



**County Council of
Beaufort County
Community Services
Committee Meeting**

Chairman
MARK LAWSON

Vice Chairman
CHRIS HERVOCHON

Committee Members
GERALD DAWSON
BRIAN FLEWELLING
STU RODMAN

Interim County Administrator
ERIC GREENWAY

Clerk to Council
SARAH W. BROCK

STAFF SUPPORT
RAYMOND WILLIAMS
WHITNEY RICHLAND

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Finance Committee Minutes

Monday, May 18, 2021 at 2:00 PM

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

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

CALL TO ORDER

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

PRESENT

Committee Chairman Lawson
Committee Vice-Chairman Hervochoch
Council Member Passiment
Council member Sommerville
Council Member Rodman
Council Member Dawson
Council Member Glover
Council Member Howard

PLEDGE OF ALLEGIANCE

Committee Chairman Lawson led the Pledge of Allegiance.

FOIA

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

APPROVAL OF AGENDA

It was moved by Council Member Rodman, seconded by Council Member Passiment to amend the agenda **"adding a presentation and action item from Suzanne Cook with the Beaufort County Sheriff's Department"**. 8:0 Motion carried

It was moved by Council Member Passiment, seconded by Council Member Dawson to **"approve the agenda as amended"**. 8:0 Motion carried

APPROVAL OF MINUTES: March 15, 2021

It was moved by Council Member Passiment, seconded by Council Member Glover to **"approve the minutes from March 15, 2021, "**. 8:0 Motion carried

Statement from Council Chairman Joseph Passiment.

CITIZEN COMMENTS

No Citizen Comments.

PRESENTATION FROM SUSZANNE COOK, BEAUFORT COUNTY SHERIFF'S OFFICE

[Link to Video and Presented Budget Spreadsheet](#)

It was moved by Council Member Rodman, seconded by Council Member Dawson to **“approve the purchase of tower top amplifiers using the Sheriff Department’s special revenue funds”**. 7:0 Motion Carried; Council Member Glover Abstained

- Total cost of purchase is approximately \$50,000 total
- Once the approval of the elected official’s budget is done, there is no need to come back for additional approval
- Only need to come back if exceeding the appropriation
- This item was put on FY22’s budget and if the use is for them now, they will not need to request those funds for FY22

UPDATE FROM CHIEF FINANCIAL OFFICER, WHITNEY RICHLAND REGARDING YEAR TO DATE FINANCIAL STATEMENTS FOR THE FISCAL YEAR 2021 AND BUDGET CALENDAR

[Link to Presentation](#)

AGENDA ITEMS

First Reading of an Ordinance for the FY 2021 Budget Amendment

- Slight modification than previously presented in February for transparency
- Transferring unused, or unspent monies to accounts that need it
- \$5 Million not expended and asking to utilize them in the funds presented in the backup material
- The use of the \$1.7 Million on Personnel is because there were some vacancies and funds weren’t used so they were transferred to departments that had some shortfalls
- PALS facilities are for the repairs to existing facilities
- Vacancies are not reported through finance, but budget auditing would pick up on those expenditures. Human Resources or the Department would have to report that
- Distance Learning grant is to cover the expenditure for that, CIA is Culinary Arts Institute is a payment to Technical College of the Low Country, Internal Audit Fee, and the additional external audit the funds were not sufficient
- PLT is the payout around December when Employees traded in their paid leave time

It was moved by Council Member Passiment, seconded by Council Member Sommerville to **“approve the First Reading of an Ordinance for the FY 2021 Budget Amendment”**. 8:0 Motion Carried. Forward to Council

Approval of the FY 2022 Budget Ordinance

[Link to Presentation and spreadsheets](#)

- Treasurer, Maria Walls presented and explained the Treasurer’s office budget request, specifically for personnel and that the backup material did not reflect the updated numbers
- Island Recreation Department is part of Parks and Recreation as a direct subsidy for \$135,000.00
- Impact fees waivers that needs to be replenished that would be discussed at the staff level
- Comp and Class, for payroll purposes, will become effective the first payroll cycle of the fiscal year
- Comp and Class increased the budget by \$3.5 Million compared to last year
- Discretionary funds for the Administrator’s budget are funded at approximately \$103,000
- \$300,000 for the County Attorney for Legal fees, Administrator for \$80,000 for legal fees

- Sheriff's Department service fees for Hilton Head is recorded in the Special Service Funds and is \$3.8 Million and this number doesn't include benefits which would increase that number to another \$500,000
- The internal service fund was not being utilized as they should be which is why the request was higher than the approved and some of those funds were moved
- Internal Service Funds were not be using appropriately and coded properly in the general fund, now it is as a part of the new budget structure
- Public Defender's line item budget which includes revenue from other Circuit 14 Counties
- Stormwater difference from this year compared to last year is due to the Capital Projects and they are utilizing their excess funds from 2021
- This budget does not include the ARCA plan because Treasury just issued guidance on the way that money can be spent

It was moved by Council Member Passiment, seconded by Council Member Glover to **"approve the FY 2022 Budget Ordinance"**. 8:0 Motion Carried. Forward to Council.

Break at 4:15-4:22

Presentation of Budget Proposals from the Technical College of the Low Country (TCL); University of South Carolina Beaufort (USCB); Beaufort Jasper, Hampton Comprehensive Health Services; and Palmetto Breeze

- HVAC program with TCL was postponed for almost a year and is primarily online and as student population is rebuilt other options are being explored
- The workforce training center has lost funding at the state level for expansion and looking at recovery monies from the Federal Government which may help with the regional workforce training center but are exploring a building structure that will fit into the cost
- Dual enrollment success is partnered with the Beaufort County School System and will be back online and integrating the more programs to TCL
- Palmetto Breeze put in for a grant for the Northern Side of Beaufort County
- Palmetto Breeze Shuttle services to Hunting Island is available if needed
- The additional \$175,000 request for BJHCH is for the pharmacy staff to support vaccination sites
- Funding comes from Jasper and the State
- Needs to submit line item budget/back up materials to finance for BJHCH request

[Link to view Power Point Presentations](#)

EXECUTIVE SESSION

- Executive Session Items have been postponed to Monday during Caucus

ADJOURNMENT

The meeting adjourned at 5:45 pm.

Ratified by Committee: August 16, 2021