

TOWN COUNCIL

STAFF REPORT

Projects and Watershed Resilience Department



MEETING DATE:	March 11, 2025
PROJECT:	Consideration of a Proposed Lighting Agreement with Dominion Energy for the Sarah Riley Hooks Cottage Project (Fiscal Impact \$35,080.85 over a 10-year term)
PROJECT MANAGER:	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

REQUEST: Town Staff requests that Town Council authorize the Town Manager to execute a Lighting Agreement (Attachment 1) with Dominion Energy to install and maintain four (4) property lights at the Sarah Riley Hooks Cottage project. The fiscal impact is comprised of two parts. An upfront facility charge of \$34,645.25 and an annual electricity cost of \$435.60. Both are within the approved budget limit for Fiscal Year 2025, illustrated on the attached Project Data Sheet (Attachment 2). By paying the facility charges upfront, the Town saves approximately \$11,870.35 over the duration of the agreement. The term of the Lighting Agreement is ten years with a total fiscal impact of \$35,080.85. Due to the multi-year commitment and initial capital outlay, staff is bringing the agreement before Council.

BACKGROUND: The proposed new lights will provide lighting around the cottage and within the property boundaries. The proposed lights are LED, shepherds hook style fixture that will match the existing streetlight style throughout the Historic District.

NEXT STEPS:

1. Following Town Council approval of this Agreement, the Town Manager will execute a contract with Dominion Energy.
2. Staff will coordinate the installation of the necessary conduit.
3. Upon receipt of the poles and fixtures (eight to ten weeks from execution of the Agreement), Dominion Energy will schedule the installation of the lights in conjunction with the streetscape construction schedule.

SUMMARY: This project originated from the Town of Bluffton's FY 2021-2022 Strategic Plans. It is supportive of the following guiding principles of the Town:

- Community Quality of Life Focus Area, Guiding Principal #1: Preserve and enhance the historic and cultural identity/resources that reflect the values and traditions of our community. We support and promote cultural activities that reflect our historic legacy.

- Infrastructure Focus Area, Guiding Principal #3: Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.

Consistent with the above Guiding Principles, Staff is requesting Town Council authorize the Town Manager to execute the Lighting Agreement with Dominion Energy to install and maintain site lighting for the Sarah Riley Hooks Cottage project.

ATTACHMENTS:

1. Lighting Agreement
2. Project Data Sheet
3. Proposed Motion