APPROVAL OF MINUTES MAY 5, 2022, MAY 24, 2022, & JUNE 2, 2022

RESOLUTIONS

2A Resolution Honoring Chaplain Edith Smith - Request to Adopt

CONSENT AGENDA

3A Paul Coverdell Grant (Coroner) - Request to Approve
3B Code Enforcement Officer - Request to Commission
3C Cottingham Drive Sidewalk Project CTC - Award of Contract
3D Camp Road (S-28) Sidewalk & Riverland Drive (S-53) Shared Use Path CTC - Award of Contract
3E TST 2022 Asphalt Rejuvenation Plan & Town of Mount Pleasant Rejuvenation Plan - Award of Contract
3F Amend and Extend Waste Transfer and Disposal Agreements - Request to Approve

ITEMS FROM FINANCE DIRECTORATE

4A Designate Funds for Use in FY23 - Request to Approve

ITEMS FROM COMMUNITY SERVICES DIRECTORATE

5A Community Life Enrichment Center Grant Agreement Amendment - Request to Approve

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6D ARPA Funding for Housing - Discussion

RECOMMENDATIONS FROM THE HR COMMITTEE, IF NEEDED
7A Parental/Extended Leave - Recommendation, if needed
7B County Council's Employees Evaluations - Recommendation, if needed
Charleston County Council

Memorandum

To: Members of the Finance Committee
From: Kristen Salisbury, Clerk of Council
Date: June 10, 2022
Subject: Minutes of May 5, 2022, May 24, 2022, & June 2, 2022

At the Finance Committee meeting of June 16, 2022, the draft minutes of May 5, 2022, May 24, 2022, and June 2, 2022 will be presented for approval.
Charleston County Council

Memorandum

To: Finance Committee

From: Kristen Salisbury, Clerk of Council

Date: June 10, 2022

Subject: Resolution Honoring Chaplain Edith Smith

At the Finance Committee of June 16, 2022, the Committee will adopt a resolution honoring Chaplain Edith Smith.
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Bobbi Jo ONeal
Dept.: Coroner
Subject: Apply for the Paul Coverdell Grant
Request: Request to Approve
Committee: Finance Committee

Date: June 16, 2022

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Grants</td>
<td>Gail Marion</td>
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<tr>
<td>Budget</td>
<td>Mack Gile</td>
</tr>
<tr>
<td>Legal</td>
<td>Marc Belle</td>
</tr>
<tr>
<td>Administrator</td>
<td>Bill Tuten</td>
</tr>
<tr>
<td>Clerk</td>
<td>Kristen L. Salisbury</td>
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Fiscal Impact:
No match is associated with this grant.

Funding: Was funding previously approved? N/A

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<th>Balance in Account</th>
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Situation:
The Coroner’s Office is requesting $300,000.00 through the Bureau of Justice Assistance FY22 Paul Coverdell Forensic Science Improvement Grants Program-Competitive for a 36-month project to hire an Epidemiologist/Forensic Analyst/Forensic Anthropologist and purchase supplies/software to develop and maintain detailed statistical analysis and data regarding fatalities in Charleston County. During 2019 and 2020, due to the pandemic, the role of accurate statistics related to morbidity and mortality became paramount. The Coroner’s Office is continually approached and asked to provide detailed statistical analysis regarding death investigation data to include not only deaths related to COVID-19 but many other categories such as: opioid and other drug-related deaths, suicide, gun violence, auto-pedestrian accidents, deaths involving the homeless population, deaths in custody, child fatalities, other public health threats and more. The data requested has become more and more detailed and complex.

The Coroner’s Office is required to provide detailed information to the National Violent Death Reporting System (NVDRS), the State Unintentional Drug Overdose Reporting System (SUDORS), the SLED Child Fatality Task Force, the South Carolina Department of Public Safety regarding blood alcohol and drug screens for traffic fatality victims and U.S. Department of Justice Death in Custody Reporting system. The office also provides and inputs data into the Overdose Detection Mapping Application Program (ODMAP), the National Missing and Unidentified Persons System (NamUs) as well as respond weekly, often daily, requests for stat and statistical information from law enforcement agencies, health care facilities, the media, and social services organizations.
Currently, the responsibility to respond to the mandated and non-mandated requests for information is shared among various individuals within the office as we do not have a dedicated position to search, analyze, and respond to all of the above requests. Epidemiologists are being employed by Coroner/Medical Examiner offices around the country and this would be a program that would address an emerging forensic science issue in Charleston County, which is to provide accurate statistical data and information and create efficient mechanisms to do so.

**Department Head Recommendation:**

Approve the Coroner’s Office request to apply for, and if awarded, accept the BJA FY22 Paul Coverdell Forensic Science Improvement Grants Program-Competitive. The request is for $300,000.00 to hire an Epidemiologist/Forensic Analyst/Forensic Anthropologist and purchase equipment/supplies.

The grant period is October 1, 2022, through September 30, 2025.

There is no ongoing commitment for the County associated with this request.
Committee Agenda Item

To: Bill Tuten, County Administrator
Subject: Code Enforcement Officer
Request: Request to Commission
Committee: Finance Committee
Date: June 16, 2022

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<tr>
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<tbody>
<tr>
<td>Clerk</td>
<td>Kristen H. Wurster for Kristen Salisbury</td>
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Fiscal Impact:

Funding: Was funding previously approved? N/A

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Situation:
In 1994, Charleston County Council adopted an ordinance authorizing the issuance of a uniform ordinance summons, which is used to enforce and County ordinance. The uniform summons is enforced by code enforcement officers commissioned by County Council. The Commissions are on an annual basis and subject to renewal or rescission every year, and officers are commissioned as needed or when necessary. The Zoning and Planning Department needs to commission William Holley as a code enforcement officer.

Department Head Recommendation:
Commission William Holley from the Zoning and Planning Department as code enforcement officers with the commission effective immediately through December 31, 2022.
Committee Agenda Item

To: Bill Tuten, County Administrator  
From: Charles L. Wiggins for Barrett Tolbert  
Dept.: Procurement  
Subject: Cottingham Drive Sidewalk Project CTC  
Request: Award of Contract  
Committee: Finance Committee  
Date: June 16, 2022

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<td>Bill Tuten</td>
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<td>Kristen L. Salisbury</td>
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Fiscal Impact:
Funds are available in the State "C" Fund for road improvements.

Funding: Was funding previously approved? YES

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Situation:
The Cottingham Drive Sidewalk project, located in the Town of Mount Pleasant, involves the construction of a new 5-ft concrete sidewalk. The project spans from the intersection of Johnnie Dodds Frontage Road to Pelzer Drive along the West side of Cottingham Drive. The work shall include, but not limited to, the concrete sidewalk installation, necessary sidewalk tie-in work, grading, and sediment and erosion control measures.

Bids were received in accordance with the terms and conditions of Invitation for Bid No. 5701-22C. State “C” Fund regulations do not allow Small Business Enterprise (SBE) or local preference options.

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<th>Bidder</th>
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<th>MWDBE %</th>
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<td>KTC Enterprises, Inc.</td>
<td>$368,941.16</td>
<td>1.4%</td>
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<td>Moncks Corner, South Carolina 29461 Principal: Hugh Murchisen, Jr.</td>
<td>$485,935.34</td>
<td>0%</td>
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AOS Specialty Contractors $763,054.24 100%
Lexington, South Carolina 29073
Principal: Jane Plante

**Department Head Recommendation:**
Authorize award of contract for the Cottingham Drive Sidewalk project to KTC Enterprises, Inc., the lowest responsive and responsible bidder, in the amount of $368,941.16 with the understanding that the funds are in the State "C" Fund for road improvements.
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Barrett J. Tolbert
Dept.: Procurement
Subject: Camp Road (S-28) Sidewalk & Riverland Drive (S-53) Shared Use Path CTC Request: Award of Contract
Committee: Finance Committee
Date: June 16, 2022

Fiscal Impact:
The funding sources are the State "C" Fund for road improvements, Town of James Island, and BCDCOG CHATS.

Funding: Was funding previously approved? YES

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Situation:
The Camp Road (S-28) Sidewalk & Riverland Drive (S-53) Shared Use Path CTC project, located in Charleston County. The project shall consist of constructing a 6’ concrete sidewalk path on the south side or Camp Road (S-20-28) and a multi-use path on the west side of Riverland Drive from Camp Road to the Lowcountry Senior Center. The work shall include, but is not limited to, traffic control, construction of sidewalk and shared-use path, pavement markings, and installing drainage infrastructure.

Council is also requested to accept funds from the Town of James Island in the amount of $100,000.00 and funds from the BCDCOG in the amount of $198,700.00. This project is publicly supported and will provide much needed pedestrian access from Camp Road to Riverland Drive.

Bids were received in accordance with the terms and conditions of Invitation for Bid No. 5586-22C. State "C" Fund regulations do not allow Small Business Enterprise (SBE) or local preference options.

<table>
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<th>Bidder</th>
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<td>IPW Construction Group, LLC</td>
<td>$1,217,178.29 TST</td>
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Charleston, SC 29423                           $167,158.00    CPW
Principal: Bryan Rembert             Total    $1,384,336.29

Banks Construction Company             $2,336,916.50 TST     15%
North Charleston, SC 29418                  $332,410.00   CPW
Principal: Jafar Moghadam             Total    $2,669,326.50

Department Head Recommendation:
Authorize Acceptance of funds from the Town of James Island in the amount of $100,000.00.

Authorize Acceptance of funds from the BCDCOG CHATS Policy Committee in the amount of $198,700.00.

Authorize award of contract for the Camp Road (S-28) Sidewalk & Riverland Drive (S-53) Shared Use Path CTC project to IPW Construction group, LLC, the lowest responsive and responsible bidder, in the amount of $1,384,336.29. The funding sources are the State "C" Fund for road improvements, Town of James Island, and BCDCOG CHATS.
DATE: November 15, 2017
TO: County Administrator
FROM: Clerk of Council
RE: CTC Camp Road Sidewalk Phase 3 – CHATS Funding - Request to Accept

At a regular meeting of Charleston County Council held on November 14, 2017, Council voted to allow the Transportation Development Department to accept grant funding of $775,000 (federal funds) from CHATS Transportation Alternative Program to complete the Camp Road Sidewalk and provide the multi-use pathway connection from the Camp Road intersection at Riverland Drive to the James Island County Park entrance on Riverland Drive with the understanding that the 20% matching funds will come from the project’s CTC funds.

COUNCIL ACTION
FROM THE OFFICE OF THE COUNTY ADMINISTRATOR
COMMITTEE REPORTS:

That it considered the information furnished by County Administrator Jennifer Miller and Director of Transportation Development Steve Thigpen regarding CTC Camp Road Sidewalk-Phase 3 CHATS Funding. It was stated that the Camp Road Sidewalk – Phase 3 project is located in the City of Charleston and Town of James Island. The initial scope of the project was to extend the existing Camp Road sidewalk from Folly Road to Riverland Drive. In alignment with BCDCOG's Riverland Drive Corridor Management Plan, the project scope was expanded to provide a multi-use path along Riverland Drive to connect to the James Island County Park (JICP) entrance and Lowcountry Senior Center.

The approved Charleston County Transportation Committee (CTC) funding is not sufficient to complete construction of the Camp Road sidewalk, or provide the multi-use pathway connection from the Camp Road intersection at Riverland Drive to the JICP entrance on Riverland Drive. The County applied for an 80/20 match grant funding from CHATS Transportation Alternative Program, and was awarded a $775,000 federal grant. The County's 20% match will be met by the project's CTC funds.

COMMITTEE RECOMMENDS:

That Council allow the Transportation Development Department to accept grant funding of $775,000 (federal funds) from CHATS Transportation Alternative Program to complete the Camp Road Sidewalk and provide the multi-use pathway connection from the Camp Road intersection at Riverland Drive to the JICP entrance on Riverland Drive.

- The 20% matching funds will come from the project's CTC funds.

/Signature/
COMMITTEE AGENDA ITEM

TO: JENNIFER J. MILLER, COUNTY ADMINISTRATOR
THROUGH: JIM ARMSTRONG, DEPUTY ADMINISTRATOR
FROM: STEVE THIGPEN, DEPT. DEVELOPMENT
SUBJECT: CTC CAMP ROAD SIDEWALK - PHASE 3
REQUEST: ACCEPTANCE OF GRANT FUNDING
COMMITTEE OF COUNCIL: FINANCE DATE: November 7, 2017

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

Signature of Individual Contacted
Yes N/A
Legal Department ☒ ☐
Procurement/Contracts ☐ ☐
Zoning Regulations / Comp. Plan Compliance ☐ ☐
Community Services ☐ ☐
Grants Auditor ☒ ☐
Other: ☐ ☐
Other: ☐ ☐

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

If yes, provide the following:

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NEED: Identify any critical time constraint.

BUDGET OFFICER SIGNATURE:

Fiscal impact: Funds are available in the State "C" Fund for road improvements.

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

The Camp Road Sidewalk – Phase 3 project is located in the City of Charleston and Town of James Island. The initial scope of the project was to extend the existing Camp Road sidewalk from Folly Road to Riverland Drive. In alignment with BCDCOG’s Riverland Drive Corridor Management Plan, the project scope was expanded to provide a multi-use path along Riverland Drive to connect to the James Island County Park (JICP) entrance and Lowcountry Senior Center.

The approved Charleston County Transportation Committee (CTC) funding is not sufficient to complete construction of the Camp Road sidewalk, or provide the multi-use pathway connection from the Camp Road intersection at Riverland Drive to the JICP entrance on Riverland Drive. The County applied for an 80/20 match grant funding from CHATS Transportation Alternative Program, and was awarded a $775,000 federal grant. The County’s 20% match will be met by the project’s CTC funds.

ACTION REQUESTED OF COUNCIL

Accept grant funding from the CHATS Transportation Alternative Program.

DEPARTMENT HEAD RECOMMENDATION

- Allow the Transportation Development Department to accept grant funding of $775,000 (federal funds) from CHATS Transportation Alternative Program to complete the Camp Road Sidewalk and provide the multi-use pathway connection from the Camp Road intersection at Riverland Drive to the JICP entrance on Riverland Drive.

- The 20% matching funds will come from the project’s CTC funds.
May 15, 2017

Mr. Eric Adams
Pre-Construction Program Manager
Charleston County
4045 Bridge View Drive, Suite C-204
North Charleston, South Carolina 29405

Re: Camp Road Sidewalk and Multiuse Path Connection Project Proposal

Dear Mr. Adams:

The South Carolina Department of Transportation (SCDOT) is pleased to inform Charleston County that the application for the Camp Road Sidewalk and Multiuse Path Connection project was approved by the Charleston Area Transportation Study Policy Committee (CHATS). As requested, $775,000 in federal transportation enhancement funds will be made available for the project after the development and complete execution of a participation agreement (contract) between SCDOT and Charleston County. Please note any expenses for work incurred by the County prior to the execution of the participation agreement and the receipt of a formal notice to proceed will not be eligible for reimbursement. Work includes any activities associated with the project including, but not limited to, the advertising and hiring of design consultants or construction services.

In order for the development of the project to move forward in an expeditious manner, please contact our Local Public Agency Administrator, Ms. Machael Peterson at your earliest convenience regarding the administration and management services for advancing this project. Ms. Peterson can be reached at (803) 737-1953. Additional information and procedures can be found on the Department’s website http://www.scdot.org/doing/localPublicAdmin.aspx.

We are very pleased that SCDOT was able to accommodate the request for funding assistance with this important project, and we look forward to seeing it progress to a successful completion. If you should need additional information or have further questions, please contact me at (803) 737-1952.

Sincerely,

Cathy P. Rice
TAP Manager
Local Program Administration

cc: Ryan McClure, CHATS Enhancement Coordinator
ec: Herb Cooper, Local Program Administrator
     Machael Peterson, Local Public Agency Administrator
File: LPAO/CPR
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Barrett J. Tolbert
Dept.: Procurement
Subject: TST 2022 Asphalt Rejuvenation Plan & Town of Mt Pleasant Rejuvenation Plan
Request: Award of Contract
Committee: Finance Committee
Date: June 16, 2022

Department | Approver
--- | ---
Deputy County Administrator | Corine Altenhein
Public Works | Steve L. Thigpen
Budget | Mack Gile
Legal | Marc Belle
Administrator | Bill Tuten
Clerk | Kristen L. Salisbury

Fiscal Impact:
Funds are available in the Transportation Sales Tax and from the Town of Mount Pleasant

Funding: Was funding previously approved? YES

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Situation:
Since 2013, Charleston County has contracted with Pavement Technology, Inc. to apply Reclamite® rejuvenation treatment on many roads within the County. In cores extracted on the roads 2 & 3 years after treatment, testing has shown that the asphalt is maintaining the 30 day post treatment levels of improvement and the roads are remaining sealed from water intrusion.

Reclamite® has been used extensively by county governments, municipalities and airports throughout the nation for 60 years. Pavement Technology Inc. has successfully treated roads with Reclamite® for 40 years throughout the Eastern United States.

Pavement Technology, Inc is the only authorized applicator of Reclamite® in South Carolina and surrounding states.

In the last several years County Council has approved entering into sole source contracts with Pavement Technology Inc. Reclamite® has been applied to approximately 4,857,529 square yards of asphalt on 1,524 roads in Charleston County.

Based on 2021 bid tabs, the average cost to resurface 1 mile of road is $233,455.77. The average cost to treat 1 mile of road with Reclamite® is $11,088.00. Therefore, the cost of rejuvenator is only 5% of the total cost to resurface the road. In addition, the average life span of
a road without pavement preservation treatments is approximately 25 years. However, with each treatment of rejuvenator, the life of the road is extended by approximately 5 years.

Charleston County Public Works Department recommends that we continue to utilize this treatment annually to keep our good roads in good condition and realize some of the benefits. These benefits include lowering our life cycle costs on roads, a higher level of customer service by keeping our roads good, and also helping to reduce environmental impacts by preserving the asphalt that is on the ground today instead of replacing the road.

Further, Charleston County Public Works completed a Titanium Dioxide Pilot project in the Spring of 2021. Core testing completed by Texas A&M found that roads treated were not only preserving our roads, but also numerous environmental benefits. Results showed that these roads were able to reduce NOx (vehicular pollution) by 39%. Meaning that when these harmful pollutants travel across the roadway, the road is actually cleaning the air. In addition, the roads had a solar reflective index as high as 40 showing that the roads are 4 times as reflective as untreated roads helping to reduce near-roadway temperatures and combat our urban heat island impacts.

The Public Works Department requests to continue contracting with Pavement Technologies, Inc. for the application of Reclamite® and A.R.A.-1 Ti® on qualified roads throughout the County. We have negotiated a contract with Pavement Technology Inc. to treat approximately 846,895 square yards or 306 roads with Reclamite and 139,305 square yards or 31 roads with Rejuvenating Titanium Dioxide in Charleston County. Roads selected for the Titanium Dioxide treatment are receiving their first rejuvenator treatment and located along interstates or other highly traveled areas. This project includes the re-treatment of our TST 2016 & 2017 Rejuvenator project. This 5 year re-treatment will help extend the life of these roads that were originally paved 8 years ago. This plan also includes the treatment of the CTC 2018, TST 2018, and TST 2019 Resurfacing Plans. This project will begin the process of getting on a 2 year treatment cycle that will help provide additional benefit sooner.

Council is also requested to accept funds from the Town of Mount Pleasant in the amount of $331,124.01 for their 2022 Asphalt Rejuvenation Plan. This project will treat approximately 298,244 square yards or 95 roads with Reclamite® costing $315,356.20 and 5% CE&I cost of $15,767.81.

Approval by County Council is required for this purchase as stated in Section 2-187 of the County Procurement Ordinance for Sole Source Procurement.

**Department Head Recommendation:**
Authorize acceptance of funds from the Town of Mount Pleasant in the amount of $331,124.01.

Authorize award of a sole-source procurement to Pavement Technology, Inc. for the application of Reclamite® and A.R.A.-1 Ti® Titanium Dioxide rejuvenation treatments for:
1) the TST 2022 Asphalt Rejuvenation Plan in the amount of $1,181,049.75; and
2) the TOMP 2022 Asphalt Rejuvenation Plan & CE&I cost in the amount of $331,124.01, contingent on Council accepting funds from the Town of Mt. Pleasant.

Funds are available in the Transportation Sales Tax fund and from the Town of Mount Pleasant.
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Shawn R. Smetana
Dept.: Environment Mgmt
Subject: Amend and Extend Waste Transfer and Disposal Agreements
Request: Request to Approve
Committee: Finance Committee
Date: June 16, 2022

Department | Approver
------------|---------
Deputy County Administrator | James D. Armstrong
Budget | Mack Gile
Legal | Marc Belle
Administrator | Bill Tuten
Clerk | Kristen L. Salisbury

Fiscal Impact:
Funds are available in the FY23 Environmental Management budget.

Funding: Was funding previously approved? YES

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Situation:
In 2009, County Council adopted a Nine Point Strategy to achieve a 40% recycling goal. One of the points was to negotiate contracts for transfer and waste disposal of Municipal Solid Waste (MSW) as a result of the closure of the waste-to-energy incinerator. A portion of the County’s MSW is transferred and disposed in this manner to prolong the life of Bees Ferry Landfill.

The County entered into transfer station contracts with Republic Services of South Carolina, LLC (Republic) and Carolina Processing and Recycling, LLC (Carolina Waste). The County also entered into a landfill contract with Waste Management of South Carolina (Waste Management) which owns and operates the Oakridge Landfill in Dorchester County. In 2009, the County paid approximately $36 per ton for MSW transferred and disposed at Oakridge Landfill.

Currently, the County pays $20.05 per ton for MSW transferred through Carolina Waste, $18.09 per ton for MSW transferred through Republic, and $23.50 per ton for MSW disposed at the Waste Management Landfill. In FY 2021 approximately 104,000 tons were transferred through Carolina Waste, and another 45,000 tons were transferred through Republic.

The Environmental Management Department is requesting Council’s approval to amend and extend the agreements with Carolina Waste, Republic Services and Waste Management for waste transfer and disposal, outlined as follows:

1. Republic Transfer Station (Republic Services of South Carolina, LLC)
• Extend transfer station contract for a period of three (3) years until November 30, 2024.
• Increase the base service fee to $19.86 per ton for waste delivered to Oakridge Landfill.
• Allow transfer of waste to County-approved alternative disposal locations at a base service fee of $17.80 per ton for transfer and $25.00 per ton for disposal.
• The Base Consumer Price Index (BCPI) used for quarterly service fee adjustments will be modified from October 2015 to October 2020.
• All other terms of the Agreement will remain.

2. Carolina Waste Transfer Station (Carolina Processing and Recycling, LLC)
• Extend transfer station contract for a period of three (3) years until November 30, 2024.
• Increase the base service fee to $23.00 per ton for waste delivered to Oakridge Landfill.
• All other terms of the Agreement will remain.

3. Oakridge Landfill (Waste Management of South Carolina, Inc)
• Extend landfill contract for a period of three (3) years until February 28, 2025.
• Decrease the disposal fee to $23.25 per ton for waste delivered to Oakridge Landfill.
• Allow an annual fee adjustment based on the Consumer Price Index (CPI) annual average, based on the U.S. City Average, Water and sewer and trash collection services (WST) index.
• All other terms of the Agreement will remain.

Department Head Recommendation:
• Authorize/Approve the extension and amendment of the transfer station contract with Republic Services of South Carolina, LLC as outlined above.
• Authorize/Approve the extension and amendment of the transfer station contract with Carolina Processing and Recycling, LLC as outlined above.
• Authorize/Approve the extension and amendment of the landfill disposal contract with Waste Management of South Carolina, Inc as outlined above.
• Funds are available in the Environmental Management Budget.
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Mack Gile
Dept.: Budget
Subject: Designate Funds for Use in FY23
Request: Request to Approve
Committee: Finance Committee
Date: June 16, 2022

Fiscal Impact:
Funds are available within the FY 2022 budget.

Funding: Was funding previously approved? YES

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<tr>
<th>If yes, please provide the following:</th>
<th>Org</th>
<th>Object</th>
<th>Balance in Account</th>
<th>Amount Needed for item</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1D3505001</td>
<td>various</td>
<td></td>
<td>$1,200,000</td>
</tr>
<tr>
<td></td>
<td>1B0100001</td>
<td>66712</td>
<td></td>
<td>$50,000</td>
</tr>
</tbody>
</table>

Situation:
As part of the year-end process, staff may recommend that County Council take specific action to designate (or "carry forward") certain unspent funds into the next fiscal year. Section 7 of the County budget ordinance for FY 2023 provides for the ability for Council to designate funds. All designations expire at the end of FY 2023 unless they are designated again by Council.

Staff is recommending the following designations:
1. Technology Services projects not to exceed $1,200,000. For FY 2022, funds were budgeted for Technology Services for projects to maintain and upgrade the County’s technology infrastructure. Several of these projects will be in progress at June 30, 2022. By designating these funds, Technology Services will be able to continue maintaining the County’s technology infrastructure.
2. Administrator employee recognition not to exceed $50,000. County Council reallocated $50,000 on May 10, 2022 to the Administrator to support activities to promote employee morale. By designating these funds, the Administrator will be able to continue activities beyond June 30.

Department Head Recommendation:
Approve designations from the FY 2022 budget up to $1,200,000 for on-going Technology Services projects and up to $50,000 for the Administrator to continue employee recognition events.
**Committee Agenda Item**

**To:** Bill Tuten, County Administrator  
**From:** Eric Davis  
**Dept.:** Greenbelt Programs  
**Subject:** Community Life Enrichment Center Grant Agreement Amendment  
**Request:** Request to Approve  
**Committee:** Finance Committee  
**Date:** June 16, 2022

<table>
<thead>
<tr>
<th>Department</th>
<th>Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deputy County Administrator</td>
<td>Christine O. Durant</td>
</tr>
<tr>
<td>Budget</td>
<td>Mack Gile</td>
</tr>
<tr>
<td>Legal</td>
<td>Marc Belle</td>
</tr>
<tr>
<td>Administrator</td>
<td>Bill Tuten</td>
</tr>
<tr>
<td>Clerk</td>
<td>Kristen L. Salisbury</td>
</tr>
</tbody>
</table>

**Fiscal Impact:**  
There is no fiscal impact whether approved or denied.

**Funding:** Was funding previously approved?   N/A

<table>
<thead>
<tr>
<th>If yes, please provide the following:</th>
<th>Org</th>
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<th>Balance in Account</th>
<th>Amount Needed for item</th>
</tr>
</thead>
</table>

**Situation:**  
In February of 2014, County Council awarded the Community Life Enrichment Center, Inc (CLEC), $591,500 in rural greenbelt funding for the acquisition of 11.6 acres of property in Ravenel (Council Directive enclosed) that was intended to host a community center and publicly accessible greenspace. The bulk of the match offered ($1,220,275) by the applicant was in future site development funds to be raised through grant and donation seeking. Council placed the following condition on the project approval, which is reflected in the recorded deed and grant agreement:

As a condition of approval, if the planned improvements of the Community Life Enrichment Center have not been fully funded after 5 years after closing, the title to the property will shift to the Park and Recreation Commission, with the same conditions and limitations stated in the grant agreement.

On June 19th, 2014, property acquisition closed, making the effective deadline for CLEC to fund the improvements June 19th, 2019. That deadline has passed and CLEC has not provided evidence that the improvements are funded. Therefore, CLEC is currently out of compliance with the Council Directive awarding the funding. On April 12, 2022, an email was received from CLEC requesting both a one-year extension (from the date of execution of a grant agreement amendment incorporating the change) to the special condition deadline or removal of the condition altogether.
Department Head Recommendation:
Approve the one (1) year extension as requested by the Community Life Enrichment Center, Inc. (CLEC) to bring them in compliance with the grant agreement and the Council Directive.

Authorize the County Administrator to require the execution and delivery of proper agreements and instruments to implement the conditions of the approval of the extension request, and to effectuate the goals of the Greenbelt Program ordinances and policies.
DATE: February 26, 2014
TO: County Administrator
FROM: Clerk of Council
RE: Community Life Enrichment Center - Request to Approve

At a regular meeting of County Council held on February 25, 2014, Council voted to:

1. Approve $591,500 in rural funding for the Community Life Enrichment Center, Inc. greenbelt project, provided that upon approval, grant agreements will be executed between the County and appropriate parties.

2. Authorize the County Administrator to require the execution and delivery of proper agreements and instruments to implement the conditions of the approval of the grant funds, and to effectuate the goals of the Greenbelt Program ordinances and policies.

3. Approve the use of $591,500 to be funded from a combination of Greenbelt Operating Contingency and/or 2011 General Obligation Bonds.

4. As a condition of approval, if the planned improvements of the Community Life Enrichment Center have not been fully funded after 5 years after closing, the title to the property will shift to the Park and Recreation Commission, with the same conditions and limitations stated in the grant agreement.

COUNCIL ACTION
FROM THE OFFICE OF THE COUNTY ADMINISTRATOR

Posted at K:/Council/Council Greensheets

Date: 2/28/14
Initial: [Signature]
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Gail Carson for Jean Sullivan
Dept.: Community Services
Subject: Demolition of 8822 Auburn Drive and 1903 Ghana Street
Request: Request to Approve
Committee: Finance Committee
Date: June 16, 2022

Department | Approver
---|---
Deputy County Administrator | Christine O. Durant
Budget | Mack Gile
Legal | Marc Belle
Administrator | Bill Tuten
Clerk | Kristen L. Salisbury

Fiscal Impact:
Funding of $3 million is available for similar projects from the American Rescue Act Plan.

Funding: Was funding previously approved? YES

<table>
<thead>
<tr>
<th>If yes, please provide the following:</th>
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<th>Balance in Account</th>
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</tr>
</thead>
</table>

Situation:
On December 7, 2021, Charleston County Council authorized staff to purchase 18 residential dwellings to utilize as affordable housing units. For two of these properties, 1903 Ghana St (County jurisdiction) and 8822 Auburn Dr (City of North Charleston jurisdiction), the cost of required repairs exceeds price paid by the County. For these two cases the County only paid for the value of the land (see Attachment A). Due to these circumstances, Charleston County Building Inspections Department and City of North Charleston Building Inspections Department support staff determination to demolish the structures on these properties.

The City of North Charleston annually dedicates a portion of its Community Development Block Grant (CDBG) allotment toward demolition costs, which will be used to tear down the structure at 8822 Auburn Dr. Since the property at 1903 Ghana Street is within the County’s Jurisdiction, the Community Services Directorate will utilize ARPA funding to pay for demolition (~$15,000). Due to the approximate cost of demolition, the project will be open for bids through County procurement. The lots will be used to construct affordable dwelling units in the future.

Department Head Recommendation:
Approve demolition of 1903 Ghana St and 8822 Auburn Dr. and authorize staff to utilize ARPA funding to pay for demolition of 1903 Ghana Street after procurement process is complete.
### CCHRA Units Appraisal/Cost to Repair

<table>
<thead>
<tr>
<th>Address</th>
<th>BR</th>
<th>Bath</th>
<th>Sq. Ft.</th>
<th>Built</th>
<th>Appraisal Amount</th>
<th>Repair Estimate</th>
<th>Land Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ladson</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9789 Peatwood Drive</td>
<td>3</td>
<td>1.5</td>
<td>1456</td>
<td>1971</td>
<td>$105,000</td>
<td>$20,160</td>
<td></td>
</tr>
<tr>
<td>James Island</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1138 Oxbow Drive</td>
<td>3</td>
<td>1</td>
<td>1150</td>
<td>1980</td>
<td>$210,000</td>
<td>$14,100</td>
<td></td>
</tr>
<tr>
<td>1316 Garrison Street</td>
<td>3</td>
<td>1.5</td>
<td>1001</td>
<td>1964</td>
<td>$255,000</td>
<td>$16,200</td>
<td></td>
</tr>
<tr>
<td>Johns Island</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1535 Keswick Drive</td>
<td>3</td>
<td>2</td>
<td>960</td>
<td>1958</td>
<td>$170,000</td>
<td>$28,610</td>
<td></td>
</tr>
<tr>
<td>1903 Ghana Street-Fire</td>
<td>3</td>
<td>1</td>
<td>1014</td>
<td>1983</td>
<td>$60,000</td>
<td>$79,200</td>
<td>$60,000</td>
</tr>
<tr>
<td>West Ashley</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1980 Dogwood Road</td>
<td>3</td>
<td>1</td>
<td>1296</td>
<td>1971</td>
<td>$185,000</td>
<td>$14,850</td>
<td></td>
</tr>
<tr>
<td>2017 Bishop Drive</td>
<td>3</td>
<td>2</td>
<td>1268</td>
<td>1966</td>
<td>$195,000</td>
<td>$26,610</td>
<td></td>
</tr>
<tr>
<td>2225 Doris Drive</td>
<td>3</td>
<td>1</td>
<td>1296</td>
<td>1960</td>
<td>$185,000</td>
<td>$17,040</td>
<td></td>
</tr>
<tr>
<td>2964 Marginal Road</td>
<td>3</td>
<td>2</td>
<td>1065</td>
<td>1966</td>
<td>$133,000</td>
<td>$21,200</td>
<td></td>
</tr>
<tr>
<td>1118 Carverwood Drive</td>
<td>3</td>
<td>2</td>
<td>1000</td>
<td>1972</td>
<td>$150,000</td>
<td>$14,850</td>
<td></td>
</tr>
<tr>
<td>North Charleston</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5317 Alvie Street</td>
<td>3</td>
<td>1</td>
<td>1375</td>
<td>1960</td>
<td>$130,000</td>
<td>$15,510</td>
<td></td>
</tr>
<tr>
<td>1912 Morgan</td>
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<td>1</td>
<td>1310</td>
<td>1964</td>
<td>$102,000</td>
<td>$22,440</td>
<td></td>
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<tr>
<td>3889 Paramount</td>
<td>3</td>
<td>2</td>
<td>1357</td>
<td>1966</td>
<td>$133,000</td>
<td>$17,815</td>
<td></td>
</tr>
<tr>
<td>6306 Brandt Street</td>
<td>3</td>
<td>1</td>
<td>1082</td>
<td>1960</td>
<td>$101,000</td>
<td>$19,200</td>
<td></td>
</tr>
<tr>
<td>6992 Vista Court</td>
<td>3</td>
<td>1</td>
<td>1069</td>
<td>1970</td>
<td>$97,000</td>
<td>$18,120</td>
<td></td>
</tr>
<tr>
<td>7646 Allwood Avenue</td>
<td>3</td>
<td>1</td>
<td>1398</td>
<td>1964</td>
<td>$120,000</td>
<td>$29,640</td>
<td></td>
</tr>
<tr>
<td>8822 Auburn Drive</td>
<td>3</td>
<td>1</td>
<td>1021</td>
<td>1971</td>
<td>$29,000</td>
<td>$86,400</td>
<td>$29,000</td>
</tr>
<tr>
<td>4828 Foxwood Drive</td>
<td>3</td>
<td>1</td>
<td>1100</td>
<td>1971</td>
<td>$110,000</td>
<td>$22,400</td>
<td></td>
</tr>
</tbody>
</table>
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Jean Sullivan
Dept.: Community Services
Subject: Charleston Home Program: Development of Scattered Site Houses
Request: Request to Approve
Committee: Finance Committee
Date: June 16, 2022

<table>
<thead>
<tr>
<th>Department</th>
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<tbody>
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<tr>
<td>Administrator</td>
<td>Bill Tuten</td>
</tr>
<tr>
<td>Clerk</td>
<td>Kristen L. Salisbury</td>
</tr>
</tbody>
</table>

Fiscal Impact:
Funds are available through the American Rescue Plan Act (ARPA).

Funding: Was funding previously approved? N/A

If yes, please provide the following:

<table>
<thead>
<tr>
<th>Org</th>
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</thead>
</table>

Situation:
Overview: On February 1, 2022, Charleston County Council entered an agreement to purchase 18 homes from the Charleston County Housing and Redevelopment Authority to preserve them as affordable rather than having them be sold at market rate. This was consistent with the priorities Council established and lost revenue from ARPA was used to purchase the units. Since that time, staff have been developing the structure for a new program to be called Charleston Home. From this work, it has been determined that two homes will require demolition due to their condition. The purchase of these homes was equal to the land value as demolition was anticipated. This demolition is presented to council under a separate request. The remaining 16 homes will be developed under the County Home Program, a four-phased approach that will allow selected qualified recipients to revitalize these homes in an innovative way that responds to the needs of the community. This plan was developed in conjunction with input from a number of nonprofits and small developers who work with the County in varying capacities serving this need in our community.

The phased approach to work on these 16 properties will include multiple steps as outlined below:
Assessment: A preliminary assessment was conducted for purposes of preliminary planning. The houses must now be assessed and a scope of work developed in order to estimate the total cost of repairs. This will be done by a contracted vendor. The contract is currently planned to be limited to the assessment and scope of work writes ups. The Community Services Directorate will need to hire one FTE Construction Manager to oversee the development of
these phases. This individual will ensure that repairs are executed in compliance with County ZLDR and Building Code. In addition, the Construction Manager will provide much needed expertise for Urban Entitlement Programs, Emergency Housing Repair, and other housing efforts currently being developed. It is anticipated that the initial cost of this FTE can be covered with ARPA funds and ongoing costs may be maintained by HUD dollars should the projects justify this need.

Prioritization of properties: In order to allow for effective development of each property, staff have completed an analysis of the properties and broken them down into four groups. By doing it in this manner, it will allow for program assessment between phases, respond to the urgent need for affordable homes in our region and prioritize the phases where affordable housing options are more limited. This approach emphasizes the need for diverse neighborhoods with a range of income levels, as well as providing low to moderate-income households with access to resource-rich neighborhoods. Phases are determined by ranking homes based on the following criteria:

- Census tracts with lower vacancy rates;
- Census tracts with higher median home values;
- Census tracts with higher median rent values;
- Census tracts with higher AMI;
- HUD-qualified Census Tracts; and
- Density potential of the lot.

Request for Qualifications (RFQ): Developer recipients will be selected via RFQ and staff will present a recommendation of selected applicants to Council for approval. The scoring committee will evaluate applications based on the criteria similar to the following:

- Proof applicant has necessary capacity capital to complete repairs;
- Cohesiveness with Housing Our Future Comprehensive Plan;
- Income limits of potential occupants; and
- Creativity in the project vision that aims to utilize to highest and best use of the property (i.e. subdivision, multi-family dwellings, ADUs).

In order to allow for creativity and innovation in how properties are refurbished, prior stipulations for rental vs ownership will not be made. To increase competitiveness for a diverse range of contractors, selected applicants will be connected with Charleston County’s Disadvantaged Business Enterprise (DBE).

Return on Investment (ROI): A goal of the County Home Program is to prioritize the sustainability the County’s initial investment in these properties. The County acknowledges that the conversion of these dwellings will not solve the regional housing crisis and aims to identify way in which this capital can be reinvested. Community Services staff will partner with Facilities staff to conduct an in-depth analysis of appropriate ROI to be expected for each project site. Final ROI requirements will be presented to Council for approval at a later date.

Deed Restriction: In order to maintain affordability of the converted residences, the County will require a 90-year deed restriction, consistent with the City of Charleston’s affordable housing policies.

Budget: At this time, staff believes that designating $350,000 of ARPA funding will be necessary in order to support the needs of the Charleston Home Program. This money will cover ongoing maintenance of lots leading up to development and staffing needs for property assessment and construction management.
Timeline: The approximate timeline for Phase I of the Charleston Home Program is provided below. This will allow staff to create the program, structure and accountability for the development. Timelines for subsequent phases will be determined based on the success of Phase I.
Contractor hired and Scope of work complete: Thursday, July 28, 2022
RFQ Opened: Monday, August 1, 2022
RFQ Closed: Tuesday, August 30, 2022
Finance Committee: Thursday, September 15, 2022
Council Determination: Tuesday, September 20, 2022

**Department Head Recommendation:**
- Approve Charleston Home Program which plans for how to develop 16 of the 18 houses purchased by Charleston County
- Authorize commitment of $350,000 from ARPA funds to cover ongoing maintenance of lots leading up to development and staffing needs for property assessment and construction management.
- Authorize 1 FTE for Construction Management to be paid from ARPA funds with the understanding that there is no ongoing commitment from the county at the conclusion of the ARPA grant.
SCORING GUIDE:
The table below provides an explanation of how scores were calculated to determine phasing of County homes.

<table>
<thead>
<tr>
<th>Category</th>
<th>Criteria</th>
<th>Max Score</th>
<th>Explanation</th>
<th>Point Calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Availability</td>
<td>Vacancy</td>
<td>5</td>
<td>Priority should be placed in CTs with low vacancy rates, which may indicate limited housing availability.</td>
<td>[(10 - (\text{Vacancy Rate} \times 10))/2]</td>
</tr>
<tr>
<td>Diversity</td>
<td>Median Home Value</td>
<td>3</td>
<td>To increase diversity of the Charleston Community, affordable housing should be prioritized in areas that may be less accessible to lower income households. Higher points will be granted to homes in census tracts with higher median home values, higher median household income, and lower poverty rates. Priorities should be made for these categories as there should be lower availability of affordable housing options in these areas.</td>
<td>Homes are awarded points based on the ratio of the median home value to the HUD affordable purchase price limit for Charleston County ($324,000): 1 pt if less than 50%, 2 pts for 50-100%, and 3 pts for greater than 100%.</td>
</tr>
<tr>
<td></td>
<td>Median rent</td>
<td>3</td>
<td></td>
<td>Homes are awarded points based on the ratio of the median rent price to the HUD Fair Market Rent for a two-bedroom unit in Charleston County ($1,372): 1 pt if less than 50%, 2 pts for 50-100%, and 3 pts for greater than 100%.</td>
</tr>
<tr>
<td></td>
<td>Median Income</td>
<td>3</td>
<td></td>
<td>Homes are awarded points based on the ratio of the median household income to the area median income for Charleston County ($67,182): 1 pt if less than 50%, 2 pts for 50-100%, and 3 pts for greater than 100%.</td>
</tr>
<tr>
<td></td>
<td>Poverty</td>
<td>3</td>
<td></td>
<td>Homes are awarded points based on the percentage of individuals below the poverty line. Points are calculated by multiplying the percentage by 3.</td>
</tr>
<tr>
<td>Eligibility for Add'l Funding</td>
<td>Qualified Census Tract</td>
<td>3</td>
<td>Homes in qualified census tracts will receive an additional point due to eligibility to have project supplemented by HUD funding.</td>
<td>0 pt if CT is not qualified; 3 points if CT is qualified.</td>
</tr>
<tr>
<td>Unit Potential</td>
<td>Density/Lot Allowances</td>
<td>4</td>
<td>Priority should be placed on properties that can yield more than one affordable unit. (Note: 4 is the maximum as that is the upper limit for this category among the 18 homes)</td>
<td>1 point is awarded for each potential unit.</td>
</tr>
</tbody>
</table>
This table provides a breakdown of points received for each category described in the scoring guide.

<table>
<thead>
<tr>
<th>Address</th>
<th>Vacancy (Max 10)</th>
<th>Median Home Value</th>
<th>Median Rent</th>
<th>Median Income</th>
<th>Poverty</th>
<th>Eligibility for Add'l Funding</th>
<th>Demolition</th>
<th>Density</th>
<th>Total</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1118 Carverwood Dr</td>
<td>4.37</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2.34</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>13.71</td>
<td>57%</td>
</tr>
<tr>
<td>1138 Oxbow Dr</td>
<td>4.67</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>2.97</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>19.64</td>
<td>82%</td>
</tr>
<tr>
<td>1316 Garrison St</td>
<td>4.65</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>2.81</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>18.46</td>
<td>77%</td>
</tr>
<tr>
<td>1535 Keswick Dr</td>
<td>4.74</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>2.79</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>19.53</td>
<td>81%</td>
</tr>
<tr>
<td>1912 Morgan Ave</td>
<td>4.67</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>2.07</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>15.74</td>
<td>66%</td>
</tr>
<tr>
<td>1980 Dogwood</td>
<td>4.69</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2.63</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>18.32</td>
<td>76%</td>
</tr>
<tr>
<td>2017 Bishop Dr</td>
<td>4.69</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2.63</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>17.32</td>
<td>72%</td>
</tr>
<tr>
<td>2225 Doris Dr</td>
<td>4.76</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2.80</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>16.56</td>
<td>69%</td>
</tr>
<tr>
<td>2964 Marginal Rd</td>
<td>4.51</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>2.86</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>20.37</td>
<td>85%</td>
</tr>
<tr>
<td>3889 Paramount Dr</td>
<td>4.14</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2.58</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>14.72</td>
<td>61%</td>
</tr>
<tr>
<td>4828 Foxwood Dr</td>
<td>4.62</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2.54</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>14.16</td>
<td>59%</td>
</tr>
<tr>
<td>5317 Alvie St</td>
<td>4.28</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2.61</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>14.88</td>
<td>62%</td>
</tr>
<tr>
<td>6306 Brandt St</td>
<td>4.67</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>2.07</td>
<td>3</td>
<td>0</td>
<td>2</td>
<td>15.74</td>
<td>66%</td>
</tr>
<tr>
<td>6992 Vista Court</td>
<td>4.44</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>1.96</td>
<td>3</td>
<td>1</td>
<td>3</td>
<td>17.40</td>
<td>73%</td>
</tr>
<tr>
<td>7646 Allwood Ave</td>
<td>4.62</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>2.54</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>17.16</td>
<td>71%</td>
</tr>
<tr>
<td>9789 Peatwood Dr</td>
<td>4.65</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2.41</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>15.06</td>
<td>63%</td>
</tr>
</tbody>
</table>
PHASING:
The table below breaks the homes into four phases for development based on composite scores.

<table>
<thead>
<tr>
<th>PHASE</th>
<th>ADDRESS</th>
<th>PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHASE I</td>
<td>2964 Marginal Rd</td>
<td>85%</td>
</tr>
<tr>
<td></td>
<td>1138 Oxbow Dr</td>
<td>82%</td>
</tr>
<tr>
<td></td>
<td>1535 Keswick Dr</td>
<td>81%</td>
</tr>
<tr>
<td></td>
<td>1316 Garrison St</td>
<td>77%</td>
</tr>
<tr>
<td>PHASE II</td>
<td>1980 Dogwood</td>
<td>76%</td>
</tr>
<tr>
<td></td>
<td>6992 Vista Court</td>
<td>73%</td>
</tr>
<tr>
<td></td>
<td>2017 Bishop Dr</td>
<td>72%</td>
</tr>
<tr>
<td></td>
<td>7646 Allwood Ave</td>
<td>71%</td>
</tr>
<tr>
<td>PHASE III</td>
<td>2225 Doris Dr</td>
<td>69%</td>
</tr>
<tr>
<td></td>
<td>1912 Morgan Ave</td>
<td>66%</td>
</tr>
<tr>
<td></td>
<td>6306 Brandt St</td>
<td>66%</td>
</tr>
<tr>
<td></td>
<td>9789 Peatwood Dr</td>
<td>63%</td>
</tr>
<tr>
<td>PHASE IV</td>
<td>5317 Alvie St</td>
<td>62%</td>
</tr>
<tr>
<td></td>
<td>3889 Paramount Dr</td>
<td>61%</td>
</tr>
<tr>
<td></td>
<td>4828 Foxwood Dr</td>
<td>59%</td>
</tr>
<tr>
<td></td>
<td>1118 Carverwood Dr</td>
<td>57%</td>
</tr>
</tbody>
</table>
ROUNDTABLE ATTENDEES:
This table provides a list of individuals that participated in housing roundtables held on March 30-31, 2022.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Attendee(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Star Gospel Mission</td>
<td>Marion Platt</td>
</tr>
<tr>
<td>Metanoia</td>
<td>Bill Stanfield</td>
</tr>
<tr>
<td></td>
<td>Duncan Cheney</td>
</tr>
<tr>
<td>Sea Island Habitat for Humanity</td>
<td>John Rhoden</td>
</tr>
<tr>
<td></td>
<td>Sheilagh Carlisle</td>
</tr>
<tr>
<td>Community First Land Trust</td>
<td>Henrietta Woodward</td>
</tr>
<tr>
<td>Origins SC</td>
<td>Stephanie Moreau</td>
</tr>
<tr>
<td>Charleston County Housing &amp; Redevelopment Authority</td>
<td>Franklin Scott</td>
</tr>
<tr>
<td>Neighbors Together</td>
<td>Kara Stewart</td>
</tr>
<tr>
<td>Mungo Contructions</td>
<td>Ward Mungo</td>
</tr>
<tr>
<td>Lowcountry Alliance for Model Communities</td>
<td>Omar Muhammed</td>
</tr>
<tr>
<td>Palmetto Community Action Partnership</td>
<td>Sheila Gibbs</td>
</tr>
<tr>
<td></td>
<td>Casdell Singleton</td>
</tr>
<tr>
<td>Charleston Redevelopment Organization</td>
<td>F.A. Johnson</td>
</tr>
<tr>
<td>Tricounty Weatherization Group</td>
<td>Liz Irvin</td>
</tr>
<tr>
<td></td>
<td>Will Irvin</td>
</tr>
<tr>
<td>Charleston Area Urban League</td>
<td>Otha Meadows</td>
</tr>
<tr>
<td>Charleston Habitat for Humanity</td>
<td>Lynn Bowley</td>
</tr>
<tr>
<td>The Housing Authority of the City of Charleston</td>
<td>Art Miligan</td>
</tr>
</tbody>
</table>
Committee Agenda Item

To: Bill Tuten, County Administrator
From: Gail Carson
Dept.: Community Services
Subject: Allocation of US Treasury ARPA funds for Critical Home Repairs-Program Design
Request: Request to Approve
Committee: Finance Committee
Date: June 16, 2022

Department | Approver
--- | ---
Deputy County Administrator | Christine O. Durant
Grants | Gail Marion
Budget | Mack Gile
Legal | Marc Belle
Administrator | Bill Tuten
Clerk | Kristen L. Salisbury

Fiscal Impact:
Funding will come from American Rescue Act Plan

Funding: Was funding previously approved? N/A

<table>
<thead>
<tr>
<th>If yes, please provide the following:</th>
<th>Org</th>
<th>Object</th>
<th>Balance in Account</th>
<th>Amount Needed for item</th>
</tr>
</thead>
</table>

Situation:
At a meeting of County Council held on May 10, 2022, Council voted to allocate $3 million from ARPA funds for emergency housing rehabilitation targeted at LMI senior citizens. County Council stipulated that no funds would be allocated until the project guidelines were developed and the plan presented to Council for approval.

Elderly low-to-moderate income (LMI) homeowners are residing in homes with faulty roofs, floors with compromised structural integrity, inadequate heating and cooling systems and bathrooms that are not designed to accommodate diminished mobility associated with the aging process. The Community Development Department has effectively administered HUD home repair grant funds for over 25 years, partnering with non-profits to address critical home repair needs of Charleston County citizens. The Community Development Department staff will manage and provide oversight of the ARPA-funded Critical Home Repair for Seniors Project. Administrative coordination of expenditure and outcomes reporting will occur in coordination with the Housing and Neighborhood Revitalization Department. Community Development has designed an Implementation Plan (Attachment A) which responds to the critical home repair needs in three PHASES:

PHASE ONE- Implementation Timeline- Upon County Council Approval of the Critical Home Repairs Plan
The goal of Phase 1 is to approve funding of contract(s) with non-profits who previously requested funding but were not awarded their full amount requested through the HUD CDBG process. The proposed Grant Partners (listed below) along with the balance of funds requested but not received. The single home funding cap will be limited to $30,000 and focus on critical emergency repairs. Department Head Approval or DCA approval will be required if the cost exceeds this amount by no more than 10%.

Entitlement grant request—(reference Table 1 in the attachment):

<table>
<thead>
<tr>
<th>Grant Partner</th>
<th>County CDBG</th>
<th>Approved</th>
<th>CDBG Amount</th>
<th>Proposed ARPA Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operation Home</td>
<td>$176,000</td>
<td>$89,607</td>
<td>$86,393</td>
<td>$86,393</td>
</tr>
<tr>
<td>Home Works of America</td>
<td>$150,000</td>
<td>$89,607</td>
<td>$60,393</td>
<td>$60,393</td>
</tr>
<tr>
<td>Home Dreams Foundation</td>
<td>$61,974</td>
<td>$0</td>
<td>$61,974</td>
<td>$61,974</td>
</tr>
</tbody>
</table>

* Not awarded funding due to limited staff capacity to handle Federal regulations

Total to be funded: $208,760

PHASE TWO – Implementation Timeline to run concurrently with PHASE ONE

The goals of Phase 2 are to (1) ensure that homes are adequately insulated, resulting in healthy dwellings that are energy efficient; and (2) reduce overall costs for low to moderate income citizens. This program will require a contract with the Sustainability Institute, a Sole Source Provider of the preferred Service Model. ARPA funding cap is not to exceed $12,000 per project without Department Head Approval or DCA approval.

The scope of this contract will include Inspections, Assessments and Energy Audits and Weatherization, Insulation, Sealing, Duct Repair HVAC Replacement. $600 per home $4,000 per home $4,500-$5,500 per home

PHASE THREE – Implementation Timeline - Within 30 days of County Council Approval of PHASE ONE

The goals of Phase 3 are to (1) establish the RFQ process to expand the pool of critical home repair grant partners; and (2) following the closure of the RFQ, authorize staff to contract with qualified respondents, assist with homeowner eligibility review and certification, conduct outreach, generate referrals, and respond to critical home repair needs of elderly citizens throughout Charleston County following the same thresholds as defined in Phase one.

This program will require an additional FTE to conduct/certify household eligibility, provide outreach to identify service gaps across Charleston County, generate referrals as needed, and move elderly applicant(s) from referral status to project execution and repair as well as additional funding associated with project operations, administration, and oversight. Under the ARPA guidelines, 10% of the total allocation can be used for administrative costs.

Department Head Recommendation:

• Approve the Critical Home Repair Plan as attached.
• Allocate $208,760 to the Entitlement Grant Partners as attached.
• Approve an additional $300,000 allocation from ARPA to fund 1 FTE and costs associated with project operations, administration, and oversight.
• Authorize 1 FTE to administer the program with the understanding that there is no ongoing commitment from the county at the conclusion of the ARPA grant.
PROPOSED PLAN TO ADDRESS CRITICAL HOME REPAIRS FOR ELDERLY LMI HOMEOWNERS

Prepared May 25, 2022
Submitted by Charleston County Community Services Department
Background
Elderly low-to-moderate income (LMI) homeowners with limited financial resources are often faced with the dilemma of needing to prioritize which essential living expenses take precedence. With the escalating costs of food, utilities and medical care, critical home repair needs have not been an affordable choice. Years of unresolved home repair needs have resulted in countless number of elderly homeowners residing in homes with faulty roofs, inadequate heating and cooling systems, floors that have compromised structural integrity, bathrooms that are not designed to accommodate diminished mobility associated with the aging process and reduced access to safe entry and egress which result in the elderly virtually being trapped in their homes. Repair of owner-occupied homes continues to be one of the top 3 priorities identified by Charleston County citizens as reflected in the Charleston County Community Development Department’s 2021 Consolidated Plan which solicited citizen’s participation in its annual survey.

Target Population – Senior Citizens, aged 62 and older, homeowner or current occupant with heirs’ property ownership interest

Efforts to Address Needs
The Charleston County Community Development Department manages Housing and Urban Development (HUD) grant funds and has effectively administered these funds for over 25 years. The need for critical home repairs consistently exceeds the annual level of County funds allocated by HUD. This need is further evident given that Charleston County Urban Entitlement nonprofit critical repair grant partners expend their awarded HUD grant funds without being able to serve the needs of the majority of LMI homeowners on their wait lists. Additionally, the cross-cutting Federal Regulations imposed by the HUD funding source is often restrictive, prohibitive and contributes to delays and at worst project ineligibility.

Strategies to Efficiently and Expeditiously Respond to Critical Home Repair Needs
The American Rescue Plan Act (ARPA) funds impose fewer regulatory obstacles and restrictions, this offers an opportunity to infuse and expand the existing critical home repair funding arena with financial resources to secure contract personnel and materials resulting in expanded capacity to undertake an increased volume of critical home repairs. Charleston County Community Development Department has initiated preliminary discussions with our critical home repair grant partners to determine their capacity to expand their home repairs services. The following are key strategies to developing and implementing a successful expansion of the existing home repair initiative.

PHASE ONE – Implementation Timeline – Upon Funding Approval by County Council

1. **Proposed Plan**
Contract with grant partners who have experience managing Critical Home Repair projects for elderly homeowners. Grant partners include nonprofits who applied for CDBG home repair
funding from HUD through the County’s Urban Entitlement grant application process. Two applicants were awarded partial funding, one applicant was not recommended for funding due to his agency’s limited staff resources needed to manage and comply with Federal requirements. The grant partner (Home Dreams) has historically selected challenging projects and has been able to successfully procure contract services, execute repairs and meet project repair requirements. The recommended PHASE ONE funding level (Table 1 below) would bring these grant partners to their HUD total funding request.

**Grant Partners**

**Operation Home** brings home, health, and hope to low-income families in Charleston County. Completed repairs allow homeowners to live in safe, accessible homes. Grant partner with Charleston County Community Development for 10+ years.

**Home Works of America** serves the Low Country of South Carolina by providing home repairs to elderly, disabled and veteran homeowners while engaging student volunteers. Grant partner with Charleston County Community Development Department since 2019.

**Home Dreams Foundation**’s Hazard Free Homes Program assists homeowners with maintaining the safety of their homes as well as increase and maintain the value of their greatest asset by providing critical repair services. Grant partner with Charleston County Community Development Department since 2018.

**Table 1** - Fund/contract with grant partners at the funding level requested in their 2022 HUD CDBG Urban Entitlement grant request

<table>
<thead>
<tr>
<th>Grant Partner</th>
<th>County CDBG Funding Request</th>
<th>Approved Allocation</th>
<th>CDBG Amount not Funded</th>
<th>Proposed ARPA Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operation Home</td>
<td>$176,000</td>
<td>$89,607</td>
<td>$86,393</td>
<td>$86,393</td>
</tr>
<tr>
<td>Home Works of America</td>
<td>$150,000</td>
<td>$89,607</td>
<td>$60,393</td>
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</tr>
<tr>
<td>Home Dreams Foundation</td>
<td>$61,974</td>
<td>0</td>
<td>$61,974</td>
<td>$61,974</td>
</tr>
</tbody>
</table>

ARB funding cap not to exceed $30,000 per project without Department Head Approval or DCA approval

Total to be funded $208,760

2. **Proposed Plan**

Identify resources and supports needed to implement the expanded critical home repair initiative

a. Provide Charleston County staffing resource to facilitate and expedite the repair process

Certifying participant eligibility to receive grant funded services is a prerequisite, this can be and has been an obstacle to timely project execution. The Community Development Department is skilled in conducting the participant eligibility and certification process. Community Development proposes to conduct the eligibility and certification process by expanding their staffing by one full time FTE. The staffing resource would be available to our PHASE ONE grant partners as they work thru their current wait list, complete repair work, and
generate new referrals. The staff would also be responsible for outreach efforts to determine critical home repair service gaps across Charleston County, generate referrals and in essence serve as “boots on the ground”. The new position would allow eligibility certifications to be conducted within the Community Development Department, as new Critical Home Repair referrals are received across all phases of the project. This would reduce the amount of time required to move an applicant from referral status to project execution/repair.

b. Expand the pool of construction contractors to ensure timely repair project completion

The unprecedented growth of the regions’ housing development market has drastically diminished the pool of available contractors interested in small scale repair projects. Community Development has experience cultivating contractor interest in grant funded repair projects and has done so in the past working collaboratively with the Charleston County’s Disadvantaged Business Enterprise (DBE), a component of Charleston County’s Contracts and Procurement Department. The DBE Program assists in the development of Disadvantaged Business Enterprises, to increase their competitiveness in the marketplace. Working with the County’s Disadvantaged Business Enterprise (DBE) Community Development would seek to expand the list of contractors bidding on the Critical Home Repairs for the Elderly projects.

c. Establish the availability of Advance Payments to Grant Partners

Providing the availability of an advance payment option would be an incentive and provide much needed resources to quickly execute Critical Home Repair for the Elderly projects should our grant partners have cash supply challenges. The Community Development Department has an established advance payment policy and full compliance with the policy would be required and enforced should a grant partner seek this option.

PHASE TWO – Implementation Timeline to run concurrently with PHASE I

1. Proposed Plan

Ensure that homes are adequately insulated resulting in healthy homes that are energy efficient while minimizing potential for infestation. Conduct Energy Audits, provide weatherization, insulation, cooling and heating repairs and retrofits.

The Lowcountry's poorest communities are the most ill-equipped and vulnerable to severe climate related challenges inclusive of excessive heat, flooding and air pollution. Homeowners, long term occupants in these communities, are disproportionately impacted by having a higher rate of adverse health conditions. Low-income households spend a large portion of their income on home energy costs. Energy efficiency improvements in low-income households can reduce electricity consumption by an average of 30%. Community Development has partnered with the Sustainability Institute in past years to manage energy audit projects, weatherization, insulation and heating, cooling retrofits. As a sole source nonprofit provider of the identified services, the Sustainability Institute has over 15 years’ experience working to protect and sustain vulnerable neighborhoods struggling with unaffordable energy costs. Sustainability Institute would accept referrals to conduct energy audits to detect leaks (combustion
equipment; HVAC ducts and house air leaks), perform weatherization and insulation of attics, crawlspaces, and hot water heaters. Sustainability would work both collaboratively with other non-profits conducting critical repairs who see need for weatherization, and individually when only their services are needed. Contracting with Sustainability Institute could commence upon funding approval by County Council.

Typical Costs – Varies, based upon size, age, location, and condition of home

<table>
<thead>
<tr>
<th>Inspections, Assessments and Energy Audits</th>
<th>Weatherization, Insulation, Sealing, Duct Repair</th>
<th>HVAC Replacement</th>
</tr>
</thead>
<tbody>
<tr>
<td>$600 per home</td>
<td>$4,000 per home</td>
<td>$4,500-$5,500 per home</td>
</tr>
</tbody>
</table>

ARPA funding cap not to exceed $12,000 per project without Department Head Approval or DCA approval

**PHASE THREE** – Implementation - Within 30 days of County Council Funding Approval of PHASE ONE

1. **Proposed Plan**
Identify additional critical repair grant partners as we anticipate that repair needs could not be efficiently addressed without expanding the pool of grant partners.

Community Development will work collaboratively with the Charleston County Procurement Department to establish the RFQ process which would seek responses from any nonprofit experienced in critical home repairs. Grant partners identified in PHASE ONE would be eligible to apply for additional critical home repair funds.
Memorandum

To: Finance Committee
From: Kristen Salisbury, Clerk of Council
Date: June 6, 2022
Subject: ARPA Funding for Housing

At the Finance Committee of June 16, 2022, Councilmember Wehrman would like to discuss setting ARPA funding aside for housing. Action may be taken.
Charleston County Council
Memorandum

To: Human Resources Committee
From: Kristen Salisbury, Clerk of Council
Date: May 27, 2022
Subject: Parental/Extended Leave

At the Human Resources Committee of June 2, 2022, the Human Resources Committee will discuss Parental/Extended Leave. Action may be taken.

If action is taken, the Finance Committee will consider the recommendation.
Charleston County Council
Memorandum

To: Human Resources Committee

From: Kristen Salisbury, Clerk of Council

Date: June 8, 2022

Subject: County Council’s Employees Evaluations

At the Human Resources Committee of June 16, 2022, the Committee will enter Executive Session to discuss the County Council’s Employees Evaluations.