Finance Committee Agenda

Monday, November 16, 2020 at 2:00 PM

[This meeting is being held virtually in accordance with Beaufort County Resolution 2020-05]

ALL OF OUR MEETINGS ARE AVAILABLE FOR VIEWING ONLINE AT WWW.BEAUFORTCOUNTYSC.GOV AND CAN ALSO BE VIEWED ON HARGRAY CHANNELS 9 AND 113, COMCAST CHANNEL 2, AND SPECTRUM CHANNEL 1304

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. *PUBLIC NOTIFICATION OF THIS MEETING HAS BEEN PUBLISHED, POSTED, AND DISTRIBUTED IN COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT*
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES- OCTOBER 19, 2020
6. CFO REPORT - DISCUSSION AND PRESENTATION OF YEAR TO DATE FINANCIAL STATEMENTS OF THE GENERAL FUND FOR FY 2021

ACTION ITEMS

7. CONTRACT AWARD RECOMMENDATION FOR RFP#030520 TO PROVIDE PHOTOCOPIER/MULTIFUNCTION PRINTER LEASE AND PRINT MANAGEMENT SERVICES TO BEAUFORT COUNTY
8. 2119-1808 WORK AUTHORIZATION OFF AIRPORT MITIGATION AND SUMMIT DRIVE MITIGATION-CA AMENDMENT 1
9. CONTRACT BETWEEN COASTAL EMPIRE MENTAL HEALTH AND DETENTION CENTER
10. RESOLUTION FOR GRANT MATCH FOR THE MILITARY INSTALLATION RESILIENCE PROJECT
11. ACCOMMODATIONS TAX (STATE 2%) BOARD RECOMMENDATIONS TO TOURISM-RELATED ORGANIZATIONS
12. EXPENDITURE AUTHORIZATION FOR RECONCILIATION SERVICES BY HOLLAND AND BROMLEY

DISCUSSION ITEMS

13. DISCUSSION DEBT BOOK SOFTWARE
14. UPDATE ON CARRYOVER BUDGET 2021 EXPENDITURES
15. DISCUSSION – UPDATE ON THE INTERNAL AUDITOR
16. CAFR AUDIT DISCUSSION

Finance Committee Meeting

Chairman
CHRIS HERVOCHON

Vice Chairman
MARK LAWSON

Committee Members
GERALD DAWSON
STU RODMAN
PAUL SOMMERVILLE

County Administrator
ERIC GREENWAY

Clerk to Council
SARAH W. BROCK

Staff Support
RAYMOND WILLIAMS
WHITNEY RICHLAND

Administration Building
Beaufort County Government
Robert Smalls Complex
100 Ribaut Road

Contact
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
(843) 255-2180
www.beaufortcountysc.gov

17. DISCUSSION OF THE BUDGET CYCLE

18. DISCUSSION FOR CHAMBER SUBMISSIONS OF EXPENDITURES RELATED TO ACCOMMODATIONS AND HOSPITALITY TAX AWARDS.

BOARDS AND COMMISSIONS

19. CONSIDERATION OF THE REAPPOINTMENT OF RICHARD STEWART AND OLIVIA YOUNG TO THE ACCOMMODATIONS TAX BOARD

20. CONSIDERATION OF THE FOLLOWING REAPPOINTMENTS TO THE AIRPORTS BOARD: ANNE ESPOSITO, HOWARD ACKERMAN, CHRISTOPHER BUTLER, DAN AHERN AND BRIAN TURRISI

CITIZEN COMMENTS

21. CITIZEN COMMENTS WILL BE ACCEPTED IN WRITING AT PO DRAWER 1228, BEAUFORT SC 29901 OR BY WAY OF OUR **PUBLIC COMMENT FORM** AVAILABLE ONLINE AT WWW.BEAUFORTCOUNTYSC.GOV

22. ADJOURNMENT

Finance Committee Minutes

Monday, October 19, 2020 at 2:00 PM

[This meeting is being held virtually in accordance with Beaufort County Resolution 2020-05] THIS MEETING WILL BE CLOSED TO THE PUBLIC. CITIZEN COMMENTS AND PUBLIC HEARING COMMENTS WILL BE ACCEPTED IN WRITING VIA EMAIL TO THE CLERK TO COUNCIL AT SBROCK@BCGOV.NET OR PO DRAWER 1228, BEAUFORT SC 29901. CITIZENS MAY ALSO COMMENT DURING THE MEETING DURING FACEBOOK LIVE

CALL TO ORDER

Committee Chairman Hervochon called the meeting to order at 2:00 PM.

PRESENT

Committee Chairman Hervochon
Committee Vice-Chairman Lawson
Council Member Passiment
Council Member Sommerville
Council Member Covert
Council Member Dawson
Council Member Rodman
Council Member Glover
Council Member Howard
Council Member McElynn
Council Member McElynn

PLEDGE OF ALLEGIANCE

Committee Chairman Hervochon led the Pledge of Allegiance.

FOIA

Committee Chairman Hervochon noted that the Public Notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

APPROVAL OF AGENDA

Motion: It was moved by Council Member Sommerville, seconded by Council Member Dawson to approve the agenda. The vote: Unanimous without objection. The motion passed. 11:0

APPROVAL OF MINTUES- SEPTEMBER 21, 2020

Motion: It was moved by Council Member Sommerville, seconded by Council Member Dawson to approve the minutes from September 21, 2020. The Vote: Unanimous without objection. The motion passed. 10:0

County Council of Beaufort County
Community Services Committee Meeting

Chairman
CHRIS HERVOCHON

Vice Chairman
MARK LAWSON

Committee Members
GERALD DAWSON
STU RODMAN
PAUL SOMMERVILLE

County Administrator
ASHLEY M. JACOBS

Clerk to Council
SARAH W. BROCK

STAFF SUPPORT
RAYMOND WILLIAMS
PHIL FOOT

Administration Building
Beaufort County Government
Robert Smalls Complex
100 Ribaut Road

Contact
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
(843) 255-2180
www.beaufortcountysc.gov

INTRODUCTION OF WHITNEY RICHLAND AS THE NEW CHIEF FINANCIAL OFFICER

Status- For Informational Purposes Only

ACTION ITEMS

Providing base fee-in-lieu of tax agreements to Project Burger, Project Garden, and Project Glass. This will bring property tax rate from 10% industrial rate down to 6% rate for a 20 year period.

Providing a special source revenue credit to Project Stone- This SSRC will act as a base FILOT equivalent- allowing the company to pay the equivalent of a 6% tax rate over a 20 year period.

Placing Project Burger, Project Garden, Project Glass, and Project Stone into existing multi county industrial park.

Consideration of an Ordinance regarding a multi county industrial park- Burger, Garden, Glass, Stone.

Consideration of an Ordinance regarding a special source revenue credit- Project Stone

Consideration of multiple Ordinances and Inducement Resolutions regarding a fee-in-lieu of property taxes (FILOT)- Project Burger, Project Garden, Project Glass.

Discussion: John O'Toole, Executive Director, Beaufort County Economic Development Corporation spoke regarding items number 7,8,9,10, 11 & 12.

Burger: Local Brewery, investing $4.96 Million dollars, creating 43 new jobs, average pay of $38,682.00.

Garden: Company out of N.J. that will manufacture glass products, investing $3.19 Million dollars, creating 26 new jobs, average pay of $35,827.00

Glassworks: Glass recycling company, investing $15.15 Million dollars, creating 55 new jobs, average pay $34,861.00.

Stoneworks: Stone Cutting/Counters, investing $3.2 Million dollars, created 21 new jobs- 40 jobs retained, average pay $53,120.00.

Council Member Glover asked Mr. O'Toole what the lowest paid salary would be.

Mr. O'Toole stated that he would get that information per project and share with Council Member Glover.

Council Member Rodman suggested that the County do a 6% across the board under certain circumstances.

Mr. O'Toole replied that he didn't think there could be a uniform policy based on a previous discussion during a workshop.

Motion: It was moved by Council Member Flewelling, seconded by Council Member Glover to approve items number 7, 8, 9, 10, 11 and 12. The Votes: Unanimous without objection. The motion passed. 11:0

Consideration of an Ordinance Beaufort County Business License Tax Standardization

Discussion: Edra Stephens, Business License Department, spoke regarding the SC Business License Standardization Act, signed into law by Governor Henry McMaster. This requires all licensing bodies to accept the act. Rate Class 8 is divided into sub-categories; rates will need to be established. This gives a standardization due date across the state to comply with the new law.

Council Member Rodman stated that at one point there was talk of one government body collecting for everyone instead of multiple collections, and was this something similar.

Ms. Stephenson stated that once everyone has standardized, the data will be uploaded to fiscal affairs and all business licenses will be able to renew at state level and then the state would distribute the funds to the County.

Council Member Flewelling asked when in 2022 must this be completed.

Ms. Stephenson stated January 1, 2022.

Council Member Flewelling also asked if there was anything in this legislation that would prevent the County from lowering the rates.

Ms. Stephens replied that as of right now, yes. This is because the County's rates are the lowest in the state and right now the County must stay revenue neutral. Going forward the classes will change based on the IRS index change. They will fluctuate every two years.

Council Member Flewelling then enquired if there was a change in the taxable income.

Ms. Stephenson stated no, it is still calculated by gross income.

Committee Chairman Hervochon asked what type of business fell under class 8.

Ms. Stephenson provided examples such as; automobile dealerships, contractors, drinking establishments, pawnbrokers, junk/metal scrappers.

Committee Chairman Hervochon stated at some point he would like for the committee to discuss breaking out class 8 businesses.

Council Member Coverts questioned if unilaterally are the rates per unit higher and/or did they levy the tax.

Ms. Stephens responded that the rates did change a bit based on the MEGS index and those rates can be adjusted if Council chooses to do so after the first year.

Council Member Coverts asked what would happen if the County votes no to this Ordinance.

Ms. Stephenson stated that by law the County has to standardize and that the vote would be to include other municipalities within Beaufort County.

Motion: It was moved by Council Member Flewelling, seconded by Council Member Rodman to adopt the changes and approve the Beaufort County Business License Tax Standardization. The Vote: Unanimous without objection. The motion passed. 11:0.

DISCUSSION ITEMS

Update on the Internal Auditor- Raymond Williams, Interim Chief Financial Officer.

Discussion: Mr. Williams stated that representatives from Beaufort County met with Baker Tilly and Elliot Davis to discuss the scope of work needed to complete to internal audit. Both companies are still interested, they will work to provide Beaufort County updated pricing for their services. Bid should be ready by the next finance meeting.

Update on State Accommodation Tax Awards.

Discussion: Mr. Williams stated Beaufort County is awarding $260,000 in State Accommodations Tax Funding. The awards will be substantially less than prior years due to unknown COVID 19 impacts. The State Tax Committee has twenty-seven applications totaling $1.5 Million. The Committee is meeting on October 21st in Council Chambers to review applications and make recommendations to County Council for funding. The Tax Chairman will appear before the Finance Committee on November 16, 2020, to make recommendations.

Discussion on the RFP for State Accommodations Tax and Local Accommodations Tax to the DMO's and Chambers.

Discussion: Mr. Hayes stated the Finance Committee voted unanimously on September 21, 2020, to have an RFP for qualifying DMO's and Chambers. The County is in the process of preparing an RFP for the marketing services related to State Accommodations Tax and Local Accommodations Tax. GBCVB has already planned on using this money for marketing and would like some of it to be distributed and is the Finance Department is requesting the Council's guidance.

Committee Chairman Hervochon stated that an RFP was established and believes that it is something that needs to be followed through with but doesn't think at this particular point funding should be delayed.

Council Member Sommerville mentioned that GBCVB has been a continued vendor and are in their current fiscal year and are not being funded to do what they are needing to do and should at least give them half of the year.

Council Member Flewelling asked if there was something standing in the way from this money being released.

Mr. Hayes stated that there isn't anything standing in the way but the Finance Department didn't want to release any funds with an RFP in progress

Council Member Flewelling made a motion to go ahead and release the full years DMO money, Council Member Howard Seconded the motion.

Committee Chairman Hervochon stated this was a discussion item and did not require a motion.

Council Member Flewelling withdrew his motion.

Council Member Howard stated she agreed to fund the award for the full year and have the RFP ready to go for June.

Council Member Passiment mentioned that the DMO's and Chambers prepare their budget based on the idea of receiving these funds for the full year and support releasing the full funds.

CAFR Audit Discussion

Discussion: Mr. Williams stated there was a discussion with the audit partner for the engagement. Tentatively Mauldin and Jenkins should begin their fieldwork in mid-November. They project that best-case scenario that they could have a draft audit report by December 31. There are factors that could cause delay such as staff changes, and unknown COVID 19 issues.

Council Member Glover asked if the auditors were doing the audit virtually.

Mr. Williams stated that yes, they are trying to do as much as possible virtually due to COVID concerns.

Update on Carryover Budget 2021 Expenditures.

Discussion: Mr. Hayes gave an updated on the Carryover budget council approved at a prior meeting. As of today there is an approved carryover budget of $2.1 Million and $437,000.00 has been spent.

Committee Chairman Hervochon inquired about the DNA lab.

Mr. Williams stated that the DNA lab has requisitions and from his understanding that it is moving forward.

Discussion on real life savings due to pandemic.

Discussion: Committee Chairman Hervochon brought up this discussion due to the change in cost of operation due to the pandemic, which was mentioned by the School Board. He was wanting to inquire if the County had any such savings due to the decrease in operational expenses due to COVID.

CFO, Whitney Richland stated that she reached out to Ms. Crosby with the school district and the school district had savings due to the closing at the mid of last school year. Due to the freeze or deferring of expenditures they were able to provide substantial savings. Ms. Richland stated that she does not have a hard figure at the moment for the County and hopes to have an updated analysis at the net meeting.

Council Member Flewelling stated that he feels that because the County was still operational that there wouldn't be much savings except for utilities.

BOARDS AND COMMISSIONS

Consideration of the re-appointment of Dan Ahern and the appointment of Thomas Sheahan to the Airports Board.

Motion: It was moved by Council Member Flewelling, seconded by Committee Vice-Chair Lawson to approved the re-appointment of Dan Ahern and the appointment of Thomas Sheahan. The Vote: Unanimous without objection. The motion passed. 11:0

EXECUTIVE SESSION

Land Acquisition Proposal through Rural and Critical Land Program- Project 2020A

Motion: It was moved by Council Member Glover, seconded by Council Member Howard to go into Executive Session. The Vote: Unanimous without objection. The motion passed. 11:0.

Matters Arising Out of Executive Session

Motion: It was moved by Council Member Flewelling, seconded by Council Member Howard to add $12,500 to the original project 2020A because of a recalculation of percentages of interest from a purchase that was made in 2020. The Vote: Unanimous without objection. The motion passed. 11:0.

CITIZEN COMMENTS

There are no citizen comments per Clerk to Council, Sarah Brock.

ADJOURNMENT

The meeting adjourned at 3:00 pm.

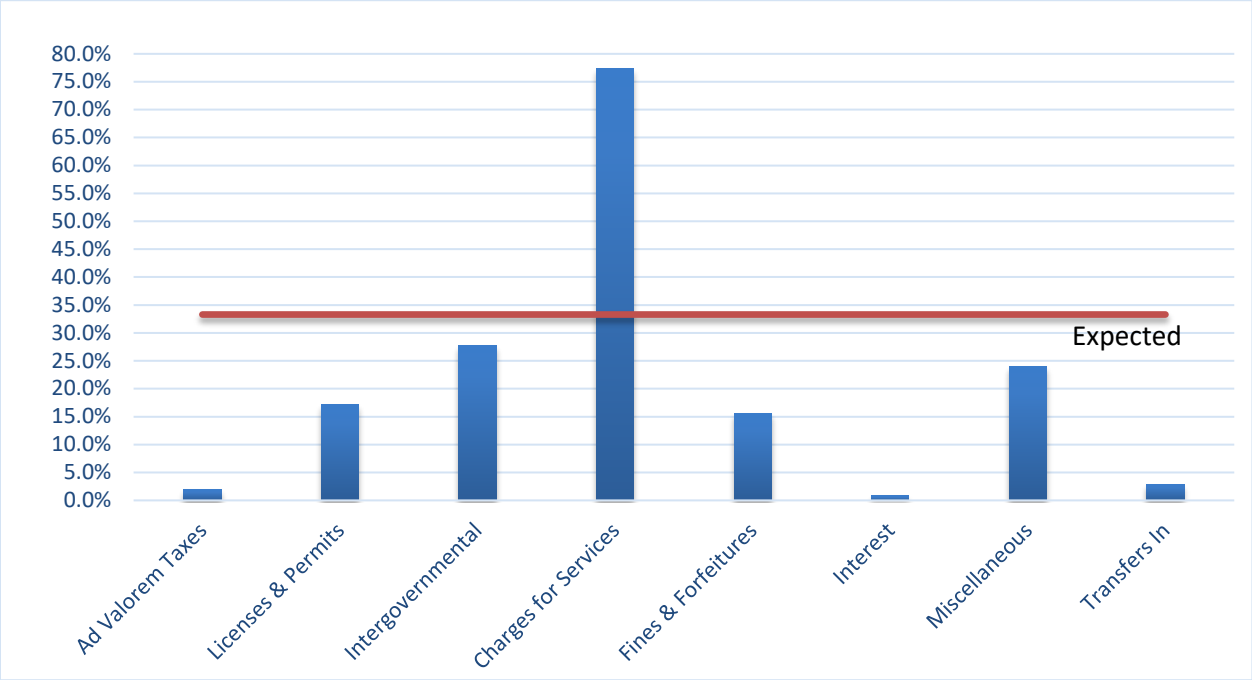
Ratified by Committee:

Executive Summary of Revenues and Expenditures

Through October 31, 2020

General Fund Revenues

Budget:	$130,300,431
Revenue Collected to Date:	$12,150,397
Revenue Remaining to be Collected:	$118,150,034
Percent of Total Budget Collected:	9.32%
Percent of Year Completed	33.3%



Revenue Analysis

Function	Budget	To Date	% Received	% Year Completed
Ad Valorem Taxes	$106,217,968	2,019,306	1.9%	33.3%
Licenses & Permits	$3,244,160	556,997	17.2%	33.3%
Intergovernmental	$9,058,838	2,507,556	27.7%	33.3%
Charges for Services	$8,862,160	6,859,127	77.4%	33.3%
Fines & Forfeitures	$749,500	116,285	15.5%	33.3%
Interest	$442,805	3,570	0.8%	33.3%
Miscellaneous	$180,000	42,990	23.9%	33.3%
Transfers In	$1,545,000	44,565	2.9%	33.3%

For revenues with variances over 5% of the year competed, a brief explanation is provided below.

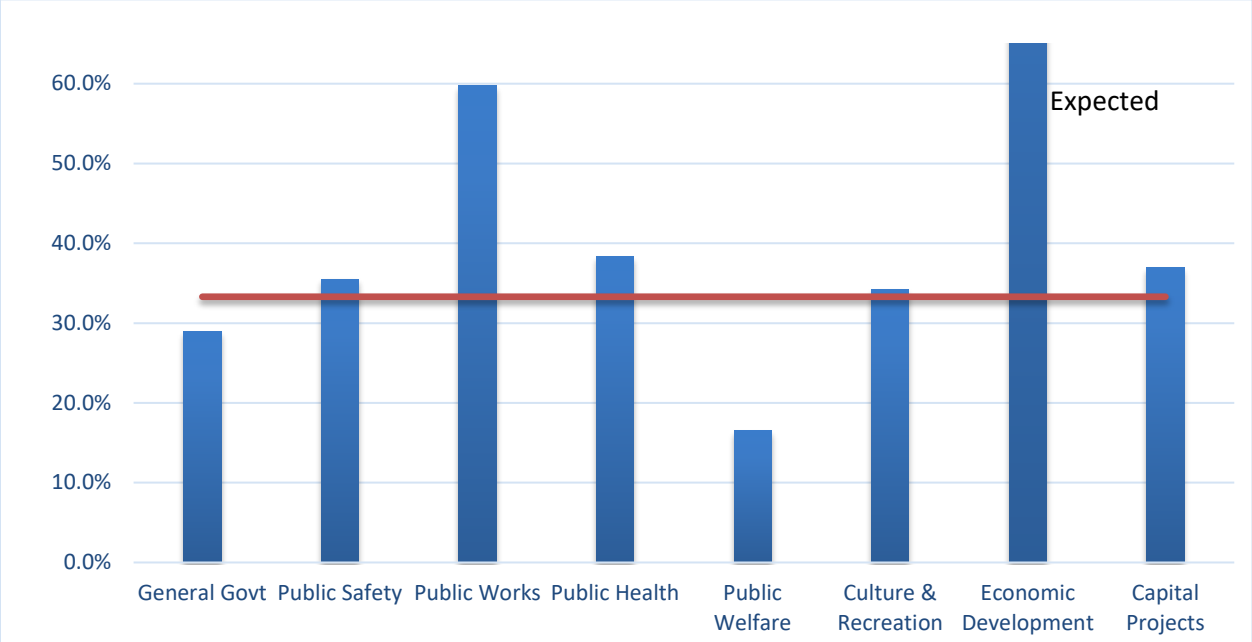
Ad Valorem Taxes: Year to date are mostly Delinquent Collections. Revenues lagging because bills not sent yet.
Licenses & Permits: This revenue primarily arrives in January.
Intergovernmental: No Homestead Exemption received yet due to delayed tax bills.
Charges for Services: Register of Deeds having a record year due to real estate transactions.
Fines & Forfeitures: Delayed re-opening of the courts.
Interest: This allocation is performed at year end.
Miscellaneous: Sales of County property have no occurred.
Transfers In: These are done on a quarterly basis and will not follow an equal distribution over the year.

Executive Summary of Revenues and Expenditures

Through October 31, 2020

General Fund Expenditures

Original Budget:	$130,300,430
Carryover from FY 2020:	$1,352,447
Total FY 2021 Budget:	$131,652,877
Actual Expenditures to Date:	$38,219,128
Encumbrances:	$10,554,764
Total Exp'd & Enc'd to Date:	$48,773,892
Budget Remaining:	$82,878,984
Percent of Total Budget Exp'd &Enc'd:	27.9%
Percent of Year Completed:	33.3%



Expenditure Analysis

Function	Budget	To Date	% Exp'd & Enc'd	% Year Completed
General Government	$43,758,593	12,683,185	29.0%	33.3%
Public Safety	$51,471,577	18,286,573	35.5%	33.3%
Public Works	$17,072,908	10,212,004	59.8%	33.3%
Public Health	$3,751,392	1,436,101	38.3%	33.3%
Public Welfare	$708,261	116,706	16.5%	33.3%
Culture & Recreation	$13,475,265	4,613,480	34.2%	33.3%
Other	$508,594	675,546	132.8%	33.3%
Capital Projects	$906,286	750,296	82.8%	33.3%

For expenditures with variances over 5% of the year competed, a brief explanation is provided below.

Public Works: Facilities Management and Solid Waste Administration trending high but mostly due to PO's for contracted services. Ok. Should level out over the fiscal year.
Public Welfare: Funds awaiting award. The "Together for Beaufort" payment will be paid in November.
Other: Use of fund balance for the Beaufort County Economic Development Corporation from escrow funds.
Capital Projects: Capital Outlays do not assume an equal distribution over the fiscal year.

Vendor	Cost per color	Cost per B&W	Base MFP Cost Year 1
ABR-Konica-Minolta	MFP - 0.049 Printer - 0.014	MFP - 0.005 Printer - 0.08	$57,956.28
Saulisbury-KYOCERA	0.019/0.039/0.059	$0.07	36 month: $112,314.72 60 month: $72,034.68
The Office People-Sharp & HP	MFP - 0.05 Printer - 0.08	MFP - 0.005 Printer - 0.008	$97,080.00
Canon	MFP - 0.03973 Printer - 0.10	MFP - 0.00448 Printer - 0.0103	36 month: $117,605.40 60 month: $81,576.12
Ricoh	MFP 0.035	MFP-0.0039	$ 131,068.68

Base MFP Cost Year 2	Base MFP Cost Year 3	Base MFP Cost Year 4	Base MFP Cost Year 5
$57,956.28	$57,956.28	$57,956.28	$57,956.28
36 month: $112,314.72 60 month: $72,034.68	36 month: $112,314.72 60 month: $72,034.68	36 month: no lease pmt, just service contract 60 month: 72,034.68	36 month: no lease pmt, just service contract 60 month: 72,034.68
$97,080.00	$97,080.00	$97,080.00	$97,080.00
36 month: $117,605.40 60 month: $81,576.12	36 month: $117,605.40 60 month: $81,576.12	36 month: $64,683 60 month: $81,576.12	36 month: $7,042.16 60 month: $81,576.12
$ 131,068.68	$ 131,068.68	$ 131,068.68	$ 131,068.68

MFP Maintenance Cost Per Month	MFP Maintenance cost Per Year	Printer Maintenance Cost Per Month
$6,885.00	$82,620.00	$2,437.24
$5,061.54	$60,738.72	1,468.85
$7,847.83	$94,173.90	$3,162.19
36 month: $6,338.71 (years 1-5) 60 month: $6,338.71 (years 1-5)	36 month: $76,064.48 60 month: $76,064.48	36 month: $889.00 (BC Owned) $3,050.60 (leased) 60 month: $889.00 (BC Owned) $3,050.60 (leased)
$6,659.75	$79,917	$ 1,052.57

Printer Maintenance Cost Per Year	3 year Printer Cost	5 year Printer Cost
$29,246.88	$ 87,740.64	$ 146,234.40
17,626.20	$52,387.92	$88,131.00
Purchase $34,995, lease $13,188.00	$113,839.90	$189,731.50
36 month: $10,668.00 (BC Owned) $36,607.20 (leased) 60 month: $10,668 (BC Owned) $36,607.20 (leased)	$12,407.40	36 month w/ 2 year extension: $12,407.40 (years 1-3) $6,824.04 (year 4) $4,962.96 (year 5) Total: 49,009.20 60 month: $43,049.40
$ 12,630.84 Lease $29,208.12	$ 37,892.52 Lease $87,624.36	$63,153.20 Lease $146,040.60

Total cost over 3 Years	Total cost over 5 Years	Buy-out cost	pick-up cost
$509,469.48	$809,115.80		$0
$571,601.10	$750,730.60	$1	$0
$699,100.00	$932,800.00	-$10,000.00	$8,000.00
$760,056.36	36 month + 2 yr. ext.: $1,090,233.96 60 month: $1,239,826		$0
$ 720,596.40	$ 1,200,994.00		$ -

	Overall Cost Ranking - 3 year	Overall Cost Ranking - 5 year
97 MFP's, 85 desktop	1	2
98 printers, 97 desktop	2	1
97 printers, 57 desktop	5	5
90 MFP's, 69 desktop	3	3
97 MFP's, 56 desktop	4	4

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Contract Award Recommendation for RFP#030520 to Provide Photocopier/Multifunction Printer Lease and Print Management Services to Beaufort County

MEETING NAME AND DATE:

Finance Committee Meeting, November 16, 2020

PRESENTER INFORMATION:

Dave Thomas, Purchasing Director and Patrick Hill, IT Director: Ten minutes needed for presentation.

ITEM BACKGROUND:

The Purchasing Department issued a Request for Proposal (RFP) to qualified vendors for Photocopier/Multifunction Lease Services for various Beaufort County Departments, which includes print management services for desktop printers. Beaufort County is currently under contract with ABR Digital Office Solutions, which provides a cost per copy maintenance contract and rental lease fee for approximately 97 Multifunction Copiers (MFC) and 85 desktop printers.

PROJECT / ITEM NARRATIVE:

Each vendor was given a list of our current machines and as part of the RFP; they were required to provide their best solution to our needs and requirements. The RFP requested that the vendors provide a multifunction photocopier/printer lease program that will require services for supply and maintenance. Under the resulting contract, the contractor will be required to provide and install the recommended copiers/printers, provide all consumables (excluding paper/staples) and maintain all copiers/printers. The initial contract term will be for three years with the option to extend the contract for an additional two years subject to mutual agreement by both the County and the vendor. The Evaluation Committee consisted of four (4) Beaufort County staff members: Patrick Hill, Chief Information Officer, Heather Haase, Computer Support Specialist, Chanel Lewis, Finance Supervisor, and Shakeeya Polite, IT Project Manager. Beaufort County received five (5) responses to the RFP, evaluated all of the responses, and interviewed all firms.

Due to the current COVID 19 situation, the evaluation process has taken longer to complete than normal. After the interviews the Evaluation Committee requested "Best and Final Offers" from the interviewed firms and completed the evaluation ranking on September 28, 2020. The Evaluation Committee thoroughly reviewed all of the proposed offers and unanimously selected and ranked ABR as the number 1 ranked firm. The Final Ranking is as follows:

1. ABR Digital Office Solutions, Savannah, GA 2. Saulisbury Business Machines, Beaufort, SC

3. Cannon Solutions America, Savannah, GA 4. Ricoh, Monks Corner, SC 5. The Office People, Charleston, SC

FISCAL IMPACT:

The lease and maintenance contract is paid by various department accounts (51140-Equipment Rental, 52010-Supples).

STAFF RECOMMENDATIONS TO COUNCIL:

The Finance Committee approves and recommends the new three-year contract amount of $509,469.48 to County Council for ABR Digital Solutions to provide the aforementioned services for Beaufort County.

OPTIONS FOR COUNCIL MOTION:

Approve or reject the contract award recommendation. Send to County Council for approval.

COUNTY COUNCIL OF BEAUFORT COUNTY

PURCHASING DEPARTMENT

106 Industrial Village Road, Bldg 3 Post Office Drawer 1228

Beaufort, South Carolina 29901-1228

TO: Councilman Chris Hervochon, Chairman, Finance Committee

FROM: Dave Thomas, CPPO, Purchasing Director

SUBJ: Request Contract Award for RFP# 030520 to Provide Photocopier/Multifunction Printer Lease and Print Management Services for Beaufort County

DATE: October 9, 2020

BACKGROUND: The Purchasing Department issued a Request for Proposal (RFP) to qualified vendors for Photocopier/Multifunction Lease Services for various Beaufort County Departments, which includes print management services for desktop printers. Beaufort County is currently under contract with ABR Digital Office Solutions, which provides a cost per copy maintenance contract and rental lease fee for approximately 97 Multifunction Copiers (MFC) and 85 desktop printers. Each vendor was given a list of our current machines and as part of the RFP; they were required to provide their best solution to our needs and requirements. The RFP requested that the vendors provide a multifunction photocopier/printer lease program that will require services for supply and maintenance. Under the resulting contract, the contractor will be required to provide and install the recommended copiers/printers, provide all consumables (excluding paper/staples) and maintain all copiers/printers. The initial contract term will be for three years with the option to extend the contract for an additional two years subject to mutual agreement by both the County and the vendor. The Evaluation Committee consisted of four (4) Beaufort County staff members: Patrick Hill, Chief Information Officer, Heather Haase, Computer Support Specialist, Chanel Lewis, Finance Supervisor, and Shakeeya Polite, IT Project Manager. Beaufort County received five (5) responses to the RFP, evaluated all of the responses, and interviewed all firms.

Due to the current COVID 19 situation, the evaluation process has taken longer to complete than normal. After the interviews the Evaluation Committee requested "Best and Final Offers" from the interviewed firms and completed the evaluation ranking on September 28, 2020. The Evaluation Committee thoroughly reviewed all of the proposed offers and unanimously selected and ranked ABR as the number 1 ranked firm. The Final Ranking is as follows:

VENDOR NAME AND FINAL RANKING:	**"BEST AND FINAL OFFER" Cost is based on a 3-year term****
1. ABR Digital Office Solutions, Savannah, GA	**$509,469.48***
2. Saulisbury Business Machines, Beaufort, SC	**$609,523.92**
3. Cannon Solutions America, Savannah, GA	**$728,053.44**
4. Ricoh, Monks Corner, SC	**$684,704.24**
5. The Office People, Charleston, SC	**$699,100.00**

***Desktop printers are free; we only pay the maintenance fee based on cost per copy.**
**** See the attached pricing summary and notes. Each vendor was provided a current list of machines and required to provide their proposed solution. The cost per copy volume is based on the history that we provided to them and the number of machines proposed by each firm may be different.**

FUNDING: The lease and maintenance contract is paid by various department accounts (51140-Equipment Rental, 52010-Supples).

COUNTY COUNCIL OF BEAUFORT COUNTY

PURCHASING DEPARTMENT

106 Industrial Village Road, Bldg 3 Post Office Drawer 1228

Beaufort, South Carolina 29901-1228

PROPOSED YEARLY COST FOR ABR: Based on the recommended replacement of 97 multifunction systems installed with an annual cost of $57,956.28. MFP maintenance per page black .005 and color .049. This equates to an annual average cost of $82,620. The 85 desktop printer maintenance per page black .014 and .08 for color. This equates to an annual average cost of $29,246.88 per year. Total contract cost estimated for one year is $57,956.28 + $82,620.00 + $29,246.88, which equals $169,823.16. All printers are free and no cost to pick up the current fleet. The price includes property tax. The new contract term would begin on January 1, 2021 and end on December 31, 2024.

THREE YEAR COST ABR: $169,823.16 X 3 = $509,469.48. Prices remain the same if the County opts to extend for year 4 and 5. All printers are free and we only pay the cost per copy fee for maintenance.

FOR ACTION: Finance Committee meeting occurring on November 16, 2020.

RECOMMENDATION: The Finance Committee approves and recommends the new three-year contract amount of $509,469.48 to County Council for ABR Digital Solutions to provide the aforementioned services for Beaufort County.

CC: Ashley Jacobs, County Administrator
Robert Bechtold, Deputy County Administrator
Raymond Williams, Interim Asst. Co. Administrator, Finance
Patrick Hill, Director of Information Technology

Att: RFP Evaluation Scoring Summary, Pricing Information Sheet

Photocopier/Multifunction Printer Lease Services for Beaufort County

RFP 030520

Summary Score Sheet

Evaluators	Name of Company	Name of Company	Name of Company	Name of Company	Name of Company	Name of Company
	ABR	Cannon	Salisbury	The Office People	Ricoh	
Patrick Hill	87	80	83	78	87	
Chanel Lewis	95	80	90	75	76.5	
Heather Haase	95	85	90	79	80	
Shakeeya Polite	88	84	78	77	82	
TOTALS:	365	329	341	309	325.5	

1. ABR
2. Salisbury
3. Cannon
4. Ricoh
5. The Office People

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

2119-1808 Work Authorization Off Airport Mitigation and Summit Drive Mitigation-CA Amendment 1

MEETING NAME AND DATE:

Finance Committee – November 16, 2020

PRESENTER INFORMATION:

Jared Fralix, P.E. ACA – Engineering

Jon Rembold, C.M. Airports Director (Alternate)

(5 minutes)

ITEM BACKGROUND:

Finance Committee – Approved on December 10, 2018 & February 4, 2019

County Council – Approved on December 10, 2018 & February 25, 2019

Airports Board Members Meeting – Approved on October 15, 2020

PROJECT / ITEM NARRATIVE:

Since the project involved mitigation tree planting, there is a monitoring and maintenance requirement of three years. The original FAA grant is being closed but the FAA has approved the inclusion of this task in another grant. Due to unexpected issues with some of the landscaping, more inspection and oversight is needed, therefore, the amendment, to address the schedule and budget.

FISCAL IMPACT:

This amended work authorization has been funded 100% by the FAA.

STAFF RECOMMENDATIONS TO COUNCIL:

Approve recommendation for the 2119-1808 Work Authorization Off Airport Mitigation and Summit Drive Mitigation – CA Amendment 1.

OPTIONS FOR COUNCIL MOTION:

Motion to recommend the approval of the 2119-1808 Work Authorization Off Airport Mitigation and Summit Drive Mitigation-CA Amendment 1.

(Next Step – Bring recommendation to approval to next County Council meeting December 14, 2020)

County Council of Beaufort County
Hilton Head Island Airport
120 Beach City Road
Hilton Head Island, South Carolina 29926
Phone: (843) 255-2952 Fax: (843) 255-9424

www.hiltonheadairport.com

BEAUFORT COUNTY HILTON HEAD ISLAND AIRPORT
WA 18-08 Amendment 1
CHANGE ORDER #

To: Dave Thomas, Purchasing Director
From: Jon Rembolds, Airports Director
Date: 10/26/2020

Vendor: Talbert, Bright & Ellington, WA 18-08 Amendment 1
Project: TBI No. 2119-1808
Account No.: Grant 3-45-0030-046-2020
PO No.: 20191430

ORIGINAL CONTRACT AMOUNT……	$ 118,626.00
TOTAL PREVIOUS CONTRACT CHANGES…….	$ 0
TOTAL PRIOR TO CURRENT CHANGE ORDER ……..	$ 118,626.00
CURRENT CHANGE ORDER AMOUNT …….	$ 25,120.00
REVISED CONTRACT TO DATE …….	$ 143,716.00

TO WHOM IT MAY CONCERN:

This CHANGE ORDER to WA 18-01 Amendment 1 includes the construction administration, full time Resident Project Representative (RPR) services, and project arborist for the Summit Drive-Runway 03-21 Off-Airport Tree Mitigation - CA at the Hilton Head Island Airport: see attached detail.

APPROVALS:

BEAUFORT COUNTY

SIGNATURE OF AIRPORTS DIRECTOR DATE

CONTRACTOR'S REPRESENTATIVE

AUTHORIZED SIGNATURE October 08, 2020 DATE

HILTON HEAD ISLAND AIRPORT
HILTON HEAD ISLAND, SOUTH CAROLINA
WORK AUTHORIZATION 18-08
AMENDMENT 1
October 9, 2020
PROJECT NO.: TBI NO. 2119-1808

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

Original Description of Work Authorized: This project will include the construction administration, full time Resident Project Representative (RPR) services, and project arborist for the Summit Drive-Runway 03-21 Off-Airport Tree Mitigation - CA at the Hilton Head Island Airport.

The construction phase services for this project includes coordination with the Owner for award of the construction contract, preparation and distribution of contract documents and Released For Construction plans and specifications to the Contractor, follow up with FAA on approval of 7460, coordinating and conducting the Preconstruction Conference and preparation of minutes, review of project schedule submitted by Contractor, coordination and review of Contractor submittals, monthly Construction visits/Progress Meetings outlines and meeting minutes, review field change requests and related correspondence, prepare and distribute general construction correspondence throughout the project, review quality acceptance test results, review and process Contractor pay requests, conduct a Final Inspection and prepare/distribute punch list items letter, develop record drawings, assist Beaufort County with Grant Closeout and prepare Grant closeout paperwork.

BASIC SERVICES

CONSTRUCTION PHASE:
The construction phase services for this project includes coordination with the Owner for award of the construction contract, preparation and distribution of contract documents and Released For Construction plans and specifications to the Contractor, follow up with FAA on approval of 7460, coordinating and conducting the Preconstruction Conference and preparation of minutes, review of project schedule submitted by Contractor, coordination and review of Contractor submittals, Construction visits/Progress Meetings outlines and meeting minutes, review field change requests and related correspondence, prepare and distribute general construction correspondence throughout the project, review quality acceptance test results, review and process Contractor pay requests, conduct a Final Inspection and prepare/distribute punch list items letter, develop record drawings, assist Beaufort County with Grant Closeout and prepare Grant closeout paperwork.

The intended deliverables for this submittal shall include:

- PDF versions of record drawing plan sheets and technical specifications.
- PDF version of final Engineer's Report

SPECIAL SERVICES

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

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

Task 2 – Project Arborist
Pre-Construction coordination on the Summit Drive mitigation, preconstruction site visit for proposed RW 3/RW 21 Off Airport Tree Removal Mitigation planting work, and construction site visits to oversee crews performing the planting work. Also included in assistance with the final project inspection and punchlist identification.

E-Verify Requirement. The Engineer shall comply with the requirements of the "South Carolina Illegal Immigration and Reform Act". Further, if the Engineer utilizes a subcontractor, the Engineer shall require the subcontractor to comply with the requirements of the "South Carolina Illegal Immigration and Reform Act".

Iran Divestment Act Certification. The Contractor shall comply with the requirements of N.C.G.S. 147-86.59. The Contractor certifies that, as of the date of this contract, it is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 147-86.58. Further, the Contractor shall not utilize any subcontractor found on the State Treasurer's Final Divestment List.

Amendment 1 Description of Work Authorized: As part of Grant 3-45-0030-037-2015, the off-airport tree mitigation for Summit Drive and the properties in the Runway 03/21 approaches was performed. However, because of the age of the grant (which has been closed) and requirements for mitigation maintenance and watering for three years after the planting of replacement trees, HXD and the FAA agreed that the remaining portion of the project (annual inspection and replacement as necessary) could be included in a future grant. This project includes the annual inspections and replacement costs for both the consultant and contractor to complete the project as required by the Town of Hilton Head Island Land Management Ordinance.

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

Cost of Services: The method of payment shall be in accordance with Article 6 of the contract. The work shall be performed in accordance with the Master Contract as a lump sum of **$4,192.00** including expenses. Special services shall be performed on a not to

exceed basis with a budget of **$20,928.00**, which includes reimbursable expenses. For a total of **$25,120.00.**

Original Contract (February 28, 2019) – Grant 3-45-0030-037-2015	$118,626.00
Amendment 1 – Grant 3-45-0030-046-2020	$25,120.00
TOTAL	**$143,746.00**

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

APPROVED: BEAUFORT COUNTY	**APPROVED:** TALBERT, BRIGHT & ELLINGTON, INC.
	Vice President
Title	Title:
	October 28, 2020
Date:	Date:
Witness:	Witness:

CONTRACT
BETWEEN
SOUTH CAROLINA DEPARTMENT
OF MENTAL HEALTH,

Coastal Empire Community Mental Health Center (CECMHC)

AND

Beaufort County Detention Center (BCDC)

I. Purpose

South Carolina Department of Mental Health (SCDMH), Coastal Empire Community Mental Health Center (hereafter referred to as "CECMHC") and Beaufort County Detention Center (hereafter referred to as "BCDC") enter into this contract for the purpose to define and clarify the working relationship between CECMHC and BCDC specific to the services to be provided for the BCDC by a dedicated mental health professional .

II. Scope of Services

A. CECMHC agrees to the following:

1. Provided Beaufort County ensures a sufficient direct subsidy allocation to CECMHC for these BCDC related services (for FY 21 anticipated to be $55,000), CECMHC will ensure the services of a qualified mental health professional (MHP) for 20 hours per week to include onsite direct services at BCDC and offsite coordination, documentation, and staffing time at CECMHC. Substitute coverage will not be provided during vacation, sick leave, holidays, etc, except in emergencies. The MHP will coordinate services provided under this agreement with the medical administrator at the BCDC;
2. Ensure the coordination of services provided under this agreement by the dedicated BCDC MHP with other mental health staff at the Beaufort Clinic of CECMHC as required;
3. Assure the provision by the onsite MHP of the services displayed below;
4. Provided Beaufort County ensures a sufficient direct subsidy allocation to the Center for these Detention Center related services (for FY 21 anticipated to be $ 55,000), the Center make available other CECMHC mental health providers and services as time and resources are available.

Beaufort County Detention Center MHP Services

1. Assessments of person referred by BCDC suspected of having a mental health concern.
2. Recommendations to designated Detention Center staff regarding mental health treatment of BCDC detainees and inmates referred by BCDC.
3. Participate in the weekly Reclassification Meeting to include assisting in developing Detention Center behavior management plans.
4. Assess the current mental status of persons on suicide watch referred by BCDC.
5. Liaison between the Detention Center and the Beaufort Mental Health Clinic.
6. Liaison with Detention Center medical staff and chaplain.
7. Liaison with Beaufort Memorial Hospital's Mental Health Unit.
8. Liaison with SCDMH treatment components, e.g., Bryan Psychiatric Hospital, W. S. Hall Forensic Services.
9. Maintain all documentation required by SCDMH QA Standards and those of the BCDC as well as the standards mandated by the American Correctional Association's Commission on Accreditation and the National Commission on Correctional Health Care (current copies to be provided to CECMHC by BCDC).

B. BCDC agrees to the following:

1. Provide orientation to the Detention Center;
2. Provide an onsite private office with a personal computer with high speed access to the Internet and a telephone;
3. Funds available to attend workshops/seminars related to this position as determined by the Director of BCDC;
4. Refer BCDC detainees and inmates identified by BCDC as likely in need of mental health services under this agreement either through the BCDC medical administrator or in coordination therewith;
5. Notify the Mental Health Center or dedicated MHP of significant changes relative to BCDC detainees and inmates being served to include notification of discharges for purposes of arranging aftercare, if appropriate.

C. CECMHC and the BCDC Agree to Joint Responsibilities to:
1. Maintain the standards of confidentiality directed by the South Carolina Department of Mental Health, state law, and federal HIPAA and applicable 42 CFR Part 2 requirements, and the BCDC;
2. Disclose to each other information necessary to maintain continuity of care for BCDC detainees and inmates served and for effective program operation and in accord with all legal privacy requirements;
3. Cooperate fully with each other to insure timely access to services under this agreement for BCDC detainees and inmates with, or believed to have, a mental health concern;
4. Share training opportunities and resources.

III. Terms and Conditions

A. Effective Dates:

This contract shall be effective on this first day of July, 2020, or when all parties have signed, whichever is later, and will end this 30 day of June, 2021. Thereafter, the contract will automatically extend up to 4 additional one year terms, unless either party shall terminate the contract as provided herein. At the end of each contract year, the parties agree to meet to review the contract. Maximum termination date is the 30 day of June, 2025.
TERM OF CONTRACT-OPTION TO RENEW: (a) At the end of the initial term, and at the end of each renewal term, this contract shall automatically renew for a period of year(s), month(s), and/or day(s), unless contractor receives notice that the state elects not to renew the contract at least thirty (30) days prior to the date of renewal. Regardless, this contract expires no later than the last date stated in section above.

B. Contract Maximum will not exceed $275,000 for the five (5) year term.

C. Termination

This contract may be terminated by either party upon thirty (30) days written notice to the other party.

D. Amendment:

The contract is our entire Agreement, and it will bind each of our successors. Any changes to this contract, which are mutually agreed upon between SCDMH and the Contracting Party, shall be incorporated in written amendment to this contract and will not become effective until the amendment is signed by each party.

E. Records

Records with respect to all matters covered by this Contract must be retained for 6 years after the end of the period of this Contract and shall be available for audit and inspection at any time such audit is deemed necessary by DMH. If audit has begun but is not completed at the end of the 6 year period, the records shall be retained until resolution of the audit findings.

F. Liability

Neither party shall be liable for any claims, demands, expenses, liabilities and losses (including reasonable attorney's fees) which may arise out of any acts or failures to act by the other party, its employees or agents, in connection with the performance of services pursuant to this Contract. Neither party is an employee, agent, partner, or joint venture of the other. Neither party has the right or authority to control or direct the activities of the other or the right or authority to bind the other to any agreement with a third party or to incure any obligation or liability on behalf of the other party, unless expressly authorized in this contract.

G. Non-Discrimination

No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in relation to any activities carried out under this Contract on the grounds of race, disability, color, sex, religion, age, health status, or national origin. This includes the provision of language assistance services to individuals of limited English proficiency eligible for services provided by DMH.

H. Controlled Substance Statement

By signing this contract, Contracting Party certifies that it will comply with all applicable provisions of The Drug Free Workplace Act, S.C Code of Laws, Section 44-107-10 et. Seq. as amended.

I. Governing Law.

The Agreement, any dispute, claim, or controversy relating to the agreement and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina.

J. PREVENTING AND REPORTING FRAUD, WASTE AND ABUSE

a. SCDMH has procedures and policies concerning the prevention and reporting of fraud, waste and abuse (FWA) in agency-funded programs, including but not limited to those funded by federal grants such as Medicaid. No agency employee, agent, or contracting party shall direct, participate in, approve, or tolerate any violation of federal or state laws regarding FWA in government programs.

b. Federal law prohibits any person or company from knowingly submitting false or fraudulent claims or statements to a federally funded program, including false claims for payment or conspiracy to get such a claim approved or paid. The False Claims Act includes "whistleblower" remedies for employees who are retaliated against in their employment for reporting violations of the Act. Under State law, persons may be criminally prosecuted for false claims made for health care benefits, for Medicaid fraud, for insurance fraud, or for using a computer in a fraud scheme or to obtain money or services by false representations. Additional information regarding the federal and state laws prohibiting

false claims and SCDMH's policies and procedures regarding false claims may be obtain from the agency's Contract Manager.

c. Any employee, agent, or contracting party of SCDMH who submits a false claim in violation of federal or state laws will be reported to appropriate authorities.

K. Insurance

Each of the parties agrees to maintain professional and general liability insurance, and may be required to provide the other party with satisfactory evidence of such coverage. Neither party will provide individual coverage for the other party's employees and each party shall be responsible for coverage of its respective employees.

L. Licenses

The parties agree that during the term of this Contract, each party shall maintain its respective federal and state licenses, certifications, and accreditations required for the provision of services therein. The Contracting Party will immediately notify DMH if a board, association, or other licensing authority takes any action to revoke or suspend the license, certification, or accreditation of Contracting Party or Contracting Party's employees or agents providing or performing services under this Contract.

M. Indemnification

Any term or condition is void to the extent it: 1) requires DMH to indemnify any individual or entity, or 2) would have the purpose or effect of increasing or expanding any liability of the State or its agencies or employees for any act, error, or omission subject to the South Carolina Tort Claims Act, whether characterized as tort, contract, or any other theory or claim.

N. Open Trade Representation: BCDC represents that they are not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

a. Open Trade: During the contract term, including any renewals or extensions, Contractor will not engage in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

IV. Incorporation

This contract incorporates the attached SCDMH "Covenants and Conditions," and "Business Associate/Qualified Service Organization Agreement,"

SOUTH CAROLINA DEPARTMENT OF MENTAL HEALTH

		Natashia L Smith Ph.D	
Contractor's Signature	Date	SCDMH Signature	Date
		Natashia L. Smith	
Printed Name		Printed Name	
		CEMH Center Director	
Title		Title	
		Walter C. Kelly	9/21/20
Witness's Signature	Date	Witness's Signature	Date
		Walter C. Kelly	
Printed Name		Printed Name	

This **ADDENDUM** is incorporated in the attached Agreement with DMH/DMH component **(AGREEMENT).** If any term in the **AGREEMENT** is in conflict with this Addendum, this **ADDENDUM** will control. If **AGREEMENT** involves federal/other grant funds (including subcontractor/sub grantee obligations), the parties will comply with applicable grant terms or obligations.

AS MAY BE APPLICABLE TO THE AGREEMENT, the party contracting with DMH **(CONTRACTOR)** also agrees:

1. To comply with applicable law including: Titles VI & VII 1964 Civil Rights Act (42 USC 2000d and 2000e); 45 CFR Part 80 § 504, 1973 Rehabilitation Act; 45 CFR Part 84; 1975 Age Discrimination Act; 42 USC 6101 et seq.; 1981 Omnibus Budget Reconciliation Act; Americans with Disabilities Act; 42 CFR Parts 35 & 36; 1988 Federal Drug Free Workplace Act & §44-107-10 et seq. SC Code; §15-77-300, SC Code; 45 CFR Part 160 et seq.(HIPAA); 42 CFR Part 2 (Alcohol and Drug Confidentiality); §44-22-100, SC Code (DMH Patient or Person Subject to Commitment Confidentiality).

2. Unless **AGREEMENT**/Grant terms require otherwise, DMH has ownership/title/copyright/other right to property purchased or developed with **AGREEMENT** funds. **CONTRACTOR** will not publish or use reports, data or other material or information related to **AGREEMENT** for its own purpose or financial benefit without prior DMH written permission.

3. **CONTRACTOR** performance of **AGREEMENT** provisions or continued payment, will not affect DMH's continued right to enforce **AGREEMENT**. No DMH waiver of any breach will be considered as waiver of any succeeding breach.

4. **AGREEMENT** is governed by applicable Federal and South Carolina law. Any legal action, suit, proceeding, or other dispute resolution activity arising from **AGREEMENT** will be initialed and maintained in South Carolina.

5. No **CONTRACTOR** sub-contract or assignment of this **AGREEMENT** is valid without DMH written consent. Regardless, **CONTRACTOR** is solely responsible for **CONTRACTOR** obligations and performance under this **AGREEMENT.**

6. **CONTRACTOR** records/other documents related to **AGREEMENT** may be audited by DMH or other agency with audit authority. **CONTRACTOR** will maintain documents for at least three (3) years from date of **AGREEMENT** final payment.

7. All invoices for DMH payment must be received by DMH within sixty (60) days of termination of **AGREEMENT.**

8. **CONTRACTOR** will not employ persons listed on HHS OIG's Cumulative Sanctions Report or Excluded Parties List, and will adopt and comply with **CONTRACTOR** policies consistent with §6032 Deficit Reduction Act of 2005.

9. If **CONTRACTOR** seeks or receives payment from third parties including Medicare/Medicaid/other federal sources, **CONTRACTOR** will offset DMH amounts due with such payment or submit such funds to DMH and be solely responsible for legitimacy of request for/payment of funds and recoupments sought by payer. If payments to DMH from **CONTRACTOR** are not full compensation, DMH may bill and accept payment for such uncompensated services from any other available payer or source of payment, and any such payment will not reduce any payment due to DMH by **CONTRACTOR.**

10. If **AGREEMENT** involves review/use of DMH plans, reports, financial information, attorney work product, PHI or PII, and/or other proprietary or confidential information, **CONTRACTOR** will receive, maintain, use or disclose such information only as necessary to perform **AGREEMENT** obligations, or otherwise with DMH written permission, or as required by law.

11. No **AGREEMENT** funds/materials/property/services will be used to engage an attorney, for any partisan political activity, or to further election or defeat of a public office candidate or any activity in violation of the Hatch Act or other applicable law.

12. No employee of either party will be deemed as an employee of the other party. Nothing in the **AGREEMENT** will be interpreted as creating any employment, agency, partnership, joint venture, or any other similar relationship between the parties. Neither party will make any representation or statement to any person or entity inconsistent with the **AGREEMENT**.

13. An **AGREEMENT** term is void if it requires that DMH: be subject to another state's laws/courts/jurisdiction; indemnify, or hold harmless anyone (other than a MCO enrollee as required by law); or waive any DMH interest/right/immunity/defense.

SCDMH BUSINESS ASSOCIATE/QUALIFIED SERVICE ORGANIZATION AGREEMENT

The South Carolina Department of Mental Health, including its inpatient/outpatient facilities and programs ("SCDMH"), is a "Covered Entity" subject to: the Health Insurance Portability and Accountability Act (HIPAA) 45 CFR Part 4-4-160 et seq, including Privacy Rule, Security Rule and Breach Notification Rule requirements, 45 CFR 164 et seq (HITECH); §44-22-100, Code of Laws of South Carolina (SCDMH patients or persons subject to commitment confidentiality); and also for specific SCDMH Alcohol and Drug Treatment Programs: Confidentiality of Alcohol and Drug Abuse Patient records, 42 CFR Part 2, in protecting Protected Health Information (PHI), and/or applicable law protecting other Personally Identifiable Information (PII), collectively "Applicable Law."

BCDC at the address of 106 Ribaut Road, Beaufort SC 29902, is a SCDMH Business Associate/Qualified Service Organization (BA/QSO), who by SCDMH contract/other written agreement, receives information from, creates or receives PHI and/or PII, on behalf of SCDMH.

BA/QSO in receiving from, or creating/receiving PHI and/or PII on behalf of SCDMH, acknowledges and agrees:

1. In receiving, transmitting, disclosing, transporting, storing, processing, using, or otherwise dealing with PHI and/or PII, be bound by Applicable Law, and not use or disclose PHI and/or PII except as permitted or required by this Agreement, Applicable Law, SCDMH Privacy and/or Security Practices, and any contract or other written agreement with SCDMH.

2. Consistent with this Agreement, BA/QSO may disclose minimum necessary PHI and/or PII for its management and administration, or to carry out its legal responsibilities, provided the disclosures are required by law, or BA/QSO obtains reasonable assurances from the person to whom the PHI and/or PII is disclosed, that PHI and/or PII will remain confidential and used or further disclosed only as required by law, or for the purposes for which it was disclosed, and the person notifies BA/QSO of any instances it is aware where PHI and/or PII confidentiality has been Breached.

3. Use appropriate safeguards to prevent unauthorized use or disclosure of PHI and/or PII ("Breach").

4. Following discovery of a Breach, consistent with Applicable law, promptly report such Breach to the applicable local SCDMH Privacy Officer.

5. Ensure that its subcontractors and agents, to whom PHI and/or PII is provided, or created or received on behalf of SCDMH, protect PHI and/or PII including Breach reporting as described above.

6. Provide access to PHI as requested by SCDMH, including to an individual as directed by SCDMH, to meet HIPAA requirements of providing a SCDMH patient the right to access and copy their PHI.

7. Amend PHI as directed or agreed to by SCDMH pursuant to HIPAA requirements.

8. Make available its practices, policies, procedures and records, related to PHI and/or PII use and disclosure, to SCDMH, (and for PHI, Department of Health and Human Services, or to an individual/entity as directed by SCDMH related to HIPAA compliance).

9. Document its disclosures of PHI, as required by HIPAA, for SCDMH to promptly respond to a request for an accounting of PHI disclosures, and provide such accounting to SCDMH or an individual as directed by SCDMH.

10. [***Applies only to SCDMH Alcohol & Drug Treatment Program PHI AND/OR PII***] As a SCDMH Qualified Service Organization under 42 CFR Part 2, resist efforts in judicial proceedings to obtain PHI as required by 42 CFR Part 2.

11. Upon termination of this Agreement for any reason, return or destroy PHI and/or PII received/created by this Agreement, including PHI and/or PII possessed by its subcontractors or agents. If returning or destroying the PHI and/or PII is infeasible, BA/QSO will notify SCDMH of conditions that make return/destruction infeasible and extend Agreement

protections to such PHI and/or PII, and limit further uses/disclosures to purposes that make return/destruction infeasible, long as BA/QSO maintains the PHI and/or PII.

12. To the extent BA/QSO carries out obligations under the Privacy Standards on Covered Entities behalf, BA/QSO will comply with applicable Privacy Standard(s) in performing such obligation.

13. BA/QSO will comply with security provisions of HITECH in the same manner as such regulations apply to SCDMH.

14. Upon request, BA/QSO will provide SCDMH access to, and information concerning, BA/QSO's security and privacy policies, processes, practices, impact and risk assessments, and actions taken to mitigate identified risks affecting PHI and/or PII provided to or created by BA/QSO pursuant to this Agreement.

15. BA/QSO will report to SCDMH security incidents of which it becomes aware that compromise PHI and/or PII confidentiality, integrity, or availability. Unsuccessful Security Incidents, involving unsuccessful attempts at unauthorized access to BA/QSO's system, that are not a threat to PHI and/or PII and do not result in unauthorized access, use, disclosure, modification, or destruction of PHI and/or PII or interference with an information system, are not required to be reported. Unsuccessful Security Incidents include: (a) "pings": request/response to determine if an Internet Protocol (IP) address, or host, exists or is accessible; (b) port scans; and (c) malware: viruses and worms detected and eradicated prior to effecting BA/QSO's system; (d) attempts to log on to system or enter database with invalid password or username; and (e) denial of service attacks that do not result in a server taken offline. If BA/QSO's system is capable of logging such Incidents, upon SCDMH written request, BA/QSO will report such Incidents in the aggregate.

16. BA/QSO will require any BA/QSO subcontractor to a SCDMH contract or other SCDMH written agreement with BA/QSO, to agree in writing to comply with this Agreement.

17. SCDMH may terminate this Agreement if it determines that BA/QSO or subcontractor has violated any material term.

BA/QSO Signature Printed Name Title Date

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

CONTRACT BETWEEN COSTAL EMPIRE MENTAL HEALTH AND DETENTION CENTER

MEETING NAME AND DATE:

FINANCE NOVEMBER 16, 2020

PRESENTER INFORMATION:

DAVE THOMAS, PURCHASING DIRECTOR

PHILIP A. FOOT, ASSISTANT COUNTY ADMINISTRATOR FOR PUBLIC SAFETY

COLONEL GRANT, DIRECTOR DETENTION CENTER

(5 MINUTES)

ITEM BACKGROUND:

ANNUAL CONTRACT

PROJECT / ITEM NARRATIVE:

CONTRACT TO PROVIDE MENTAL HEALTH COUNSELING FOR INMATES AT THE DETENTION CENTER

FISCAL IMPACT:

ANNUAL CONTRACT COST $55,000.00

WILL BE PAID BY ACCOUNT # 22410011-57700

STAFF RECOMMENDATIONS TO COUNCIL:

STAFF RECOMMENDATION IS FOR FINANCE COMMITTEE TO APPROVE THIS CONTRACT TO COSTAL EMPIRE MENTAL HEALTH

OPTIONS FOR COUNCIL MOTION:

COST OF THIS CONTRACT IS WITHIN THE LIMITS OF FINANCE COMMITTEE APPROVAL

"Motion to approve the contract award to Costal Empire Mental Health in the amount of $55,000.00, for mental health services to be provided to inmates incarcerated at Beaufort County Detention Center."

Lowcountry
COUNCIL OF GOVERNMENTS

Serving **Beaufort • Colleton • Hampton • Jasper** *Counties*

October 6, 2020

Ms. Ashley Jacobs
County Administrator
Beaufort County Administration Building
100 Ribaut Road
Beaufort, SC 29902

RE: Military Installation Resilience Project Local Match

Dear Ashley:

As you have heard, LCOG is pleased to announce that we are receiving a grant from the Department of Defense to do some work that is even more crucial now to the area than it seemed a short time ago.

We are embarking on a Military Installation Resilience project for Marine Corps Air Station Beaufort, Marine Corps Recruit Depot Parris Island, and the surrounding communities, of which you are a very important part.

The primary goal of the LCOG project is to determine what changes and improvements to the area's infrastructure are needed, and then how to feasibly and realistically implement those recommendations in order to ensure that MCAS Beaufort and MCRD Parris Island are able to continue their operations successfully. Although it may not be possible to contain natural disasters and long-term conditions such as sea level rise, it is possible to plan and make changes in physical structures and in procedures in order to safely accommodate and prevent damage, and even potential loss of mission, which could ultimately result in closure.

The total cost of this project will be $475,128 of which the Defense Department's Office of Economic Adjustment will provide 90 percent. A local match of 10 percent, or $47,513 is required. In the past Beaufort County, the City of Beaufort and the Town of Port Royal have together very generously contributed the 10 percent match for the OEA projects undertaken in the Lowcountry, and have also provided active guidance as members of the project Steering and Technical Committees.

Lowcountry Council of Governments
PO Box 98 | 634 Campground Road
Yemassee, South Carolina 29945
Main: 843.473.3990 Aging: 843.473.3991 Fax: 843.726.5165
www.lowcountrycog.org

Lowcountry
COUNCIL OF GOVERNMENTS

Serving **Beaufort • Colleton • Hampton • Jasper** *Counties*

We recommend the local match be divided with the County contributing 50 percent or $23,757 and the City and Town each 25 percent, or $11,878. Because the project is budgeted for 18 months, these amounts can be spread over two fiscal years.

We are looking forward to working with you on this timely and necessary project. If you have any questions, please contact me at 843-473-3974 or Stephanie Rossi, Planning Director, at 843-473-3958.

Sincerely,

Sabrena

Sabrena P Graham
Executive Director

Lowcountry Council of Governments
PO Box 98 | 634 Campground Road
Yemassee, South Carolina 29945
Main: 843.473.3990 Aging: 843.473.3991 Fax: 843.726.5165
www.lowcountrycog.org

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Resolution for grant match for the Military Installation Resilience Project

MEETING NAME AND DATE:

Finance Committee, November 16, 2020

PRESENTER INFORMATION:

Whitney Richland, CFO

5 minutes

ITEM BACKGROUND:

The primary goal of the project is to determine what changes and improvements to the area's infrastructure are needed, and then how to feasibly and realistically implement those recommendations in order to ensure that MCAS Beaufort and MCRD Parris Island are able to continue their operations successfully. Although it may not be possible to contain natural disasters and long-term conditions such as sea level rise, it is possible to plan and make changes in physical structures and in procedures in order to safely accommodate and prevent damage, and even potential loss of mission, which could ultimately result in closure.

PROJECT / ITEM NARRATIVE:

Lowcountry Council of Governments (LCOG) is requesting a local grant match in the amount of $23,757 over two years in the amount of $11,878.50 each year for the Military Installation Resilience Project Grant.

FISCAL IMPACT:

This was not a budgeted item and would need to come from the County Council and County Administrator's contingency funds. ($5,939.25/each)

STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommendation is to approve.

OPTIONS FOR COUNCIL MOTION:

Motion to approve the local grant match for $11,878.50 for the LCOG Military Installation Resilience Project Grant.

RESOLUTION NO._____

A RESOLUTION CONTRIBUTING FUNDS TO MILITARY INSTALLATION RESILINCE PROJECT

WHEREAS, the Marine Corps Air Station Beaufort and Marine Corps Recruit Depot Parris Island are long standing and vital members of the Beaufort Community; and

WHEREAS, the Lowcountry Council of Governments is embarking on a Military Installation Resilience Project for the Marine Corps Air Station Beaufort and the Marine Corps Recruit Depot Parris Island and the surrounding communities the primary purpose of which is to determine what changes and improvements to the area's infrastructure are needed/recommended and how to implement those improvements in a feasible and realistic manner in order to ensure that both installations are able to continue their operations in Beaufort successfully; and

WHEREAS, the Military Installation Resilience Project is expected to last approximately 18 months and is anticipated to cost $475,128, and

WHEREAS, the Department of Defense, Office of Economic Adjustment, has agreed to fund 90 percent of the cost and has asked local governments to fund the remaining 10 percent ($47,513); and

WHEREAS, further the Lowcountry Council of Governments has asked Beaufort County to fund 50 percent ($23,757) of the local match over the next two years and has asked the City of Beaufort and the Town of Port Royal to fund the balance over that same period.

NOW, THEREFORE, BE IT RESOLVED, at a meeting duly assembled of the County Council of Beaufort County, that Beaufort County recognizes, appreciates and cherishes the contribution Marine Corps Air Station Beaufort and Marine Recruit Depot Parris Island make to our community and is committed to ensuring they remain a vibrant part of the community. To demonstrate the County's commitment to this cause, Council wholeheartedly embraces the work of the Military Installation Resilience Project and hereby agrees to contribute the sum of $23,757 to the Military Resilience Project for Marine Corps Air Station Beaufort and Marine Recruit Depot Parris Island, that Council wishes to divide the funds equally over FY21 and FY22 and that the funds will come from equally from the contingency account of County Council and the County Administrator.

ADOPTED this _____ day of _____, 20_____.

BEAUFORT COUNTY, SOUTH CAROLINA

_____
Joseph F. Passiment, Chairman
BEAUFORT COUNTY COUNCIL

ATTEST:

_____
Sarah Brock,
Clerk to County Council

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Accommodations Tax (State 2%) Board Recommendations to Tourism-Related Organizations

MEETING NAME AND DATE:

Finance Committee, November 16, 2020

PRESENTER INFORMATION:

Dick Farmer, Chairman, Accommodations Tax (State 2%) Board

20 minutes

ITEM BACKGROUND:

See attached.

PROJECT / ITEM NARRATIVE:

See attached.

FISCAL IMPACT:

State ATAX funds in the budgeted amount of $260,000 will be awarded to grant applicants as per the attached. The Chairman of the State Accommodations Tax is requesting an additional $240,000 in funding for a total amount to award for FY 2021 of $500,000. The reasoning behind the increase is due to the first quarter payment from South Carolina was $416,300 which was slightly less than the original $425,000 budgeted for State A Tax revenues for the entire year. Finance staff believes State Accommodations tax revenue will be comparable to the amount received last FY of approximately $800,000.

STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommendation is to approve budgeted amount and the additional award of $240,000.

OPTIONS FOR COUNCIL MOTION:

Motion to approve the distribution of the State ATAX funds as recommended by the Accommodations Tax (State 2%) Board.

		MEETING MINUTES	AGENDA							
			ACCOMMODATIONS TAX (2% STATE) BOARD							
			WEDNESDAY, OCTOBER 21, 2020							
			8:30 a.m.							
			County Council Chambers							
			Administration Building							
			Beaufort County Government Robert Small Complex							
			100 Ribaut Road							
			Beaufort, South Carolina 29901							
			APPLICANTS ARE ASKED TO ARRIVE 20 MINUTES EARLY							
Meeting was held as scheduled.										
Board Members:										
Dick Farmer, Chairman- present										
Olivia Young, Vice Chair - present										
Vimal Desai - present										
Anita Singleton-Prather - arrived at 9:00 am										
Jonathan Sullivan - present										
Constance Gardner - absent										
Richard Stewart - present										
				Amount		**Received**		**Recommended**	**%**	
		Organization	**Event/Project**	**Requested**		**Last Year**		**Amount**	**of Ask**	**Name**
8:30 AM	1	Friends of Hunting Island **(SUBSEQUENTLY WITHDREW APPLICATION)**	Winter Market Research Study	$ 7,600.00		$ 5,000.00		$ -	0%	Carol Corbin
8:40 AM	2	Greater Beaufort-Port Royal CVB	Tourism Marketing FY 2020-2021	$ 200,000.00		$ 120,000.00		$ 120,000.00	60%	Robb Wells
8:50 AM	3	Historic Bluffton Foundation	Operation of the Heyward House Museum and Welcome Center	$ 17,000.00		$ 10,000.00		$ 5,000.00	29%	Katie Epps
9:00 AM	4	Lean Ensemble Theater	Lean Ensemble Theater Marketing	$ 6,000.00		$ 1,000.00		$ -	0%	Blake White
9:10 AM	5	Friends of the Spanish Moss Trail	Spanish Moss Trail Visitor Marketing Video	$ 5,950.00		$ 5,000.00		$ 2,000.00	34%	Sissy Perryman
9:20 AM	6	Historic Mitchelville Freedom Park	Holiday Tree Lighting, Freedom Day, Marketing and Site Prep/Design for Juneteenth Celebration	$ 45,000.00		$ 20,000.00		$ 5,000.00	11%	Ahmed Ward
9:30 AM	7	Beaufort Film Society	Beaufort International Film Festival (15th)	$ 20,000.00		$ 15,000.00		$ 10,000.00	50%	Ron Tucker
9:40 AM	8	Beaufort County Solid Waste & Recycling Department	Don't Take a Vacation from Recycling Campaign	$ 44,425.00		$ -		$ -	0%	Ashley Jenkins
9:50 AM	9	Penn Center Inc.	Penn Center & Heritage Days Celebration, Operations & Marketing	$ 60,000.00		$ 31,500.00		$ -	0%	Deloris Pringle
10:00 AM		Coastal Discovery Museum	Cultural & EcoTourism Program	$ 32,000.00		$ 20,000.00		$ 10,000.00	31%	Natalie Hefter
10:10 AM	10	***BREAK***	***BREAK***							
10:20 AM	11	SC Lowcountry & Resort Islands Tourism Commission	Promotion of Beaufort County & the Lowcountry	$ 29,700.00		$ 40,000.00		$ 20,000.00	67%	Peach Morrison
10:30 AM	12	Hilton Head Choral Society	Marketing for Tourist/Visitor Development	$ 4,000.00		$ 1,500.00		$ -	0%	Margie Lechowicz
10:40 AM	13	Arts Center of Coastal Carolina	Tourism Marketing of the Unincorporated Areas of Beaufort County	$ 9,000.00		$ 3,500.00		$ 2,000.00	22%	Linda Bloom
10:50 AM	14	Community Foundation of the Lowcountry/Reconstruction Beaufort	Restore and Add Stokes Freedman's Cottage to the Reconstruction Era National Historical Park Network	$ 179,443.00		$ -		$ -	0%	Billy Keyserling
11:00 AM	15	Sons of Union Veterans of the Civil War of Beaufort, SC	Repair and Add Grand Army of the Republic Hall to the Reconstruction Era National Historical Park Network	$ 96,263.00		$ -		$ -	0%	Elijah Washington
11:10 AM	16	Brick Baptist Church	Restore and Add Brick Church Cottage to the Reconstruction Era National Historical Park Network	$ 326,790.00		$ -		$ -	0%	Reverend Abraham Murray
11:20 AM	17	Hiton Head Hospitality Association	Hilton Head Wine & Food Festival	$ 10,000.00		$ 6,000.00		$ 3,000.00	30%	Jeff Gerber
11:30 AM	18	The Original Gullah Festival of South Carolina, Inc. **(NO SHOW)**	The Gullah Festival	$ 15,000.00		$ 35,000.00		$ -	0%	Thomas Hicks
11:40 AM	19	Historic Port Royal Foundation	Historic Port Royal Exhibition Displays	$ 10,000.00		$ -		$ -	0%	Deborah S. Johson
11:50 AM	20	First Tee - The Lowcountry	Concierge Informational Event	$ 1,500.00		$ 1,500.00		$ -	0%	Pat Zuk
12:00 PM		***BREAK***	***BREAK***							

12:50 PM	21	Beaufort County Black Chamber of Commerce	Cultural Tourism Marketing/Events	$ 135,000.00		$ 64,000.00		$ 32,000.00	24%	Kevin Holman
1:00 PM	22	NIBCAA	Hilton Head Island Gullah Celebration	$ 42,400.00		$ 23,000.00		$ 15,000.00	35%	Courtney Young
1:10 PM	23	Lowcountry Golf Course Owners Association	Golf Tourism Broadcast Golf Channel TV Campaign	$ 20,000.00		$ 8,000.00		$ -	0%	Barry Fleming
1:20 PM	24	Beaufort Area Hospitality Association	Northern Beaufort Visitors Map	$ 15,000.00		$ -		$ 10,000.00	67%	Ashlee Houck
1:30 PM	25	Gullah Museum Hilton Head Island	Permanent Exhibit/Renovation Project	$ 25,000.00		$ -		$ -	0%	Natashia Aiken
1:40 PM	26	Daufuskie Marsh Tacky Society	2nd Annual Daufuskie Marsh Tacky Rally	$ 10,500.00		$ -		$ -	0%	Erica Veit
1:50 PM	27	Port Royal Sound Foundation (PRSF)	Exhibit and Signage Renovation at the Maritime Center	$ 56,750.00		$ 26,500.00		$ 26,000.00	46%	Jennifer E. Jenkins
		TOTAL:		$1,424,321.00				$ 260,000.00		
		AMOUNT AVAILABLE:		$260,000.00						
		The following Board member was recused as follows:								
		#20 - Dick Farmer								
		Board members came to a concensus on all recommended dollar amounts noted above.								
		Board members discussed reaching out to the Finance Director and/or the County Administrator inquiring								
		if additional funds would be made available at a later date to supplement the funds awarded for these								
		requests. Mr. Dick Stewart was tasked with drafting a memo.								
		Chairman Farmer contacted Hayes Williams, County Finance Director, on October 28, 2020, to discuss								
		additional distribution of State ATAX funds. The result of their discussion is that Chairman Farmer								
		will present these recommendations to the Finance Committee on November 16, 2020, and Mr. Williams								
		will recommend that additional funds be allocated for distribution to the Board. Chairman Farmer will then								
		reconvene the Board to further allocate additional funds. Chairman Farmer and Mr. Williams will be in								
		communication regarding this issue.								

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Expenditure authorization for services

MEETING NAME AND DATE:

Finance Committee 11/16/2020

PRESENTER INFORMATION:

Whitney Richland CFO

10 Minutes

ITEM BACKGROUND:

During November 2019 the bank accounts were converted from BB&T to Wells Fargo. During the conversion eight highly complex bank accounts were combined into one bank account. Monthly reconciliations became increasingly difficult for staff to process on a timely basis. The issues were discussed with the County's current auditor and they recommended Holland, Bromley, Barnhill & Brett LLP. Holland and Bromley was engaged by the County Administrator to assist the Finance Staff with reconciliations through June 30, 2020 and they were to provide recommendations and best practices to avoid any issues in the future.

PROJECT / ITEM NARRATIVE:

The project evolved into a much larger and complex engagement than originally intended. The County Administrator's threshold has been exceeded and an additional $10,400 is needed to finalize the engagement. Currently Finance and the Treasurer are working together to make improvements to the system in order for an easier reconciliation process. The Treasurer will be opening new accounts in order to make the reconciliation process easier. Finance staff and Treasurer's staff are having weekly meetings to discuss and identify reporting issues. Preventative measures are being implemented so this does not recur.

FISCAL IMPACT:

Due to staffing vacancies, the $10,400 could be allocated to the Finance Department's budget without exceeding the total budgeted amount for FY2021.

STAFF RECOMMENDATIONS TO COUNCIL:

The Finance Committee may authorize expenditures under $100,000. We recommend this expenditure be approved by the Finance Committee.

OPTIONS FOR COUNCIL MOTION:

Motion to approve the additional expenditure of $10,400 to complete the engagement.

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Discussion Debt Book Software

MEETING NAME AND DATE:

Finance Committee 11/16/2020

PRESENTER INFORMATION:

Whitney Richland

10 Minutes

ITEM BACKGROUND:

On 11/06/2020 representatives from Debt Book software presented the software to the CFO and Finance Director. The software takes information on bond obligations, operating leases, and capital leases and allows the users to prepare complex analyses for the related information. The software will help with transaction posting, financial reporting, and transparency issues.

PROJECT / ITEM NARRATIVE:

The software would be a significant help with the reporting of bond issuances. It would serve as a repository for bond documents, and lease documents. It will help with current disclosures for the CAFR. It will also be ready for the GASB 87 documentation.

FISCAL IMPACT:

There is a $3,000 fee for onboarding, then the first year would be free. The current fee for succeeding years would be $12,000 and would be budgeted for in the FY 2022 budget.

STAFF RECOMMENDATIONS TO COUNCIL:

Staff recommends that Beaufort County purchase this software.

OPTIONS FOR COUNCIL MOTION:

Motion for the Finance Committee to approve the purchase of Debt Book Software.

Beaufort County, South Carolina
Carryover Budget FY 2021

Description	Carryover Amount	Amount Encumbered/ Expended	Remaining Balance
GENERAL FUND			
Sheriff's Department			
Six Dodge Durangos	194,574	(194,574)	-
Geo Validation Upgrade	10,920	(10,920)	-
Install Two transfer switches for Shelter for emergencies	10,823	(10,823)	-
Four Computers	8,638	(8,638)	-
DNA Lab Expansion	461,176	(440,465)	20,711
DNA processing	5,000	(5,000)	-
Total Sheriff's Department	691,131	(670,420)	20,711
Public Works			
Repairing boat ramp Daufuskie Island	11,586	(11,586)	-
Repairing boat ramp Grays Hill	12,725	(12,725)	-
Bluffton Sound Wall	4,800	(4,800)	-
Broad River Blvd sidewalk repair	18,759		18,759
Total Public Works	47,870	(29,111)	18,759
Roads & Drainage			
Glass Crusher Shed	2,129	(2,129)	0
Repairing boat ramp Sands/ Sam's Point	7,475	(7,475)	-
Total Roads & Drainage	9,604	(9,604)	0
Mosquito Control			
Mosquito Control hanger heaters	21,214	-	21,214
Total Mosquito Control	21,214	-	21,214
Parks & Recreation			
2020 F250	28,579	(28,579)	-
Tennis or Pickle Ball Courts	65,000	(10,200)	54,800
Total Parks & Recreation	93,579	(38,779)	54,800
Animal Services			
Van for Animal Services	30,000	(30,000)	-
Total Animal Services	30,000	(30,000)	-
Treasurer's Office - General Fund Request			
Beaufort/ Bluffton/ Hilton Head Island Camera Update	12,610	(12,610)	-
Treasurer's Office	12,610	(12,610)	-

Beaufort County, South Carolina
Carryover Budget FY 2021

Description	Carryover Amount	Amount Encumbered/ Expended	Remaining Balance
Facilities Maintenance			
278 Landscaping	13,112	(4,768)	8,344
BW lighting	1,587	(1,587)	-
Install doors Lind Brown Center	3,332	(3,332)	-
Administration Roof Repair	4,799	(1,469)	3,330
Wetland delineation Camp St. Mary's	400	(400)	-
Survey Camp St. Mary's	930	(930)	-
Hilton Head Island Library roof repair	1,928	(1,928)	-
LEC Generator	72,283	(72,283)	-
Detention Center Water Heater	127,196	(127,196)	-
Detention Center Roof Top Unit	11,687	-	11,687
Detention Center Kitchen Hood	1,890	(1,890)	-
Detention Center Cooler/Freezer	4,051	(4,051)	-
Detention Center Generator	157,511	(157,511)	-
Pools Architecture & Engineering	23,750	-	23,750
Architecture & Engineering new building	9,372	-	9,372
Total Facilities Maintenance	433,829	(377,345)	56,483
Total Budget Amendment for General Fund	1,339,837	(1,167,869)	171,967
SPECIAL REVENUE FUND			
Treasurer's Office - Special Revenue Fund Request			
Beaufort/ Bluffton/ Hilton Head Island Camera Update	12,610	(12,610)	-
Treasurer's Office	12,610	(12,610)	-
STORMWATER PROPRIETARY FUND			
Stormwater			
Engineering service outfall erosion issues	3,320	(3,320)	-
Stormwater retention pond	20,550	-	20,550
Design & construct a regional stormwater best	22,764	-	22,764
Oak Marsh Plantation Drainage Improvements	6,725	(6,725)	-
Pine Tree & Water Oak Tree Removed & Dismantled	2,000	-	2,000
Remove & Install Drainage Pipe	2,800	(2,800)	-
Light bar install	2,053	(2,053)	-
International HX620 6x4 Dump Truck	164,779	(164,779)	-
International HX620 6x4 Dump Truck	164,779	(164,779)	-
Brewer Memorial Park BMP Demonstration	43,106	(43,106)	-
Sub watershed Regional Detention Center	265,806	(102,093)	163,713
Study & investigate to evaluate the current condition & capacity of the Stormwater Drainage Facilities	54,250	(54,250)	-
Total Stormwater	752,931	(543,904)	209,027
Total	2,105,378	(1,724,383)	380,995
	-	-	

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Update on Carryover Budget 2021 Expenditures

MEETING NAME AND DATE:

Finance Committee 11/16/2020

PRESENTER INFORMATION:

Whitney Richland CFO

5 minutes

ITEM BACKGROUND:

Approved at County Council meeting on 09/14/2020 on the Consent Agenda

PROJECT / ITEM NARRATIVE:

This is an update to County Council about the expenditures to date for the Carryover Budget FY2021.

FISCAL IMPACT:

No fiscal impact these items were budgeted in 2020 and rolled into 2021.

STAFF RECOMMENDATIONS TO COUNCIL:

N/A

OPTIONS FOR COUNCIL MOTION:

N/A discussion update.

County Council Agenda

Monday, September 14, 2020 at 6:00 PM

[This meeting is being held virtually in accordance with Beaufort County Resolution 2020-05]

THIS MEETING WILL CLOSED TO THE PUBLIC. CITIZEN COMMENTS AND PUBLIC HEARING COMMENTS WILL BE ACCEPTED IN WRITING VIA EMAIL TO THE CLERK TO COUNCIL AT SBROCK@BCGOV.NET OR PO DRAWER 1228, BEAUFORT SC 29901. CITIZENS MAY ALSO COMMENT DURING THE MEETING THROUGH FACEBOOK LIVE

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION - VICE-CHAIR PAUL SOMMERVILLE

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

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES – July 1, 2020, July 13, 2020.

CITIZEN COMMENTS

6. CITIZEN COMMENT **(Every member of the public who is recognized to speak shall limit comments to three minutes - Citizens may email sbrock@bcgov.net, or comment on our Facebook Live stream to participate in Citizen Comment)**

COMMITTEE REPORTS

7. LIAISON AND COMMITTEE REPORTS

PRESENTATIONS ITEMS

8. US 278 CORRIDOR PROJECT UPDATE BY SCDOT

9. UPDATE FROM SENATOR TOM DAVIS

CONSENT AGENDA

10. Consent Agenda (Page 4)

PUBLIC HEARINGS AND ACTION ITEMS

11. NOTICE OF A PUBLIC HEARING CONCERNING CDBG APPLICATION FOR THE WHALE BRANCH SIDEWALK PROJECT

12. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE REGARDING A TEXT AMENDMENT TO THE COMMUNITY DEVELOPMENT CODE

County Council of Beaufort County

County Council Meeting

Chairman
Joseph F. Passiment, JR.

Vice Chairman
D. Paul Sommerville

Council Members
Michael E. Covert
Gerald Dawson
Brian E. Flewelling
York Glover, SR.
Chris Hervochon
Alice G. Howard
Mark Lawson
Lawrence P. McElynn
Stu Rodman

County Administrator
Ashley M. Jacobs

Clerk to Council
Sarah W. Brock

Administration Building
Robert Smalls Complex
100 Ribaut Road

Contact
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
(843) 255-2180
www.beaufortcountysc.gov

(CDC): ARTICLE 5, SECTION 5.3.20 APPLICABILITY– TO APPLY ARCHITECTURAL STANDARDS AND GUIDELINES TO TWO-FAMILY (DUPLEX) RESIDENTIAL

13. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE FINDING THAT THE FRIPP ISLAND PUBLIC SERVICE DISTRICT, SOUTH CAROLINA, MAY ISSUE NOT EXCEEDING $1,550,000 OF GENERAL OBLIGATION BONDS AND TO PROVIDE FOR THE PUBLICATION OF NOTICE OF THE SAID FINDING AND AUTHORIZATION.

14. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AMENDING THE COMMUNITY DEVELOPMENT CODE TO ESTABLISH "SHORT TERM HOME RENTAL" AS A SPECIAL USE

15. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE REGARDING AN AMENDMENT TO THE PEPPER HALL AND OKATIE RIVER PARK JOINT DEVELOPMENT AGREEMENT

16. SECOND READING OF AN ORDINANCE OF THE COUNTY COUNCIL OF BEAUFORT COUNTY, SOUTH CAROLINA ("COUNCIL") ESTABLISHING AND ADOPTING A SCHOOL DEVELOPMENT IMPACT FEE ("IMPACT FEE") TO BE IMPOSED ON ALL NEW RESIDENTIAL DEVELOPMENT IN THE SOUTH BEAUFORT COUNTY SCHOOL SERVICE AREA PURSUANT TO ORDINANCE NO. 2020/____; TO ENSURE THAT SCHOOL FACILITY SYSTEM IMPROVEMENTS WILL BE AVAILABLE AND ADEQUATE TO ACCOMMODATE THE NEED EXPECTED TO BE GENERATED FROM THE SCHOOL CHILDREN IN NEW RESIDENTIAL DEVELOPMENTS IN THE SOUTH BEAUFORT COUNTY SCHOOL SERVICE AREA BASED ON THE SCHOOL DISTRICT'S LEVEL OF SERVICE STANDARDS AND CAPITAL IMPROVMENTS PLAN, AND TO ASSIGN THE COSTS OF SUCH PUBLIC SCHOOL FACILITIES ON A PROPROTIONATE SHARE BASIS TO NEW RESIDENTIAL DEVELOPMENT IN THE SERVICE AREA; AND ESTABLISHMENT OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN BEAUFORT COUNTY AND THE BEAUFORT COUNTY SCHOOL DISTRICT, AND INDIVIDUAL INTERGOVERNMENTAL AGREEMENTS BETWEEN BEAUFORT COUNTY AND THE TOWNS OF BLUFFTON AND HILTON ISLAND AND THE CITY OF HARDEEVILLE TO ENSURE PROPER IMPLEMENTATION AND ADMINISTRATION OF THE SCHOOL DEVELOPMENT IMPACT FEE ORDINANCE

17. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY BY BEAUFORT COUNTY, SOUTH CAROLINA ACTING THROUGH BEAUFORT COUNTY MEMORIAL HOSPITAL OF NOT EXCEEDING $20,000,000.00 PROMISSORY NOTE AND A CREDIT AGREEMENT; AUTHORIZING PROPER OFFICERS TO DO ALL THINGS NECESSARY OR ADVISABLE; AND OTHER MATTERS INCIDENTAL THERETO.

18. SECOND READING OF AN ORDINANCE DECLARING LOUD AND UNNECESSARY VEHICULAR NOISE A PUBLIC NUISANCE AND PROVIDING THAT VIOLATIONS ARE A MISDEMEANOR

19. FIRST READING OF AN ORDINANCE TO AUTHORIZE AND APPROVE A MULTI-COUNTY PARK AGREEMENT BY AND BETWEEN BEAUFORT COUNTY AND JASPER COUNTY RELATING TO THE TRASK EAST SOLAR, LLC, PROJECT

20. FIRST READING OF AN ORDINANCE AUTHORIZING THE COUNTY ADMINISTRATOR TO NEGOTIATE AND EXECUTE A LEASE AGREEMENT WITH MOBILE COMMUNICATIONS AMERICA.

21. FIRST READING OF AN ORDINANCE AUTHORIZING THE ABANDONMENT OF AN EXISTING DRAINAGE EASEMENT AND THE ACCEPTANCE OF A RELOCATED DRAINAGE EASEMENT ON PROPERTY OWNED BY THE GRANTOR

22. FIRST READING OF AN ORDINANCE REGARDING TEXT AMENDMENT TO THE COMMUNITY DEVELOPMENT CODE (CDC): APPENDIX B TO REMOVE THE MAXIMUM LOT SIZE REQUIREMENT FOR MINOR RESIDENTIAL SUBDIVISIONS IN THE D3 GENERAL NEIGHBORHOOD (D3GN), THE D4 MIXED USE (D4MU); THE VILLAGE CENTER (D5VC), AND THE GATEWAY CORRIDOR (D5GC) DISTRICTS ON DAUFUSKIE ISLAND

23. FIRST READING OF AN ORDINANCE REGARDING ZONING MAP AMENDMENT/REZONING REQUEST FOR 18.3 ACRES (R100 024 000 032A 0000, R100 024 000 0276 0000, R100 024 000 030C 0000, AND R100 024 000 033A 0000) AT THE INTERSECTION OF BAY PINES ROAD AND LAUREL BAY ROAD FROM T2 RURAL AND S1 INDUSTRIAL TO C4-COMMUNITY CENTER MIXED-USE DISTRICT

24. FIRST READING OF AN ORDINANCE FOR A ZONING MAP AMENDMENT/REZONING REQUEST FOR 3 PARCELS (R600 021 000 0003 0000; R600 021 000 002A 0000; R600 021 000 003A 0000) ON GRAVES ROAD FROM T2 RURAL TO C3 NEIGHBORHOOD MIXED-USE; APPLICANT: JUDY GRAVES, KEVIN GRAVES, JAN MCKIM

25. FIRST READING OF AN ORDINANCE REGARDING TEXT AMENDMENT TO THE COMMUNITY DEVELOPMENT CODE (CDC): ARTICLE 5, SECTION 5.6.50.E(2) TO ALLOW FOR MINOR MODIFICATIONS TO BILLBOARDS TO IMPROVE SAFETY STANDARDS DURING HURRICANES AND HIGH WIND EVENTS.

26. FIRST READING OF AN ORDINANCE TO AUTHORIZE $575,000.00 FROM THE H-TAX FUND TO THE HISTORIC MITCHELVILLE FREEDOM PARK FOR PHASE I BUILD OUT OF THE MITCHELVILLE FREEDOM PARK MASTER PLAN

27. CONSIDERATION OF A RESOLUTION APPROVING THE MITCHELVILLE FREEDOM PARK MASTER PLAN

28. RECOMMENDATION OF AWARD TO J. BRAGG CONSULTING, INC. RFQ #040920E RFQ ONE-CENT SALES TAX PROGRAM MANAGEMENT

BOARDS AND COMMISSIONS

29. CONSIDERATION OF THE APPOINTMENT OF GEORGE RAFFERTY TO THE DAUFUSKIE ISLAND FIRE

30. CONSIDERATION OF THE APPOINTMENT OF VIRGINIA (GINNIE) KOZAK TO THE BEAUFORT COUNTY TRANSPORTATION COMMITTEE

31. CONSIDERATION OF THE APPOINTMENT OF DAVID MIXSON TO THE AIRPORTS BOARD

32. CONSIDERATION OF THE APPOINTMENT OF LYNNE HOOS TO THE ZONING BOARD OF APPEALS

CITIZEN COMMENT

33. CITIZEN COMMENT (**Every member of the public who is recognized to speak shall limit comments to three minutes - Citizens may email sbrock@bcgov.net, or comment on our Facebook Live stream to participate in Citizen Comment)**

34. ADJOURNMENT

CONSENT AGENDA

1. THIRD AND FINAL READING OF AN ORDINANCE GRANTING AN EASEMENT TO BEAUFORT JASPER WATER SEWER AUTHORITY ACCESS TO NEW SEWER LINE AT BEAUFORT COUNTY AIRPORT
2. APPROVAL OF A CONTRACT AWARD FOR COMMERCIAL RAMP EXPANSION AT HILTON HEAD ISLAND AIRPORT FOR A TOTAL COST OF $3,307,934.00
3. APPROVAL OF CARRYOVER BUDGET FY2021
4. RECOMMENDATION FOR EMERGENCY MEDICAL SERVICES (EMS) CONTRACT FOR TWO (2) NEW 2020 REMOUNTED AMBULANCES $310,878
5. CONSIDERATION FOR APPROVAL OF HILTON HEAD ISLAND AIRPORT-WETLANDS MITIGATION PAYMENT FOR A TOTAL COST OF $414,000.00
6. APPROVAL OF A CONTRACT AWARD RECOMMENDATION TO PURCHASE A NEW (DEMO) 2020 PUMP TRUCK IN THE AMOUNT OF $551,200.00 FROM AHRENS-FOX ENGINE COMPANY
7. REQUEST FOR PRIVATE ROAD ACCEPTANCE OF A PORTION OF JOHNSON LANDING ROAD INTO COUNTY ROAD SYSTEM
8. RECOMMENDATION OF AWARD TO APAC – ATLANTIC, INC. IFB#071020TE SAMS POINT TURN LANE

END OF CONSENT AGENDA

County Council Minutes

Monday, August 10, 2020 at 6:00 PM

[This meeting is being held virtually in accordance with Beaufort County Resolution 2020-05]

THIS MEETING WILL CLOSED TO THE PUBLIC. CITIZEN COMMENTS AND PUBLIC HEARING COMMENTS WILL BE ACCEPTED IN WRITING VIA EMAIL TO THE CLERK TO COUNCIL AT SBROCK@BCGOV.NET OR PO DRAWER 1228, BEAUFORT SC 29901. CITIZENS MAY ALSO COMMENT DURING THE MEETING THROUGH FACEBOOK LIVE

CALL TO ORDER

Chairman Passiment called the meeting to order at 6:00PM.

PRESENT

Chairman Joseph F. Passiment
Vice Chairman D. Paul Sommerville
Council Member Michael Covert
Council Member York Glover
Council Member Stu Rodman
Council Member Alice Howard
Council Member Lawrence McElynn
Council Member Gerald Dawson
Council Member Brian Flewelling

ABSENT

Council Member Chris Hervochon
Council Member Mark Lawson

PLEDGE OF ALLEGIANCE AND INVOCATION

Council Member Flewelling led the pledge of allegiance and gave the invocation.

Chairman Passiment announced that Council was going to have a moment of silence in honor of Representative John Lewis.

The Chairman stated that public notification of this meeting is in compliance with the South Carolina Freedom of Information Act.

APPROVAL OF AGENDA

Motion: It was moved by Council Member Rodman, Seconded by Vice Chairman Sommerville to approve the agenda with the addition of the addition of adding "by title only" to the Pepper Hall / Okatie River Park Joint Development Agreement. Motion approved without objection.

APPROVAL OF MINUTES

Motion: It was moved by Council Member Flewelling, Seconded by Council Member McElynn to approve the minutes from June 22, 2020 Caucus and

County Council of Beaufort County

County Council Meeting

Chairman
Joseph F. Passiment, JR.

Vice Chairman
D. Paul Sommerville

Council Members
Michael E. Covert
Gerald Dawson
Brian E. Flewelling
York Glover, SR.
Chris Hervochon
Alice G. Howard
Mark Lawson
Lawrence P. McElynn
Stu Rodman

County Administrator
Ashley M. Jacobs

Clerk to Council
Sarah W. Brock

Administration Building
Robert Smalls Complex
100 Ribaut Road

Contact
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
(843) 255-2180
www.beaufortcountysc.gov

Council Meeting. Motion approved without objection.

DISCUSSION ITEMS

PROCLAMATION HONORING DEACON JAMES GARFIELD SMALLS ON HIS 100TH BIRTHDAY

Council Member York Glover read a proclamation honoring Deacon James Garfield Smalls on his 100th Birthday.

PROCLAMATION HONORING THE TABBY HOUSE VOLUNTEERS FOR THEIR YEARS OF SERVICE

Council Member Alice Howard read a proclamation honoring all of the Tabby House volunteers.

PRESENTATION ON THE PAIGE POINT CEMETERY - GENERAL MITCHELL, PRESENTER

General Mitchell and Liz Farrell gave an update and PowerPoint presentation on the status of Paige Point Cemetery.

PUBLIC HEARING ON BONAIRE ESTATES SEWER EXTENSION COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT CLOSEOUT

Jessica Daily with the Lowcountry Council of Governments spoke regarding the 1 million dollar block grant the county received in 2016 to extend sewer service in the Bonaire Estates area and the project is nearly complete therefore she was seeing public comment.

No citizen comments.

CITIZEN COMMENTS

Chairman Passiment read a letter he received from two constituents in his area regarding loud gun fire in their area. The item was deferred to the Community Services Committee.

COMMITTEE REPORTS

LIAISON AND COMMITTEE REPORTS

TIME SENSITIVE ITEMS

FIRST READING BY TITLE ONLY OF AN ORDINANCE REGARDING AN AMENDMENT TO THE PEPPER HALL AND OKATIE RIVER PARK JOINT DEVELOPMENT AGREEMENT AND HIRE BEN JOHNSON TO HELP PROCEED.

Motion: It was moved by Vice Chairman Sommerville, Seconded by Council Member Howard to approve First Reading by title only of an ordinance REGARDING AN AMENDMENT TO THE PEPPER HALL AND OKATIE RIVER PARK JOINT DEVELOPMENT AGREEMENT and hire Ben Johnson to help proceed. Approved without objection, minus Council Member Flewelling as he was offline during this vote.

FIRST READING OF AN ORDINANCE REGARDING A TEXT AMENDMENT TO THE COMMUNITY DEVELOPMENT CODE (CDC): ARTICLE 5, SECTION 5.3.20 APPLICABILITY– TO APPLY ARCHITECTURAL STANDARDS AND GUIDELINES TO TWO-FAMILY (DUPLEX) RESIDENTIAL *(CONSIDERATION OF INVOKING PENDING ORDINANCE DOCTRINE)*

Motion: It was moved by made by Council Member Howard, Seconded by Council Member Dawson to approve first reading of an ordinance regarding a text Amendment to the Community Development Code (CDC): Article 5, Section 5.3.20 Applicability– To Apply Architectural Standards and Guidelines to Two-Family (Duplex) Residential. Motion was approved without objection, minus Council Member Flewelling, as he was offline during this vote.

FIRST READING BY TITLE ONLY OF AN ORDINANCE FOR THE IMPOSITION OF A SCHOOL IMPACT FEE FOR SOUTH OF THE BROAD SERVICE AREA

Council Member Rodman stated he would vote against this and addressed some of the comments the home builders regarding fees.

Council Member Flewelling stated he had the same concerns as Mr. Rodman.

Motion: It was moved by made by Council Member Dawson, Seconded by Council Member Covert to approve first reading by title only of a School impact fee for South of the Broad. The Votes: Voting Yea: Chairman Passiment, Vice Chairman Sommerville, Council Member Howard, Council Member McElynn, Council Member Dawson. Voting Nay: Council Member Covert, Council Member Glover, Council Member Flewelling, Council Member Rodman. Motion passes 5:4.

CONSENT AGENDA

Motion: It was moved by Council Member Flewelling, Seconded by Vice Chairman Sommerville to approve the consent agenda. Motion was approved without objection.

ACTION ITEMS

THIRD READING OF AN ORDINANCE AMENDING CHAPTER 2 ARTICLE II SECTION 28 REGARDING COUNCIL SALARY AND COMPENSATION

Motion: It was moved by Council Member McElynn, Seconded by Council Member Dawson to approve third reading of an ordinance amending Chapter 2 Article II Section 28 Regarding Council Salary and Compensation. The Vote: Voting Yea: Chairman Passiment, Vice Chairman Sommerville, Council Member Covert, Council Member Glover, Council Member Rodman, Council Member Howard, Council Member McElynn, Council Member Dawson
Voting Nay: Council Member Flewelling

PUBLIC HEARING AND SECOND READING OF AN ORDINANCE GRANTING AN EASEMENT TO BEAUFORT JASPER WATER SEWER AUTHORITY ACCESS TO NEW SEWER LINE AT BEAUFORT COUNTY AIRPORT

Motion: It was moved by Council Member Flewelling, Seconded by Council Member Howard to approve public hearing and second reading of an ordinance granting an easement to BJWSA access to new sewer line at Beaufort County Airport.

Chairman opened the floor for public comment.

No one came forward.

Motion was approved without objection.

PUBLIC HEARING AND SECOND READING OF AN ORDINANCE TO IMPOSE A BEAUFORT COUNTY UNIFORM LAW ENFORCEMENT SERVICE CHARGE FOR THE TOWN OF HILTON HEAD ISLAND

Motion: It was moved by Council Member Covert, Seconded by Council Member Flewelling to approve public hearing and second reading of an ordinance to impose a Beaufort County Uniform Law Enforcement Service Fee for the Town of Hilton Head.

Motion to amend: It was moved by Council Member Rodman, Seconded by Council Member McElynn to amend the motion to include accepting the offer from the Town of HHI and in lieu of the uniform fee, 2 million dollar payment over the next 3 years, take over roads and all maintenance, plus waive the $67,000 a year rent on sheriffs space, pay the $27,000 overtime at the Heritage, $5,000 for St. Patrick's Day Parade, cover the County's responsibility for the Island Rec Center, $75,000 a year for Bar Patrol with a CPI increase each year. The agreement would be negotiated at the end of 3 years.

Council Member Dawson stated HHI is taking over roads they should be paying for anyway.

The Vote: Voting Yea: Chairman Passiment, Council Member Rodman, Council Member McElynn. Voting Nay: Vice Chairman Sommerville, Council Member Covert, Council Member Glover, Council Member Howard, Council Member Dawson, Council Member Flewelling . Motion failed 3:6.

Main Motion: It was moved by Council Member Covert, Seconded by Council Member Flewelling to approve public hearing and second reading of an ordinance to impose a Beaufort County Uniform Law Enforcement Service Fee for the Town of Hilton Head. The Vote: Voting Yea: Vice Chairman Sommerville, Council Member Covert, Council Member Glover, Council Member Howard, Council Member Dawson, Council Member Flewelling. Voting Nay: Chairman Passiment, Council Member Rodman, Council Member McElynn. Motion Passed 6:3.

FIRST READING OF AN ORDINANCE AMENDING THE COMMUNITY DEVELOPMENT CODE TO ESTABLISH "SHORT TERM HOME RENTAL" AS A SPECIAL USE

Motion: It was moved by Vice Chairman Sommerville, Seconded by Council Member Howard to approve first reading of an ordinance amending the community development code to establish "short term home rental" as a special use. Motion approved without objection. Council Member Flewelling recused himself from the discussion and vote using the same recusal form he submitted when the topic went before the Natural Resources Committee.

FIRST READING OF AN ORDINANCE FINDING THAT THE FRIPP ISLAND PUBLIC SERVICE DISTRICT, SOUTH CAROLINA, MAY ISSUE NOT EXCEEDING $1,550,000 OF GENERAL OBLIGATION BONDS AND TO PROVIDE FOR THE PUBLICATION OF NOTICE OF THE SAID FINDING AND AUTHORIZATION.

Motion: It was moved by Vice Chairman Sommerville, Seconded by Council Member Flewelling to approve first reading of an ordinance finding that the Fripp Island Public service district, South Carolina, may issue not exceeding $1,550,000 of general obligation bonds and to provide for the publication of notice of the said finding and authorization. Motion approved without objection.

CONSIDERATION OF A RESOLUTION FOR A PUBLIC HEARING TO BE HELD UPON THE QUESTION OF THE ISSUANCE OF NOT EXCEEDING $1,550,000.00 OF GENERAL OBLIGATION BONDS OF THE FRIPP ISLAND PUBLIC SERVICE DISTRICT, SOUTH CAROLINA; PROVIDING FOR THE PUBLICATION OF THE NOTICE OF SUCH PUBLIC HEARING; AND OTHER MATTERS RELATING THERETO

Motion: It was moved by Vice Chairman Sommerville, Seconded by Council Member Flewelling to approve a resolution for a public hearing to be held upon the question of the issuance of not exceeding $1,550,000.00 of General Obligation Bonds of the Fripp Island Public Service District, South Carolina; providing for the publication of the notice of such public hearing; and other matters relating thereto. Motion approved without objection.

FIRST READING OF AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY BY BEAUFORT COUNTY, SOUTH CAROLINA ACTING THROUGH BEAUFORT COUNTY MEMORIAL HOSPITAL OF NOT EXCEEDING $20,000,000.00 PROMISSORY NOTE AND A CREDIT AGREEMENT; AUTHORIZING PROPER OFFICERS TO DO ALL THINGS NECESSARY OR ADVISABLE; AND OTHER MATTERS INCIDENTAL THERETO.

Motion: It was moved by Vice Chairman Sommerville, Seconded by Council Member Howard first reading of an ordinance authorizing the execution and delivery by Beaufort County, South Carolina acting through Beaufort County Memorial Hospital of not exceeding $20,000,000.00 promissory note and a credit agreement; authorizing proper officers to do all things necessary or advisable; and other matters incidental thereto. Motion approved without objection.

RESOLUTION APPROVING A SUPPLEMENTAL INTERGOVERNMENTAL AGREEMENT AND REGIONAL AGREEMENTS FOR JOINT USE EMERGENCY SHELTER WITH JASPER COUNTY AND THE JASPER COUNTY SCHOOL DISTRICT.

Motion: It was moved by Council Member Covert, Seconded by Council Member Flewelling to approve a Resolution Approving A Supplemental Intergovernmental Agreement and regional agreements for Joint Use Emergency Shelter with Jasper County and the Jasper County School District. Motion was approved without objection.

A RESOLUTION AUTHORIZING ADMINISTRATION TO FORWARD PROPOSED ST. JAMES RELOCATION PLANS AND BUDGET TO FAA

Motion: It was moved by Council Member Rodman, Seconded by Council Member Glover to approve a RESOLUTION AUTHORIZING ADMINISTRATION TO FORWARD PROPOSED ST. JAMES RELOCATION PLANS AND BUDGET TO FAA. Motion approved without objection.

APPROVAL OF A LEASE EXTENSION FOR OLD COURTHOUSE PARKING LOT

Council Member Howard stated she would vote against it.

Motion: It was moved by Council Member Flewelling, Seconded by Council Member Glover to approve approval of a Lease Extension for Old Courthouse Parking Lot. The Vote: Voting Yea: Vice Chairman Sommerville, Council Member Covert, Council Member Glover, Council Member Dawson, Council Member Flewelling. Voting Nay: Chairman Passiment, Council Member Rodman, Council Member Howard, Council Member McElynn. Motion passes 5:4.

APPROVAL OF FY 2021 CONTRACT RENEWALS

Motion: It was moved by Council Member Flewelling, Seconded by Council Member Glover to approve FY 2021 Contract Renewals. Motion approved without objection.

BOARDS AND COMMISSIONS

APPOINTMENT OF ROBERT MCFEE TO THE BEAUFORT JASPER WATER AND SEWER AUTHORITY

Motion: It was moved by Council Member McElynn, Seconded by Council Member Glover appointment of Robert McFee to the Beaufort Jasper Water and Sewer Authority. Motion approved without objection.

CITIZEN COMMENT

Comment from Facebook - Ann Ubelis - It is INSANITY to consider mail-in ballotting at this late date. There is no way you can comply with Federal Law and certify all ballots within the 35 days required. Thousands upon thousands of mail-in ballots will be discarded. Furthermore, how will you verify the the actual voter sent it in and how will you require a affirming signature as witness to the voter's signature? You are on a fools errand if you consider this. And what about complying with state laws and regulations? Will even they allow it?

ADJOURNMENT

Adjourned at 7:59PM

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Discussion – Update on the internal auditor

MEETING NAME AND DATE:

Finance Committee 11/16/2020

PRESENTER INFORMATION:

Whitney Richland Chief Financial Officer

5 Minutes

ITEM BACKGROUND:

The County had an RFP for the Internal Audit. The County met with both proposing firms on 10/09/2020 to narrow the scope and again on 10/30/2020 so the new CFO could meet both firms and ask additional questions. The Staff Review team will score each responsive firm and make a recommendation to the Finance Committee for award in December.

PROJECT / ITEM NARRATIVE:

The companies Baker Tilly and Elliot Davis updated their pricing for services.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATIONS TO COUNCIL:

The bids should be ready by next Finance Committee meeting.

OPTIONS FOR COUNCIL MOTION:

None – this topic was for informational purposes only.

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

CAFR Audit Discussion

MEETING NAME AND DATE:

Finance Committee 11/16/2020

PRESENTER INFORMATION:

Whitney Richland CFO

10 Minutes

ITEM BACKGROUND:

Update on the timeline of the CAFR.

PROJECT / ITEM NARRATIVE:

The audit firm, Mauldin and Jenkins, requested a long list of documents needed to perform the audit. Finance staff are working to compile all documentation and discussions with the audit partner for the engagement are occurring weekly. Tentatively, Mauldin and Jenkins should begin their fieldwork mid-November. They have stated they will assign the requisite number of staff to the engagement in order to meet the 12/31/20 completion date. However, they have been very forthcoming that factors such as the need for additional testing or extended procedures due to staff changes, complicated transactions and a new debt issuance could cause a delay. Beaufort County staff will do everything possible to help meet this deadline.

FISCAL IMPACT:

10001111-51160 Professional Services $65,500

STAFF RECOMMENDATIONS TO COUNCIL:

None

OPTIONS FOR COUNCIL MOTION:

None

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Discussion of the Budget Cycle

MEETING NAME AND DATE:

Finance Committee 11/16/2020

PRESENTER INFORMATION:

Whitney Richland Chief Financial Officer

5 Minutes

ITEM BACKGROUND:

Discussion of the Budget Cycle.

PROJECT / ITEM NARRATIVE:

The County is currently searching for a Budget Director to assist in the preparation of the FY 2022 line item budget. We will give a timeline for results.

FISCAL IMPACT:

Preparation of the 2022 Budget in a timely manner.

STAFF RECOMMENDATIONS TO COUNCIL:

Discussion to let the Finance Committee know where we are on in regards to the FY 2022 Budget.

OPTIONS FOR COUNCIL MOTION:

N/A

Memo

Date: August 31, 2020
RE: 2019/2020 Financial Report - Beaufort County

Attached is the 2019-2020 Financial Report for Beaufort County as well as the 2018-2019 Financial Audit. The Greater Beaufort-Port Royal CVB (hereafter "CVB") reconciles the financials of the organization to reflect the allotment of approved expenditures along the DMO Investment percentages allocated after revenues are collected. In FY 19-20, Beaufort County's investment was $281,783.35 with an additional grant awarded by the Beaufort County ATAX committee of $120,000.00. All-in-all, the investment into the designated Destination Marketing Organization of Northern Beaufort County was 43% of expenses and will reflect that breakout in our financials.

Some noteworthy information as you review our report. The receipts that have been supplied are from the total expenditures for those approved expenditures and not just the county's 43%.

Revenues

Beaufort County State 2% DMO allocation - $133,424.31

Beaufort County 3% Local ATAX - $150,000.00

Beaufort County State 2% ATAX Grant - $120,000.00

Expenses

The following receipts are provided in their entirety. (Financial Report has the breakout)

- Print Advertising
- Digital Advertising
- Social Media
- Public Relations
- Billboards
- SEO
- Recovery Advertising
- Website/Website Plugin
- Email Marketing
- Printing
- Tradeshow & Meetings
- Sales Advertising
- Research
- Fulfillment Services
- Booking Engine

Personnel - Personnel makes up 33% of our complete budget. The industry standard for our size DMO/CVB is 38%-42%.

General Expenses/Occupancy Expenses - These line codes are included in the report.

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

Discussion for Chamber Submissions of expenditures related to Accommodations and Hospitality Tax awards.

MEETING NAME AND DATE:

Finance Committee 11/16/2020

PRESENTER INFORMATION:

Whitney Richland Chief Financial Officer

5 minutes

ITEM BACKGROUND:

County Council has had numerous discussions about the submissions from the DMO's and Chambers. The Finance Committee has a preferred template for review.

PROJECT / ITEM NARRATIVE:

The Finance Committee will discuss the template wanted for reporting of the Accommodations and Hospitality Tax Grants.

FISCAL IMPACT:

None

STAFF RECOMMENDATIONS TO COUNCIL:

Review and approve the template.

OPTIONS FOR COUNCIL MOTION:

Review and revise the template.

Greater Beaufort-Port Royal CVB
Statement of Activity Detail
July 2019 - June 2020

	Date	Name	Class	Amount	Balance
61200 - PRINTING					
	02/06/2020	Murr Printing	BEAUFORT COUNTY	44.04	44.04
	02/06/2020	Murr Printing	BEAUFORT COUNTY	65.61	109.65
	06/27/2020	SK Signs & Designs	BEAUFORT COUNTY	115.05	224.70
Total for 61200 - PRINTING				$ 224.70	
61300 - ADVERTISING					
61310 - PRINT ADVERTISING					
	07/10/2019	Waterway Guide	BEAUFORT COUNTY:BFT COUNTY GRANT	1,314.00	1,314.00
	08/21/2019	Lowcountry Weekly	BEAUFORT COUNTY:BFT COUNTY GRANT	135.00	1,449.00
	09/02/2019	Carolina Publishing & Associates	BEAUFORT COUNTY:BFT COUNTY GRANT	1,167.75	2,616.75
	09/04/2019	Lowcountry Weekly	BEAUFORT COUNTY:BFT COUNTY GRANT	135.00	2,751.75
	09/16/2019	Island News Publishing, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	90.00	2,841.75
	12/18/2019	Lowcountry Weekly	BEAUFORT COUNTY:BFT COUNTY GRANT	135.00	2,976.75
	12/26/2019	Carolina Publishing & Associates	BEAUFORT COUNTY:BFT COUNTY GRANT	1,167.75	4,144.50
	01/08/2020	Lowcountry Weekly	BEAUFORT COUNTY:BFT COUNTY GRANT	79.88	4,224.38
	01/15/2020	Madden	BEAUFORT COUNTY:BFT COUNTY GRANT	3,251.25	7,475.63
	01/17/2020	Island News Publishing, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	245.25	7,720.88
	03/18/2020	Lowcountry Weekly	BEAUFORT COUNTY:BFT COUNTY GRANT	69.75	7,790.63
	03/25/2020	Meredith Corporation	BEAUFORT COUNTY:BFT COUNTY GRANT	2,250.00	10,040.63
Total for 61310 - PRINT ADVERTISING				$ 10,040.63	
61320 - ELECTRONIC MEDIA					
	09/16/2019	Valassis Digital Corp.	BEAUFORT COUNTY:BFT COUNTY GRANT	1,140.24	1,140.24
	09/16/2019	TripAdvisor, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	1,052.33	2,192.57
	09/25/2019	StackAdapt	BEAUFORT COUNTY:BFT COUNTY GRANT	1,625.07	3,817.64
	09/30/2019	StackAdapt	BEAUFORT COUNTY:BFT COUNTY GRANT	3,392.46	7,210.10
	10/07/2019	TripAdvisor, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	1,897.36	9,107.46
	10/25/2019	Valassis Digital Corp.	BEAUFORT COUNTY:BFT COUNTY GRANT	4,706.58	13,814.04
	10/31/2019	Valassis Digital Corp.	BEAUFORT COUNTY:BFT COUNTY GRANT	3,249.13	17,063.17
	10/31/2019	StackAdapt	BEAUFORT COUNTY:BFT COUNTY GRANT	3,536.30	20,599.47
	11/06/2019	TripAdvisor, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	1,762.28	22,361.75
	11/20/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	2,882.36	25,244.11
	11/30/2019	Valassis Digital Corp.	BEAUFORT COUNTY:BFT COUNTY GRANT	1,404.05	26,648.16
	11/30/2019	StackAdapt	BEAUFORT COUNTY:BFT COUNTY GRANT	1,646.06	28,294.22
	12/09/2019	TripAdvisor, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	538.06	28,832.28
	12/16/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	3,294.12	32,126.40
	12/19/2019	Alabama Media Group	BEAUFORT COUNTY:BFT COUNTY GRANT	10,920.00	43,046.40
	01/23/2020	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	411.77	43,458.17
	02/14/2020	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	2,162.41	45,620.58
	02/29/2020	StackAdapt	BEAUFORT COUNTY:BFT COUNTY GRANT	3,487.34	49,107.92
	03/09/2020	TripAdvisor, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	1,847.29	50,955.21
	04/08/2020	TripAdvisor, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	968.09	51,923.30
	04/30/2020	StackAdapt	BEAUFORT COUNTY:BFT COUNTY GRANT	1,737.97	53,661.27
Total for 61320 - ELECTRONIC MEDIA				$ 53,661.27	
61340 - BILLBOARDS - Out of Home					
	07/01/2019	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	1,150.00
	07/22/2019	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	380.00	1,530.00
	07/31/2019	WHHI	BEAUFORT COUNTY:BFT COUNTY GRANT	250.00	1,780.00
	08/01/2019	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	312.50	2,092.50
	08/01/2019	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	3,242.50
	08/01/2019	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	975.00	4,217.50
	09/01/2019	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	5,367.50
	09/01/2019	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	312.50	5,680.00
	09/30/2019	WHHI	BEAUFORT COUNTY:BFT COUNTY GRANT	250.00	5,930.00
	10/01/2019	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	312.50	6,242.50
	10/01/2019	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	7,392.50
	10/31/2019	iHeartMedia	BEAUFORT COUNTY:BFT COUNTY GRANT	250.00	7,642.50
	11/01/2019	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	8,792.50
	11/01/2019	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	312.50	9,105.00
	11/30/2019	iHeartMedia	BEAUFORT COUNTY:BFT COUNTY GRANT	570.00	9,675.00
	12/01/2019	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	10,825.00
	12/02/2019	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	312.50	11,137.50
	12/10/2019	iHeartMedia	BEAUFORT COUNTY:BFT COUNTY GRANT	180.00	11,317.50
	01/10/2020	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	312.50	11,630.00
	01/10/2020	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	12,780.00
	02/01/2020	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	13,930.00
	03/01/2020	Departure Media, Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	312.50	14,242.50
	03/01/2020	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	15,392.50
	04/01/2020	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	16,542.50
	05/01/2020	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	17,692.50

	06/01/2020	Adams Outdoor Advertising	BEAUFORT COUNTY:BFT COUNTY GRANT	1,150.00	18,842.50
Total for 61340 - BILLBOARDS - Out of Home				$ 18,842.50	
61350 - SOCIAL MEDIA					
	07/09/2019	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	625.00
	08/06/2019	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	1,250.00
	09/11/2019	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	1,875.00
	10/12/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	2,325.00
	10/14/2019	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	2,950.00
	11/06/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	3,400.00
	11/06/2019	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	4,025.00
	11/12/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	4,475.00
	11/17/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	4,925.00
	11/23/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	5,375.00
	11/29/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	5,825.00
	11/30/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	47.53	5,872.53
	12/03/2019	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	6,497.53
	12/31/2019	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	225.69	6,723.22
	01/03/2020	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	830.97	7,554.19
	01/19/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	8,004.19
	01/23/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	8,454.19
	01/28/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	8,904.19
	01/31/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	229.49	9,133.68
	02/03/2020	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	9,758.68
	02/03/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	10,208.68
	02/07/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	10,658.68
	02/12/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	11,108.68
	02/16/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	11,558.68
	02/20/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	12,008.68
	03/03/2020	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	12,633.68
	03/06/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	536.33	13,170.01
	03/07/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	13,620.01
	03/10/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	14,070.01
	03/12/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	14,520.01
	03/15/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	450.00	14,970.01
	03/31/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	253.08	15,223.09
	04/03/2020	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	15,848.09
	04/08/2020	RELIC	BEAUFORT COUNTY:BFT COUNTY GRANT	250.00	16,098.09
	04/30/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	13.86	16,111.95
	05/03/2020	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	16,736.95
	05/26/2020	RELIC	BEAUFORT COUNTY:BFT COUNTY GRANT	500.00	17,236.95
	05/31/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	25.28	17,262.23
	06/27/2020	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	625.00	17,887.23
	06/30/2020	FACEBOOK	BEAUFORT COUNTY:BFT COUNTY GRANT	19.94	17,907.17
Total for 61350 - SOCIAL MEDIA				$ 17,907.17	
61360 - EMAIL MARKETING					
	12/30/2019	Mailchimp	BEAUFORT COUNTY:BFT COUNTY GRANT	57.59	57.59
	01/01/2020	Digital Ocean	BEAUFORT COUNTY:BFT COUNTY GRANT	2.23	59.82
	01/30/2020	Mailchimp	BEAUFORT COUNTY:BFT COUNTY GRANT	57.59	117.41
	01/31/2020	Digital Ocean	BEAUFORT COUNTY:BFT COUNTY GRANT	2.23	119.64
Total for 61360 - EMAIL MARKETING				$ 119.64	
61370 - PUBLIC RELATIONS					
	07/30/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	800.00	800.00
	09/03/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	1,717.47	2,517.47
	10/02/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	940.37	3,457.84
	10/28/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	800.00	4,257.84
	11/19/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	816.00	5,073.84
	12/18/2019	Ferebee Lane	BEAUFORT COUNTY:BFT COUNTY GRANT	800.00	5,873.84
	01/06/2020	Touchpoint Communications, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	640.00	6,513.84
	02/05/2020	Touchpoint Communications, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	640.00	7,153.84
	03/05/2020	Touchpoint Communications, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	640.00	7,793.84
	04/01/2020	Touchpoint Communications, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	888.54	8,682.38
	05/05/2020	Touchpoint Communications, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	640.00	9,322.38
	05/25/2020	SK Signs & Designs	BEAUFORT COUNTY:BFT COUNTY GRANT	96.00	9,418.38
	06/04/2020	Touchpoint Communications, LLC	BEAUFORT COUNTY:BFT COUNTY GRANT	640.00	10,058.38
	06/27/2020	Lynn Seldon Inc.	BEAUFORT COUNTY:BFT COUNTY GRANT	450.24	10,508.62
Total for 61370 - PUBLIC RELATIONS				$ 10,508.62	
61380 - WEBSITE					
	07/23/2019	Net Galaxy Studios	BEAUFORT COUNTY	409.28	409.28
	07/30/2019	Ferebee Lane	BEAUFORT COUNTY	8.64	417.92
	09/03/2019	Ferebee Lane	BEAUFORT COUNTY	8.64	426.56
	09/17/2019	Net Galaxy Studios	BEAUFORT COUNTY	30.15	456.71
	12/18/2019	Ferebee Lane	BEAUFORT COUNTY	228.96	685.67
	01/02/2020	Net Galaxy Studios	BEAUFORT COUNTY	81.00	766.67
	03/04/2020	Ferebee Lane	BEAUFORT COUNTY	82.08	848.75
	04/29/2020	Ferebee Lane	BEAUFORT COUNTY	43.20	891.95

Total for 61380 - WEBSITE				$ 891.95	
61381 - WEBSITE - PLUGINS					
	08/06/2019	ITI Marketing, INC.	BEAUFORT COUNTY	6,000.00	6,000.00
	08/16/2019	Threshold 360 Inc.	BEAUFORT COUNTY	8,500.00	14,500.00
Total for 61381 - WEBSITE - PLUGINS				$ 14,500.00	
613820 - SEO					
	07/30/2019	Ferebee Lane	BEAUFORT COUNTY	500.00	500.00
	09/03/2019	Ferebee Lane	BEAUFORT COUNTY	500.00	1,000.00
	10/02/2019	Ferebee Lane	BEAUFORT COUNTY	500.00	1,500.00
	10/28/2019	Ferebee Lane	BEAUFORT COUNTY	500.00	2,000.00
	11/19/2019	Ferebee Lane	BEAUFORT COUNTY	500.00	2,500.00
	12/18/2019	Ferebee Lane	BEAUFORT COUNTY	500.00	3,000.00
	01/27/2020	Ferebee Lane	BEAUFORT COUNTY	500.00	3,500.00
	03/04/2020	Ferebee Lane	BEAUFORT COUNTY	500.00	4,000.00
Total for 613820 - SEO				$ 4,000.00	
61390 - BEAUFORT AREA SPORTS COUNCIL					
	07/03/2019	South Carolina Sports Alliance	BEAUFORT COUNTY	45.00	45.00
	08/31/2019	Premier Travel Media	BEAUFORT COUNTY	269.55	314.55
	10/28/2019	Ferebee Lane	BEAUFORT COUNTY	45.00	359.55
Total for 61390 - BEAUFORT AREA SPORTS COUNCIL				$ 359.55	
61399 - AD PRODUCTION / GRAPHIC DESIGN					
	07/30/2019	Ferebee Lane	BEAUFORT COUNTY	562.50	562.50
	08/13/2019	SK Signs & Designs	BEAUFORT COUNTY	328.95	891.45
	10/02/2019	Ferebee Lane	BEAUFORT COUNTY	250.00	1,141.45
	10/02/2019	Ferebee Lane	BEAUFORT COUNTY	595.62	1,737.07
	10/02/2019	Ferebee Lane	BEAUFORT COUNTY	250.00	1,987.07
	10/02/2019	Ferebee Lane	BEAUFORT COUNTY	591.88	2,578.95
	10/28/2019	Ferebee Lane	BEAUFORT COUNTY	437.50	3,016.45
	10/28/2019	Ferebee Lane	BEAUFORT COUNTY	562.50	3,578.95
	10/28/2019	SK Signs & Designs	BEAUFORT COUNTY	2.68	3,581.63
	12/18/2019	Ferebee Lane	BEAUFORT COUNTY	250.00	3,831.63
	12/18/2019	Ferebee Lane	BEAUFORT COUNTY	312.50	4,144.13
	12/18/2019	Ferebee Lane	BEAUFORT COUNTY	250.00	4,394.13
Total for 61399 - AD PRODUCTION / GRAPHIC DESIGN				$ 4,394.13	
Total for 61300 - ADVERTISING				$ 135,225.46	
61400 - SALES - GROUPS & MEETINGS					
61405 - MEMBERSHIP DUES					
	10/23/2019	American Bus Association	BEAUFORT COUNTY	266.60	266.60
	11/05/2019	Destination Development Association	BEAUFORT COUNTY	64.50	331.10
	12/02/2019	MCASC	BEAUFORT COUNTY	96.75	427.85
	12/17/2019	SYTA	BEAUFORT COUNTY	406.35	834.20
	05/01/2020	SCSAE	BEAUFORT COUNTY	107.50	941.70
Total for 61405 - MEMBERSHIP DUES				$ 941.70	
61420 - TRADESHOWS & MEETINGS					
	07/02/2019	American Bus Association	BEAUFORT COUNTY	685.85	685.85
	08/10/2019	Free Spirit Vacations and Events	BEAUFORT COUNTY	255.85	941.70
	08/17/2019	NCMA-VMA-MCASC Meeting	BEAUFORT COUNTY	384.85	1,326.55
	09/01/2019	SCSAE	BEAUFORT COUNTY	204.25	1,530.80
	12/01/2019	MWR Department	BEAUFORT COUNTY	225.75	1,756.55
	12/19/2019	SYTA	BEAUFORT COUNTY	440.75	2,197.30
	01/02/2020	TRAVEL ALLIANCE	BEAUFORT COUNTY	571.90	2,769.20
	01/06/2020	SC.GOV	BEAUFORT COUNTY	171.57	2,940.77
	02/12/2020	SCSAE	BEAUFORT COUNTY	96.75	3,037.52
	02/24/2020	Travel South USA	BEAUFORT COUNTY	15.05	3,052.57
Total for 61420 - TRADESHOWS & MEETINGS				$ 3,052.57	
61450 - PRINTING					
	09/30/2019	SK Signs & Designs	BEAUFORT COUNTY	33.01	33.01
	10/01/2019	Creative Printing, Inc.	BEAUFORT COUNTY	496.78	529.79
	01/06/2020	Creative Printing, Inc.	BEAUFORT COUNTY	125.87	655.66
	03/05/2020	Creative Printing, Inc.	BEAUFORT COUNTY	501.19	1,156.85
	03/17/2020	SK Signs & Designs	BEAUFORT COUNTY	55.65	1,212.50
	05/23/2020	SK Signs & Designs	BEAUFORT COUNTY	166.95	1,379.45
Total for 61450 - PRINTING				$ 1,379.45	
61460 - ADVERTISING					
	01/07/2020	The Group Travel Leader	BEAUFORT COUNTY	934.50	934.50
	01/20/2020	The YGS Group	BEAUFORT COUNTY	1,631.70	2,566.20
	05/01/2020	Pioneer Publishing	BEAUFORT COUNTY	546.00	3,112.20
	06/08/2020	Naylor, LLC	BEAUFORT COUNTY	1,122.47	4,234.67
Total for 61460 - ADVERTISING				$ 4,234.67	
Total for 61400 - SALES - GROUPS & MEETINGS				$ 10,850.34	
61398 - DESIGN/PHOTOGRAPHY SERVICES					
	07/09/2019	SK Signs & Designs	BEAUFORT COUNTY	88.01	88.01
	02/17/2020	Captured Moments	BEAUFORT COUNTY	94.00	182.01
	06/18/2020	SK Signs & Designs	BEAUFORT COUNTY	352.50	534.51

Total for 61398 - DESIGN/PHOTOGRAPHY SERVICES				$ 534.51	
64100 - ACCOUNTING & AUDIT					
Total for 64100 - ACCOUNTING & AUDIT				$ 7,949.36	
64400 - RESEARCH					
	09/24/2019	STR, Inc.	BEAUFORT COUNTY	70.50	70.50
	11/25/2019	USC Beaufort	BEAUFORT COUNTY	470.00	540.50
	12/20/2019	Alabama Media Group	BEAUFORT COUNTY	3,440.00	3,980.50
	01/02/2020	STR, Inc.	BEAUFORT COUNTY	1,034.00	5,014.50
	01/24/2020	AIRDNA	BEAUFORT COUNTY	188.00	5,202.50
	03/19/2020	STR, Inc.	BEAUFORT COUNTY	930.60	6,133.10
	04/17/2020	Magellan Strategy Group, LLC	BEAUFORT COUNTY	7,191.00	13,324.10
	06/23/2020	Magellan Strategy Group, LLC	BEAUFORT COUNTY	2,350.00	15,674.10
Total for 64400 - RESEARCH				$ 15,674.10	
64700 - FULFILLMENT SERVICES					
	07/01/2019	Kennickell Group	BEAUFORT COUNTY	78.17	78.17
	07/01/2019	Kennickell Group	BEAUFORT COUNTY	231.37	309.54
	07/19/2019	Kennickell Group	BEAUFORT COUNTY	270.85	580.39
	07/31/2019	Kennickell Group	BEAUFORT COUNTY	473.65	1,054.04
	07/31/2019	Kennickell Group	BEAUFORT COUNTY	67.75	1,121.79
	08/19/2019	Kennickell Group	BEAUFORT COUNTY	113.47	1,235.26
	08/30/2019	Kennickell Group	BEAUFORT COUNTY	82.47	1,317.73
	08/31/2019	Kennickell Group	BEAUFORT COUNTY	383.04	1,700.77
	09/30/2019	Kennickell Group	BEAUFORT COUNTY	144.84	1,845.61
	10/31/2019	Kennickell Group	BEAUFORT COUNTY	137.05	1,982.66
	10/31/2019	Kennickell Group	BEAUFORT COUNTY	202.22	2,184.88
	11/18/2019	Kennickell Group	BEAUFORT COUNTY	224.44	2,409.32
	11/27/2019	Kennickell Group	BEAUFORT COUNTY	70.45	2,479.77
	11/30/2019	Kennickell Group	BEAUFORT COUNTY	190.45	2,670.22
	12/31/2019	Kennickell Group	BEAUFORT COUNTY	201.43	2,871.65
	01/13/2020	Kennickell Group	BEAUFORT COUNTY	98.70	2,970.35
	01/30/2020	Kennickell Group	BEAUFORT COUNTY	115.99	3,086.34
	01/31/2020	Kennickell Group	BEAUFORT COUNTY	210.16	3,296.50
	04/30/2020	Kennickell Group	BEAUFORT COUNTY	184.29	3,480.79
	05/31/2020	Kennickell Group	BEAUFORT COUNTY	272.34	3,753.13
	06/30/2020	Kennickell Group	BEAUFORT COUNTY	208.55	3,961.68
Total for 64700 - FULFILLMENT SERVICES				$ 3,961.68	
69000 - OTHER EXPENSES					
61385 - BOOKING ENGINE					
	11/01/2019	Simpleview, LLC	BEAUFORT COUNTY	1,527.50	1,527.50
	11/01/2019	Simpleview, LLC	BEAUFORT COUNTY	3,407.50	4,935.00
Total for 61385 - BOOKING ENGINE				$ 4,935.00	
Total for 69000 - OTHER EXPENSES				$ 4,935.00	
Total for 60000 - NON-PERSONNEL EXPENSES				$ 224,090.20	
70000- RECOVERY AD SPEND					
	06/30/2020	Alabama Media Group	BEAUFORT COUNTY	14,850.00	14,850.00
Total for 70000- RECOVERY AD SPEND				$ 14,850.00	
Total for Expenditures				$ 238,965.20	

Monday, Oct 05, 2020 02:40:43 AM GMT-7 - Accrual Basis

Greater Beaufort-Port Royal CVB

STATEMENT OF ACTIVITY

July 2019 - June 2020

	BEAUFORT COUNTY	BFT COUNTY GRANT	TOTAL BEAUFORT COUNTY	TOTAL
Revenue				
40000 - REVENUES				$0.00
43000 - GOVERNMENT SUPPORT/GRANTS				$0.00
43200 - DMO Funding				$0.00
43210 - County DMO Funding	133,424.31		133,424.31	$133,424.31
Total 43200 - DMO Funding	**133,424.31**		**133,424.31**	**$133,424.31**
43300 - OTHER ATAX FUNDING	150,000.00		150,000.00	$150,000.00
43500 - GRANTS				$0.00
43510 - COUNTY ATAX GRANT		120,000.00	120,000.00	$120,000.00
Total 43500 - GRANTS		**120,000.00**	**120,000.00**	**$120,000.00**
Total 43000 - GOVERNMENT SUPPORT/GRANTS	**283,424.31**	**120,000.00**	**403,424.31**	**$403,424.31**
Total 40000 - REVENUES	**283,424.31**	**120,000.00**	**403,424.31**	**$403,424.31**
Total Revenue	**$283,424.31**	**$120,000.00**	**$403,424.31**	**$403,424.31**
GROSS PROFIT	**$283,424.31**	**$120,000.00**	**$403,424.31**	**$403,424.31**
Expenditures				
50000 - PERSONNEL EXPENSES	**131,162.97**		**131,162.97**	**$131,162.97**
60000 - NON-PERSONNEL EXPENSES				$0.00
61000 - GENERAL EXPENSES				$0.00
61100 - SUPPLIES	2,694.99		2,694.99	$2,694.99
61110 - POSTAGE & SHIPPING	1,327.75		1,327.75	$1,327.75
61200 - PRINTING	224.70		224.70	$224.70
61250 - COLLATERAL	141.56		141.56	$141.56
Total 61200 - PRINTING	**366.26**		**366.26**	**$366.26**
61300 - ADVERTISING				$0.00
61310 - PRINT ADVERTISING		10,040.63	10,040.63	$10,040.63
61320 - ELECTRONIC MEDIA		55,307.33	55,307.33	$55,307.33
61340 - BILLBOARDS - Out of Home		18,842.50	18,842.50	$18,842.50
61350 - SOCIAL MEDIA		26,119.31	26,119.31	$26,119.31
61360 - EMAIL MARKETING		486.72	486.72	$486.72
61370 - PUBLIC RELATIONS		10,508.62	10,508.62	$10,508.62
61380 - WEBSITE	891.95		891.95	$891.95
61381 - WEBSITE - PLUGINS	14,500.00		14,500.00	$14,500.00
613820 - SEO	4,000.00		4,000.00	$4,000.00
61390 - BEAUFORT AREA SPORTS COUNCIL	359.55		359.55	$359.55
61399 - AD PRODUCTION / GRAPHIC DESIGN	4,484.01		4,484.01	$4,484.01
Total 61300 - ADVERTISING	**24,235.51**	**121,305.11**	**145,540.62**	**$145,540.62**
61400 - SALES - GROUPS & MEETINGS				$0.00
61405 - MEMBERSHIP DUES	1,173.47		1,173.47	$1,173.47
61420 - TRADESHOWS & MEETINGS	3,804.98		3,804.98	$3,804.98
61430 - PROMOTIONAL ITEMS	551.72		551.72	$551.72
61450 - PRINTING	1,379.45		1,379.45	$1,379.45

Greater Beaufort-Port Royal CVB

STATEMENT OF ACTIVITY

July 2019 - June 2020

	BEAUFORT COUNTY	BFT COUNTY GRANT	TOTAL BEAUFORT COUNTY	TOTAL
61460 - ADVERTISING	4,234.67		4,234.67	$4,234.67
61470 - FAM TOURS/SITE VISITS	922.34		922.34	$922.34
Total 61400 - SALES - GROUPS & MEETINGS	**12,066.63**		**12,066.63**	**$12,066.63**
61500 - TELEPHONE & TELECOMMUNICATIONS	**2,315.48**		**2,315.48**	**$2,315.48**
61600 - BUSINESS/LIABILITY INSURANCE	**2,242.80**		**2,242.80**	**$2,242.80**
61900 - FEES/SERVICE CHARGES				$0.00
61910 - MERCHANT SERVICE FEES	3,115.83		3,115.83	$3,115.83
Total 61900 - FEES/SERVICE CHARGES	**3,115.83**		**3,115.83**	**$3,115.83**
Total 61000 - GENERAL EXPENSES	**48,365.25**	**121,305.11**	**169,670.36**	**$169,670.36**
62000 - OCCUPANCY EXPENSES				$0.00
62200 - UTILITIES	**2,618.64**		**2,618.64**	**$2,618.64**
62400 - PUBLIC RESTROOM SUPPLIES	23.03		23.03	$23.03
62600 - CONTRACT SERVICES				$0.00
62610 - CUSTODIAL SERVICES	4,806.54		4,806.54	$4,806.54
62690 - OTHER BLDG-RELATED SERVICES	339.07		339.07	$339.07
Total 62600 - CONTRACT SERVICES	**5,145.61**		**5,145.61**	**$5,145.61**
Total 62000 - OCCUPANCY EXPENSES	**7,787.28**		**7,787.28**	**$7,787.28**
63000 - EQUIPMENT				$0.00
63200 - EQUIPMENT MAINTENANCE/SERVICE				$0.00
63210 - COPIER/PRINTER SERVICE CONTRACT	2,388.35		2,388.35	$2,388.35
63250 - I/S SERVICE & SUPPORT	1,014.17		1,014.17	$1,014.17
Total 63200 - EQUIPMENT MAINTENANCE/SERVICE	**3,402.52**		**3,402.52**	**$3,402.52**
63300 - EQUIPMENT PURCHASE	**370.39**		**370.39**	**$370.39**
Total 63000 - EQUIPMENT	**3,772.91**		**3,772.91**	**$3,772.91**
64000 - CONTRACT SERVICES/PROF. FEES				$0.00
61398 - DESIGN/PHOTOGRAPHY SERVICES	710.76		710.76	$710.76
64100 - ACCOUNTING & AUDIT	7,949.36		7,949.36	$7,949.36
64400 - RESEARCH	18,734.21		18,734.21	$18,734.21
64700 - FULFILLMENT SERVICES	4,017.17		4,017.17	$4,017.17
64900 - OTHER SERVICES				$0.00
64920 - ACCOUNT SERVICES	9,385.50		9,385.50	$9,385.50
64930 - MEDIA PLACEMENT	15,262.94		15,262.94	$15,262.94
Total 64900 - OTHER SERVICES	**24,648.44**		**24,648.44**	**$24,648.44**
Total 64000 - CONTRACT SERVICES/PROF. FEES	**56,059.94**		**56,059.94**	**$56,059.94**
69000 - OTHER EXPENSES				$0.00
61385 - BOOKING ENGINE	4,935.00		4,935.00	$4,935.00
Total 69000 - OTHER EXPENSES	**4,935.00**		**4,935.00**	**$4,935.00**
Total 60000 - NON-PERSONNEL EXPENSES	**120,920.38**	**121,305.11**	**242,225.49**	**$242,225.49**

Greater Beaufort-Port Royal CVB

STATEMENT OF ACTIVITY

July 2019 - June 2020

	BEAUFORT COUNTY	BFT COUNTY GRANT	TOTAL BEAUFORT COUNTY	TOTAL
70000- RECOVERY AD SPEND	29,700.00		29,700.00	$29,700.00
Total Expenditures	**$281,783.35**	**$121,305.11**	**$403,088.46**	**$403,088.46**
NET OPERATING REVENUE	**$1,640.96**	**$ -1,305.11**	**$335.85**	**$335.85**
NET REVENUE	**$1,640.96**	**$ -1,305.11**	**$335.85**	**$335.85**

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

APPROVAL OF REAPPOINTMENT

MEETING NAME AND DATE:

FINANCE COMMITTEE MEETING

- November 16, 2020

PRESENTER INFORMATION:

COMMITTEE CHAIRMAN HERVONCHON

ITEM BACKGROUND:

ACCOMODATIONS TAX (2% STATE) BOARD

- RICHARD STEWART (HOSPITALITY – LODGING)
- OLIVIA YOUNG (HOSPITALITY – LODGING)

PROJECT / ITEM NARRATIVE:

CONSIDERATION FOR REAPPOINTMENT TO ACCOMMODATIONS TAX (2% STATE) BOARD FOR FEBURARY 2021

FISCAL IMPACT:

N/A

STAFF RECOMMENDATIONS TO COUNCIL:

APPROVE, MODIFY OR REJECT

OPTIONS FOR COUNCIL MOTION:

MOTION TO (APPROVE, MODIFY, REJECT) REAPPOINTMENT FOR RICHARD STEWART AND OLIVIA YOUNG ACCOMODATIONS TAX (2% STATE) BOARD

October 23, 2020

Mr. Joe Passiment, Chairman
Beaufort County Council
P. O. Drawer 1228
Beaufort, SC 29901-1228

Re: Reappointment

Dear Mr. Passiment:

I hereby respectfully request that I be considered for reappointment to serve as a member of the Accommodations Tax (2% State) Board, effective February 2021.

Sincerely,

Olivia Young

Scanned with CamScanner

October 21, 2020

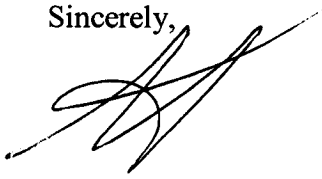
Mr. Joe Passiment, Chairman
Beaufort County Council
P. O. Drawer 1228
Beaufort, SC 29901-1228

Re: Reappointment

Dear Mr. Passiment:

I hereby respectfully request that I be considered for reappointment to serve as a member of the Accommodations Tax (2% State) Board, effective February 2021.

Sincerely,



Richard Stewart

BEAUFORT COUNTY COUNCIL
AGENDA ITEM SUMMARY

ITEM TITLE:

APPROVAL OF REAPPOINTMENT TO AIRPORTS BOARD

MEETING NAME AND DATE:

FINANCE COMMITTEE MEETING NOVEMBER 16, 2020

PRESENTER INFORMATION:

COMMITTEE CHAIRMAN HERVONCHON

ITEM BACKGROUND:

AIRPORTS BOARD

- ANNE ESPOSITO, ACTIVE PILOT AND AIRCRAFT OWNER HHI AIRPORT
- HOWARD ACKERMAN, PROXIMITY TO HHI AIRPORT
- BRIAN TURRISI, HHI TOWN COUNCIL
- DAN AHERN, PROXIMITY TO LI AIRPORT
- CHRISTOPHER BUTLER, PROXIMITY TO LI AIRPORT

PROJECT / ITEM NARRATIVE:

CONSIDERATION TO (APPROVE, MODIFY, REJECT) REAPPOINTMENT FOR FEBRUARY 2021

- ANNE ESPOSITO, HOWARD ACKERMAN, BRIAN TURRISI , CHRISTOPHER BUTLER AND DAN AHERN

FISCAL IMPACT:

NONE

STAFF RECOMMENDATIONS TO COUNCIL:

APPROVE, MODIFY, OR REJECT

OPTIONS FOR COUNCIL MOTION:

MOTION TO (APPROVE, MODIFY, REJECT) REAPPOINTMENT FOR ANNE ESPOSITO, HOWARD ACKERMAN, BRIAN TURRISI, CHRISTOPHER BUTLER AND DAN AHERN TO AIRPORTS BOARD

Howard Ackerman
[redacted]

Beaufort County Council
Beaufort, SC 29901

To Whom it may concern:

This is a statement to verify the intention that I, ***Howard Ackerman***, am seeking ***REAPPOINTMENT,*** to the ***Beaufort County Airport Board.*** This will go into effect on ***the expiration of my current term***.

Sincerely,

Howard Ackerman

From: Milbrandt, Elena
To: Vaughn, Tithanie
Subject: FW: Letter Of Intent
Date: Thursday, October 22, 2020 2:49:24 PM

Good afternoon Tithanie,

Please see message below. Thank you and have a great day.

-----Original Message-----
From: Anne Esposito [redacted]
Sent: Thursday, October 22, 2020 2:47 PM
To: Milbrandt, Elena <emilbrandt@bcgov.net>
Subject: Letter Of Intent

[EXTERNAL EMAIL] Please report any suspicious attachments, links, or requests for sensitive information to the Beaufort County IT Division at helpdesk@bcgov.net or to 843-255-7000.

Anne Esposito
[redacted]

Re: Letter Of Intent

Elena Milbrandt
Senior Administrative Assistant
Hilton Head Island Airport
120 Beach City Road
Hilton Head Island, SC 29926

To Whom It May Concern:

This is a statement to verify the intention that I, Anne Esposito, am seeking reappointment to the Beaufort County Airports Board. This will go into effect on October 22, 2020.

Sincerely,
Anne Esposito
[redacted]

Brian Turrisi
[redacted]

County Council of Beaufort County
Beaufort County Government Robert Smalls Complex
100 Ribaut Road PO 1228
Beaufort, SC 29901-2180

To Whom it may concern:

This is a statement to verify the intention that I, ***Brian Turrisi***, am seeking ***REAPPOINTMENT*****,** from the ***BOARD OR COMMISSION NAME***. This will go into effect on ***February 25, 2021***.

Sincerely,

Brian Turrisi

Daniel Ahern
[redacted]

October 27, 2020

Howard Ackerman
Airport Board

To Whom it may concern:

This is a statement to verify the intention that I, Daniel Ahern wish to resign, from the Airport Board. This will go into effect on February 2021 or earlier, if a replacement can be found.

Sincerely,

Signed

Daniel Ahern

Chris Butler
[redacted]

To Whom it may concern:

This is a statement to verify the intention that I, Chris Butler am seeking ***REAPPOINTMENT,*** from the Airport Board. This will go into effect on 10/27/20.

Sincerely,

Chris Butler