

AGENDA

FINANCE COMMITTEE

4/16/15

Elliott Summey, Chairman
Colleen Condon
Henry E. Darby
Anna B. Johnson
Teddie Pryor
Joe Qualey
Vic Rawl
Herb Sass
Dickie Schweers

**AGENDA
FINANCE COMMITTEE
APRIL 16, 2015**

IMMEDIATELY FOLLOWING PLANNING/PUBLIC WORKS COMMITTEE

- 1. FAIR HOUSING MONTH RESOLUTION** - Request to Adopt
Bustraan/Murray

- 2. CONSENT AGENDA**
 - A) National Endowment for the Humanities Grant - Bustraan/Staff
 - B) Daimler Vans Manufacturing, LLC Set Aside Grant - Request to Approve
 - C) SCDHEC FY16 Grant - Request to Approve
 - D) TST Melnick Drive Extension - Request to Approve
 - E) 2 Pumper Fire Trucks/Non-Competitive Procurement - Award of Contract
 - F) 2 Water Master Fire Trucks/Non-Competitive Procurement - Request to Approve

- 3. FY 2016 URBAN ENTITLEMENT FUNDING** - Request to Approve
Bustraan/Murray

- 4. WORKFORCE INNOVATION AND IMPROVEMENT ACT CONSORTIUM** Bustraan/Mitchum
 - A) Resolution - Request to Adopt
 - B) Consortium Agreement - Request to Approve

- 5. LIBRARY CAPITAL IMPROVEMENT PLAN**
 - A) Delivery Methods - Discussion
 - B) James Island Library Location - Recommendation
Bustraan/Smalls

- 6. CORONER'S OFFICE** - Presentation
Bustraan/Wooten

- 7. COMMENTS FROM COUNTY ATTORNEY OR COUNTY ADMINISTRATOR**

1.

**FAIR HOUSING
MONTH
RESOLUTION**



A RESOLUTION OF CHARLESTON COUNTY COUNCIL

WHEREAS, Charleston County is designated as an Urban Entitlement Community and is a grantee of funds from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, HUD-funded grant recipients are obligated under various laws and regulations not to discriminate in housing or services directly or indirectly on the basis of race, color, religion, sex, national origin, age, familial status or disability, and provide equal access without regard to actual or perceived sexual orientation, gender identity or marital status; and

WHEREAS, HUD rules further require that recipients of federal financial assistance comply with civil rights related program requirements that affect nearly every aspect of each program. HUD's non-discrimination requirements are compiled from several different federal laws designed to protect each individual's right to fair housing and equal opportunity; and

WHEREAS, fair housing and fair housing choice is generally defined as the ability of people with similar incomes to have similar access to housing; and

WHEREAS, fair housing is an issue of affordable housing in our cities and rural areas and continues to be a problem for many families of all races and the young and the elderly; and

WHEREAS, Charleston County utilizes HUD funding to educate the public regarding the rights and responsibilities afforded by the fair housing law, to include the education of housing providers and financial providers; and

WHEREAS, April is designated as Fair Housing Month in the United States, and provides an opportunity for all Americans to dedicate themselves to the principles of free choice and to reacquaint themselves with the rights and responsibilities that are theirs under the law; and

WHEREAS, Charleston County reaffirms its policy to ensure equal opportunity for all persons without regard to race, color, religion, gender, sexual orientation, national origin, marital status, age or disability.

NOW, THEREFORE, BE IT RESOLVED, that Charleston County Council, does hereby proclaim April 2015 as Fair Housing Month in Charleston County, and urges all citizens of Charleston County to join in this effort to reaffirm fair housing opportunities for all people and to practice the letter and spirit of the Fair Housing Law.

CHARLESTON COUNTY COUNCIL

Elliott Summey, Chairman
April 21, 2015

2.

**CONSENT
AGENDA**

COMMITTEE AGENDA ITEM

TO: KURT TAYLOR, COUNTY ADMINISTRATOR

THROUGH: WALT SMALLS, DEPUTY ADMINISTRATOR

FROM: HALEY DOTY *HD* DEPT. TECHNOLOGY SERVICES/RECORDS

SUBJECT: NATIONAL ENDOWMENT FOR THE HUMANITIES GRANT FOR SMALLER INSTITUTIONS

REQUEST: APPROVE NATIONAL ENDOWMENT FOR THE HUMANITIES GRANT REQUEST

COMMITTEE OF COUNCIL: FINANCE DATE: APRIL 16, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input type="checkbox"/>	<input type="checkbox"/>	_____
Procurement/Contracts	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input type="checkbox"/>	<u><i>Catherine Kruszak</i></u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item

NEED: Identify any critical time constraint.
If awarded, grant must be accepted January 2016.

BUDGET OFFICER SIGNATURE: *Mark Hile*

Fiscal impact: *No match required.*

ADMINISTRATOR'S SIGNATURE: *[Signature] for WKT*

ORIGINATING OFFICE PLEASE NOTE:
DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The Records Department is requesting permission to apply for a Preservation Assistance Grant from The National Endowment for the Humanities (NEH). The Preservation Assistance Grants help small and mid-sized institutions—such as libraries, museums, historical societies, archival repositories, cultural organizations, town and county records offices, and colleges and universities—improve their ability to preserve and care for their collections. The Preservation Assistance Grant will support Records by ensuring records are properly housed and stored, preserving historical records of the development of Charleston County for the government, citizens, and the public.

This grant will require Records to hire a consultant whose preservation skills and experience are related to the types of collections and the nature of the activities that are the focus of the project. Because the organization and the preservation of archival collections must be approached in tandem, an archival consultant will provide advice about the management and processing needs of such holdings as part of a preservation assessment that includes long-term plans for the arrangement and description of archival collections.

The goal of the Preservation Assistance Grant project is to support two activities at the Records Center. First, to hire a consultant to conduct a preservation needs assessment, with a focus on the oldest and most historically significant documents in the collection. These records include Probate Estate Files from the 1760s – 1850s, Plats from the 1750s – 1960s, Clerk of Court Metallic Case Files from the early 1800s – 1960s, and Mortgages & Deeds from the late 1800s – 1960s. The grant will also fund the purchase acid free storage boxes, archival file folders, and interleaving paper to replace and rehouse archival collections.

Awards are up to \$6,000 for a one-year project. If funding is awarded, Records is eligible to re-apply for the same grant the following year to support any recommendations made by the consultant in the preservation needs assessment. The goal of the grant is to build on each previous year's awards to support an ongoing preservation program. No Match or FTE's are associated with this request. The Grant Period is January 1, 2016 – December 31, 2016.

ACTION REQUESTED OF COUNCIL

Authorize Records Department to apply for a Preservation Assistance Grant from the National Endowment for the Humanities (NEH).

DEPARTMENT HEAD RECOMMENDATION

- Approve the Records Department request to apply for and accept, if awarded, a Preservation Assistance Grant from the National Endowment for the Humanities (NEH).
- If awarded, funds would be used for a Preservation Needs Assessment of the County's archival collections and the purchase of acid-free storage boxes, file folders and interleaving paper.
- There are no matching requirements or FTE's associated with this request.
- The grant period is January 1, 2016 – December 31, 2016.

COMMITTEE AGENDA ITEM

TO: KURT TAYLOR, COUNTY ADMINISTRATOR

FROM: STEVE DYKES, ECON. DEV. DIR. **DEPT.** ECONOMIC DEVELOPMENT

SUBJECT: SET ASIDE GRANT: DAIMLER VANS MANUFACTURING, LLC

REQUEST: ACCEPT SET-ASIDE GRANT FOR DAIMLER VANS MANUFACTURING, LLC

COMMITTEE OF COUNCIL: FINANCE **DATE:** April 16, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Yes	N/A	Signature of Individual Contacted
Legal Dept.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Jhanna Gardner</i></u>
Procurement/Contracts	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Send file for Catherine Ksenzak</i></u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Send file*

Fiscal impact: No match required.

ADMINISTRATOR'S SIGNATURE: *K. Burton for WKT*

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The Economic Development Director worked together with company officials and the S.C. Commerce Department in 2014-15 on the competitive expansion by Daimler Vans Manufacturing, LLC of its manufacturing facility in North Charleston, S.C.

As part of the recruitment package, the State of South Carolina committed to provide a \$14 Million Set-Aside grant to help offset site development expenses associated with the project, and on March 15, 2015, the S.C. Coordinating Council for Economic Development (SCCED) awarded this grant to Charleston County. This grant, designed to be passed thru to Daimler Vans Manufacturing, LLC, will be administered by the Economic Development Department on a reimbursement basis.

ACTION REQUESTED OF COUNCIL

Approve the acceptance and administration by the County of the state Set-Aside grant for use by Daimler Vans Manufacturing, LLC.

DEPARTMENT HEAD'S RECOMMENDATION

Accept the \$14 Million Set-Aside grant from the S.C. Coordinating Council for Economic Development for use by Daimler Vans Manufacturing, LLC in support of their \$500 Million, 1,300-employee manufacturing facility expansion in North Charleston, S.C. Grant funds will be made available to the company by the Economic Development Department on a reimbursable basis in accordance with state grant guidelines.

COMMITTEE AGENDA ITEM

TO: KURT TAYLOR, COUNTY ADMINISTRATOR

THROUGH: JIM ARMSTRONG, DEPUTY COUNTY ADMINISTRATOR *JJA*

FROM: TONYA LOTT, ASST. DIRECTOR *DEPT.* ENVIRONMENTAL MGMT.

SUBJECT: AUTHORIZATION TO APPLY AND ACCEPT SCDHEC GRANT

REQUEST: FY 2016 SCDHEC GRANT APPLICATIONS

COMMITTEE OF COUNCIL: FINANCE DATE: APRIL 7, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input type="checkbox"/>	<input type="checkbox"/>	_____
Procurement/Contracts	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Catherine Kraszok</u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Mark Gile*

Fiscal impact: *No match required.*

ADMINISTRATOR'S SIGNATURE: *[Signature] for WKT*

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The Environmental Management Department requests Council's approval to submit the annual Solid Waste Reduction and Recycling, Waste Oil and Waste Tire Grant applications to SC Department of Health and Environmental Control for FY 2016 or July 1, 2015- June 30, 2016.

Waste Oil Grant

The Waste Oil Grant application request totals \$10,872. This grant provides funding to establish, expand or continue operation of used motor oil collection programs for do-it-yourself oil changers. This is to include programs related to the collection of used motor oil, oil filters, oil bottles and oil gas mixtures. The Department's application includes a request of \$2,000 for anticipated contractor collection costs.

Funds also support professional development for attendance to waste reduction/recycling seminars or conferences related to used oil recycling. This grant also allows funding for public information/education projects based on population. The remaining \$8,872 requested will fund allowable public education, professional development, and supplies and equipment expenses for program staff.

Waste Tire Grant

The Waste Tire Grant application request totals \$30,225. This grant provides funds for the removal of waste tires for processing and or /recycling, public education that promotes the recycling of waste tires, professional development related to waste tire recycling and other direct costs. Grant funds will be used to offset the difference between actual tire disposal expenses and anticipated revenue received from Tire Taxes (State Shared) and Landfill tipping fees. The projected FY 2016 difference between anticipated expenses and anticipated revenue is \$10,475. The remaining \$19,750 of the request will fund allowable public education and professional development expenses for program staff and other indirect cost for equipment related to the management of waste tires.

ACTION REQUESTED OF COUNCIL

Approve department head recommendation. Permit FY 2016 SCDHEC grant applications to be submitted on or before April 17, 2015. Total value of SCDHEC FY 2016 submissions is \$41,097. No FTEs or matching funds are required. The grant period is July 1, 2015 through June 30, 2016.

DEPARTMENT HEAD RECOMMENDATION

- Approve the Environmental Management's request to apply for and accept, if awarded, the FY 2016 SCDHEC applications for Used Oil and Waste Tire grants. The total SCDHEC FY 2016 submission is \$41,097.
- No FTEs or matching funds are required.
- The grant period is July 1, 2015 through June 30, 2016.

COMMITTEE AGENDA ITEM

TO: KURT TAYLOR, COUNTY ADMINISTRATOR
THROUGH: JENNIFER MILLER, DEPUTY COUNTY ADMINISTRATOR
FROM: BARRETT J. TOLBERT *BST* DEPT. PROCUREMENT
SUBJECT: TST MELNICK DRIVE EXTENSION
REQUEST: AWARD OF CONTRACT
COMMITTEE OF COUNCIL: FINANCE DATE: APRIL 16, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>John Gardner</i></u>
Procurement/Contracts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u><i>Barrett J. Tolbert</i></u>
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other: Transportation Development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Steven L. Thayer</i></u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item
	TE0310003	64842	347,337	\$347,336.70

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Ruth Hill*

Fiscal impact: Funds are available in the roads portion of the Transportation Sales Tax.

ADMINISTRATOR'S SIGNATURE: _____

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

Melnick Drive Extension is located in the City of North Charleston and is a Transportation Sales Tax Allocation project request from the city. This project will extend the existing road, constructing approximately 375 feet of new roadway, to intersect with South Antler Drive. The roadway will include curb and gutter, sidewalks on each side with crosswalks at the intersections, and associated drainage. The work shall include earthwork, asphalt paving, curb and gutter, sidewalk, closed (piped) drainage, erosion and sedimentation control, and traffic control during construction. The project will be constructed utilizing the items listed on the bid form.

Bids were received in accordance with the terms and conditions of Invitation for Bid No. 4946-15C. The mandatory Small Business Enterprise (SBE) utilization for this solicitation is 12.2% and the Disadvantaged Business Enterprise (DBE) goal is 20%.

Bidder	Total Bid Price	SBE Percentage	DBE Percentage
Allston Farrell, LLC Mount Pleasant, South Carolina 29465 Principal: Matthew Farrell	\$347,336.70	100%	18.04%
W. E. Davis Construction Company Pinopolis, South Carolina 29469 Principal: William E. Davis III	\$359,808.00	100%	19.99%
Gulf Stream Construction Company, Inc. North Charleston, South Carolina 29405 Principal: Kenneth Holseberg	\$381,342.10	22.6%	27.77%
IPW Construction Group, LLC North Charleston, South Carolina 29418 Principal: Cyrus Sinor	\$401,178.17	100%	100%
Landscape Pavers, LLC Charleston, South Carolina 29417 Principal: Joyce Schirmer	\$434,658.00	100%	100%
Lowcountry Siteworks, LLC Charleston, South Carolina 29492 Principal: John Mazzarillo	\$458,000.00	20%	20%
Celek and Celek Construction Mount Pleasant, South Carolina 294946465 Principal: Brian Celek	\$478,924.00	100%	13.99%

ACTION REQUESTED OF COUNCIL

Authorize award of bid.

DEPARTMENT HEAD RECOMMENDATION

- Authorize award of bid for the TST Melnick Drive Extension to Allston Farrell, LLC, the lowest responsive and responsible bidder, in the amount of \$347,336.70.
- Funds are available in the roads portion of the Transportation Sales Tax.

COMMITTEE AGENDA ITEM

TO: KURT TAYLOR, COUNTY ADMINISTRATOR

THROUGH: JENNIFER MILLER, DEPUTY COUNTY ADMINISTRATOR

FROM: BARRETT J. TOLBERT DEPT. PROCUREMENT

SUBJECT: PURCHASE TWO (2) PIERCE FXP PUMPER FIRE TRUCKS-AWENDAW-MCCLELLANVILLE

REQUEST: AWARD OF NON-COMPETITIVE PURCHASE

COMMITTEE OF COUNCIL: FINANCE **DATE:** April 16, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Alana Gardner</u>
Procurement/Contracts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Barrett J. Tolbert</u>
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Other: Jason Patno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>J. Patno</u>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item
	F46001402	78500	520,000	\$520,000.00

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: Mark Hill

Fiscal impact: Funds are available in Awendaw-McClellanville Fire Department's Budget.

ADMINISTRATOR'S SIGNATURE: K. Taylor for WKT

ORIGINATING OFFICE PLEASE NOTE:
DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The Awendaw-McClellanville Consolidated Fire District is requesting a non-competitive purchase for two (2) 2015 Pierce FXP Freightliner Pumpers from Spartan Fire and Emergency Apparatus, in the amount of \$520,000.00. Currently, the Department has 11 fire apparatus that are classified as front line units. Ten (10) or 90% are manufactured by Pierce Fire Apparatus. For efficiency and cost savings purposes, this will benefit the Department by having a fleet of vehicles made by the same manufacturer. All of the components are identical from truck to truck; therefore, reducing the need for training or familiarization when operators move from station to station.

Spartan has recently opened a maintenance facility in Ladson, SC. This will enable Awendaw to use them for all routine maintenance and PMs, which will in turn improve the overall service life of all the apparatus.

ACTION REQUESTED OF COUNCIL

Authorize award of non-competitive purchase.

DEPARTMENT HEAD RECOMMENDATION

- Authorize award of non-competitive purchase for two (2) 2015 Pierce FXP Freightliner Pumpers from Spartan Fire and Emergency Apparatus, in the amount of \$520,000.00.
- Funds are available in Awendaw-McClellanville Consolidated Fire District's budget.

COMMITTEE AGENDA ITEM

TO: KURT TAYLOR, COUNTY ADMINISTRATOR

THROUGH: JENNIFER MILLER, DEPUTY COUNTY ADMINISTRATOR

FROM: BARRETT J. TOLBERT DEPT. PROCUREMENT

SUBJECT: PURCHASE TWO (2) WATER MASTER FIRE TRUCKS-AWENDAW-MCCLELLANVILLE

REQUEST: AWARD OF NON-COMPETITIVE PURCHASE

COMMITTEE OF COUNCIL: FINANCE **DATE:** April 16, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Sharon Gardner</i></u>
Procurement/Contracts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u><i>Barrett J. Tolbert</i></u>
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Community Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Grants Auditor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u><i>J.P.R.</i></u>
Other: Jason Patno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item
	F46001402	78500	528,362	\$528,362.00

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Sharon Gardner*

Fiscal impact: Funds are available in Awendaw-McClellanville Fire Department's Budget.

ADMINISTRATOR'S SIGNATURE: *K. Buttrick for WKT*

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

The Awendaw-McClellanville Consolidated Fire District is requesting a non-competitive purchase for one (1) 2012 Demo Water Master Fire Truck at a cost of \$258,000.00 and one (1) 2015 Water Master Fire Truck at a cost of \$270,362.00, from Fire Line, Inc., totaling \$528,362.00. The vehicles have the capability of pulling alongside any static or moving water source and fill its tanks, 3,500 gallons, in less than three minutes. For safety purposes this will benefit the Department by having a fleet of vehicles made by the same manufacturer. All the components are identical from truck to truck; therefore, eliminating the need for training or familiarization when operators move from station to station. We believe it is essential to the safe operation of the apparatus if they are all of the same type and/or handling characteristics.

Purchasing the vehicles from Fire Line, Inc., will continue to add standardization in ordering parts and standardize training in the operation of the vehicles, as they will be the same make and model as the ones currently in use by the department.

ACTION REQUESTED OF COUNCIL

Authorize award of non-competitive purchase.

DEPARTMENT HEAD RECOMMENDATION

- Authorize award of non-competitive purchase for one (1) 2012 Demo Water Master Fire Truck at a cost of \$258,000.00 and one (1) 2015 Water Master Fire Truck at a cost of \$270,362.00, from Fire Line, Inc., totaling \$528,362.00.
- Funds are available in Awendaw-McClellanville Consolidated Fire District's budget.

3.

**FY 2016 URBAN
ENTITLEMENT
FUNDING**

COMMITTEE AGENDA ITEM

TO: KURT TAYLOR, COUNTY ADMINISTRATOR

THROUGH: CHRISTINE DURANT, DEPUTY COUNTY ADMINISTRATOR *COD*

FROM: JOHNNA MURRAY *Jem* DEPT. COMMUNITY DEVELOPMENT

SUBJECT: URBAN ENTITLEMENT FUNDS FY 2016

REQUEST: APPROVE BOARD RECOMMENDATIONS REGARDING FUNDING

COMMITTEE OF COUNCIL: FINANCE DATE: APRIL 16, 2015

COORDINATION: This request has been coordinated with: (attach all recommendations/reviews)

	Signature of		Individual Contacted
	Yes	N/A	
Legal Department	<input type="checkbox"/>	<input type="checkbox"/>	_____
Procurement/Contracts	<input type="checkbox"/>	<input type="checkbox"/>	_____
Zoning Regulations / Comp. Plan Compliance	<input type="checkbox"/>	<input type="checkbox"/>	_____
Community Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Grants Auditor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Catherine Krenzke</i>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other:	<input type="checkbox"/>	<input type="checkbox"/>	_____

FUNDING: Was funding previously approved? yes no n/a

If yes, provide the following:	Org.	Object	Balance in Account	Amount needed for item

NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE: *Mark Hill*

Fiscal impact: *No match required.*

ADMINISTRATOR'S SIGNATURE: *[Signature] for WKT*

ORIGINATING OFFICE PLEASE NOTE:

DUE DATE TO ADMINISTRATOR'S OFFICE IS 5:00 P.M. ON TUESDAY OF THE WEEK PRECEDING THE COMMITTEE MEETING.

SITUATION

Charleston County Council created and authorized the Community Development Advisory Board (CDAB) to make recommendations to Council on the expenditure of funds received by Charleston County Government from the U.S. Department of Housing and Urban Development (HUD). This funding is received on behalf of Charleston County, City of North Charleston and 10 other participating jurisdictions. The Community Development Advisory Board is comprised of members representing each Participating Jurisdiction as well as seats appointed by Charleston County Council. This structure is established by Participating Jurisdiction partnerships and Certification of Cooperative Agreements signed by the Chief Elected Officials of the Towns of Awendaw, Hollywood, James Island, Lincolntonville, McClellanville, Meggett, Mount Pleasant, Ravenel, Sullivan's Island, and the City of Isle of Palms.

The purpose of the Board is to review all incoming requests for funding submitted to the Community Development Department's Urban Entitlement Program and make recommendations to County Council on the award of contracts following the Request for Application process. The Community Development staff provides the Board with guidance on HUD's regulations regarding the allowable activities of this funding source, the community process associated with this funding, a scoring assessment of all applications, and the project priority rankings. These project-related priorities were determined through an extensive public process which is mandated by HUD and is the essence of the County's 2011-2016 Consolidated Plan. This is the fifth and final year of the Consolidated Plan and as such, staff will begin the process of conducting community-wide surveys and focus groups to ascertain a potentially new list of priorities for the County's 2017-2021 Consolidated Plan.

The table below summarizes the recommended investment of HUD funding for Fiscal Year (FY) 2016 by priority area.

PRIORITY RANKING	RECOMMENDATION	FUNDING
Infrastructure (2 projects)	\$289,930	CDBG
Housing Rehabilitation (3 projects)	\$180,199	CDBG & HOME
Affordable Housing (3 projects)	\$343,305	CDBG & HOME
Public Services (5 projects)	\$82,350	CDBG
Homeless Related Services (2 projects)	\$122,677	HESG

The total fund amount will be allocated between the County of Charleston and the City of North Charleston based on a previously established Local Elected Officials (LEO) Agreement that specifies the funding distribution. It is estimated that the County will receive \$1,258,793. Through the County's management arrangement with the City, \$381,215 of North Charleston's allocation will be managed and administered by

Charleston County Government in order to reduce duplication of efforts for both parties. The City of North Charleston will directly receive and manage \$617,478 to be used for municipal projects such as sidewalks and demolition. The final, actual allocation to the City of North Charleston, as determined by HUD, will be the guidelines for the agreement and subsequent transfer of funds.

ACTION REQUESTED OF COUNCIL

- Allocate to the City of North Charleston FY2016 Community Development Block Grant program (CDBG) funding and HOME Investment Partnerships Program (HOME) funding according to the Agreement between the City of North Charleston and the County of Charleston. The final funding allocation will be determined by HUD.
- Direct staff in the Community Development Department to administer \$677,850 in FY 2016 CDBG funds with the understanding that no more than \$101,677 may be awarded for public service activities per HUD regulations.
- Direct staff in the Community Development Department to administer \$228,701 in FY 2016 HOME funds plus a carryover of \$147,673 in HOME Investment Partnership Program funding.
- Direct staff in the Community Development Department to administer \$140,732 in FY2016 Emergency Solutions Grant (HESG) funds with the understanding that \$7,500 will be set-aside to provide management, training, and oversight of the Homeless Management Information System (HMIS).
- Authorize the use of all recaptured CDBG funds for the County's Well and Septic Upgrade program.
- Complete the public process by reviewing and, if approved, authorizing the FY2016 Annual Action Plan as recommended by the Community Development Advisory Board.

COMMUNITY DEVELOPMENT ADVISORY BOARD RECOMMENDATION

Approve the funding recommendations contained in the attached FY2016 Annual Action Plan as recommended by the Community Development Advisory Board.

DEPARTMENT HEAD RECOMMENDATION

- Allocate to the City of North Charleston FY2016 Community Development Block Grant program (CDBG) funding and HOME Investment Partnership Program (HOME) funding according to the Agreement between the City of North Charleston and the County of Charleston. The final funding allocation will be determined by HUD.
- **CDBG Funding:** Direct staff in the Community Development Department to administer \$677,850 in FY2016 with the understanding that no more than \$101,677 may be awarded for public service activities per HUD regulations.

PY 2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING
Community Development Advisory Board Recommendations
Program Year 2015 Annual Action Plan (FY2016)

INFRASTRUCTURE

Requesting Organization:	Charleston Water System
Project Title:	Hollings Road
Project Description:	Provide public water service to LMI households and fire protection along Hollings Road on James Island.
Recommended Funding:	\$64,930
Requesting Organization:	Charleston County Community Development Department
Project Title:	Well, Septic, and Infrastructure Connection Program
Project Description:	Provide clean water and sanitary wastewater by either upgrading failing wells and septic systems or connecting LMI households to existing infrastructure and to provide program oversight.
Recommended Funding:	\$225,000

REHABILITATION & PRESERVATION PROJECTS

Requesting Organization:	Home Dreams Foundation
Project Title:	Hazard Free Homes
Project Description:	Repair LMI owner-occupied housing units.
Recommended Funding:	\$60,000

AFFORDABLE HOUSING

Requesting Organization:	Metanoia, Inc.
Project Title:	Down Payment Assistance for Qualified Charleston County Homeowners
Project Description:	Provide LMI households with down payment assistance and housing counseling to create affordable housing in Charleston County, outside the City of North Charleston.
Recommended Funding:	\$110,000

PY 2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING
Community Development Advisory Board Recommendations
Program Year 2015 Annual Action Plan (FY2016)

PUBLIC SERVICES (15% maximum)

Requesting Organization: Charleston Area Seniors Citizen Services
Project Title: In-Home Services with Meals on Wheels and Personal Care
Project Description: Provide in-home monitoring and Meals on Wheels to frail homebound seniors to prevent homelessness or institutionalization.
Recommended Funding: \$21,425

Requesting Organization: Coastal Community Foundation
Project Title: The N.E.W. (Neighborhoods Energized to Win) Fund of Coastal Community Foundation
Project Description: Provide technical assistance for neighborhood development and revitalization projects serving low-income individuals.
Recommended Funding: \$10,000

Requesting Organization: Dee Norton Lowcountry Children’s Center
Project Title: Collaborative Community Response to Child Abuse
Project Description: Identify and treat child abuse victims and their non-abusing family members from LMI households.
Recommended Funding: \$15,000

Requesting Organization: East Cooper Meals on Wheels
Project Description: Provide home delivered meals and advocacy for basic needs to support independent living for elderly, disabled or temporarily ill LMI Individuals.
Recommended Funding: \$23,425

Requesting Organization: Humanities Foundation
Project Title: ShelterNet
Project Description: Provide emergency financial assistance to low-income households facing eviction, foreclosure or utility disconnection and rapid re-housing of homeless individuals.
Recommended Funding: \$12,500

PY 2015 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING
Community Development Advisory Board Recommendations
Program Year 2015 Annual Action Plan (FY2016)

CDBG PLANNING AND ADMINISTRATION

Requesting Organization:	Charleston County Community Development Department
Project Description:	Administrative support to operate, contract, and monitor the Community Development Block Grant Program
Recommended Funding:	\$135,570

**Per Council directive, recaptured dollars from previous years will be utilized for the County's Well and Septic System Upgrade program.*

**PY 2015 HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDING (HOME)
Community Development Advisory Board Recommendations
Program Year 2015 Annual Action Plan Projects (FY 2016)**

REHABILITATION PROJECTS - HOME

Requesting Organization: TriCounty Weatherization Group
Project Title: 2015 TriCounty Home
Project Description: Purchase, rehabilitate and lease properties to LMI families.
Recommended Funding: \$50,000

Requesting Organization: Charleston County Community Development Department
Project Title: 2015 HOME Pilot Project
Project Description: Provide rehabilitation services to LMI owner-occupied units.
Recommended Funding: \$70,199

AFFORDABLE HOUSING – HOME

Requesting Organization: Town of Hollywood
Project Title: Holly Grove Duplex Affordable Housing Project
Project Description: Construct affordable rental housing units for LMI households.
Recommended Funding: \$199,000

Requesting Organization: Charleston County Community Development Department
Project Title: CHDO Set-Aside
Project Description: Reserved funds for CHDO activities.
Recommended Funding: \$34,305

HOME PLANNING AND ADMINISTRATION

Requesting Organization: Charleston County Community Development Department
Project Description: Administrative support to operate, contract, and monitor the HOME Program.
Recommended Funding: \$22,870

**PY 2015 EMERGENCY SOLUTIONS GRANT (HESG)
Community Development Advisory Board Recommendations
Program Year 2015 Annual Action Plan Projects (FY 2016)**

RAPID RE-HOUSING AND SHELTER OPERATIONS

Requesting Organization: Family Services, Inc.
Project Title: Scattered Site Housing and Support to Promote Self-Sufficiency
Project Description: Provide scattered site housing and home-based support services for homeless families through partnership with Florence Crittenton Programs of SC.
Recommended Funding: \$55,177

Requesting Organization: One80 Place *formerly known as Crisis Ministries*
Project Title: Emergency Shelter and Rapid Re-Housing Program
Project Description: Provide operational support for the homeless shelter and rapid re-housing services to homeless individuals.
Recommended Funding: \$67,500

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) SET-ASIDE

Requesting Organization: One80 Place *(formerly known as Crisis Ministries)*
Project Title: HMIS Management
Project Description: Provide Homeless Management Information System (HMIS) technical assistance, training, and quality assurance reporting and monitoring for all Charleston County Emergency Solutions Grant subrecipients.
Recommended Funding: \$7,500

HESG PLANNING AND ADMINISTRATION

Requesting Organization: Charleston County Community Development Department
Project Description: Administrative support to operate, contract, and monitor the Emergency Solutions Grant Program.
Recommended Funding: \$10,555

- **HOME Funding:** Direct staff in the Community Development Department to administer \$228,701 in FY 2016 funds plus a carryover of \$147,673 in HOME Investment Partnerships Program funding.
- **HESG Funding:** Direct staff in the Community Development Department to administer \$140,732 in FY2016 Emergency Solutions Grant funds with the understanding that \$7,500 will be set-aside to provide management, training, and oversight of the Homeless Management Information System (HMIS).
- Authorize the use of all recaptured CDBG funds for the County's Well and Septic Upgrade program.
- Complete the public process by reviewing and, if approved, authorizing the FY2016 Annual Action Plan as recommended by the Community Development Advisory Board.

The following is a list of the Community Development Advisory Board Members and their affiliation:

Mayor Miriam Greene, Chair	Town of Awendaw
Emily Dziuban, Vice Chair	City of Isle of Palms
Mark Bloomer	Town of Ravenel
Katherine Hendricks	Town of Mount Pleasant
Jennifer Miller	Unincorporated Charleston County*
Hartley Cooper	Town of Sullivan's Island
Tom Hutto	Town of Meggett
Mayor Jacquelyn Heyward	Town of Hollywood
Ashley R. Kellahan	Town of James Island
Mayor Charles Duberry	Town of Lincolnville
Robert Gannon	Town of McClellanville
Henrietta Woodward	Community-Based Representative*
Cherie Liollo	Construction Community Representative*
Vacant	Legal Community Representative*
Patrick King	Financial Community Representative*

** Representatives appointed by County Council*

4A.

**Workforce
Innovation
Improvement Act
Resolution**

STATE OF SOUTH CAROLINA)
)
COUNTY OF CHARLESTON)

RESOLUTION

WHEREAS, the Workforce Innovation and Opportunity Act of 2014 (WIOA) provides funding for workforce development activities that meet the needs of businesses for skilled workers and training, education, and employment needs of individuals and as a result, improves the quality of the workforce, and

WHEREAS, the Act provides that the planning and administration of activities under the Act is to involve a Local Workforce Board, and

WHEREAS, Charleston County Council finds that the employment and training needs of its citizens and employers can be best determined by the cooperative efforts of county government and the private sector at the regional level;

NOW, THEREFORE, BE IT RESOLVED BY the governing body of Charleston County, South Carolina, the Charleston County Council, that:

Section 1. The Chairman of County Council is hereby authorized to sign an agreement whereby a Consortium of Counties to include Berkeley, Charleston and Dorchester Counties is formed for the purpose of implementing and carrying out as a Workforce Development Area the provisions of Public Law 113-128, the Workforce Innovation and Opportunity Act and any amendments thereto, with the following stipulations:

- A. **Membership.** The Consortium shall consist of the Chairperson of each County Council or his/her designee selected from among the membership of the County Council.
- B. **Workforce Development Board (WDB).** The County Council Chairperson of each participating county shall appoint or reappoint WDB members under the requirements of the Act and criteria established by the Governor. Initial certification of the WDB will be based on compliance with the composition requirements outlined in Section 107(b)(2) as well as any additional criteria established by the Governor.
- C. **Administration.** The Consortium shall designate the Berkeley-Charleston-Dorchester Council of Governments as the sub-recipient/fiscal agency to carry out the administrative provisions of the Act. All funds allocated to the Workforce Development Area shall flow to the sub-recipient and be disbursed in accordance with the requirements of the Act.
- D. **Withdrawal.** Any county may withdraw from the Consortium by giving notice to the Consortium at least six months prior to the end of the initial two-year designation period and subsequent designation periods.

Section 2. The Chairman of County Council is hereby authorized to sign the Workforce Development Area Designation Petition prepared by the Berkeley-Charleston-Dorchester Council of Governments in compliance with Local Workforce Development Area Designation Procedures as prescribed by the State of South Carolina and Section 106 of the Act. Section 106(b)(2) of the Act states that "During the first 2 full program years of this Act, the Governor shall approve a request for initial designation as a local area from any area that was designated as a local area for the purposes of the Workforce Investment Act of 1998 or the 2-year period preceding the date of the enactment of this Act, performed successfully and sustained fiscal integrity". Further, section 106(b)(3) states that "After the period for which a local area is initially designated under paragraph (2), the Governor shall approve a request for subsequent designation as a local area from such local area, if such area –(A) Performed successfully; (B) Sustained fiscal integrity; and (C) in the case of a local area in a planning region, met the requirements in subsection c(1)".

ADOPTED by Charleston County Council in a meeting duly assembled this ____ day of _____, 2015.

CHARLESTON COUNTY COUNCIL

Name, Chairperson

ATTEST:

4B.

**CONSORTIUM
AGREEMENT**

Counties of Berkeley, Charleston and Dorchester

CONSORTIUM AGREEMENT

Under the

WORKFORCE INNOVATION AND OPPORTUNITY ACT

1. This Agreement is entered into, by and between the Counties of: Berkeley, Charleston and Dorchester (hereinafter referred to as the "Counties") by and through their governing bodies, duly adopted and authorized by the governing bodies of said counties.
2. **Purpose.** The purpose of forming a Consortium is to implement and carry out the provisions of Public Law – 113-128, the Workforce Innovation and Opportunity Act of 2014 (WIOA) and any amendments thereto, as a Workforce Development Area (WDA). The Workforce Innovation and Opportunity Act requires that the Governor designate local areas within the state. To that end, the Chief Elected Officials representing Berkeley, Charleston and Dorchester counties have formed a Consortium to seek such a designation.
3. **Consortium Membership.** The Chairperson of the County Council (or his/her designee selected from among the membership of the County Council) of each Consortium County shall represent their county as a member of the Consortium.
4. **Workforce Development Board.** The local Chief Elected Officials (CEO's) are authorized to appoint the members of the local board pursuant to Section (107)(c)(1)(B)(i) of the Act using criteria established by the Governor and the State Workforce Development Board. The Workforce Development Board (WDB) membership shall be developed using the composition required by Section 107(b)(2) as well as additional criteria established by the Governor. When possible, the membership of the WDB shall be in the same ratio, or percentage, as the population of the three counties, using the 2013 Population Estimates for the US Bureau of the Census

2013 POPULATION ESTIMATE

<u>COUNTY</u>	<u>ESTIMATES</u>	<u>PERCENTAGE</u>
Berkeley	194,020	27.2%
Charleston	372,594	52.3%
Dorchester	145,397	20.4%
Total	712,011	

The Counties shall jointly bear the responsibility for meeting the standards for membership prescribed in the Act. The Counties shall establish the WDB in accordance with the provisions of Section 107 of the WIOA and criteria established by the Governor.

5. **Board Certification.** Section 107(c)(2)(A) states that "The Governor shall, once every 2 years, certify 1 local board for each local area in the State". Initial certification of the WDB will be based on compliance with the composition requirements outlined in Section 107(c)(2)(B) notes that the subsequent certification of the Board will also include "the extent to which the local

board has ensured that workforce investment activities carried out in the local area have enabled the local area to meet the corresponding performance accountability measures and achieve sustained fiscal integrity as outlined in Section 106(e)(2)".

6. **Local Area Designation.** The Trident Workforce Investment Area will be designated as a Workforce Development Area under WIOA if it meets the requirements of the Act in Section 106(b)(2) which states "During the first 2 full program years following the date of enactment of this Act, the Governor shall approve a request for initial designation as a local area from any area that was designated as a local area for purposes of the Workforce Investment Act of 1998 for the 2-year period preceding the date of the enactment of this Act, performed successfully, and sustained fiscal integrity". Further, section 106(b)(3) states that "After the period for which a local area is initially designated under paragraph (2), the Governor shall approve a request for subsequent designation as a local area from such local area, if such area – (A) Performed successfully; (B) Sustained fiscal integrity; and (C) in the case of a local area in a planning region, met the requirements in subsection (c)(1)".
7. **Administration.** The Workforce Innovation and Opportunity Act in Section 107(d)(12)(B)(i)(I) requires that the Consortium Counties, through their Chief Elected Officials, shall serve as the local grant recipient for, and shall be liable for any misuse of the grant funds allocated to the local area under Sections 128 and 133. Fiscal responsibility will be allocated among the Consortium Counties based on the ratio of funds received each year through the Workforce Innovation and Opportunity Act. In accordance with Section 107(d)(12)(B)(i)(II) the Berkeley-Charleston-Dorchester Council of Governments shall be designated by the Consortium to serve as the local grant sub-recipient/fiscal agent to carry out the administrative provisions of the WIOA legislation. However, the Consortium retains liability for use of WIOA funds as required in Section 107(d)(12)(B). The Berkeley-Charleston-Dorchester Council of Governments shall disburse funds in accordance with the requirements of the Act.
8. **Withdrawal.** Any County may withdraw from the Consortium by giving written notice to the Consortium at least six months prior to the end of the two-year Workforce Development Area designation period.
9. **Role of the Consortium Counties.** Each County shall promptly furnish the WDB any information requested which may in any way relate to the purpose of this Agreement and the Workforce Innovation and Opportunity Act. The governing body of each County agrees to cooperate with the WDB in carrying out its responsibilities under the Act as required in Section 107. The responsibilities of the Chief Elected Official of each County include:
 - Appointment of WDB members from respective counties;
 - Collaboration with the Board in the WDB's selection of standing committee members;
 - Shared oversight of the One-Stop System within the Workforce Development Area in partnership with the WDB, including agreement in the selection process for One-Stop Operators in the Workforce Development Area;
 - Negotiation with the WDB and Governor on local area performance measures; and,
 - Collaboration with the WDB in the development and approval of the local and regional plan(s).

CONSORTIUM AGREEMENT
Under the
WORKFORCE INVESTMENT ACT

SIGNATURE PAGE

BERKELEY COUNTY

Signature of Chief Elected Official

Date

Typed Name and Title

CHARLESTON COUNTY

Signature of Chief Elected Official

Date

Typed Name and Title

DORCHESTER COUNTY

Signature of Chief Elected Official

Date

Typed Name and Title

5.

LIBRARY BUILDING PLAN

CHARLESTON COUNTY COUNCIL

MEMORANDUM

TO: Members of Finance Committee

FROM: Kristen Salisbury, Deputy Clerk

DATE: April 10, 2015

SUBJECT: Library Building Plan

At the Finance Committee of April 16, 2015, staff will make a presentation to continue the discussions on Library Delivery Methods. Finance Committee may also take action on the James Island Library Location.

6.

**CORONER'S
OFFICE**

CHARLESTON COUNTY COUNCIL

MEMORANDUM

TO: Members of Finance Committee
FROM: Kristen Salisbury, Deputy Clerk
DATE: April 10, 2015
SUBJECT: Coroner's Office

At the Finance Committee of April 16, 2015, Charleston County Coroner Rae Wooten will make a presentation.

7.

COMMENTS

CHARLESTON COUNTY COUNCIL

MEMORANDUM

TO: Members of Finance Committee

FROM: Kristen Salisbury, Deputy Clerk

SUBJECT: Comments from Attorney and Administrator

This item is added to the agenda in order to give the County Attorney and County Administrator the opportunity to share information with the members of the Finance Committee.