



Finance, Administration, and Economic Development Committee

Beaufort County, SC

This meeting will be held both in person at the County Council Chambers, 100 Ribaut Road, Beaufort, and virtually through Zoom.

Monday, October 28, 2024

3:00 PM

MINUTES

The video stream of this meeting is available on the County's website:

<https://beaufortcountysc.new.swagit.com/videos/318788>

COMMITTEE MEMBERS:

MARK LAWSON, CHAIRMAN
DAVID P. BARTHOLOMEW
YORK GLOVER

ANNA MARIA TABERNIK, VICE-CHAIR
GERALD DAWSON
JOSEPH F. PASSIMENT, EX-OFFICIO

1. CALL TO ORDER

Committee Chairman Lawson called the meeting to order at 3:00 pm.

PRESENT

Committee Chair Mark Lawson
Committee Vice-Chair Anna Maria Tabernik
Council Member David Bartholomew
Council Member Gerald Dawson
Council Member York Glover
Council Member Paula Brown
Council Member Alice Howard

ABSENT

Chairman Joseph Passiment
Vice-Chairman Lawrence McElynn
Council Member Logan Cunningham
Council Member Thomas Reitz

2. PLEDGE OF ALLEGIANCE

Committee Chairman Lawson led the Pledge of Allegiance.

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

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

4. APPROVAL OF AGENDA

Motion: It was moved by Council Member Dawson, Seconded by Council Member Brown to approve the agenda.

The Vote: The motion was approved without objection.

5. APPROVAL OF MINUTES - September 23, 2024

Motion: It was moved by Committee Vice-Chair Tabernik, Seconded by Council Member Howard to Approve the Minutes from September 23, 2024.

The Vote: The motion was approved without objection.

6. CITIZEN COMMENT PERIOD- 15 MINUTES TOTAL

Anyone who wishes to speak during the Citizen Comment portion of the meeting will limit their comments and speak no longer than three (3) minutes. Speakers will address Council in a respectful manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, or obscene language. In accordance with Beaufort County's Rules and Procedures, giving of a speaker's time to another is not allowed.

Mr. Terrell- regarding item # 11: Recommend Approval to Council of a Contract Award to Design-Build Team Mitchel Construction & Coast Architects for IFB #080824 Agnes Major & Wesley Felix Community Centers.

To hear the full portion of Citizen Comments:

<https://beaufortcountysc.new.swagit.com/videos/318788?ts=84>

7. ASSISTANT COUNTY ADMINISTRATOR REPORT - Hank Amundson- Special Assistant to County Administrator; and John Robinson, Assistant County Administrator

Hank Amundson, Special Assistant to County Administrator: ARPA update.

Valarie Althoff, Budget Manager: Budget Transfers within the County.

Dave Thomas, Purchasing Director: Purchasing Department update.

John Robinson, Interim CFO: General Fund Balance update.

To hear the full report: <https://beaufortcountysc.new.swagit.com/videos/318788?ts=223>

AGENDA ITEMS

8. RECOMMEND APPROVAL TO COUNCIL OF AN ORDINANCE APPROPRIATING FUNDS FROM THE STATE A-TAX FUNDS AS RECOMMENDED BY THE STATE A-TAX COMMITTEE IN COMPLIANCE WITH THE REQUIREMENTS OF SOUTH CAROLINA CODE OF LAWS - Johnathan Sullivan, Chairman A-Tax Committee (State 2%)

Presentation of Accommodations Tax (State 2%) Committee Recommendations to Tourism-Related Organizations in the Amount of \$760,250.00.

Beaufort County Director of Compliance and Internal Controls Christine Webb and Senior Accountant Brycen Campbell determined an allocation of \$1,300,000 from State A-Tax Funds Collections to be awarded to grant applications as per the backup material in the agenda. The committee recommends that the Council allocate \$760,250.00 of the funds for this cycle.

Motion: It was moved by Committee Vice Chair Tabernik, Seconded by Council Member Glover, to Recommend Approval to Council of an Ordinance Appropriating Funds from the State A-Tax Funds as Recommended by the State A-Tax Committee in Compliance with the Requirements of South Carolina Code of Laws.

The Vote: The motion was approved without objection.

To hear the full discussion: <https://beaufortcountysc.new.swagit.com/videos/318788?ts=2435>

9. **RECOMMEND APPROVAL TO COUNCIL OF AN ORDINANCE AMENDING BUDGET ORDINANCE 2024/25, TO REFLECT THE APPROVAL OF USE OF GENERAL FUND -FUND BALANCE FOR \$3,200,000 FOR FLEET SERVICES VEHICLE AND EQUIPMENT PURCHASES, \$4,303,000 FOR BEAUFORT EXECUTIVE AIRPORT HANGAR CONSTRUCTION, AND WAIVE \$712,750.52 BEAUFORT EXECUTIVE AIRPORT PAYABLE LOAN TO THE GENERAL FUND (FISCAL IMPACT: *If approved by Council, the finance department will amend Budget Ordinance 2024/25 to reflect the funding options selected by council*) - John Robinson, Assistant County Administrator**

Beaufort County's Finance department must amend the FY 25 Budget to reflect the appropriation of funds from the General Fund, which is the Fund Balance.

County Administration desires to use the General Fund-Fund Balance to complete two county projects.

Project #1: The request to authorize the transfer of \$3,200,000 from the general fund- fund balance to the Fleet Service line item in the capital fund for purchasing 36 vehicles and equipment to support Beaufort County departments.

Project #2: The request to authorize the transfer of \$4,303,000 from the general fund - fund balance to the Beaufort Executive Airport Enterprise fund for the construction of additional hangars and waive the existing debt of \$712,750.52 to the general fund.

Main Motion: It was moved by Council Member Dawson, Seconded by Committee Vice- Chair Tabernik to Approve Project #1 The Request to Authorize the Transfer of \$3,300,000 from the General Fund- Fund Balance to the Fleet Service Line Item in the Capital Fund for Purchasing 36 Vehicles and Equipment to Support Beaufort County Departments.

The Vote: The motion was approved without objection.

Motion to Amend: It was moved by Committee Vice-Chair Tabernik, Seconded by Council Member Bartholomew to bifurcate the item to take the two requests as two separate motions. Project #1 The request to authorize the transfer of \$3,200,000 from the general fund- fund balance to the Fleet Service line item in the capital fund for purchasing 36 vehicles and equipment to support Beaufort County departments and Project #2: The request to authorize the transfer of \$4,303,000 from the general fund - fund balance to the Beaufort Executive Airport Enterprise fund for the construction of additional hangars and waive the existing debt of \$712,750.52 to the general fund.

The Vote: The motion was approved without objection.

Motion to Amended: It was moved by Committee Vice- Chair Tabernik, Seconded by Council Member Howard to approve Project # 1: The Request to Authorize the Transfer of \$3,300,000 from the General Fund - Fund Balance to the Fleet Service Line Item in the Capital Fund for Purchasing 36 Vehicles and Equipment to Support Beaufort County Departments and Remove Project #2: for a Later Discussion.

The Vote: The motion was approved without objection.

To hear the full discussion: <https://beaufortcountysc.new.swagit.com/videos/318788?ts=3759>

10. RECOMMEND APPROVAL TO COUNCIL OF A RESOLUTION TO ACCEPT GRANT FUNDS FROM THE SOUTH CAROLINA DEPARTMENT OF COMMERCE IN THE AMOUNT OF \$100,000 IN SUPPORT OF PROJECT MICRO -Hank Amundson- Special Assistant to County Administrator

The South Carolina Department of Commerce is granting \$100,000 to an economic development project to improve the building of its newly located operation in Northern Beaufort County.

The County must be the recipient and sub-granting entity that agrees to monitor the Company's compliance and performance and then disburses the grant as a reimbursement when proof of expenditure is obtained.

The Development Corporation staff will provide multiple forms to help the County with its oversight. The main components of their assistance are payment verification and compliance reports.

The County has done this multiple times in the past year to support economic development, but this award is more significant than previous ones.

Motion: It was moved by Council Member Howard, Seconded by Council Member Brown, to Approval to Council of a Resolution to Accept Grant Funds from the South Carolina Department of Commerce in the Amount of \$100,000 in Support of Project Micro.

The Vote: The motion was approved without objection.

To hear the full discussion: <https://beaufortcountysc.new.swagit.com/videos/318788?ts=6566>

11. RECOMMEND APPROVAL TO COUNCIL OF A CONTRACT AWARD TO DESIGN-BUILD TEAM MITCHEL CONSTRUCTION & COAST ARCHITECTS FOR IFB #080824 AGNES MAJOR & WESLEY FELIX COMMUNITY CENTERS (FISCAL IMPACT: \$3,040,452.00) - Hank Amundson, Special Assistant to the Administrator

The rural community/health centers were part of the original purpose of the county's ARPA funds.

In placement discussions for the centers, staffing and multi-use capabilities became priorities.

Parks and Recreation became the logical partner in the project. Community/health centers at parks, such as Agnes Major and Wesley Felix, can serve multiple purposes. Their rural placement makes them an ideal rural outpost if health services are needed in a future health emergency or pandemic, and they can also serve as a place for programmed activities such as senior services, summer camps, community gatherings, and more.

The Agnes Major Community Center in Sheldon will replace the current dilapidated structure in an existing park, and the Wesley Felix Community Center in St. Helena will be a new facility in an existing park.

This RFP and Contract award are for the first two of three community/health centers: Agnes-Major Park in Sheldon and Wesley Felix Park on St. Helena Island.

The RFP went out on July 8, 2024, and five proposals were received. The committee interviewed two teams/companies, which led to two finalists. Mitchell Construction and Coast Architects have worked to negotiate a final price for this contract.

Staff recommends approval of a contract to the Design-Build team of Mitchel Construction & Coast Architects for IFB #080824 in the amount of \$2,895,669.00 with a \$144,783.00 contingency fund for a total of \$3,040,452.00 for the new Agnes Major & Wesley Felix Community Center in Sheldon & St. Helena Island.

Motion: It was moved by Council Member Brown, Seconded by Committee Vice-Chair Tabernik, to Recommend Approval to Council of a Contract Award to Design-Build Team Mitchel Construction & Coast Architects for IFB #080824 Agnes Major & Wesley Felix Community Centers.

The Vote: The motion was approved without objection.

To hear the full discussion: <https://beaufortcountysc.new.swagit.com/videos/318788?ts=6686>

12. DISCUSSION OF THE 2025 COMMITTEE AND COUNTY COUNCIL MEETING CALENDAR

Motion: It was moved by Committee Vice-Chair Tabernik, Seconded by Council Member Howard, to Recommend Calendar #2 with a 4:00 pm Committee Meeting start time and a 6:00 pm Council Meeting Start Time with Quarterly meeting rotations South of the Broad (Hilton Head Library & Buckwalter Recreation Center).

The Vote: The motion was approved without objection.

To hear the full discussion: <https://beaufortcountysc.new.swagit.com/videos/318788?ts=7384>

13. BOARDS AND COMMISSIONS APPOINTMENTS & REAPPOINTMENTS

Motion: It was moved by Council Member Bartholomew, Seconded by Committee Vice-Chair Tabernik, to Remove the Reappointment for the Stormwater Management Utility Board from the group of Reappointments and Handle as a Separate Item.

The Vote: The motion was approved without objection.

Motion: It was moved by Committee Vice- Chair Tabernik, Seconded by Council Member Brown to approve the Boards and Commission Appointments and Reappointments: Recommend Approval of the Appointment of Joel Braun to the SouthernCarolina Alliance Board of Directors for a Partial Term with the Expiration Date of February 2027; Recommend Approval of the Appointment of Kathleen Cooper to the Library Board for a Four-Year Term with the Expiration Date of October 2028; Recommend Approval of the Appointment of Eugene Zapfel to the Keep Beaufort County Beautiful Board for a Partial Term with the Expiration Date of February 2026; Recommend Approval of the Reappointment of Herbert Glaze to the Lowcountry Council of Governments for a Four-Year Term with the Expiration Date of October 2028.

The Vote: The motion was approved without objection.

Motion: It was moved by Council Member Bartholomew, Seconded by Council Member Glover to Postpone the Board and Commission Reappointment/Appointment for the Stormwater Utility Board until the next Finance Committee Meeting.

The Vote: The motion was approved without objection.

To hear the full discussion: <https://beaufortcountysc.new.swagit.com/videos/318788?ts=7561>

14. ADJOURNMENT

5:12 pm

Ratified: November 25, 2024

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

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