 ACTIONS

BE 3.1. Reevaluate the effectiveness of existing place-making implementation tools such as the Place Type Overlay District in the Community Development Code, and make revisions as necessary.

BE 3.2. Initiate a prototype community-based Place Type implementation plan that involves property owners, business owners, and other stakeholders to serve as a vision for other areas of the county where walkable urbanism is appropriate.



Access to the region's waterways is an important part of the lifestyle of the Lowcountry.



Scenic roadway with tree canopy in Beaufort County

Photo source: Design

FOCUSED PLANNING AREAS

A county comprising diverse, connected neighborhoods with equitable access to services and amenities where residents have a strong voice in their future.

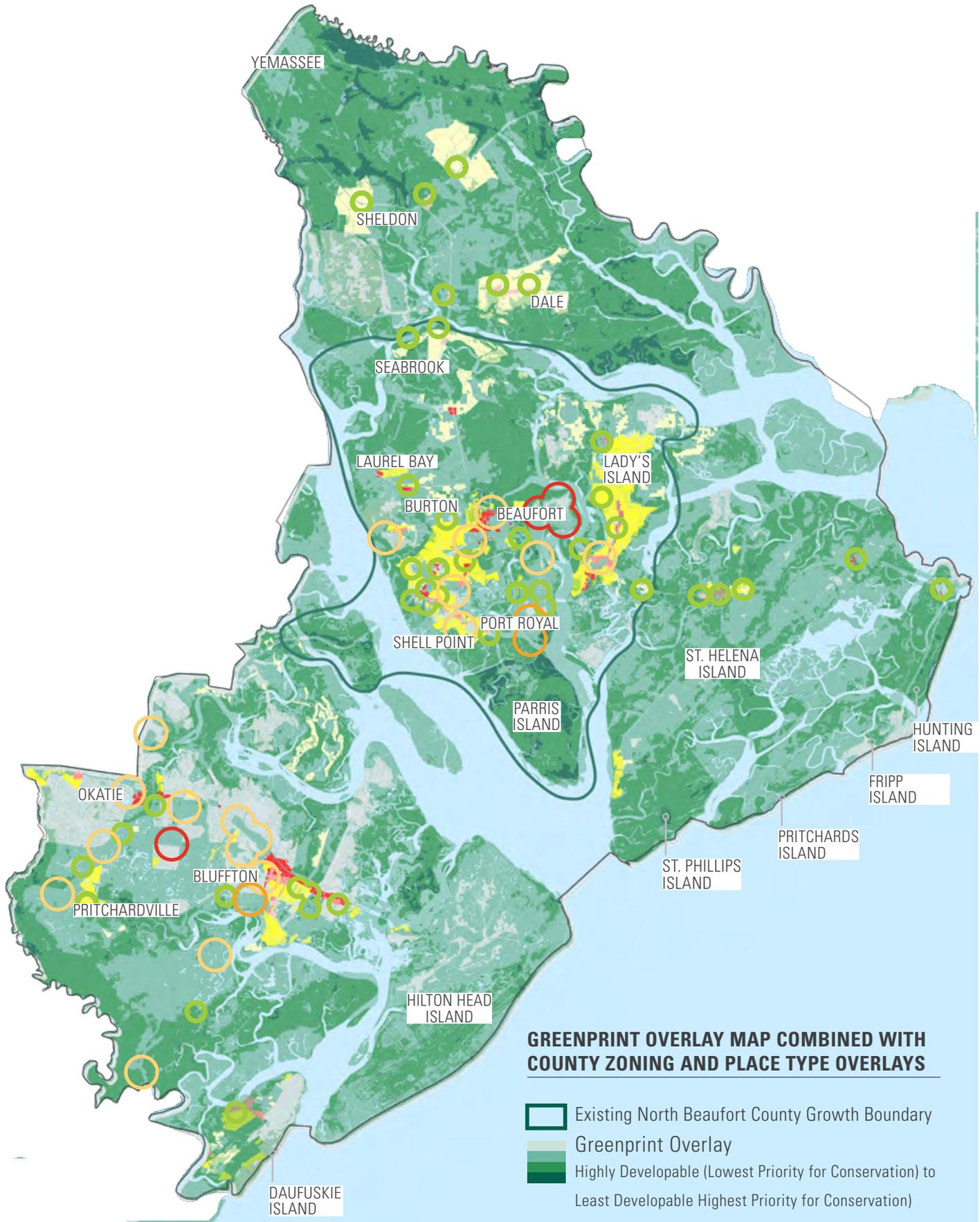


PRINCIPLES

- 1** We value our rural heritage and our unique and complex natural environment as a source of life, recreation, economy, culture, and sense of place.
- 2** We believe in allowing local communities to determine their vision and to define their growth.
- 3** We believe development should be done in balance with preserving our natural systems.
- 4** We understand our economy and lifestyle depend upon the diversity of the places and cultures that make up our County.
- 5** We believe that all areas of the County deserve access to infrastructure, community services, mobility, and economic prosperity, regardless of where they are located.



Refer to the County Atlas, Greenprint, Action Playbook, and other supporting documents with more information.



CONTEXT

Beaufort County has many unique places with different characters, history, cultures, and landscapes. In recognition of this, the County created Place Type Overlay (PTO) Zone Standards within its Community Development Code.

The PTO Zone is intended to create and reinforce walkable, urban environments with a mix of housing, civic, retail, and service choices. The PTO is made up of three place types:

- Rural Crossroads Place Type. Rural crossroads are typically located at the intersection of two or more rural roads. They provide a small amount of pedestrian-oriented, locally-serving retail in a rural context, and transition quickly into agricultural uses or the natural environment as one moves away from the intersection. Historic examples of rural crossroads include Pritchardville and the Corners Community on St. Helena Island.
- Hamlet Place Type. Hamlets are typically larger and more intense than rural crossroads and are often located at the edge of the rural and urban condition. A hamlet often has a small, pedestrian-oriented main street with surrounding and supporting residential fabric that is scaled to the size of a pedestrian shed (the distance a person would walk in five minutes, generally a quarter-mile). The main street and surrounding residential fabric transitions quickly into agricultural uses or the natural environment. A historic example of a hamlet includes the original settlement of Bluffton along Calhoun Street. The community of Habersham began as a hamlet.
- Village Place Type. Villages are made up of clusters of residential neighborhoods of sufficient intensity to support a central, mixed-use environment. The mixed-

use environment can be located at the intersection of multiple neighborhoods or along a corridor between neighborhoods. Habersham is a good example of a hamlet that is evolving into a village.

Defining Beaufort County's future growth with the use of Place Types, the Greenprint Overlay Map, and transect zoning, will help achieve the community's vision of achieving balance between the built and natural environment, as well as:

- Improve the built environment and human habitat.
- Promote development patterns that support safe, effective, and multi-modal transportation options, including auto, pedestrian, bicycle, and transit. This will minimize vehicle traffic by providing for a mix of land uses, walkability, and compact community form.
- Provide neighborhoods with a variety of housing types to serve a diverse population.
- Remove barriers and provide incentives for walkable urban projects.
- Promote the greater health benefits of a pedestrian-oriented environment.
- Reinforce the character and quality of local communities, including crossroads, neighborhoods, hamlets, and villages.
- Reduce sprawling, auto-dependent development.
- Protect and enhance real property values.
- Reinforce the unique identity of Beaufort County that builds upon the local context, climate, and history.

The Focal Area Plans that follow recognize the value of Place Types and promote their use across the County.

FUTURE LAND USE: MULTIMODAL PLACE TYPES

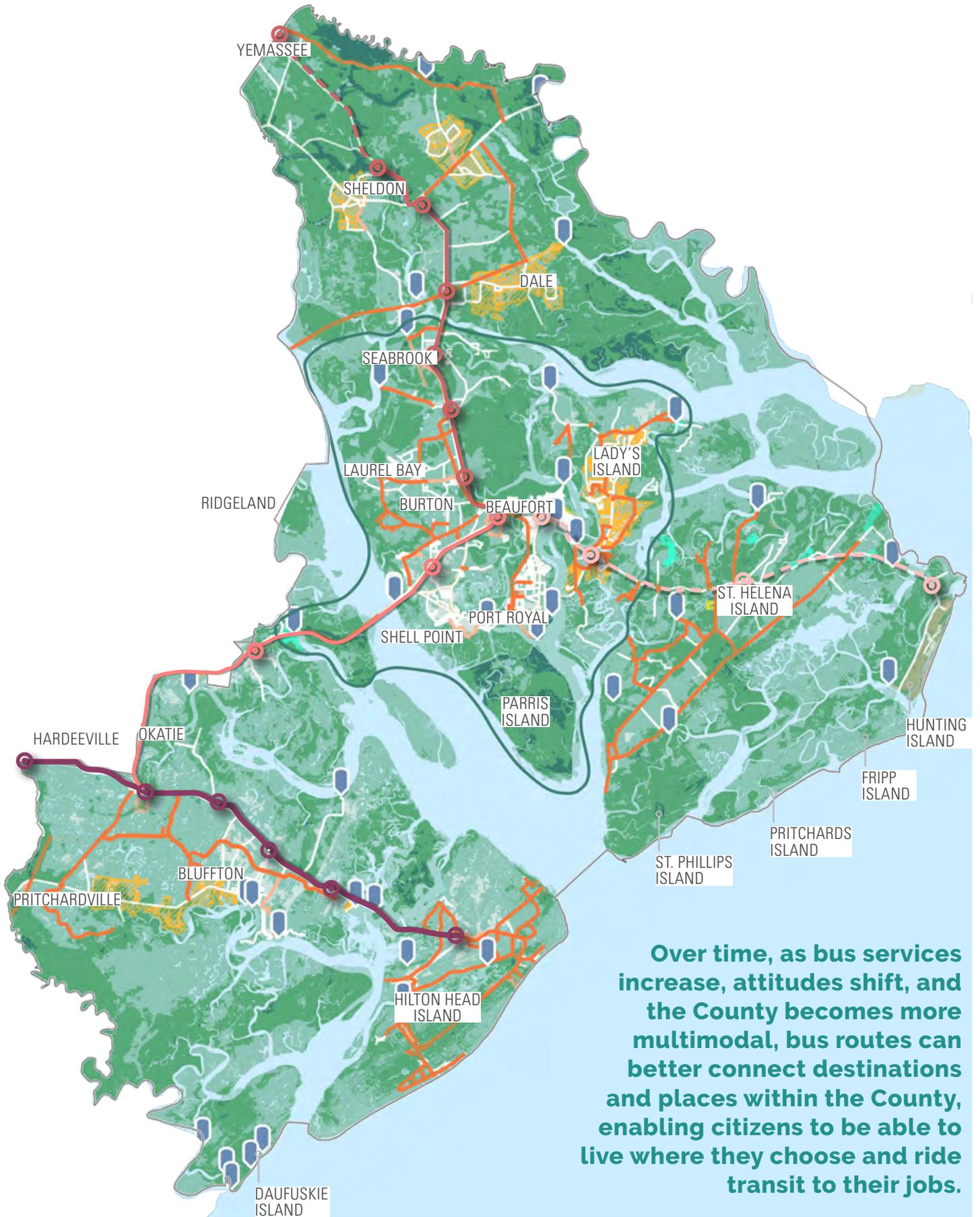
The use of bus transit is growing in Beaufort County and presents an important opportunity for the future. By linking municipalities, Place Types, and areas of concentrated growth, employment, or attraction, transit can help alleviate traffic along the County’s major roads, enable workers to equitably access job opportunities, and provide tourists transportation choices while visiting the County. Palmetto Breeze has been actively integrating new ideas, such as the Hilton Head Trolley, to best fit transit to users. Place Types might also be developed in areas where water transit is or may become available.

GREENPRINT OVERLAY MAP AND TRANSIT

-  Existing North Beaufort County Growth Boundary
-  Greenprint Overlay
-  Highly Developable (Lowest Priority for Conservation) to Least Developable Highest Priority for Conservation
-  Public Water Access
-  Trails
-  County Bike-Ped Task Force: Proposed Paths
-  Palmetto Breeze Route

POTENTIAL FUTURE TRANSIT

-  Potential BRT Corridor
-  Potential Bus Commuter Line (Dashed to Rural Nodes)
-  Potential Bus Commuter Line (Dashed to Rural Nodes)
-  Potential Bus Commuter Line
-  Potential Bus Stops with 1500ft walking radius



Over time, as bus services increase, attitudes shift, and the County becomes more multimodal, bus routes can better connect destinations and places within the County, enabling citizens to be able to live where they choose and ride transit to their jobs.

US 278 CORRIDOR

As the numbers of residents and commuters increase in southern Beaufort County, traffic pressure continues to grow along the US 278 Corridor. Compounded with heavy tourist traffic and the growth of Hardeeville and Jasper County, congestion will continue to build and affect quality of life and the tourism industry in the area.

Establishing Fixed-Route Transit and planning for transit-ready nodes that support mixed-use development are possible solutions to this challenge. By guiding growth to transit-ready nodes, the County and its municipalities can attain affordable housing goals while promoting internal trip capture and developing a higher quality gateway through southern Beaufort County.

BASE MAP LEGEND

Greenprint Overlay

Highest Priority for Conservation: Developable with Restrictions 2 (light green) and Least Developable (dark green, including Marshes, Wetlands and Preserved Lands)

Historic Districts

Fishing Villages

Palmetto Breeze Route

Place Type Overlays

Rural Crossroads

Hamlets

Villages

Towns

Cities

Proposed Trolley Route

Proposed Bus Route

Future Land Use

Rural

Rural Community

Neighborhood/Mixed-Use

Urban/Mixed-Use

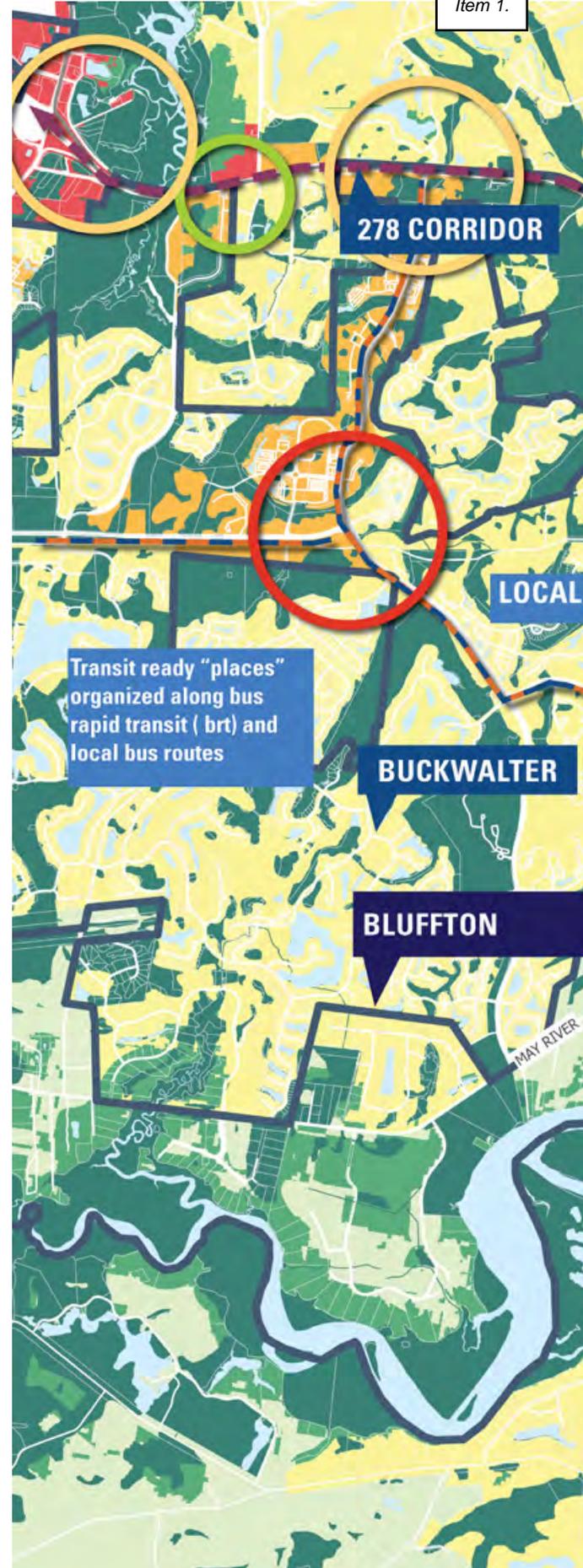
Community Commercial

Regional Commercial

Core Commercial

Light Industrial

Military







SC 170 CORRIDOR

The SC 170 Corridor is an important part of the image and character of the County. Concerns about signage, sprawling development, traffic management, and the loss of rural lands is of concern to the residents that use this road for their primary access.

Cooperation between Beaufort County, Hardeeville, and Jasper County are key components of a shared community vision for this corridor. The corridor should have jointly planned policies and standards related to design, land use, placemaking, landscape, environmental buffers, and signage. It is also important to establish agreements on the limits of urbanization and growth in Hardeeville and Jasper County.

Establishing Place Types that coincide with major intersections, consistent buffers of native vegetation, joint review of proposed plans along the corridor, and agreement on access management standards will lead to a corridor with walkable mixed-use nodes at intervals, natural buffers between the road and development, compatible land uses across jurisdictions, and safer, better managed traffic.



JOINT 170 CORRIDOR PLANNING STANDARDS:

- Continuous access management standards.
- Multipurpose trail both sides.
- 50' tree and landscape protection buffer both sides.
- 35 mph posted speed limit.
- Landscaped center median.
- Signalized intersections and crosswalks at major intersections.
- Beaufort County's "Place Type" standards applied at regular intervals to create nodal development patterns.
- Coordinated development standards.
- Coordinated open space linkages.
- Coordinated streetscape standards.
- Coordinated billboard signage standards.

BASE MAP LEGEND

Greenprint Overlay

Highest Priority for Conservation: Developable with Restrictions 2 (light green) and Least Developable (dark green, including Marshes, Wetlands and Preserved Lands)

Historic Districts

Fishing Villages

Palmetto Breeze Route

Place Type Overlays

Rural Crossroads

Hamlets

Villages

Towns

Cities

Proposed Trolley Route

Proposed Bus Route

Proposed Urban Growth Boundary

Future Land Use

Rural

Rural Community

Neighborhood/Mixed-Use

Urban/Mixed-Use

Community Commercial

Regional Commercial

Core Commercial

Light Industrial

Military

BEAUFORT & PORT ROYAL

The adoption of the 2020 Beaufort County Comprehensive Plan in concert with the Port Royal Comprehensive Plan provided an opportunity to establish shared planning principles.

Within the Beaufort & Port Royal Focal Area, emphasis should be placed on redesigning roads to be safer, multimodal, and human-scaled. Additionally, plans for a Palmetto Breeze trolley service between Port Royal and Downtown Beaufort will be an asset to mobility and sense of place, and should be prioritized.

Growth management west of Port Royal should be informed by Place Types influenced by the Greenprint Overlay Map, existing transportation network, and potential of a trolley service. A new Town Place Type along Parris Island Gateway will add a walkable destination and place to live, establishing a sense of place and identity for this portion of the County.

Joint planning and cooperation, an annexation strategy, and shared development and infrastructure service standards are key to the execution of the Port Royal and Beaufort County plans.

BASE MAP LEGEND

Greenprint Overlay

Highest Priority for Conservation: Developable with Restrictions 2 (light green) and Least Developable (dark green, including Marshes, Wetlands and Preserved Lands)

Historic Districts

Fishing Villages

Palmetto Breeze Route

Place Type Overlays

Rural Crossroads

Hamlets

Villages

Towns

Cities

Proposed Trolley Route

Proposed Bus Route

Future Land Use

Rural

Rural Community

Neighborhood/Mixed- Use

Urban/Mixed-Use

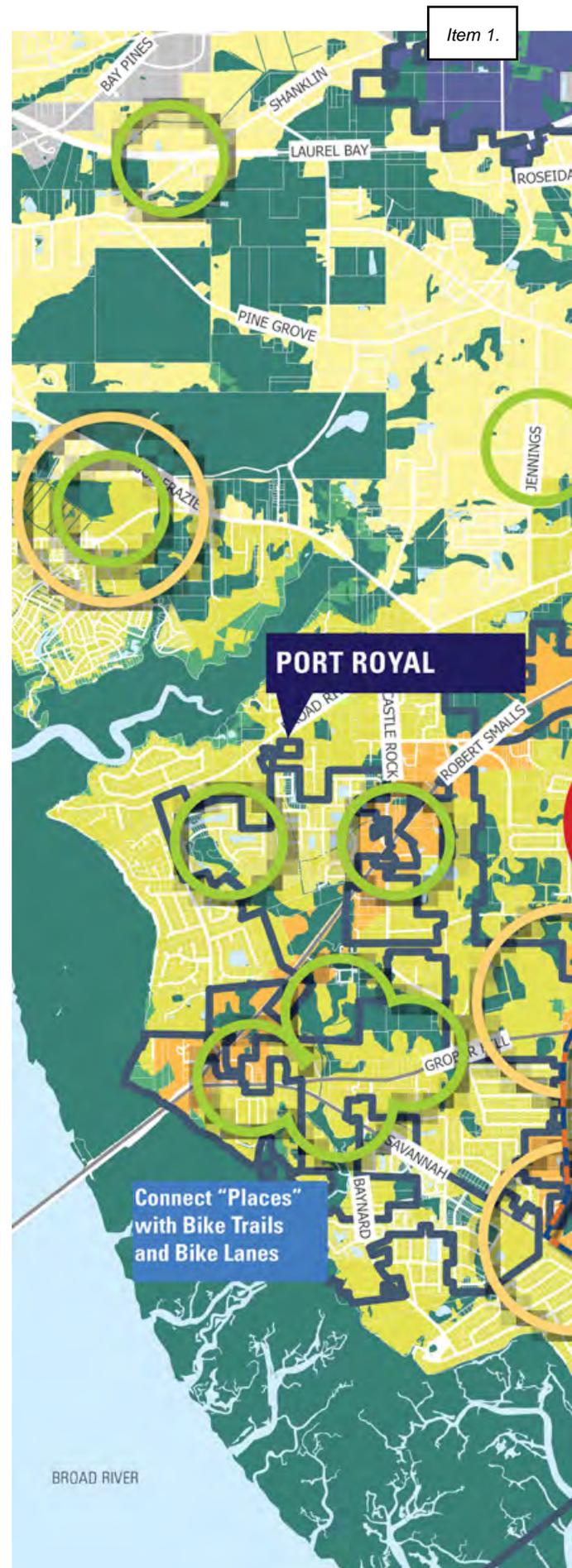
Community Commercial

Regional Commercial

Core Commercial

Light Industrial

Military







LADY'S ISLAND

The “Lady’s Island Plan 2018” was adopted in April 2019. The plan was a collaborative effort between Beaufort County, the City of Beaufort, the Town of Port Royal, multiple community organizations, and local residents. The plan was prepared in response to the dramatic growth Lady’s Island has experienced over the last two decades, resulting in traffic congestion, threats to natural resources, and a loss of local character. The plan, adopted by both the County and the City of Beaufort, is especially important given that a good deal of land on Lady’s Island, particularly within the Island’s main commercial corridor, is in the City of Beaufort’s jurisdiction

Success is dependent on commitment and coordinated implementation between the County and the City of Beaufort, particularly for a master planning effort for the Village Center area to leverage the public improvements proposed for Sea Island Parkway.



The Lady’s Island Plan sets out four common goals that are developed into several planning themes:

- Manage growth
- Create a Walkable Lady’s Island Center
- Strengthen Neighborhoods
- Manage Traffic Congestion
- Improve the Bicycle and Pedestrian System
- Require Adequate Public Infrastructure
- Improve Transparency in Decision Making

BASE MAP LEGEND

Greenprint Overlay

- Highest Priority for Conservation: Developable with Restrictions 2 (light green) and Least Developable (dark green, including Marshes and Wetlands)

⊞ Historic Districts

▭ Fishing Villages

— Palmetto Breeze Route

Place Type Overlays

- ⊞ Rural Crossroads
- ⊞ Hamlets
- ⊞ Villages
- ⊞ Towns
- ⊞ Cities
- Proposed Trolley Route
- Proposed Bus Route
- Existing Northern County Growth Boundary

Future Land Use

- Rural
- Rural Community
- Neighborhood/Mixed- Use
- Urban/Mixed-Use
- Community Commercial
- Regional Commercial
- Core Commercial
- Light Industrial
- Military

ST. HELENA ISLAND

St. Helena Island is one of Beaufort County’s greatest cultural and environmental assets and the people who live there want to ensure it remains that way. Planning for St. Helena must be a community-based process in order to protect the area’s unique Gullah / Geechee culture. Plans and programs must be developed carefully and thoughtfully so that the island way of life is maintained, while improving health, safety, and economic outcomes by ensuring the equitable delivery of community services.

Place Types have already been established, coinciding with logical places on the Island where people can gather, shop, eat, and recreate. Rural zoning also limits the nature, density, and type of development that can be considered. The Greenprint Overlay Map also supports the locations of the Place Types as well as the need to protect the natural environment and rural character. Opportunities do exist, so long as they are desired by the community, to better connect St. Helena with bike lanes, trails, greenways, water access points, and better bus service.

BASE MAP LEGEND

Greenprint Overlay

Highest Priority for Conservation: Developable with Restrictions 2 (light green) and Least Developable (dark green, including Marshes and Wetlands)

Historic Districts

Fishing Villages

Palmetto Breeze Route

Place Type Overlays

Rural Crossroads

Hamlets

Villages

Towns

Cities

Proposed Trolley Route

Proposed Bus Route

St. Helena Cultural Overlay

Existing Northern County Growth Boundary

Future Land Use

Rural

Rural Community

Neighborhood/Mixed- Use

Urban/Mixed-Use

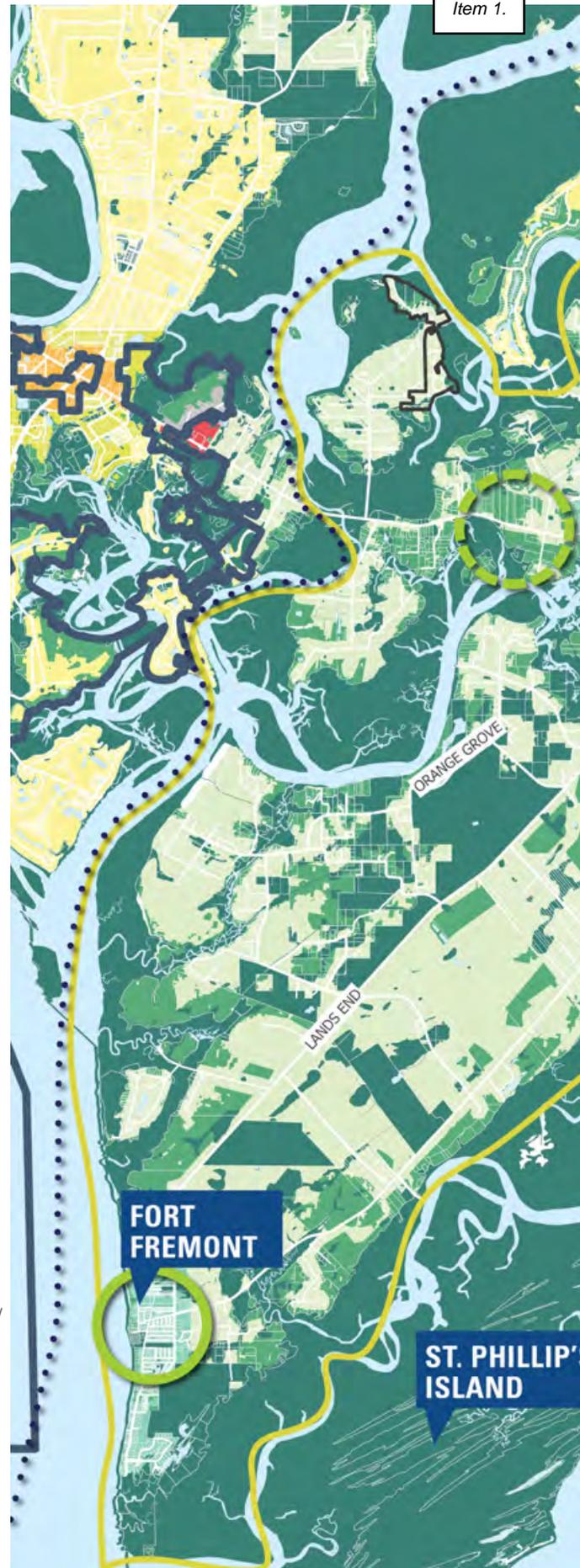
Community Commercial

Regional Commercial

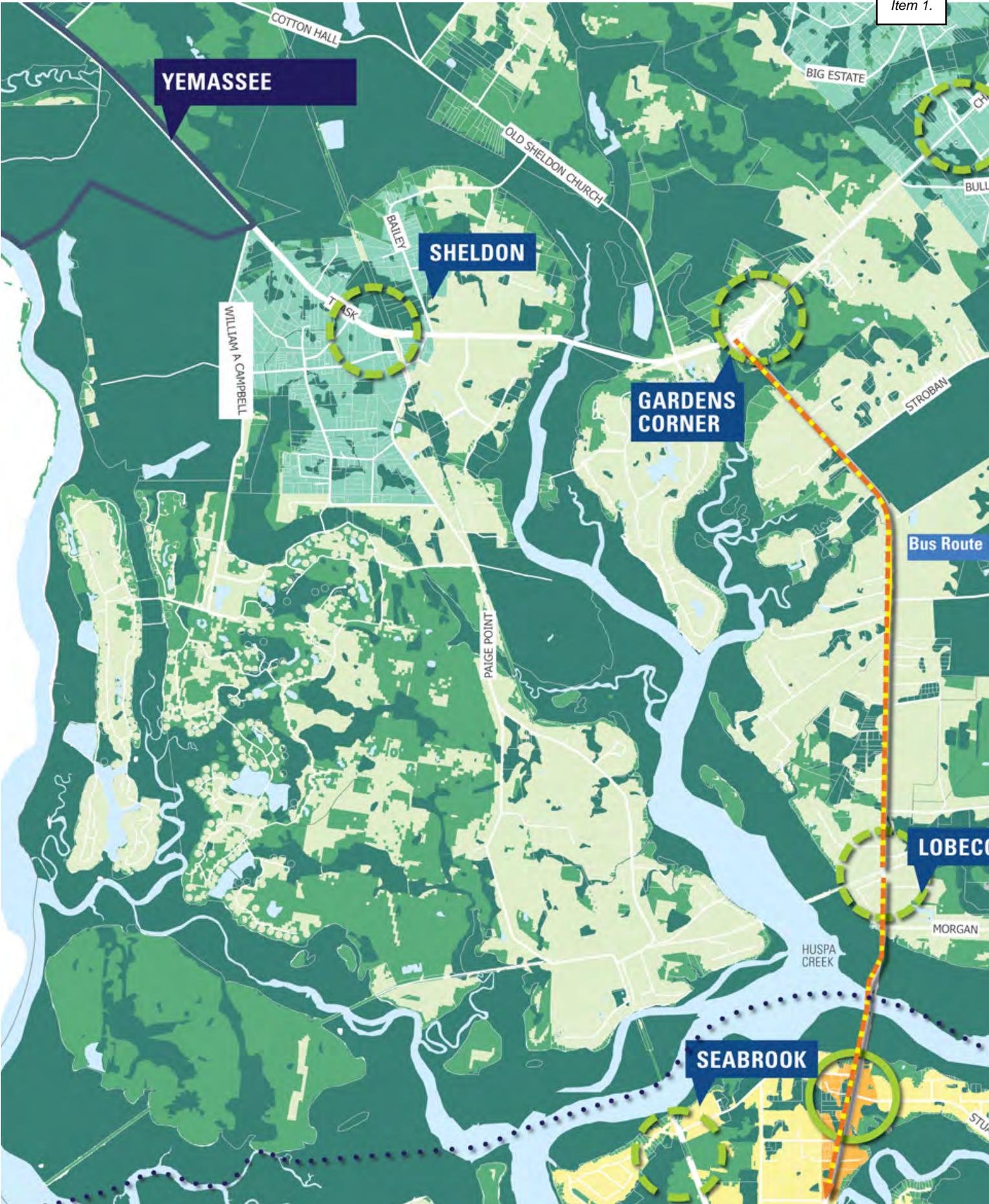
Core Commercial

Light Industrial

Military





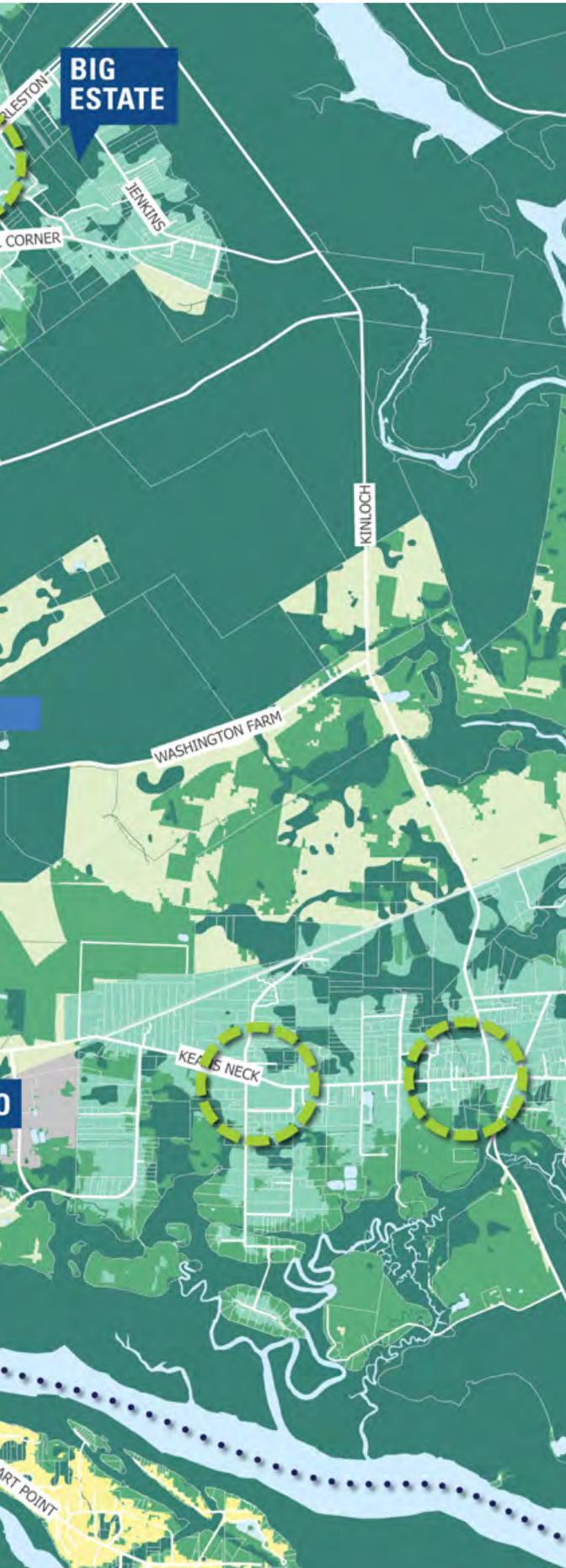


SHELDON, DALE, GARDENS CORNER & LOBECO

The northern portion of Beaufort County is intentionally rural. Conservation efforts, zoning protections, sewer agreements, and growth boundaries have been put in place to protect the area from sprawling development. These efforts were taken to further the vision local residents had developed for their community’s future.

Yet, as Yemassee expands and develops, coordination between the Town and County will be essential to protecting the character and natural resources of the Sheldon and Gardens Corner area. Working with the Town to establish an urban growth boundary is an important first step in developing a successful growth management strategy for the area.

Furthermore, while the vision for Northern Beaufort County is to maintain its rural character, it should be noted that the land area that support the Place Types are also suitable for development based on the Land Suitability Analysis.



BASE MAP LEGEND

- Greenprint Overlay**
- Highest Priority for Conservation: Developable with Restrictions 2 (light green) and Least Developable (dark green, including Marshes and Wetlands)
 - Historic Districts
 - Fishing Villages
 - Palmetto Breeze Route
- Place Type Overlays**
- | | | |
|---|--|--|
| Rural Crossroads | Towns | Proposed Trolley Route |
| Hamlets | Cities | Proposed Bus Route |
| Villages | | Existing Northern County Growth Boundary |
- Future Land Use**
- | | |
|---|---|
| Rural | Regional Commercial |
| Rural Community | Core Commercial |
| Neighborhood/Mixed- Use | Light Industrial |
| Urban/Mixed-Use | Military |
| Community Commercial | |

YEMASSEE

With the recent annexations of Cotton Hall and Tomotley Plantations, it is clear that the Town of Yemassee plays an important role in the future growth of the region of the county located north of US 17.

Establishing a growth boundary and shared land use vision between Beaufort County and the Town of Yemassee are key components to a successful growth management strategy that allows the Town to grow and thrive while protecting historic properties and valuable natural resources that make up the ACE Basin. This plan proposes establishing rural crossroads along US 17 that would allow compatible commercial development to serve local residents along with visitors travelling through the region. The plan also identifies land located between Cotton Hall Road and the county line that has direct rail access and close proximity to Interstate 95. This property is well suited for industrial development.

Finally, a shared vision should include building on the region’s natural and historic assets. This includes protecting the scenic qualities of Old Sheldon Church Road, improving public access to the water, protecting environmentally sensitive and historic properties in the ACE Basin.



BASE MAP LEGEND

Greenprint Overlay

Highest Priority for Conservation: Developable with Restrictions 2 (light green) and Least Developable (dark green, including Marshes, Wetlands and Preserved Lands)

Historic Districts

Fishing Villages

Palmetto Breeze Route

Place Type Overlays

Rural Crossroads

Hamlets

Villages

Towns

Cities

Proposed Trolley Route

Proposed Bus Route

Proposed Urban Growth Boundary

Future Land Use

Rural

Rural Community

Neighborhood/Mixed- Use

Urban/Mixed-Use

Community Commercial

Regional Commercial

Core Commercial

Light Industrial

Military





2040 ACTION PLAN PLAYBOOK



THE 2040 ACTION PLAN

The 2040 Comprehensive Plan, once adopted, establishes the vision and shared direction for County economic, social, cultural, and environmental actions. It will serve as the foundation on which future plans and policies are grounded. It will act as the County's "playbook" and be referred to regularly as each department establishes its work plans for the year. It will guide the County's budget and be a tool to communicate goals to residents and investors who seek to further quality of life and strengthen the standard of living of Beaufort County. The Comprehensive Plan should be a living document, "dog eared" due to constant use and added to regularly by successive County Councils through ongoing community outreach.

Consistency with State Requirements

A comprehensive plan is required by state law in all jurisdictions that have zoning. The comprehensive plan sets out a vision for the future, establishes goals, and recommends actions to achieve those goals. It links long range vision with local programs and policies.

The comprehensive plan informs County government activities to ensure Beaufort County maintains its high quality of life, unique landscape, access to nature, and Lowcountry aesthetic, and expands economic opportunities. When implemented, the comprehensive plan will enable the County to reap the rewards of its ongoing success and to build a community that attracts people to live, work, and play.

This plan looks out into the future 20 years. After five years, the plan should be reviewed and updated. Consistent with state statute requirements, the Beaufort Comprehensive Plan Update includes consideration for the nine required elements that must be addressed in the development of a Comprehensive Plan.

These include:

- Population and demographics
- Economic development, labor, and workforce
- Natural resources

- Cultural resources
- Community facilities; water, sewer, fire, EMS, education, etc.
- Housing inventory, condition, types, and affordability
- Future land use
- Transportation, improvements, efficiency, safety
- Priority investments, immediate & long term public needs

The Beaufort County Comprehensive Plan Update, however, is formatted differently than a traditional comprehensive plan to better recognize and articulate the natural interrelationship and synergies between the required elements described above. The format chosen for the Plan is based on holistic "themes", inspired by the American Planning Association (APA) in its Sustaining Places: Best Practices for Comprehensive Plans. By doing that, the state required elements listed above are woven into the goals, strategies and actions of the themes that were created for the Plan and within the chapters that were created for each theme and not divided into their own individual chapters like they usually are.

Steps to Initiate Implementation of the Plan

- Once adopted, display the Plan in a location where it is easily accessible for day to day use.
- Conduct necessary educational discussions and create alignment between Staff, Departments, Planning Commission and County Council with the recommendations of the Comprehensive Plan.
- Advance the Action Plan by creating work plans, schedules, and responsibilities.
- Coordinate the Plan with Capital Improvement Plans (CIP) and the Strategic Plan.
- Coordinate the Action Plan with existing plans and studies or ones currently being created.
- Identify “low-hanging fruit” to enable items to be more readily implemented to establish momentum.
- Regularly set priorities for short, medium, and long-term actions based on yearly financial capabilities, the emergence of opportunities and ongoing community support.
- Manage the execution of the Action Plan by establishing a single point of contact who will oversee its implementation and identify key leaders from every department to champion it.
- Establish a method to monitor the progress of the Plan including a “dash board” and adherence to metrics.
- Conduct an annual report to County Council on the ongoing progress on the Plan.
- Evaluate and appraise the Plan every 5 years as required.
- Use the vision, goals and strategies of the Comprehensive Plan to influence future planning efforts.
- Coordinate the Plan with regional jurisdictions, towns, cities and counties.

Priority Investment Element Actions

The Priority Investment Act (Act No. 31 of 2007) requires the “analysis of federal and state funding for public infrastructure that may be available” to support the expenditures needed to implement the Plan. The funding needs required for implementation will be determined and prioritized through the CIP process. As described below, there are many ways that the Actions of the Plan can and will be funded. The following list describes possible revenue sources, both existing and potential, for how items described in the Action Plan might be funded:

- Real and Personal Property Taxes
- County Sales Taxes
- Capital Project Sales Taxes (CPST)
- Local Option Sales Taxes (LOST)
- Vehicle Taxes
- Utility User Charges (rates)
- Stormwater Utility Fees
- Business License Fees
- Utility Impact and Connection Fees
- Fees In Lieu of Development (parks)
- Permitting Fees (building and development)
- Development Agreements
- Tax Increment Financing (TIF)
- Revenue and General Obligation Bonds
- State and Federal Grant Funding
- Hospitality and Accommodations Tax

Implementing and Updating the 2040 Comprehensive Plan

The Comprehensive Plan Update, as well as the Action Plan located within it, should be viewed as a high-level document that provides broad guidance. It is not intended to be a rigid prescription for how to accomplish the vision or each goal or strategy. It is also a long term plan that will span several election and economic cycles. To this end, it allows those in charge of its implementation to determine the most appropriate courses of action to achieve its implementation, based on current best practices, staffing, funding, the nature of the task and current conditions. As to be expected, given their complexity, many of the goals and strategies of the Plan will require additional actions, prioritization, planning, community involvement, and funding, as well as ongoing review and evaluation.

The Comprehensive Plan will be reviewed at least every five years and updated at least every ten years as required. When the County conducts a review or update to the Plan, it will evaluate the need to update any or all of the required elements of the Plan, based on conditions at the time. To the extent the review necessitates an amendment to the Priority Investment Element or the other relevant elements of the Plan, the County will coordinate with adjacent and relevant jurisdictions and agencies, as required by the [South Carolina Planning Enabling Act](#).

The Action Plan

The Action Plan describes essential items to be acted upon and provides the Planning Commission and County Council a guide for future funding, planning and investment. The Action Plan focuses on tasks, derived from the process, that can chart a positive course for the County's future. Its plans and policies, near mid and long-term actions, and the identification of departmental responsibilities. It establishes the initial "Playbook" to follow to achieve the vision of the Plan. The following pages provide the actions that are being committed to for each Theme as part of the Action Plan of the 2040 Comprehensive Plan.

COORDINATION WITH THE CIP

By implementing the Comprehensive Plan in coordination with its Capital Improvement Plan (CIP) and the County Council Strategic Plan– the County will maintain alignment around prioritizing investment and expenditures, land use and growth management policies, economic development strategies, housing policies, delivery of services, infrastructure development, shared commitment and focus, as well as compatibility between the County's growth policies and those of the region, the Council of Government, and other units of local government and agencies with whom coordination is important.

COORDINATION WITH COUNTY COUNCIL STRATEGIC PLAN

The Comprehensive Plan should also be the inspiration for the Strategic Plan created annually by County Council, so that all three items – the Comprehensive Plan, the CIP and the Strategic Plan are working together to guide the County's actions, expenditures and priorities. In that respect, the Strategic Plan should be the tool that prioritizes the actions of the Comprehensive Plan each time one is created.

COORDINATION WITH OTHER PLANNING DOCUMENTS

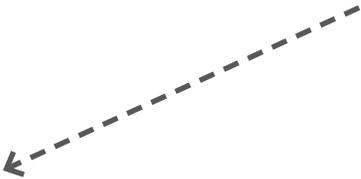
BEAUFORT COUNTY ATLAS

A living document in a simple template that can be updated over time. The starting reference point for current and future Beaufort County planning projects.



PEOPLE OF BEAUFORT COUNTY

↑ County Comprehensive Plan references County Atlas.



BEAUFORT COUNTY COMPREHENSIVE PLAN

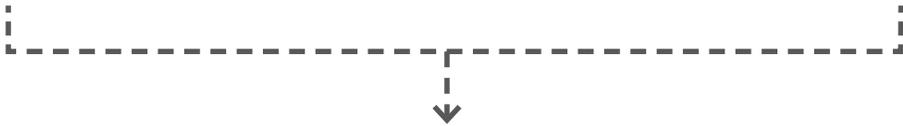
A simple and visual comprehensive plan update with succinct analysis and concrete recommendations organized by theme.

County Comprehensive Plan and Green Print Plan reference each other.



GREENPRINT PLAN

A simple and visual Green Print Plan update with succinct analysis and concrete recommendations organized by theme.



MUNICIPAL COMP PLANS

PARKS AND RECREATION PLANS

SOUTHERN LOWCOUNTY ORDINANCE AND DESIGN MANUAL

TRANSPORTATION PLANS



2040 ACTION PLAN: NATURAL ENVIRONMENT

NE 1.1. Monitor effectiveness of existing ordinances and programs and update as necessary to protect water quality and natural resources.

NE 1.2. Seek referendums on additional funding for the Rural and Critical Lands Preservation Program every four years.

NE 1.3. Require new developments and encourage existing developments to adopt a tree management plan.

NE 1.4. Support Port Royal Sound Foundation’s application to the EPA’s National Estuary Program. Seek partnership with Port Royal Sound Foundation to monitor water quality and provide educational opportunities for the community about the importance of keeping our waterways healthy.

NE 1.5. Evaluate the time period that a property owner must wait after clear cutting property before applying for a development permit.

INVESTMENT

Medium

Low

High

Medium

Low

TIMING

3-6
years

Ongoing

1-3
Years

1-3
Years

1-3
Years

ENTITY

OCRM; Beaufort County Stormwater Utility, Water Quality Monitoring Program; County Planning & Zoning Department

County Council, Natural Resources Committee; Beaufort County Open Land Trust

County Planning & Zoning Department

Port Royal Sound Foundation; Beaufort County Stormwater Utility, Water Quality Monitoring Program; County Council

County Planning and Zoning

NE 2.1.

Provide critical environmental systems maps on the County website.

NE 2.2.

Update environmental systems mapping (five-year cycle) to reflect ongoing research and actual conditions of flooding and sea level rise.

NE 3.1.

Install and monitor tidal gauges at several locations in Beaufort County to provide a thorough representation of tidal activity across the county.

NE 3.2.

Install groundwater monitoring wells at various locations including agricultural areas and low-lying communities that rely on septic systems.

NE 3.3.

Adopt comprehensive water plans for vulnerable areas of the County by studying and analyzing how stormwater, sea level rise, and storm surge interact in an area determined by geographic and geological conditions.

Medium	Medium	High	High	High
1-3 Years	Ongoing	1-3 Years	1-3 Years	3-6 Years
County Planning & Zoning Department; County Floodplain Manager; SC Sea Grant Consortium; GIS Department	County Planning & Zoning Department; County Floodplain Manager; SC Sea Grant Consortium; GIS Department	DNR; NOAA; SC Sea Grant Consortium; LCOG; US DOD	DHEC, USGS	DHEC; USGS; County Planning & Zoning Department

2040 ACTION PLAN: NATURAL ENVIRONMENT

NE 3.4. Engage residents in the Community Collaborative Rain, Hail, and Snow Network (CoCoRaHS) program through collaboration with the Office of the State Climatologist and the National Weather Service.

NE 4.1. Adopt a coastal resilience overlay district to require notification prior to real estate closings of the vulnerability of property to coastal flooding in low lying areas.

NE 4.2. Adopt additional feet of freeboard above BFE as well as uniform policies for adjacent properties outside the flood area.

NE 4.3. Review the County’s Community Rating Service (CRS) program and make changes to regulations and programs as appropriate with the goal of improving the County’s CRS rating. Every improvement in the CRS rating saves flood policy holders 5% in premiums.

INVESTMENT	Low	Low	Low	Medium
TIMING	Ongoing	1-3 years	1-3 years	3-6 years
ENTITY	DNR; Beaufort County Floodplain Manager	County Planning & Zoning Department	County Planning & Zoning Department	County Planning & Zoning Department; County Floodplain Manager

NE 5.1. Develop a flood, sea level rise, and climate change roadshow program to connect with community groups, homeowners' associations, professional organizations not already served by existing programs, and other similar organizations for community outreach and education.

NE 5.2. Maintain an ongoing collaborative working group, similar to the Sea Level Rise Task Force, for discussions and feedback involving recommendations and other proactive activities related to sea level rise and resilience.

NE 5.3. Hire a Resilience Officer to oversee hazard mitigation planning in the county, including, but not limited to, assisting vulnerable communities, applying for grants, creating outreach education programs, and continually assessing hazard risks and creating policies to mitigate them.

NE 6.1. Develop a county- level website that houses Beaufort County specific flooding and sea level rise information, including housing reports, outreach materials, the GIS portal that has sea level rise mapping, and other data sources. This website can potentially count as Community Rating System outreach credit if National Flood Insurance Program information is included.

Low	Low	High	Medium
3-6 years	Ongoing	1-3 years	1-3 years
County Floodplain Manager; Port Royal Sound Foundation; Gullah/Geechee Sustainability Think Tank; SC Sea Grant Consortium	County Planning & Zoning Department; County Floodplain Manager; SC Sea Grant Consortium; municipalities	County Council	County Planning & Zoning Department; County Floodplain Manager; County Public Works Department; GIS Department

2040 ACTION PLAN: CULTURE

C 1.1. Improve access to the water at Fort Frederick, Jenkins Creek Boat Landing, and Station Creek Boat Landing..

C 1.2. Develop a comprehensive study of Beaufort County’s boating needs. Develop a list of improvements necessary to accommodate existing and future requirements..

C 1.3. Build a kayak launch at Fort Frederick and develop a blueway trail on the Beaufort River and associated creeks.

C 2.1. Partner with the Town of Hilton Head Island to plan and implement the Historic Mitchelville Freedom Park.

INVESTMENT

High

Medium

High

Low

TIMING

1-3
Years

1-3
Years

3-6
Years

3-6
Years

ENTITY

County Public Works Department; County Passive Parks Manager; County Capital Projects Department

County Planning & Zoning Department; Beaufort Sail & Power Squadron; Gullah/Geechee Fishing Association; municipalities

County Planning & Zoning Department; County Capital Projects Department; County Passive Parks Manager

County Planning & Zoning Department; County Capital Projects Department; Town of HHI; County Passive Parks Manager



C 2.2. In partnership with community members, including the Gullah/Geechee Sea Island Coalition and the St. Helena Island Cultural Protection Overlay District Committee, conduct a baseline cultural resource inventory and vulnerability assessment of buildings, archaeological sites, traditionally used roads, waterways, water access points, fishing areas, burial sites, and sacred grounds to inform protection and stewardship practices for Gullah/ Geechee communities.

C 3.1. . Update the Beaufort County Above Ground Historic Resources Survey.

C 4.1. Use the Rural and Critical Land Preservation Program to promote active agriculture and the preservation of agricultural lands, and continue to target the purchase of development rights on active agricultural lands. See the Rural and Critical Land Preservation Program to promote active agriculture and the preservation of agricultural lands, and continue to target the purchase of development rights on active agricultural lands.

Medium

Medium

Low

3-6
Years

3-6
Years

Ongoing

County Planning & Zoning Department; Gullah/Geechee Sea Island Coalition; Gullah Geechee Cultural Heritage Corridor

County Planning & Zoning Department

County Planning & Zoning Department; Beaufort County Open Land Trust; Rural and Critical Lands Preservation Board; Clemson Cooperative Extension

2040 ACTION PLAN: CULTURE

C 5.1. In conjunction with Clemson Extension, create a website with information on locally grown produce, and retail and restaurants using locally sourced food. The web site should promote organizations that advocate local foods such as Lowcountry Local First and Fresh on the Menu..

C 6.1. Periodically evaluate Beaufort County’s rural land use policies, including family compound uses, to determine that they are accomplishing the policy goals of preserving the rural landscape and way of life, and that they are fair and equitable to local residents and property owners.

C 6.2. Develop a brochure designed to help small rural landowners understand how to subdivide and transfer land. The brochure should explain family compounds, policies for small rural landowners, home occupation and home business provisions, cottage industry provision, resources for heirs’ property, etc..

INVESTMENT	Low	Low	Low
TIMING	Ongoing	1-3 Years	Ongoing
ENTITY	County Planning & Zoning Department; Clemson Extension	County Planning & Zoning Department; Planning Commission	County Planning & Zoning Department

2040 ACTION PLAN: ECONOMY

E 1.1. Seek partnership with Port Royal Sound Foundation to educate the community about the Port Royal Sound as a critical economic driver for the community and the importance of keeping it healthy.

E 2.1. Continue to partner with the Marine Corps to preserve open space around MCAS to protect the facility from undesirable encroachment. This partnership expands the County’s efforts to preserve rural and critical land while ensuring the ability of MCAS to remain militarily viable and vital to the national defense.”

E 2.2. Implement transfer of development rights program to compensate affected property owners within the MCAS Airport Overlay District.

C 2.3. Support implementation of the recommendations of the Military Installation Resilience Review being conducted for the County’s military facilities.

Low	Low	Medium	Low
Ongoing	Ongoing	3-6 Years	1-3 Years
Port Royal Sound Foundation, School District, Chamber of Commerce	County Planning & Zoning Department; BC Open Land Trust; Rural and Critical Lands Preservation Board; Marine Corps	County Planning & Zoning Department	County Planning & Zoning Department; Northern Regional Plan Implementation Committee; County Council; City of Beaufort; Town of Port Royal

2040 ACTION PLAN: ECONOMY

C 3.1. Provide the Beaufort County Economic Development Corporation with a list of properties meeting locational requirements for office and light industrial uses on a regular basis..

E 3.2. Purchase approximately 30 acres in 3 or 6 acre tranches in each local jurisdiction within Beaufort County through the Beaufort County Economic Development Corporation, to provide ample spaces for companies wishing to expand or move to Beaufort County..

E 4.1. Provide more flexibility in commercial zoning districts to permit smaller non-retail commercial uses such as small assembly facilities and light industrial operations, or contractor’s offices that do not adversely impact surrounding retail uses..

INVESTMENT	High	Low	Low
TIMING	Ongoing	6-10 Years	3-6 Years
ENTITY	County Planning & Zoning Department	County Council; Beaufort County Economic Development Corporation	County Planning & Zoning Department

E 4.2. Create incentives, such as an accelerated building permit process, height and density bonuses and fee reductions and waivers, for commercial and industrial projects that intend to meet either LEED or Energy Star standards.

E 5.1. Target land purchases to incentivize the location of new employers in walkable mixed-use communities such as Buckwalter Place.

Medium	High
3-6 Years	6-10 Years
County Planning & Zoning Department; Beaufort County Economic Development Corporation	Beaufort County Economic Development Corporation

2040 ACTION PLAN: MOBILITY

M 1.1. Formally adopt a Complete Streets policy that requires all streets to be planned, designed, operated, and maintained to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities. All future transportation projects should adhere to the Complete Streets policy in an appropriate urban, suburban, or rural context.

M 1.2. Prepare corridor master plans so that major arterial and state highways can evolve into complete streets.

M 2.1. Develop a funding strategy and implement the transportation projects in the 10-year Capital Improvements Program..

M 2.2. Update impact fees every five years to insure that future development is paying for its impact on the transportation network.

INVESTMENT

Low

High

High

Medium

TIMING

1-3
Years

3-6
Years

6-10
Years

Ongoing

ENTITY

County Planning &
Zoning Department;
County Capital
Projects Department;
SCDOT

County Planning
& Zoning
Department;
County Capital
Projects
Department;
SCDOT

County Planning
& Zoning
Department;
County Capital
Projects
Department;
County Council
Finance
Committee

County Capital
Projects
Department;
County Council

M 2.3. Place an initiative on the 2022 ballot to reimpose a 1% capital project sales tax to fund transportation improvements that includes roads and multi-use pathways. Establish a regular schedule for future referendums.

M 2.4. Include needed transportation improvements in the LATS Long Range Transportation Plan to insure maximum utilization of Guidesshare funding for county transportation projects.

M 5.1. Complete the Spanish Moss Trail and make continuous progress on the greenway, trail, sidewalk, and bicycle lane projects..

M 5.2. Dedicate a staff position to plan and implement bicycle and pedestrian facilities.

Medium	Low	High	Medium
1-3 Years	1-3 Years	6-10 Years	1-3 Years
County Capital Projects Department; County Council; County Transportation Committee; LCOG; municipalities	County Planning & Zoning Department; County Capital Projects Department	County Planning & Zoning Department; County Capital Projects Department; City of Beaufort; Town of Port Royal; Friends of the Spanish Moss Trail	County Council

2040 ACTION PLAN: MOBILITY

M 5.3. Develop a funding strategy and implement the bicycle and pedestrian projects in the 10-year Capital Improvements Program..

M 5.4. Adopt “Beaufort County Connects 2021”, the Bicycle/Pedestrian Plan for the County.

M 6.1. Increase the numbers of park and ride locations along major transportation routes that connect employees with their jobs.

M 6.2. Promote the use of transit to reduce seasonal and local traffic and provide opportunities for employees to access job opportunities

INVESTMENT	High	Low	High	Low
TIMING	6-10 Years	1-3 Years	6-10 Years	Ongoing
ENTITY	ts Department; County Engineering Department; Bike/Ped Task Force; County Planning & Zoning Department	County Council; Municipalities	County Capital Projects Department; Palmetto Breeze	County Council; Palmetto Breeze; Chambers of Commerce (Beaufort, Bluffton, and Hilton Head)

M 6.3. Support Palmetto Breeze’s efforts to establish a fixed-route bus service between Hilton Head Island and Bluffton and in the Beaufort/Port Royal area. Consider adding stops in the Sheldon/Seabrook areas.

M 6.3. Incentivize “transit- ready” development projects that cluster moderate to high density residential development, retail, services and employment centers within walking distance of transit stops.

M7.1 Implement the recommendations from the 2010 Airport Layout Plan and Master Plan for the Hilton Head Island Airport.

M 7.2. Implement the recommendations from the 2014 Airport Layout Plan for the Beaufort Executive Airport..

High	High	High	High
3-6 Years	3-6 Years	6-10 Years	6-10 Years
County Council; Palmetto Breeze; Chambers of Commerce (Beaufort, Bluffton, Hilton Head, Port Royal, Yemassee)	County Planning & Zoning Department	County Airports Department; Airports Board; Town of Hilton Head; County Council	County Airports Department; Airports Board; City of Beaufort; County Council

2040 ACTION PLAN: HOUSING

H 1.1. Create affordable housing location criteria and weighting to refine affordable housing location mapping included in the Comprehensive Plan. Update every five years.

H 2.1. Work to eliminate barriers to developing affordable and workforce housing by periodically evaluating and updating the Community Development Code.

H 2.2. Expand on the existing density bonuses in the Community Development Code to incentivize the creation of affordable housing by the private sector. Consider expanding the required affordability period beyond 25 years.

H 3.1. In cooperation with local municipalities and Jasper County, create a Regional Affordable Housing Trust Fund and provide annual funding to support affordable housing needs in the Lowcountry.

INVESTMENT	Medium	Medium	High	High
TIMING	Ongoing	1-3 years	1-3 years	3-6 years
ENTITY	County Planning & Zoning Department; Human Services Department; County Housing Coordinator	County Planning & Zoning Department; Human Services Department; County Housing Coordinator; Area Homebuilders Associations	County Planning & Zoning Department; County Housing Coordinator; Area Home Builders Associations	County Planning & Zoning Department; Human Services Department, County Housing Coordinator; local municipalities; Jasper County

H 3.2. Consider establishing an Affordable Housing Land Trust to acquire and hold land. The land is leased to others to build affordable units, with the land remaining in ownership of the trust.

H 3.3. Hire a housing coordinator for Beaufort County to implement the policies of this plan.

H 3.4. Seek funding through the Home Investment Partnership Program (HOME) and the Community Development Block Grant (CDBG) Program to rehabilitate substandard housing and create new affordable housing.

H 3.5. Consider prohibiting short term rentals as the primary use of the property in certain residential zones; i.e., only permit short term rentals in conjunction with 4% properties.

H 3.6. Review zoning districts to determine if appropriate opportunities exist to incorporate more “missing middle housing.”

High	High	Medium	Low	Low
3-6 years	1-3 Years	Ongoing	1-3 Years	1-3 years
County Planning & Zoning Department; Human Services Department, County Housing Coordinator; local municipalities	County Council	Human Services Department; County Housing Coordinator; County Council; LCOG	County Planning & Zoning Department; County Council	County Planning & Zoning Department; Area Home Builders Associations

2040 ACTION PLAN: COMMUNITY FACILITIES

CF 1.1. Map and analyze locations of existing vulnerable critical infrastructure using projected future conditions. This includes developing an inventory of low-lying public facilities and critical infrastructure, including roads, sewer, water, public buildings, and stormwater infrastructure.

CF 1.2. Develop policies that require the design and location of future capital improvements and critical infrastructure to account for projected sea level rise and lifespan of structure.

CF 2.1. Conduct an energy audit for all County facilities (existing, undergoing renovation, and under design). The County should consider entering into an energy performance contract with an Energy Service Company to perform the audit and implement the improvements.

CF 2.2. Install electric vehicle charging stations at every Council facility that houses a sizeable workforce or has high public visitation.

INVESTMENT

High

Medium

High

High

TIMING

1-3
years

1-3
years

1-3
years

3-6
years

ENTITY

County Planning & Zoning Department; County Floodplain Manager; Stormwater Department

County Planning & Zoning Department; County Floodplain Manager; County Capital Projects

County Facility Management Department

County Facility Management Department; County Public Works Department

CF 3.1. Adopt county-wide policies that limit residential density for developments that are not served by public sewer.

CF 3.2. . Work with BJWSA to identify and prioritize areas with the highest concentration of on-lot septic systems for connection to sewer if these neighborhoods are within urbanized areas or within designated growth boundaries.

CF 4.1. Install trash compacting equipment to increase the efficiency and capacity of County high usage convenience centers.

CF 4.2. Design and implement a plan for sustainable waste removal and disposal for the County, including multiple disposal alternatives, like various recycling streams and composting.

Low	High	High	Medium
1-3 years	6-10 years	3-6 years	1-3 years
County Planning & Zoning Department; County Council	County Planning & Zoning Department; DHEC; BJWSA	County Solid Waste and Recycle Department	County Solid Waste and Recycle Department

2040 ACTION PLAN: COMMUNITY FACILITIES

CF 5.1. Review and update library Impact Fees every five years.

CF 5.2. Renovate and repair the Beaufort, Hilton Head Island, Lobeco, and Bluffton library facilities to meet current operational needs.

C 5.3. Develop two additional library facilities: one 12,000 - 15,000 square foot facility in the Okatie area, and one 3,000 - 5,000 square foot facility at Burton Wells Park..

CF 6.1. Establish “Safe Routes to Schools” standards and routing plans, consistent with recommendations of Bike and Pedestrian Task Force, that require a strong pedestrian orientation in residential areas so that pedestrian ways are available for children to safely walk to school.

INVESTMENT	Medium	High	High	High
TIMING	Ongoing	3-6 years	6-10 years	3-6 years
ENTITY	County Council, County Capital Projects Department, Beaufort County Library	County Capital Projects Department; County Facility Management Department; Beaufort County Library	County Capital Projects Department; County Facility Management Department; Beaufort County Library	County Planning & Zoning Department; Bike/Ped Task Force; Beaufort County Schools

CF 6.2. Adopt school impact fees for Southern Beaufort County.

CF 7.1. Renovate the existing Emergency Medical Services (EMS) headquarters on Depot Road to meet the needs of the administration for parking, training and storage. The facility's design, circulation, and security measures need to be context sensitive to the adjacent Spanish Moss Trail.

CF 7.2. Expand or replace the EMS station located at the shared Bluffton Fire District Station on William Pope Drive near Sun City to adequately accommodate EMS's personnel and operational space needs.

CF 7.3. Construct either an extension to the existing Detention Center facility or a new facility to accommodate anticipated operational demand. The facility needs to house specific special populations such as

inmates with addiction or mental health issues. The operational costs of an additional facility should be studied to determine if a true benefit would be derived from adding to the existing facility or constructing a new one..

Low	High	High	High
1-3 years	3-6 years	3-6 years	6-10 years
County Planning & Zoning Department; County Capital Projects Department; Beaufort County Schools	County Capital Projects Department; County Facility Management Department; Beaufort County Emergency Medical Services	County Capital Projects Department; County Facility Management Department; Beaufort County Emergency Medical Services	County Capital Projects Department; County Facility Management Department; Beaufort County Detention Center

2040 ACTION PLAN: COMMUNITY FACILITIES

CF 7.4. Construct a new Law Enforcement Center to ensure that there is adequate space to house existing and future law enforcement personnel.

CF 7.5. Build an appropriate facility to house the Emergency Management Department within or attached to the proposed Law Enforcement Center.

CF 7.6. Work with BJWSA to provide additional fire hydrants on Warsaw Island, extending and replacing lines as necessary. Apply for grant funding as appropriate, including CDBG. Identify other rural areas where lack of fire hydrants or water supply pose safety concerns. Request that BJWSA include water service improvements in rural areas in their CIP. Act on the recommendations of the Parks and Recreation Master Plan according to the prioritization and timeline outlined in the document.

INVESTMENT

High

High

High

TIMING

6-10
years

6-10
years

3-6
years

ENTITY

County Capital Projects Department; County Facility Management Department; Beaufort County Sheriff's Department

County Capital Projects Department; County Facility Management Department; Beaufort County Sheriff's Department; Beaufort County Emergency Management Services

BJWSA; DHEC; Lady's Island/St. Helena Fire District Commission; Burton Fire District Commission



CF 7.7. Work with BJWSA to install water lines and fire hydrants on Seabrook Road and Stuart Point Road on Port Royal Island. Apply for grant funding as appropriate, including CDBG.

CF 8.1. Create a Parks and Recreation Master Plan that establishes acceptable metrics for accessibility and programming. Ensure public participation from all areas of the County and segments of the community in the planning effort.

CF 8.2. Implement the recommendations of the Parks and Recreation Master Plan according to the prioritization and timeline outlined in the document.

CF 8.3. Maintain a passive parks manager position to oversee the development of passive parks on Rural and Critical Land Preservation properties. Actively pursue the development of passive parks.

High	High	High	Low
3-6 years	1-3 years	6-10 years	Ongoing
BJWSA; DHEC; Burton Fire District Commission; LCOG	County Planning & Zoning Department; County Parks and Recreation Department	County Planning & Zoning Department; County Parks and Recreation Department; County Council	County Planning & Zoning Department; Rural and Critical Lands Preservation Board

2040 ACTION PLAN: BUILT ENVIRONMENT

BE 1.1. Regularly inventory platted vacant lots in existing PUDs and subdivisions, and create an inventory of lots ideal for infill development.

BE 1.2. Formalize a regional planning program between Beaufort County, Jasper County, and the City of Hardeeville that recognizes the mutual benefit of coordinated planning along jurisdictional boundaries.

BE 1.3. Develop a SC 170 Area Plan in conjunction with the City of Hardeeville and Jasper County that defines a growth framework for the corridor and addresses issues of joint concern such as transportation and environmental protection.

INVESTMENT

Medium

High

High

TIMING

Ongoing

3-6
years

3-6
years

ENTITY

County Planning & Zoning Department

County Planning & Zoning Department; County Council; Jasper County; City of Hardeeville

County Planning & Zoning Department; County Council; Jasper County Planning & Building Department; City of Hardeeville Planning & Development Department, LATS

BE 1.4. Work with the Town of Yemassee to develop a consistent growth management strategy for the area of the County north of US 17. The strategy should include a mutually agreed upon growth boundary.

BE 2.1. Update the Greenprint Plan every five years.

BE 3.1. Reevaluate the effectiveness of existing place-making implementation tools such as the Place Type Overlay District in the Community Development Code, and make revisions as necessary.

BE 3.2. Initiate a prototype community-based Place Type implementation plan that involves property owners, business owners, and other stakeholders to serve as a vision for other areas of the county where walkable urbanism is appropriate.

Medium	High	High	High
1-3 years	Ongoing	1-3 years	3-6 years
County Planning & Zoning Department, County Council, Yemassee Town Council, Yemassee Planning	County Planning & Zoning Department; Rural and Critical Lands Preservation Board	County Planning & Zoning Department; Planning Commission	County Planning & Zoning Department; Planning Commission

2040 ACTION PLAN: ST. HELENA ISLAND

Reevaluate the CPO District by assessing whether additional land use restrictions are necessary to meet the intent of the district. Consider the addition of specific design standards that reinforce historic Gullah/Geechee development patterns and character.” Include diverse representation on the steering committee that may be formed to guide the process. Ensure public input from all segments of the community.

In partnership with the Sea Level Rise Task Force, commission a comprehensive water study and plan for St. Helena Island that considers stormwater, sea level rise, and storm surge to better define the risks posed by climate change and new development and recommend strategies to protect against these threats. This study should be aligned with County-wide Gullah/Geechee cultural inventory and vulnerability assessments.

Support nonprofit organizations, such as the Center for Heirs’ Property Preservation and PAFEN, with expertise in resolving heirs’ property issues. Encourage establishment of local offices in Northern Beaufort County and expansion of their programs throughout the County. Consider partnering with the municipalities to provide support for these groups by applying for grant funds, Accommodations Tax and Hospitality Tax Revenues (if appropriate), and local funds to expand efforts in the area.

INVESTMENT

Medium

High

Medium

TIMING

1-3
years

3-6
years

Ongoing

ENTITY

County Planning & Zoning Department; St. Helena Island Cultural Protection Overlay (CPO) District Committee; Gullah/Geechee Sea Island Coalition

County Planning & Zoning Department; DHEC; DNR; Gullah/Geechee Sea Island Coalition; Sea Level Rise Task Force

Municipalities; Center for Heirs’ Property Preservation; PAFEN; County Council; Gullah/Geechee Sea Island Coalition

Consider prohibiting Mining/Resource Extraction within the Cultural Protection Overlay zone and revising conditions for Mining in the CDC to require a spacing requirement for mines and that the presence of Prime Farmland as defined by the USDA be considered in the decision to approve a permit for mining.

Ensure that St. Helena residents are included in the planning process for the Parks and Recreation Master Plan. Consider equity issues in development of that plan.

Assess the condition of existing recreation facilities on St. Helena Island. Develop plans for improvements and add funding costs to CIP. Apply for grant funding for improvements as appropriate.

Review recreation programs on St. Helena Island. Ensure that programs are addressing community needs and that programs are expanded beyond pre-pandemic levels.

Low	Low	High	Medium
1-3 years	1-3 years	3-6 years	1-3 years
County Planning & Zoning Department	County Parks and Recreation Department; County Public Information Officer; Gullah/Geechee Sea Island Coalition	County Parks and Recreation Department; County Planning & Zoning Department; County Capital Projects Department	County Parks and Recreation Department

2040 ACTION PLAN: ST. HELENA ISLAND

Work with Penn Center to develop an MOU and lease agreement in order for the County to take a more active role in maintaining MLK Park on St. Helena Island and including applying for grants for park improvements.

Work with DOT to address road and drainage conditions on state-owned roads on St. Helena Island.

Ask residents to develop a specific list of areas (addresses) where drainage is an issue. Have these areas assessed by the Stormwater Utility Board and projects developed as appropriate to address concerns. Consider grant funding, including CDBG and EPA, for projects.

INVESTMENT

High

High

Medium

TIMING

1-3
years

3-6
years

1-3
years

ENTITY

Penn Center; County Parks and Recreation Department

SCDOT; County Public Works Department

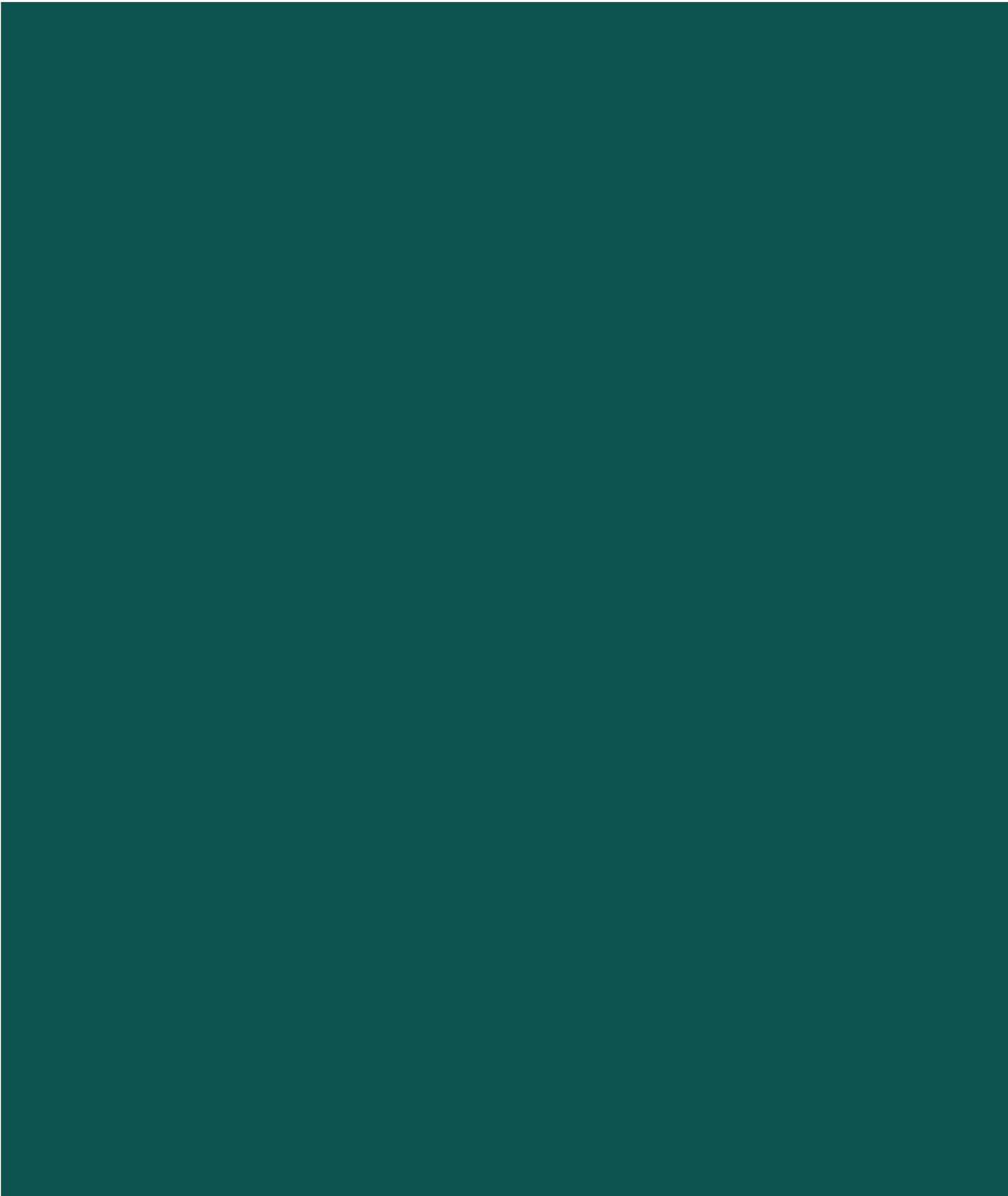
County Stormwater Department; Stormwater Utility Board

Develop a strategy to permanently address maintenance and safety improvements to “legacy roads” and private roads serving low-and moderate-income property owners. Consider grant programs and public service projects to address immediate maintenance needs.

High

3-6
years

County Public Works
Department; County
Engineering Department;
County Transportation
Committee



CAPITAL IMPROVEMENT PLAN

Beaufort County's Capital Improvement Plan (CIP) was developed by the Capital Projects Department collaborating with various departments County-wide to establish a complete list of capital needs. The plan was designed to identify major, infrequent, and nonrecurring projects over a 10-year period to include improvements to new and existing infrastructure along with maintenance of existing assets. The plan will be utilized to implement a capital improvement budget with development of the operating budget. County Council and staff will review the program, its direction, progress, and financing requirements on an annual basis.

The CIP is a living, breathing document. It is intended to be a guiding document to help program funding in a systematic approach. Different levels of funding are required for different stages of the project. The plan provides a holistic look of funding needs in the foreseeable future such that the Finance Department can implement the funding mechanisms needed for the right amount, at the right time, to successfully deliver the projects for Beaufort County. A successful plan not only provides a guide map but ensures the most efficient use of resources.

The Comprehensive Plan is updated every 10 years. It is Beaufort County's intent to update the Capital Improvement Plan every 5 years. This will allow the County to review the plan and assess whether projects are completed, new projects are warranted, and if projects need to be changed in scope or cost. Adjustments will be made on an annual basis to account for project development.

	Location	Estimated Cost
ADMINISTRATIVE OFFICE SPACE		
New Arthur Horne Building	100 Ribaut Road Beaufort, SC 29902	\$ 6,000,000
Renovate New Arthur Horne Building	100 Ribaut Road Beaufort, SC 29902	\$ 6,000,000
New Administrative Building - North	100 Ribaut Road Beaufort, SC 29902	\$ 50,000,000
New Administrative Building - South	4819 Bluffton Pkwy Bluffton, SC 29910	\$ 11,000,000
Renovate Existing Myrtle Park	4820 Bluffton Pkwy Bluffton, SC 29910	\$ 5,000,000
Hilton Head Island Government Building Renovation	539 William Hilton Pkwy Hton Head Island, SC 29925	\$ 2,000,000
New Public Works Facility - Shanklin Road	120 Shanklin Road Beaufort, SC 29906	\$ 16,000,000
New Public Works Camp - St. Helena	25 Langford Road, St. Helena SC 29920 (former waterslide park)	\$ 250,000
Beaufort County Health Center Renovation	601 Wilmington Street Beaufort, SC 29902	\$ 370,000
Lowcountry DHEC Office Renovation	1407 King Street Beaufort, SC 29902	\$ 590,000
Daufuskie Island Renovation of Store and New Restrooms		\$ 335,000
Pool Improvements - Energy Conservation and Saltwater Conversion	Various Locations	\$ 570,000
Sheriff Office DNA Laboratory Addition		
Records Management Building Expansion	113 Industrial Village Rd. BIV #5	\$ 1,925,000
Warehouse Expansion		
Construction of 7,000 sf addition to the RM Warehouse (estimate \$250/ft ² and \$175,000 FFE)		
Specialized Equipment Replace Archive Writer		\$ 25,000
Voters Registration and Elections Building	113 Industrial Village Rd. BIV #4	
Additional Warehouse Space	John Galt Road	\$ 300,000
Additional Parking for Voters	John Galt Road	\$ 300,000
Human Services Renovation		\$ 3,000,000
Sea Trowler Resturant Renovation	35 Fording Island Road	\$ 3,000,000
Renovate Courthouse	100 Ribaut Road Beaufort, SC 29902	\$ 20,000,000
Justice Center South	4820 Bluffton Pkwy Bluffton, SC 29910	\$ 24,000,000
		\$ 150,665,000
AIRPORT - BEAUFORT EXECUTIVE		
Runway Safety Area Improvements RW 7 and 25 (incl wetlands mit cost)	39 Airport Circle Ladys Island, SC 29907	\$ 4,800,000
Taxiway Extension to Runway 25 (incl wetlands mit cost)	39 Airport Circle Ladys Island, SC 29907	\$ 6,000,000
Terminal Renovations	39 Airport Circle Ladys Island, SC 29907	\$ 500,000
Parking Lot Relocation	39 Airport Circle Ladys Island, SC 29907	\$ 1,500,000
		\$ 12,800,000
AIRPORT - HILTON HEAD ISLAND		
Commercial Service Terminal Renovation and Expansion	120 Beach City Road Hilton Head Isl., SC 29926	\$ 40,000,000
Commercial Service Ramp Expansion	120 Beach City Road Hilton Head Isl., SC 29926	\$ 4,700,000
New ARFF Vehicle	120 Beach City Road Hilton Head Isl., SC 29926	\$ 730,000
Runway and Taxiway Strengthening	120 Beach City Road Hilton Head Isl., SC 29926	\$ 12,000,000
Parking improvements	120 Beach City Road Hilton Head Isl., SC 29926	\$ 20,000,000
		\$ 77,430,000
BOAT LANDINGS		
County-wide Boat Landing Study		\$ 150,000
Ihly Farm	Ihly Farm Road Beaufort, SC 29906	\$ 1,500,000
		\$ 1,650,000
DISABILITY AND SPECIAL NEEDS		
Remodeling Building C and laundry room in Building B	100 Clear Water Way, Beaufort, SC 29906	\$ 65,000
Purchase/Build two new Community Training Homes	Various Locations South of Broad	\$ 900,000
Replacement of HVAC in Building A	100 Clear Water Way, Beaufort, SC 29906	\$ 50,000
Replacement of Irrigation	100 Clear Water Way, Beaufort, SC 29906	\$ 15,000
		\$ 1,030,000

2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
\$ 1,500,000	\$ 1,000,000			\$ 3,500,000	\$ 2,500,000					GO Bond
	\$ 15,000,000	\$ 30,000,000	\$ 5,000,000							GO Bond
				\$ 4,000,000	\$ 7,000,000					GO Bond
						\$ 5,000,000				GO Bond
	\$ 2,000,000									GO Bond
		\$ 2,000,000	\$ 7,000,000	\$ 7,000,000						GO Bond / Impact Fees
	\$ 50,000	\$ 75,000	\$ 125,000							PW Budget over multiple years
				\$ 370,000						GO Bond
					\$ 590,000					GO Bond
						\$ 335,000				GO Bond
							\$ 570,000			GO Bond
\$ 650,000	\$ 850,000	\$ 425,000								Impact Fees
	\$ 25,000									Impact Fees
\$ 150,000	\$ 150,000									GO Bond/Grants for Critical Infrastructure
\$ 150,000										GO Bond/Grants for Critical Infrastructure
		\$ 3,000,000			\$ 3,000,000					GO Bond
					\$ 2,000,000	\$ 5,000,000	\$ 10,000,000	\$ 3,000,000		GO Bond
						\$ 3,000,000	\$ 15,000,000	\$ 6,000,000		GO Bond
\$ 100,000	\$ 2,000,000	\$ 2,400,000	\$ 200,000							FAA, SCAC 95%, Airport 5%
				\$ 1,000,000	\$ 4,000,000	\$ 1,000,000				FAA, SCAC 95%, Airport 5%
\$ 100,000	\$ 300,000	\$ 100,000								Airport/County
		\$ 250,000	\$ 1,250,000							FAA, SCAC 95%, Airport 5%
\$ 15,000,000	\$ 18,000,000	\$ 7,000,000								FAA, SCAC \$21M, Airport \$19M
\$ 4,300,000										FAA, SCAC 95%, Airport 5%
\$ 730,000										FAA, SCAC 95%, Airport 5%
	\$ 2,000,000	\$ 6,000,000	\$ 4,000,000							FAA, SCAC 95%, Airport 5%
			\$ 5,000,000	\$ 5,000,000	\$ 10,000,000					Airport/County/Fees
\$ 150,000						\$ 700,000	\$ 800,000			A/H Tax
										GO Bond / Grants
\$ 65,000		\$ 450,000	\$ 450,000							DSN Fund
	\$ 50,000									GO Bond / Grants
\$ 15,000										DSN Fund
										DSN Fund

	Location	Estimated Cost
FACILITIES MANAGEMENT		
ADA modifications to facilities	Various Locations	\$ 240,000
Administration Building	100 Ribaut Road	
Fire alarm replacement		\$ 65,000
Barker Field-restroom renovations	70 Baygall Road	\$ 66,000
Beaufort Library-paint exterior/repair windows	311 Scott Street	\$ 90,000
BIV#3-generator	106 Industrial Village Road	\$ 70,000
BIV#1, 2 and 3-replace carpet	102 Industrial Village Road	\$ 60,000
BIV# 5-HVAC	113 Industrial Village Road	\$ 90,000
Courthouse	102 Ribaut Road	
Painting/finishes		\$ 65,000
Ceremonial courtroom bench millwork repairs		\$ 36,000
Replace acoustical tiles/panels/hard surfaces		\$ 135,000
HVAC/Energy management system		\$ 610,000
Led lighting		\$ 65,000
Generator		\$ 270,000
Daufuskie Island-restroom renovations	15 Haig Point Road	\$ 17,000
Detention Center	106 Ribaut Road	
Fire alarm upgrade		\$ 70,000
Misc. lock replacement/repairs		\$ 100,000
Replace VCT/flooring covering		\$ 250,000
Walk-in/refrigerator replacement		\$ 160,000
Stucco repairs		\$ 75,000
Repainting		\$ 170,000
EMS-carpet/painting	2727 Depot Road	\$ 56,000
FVS Garage-replace bay doors/roof repairs	120 Shanklin Road	\$ 140,000
HH Government Center-replace roof	539 William Hilton Parkway	\$ 70,000
Human Services Building	1905 Duke Street	
Repoint and seal brick veneer		\$ 300,000
Painting, lighting, flooring		\$ 160,000
Law Enforcement Center-replace flooring/renovate restrooms	2001 Duke Street	\$ 95,000
Mosquito Control Building-Minor renovations, roof replacement	84 Shanklin Road	\$ 150,000
Myrtle Park Building	4819 Bluffton Parkway	
Replace carpet		\$ 65,000
HVAC improvements		\$ 380,000
Generator		\$ 330,000
BWSAR Building-minor renovations	817 Paris Ave.	\$ 55,000
Public Works Building	120 Shanklin Road	
Roof replacement		\$ 330,000
HVAC replacement		\$ 65,000
Public Works Open Storage Building-replace roof	120 Shanklin Road	\$ 65,000
Senior Center-interior renovations	1408 Paris Ave.	\$ 40,000
DSN Clearwater-HVAC system	100 Clearwater Way	\$ 125,000
Burton Wells Center-HVAC/Energy Mgmt System	One Middleton Rec Drive	\$ 180,000
Buckwalter Rec Center-HVAC	900 Buckwalter Parkway	\$ 90,000
Lind Brown Center-flooring	1001 Hamar Street	\$ 60,000
S. O. Special Ops-Replace roof HVAC	1021 Okatie Highway	\$ 45,000
DNA Lab-replace roof, HVAC	111 Industrial Village Road	\$ 80,000
St. Helena Library-Replace HVAC	6355 Jonathan Francis Sr. Road	\$ 70,000
ECM's-LED lighting, HVAC Energy Mgmt	Various locations	\$ 250,000
		\$ 6,105,000

2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000					
	\$ 65,000										
	\$ 90,000	\$ 66,000									
	\$ 70,000					\$ 60,000					
						\$ 90,000					
	\$ 65,000										
	\$ 36,000										
		\$ 135,000									
	\$ 610,000										
	\$ 65,000										
				\$ 270,000							
\$ 17,000											
\$ 70,000											
	\$ 50,000		\$ 50,000								
\$ 250,000											
\$ 160,000											
\$ 75,000											
\$ 170,000											
\$ 56,000											
\$ 140,000											
	\$ 70,000										
						\$ 300,000					
						\$ 160,000					
						\$ 95,000					
\$ 150,000											
\$ 65,000											
\$ 580,000											
	\$ 330,000										
						\$ 55,000					
\$ 330,000											
\$ 65,000											
	\$ 65,000										
				\$ 125,000							
		\$ 180,000									
		\$ 60,000									
						\$ 40,000					
						\$ 90,000					
						\$ 45,000					
						\$ 80,000					
						\$ 70,000					
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000						

	Location	Estimated Cost
IT INFRASTRUCTURE		
Virtual Server Environment	Beaufort County IT Datacenter	\$ 317,000
Network Storage Environment	Beaufort County IT Datacenter	\$ 290,000
Core Routers	Beaufort County IT Datacenter	\$ 110,000
County Infrastructure Firewalls		\$ 117,000
Infrastructure Switching	Beaufort County IT Datacenter	\$ 715,000
County Infrastructure Compute	Beaufort County IT Datacenter	\$ 3,000,000
Infrastructure Phone System	Beaufort County IT Datacenter	\$ 200,000
County Infrastructure Wireless	Beaufort County IT Datacenter	\$ 340,000
Datacenter Switching	Beaufort County IT Datacenter	\$ 182,000
		\$ 5,271,000
LIBRARIES		
System-wide Improvements	Various Locations	
Replace Self-Checkout Machines		\$ 135,000
Install Public Computer Reservation and Print Vending Solution		\$ 100,000
Security Camera Installation		\$ 80,000
Replace/Upgrade all public and staff computers		\$ 120,000
Pritchardville/New Riverside - New Branch	May River / Buckwalter / New Riverside Area	\$ 6,700,000
Construction of 15,000 sf facility (estimate \$350/R2 and \$750,000 FFE)		
Bluffton Branch Library	120 Palmetto Way Bluffton, 29910	\$ 500,000
Phase II of renovations based on 2019 Space Study		
Hilton Head Branch Library	11 Beach City Road HHI, 29926	\$ 1,000,000
Renovations based on 2019 Space Study		
Renovation at Beaufort Branch Library Phase III	311 Scott Street Beaufort, SC 29902	\$ 75,000
Renovations/Add-on/Parking		
Replace Bookmobile South	11 Beach City Road HHI, 29926	\$ 150,000
Based on a 10 year lifespan, Bookmobile South (acquired in 2018) may need to be replaced in 2028/2029		
Replace Bookmobile North	311 Scott Street Beaufort, SC 29902	\$ 150,000
Based on a 10 year lifespan, Bookmobile North (acquired in 2017) may need to be replaced in 2027/2028		
Lobeco Branch Library	1862 Trask Parkway Seabrook, SC 29940	TBD
Existing lease agreement with Beaufort County School District expires December 31, 2025		
Burton Wells	64 Burton Wells Road Beaufort, SC 29906	\$ 3,000,000
Construction of 5,000 sf addition to Burton Wells Rec Center		
		\$ 12,010,000

2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
\$ 317,000											GO Bond
	\$ 290,000										GO Bond
			\$ 110,000								GO Bond
	\$ 117,000										GO Bond
								\$ 715,000			
	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	IT General Fund
	\$ 200,000										Go Bond
		\$ 170,000							\$ 170,000		GO Bond
\$ 182,000											GO Bond
				\$ 85,000	\$ 50,000						Impact Fees
								\$ 50,000	\$ 50,000		Impact Fees
						\$ 80,000					Impact Fees
\$ 100,000	\$ 1,900,000	\$ 4,700,000	\$ 120,000								County IT/Library
				\$ 500,000							GO Bond / Impact Fees
			\$ 1,000,000								GO Bond/Impact Fees
								\$ 75,000			County Facilities
							\$ 150,000				Impact Fees
							\$ 150,000				Impact Fees
				TBD							County Facilities
						\$ 800,000	\$ 1,700,000	\$ 500,000			GO Bond / Impact Fees

	Location	Estimated Cost
IT INFRASTRUCTURE		
Virtual Server Environment	Beaufort County IT Datacenter	\$ 317,000
Network Storage Environment	Beaufort County IT Datacenter	\$ 290,000
Core Routers	Beaufort County IT Datacenter	\$ 110,000
County Infrastructure Firewalls		\$ 117,000
Infrastructure Switching	Beaufort County IT Datacenter	\$ 715,000
County Infrastructure Compute	Beaufort County IT Datacenter	\$ 3,000,000
Infrastructure Phone System	Beaufort County IT Datacenter	\$ 200,000
County Infrastructure Wireless	Beaufort County IT Datacenter	\$ 340,000
Datacenter Switching	Beaufort County IT Datacenter	\$ 182,000
		\$ 5,271,000
LIBRARIES		
System-wide Improvements	Various Locations	
Replace Self-Checkout Machines		\$ 135,000
Install Public Computer Reservation and Print Vending Solution		\$ 100,000
Security Camera Installation		\$ 80,000
Replace/Upgrade all public and staff computers		\$ 120,000
Pritchardville/New Riverside - New Branch	May River / Buckwalter / New Riverside Area	\$ 6,700,000
Construction of 15,000 sf facility (estimate \$350/ft2 and \$750,000 FFE)		
Bluffton Branch Library	120 Palmetto Way Bluffton, 29910	\$ 500,000
Phase II of renovations based on 2019 Space Study		
Hilton Head Branch Library	11 Beach City Road HHI, 29926	\$ 1,000,000
Renovations based on 2019 Space Study		
Renovation at Beaufort Branch Library Phase III	311 Scott Street Beaufort, SC 29902	\$ 75,000
Renovations/Add-on/Parking		
Replace Bookmobile South	11 Beach City Road HHI, 29926	\$ 150,000
Based on a 10 year lifespan, Bookmobile South (acquired in 2018) may need to be replaced in 2028/2029		
Replace Bookmobile North	311 Scott Street Beaufort, SC 29902	\$ 150,000
Based on a 10 year lifespan, Bookmobile North (acquired in 2017) may need to be replaced in 2027/2028		
Lobeco Branch Library	1862 Trask Parkway Seabrook, SC 29940	TBD
Existing lease agreement with Beaufort County School District expires December 31, 2025		
Burton Wells	64 Burton Wells Road Beaufort, SC 29906	\$ 3,000,000
Construction of 5,000 sf addition to Burton Wells Rec Center		
		\$ 12,010,000

2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
\$ 317,000	\$ 290,000		\$ 110,000					\$ 715,000			GO Bond GO Bond GO Bond GO Bond
	\$ 117,000										
	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	IT General Fund
	\$ 200,000										Go Bond GO Bond
		\$ 170,000						\$ 170,000			GO Bond
\$ 182,000											GO Bond
				\$ 85,000	\$ 50,000			\$ 50,000	\$ 50,000		Impact Fees Impact Fees
						\$ 80,000					Impact Fees
			\$ 120,000								County IT/Library
\$ 100,000	\$ 1,900,000	\$ 4,700,000									GO Bond / Impact Fees
				\$ 500,000							GO Bond/ Impact Fees
			\$ 1,000,000								GO Bond/Impact Fees
								\$ 75,000			County Facilities
								\$ 150,000			Impact Fees
						\$ 150,000					Impact Fees
				TBD							County Facilities
						\$ 800,000	\$ 1,700,000	\$ 500,000			GO Bond / Impact Fees

	Location	Estimated Cost
PATHWAYS PROJECTS		
Stuart Point Road		\$ 1,500,000
Big Estate Road		\$ 2,000,000
Middle Road		\$ 1,500,000
Dr. Martin Luther King, Jr. Road		\$ 1,500,000
Meridian Road		\$ 1,750,000
Broad River Drive		\$ 2,000,000
Ribaut Road to Parris Island Gateway		\$ 750,000
Depot Road		\$ 725,000
Salem Road/Old Salem Road		\$ 1,500,000
Broad River Blvd/Riley Road		\$ 750,000
Burton Hill/Old Salem Road		\$ 2,000,000
Burnt Church Road		\$ 1,500,000
Bluffton Parkway		\$ 250,000
Ulmer Road/Shad Road		\$ 2,000,000
Laurel Bay Road Pathway Widening		\$ 3,900,000
Joe Frazier Road		\$ 1,800,000
Lake Point Drive and Old Miller Road Pathway Connection		\$ 3,000,000
Aljioy Road		\$ 750,000
Spanish Moss Trail Extension		\$ 750,000
Pine Grove Road/Burton Wells Road		\$ 1,000,000
Seabrook Road		\$ 1,000,000
US 17 Pathway Extension		\$ 1,000,000
Bruce K Smalls		\$ 750,000
Big Road		\$ 1,500,000
Detour Road		\$ 1,500,000
New River Linear Trail from Hwy 46 South to New River (paving)		\$ 750,000
SC46 from New River Park to New River Linear Trail		\$ 300,000
Buck Island Road from Bluffton Pkwy to US 278		\$ 500,000
Sams Point Road from Wallace Road to southern termini of Middle Road Pathway		\$ 550,000
Russel Bell Bridge from Spanish Moss Trail to Broad River Drive		\$ 650,000
Lady's Island Drive to Port Royal Elementary / Live Oaks Park via Old Shell Road / 14th Street		\$ 650,000
Rugrack Road from Joseph Shanklin Elementary to Laurel Bay Road (sidewalk)		\$ 150,000
Spanish Moss Trail from Clarendon to Whale Branch		\$ 1,500,000
New River Linear Trail from SC46 to Del Webb Trailhead (paving)		\$ 900,000
Sawmill Creek Road (sidewalk)		\$ 350,000
Okatie Center Blvd N & S and US278 from SC170 to University Blvd		\$ 1,100,000
Dr. Martin Luther King, Jr. Road to St. Helena Elementary School		\$ 400,000
Wallace Road and Sunset Blvd		\$ 750,000
Sams Point Road from traffic circle to Springfield Road		\$ 1,250,000
Burton Wells Park to Habersham Market		\$ 250,000
Shell Point Road from Broad River Drive to Savannah Hwy		\$ 800,000
US21 from Seabrook Road to Keans Neck Road		\$ 850,000
US21 from Detour Road to Seabrook Road (sidewalk)		\$ 480,000
McTeer Bridge Protected Bike Lanes		\$ 300,000
SC46 from traffic circle to Buckwalter Parkway		\$ 2,400,000
Northbound side of SC170 from SC46 to Bluffton Parkway		\$ 1,700,000
US21 from Sams Point Way to Airport Circle		\$ 400,000
Chowan Creek Bluff from US21 to Lady's Island Elementary		\$ 230,000
Old Miller Road / Lake Point Drive Connection		\$ 200,000
Marsh Road from Duke Street to Boundary Street (a portion to be boardwalk for marsh protection)		\$ 150,000
		\$ 54,235,000

2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
	\$ 1,500,000										Sales Tax
				\$ 2,000,000							To be determined
		\$ 1,500,000									Sales Tax
	\$ 1,500,000										Sales Tax
					\$ 1,750,000						To be determined
					\$ 2,000,000						To be determined
	\$ 750,000										Sales Tax
	\$ 725,000										Sales Tax / Grants
		\$ 1,500,000									Sales Tax
			\$ 750,000		\$ 1,500,000						To be determined
					\$ 2,000,000						To be determined
				\$ 1,500,000							Impact Fees
	\$ 250,000										Sales Tax
						\$ 2,000,000					To be determined
				\$ 3,900,000							To be determined
						\$ 1,800,000					To be determined
						\$ 3,000,000					To be determined
		\$ 750,000									Sales Tax
		\$ 750,000									To be determined
		\$ 1,000,000									To be determined
			\$ 1,000,000								To be determined
			\$ 750,000								To be determined
			\$ 1,500,000								To be determined
			\$ 1,500,000								To be determined
			\$ 750,000								To be determined
		\$ 300,000									To be determined
				\$ 500,000							To be determined
		\$ 550,000									To be determined
		\$ 650,000									To be determined
	\$ 650,000										To be determined
	\$ 150,000				\$ 1,500,000						To be determined
						\$ 900,000					To be determined
								\$ 350,000			To be determined
									\$ 1,100,000		To be determined
					\$ 400,000						To be determined
						\$ 750,000					To be determined
								\$ 1,250,000			To be determined
					\$ 250,000						To be determined
							\$ 800,000				To be determined
							\$ 850,000				To be determined
					\$ 480,000						To be determined
							\$ 300,000				To be determined
								\$ 2,400,000			To be determined
									\$ 1,700,000		To be determined
						\$ 400,000					To be determined
						\$ 230,000					To be determined
									\$ 200,000		To be determined
					\$ 150,000						To be determined

	Location	Estimated Cost
PARKS AND RECREATION		
New Okatie Recreational Complex		\$ 530,000
Buckwalter Recreation Athletic Complex Expansion	905 Buckwalter Pkwy Bluffton, SC 29910	\$ 12,000,000
Buckwalter Recreation Center Improvements	905 Buckwalter Pkwy Bluffton, SC 29910	\$ 230,000
Bluffton Center Improvements	905 Buckwalter Pkwy Bluffton, SC 29910	\$ 565,000
Bluffton Pool Improvements	55 Pritchard Road Bluffton, SC 29910	\$ 650,000
MC Riley Complex Reconfiguration and Improvements	185 Goethe Road Bluffton, SC 29910	\$ 1,300,000
Agnes Major Improvements	21 Agnes Major Road Seabrook, SC 29940	\$ 555,000
Basil Green Complex Improvements	15000 Rodgers Street Beaufort, SC 29902	\$ 4,000,000
Battery Creek Pool Improvements	1 Blue Dolphin Dr. Beaufort, SC 29906	\$ 650,000
Beaufort High School Pool Improvements	84 Sea Island Pkwy Beaufort, SC 29907	\$ 650,000
Booker T. Washington Improvements	182 Booker T. Washington Circle Yemassee, SC 29945	\$ 225,000
Broomfield Ballfield Improvements	205 Brickyard Point Road N. Beaufort, SC 29907	\$ 225,000
Burton Wells Master Plan	64 Burton Wells Road Beaufort, SC 29906	\$ 12,000,000
Burton Wells Improvements	64 Burton Wells Road Beaufort, SC 29906	\$ 75,000
Coursen Tate Improvements	9 Springfield Road Beaufort, SC 29907	\$ 800,000
Dale Center Improvements	15 Community Center Road Seabrook, SC 29940	\$ 365,000
Downtown Tennis Court Improvements	1105 Bladen Street Beaufort, SC 29902	\$ 340,000
Gloria Potts Improvements	130 Seaside Road St. Helena, SC 29920	\$ 170,000
Lind Brown Improvements	1001 Hamar Street Beaufort, SC 29902	\$ 2,585,000
Metz Improvements	1812 National Street Beaufort, SC 29902	\$ 220,000
Part Royal Park Improvements		\$ 555,000
Scott Park Improvements	242 Scott Hill Road St. Helena, SC 29920	\$ 205,000
Shell Point Park Improvements	381 Broad River Road Beaufort, SC 29906	\$ 190,000
Southside Park Improvements	1408 Battery Creek Road Beaufort, SC 29902	\$ 110,000
Wesley Felix Improvements	179 Ball Park Road St. Helena, SC 29920	\$ 165,000
Lady's Island Community Park Phase II		\$ 1,800,000
		\$ 41,160,000
PASSIVE PARKS		
Fort Fremont Park Phase II - Interpretive Center	1126 State Road S-7-45 St. Helena, SC 29920	\$ 2,000,000
Widgeon Point Park	43 Okatie Hwy Okatie, SC 29909	\$ 1,300,000
Okatie Park Development		\$ 5,000,000
Develop Jones Tract Park		\$ 5,000,000
Develop Okatie Preserve	Hwy 278/170 Bluffton, SC 29910	\$ 4,000,000
		\$ 17,300,000

2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
		\$ 530,000									PALS Impact Fees / Grants / Bonds
300,000	\$ 900,000	\$ 5,600,000	\$ 3,200,000	\$ 2,000,000							PALS Impact Fees / Grants / Bonds
			\$ 150,000				\$ 80,000				PALS Impact Fees / Grants / Bonds
	\$ 25,000	\$ 20,000		\$ 80,000	\$ 80,000	\$ 350,000	\$ 10,000				PALS Impact Fees / Grants / Bonds
	\$ 100,000	\$ 400,000	\$ 100,000	\$ 50,000							PALS Impact Fees / Grants / Bonds
			\$ 500,000	\$ 400,000	\$ 100,000	\$ 300,000					PALS Impact Fees / Grants / Bonds
	\$ 15,000	\$ 80,000	\$ 300,000	\$ 160,000							PALS Impact Fees / Grants / Bonds
	\$ 800,000	\$ 1,500,000	\$ 900,000	\$ 800,000							PALS Impact Fees / Grants / Bonds
			\$ 200,000	\$ 350,000	\$ 100,000						PALS Impact Fees / Grants / Bonds
				\$ 200,000	\$ 350,000	\$ 100,000					PALS Impact Fees / Grants / Bonds
		\$ 15,000		\$ 60,000	\$ 150,000						PALS Impact Fees / Grants / Bonds
		\$ 15,000				\$ 150,000		\$ 60,000			PALS Impact Fees / Grants / Bonds
				\$ 1,500,000	\$ 3,000,000	\$ 3,000,000	\$ 2,500,000	\$ 1,200,000	\$ 800,000		Funds Needed
	\$ 20,000	\$ 25,000	\$ 30,000								PALS Impact Fees / Grants / Bonds
	\$ 600,000				\$ 80,000	\$ 120,000					PALS Impact Fees / Grants / Bonds
			\$ 25,000	\$ 40,000	\$ 80,000	\$ 200,000	\$ 20,000				PALS Impact Fees / Grants / Bonds
\$ 60,000	\$ 200,000	\$ 80,000									PALS Impact Fees / Grants / Bonds
				\$ 80,000	\$ 30,000	\$ 60,000					PALS Impact Fees / Grants / Bonds
			\$ 25,000	\$ 700,000	\$ 500,000	\$ 1,200,000	\$ 160,000				PALS Impact Fees / Grants / Bonds
				\$ 220,000							PALS Impact Fees / Grants / Bonds
				\$ 250,000	\$ 100,000	\$ 80,000	\$ 125,000				PALS Impact Fees / Grants / Bonds
			\$ 65,000	\$ 80,000	\$ 60,000						PALS Impact Fees / Grants / Bonds
			\$ 50,000		\$ 80,000			\$ 60,000			PALS Impact Fees / Grants / Bonds
			\$ 50,000					\$ 60,000			PALS Impact Fees / Grants / Bonds
			\$ 65,000					\$ 100,000			PALS Impact Fees / Grants / Bonds
					\$ 1,000,000	\$ 800,000					PALS Impact Fees / Grants / Bonds
\$ 1,700,000	\$ 300,000										Rural & Critical
\$ 1,000,000	\$ 300,000										Rural & Critical
	\$ 1,000,000	\$ 3,000,000	\$ 1,000,000								GO Bonds
			\$ 800,000	\$ 3,200,000	\$ 1,000,000						GO Bonds
			\$ 2,000,000	\$ 2,000,000							

	Location	Estimated Cost
PUBLIC SAFETY		
New EMS Facilities	Various Locations	\$ 3,388,000
North Shanklin Facility		
South Station 31 Facility		
Cherry Point New Facility		\$ 1,300,000
Ladys Island/St Helena New Facility		\$ 1,300,000
Palmetto Bluff New Facility		\$ 1,300,000
Big Estate/Gardens Corner New Facility		\$ 1,425,000
Base Headquarters - Depot		\$ 6,000,000
Sun City Station	Various Locations	\$ 1,000,000
EMS Facility Renovations		
Parris Island Gateway, Burton FD		\$ 125,000
Kean Neck Road, Sheldon FD		\$ 100,000
Sea Island Parkway, Ladys Island/St Helena FD		\$ 50,000
Sam's Point Road, Ladys Island/St Helena FD		\$ 75,000
Shanklin Road Facility		\$ 25,000
Detention Center Expansion - Property Acquisition	100 Ribaut Road Beaufort, SC 29902	\$ 6,000,000
Transform Pre-class 16-bed open bay unit into modular cells	100 Ribaut Road Beaufort, SC 29902	\$ 250,000
Retrofit cell doors w/food pass entry	100 Ribaut Road Beaufort, SC 29902	\$ 485,000
Detention Center Expansion	100 Ribaut Road Beaufort, SC 29902	\$ 92,000,000
LEC, EM Complex	TBD	\$ 111,000,000
30 Acres for LEC, EM, EMS and MIS Complex		
Construction of 70,000 sf for LEC & EM Facility		
Sheriff's Office (50,000 sf)		
Emergency Management Center (20,000 sf)		
Sale of Depot Road Facility		\$ (500,000)
Station Alerting System	2001 Duke Street Beaufort, SC 29902	\$ 2,500,000
Old Federal Courthouse Renovation	1501 Bay Street Beaufort, SC 29901	\$ 3,000,000
Special Ops Building	HWY 170 Okatie, SC 29909	\$ 7,000,000
		\$ 237,823,000
PUBLIC WORKS		
Public Works		
Countywide Parking lot study analysis/assessment - Phase I (Study only)	Various Locations	\$ 100,000
Countywide Parking lot study analysis/assessment - Phase II (Repairs)	Various Locations	\$ 2,000,000
Mosquito Control	84 Shanklin Road Beaufort, SC 29906	
Biosafety Level 2 Surveillance Laboratory		\$ 600,000
10-Bay Pole Shelter		\$ 165,000
Stormwater		
Brewer Memorial Park Demonstration Wet Pond Project Feasibility		\$ 672,459
Salt Creek South M1		\$ 2,117,730
Shanklin Road M2		\$ 3,458,787
Mossy Oaks Watershed		\$ 220,404
Evergreen Tract Detention Basin		\$ 1,060,806
Rock Springs Creek 1		\$ 430,524
Lucy Point Creek (Tuxedo)		\$ 438,293
Albergotti Creek 2		\$ 602,447
Factory Creek I		\$ 68,727
Factory Creek II		\$ 66,390
Graves/Pepper Hall P3		\$ 500,000
Shell Point		\$ 98,000
Huspah Creek		\$ 595,000
Traffic Operations		
Traffic Operations ITS		\$ 65,000
Traffic Sign Shop	23 Shelter Church Road Beaufort, SC 29906	\$ 250,000
		\$ 13,509,567

2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
2,257,500	\$ 967,500	\$ 163,000									GO Bond
	\$ 1,300,000										GO Bond
	\$ 1,300,000										GO Bond
			\$ 1,300,000					\$ 1,425,000			GO Bond
	\$ 1,500,000	\$ 2,200,000	\$ 2,300,000								GO Bond
30,000	\$ 500,000	\$ 470,000									GO Bond / BTFD
		\$ 125,000									GO Bond
		\$ 100,000									GO Bond
		\$ 50,000									GO Bond
		\$ 75,000									GO Bond
	\$ 25,000										Budget
	\$ 1,500,000	\$ 3,200,000	\$ 1,300,000								GO Bond
	\$ 250,000										GO Bond
	\$ 485,000										GO Bond
								\$ 500,000	\$ 3,000,000		GO Bond
								\$ 6,000,000	\$ 80,000,000	\$ 25,000,000	GO Bond
											GO Bond
											GO Bond
				\$ (500,000)							
			\$ 1,500,000	\$ 1,000,000							
\$ 3,000,000							\$ 7,000,000				
			\$ 100,000								Public Works General Fund
			\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000			GO Bond / Grant
			\$ 200,000	\$ 400,000							Mos. Control General Fund
	\$ 165,000										Mos. Control General Fund
10,760	\$ 643,106										Stormwater Fees
36,098	\$ 248,496	\$ 823,424	\$ 823,424								Stormwater Fees
70,356	\$ 341,820	\$ 1,100,000	\$ 1,100,000								Stormwater Fees
15,404	\$ 205,000										Stormwater Fees
32,726	\$ 840,000										Stormwater Fees
	\$ 43,052	\$ 86,105	\$ 301,367								Stormwater Fees
	\$ 87,659	\$ 350,634									Stormwater Fees
					\$ 120,489	\$ 481,958					Stormwater Fees
	\$ 327										Stormwater Fees
	\$ 20,551										Stormwater Fees
	\$ 500,000										Stormwater Fees
43,750	\$ 54,250										Stormwater Fees
	\$ 227,000	\$ 368,000									Stormwater Fees
	\$ 65,000										1% Sales Tax
\$ 100,000	\$ 150,000										General Fund

	Location	Estimated Cost	
ROAD PROJECTS			
US 278 Bridge Widening 6-lane from Bluffton 5A to Jenkins Island		\$ 245,000,000	\$
US 278/SC170 Interchange - Ramp reconfiguration for added capacity		\$ 25,000,000	
US 278 Access Management		\$ 12,600,000	
SC 170 (US 278 to Tide Watch Dr.)		\$ 41,000,000	
SC 170 (Tide Watch Dr to Argent Blvd)		\$ 40,000,000	
SC 170 (Argent Blvd to SC 462)		\$ 10,000,000	
Buckwalter Parkway Access Management - Roadway Connectivity		\$ 10,000,000	
Bluffton Parkway Access Management - Roadway Connectivity		\$ 20,000,000	
SC 46 Widening (Jasper County Line to SC 170)		\$ 45,000,000	
SC 46 Widening (SC 170 to Buck Island Road)		\$ 40,000,000	
Burnt Church Road Widening (Bluffton Pkwy to Alljoy Road)		\$ 15,000,000	
Buck Island Road Widening (US 278 to Bluffton Parkway)		\$ 10,000,000	
Lake Point Drive / Old Miller Road Connection		\$ 2,000,000	
Innovation Drive		\$ 2,500,000	
16 Traffic Signals		\$ 8,000,000	
Rose Hill to Buck Island Road Connection		\$ 4,000,000	
Bruin Road Extension (Burnt Church Rd to Buckingham Plantation)		\$ 20,000,000	
Foreman Hill Road Improvements		\$ 1,000,000	
Bluffton Parkway 5B		\$ 50,000,000	
US 278 Widening (SC 170 to Jasper County Line)		\$ 20,000,000	
H.E. McCracken Circle		\$ 5,000,000	
Hampton Parkway Realignment		\$ 6,000,000	
Gum Tree Road (US 278 to Squire Pope Road)		\$ 20,000,000	
Gum Tree Interchange		\$ 35,000,000	
US 278 Access Road (Squire Pope Road to Gum Tree Road)		\$ 80,000,000	
Wilburn Rd/Bus Dr Improvements		\$ 6,000,000	
US 21/SC 802 Connector SE (Hazel Farms Road)		\$ 5,244,000	\$
US 21/SC 802 Connector NW (Sunset/Miller Road)		\$ 6,500,000	\$
US 21/SC 802 Intersection Improvement (Sea Island Pkwy/Sams Pt. Road)		\$ 2,500,000	\$
Sea Island Parkway Improvements		\$ 40,000,000	\$
Joe Frazier Road Improvements		\$ 7,000,000	
US 21 at US 128 (Savannah Hwy) Intersection Improvement		\$ 1,000,000	
US 21/SC 128 Intersecion Improvement (Ribaut Road/Lady's Island Drive)		\$ 1,000,000	
Spine Road-Port Royal Port		\$ 5,000,000	
10 Traffic Signals		\$ 5,000,000	
Port Royal Road Interconnectivity (Ribaut Rd to WestVine Dr)		\$ 2,000,000	
Boundary Street Connectivity (Polk St. Parallel Road)		\$ 6,000,000	
Calhoun Street		\$ 2,500,000	\$
Duke Street		\$ 1,750,000	
Boundary Street Improvements - Phase 2 (Neil Road to Albergotti Creek Bridge)		\$ 60,000,000	
Ribaut Road Improvements (Boundary Street to Parris Island Bridge)		\$ 60,000,000	
US 21 (Carteret St) Upgrades (Ribaut Rd to Woods Memorial Bridge)		\$ 10,000,000	
US 21 (Lady's Island Drive) Improvements (Lady's Island Bridge to US 21/Sea Island Parkway)		\$ 10,000,000	
US21 Improvements (Trask Parkway to Parris Island Bridge)		\$ 10,000,000	
SC 170 Access Management Connectivity NOB		\$ 4,000,000	
SC 170/US 21 Intersection Improvement		\$ 5,000,000	
US 21/SC 128 Intersecion Improvement (Ribaut Road/Old Savannah Hwy)		\$ 5,000,000	
SC 170 Robert Smalls Parkway (Boundary Street to Broad River Bridge)		\$ 8,000,000	
US 17A By-Pass (Yemassee)		\$ 10,000,000	
SC 68 Improvements (I-95 to US 17A)		\$ 5,000,000	
I-95 Exit 38 Improvements		\$ 5,000,000	
Beaufort - Yemassee Rail Trail		\$ 15,000,000	
		\$ 1,065,594,000	

2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Funding Sources
2,000,000	\$ 11,000,000	\$ 25,000,000	\$ 67,000,000	\$ 80,000,000	\$ 60,000,000						1% Sales Tax/SIB
		\$ 15,000,000	\$ 10,000,000								1% Sales Tax/SIB
						\$ 12,600,000					Impact Fees / Grants
	\$ 2,000,000	\$ 15,000,000	\$ 24,000,000								Impact Fees / Grants
	\$ 2,000,000	\$ 13,000,000	\$ 12,500,000	\$ 12,500,000							Impact Fees / Grants
		\$ 2,000,000	\$ 4,000,000	\$ 4,000,000							Impact Fees / Grants
		\$ 2,000,000		\$ 2,000,000		\$ 2,000,000		\$ 2,000,000		\$ 2,000,000	Impact Fees / Grants
	\$ 4,000,000		\$ 4,000,000		\$ 4,000,000		\$ 4,000,000		\$ 4,000,000		Impact Fees / Grants
				\$ 10,000,000	\$ 20,000,000	\$ 10,000,000		\$ 10,000,000	\$ 25,000,000	\$ 10,000,000	Impact Fees / Grants
	\$ 3,000,000	\$ 7,000,000	\$ 5,000,000								Impact Fees / Grants
		\$ 1,000,000	\$ 6,000,000	\$ 3,000,000							Impact Fees / Grants
		\$ 2,000,000									Impact Fees / Grants
	\$ 2,500,000										Impact Fees / Grants
	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000			
					\$ 2,000,000	\$ 2,000,000					
								\$ 3,000,000	\$ 12,000,000	\$ 5,000,000	
							\$ 1,000,000				
					\$ 5,000,000	\$ 20,000,000	\$ 20,000,000	\$ 5,000,000			
		\$ 3,000,000	\$ 12,000,000	\$ 5,000,000							
					\$ 1,000,000	\$ 4,000,000					
						\$ 1,500,000	\$ 4,500,000				
		\$ 3,000,000	\$ 12,000,000	\$ 5,000,000							
				\$ 5,000,000	\$ 20,000,000	\$ 10,000,000					
							\$ 10,000,000	\$ 30,000,000	\$ 30,000,000	\$ 10,000,000	
			\$ 1,000,000	\$ 5,000,000							
744,000	\$ 3,500,000	\$ 1,000,000									
500,000	\$ 3,000,000	\$ 3,000,000									
500,000	\$ 2,000,000										
1,000,000	\$ 5,000,000	\$ 15,000,000	\$ 15,000,000	\$ 4,000,000							
			\$ 1,000,000	\$ 4,000,000	\$ 2,000,000						
			\$ 1,000,000								
	\$ 5,000,000										
	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	
	\$ 2,000,000										
	\$ 1,000,000	\$ 5,000,000									
500,000	\$ 2,000,000										
	\$ 250,000	\$ 1,500,000									
					\$ 6,000,000	\$ 25,000,000	\$ 20,000,000	\$ 9,000,000			
	\$ 6,000,000	\$ 25,000,000	\$ 20,000,000	\$ 9,000,000							
			\$ 4,000,000	\$ 6,000,000							
				\$ 4,000,000	\$ 6,000,000						
					\$ 4,000,000	\$ 6,000,000					
			\$ 2,000,000				\$ 2,000,000				
							\$ 5,000,000				
		\$ 5,000,000									
			\$ 4,000,000	\$ 4,000,000							
						\$ 3,000,000	\$ 7,000,000				
			\$ 1,000,000	\$ 4,000,000							
								\$ 5,000,000			
			\$ 1,500,000	\$ 1,500,000	\$ 6,000,000	\$ 6,000,000					

SOLID WASTE AND RECYCLING		
Bluffton Convenience Center Improvements	104 Simmonsville Road, Bluffton, SC	\$ 650,000
Hilton Head Convenience Center Improvements	26 Summit Drive, Hilton Head, SC	\$ 650,000
Shanklin Convenience Center Improvements	80 Shanklin Road, Beaufort SC	\$ 650,000
St. Helena Convenience Center Improvements	639 Sea Island Parkway, St. Helena Island SC	\$ 650,000
Household Hazardous Waste Facility	108 Shanklin Road, Beaufort SC	\$ 500,000
Upgrade White Goods Collection Area	80 Shanklin Road, Beaufort SC	\$ 250,000
MRF Facility - Phase 1 (Dual Stream)	104 Simmonsville Road, Bluffton, SC	\$ 2,000,000
New Tire Facility - South	104 Simmonsville Road, Bluffton, SC	\$ 300,000
MRF Facility - Phase 2 (Single Stream)	104 Simmonsville Road, Bluffton, SC	\$ 5,250,000
LCD Compost Site	TBD	\$ 2,500,000
MSW Transfer Facility	TBD	\$ 10,000,000
C&D Transfer Facility	TBD	\$ 10,000,000
Waste to Energy Facility	TBD	\$ 30,000,000
		\$ 63,400,000



APPENDIX



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE A MODIFICATION OF DRAINAGE EASEMENT ASSOCIATED WITH PARCEL R112-031-000-0628-0000
MEETING NAME AND DATE:
County Council Meeting 9-27-21
PRESENTER INFORMATION:
Jared Fralix, P.E., Assistant County Administrator, Engineering Neil J. Desai, P.E., Public Works Director (5 Minutes)
ITEM BACKGROUND:
Unanimously Approved at PFC on 9-20-21 Beaufort County was granted a 40' drainage easement by William D. Trask and Harold E. Trask, Jr, recorded in Deed Book 567 on Pages 1768-1769 on 12- 28-1990. The existing drainage ditch does not lie in the area depicted on the Original Easement Plat, and a portion of the Original Drainage Easement associated with parcel R112-031-000-0628-0000 was abandoned. Ditch is located off Hwy 170 near Ashton Overlook Dr.
PROJECT / ITEM NARRATIVE:
A Modification to the original easement will correct the drainage easement location to the existing ditch location.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends approving County Administrator to execute Modification of Drainage Easement associated with Parcel R112-031-000-0628-0000
OPTIONS FOR COUNCIL MOTION:
<i>Motion to approve/Deny</i> County Administrator to execute Modification of Drainage Easement associated with Parcel R112-031-000-0628-0000. <i>(Next Step) Move forward with ordinance process</i>

within Revised Drainage Easement as shown on the Revised Drainage Easement Plat, such easement rights are hereby terminated and abandoned, including without limitation, any easement rights located within the hatched area on the Revised Drainage Easement Plat labeled as “To Be Filled 0.639 acres”.

3. **Modification of Original Easement Terms.** The provisions and terms set forth in the Original Drainage Easement are hereby modified as follows:
 - a. All County inspection and maintenance work to the Revised Drainage Easement shall be conducted between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday. Notwithstanding the preceding, the County may access the Revised Drainage Easement at any time and any day in the event of emergency to conduct emergency repairs or maintenance. The County shall maintain the Revised Drainage Easement to accommodate the flow of drainage and prevent the growth of weeds and underbrush within the Revised Drainage Easement.
 - b. The County’s access to the Revised Drainage Easement is limited to the roadways within the Burdened Property.
 - c. Section 4 “Special Provisions” of the Original Drainage Easement is no longer applicable and is hereby deleted in its entirety.
 - d. The Owner shall have the right to maintain, repair and reconstruct the existing Ashton Overlook Drive that crosses the Revised Drainage Easement.
 - e. The Owner shall have the right to use the Burdened Property, so long as said use does not impede drainage through the Revised Drainage Easement or damage or compromise any drainage infrastructure installed by the County. Such rights shall include the right to run conduits for electrical, cable, internet, telephone and other utility wiring across the Revised Drainage Easement.
4. **Severability.** In the event any provision hereof is held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of any other provision hereof and this Modification shall be construed in all respects as if such invalid or unenforceable provision were omitted.
5. **Remedies.** In the event of any breach of the terms and conditions of this Modification, the non-breaching party shall be entitled to bring an action in law or in equity against the breaching party. All remedies shall be available to the non-breaching party including, but not limited to, specific performance and actual damages.
6. **Attorney’s Fees and Costs.** In the event it is necessary for any party to this Modification to initiate any legal proceeding whatsoever for the purpose of enforcing its rights under this Modification, the prevailing party is entitled to recover any and all expenses, including but not limited to, court costs and reasonable attorney’s fees incurred in connection therewith, from the non-prevailing party.
7. **Governing Law.** This Agreement shall be construed, governed and interpreted in accordance with the laws of State of South Carolina.
8. **Successors and Assigns.** This Modification shall run with the Burdened Property and shall be binding upon the Owner and the County, and their respective successors and assigns.
9. **Miscellaneous.** This Modification shall be recorded in the Beaufort County Register of Deeds Office.

10. Amendments to be Written. There are no oral understandings, terms or conditions, or no party hereto has relied any representations, express or implied, not contained in this Modification. This Modification may not be amended or further modified except by written modification executed by the parties hereto.

EXHIBIT A

Legal Description of Burdened Property

ALL that certain piece, parcel or tract of land, situate, lying and being in the Town of Port Royal, Beaufort County, South Carolina, measuring and containing 16.590 acres, more or less, as more particularly shown and designated as "PARCEL 'B', 16.590 ACRES" on that certain plat entitled, "SUBDIVISION PLAT ALSO SHOWING NEW WETLAND BUFFERS & DITCH EASEMENT PREPARED FOR ASHTON POINTE PROPERTY LIMITED PARTNERSHIP MU1 PORTION OF TRASK PROPERTY (P.O. 112-31-595) BEAUFORT COUNTY, SOUTH CAROLINA 31.619

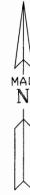
ACRES TOTAL" prepared by David C. Youmans dated February 14, 2006 and recorded in the ROD Office for Beaufort County in Plat Cabinet 111 at page 189 (the "Plat"). Said tract of land having such size, shape, buttings and boundings as will by reference to said plat more fully appear.

BEING THE SAME property conveyed by Grantors here in to Ashton Pointe Property Limited Partnership, a Virginia limited partnership by deed dated February 22, 2006 and recorded February 24, 2006 in Deed Book 2325, Page 2557-2566 in the ROD Office for Beaufort County as previously conveyed to the Grantors herein by deed recorded on February 24, 2005, in the ROD Office for Beaufort County in Book 1418, at page 2203 in the ROD Office for Beaufort County.

TMS# R112-031-00-0628-0000-00

Exhibit "B"

VICINITY MAP NOT TO SCALE



SUBDIVISION PLAT
ALSO SHOWING
NEW WETLAND BUFFERS & DITCH EASEMENT
PREPARED FOR
ASHTON POINTE PROPERTY LIMITED PARTNERSHIP
MUI PORTION OF TRASK PROPERTY (P.O. 112-31-595)
BEAUFORT COUNTY SOUTH CAROLINA

31.619 ACRES TOTAL

THIS PROPERTY IS LOCATED IN ZONES A-9 (EL 13.0)
& C AS DETERMINED BY FEMA, FIRM COMMUNITY-PANEL
NUMBER 450025 0065 D, DATED 9-29-86.

R112-031-000-0595-0000 (PORTION OF)

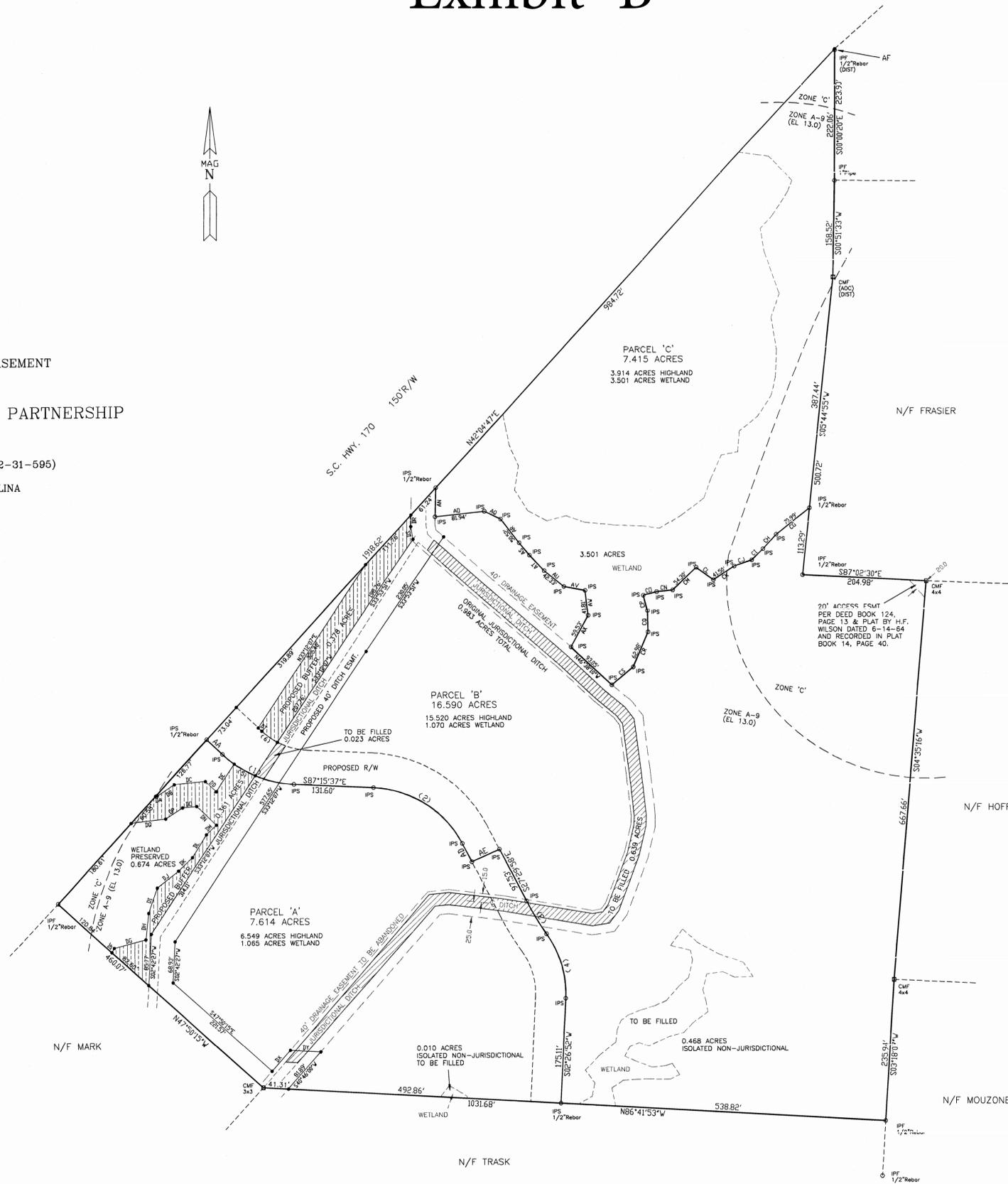
0 50' 100' 200' 300'

SCALE 1" = 100'
FEBRUARY 14, 2006

P12611A/MMA

REVISED 5-18-07 - CORRECTED FLOOD ZONE
REVISED 1-30-08 - ADJUSTED FILLED DITCH AREA

THIS PLAT SUPERSEDES PLAT RECORDED IN PLAT BOOK 120, PAGE 19.



WETLAND PERMIT # - SAC39-2005-0686-1

NO.	DELTA	RADIUS	ARC	TANGENT	C-BEARING	CHORD
1	41°10'08"	183.00'	131.49'	68.73'	S66°40'33"E	198.68'
2	59°45'39"	175.00'	102.53'	100.35'	S37°22'48"E	174.37'
3	7°40'23"	475.00'	63.61'	31.85'	S31°20'09"E	63.57'
4	37°37'13"	175.00'	114.90'	59.61'	S16°21'44"E	112.85'

NO.	DELTA	RADIUS	ARC	TANGENT	C-BEARING	CHORD
5	12°34'21"	183.00'	40.16'	20.16'	S60°18'48"E	40.08'
6	15°39'21"	117.50'	32.11'	16.15'	N53°55'10"W	32.01'

NO.	BEARING	DISTANCE
AA	S46°05'29"E	36.12'
AD	S27°29'58"E	34.78'
AE	N65°21'57"E	50.06'
AF	S00°00'00"E	1.83'
AN	S01°18'09"W	46.68'
AO	N83°55'59"E	81.94'
AP	S62°45'30"E	29.74'
AR	S37°12'23"E	50.52'
AS	S39°02'47"E	27.18'
AT	S42°10'00"E	35.71'
AU	S50°35'50"E	42.33'
AV	S78°59'29"E	35.75'
AW	S06°40'14"E	41.81'
AX	S28°16'57"W	59.53'
CG	N51°15'28"E	70.99'
CH	N41°45'40"E	32.62'
CI	N45°17'12"E	25.38'
CJ	N70°49'49"E	30.62'
CK	N56°15'29"E	41.50'
CL	S53°28'47"E	33.44'
CM	N45°45'41"E	54.30'
CN	N84°00'11"E	25.67'
CO	N75°22'29"E	25.91'
CP	N15°14'12"W	26.42'
CQ	N01°16'21"W	35.55'
CR	N62°49'43"E	62.98'
CS	N49°40'06"E	46.42'

NO.	BEARING	DISTANCE
DA	N83°23'56"E	2.77'
DB	N56°44'02"E	33.99'
DC	N84°30'00"E	51.76'
DD	S45°51'14"E	44.56'
DE	N51°12'07"E	54.94'
DF	N29°09'11"E	8.15'
DG	N75°01'07"E	54.21'
DH	N88°32'38"E	43.52'
DI	N18°38'12"E	44.26'
DJ	N75°42'00"E	44.59'
DK	N45°30'03"E	32.06'
DL	N31°03'03"E	44.51'
DM	N45°57'18"E	22.77'
DN	N45°51'13"W	45.23'
DO	S84°30'00"W	23.37'
DP	S56°44'03"W	53.58'
DQ	S83°23'51"W	57.75'
DR	S01°18'09"W	19.54'
DS	S09°55'21"E	21.71'
DT	N46°05'30"W	8.18'
DX	N40°46'00"E	46.18'
DT	S86°41'55"E	30.40'

I HEREBY STATE 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 THAT THE SAME EXCEEDS THE REQUIREMENTS FOR A CLASS B SURVEY AS SPECIFIED THEREIN. ALSO THERE ARE NO VISIBLE ENCROACHMENTS OR PROJECTIONS OTHER THAN SHOWN.



DAVID S. YOUMANS RLS 9765
BEAUFORT SURVEYING, INC.
1613 PARIS AVENUE
PORT ROYAL, S.C. 29935
PHONE (843) 524-3261

ORDINANCE NO. 2021/_____

**AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE
A MODIFICATION OF DRAINAGE EASEMENT ASSOCIATED WITH PARCEL
R112-031-000-0628-0000**

WHEREAS, Beaufort County was granted a 40' drainage easement by William D. Trask and Harold E. Trask, Jr, recorded in Deed Book 567 on Pages 1768-1769 on December 28, 1990 (the "Original Drainage Easement"); and

WHEREAS, the Original Drainage Easement referenced a Sketch Map titled "Drainage Canal Easement Across the Lands Between S.C. Hwy. 20 and S.C. Hwy. 802", which such Sketch Map was later recorded in the Beaufort County Register of Deeds' Office in Plat Book 40 at Page 52 (said Sketch Map, the "Original Easement Plat"); and

WHEREAS, the existing drainage ditch does not lie in the area depicted on the Original Easement Plat, and a portion of the Original Drainage Easement associated with parcel **R112-031-000-0628-0000** located in the Town of Port Royal, Beaufort County, South Carolina was abandoned ; and

WHEREAS, a modification of the Original Drainage Easement is necessary to amend the terms of the Original Drainage Easement to correctly depict and describe the location of the Revised Drainage Easement as defined in the attached **Modification of Drainage Easement (ORB 567 Page 1768) (PB 40 Page 52)**; and

WHEREAS, it is in the best interest of Beaufort County to authorize the County Administrator to execute the attached **Modification of Drainage Easement (ORB 567 Page 1768) (PB 40 Page 52)** to correctly depict the current location of the drainage easement; and

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council hereby authorizes the County Administrator to execute documents associated with the revised drainage easement located on parcel R112-031-000-0628-0000 as described in the attached **Modification of Drainage Easement (ORB 567 Page 1768) (PB 40 Page 52)**.

ADOPTED this ____ day of _____, 2021.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
Recommendation of Award RFP HXD 091021 Lowcountry Commercial Services (\$259,424)
MEETING NAME AND DATE:
Public Facilities Committee – October 18, 2021
PRESENTER INFORMATION:
Jared Fralix, P.E. ACA – Engineering Jon Rembold, C.M. Airports Director (Alternate) (2 minutes)
ITEM BACKGROUND:
<p>The existing county-wide contractor was not willing to provide the level of service needed at the airport, so the airport requested permission to withdraw from that program. This is the second time this opportunity was offered for bid. The initial round did not produce a suitable solution so the opportunity was rewritten and re-bid. In the interim, the airport executed a short-term contract with Lowcountry Commercial Services (LCCS), whose workmanship was loudly and consistently praised by airport tenants.</p> <p>Proposal packages were opened and reviewed on September 10, 2021. The companies and their proposed fees include:</p> <ol style="list-style-type: none">1. Lowcountry Commercial Services*, Hilton Head Island, SC \$235,8402. EJSCS, Inc., Little Rock, AR \$181,2003. LGC Global, Franklin, TN \$295,800 <p>*Lowcountry Commercial Services bid has been reviewed, the firm was interviewed, and is the airport’s selection. They are a minority-owned firm and are located in close proximity to the airport.</p>
PROJECT / ITEM NARRATIVE:
This contract provides Hilton Head Island Airport with janitorial services on a long-term basis. The scope of required services has been discussed in depth with the selected contractor and they have indicated they have the ability to meet the needs of the airport. Furthermore, LCCS demonstrated their ability to exceed standards during the busiest season at the airport.
FISCAL IMPACT:
Lowcountry Commercial Services bid is a total of \$235,840 to provide janitorial services at Hilton Head Island Airport. With a 10% contingency of \$23,584, the total cost of these services is \$259,424. The funding source for the janitorial services is the expense account 54000011-51170 with a current balance of \$456,021.10.
STAFF RECOMMENDATIONS TO COMMITTEE:
<i>Staff recommends awarding (RFP) HXD 091021 to Lowcountry Commercial Services.</i>
OPTIONS FOR COMMITTEE MOTION:
<i>Motion to approve /deny the recommendation of award for RFP HXD 091021 to Lowcountry Commercial Services.</i> <i>(Next Steps -The contract amount is more than \$100,000, therefore, does need to be forwarded to Council.)</i>

Janitorial Services for Beaufort County Airports						
RFP HXD 091021						
Summary Score Sheet						
Final Round Scoring						
Evaluators	Name of Company	Name of Company	Name of Company			
	<u>LCCS</u>	<u>EJSCS</u>	<u>On Point</u>			
M. Myers	90	77	88			
S. Parry	86	77	80			
J. Rembold	92	81	85			
TOTALS:	268	235	253			
1. LCCS	268					
2. On Point	253					
3. EJSCS	235					



BEAUFORT COUNTY COUNCIL AGENDA ITEM SUMMARY

ITEM TITLE:
A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR THE ACCEPTANCE OF PROPERTIES ENCUMBERING THE ROAD RIGHT OF WAY FOR CRYSTAL BEACH LANE
MEETING NAME AND DATE:
County Council Meeting 10-25-21
PRESENTER INFORMATION:
Jared Fralix, P.E., Assistant County Administrator, Engineering (5 Minutes)
ITEM BACKGROUND:
Item approved at PFC on 10-18-21 The County has been maintaining many roads for over 20 years with an assumed prescriptive right of way referred to as “legacy roads”. Right of Way staff have been working with property owners to perfect the right of way on “legacy roads” by requesting formal conveyance of ROW from associated property owners.
PROJECT / ITEM NARRATIVE:
The County maintained portion of Crystal Beach Lane is (~500 LF) located off Alljoy Road in Bluffton. Property owners associated with this road have requested to donate ROW to the County. This ROW conveyance will help perfect County ownership of legacy roads.
FISCAL IMPACT:
N/A
STAFF RECOMMENDATIONS TO COUNCIL:
Staff recommends acceptance of ROW associated with County portion of Crystal Beach Lane.
OPTIONS FOR COUNCIL MOTION:
Motion to either accept/deny ROW associated with County portion of Crystal Beach Lane. <i>Next Step – Public hearing for Resolution at County Council Meeting</i>

A RESOLUTION AUTHORIZING THE COUNTY ADMINISTRATOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR THE ACCEPTANCE OF PROPERTIES ENCUMBERING THE ROAD RIGHT OF WAY FOR CRYSTAL BEACH LANE

WHEREAS, the property owners abutting and encumbering all or a portion of the right of way shown and described as Crystal Beach 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 in order to perfect right of way on County maintained roads for current road maintenance and future improvements such as rocking or paving; and

WHEREAS, it is in the best interest of the Crystal Beach Lane community and the County to accept the properties from the property owners and perfect the right of way.

NOW, THEREFORE, BE IT RESOLVED that Beaufort County Council hereby authorizes the County Administrator to execute any and all necessary documents for the acceptance of properties encumbering the road right of way for Crystal Beach Lane.

ADOPTED this _____ day of _____, 20____.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Joseph Passiment, Chairman

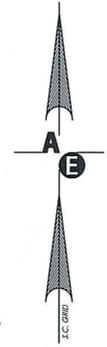
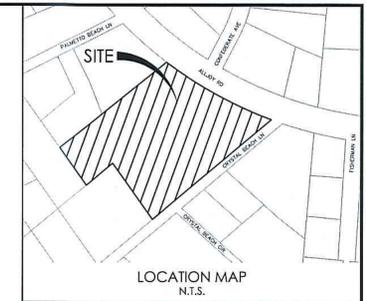
ATTEST:

Sarah W. Brock, Clerk to Council

EXHIBIT A

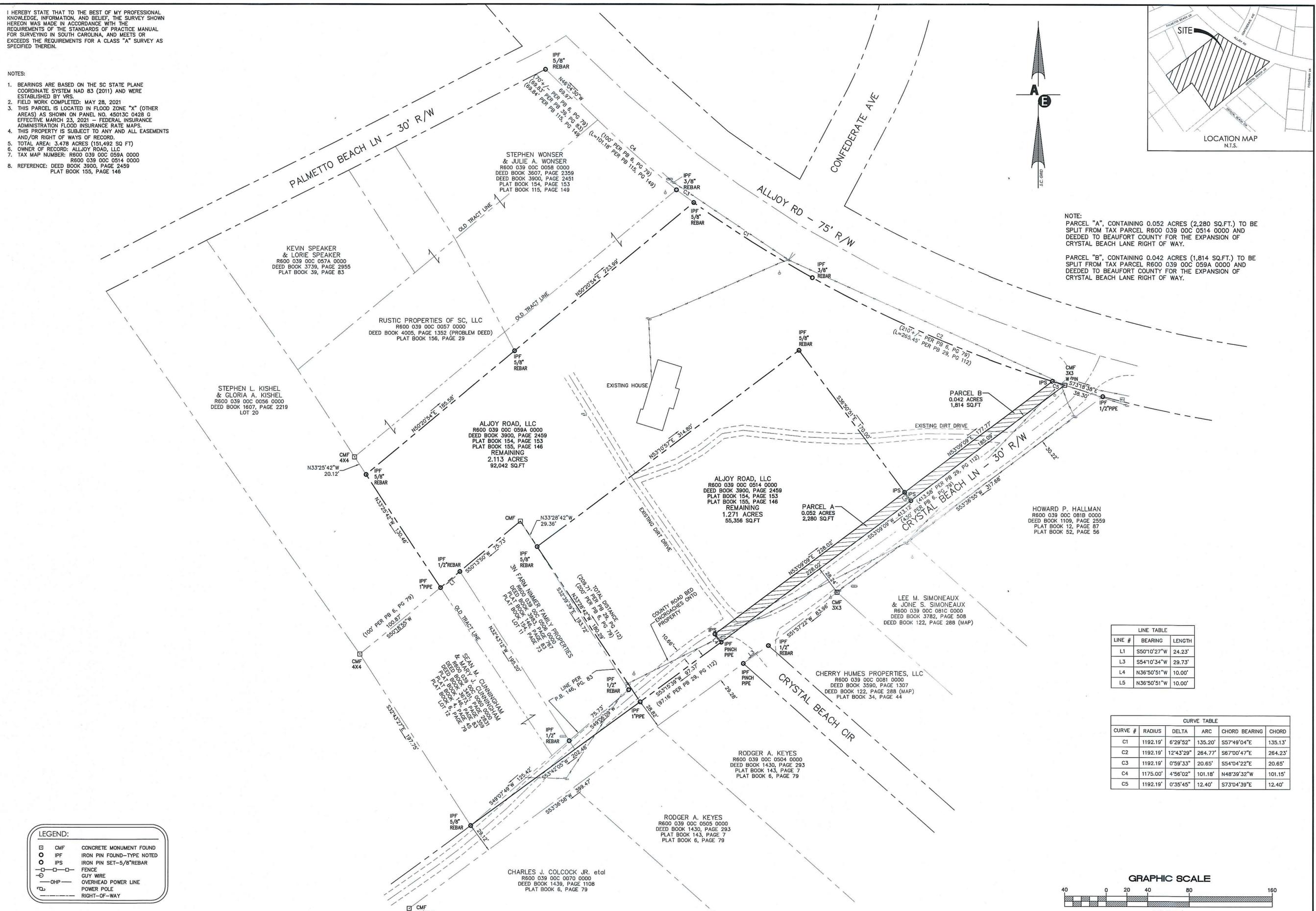
I HEREBY STATE THAT TO THE BEST OF MY PROFESSIONAL KNOWLEDGE, INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE STANDARDS OF PRACTICE MANUAL FOR SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN.

- NOTES:
1. BEARINGS ARE BASED ON THE SC STATE PLANE COORDINATE SYSTEM NAD 83 (2011) AND WERE ESTABLISHED BY VRS.
 2. FIELD WORK COMPLETED: MAY 28, 2021
 3. THIS PARCEL IS LOCATED IN FLOOD ZONE "X" (OTHER AREAS) AS SHOWN ON PANEL NO. 45013C 0428 G EFFECTIVE MARCH 23, 2021 - FEDERAL INSURANCE ADMINISTRATION FLOOD INSURANCE RATE MAPS.
 4. THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS AND/OR RIGHT OF WAYS OF RECORD.
 5. TOTAL AREA: 3.478 ACRES (151,492 SQ FT)
 6. OWNER OF RECORD: ALLJOY ROAD, LLC
 7. TAX MAP NUMBER: R600 039 00C 059A 0000
R600 039 00C 0514 0000
 8. REFERENCE: DEED BOOK 3900, PAGE 2459
PLAT BOOK 155, PAGE 146



NOTE:
PARCEL "A", CONTAINING 0.052 ACRES (2,280 SQ.FT.) TO BE SPLIT FROM TAX PARCEL R600 039 00C 0514 0000 AND DEEDED TO BEAUFORT COUNTY FOR THE EXPANSION OF CRYSTAL BEACH LANE RIGHT OF WAY.

PARCEL "B", CONTAINING 0.042 ACRES (1,814 SQ.FT.) TO BE SPLIT FROM TAX PARCEL R600 039 00C 059A 0000 AND DEEDED TO BEAUFORT COUNTY FOR THE EXPANSION OF CRYSTAL BEACH LANE RIGHT OF WAY.



PLAN REVISIONS	
NO.	DESCRIPTION
1	
2	
3	
4	
5	
6	
7	
8	

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2712 Bull Street Suite A
Beaufort, SC 29902
Ph: 843.873.2223
Fax: 843.873.2223

Andrews Engineering & Surveying

RIGHT-OF-WAY
DEDICATION SURVEY
Prepared for
ALLJOY ROAD, LLC

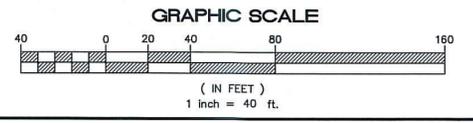
LOTS 10 AND 21
BLOCK "C"
ALLJOY ROAD AND
CRYSTAL BEACH LANE
BLUFFTON, SC

Date Drawn: 7/22/2021
Last Revised: 7/28/2021
Drawn By: J. Gray
Surveyor: J. Hayes

SHEET #:
1
JOB: 180042

LINE TABLE		
LINE #	BEARING	LENGTH
L1	S50°10'27"W	24.23'
L3	S54°10'34"W	29.73'
L4	N36°50'51"W	10.00'
L5	N36°50'51"W	10.00'

CURVE TABLE					
CURVE #	RADIUS	DELTA	ARC	CHORD BEARING	CHORD
C1	1192.19'	6°29'52"	135.20'	S57°49'04"E	135.13'
C2	1192.19'	12°43'29"	264.77'	S67°00'47"E	264.23'
C3	1192.19'	0°59'33"	20.65'	S54°04'22"E	20.65'
C4	1175.00'	4°56'02"	101.18'	N48°39'32"W	101.15'
C5	1192.19'	0°35'45"	12.40'	S73°04'39"E	12.40'



LEGEND:

- CMF CONCRETE MONUMENT FOUND
- IPF IRON PIN FOUND-TYPE NOTED
- IPS IRON PIN SET-5/8"REBAR
- FENCE
- GUY WIRE
- OHP OVERHEAD POWER LINE
- POWER POLE
- RIGHT-OF-WAY