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SPECIAL COUNSEL

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COUNTY ATTORNEY

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AGENDA

COUNTY COUNCIL OF BEAUFORT COUNTY

Monday, January 25, 2016

5:00 p.m.

Executive Conference Room, Administration Building  
Beaufort County Government Robert Smalls Complex  
100 Ribaut Road, Beaufort

1. CALL TO ORDER – 5:00 P.M.
2. EXECUTIVE SESSION
  - A. Discussion of proposed sale of property pursuant to the Beaufort County Rural and Critical Lands Program; and
  - B. Discussion of matters relating to the proposed location, expansion or the provision of services, encouraging location or expansion of industries or other businesses in Beaufort County
3. CAUCUS
  - A. Receipt of County Administrator's Two-Week Progress Report ([backup](#))
  - B. Receipt of Deputy County Administrator/Special Counsel's Two-Week Progress Report ([backup](#))
  - C. Discussion of consent agenda
  - D. Discussion is not limited to agenda items
4. ADJOURNMENT





## Memorandum

DATE: January 22, 2016

TO: County Council

FROM: Gary Kubic, County Administrator *Gary Kubic*

SUBJ: County Administrator's Progress Report

The following is a summary of activities that took place Monday, January 11, 2016 through Friday, January 22, 2016:

January 11, 2016

- Employee New Hire Orientation
- Joshua Gruber, Jon Rembold and Linda Hyslop re: Fort Howell
- Governmental Committee
- Tour Santa Elena Renovations / Old Federal Courthouse
- Caucus
- County Council

January 12, 2016

- Joshua Gruber, Monica Spells, Phil Foot, Colin Kinton and Eric Larson re: Presentation of Recommended Capital Sales Tax Commission Projects
- Joshua Gruber re: Director of PALS
- Joshua Gruber and Alicia Holland re: Supplemental General Fund Transfers
- Gary James re: Assessor Office Status
- Hilton Head National Golf Course Public Charrette

January 13, 2016

- No Scheduled Meetings

January 14, 2016

- Natural Resources Development Agreement Subcommittee
- Jerry Stewart, Joshua Gruber and Alicia Holland re: Finance Committee Agenda Review for January 19, 2016 Meeting

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- Disabilities and Special Needs Pinecrest and Lawton Station Tours

January 15, 2016

- Jim Beckert re: Auditor Update
- Joshua Gruber, Marc Orlando and Shawn Leininger re: County/ Town of Bluffton Issues
- Department Head Staff Meeting

January 18, 2016

- Dr. Martin Luther King, Jr., Day Holiday

January 19, 2016

- Joshua Gruber, Robert McFee, Colin Kinton, and Tony Criscitiello re: Sunset Boulevard
- Mike Zara re: Stormwater
- Finance Committee
- Public Facilities Committee

January 20, 2016

- Agenda Review with Chairman, Vice Chairman and Executive Staff re: January 25, 2016 County Council Meeting
- Suzanne Gregory and Mark Roseneau re: Grievance Committee Process
- County Transportation Committee (CTC)

January 21, 2016

- Beaufort Regional Chamber of Commerce State of the Bases Breakfast
- Attorney Robert Achurch / Road, LLC vs. Beaufort County and Equity Source Partners, LLC
- Coastal Community Foundation Panel Discussion on Workforce Housing Efforts in Beaufort County

January 22, 2016

- Tom Keaveny and Marc LeMin, Infrastructure Consulting & Engineering LLC (ICE)



## Memorandum

DATE: January 22, 2016  
TO: County Council  
FROM: Joshua A. Gruber, Deputy County Administrator  
SUBJECT: Deputy County Administrator's Progress Report

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The following is a summary of activities that took place January 11, 2016 through January 22, 2016:

### January 11, 2016 (Monday):

- Monica Spells, Alicia Holland and Phil Foot re: Bi-weekly Project Status Review
- Gary Kubic, Jon Rembold and Linda Hyslop re: Fort Howell Avigation Easement
- Adam Bryant re: Development of US 21 Parris Island Gateway Parcel
- Government Committee
- Caucus
- County Council

### January 12, 2016 (Tuesday):

- Gary Kubic, Monica Spells, Phillip Foot, Colin Kinton and Eric Larson re: Presentation of Recommended Capital Sales Tax Commission Projects
- Gary Kubic re: Hiring for Director of PALS Position
- Gary Kubic and Alicia Holland re: Supplemental General Fund Transfers
- Eric Larson, Rob McFee and Colin Kinton re: Engineering Team Coordination Meeting

### January 13, 2016 (Wednesday):

- Alicia Holland and Chanel Lewis re: Introductory Meeting with Steve Kantor, Managing Director of First Southwest
- Alicia Holland, Miriam Mitchell and Kim Olson re: Revised Risk Management Policy Statement
- Doug Pepper and Ron Covault, Officers of Callawassie POA re: Provide overview of Sales Tax/Foreclosure Processes

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January 14, 2016 (Thursday):

- Natural Resources Development Agreement Subcommittee
- Council Member Jerry Stewart, Gary Kubic and Alicia Holland re: Finance Committee Agenda Review for January 19, 2016 Meeting
- Alicia Holland re: Budget Workshop

January 15, 2016 (Friday):

- Gary Kubic, Marc Orlando and Shawn Leininger re: County/Town of Bluffton Issues
- Tab Bendle, Esq., Howell, Gibson & Hughes re: Update on County Property Acquisitions

January 18, 2016 (Monday):

- Dr. Martin Luther King, Jr. Day Holiday

January 19, 2016 (Tuesday):

- Gary Kubic, Tony Criscitiello, Rob McFee, Colin Kinton re: Sunset Boulevard
- Tabor Vaux, Tom Keaveny, Steve Hill and Daufuskie Island Council Members re: Daufuskie Island Transportation
- Finance Committee
- Dan Orvin, Esquire re: Secession Golf Club
- Council Member Gerald Dawson, Mark Roseneau, Rob McFee, Colin Kinton, Dave Thomas re: Pre-Public Facilities Meeting
- Public Facilities Committee

January 20, 2016 (Wednesday):

- Agenda review with Chairman, Vice Chairman and Executive Staff re: January 25, 2016 County Council Meeting
- Meeting with Oyster Bluff Developer re: Buffer Penetration and Replanting
- Maria Walls, Treasurer and Kimberly Chesney re: Debt Setoff Program
- County Transportation Committee

January 21, 2016 (Thursday):

- Beaufort Regional Chamber of Commerce State of the Bases Breakfast
- Animal Services Facility – Design Review Meeting

January 22, 2016 (Friday):

- South Carolina City County Managers Association (SCCMA) Winter Meeting