

COUNTY COUNCIL OF BEAUFORT COUNTY
ADMINISTRATION BUILDING
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX
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STEWART H. RODMAN
CHAIRMAN

D. PAUL SOMMERVILLE
VICE CHAIRMAN

COUNCIL MEMBERS

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BRIAN E. FLEWELLING
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MARK LAWSON
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JOSEPH F. PASSIMENT, JR.

ASHLEY M. JACOBS
COUNTY ADMINISTRATOR

SARAH W. BROCK
CLERK TO COUNCIL

AGENDA
GOVERNMENTAL COMMITTEE

Monday, July 22, 2019

3:00 p.m.

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

Governmental Committee Members:

Paul Sommerville, Chairman
Mark Lawson, Vice Chairman
Brian Flewelling
Alice Howard
Lawrence McElynn

Staff Support:

Phil Foot, Assistant County Administrator
Public Safety

1. CALL TO ORDER – 3:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. INTRODUCTIONS

[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

5. CITIZEN COMMENTS *(Comments regarding agenda items only)*

6. MAYORS DISCUSSION

- A. Local Option Sales Tax (LOST) Overview - Scott Slatton, Municipal Association & John Troyer, Finance Director for Town of Hilton Head**
- B. Impact Fee and Attainable Housing Presentation - Eric Greenway, Director Community Development (backup) (PP)**
- C. 1 Cent Transportation Projects - Rob McFee, Director Facilities & Construction Engineering (backup) (PP)**
- D. Cultural and Heritage Tourism (backup)**
- E. Northern Beaufort County Sporting Facilities**

7. DISCUSSION / Loud Vehicle Noise Ordinance – Christopher Inglese, Deputy Beaufort County Attorney (backup)



8. **APPROVAL / Resolution for Animal Service Officer Appointment** – *Phil Foot, Assistant County Administrator, Public Safety* ([backup](#))
9. **APPROVAL / Resolution to amend Beaufort County Personnel Handbook, Appendix A.9-County Emergency Disaster Policy & Procedures** - *Phil Foot, Assistant County Administrator, Public Safety* ([backup](#))
10. **Appointments and Reappointments to Boards and Commissions** ([backup](#))
 - A. APPOINTMENTS - Stu Rodman, Ashley Feaster, and Michael Alsko to the Southern Carolina Alliance Board
 - B. REAPPOINTMENTS – Richard Hamilton and Susan Zellman to the Lowcountry Regional Transport Authority

11. **ADJOURNMENT**



IMPACT FEES

Impact Fees are governed by SC State Law Section 6-1-910, et seq.

The Impact Fee Act requires that the process for adopting an impact fee ordinance begins with a resolution of the council directing the local planning commission to conduct the necessary studies and recommend an impact fee ordinance developed in accordance with the Act. S.C. Code § 6-1-950(A).

In preparing and making its recommendations, the planning commission is to use the same procedures as those used in developing the comprehensive plan, unless other procedures are specified in the Impact Fee Act. S.C. Code § 6-1-950.

It must address affordable housing (families whose incomes do not exceed eighty percent of the median income for the service area or areas within the jurisdiction of the governmental entity).

It is a fee, not a tax, and does not include other types of licensing and permits.



IMPACT FEES

Public facilities means: includes water/ wastewater and stormwater

solid waste and recycling collection, treatment, and disposal facilities;

roads, streets, and bridges including, but not limited to, rights-of-way and traffic signals;

public safety facilities, including law enforcement, fire, emergency medical and rescue, and street lighting;

capital equipment and vehicles, with an individual unit purchase price of not less than one hundred thousand dollars including, but not limited to, equipment and vehicles used in the delivery of public safety services, emergency preparedness services, collection and disposal of solid waste, and storm water management;

parks, libraries, and recreational facilities; and

public education facilities for grades K-12 including, but not limited to, schools, offices, classrooms, parking areas, playgrounds, libraries, cafeterias, gymnasiums, health and music rooms, computer and science laboratories, and other facilities considered necessary for the proper public education of the State's children.



IMPACT FEES

- The Tischler Bise Scope for Beaufort County Council involves the update of the impact fee study for Parks, Library, and Roads.
- Scope later modified to include the addition of Public Safety and Solid Waste.
- Scope includes school impact fee for Beaufort County School District. Must be adopted by County Council and administered through IGAs.





IMPACT FEES

- ✓ TASK 1: PROJECT INITIATION / DATA ACQUISITION
- ✓ TASK 2: PREPARE LAND USE ASSUMPTIONS AND DEVELOPMENT PROJECTIONS
- ✓ TASK 3: DETERMINE CAPITAL FACILITY NEEDS AND SERVICE LEVELS
- ✓ TASK 4: EVALUATE DIFFERENT ALLOCATION METHODOLOGIES
- ✓ TASK 5: DETERMINE NEED FOR "CREDITS" TO BE APPLIED AGAINST CAPITAL COSTS
- ✓ TASK 6: CONDUCT FUNDING AND CASH FLOW ANALYSIS
- TASK 7: PREPARE IMPACT FEE REPORTS, PUBLIC PRESENTATIONS
- TASK 8: STAKEHOLDER OUTREACH
- TASK 9: PREPARE IMPACT FEE ORDINANCES



IMPACT FEES SCHOOLS

- ✓ TASK 1: PROJECT INITIATION / DATA ACQUISITION
- ✓ TASK 2: RECOMMEND STUDENT GENERATION RATES
- ✓ TASK 3: DETERMINE CAPITAL FACILITY NEEDS AND SERVICE LEVELS
- ✓ TASK 4: DETERMINE THE NEED FOR CREDITS
- ✓ TASK 5: CONDUCT FUNDING SOURCE AND CASH FLOW ANALYSIS
- TASK 6: REVIEW AND COMMENT ON TECHNICAL ANALYSIS
- TASK 7: PREPARATION OF SCHOOL IMPACT FEE REPORT, PUBLIC PRESENTATION
- TASK 8: STAKEHOLDER OUTREACH
- TASK 9: PREPARE SCHOOL IMPACT FEE ORDINANCE
- TASK 10: PREPARE INTERLOCAL AGREEMENTS





IMPACT FEES

SECTION 6-1-1020. Refunds of impact fees

Impact fees that have not been expended within three years of the date they were scheduled to be expended must be refunded on a first-in, first-out basis.

SECTION 6-1-1090. Annexation

A county-development impact fee ordinance imposed in an area which is annexed by a municipality is not affected by this article until the development impact fee terminates, unless the municipality assumes any liability which is to be paid with the impact fee revenue.

IGAs are an option for dealing with collection of impact fees for annexed properties.



IMPACT FEES

Attainable (Affordable) Housing :

Affordable Housing means housing affordable to families whose incomes do not exceed 80 percent of the median income for the service area or areas within the jurisdiction of the county.

1. Beaufort County Code Section 82-33 3(c):
A discount for affordable housing units based on the following table:

Area Median Income (AMI)	Impact Fee Discount
Under 60%	100%
60% to 80%	60%
Over 80%	0%

2. \$100K budgeted for waiving impact fees for attainable housing projects.
3. Studying the development of a Housing Trust Fund.



ATTAINABLE HOUSING

SOLUTIONS TO ADDRESS HOUSING NEEDS:

- Multiple solutions to address need for affordable housing
- Charge from SoLoCo Board: Present a framework to adopt a multi-jurisdictional housing trust fund





ATTAINABLE HOUSING

HOUSING TRUST FUNDS

- Affordable Housing Trust Fund (HTF) – a proven best practice to address the lack of affordable housing.
- More than 780 housing trust funds in cities, counties, and states that generate more than \$1.5 billion per year for affordable housing.
- HTF's are established by elected governmental bodies (city, county, or state level).
- Revenue is dedicated, by ordinance or law, to a distinct fund with the express purpose of providing affordable housing.
- A regional housing trust fund (RHTF) is defined as “a multi-jurisdictional government fund separate from the general fund and established jointly by the governing authorities of one or more municipalities or county governments with one or more dedicated sources of public revenue and authorized expenditures.”



ATTAINABLE HOUSING

A REGIONAL PROBLEM NEEDS A REGIONAL SOLUTION.

Therefore, the subcommittee recommends pursuing a multi-jurisdictional housing trust fund.

- ✓ Create high financial leverage capabilities
- ✓ Produce a high number of units per year
- ✓ Leverage existing organizations as partners





ATTAINABLE HOUSING

RECOMMENDATIONS

- Begin implementation of a Regional Housing Trust Fund;
- Hire a consultant to study and set up the Regional HTF framework;
- County-wide initiative (Beaufort & Jasper); add North of the Broad municipalities; and
- Appoint a Steering Committee:
 - 2 Representatives from each jurisdiction
 - 1 Representative from each of Home Builders Association, Realtors Association, Habitat for Humanity, Jasper Neighbors United, Housing Authority, and Financial Industry

BEAUFORT COUNTY

1 CENT TRANSPORTATION SALES TAX UPDATE



PROJECTS IN DEVELOPMENT	FUNDING SOURCE	STATUS
Hazel Farm Road/Gay Drive Connector	2018 1 CENT PROGRAM	Development and Programming
Lady's Island Middle School Access Realignment	2018 1 CENT PROGRAM	Development and Programming
Sunset Blvd. and/ Miller Drive West improvements	2018 1 CENT PROGRAM	Development and Programming
Beaufort High School Access Realignment	2018 1 CENT PROGRAM	Development and Programming
US 21/US 21 bus/SC 802 Mainline Improvements	2018 1 CENT PROGRAM	Development and Programming

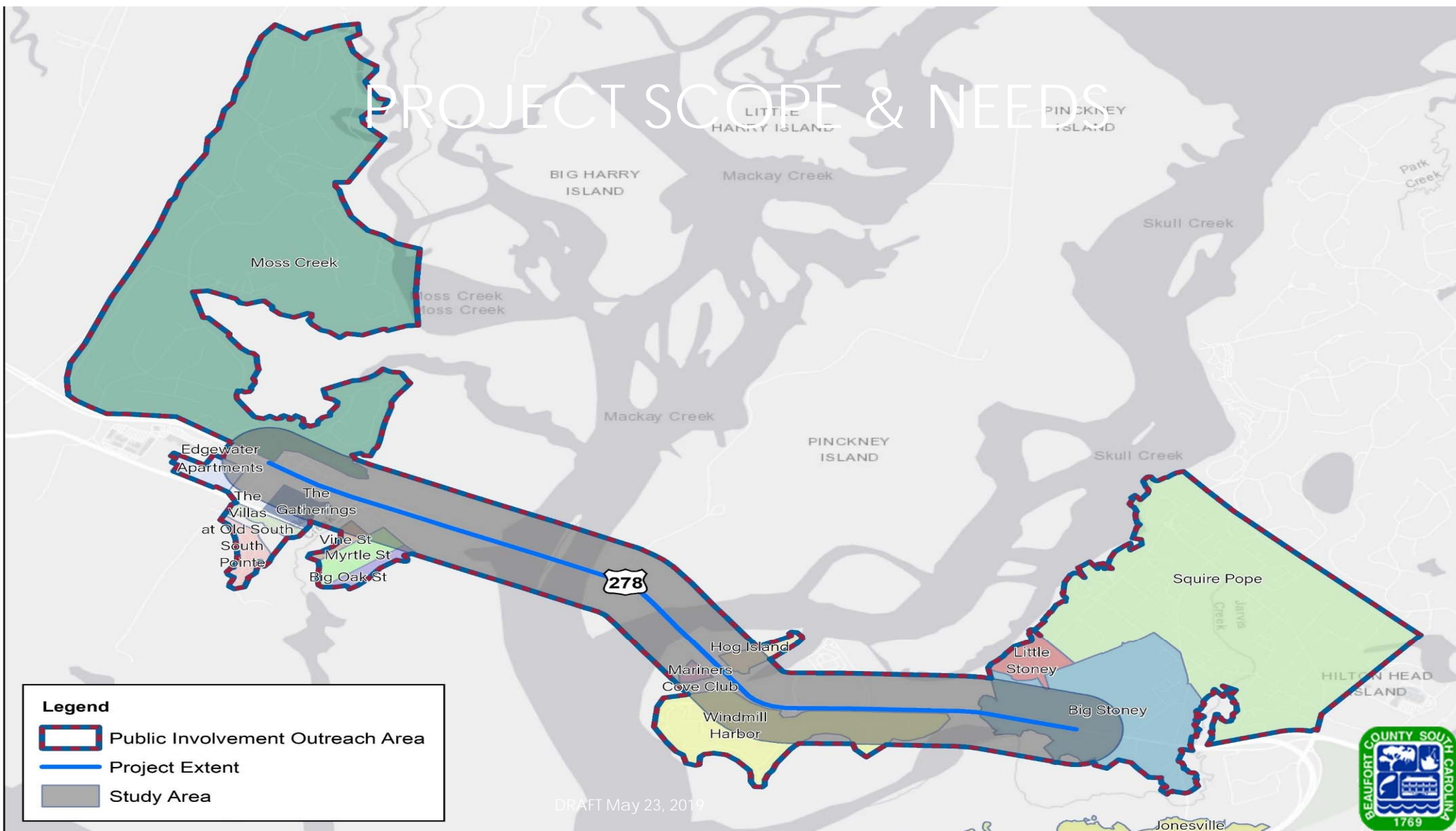


PROJECTS IN DEVELOPMENT**FUNDING SOURCE****STATUS****Meadowbrook Drive Extension****2018 1 CENT PROGRAM****Development and Programming****Mayfair Court Extension****2018 1 CENT PROGRAM****Development and Programming****Frontage Road US 21/Lost Island Rd./Little Creek Rd.****2018 1 CENT PROGRAM****Development and Programming****US 278 Corridor Environmental Assessment (EA)****ROAD IMPACT FEES****EA Document 40% complete**

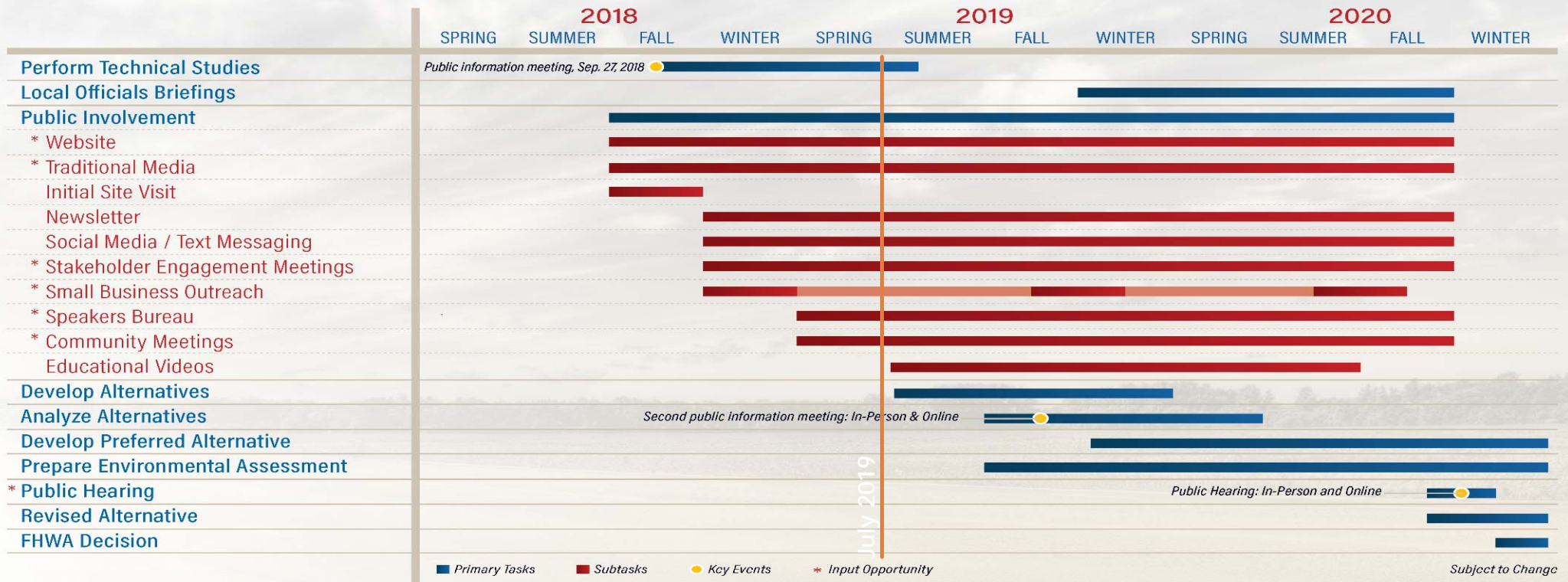
PROJECTS IN DESIGN	FUNDING SOURCE	STATUS
SC 802/US 21 Right Turn Lane (Public Meeting April 10, Beaufort High School)	2018 1 CENT PROGRAM	Design 80% complete



PROJECT SCOPE & NEEDS



ANTICIPATED NEPA SCHEDULE



1 CENT PATHWAY PROJECTS

Based on Cost Estimates and meetings with Council members, each district with pathways has approximately \$1,600,000.00 for pathways

Pathway Priorities District 1

Pathway	Cost Estimate
Stuart Point Road	\$1,515,000.00
Big Estate Road	\$1,125,000.00

Pathway Priorities District 2

Pathway	Cost Estimate
Middle Road	\$1,630,000.00

Pathway Priorities District 3

Pathway	Cost Estimate
Dr Martin Luther King Dr	\$500,000.00
Meridian Rd	\$1,135,000.00



1 CENT PATHWAY PROJECTS

Pathway Priorities District 4

Pathway	Cost Estimate
Broad River Dr.	\$776,000.00
Ribault Rd to Parris Island Gateway	\$361,000.00
Depot Rd.	\$375,000.00

Pathway Priorities District 5

Pathway	Cost Estimate
Salem Rd/Old Salem Rd	\$860,000.00
Broad River Blvd/Riley Rd	\$905,000.00

Pathway Priorities District 9

Pathway	Cost Estimate
Burnt Church Rd	\$676,500.00
Bluffton Parkway Phase I	\$113,000.00
Ulmer Rd and Shad Rd	\$676,000.00





BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Loud and obnoxious vehicle noise ordinance

Council Committee:

Governmental Committee

Meeting Date:

Committee Date July 22, 2019

Committee Presenter (Name and Title):

Chris Inglese, Deputy County Attorney

Issues for Consideration:

How to appropriately prevent loud vehicle noises that may be a public nuisance or disruption of peace.

Points to Consider:

Enforcement.

Funding & Liability Factors:

n/a

Council Options:

1) Approve. 2) Amend. 3) Take no action.

Recommendation:

Discuss at Committee. Consider potential amendments. Seek additional stakeholder input from military partners, BCSO, public at large.

ORDINANCE 2019/____

AN ORDINANCE DECLARING LOUD AND UNNECESSARY VEHICULAR NOISE A PUBLIC NUISANCE AND PROVIDING THAT VIOLATIONS ARE A MISDEMEANOR.

WHEREAS, Beaufort County Council finds and declares that loud, obnoxious, unnecessary or excessive vehicular noise is a serious hazard to the public health, welfare, peace and safety of Beaufort County residents and visitors; and

WHEREAS, residents and visitors of Beaufort County have a right to the peaceful enjoyment of their property and without exposure to loud, obnoxious, unnecessary, or excessive vehicular noises; and

WHEREAS, loud, obnoxious, unnecessary or excessive vehicular noises adversely impact residents' quality of life and are thus a public nuisance; and

WHEREAS, County Council is in receipt of citizens' concerns about the increased proliferation of "muscle" cars, modified mufflers, excessively loud speaker systems, and other loud, obnoxious, unnecessary or excessive vehicular noises in the unincorporated areas of Beaufort County; and

WHEREAS, it is in the best interest of Beaufort County residents and visitors to declare loud, obnoxious, unnecessary or excessive vehicular noises a public nuisance and provide for penalties for violations in the interest of protecting citizens public health, welfare, peace and safety as well as protecting the quality of life in Beaufort County.

NOW, THEREFORE, BE IT ORDAINED by Beaufort County Council, duly assembled, does hereby amend the Beaufort County Code of Ordinances Chapter 70 Traffic and Vehicles by inserting the below Article VI Loud and Unnecessary Noises Declared a Public Nuisance:

Article VI.- Loud and Unnecessary Vehicular Noises Declared a Public Nuisance.

Sec. 101. - Loud and unseemly noise.

- (a) Beaufort County Council finds that loud, obnoxious, unnecessary or excessive vehicular noise is a serious hazard to the public health, welfare, peace and safety of Beaufort County residents and visitors. Therefore, Beaufort County Council declares loud, obnoxious, unnecessary or excessive vehicular noise a public nuisance.
- (b) It shall be unlawful for any person to drive, propel or otherwise operate a motorized vehicle in a manner which emits loud and unseemly noise, which willfully disturbs any residence, neighborhood or business in Beaufort County. The prohibition of this subsection shall include operating a motorized vehicle by rapid throttle advancing (revving) of an internal combustion engine resulting in increased noise from the engine.

(c) It shall be unlawful for any person to play, operate or cause to be played or operated any vehicular sound system in such a manner as to be audible, in a loud, obnoxious, unnecessary or excessive way, from any public street or right-of-way.

(d) For the purpose of this Article VI, vehicle noise includes noise from cars, trucks, mopeds, motorcycles, vans, buses, motor scooters, motorized skateboards, and other electric or combustible type engine vehicles. Loud, obnoxious, unnecessary or excessive noise prohibited herein includes, but may not be limited to, noise from engines, mufflers, other mechanical parts, or sounds system associated with a vehicle.

Sec. 102. - Exceptions.

(a) This Article VI shall not be construed or interpreted in any way so as to interfere with or discourage the “Sound of Freedom” emanating from airplanes associated with the Marine Corps Air Station, Beaufort.

(b) The normal sound of motorcycles are not a violation of this Article VI unless something additional is contributing to the loud, obnoxious, unnecessary or excessive nature of the noise. For example, a driver excessively, repeatedly, or unnecessarily throttles the engine beyond what is necessary for the purpose of propulsion.

(c) Nothing herein should be construed to prohibit the use of a vehicular horn for the purpose of notifying those nearby of the presence of another vehicle or a potential hazard.

Sec. 103. - Enforcement and penalties.

(a) Beaufort County Sheriff’s Office shall be charged with the responsibility of enforcing this Article. All violations of this Article VI shall be heard by the Beaufort County Magistrate Court. Nothing herein shall be construed to prevent Beaufort County Code Enforcement officers, duly commissioned by County Council, from enforcing the provisions of this Article VI.

(b) Any person who violates the provision of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be subject to a fine not exceeding the maximum allowed within the jurisdiction of the Beaufort County Magistrate Court, or imprisonment not exceeding 30 days, or both.

Adopted this ____ day of _____, 2019.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____

Stewart H. Rodman, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council.

Chronology

- Third and final reading occurred
- Public hearing occurred
- Second reading occurred
- First reading approval occurred
- Governmental Committee discussion and recommendation to



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

RESOLUTION FOR APPOINTMENT (ANIMAL SERVICE OFFICER)

Council Committee:

COUNTY COUNCIL

Meeting Date:

JULY 22, 2019

Committee Presenter (Name and Title):

PHILIP FOOT, ASSISTANT COUNTY ADMINISTRATOR- PUBLIC SAFETY

Issues for Consideration:

The Animal Services Department requests Council to appoint Jennifer Holstein as an Animal Service Officer for replacement of Leslie Mosier, who has resigned.

Points to Consider:

The Animal Service Officer enforces Animal Ordinances throughout the entire County.

Funding & Liability Factors:

This position is funded within the Animal Services Departmental budget.

Council Options:

Appointment

Recommendation:

Staff recommends Jennifer Holstein for appointment, as a Beaufort County Animal Service Officer.

RESOLUTION 2019 /

A RESOLUTION TO COMMISSION ANIMAL SERVICE OFFICER TO ENFORCE BEAUFORT COUNTY ANIMAL ORDINANCES FOR BEAUFORT COUNTY PURSUANT TO THE AUTHORITY GRANTED IN SECTION 4-9-145 OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976 AS AMENDED.

WHEREAS, Beaufort County Council may appoint and commission as many animal service officers as may be necessary for proper security, general welfare and convenience of the County; and

WHEREAS, each candidate for appointment as a Beaufort County Animal Service Officer has completed training and whatever certification may be necessary.

NOW, THEREFORE, BE IT RESOLVED by the County Council of Beaufort County, South Carolina that:

1. County Council hereby appoints and commissions the following individual as Animal Service Officer for Beaufort County:

Jennifer M. Holstein Emp # 8646, Beaufort County Animal Service Officer

2. Each Animal Service Officer shall present the appropriate certificate to the Beaufort County Magistrate's office prior to any official action as an Animal Service Officer.

Adopted this ____ day of _____, 2019.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
Stewart H. Rodman, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Amendment to A.9 County Emergency Disaster Policy and Procedure -Beaufort County Personnel Handbook (Effective August 1, 2016)

Council Committee:

Governmental/County Council

Meeting Date:

July 22, 2019

Committee Presenter (Name and Title):

Suzanne Gregory, Employee Services Director and Administration

Issues for Consideration:

South Carolina Emergency Management Division (SCEMD) has updated the Operational Conditions (OPCON) to three levels instead of five. Beaufort County Personnel policy needs to be updated to reflect that change in OPCON levels.

Points to Consider:

Beaufort County needs to follow the same OPCON levels as SCEMD to ensure continuity of services during a disaster or emergency that may affect the state or county.

Funding & Liability Factors:

This change is needed for submission purposes when requesting reimbursement from FEMA after a declared disaster or emergency.

Council Options:

Approve or disapprove

Recommendation:

Administration recommends approval.

RESOLUTION 2019 /

**BEAUFORT COUNTY PERSONNEL HANDBOOK -
REVISED SECTION A.9 "COUNTY EMERGENCY DISASTER POLICY & PROCEDURES"**

WHEREAS, the Beaufort County Council finds that it is in the best interest of County employees to implement uniform employment practices; and

WHEREAS, the current Beaufort County Personnel Handbook was adopted August 1, 2016; and

WHEREAS, the Beaufort County Council recognizes that from time to time, certain policies within the Personnel Handbook need to be updated to stay current; and

WHEREAS, County Administration has reviewed and recommends changes to **A.9 County Emergency Disaster Policy and Procedure dated August 1, 2016**, as to incorporate the changes made by the South Carolina Emergency Management Division for Operational Conditions during emergency situations.

NOW, THEREFORE, BE IT RESOLVED, that Beaufort County Council hereby revokes and repeals the previously issued "A.9 - County Emergency Disaster Policy & Procedures" within the personnel handbook issued by the Beaufort County Council, its officers, members and employees, and hereby adopts the amended **A.9 County Emergency Disaster Policy and Procedure dated August 1, 2019.**

This Resolution shall be effective August 1, 2019.

Dated this 22nd day of July, 2019.

COUNTY COUNCIL OF BEAUFORT COUNTY

BY: _____

Stewart H. Rodman, Chairman

ATTEST:

Sarah W. Brock, Clerk to Council

A.9 - County Emergency Disaster Policy and Procedures

This policy is to provide guidance to the employees of Beaufort County regarding responsibilities, expectations and pay policies during declared emergencies / disasters. Beaufort County is mandated to provide services to the citizens of the county during emergencies and disaster situations in accordance with Section 25-1-420, South Carolina Code of Laws. An emergency, as defined by the Code, shall mean “actual or threatened enemy attack, sabotage, conflagration, flood, storm, epidemic, earthquake, riot, or other public calamity.”

The South Carolina Emergency Management Agency has developed the following stages or operational conditions as a guideline for emergency situations:

OPCON III - Normal Daily Operations
OPCON II - Enhanced Awareness
OPCON I - Full Alert

The following County procedure follows the general guidelines provided.

Procedure

Responsibility

- The Chairman of Beaufort County Council may activate the Beaufort County Emergency Operations Plan as necessitated by an actual or imminent disaster or incident.
- Under the direction Beaufort County Emergency Policy Group, consisting of the Chairman of County Council, the County Administrator, and the County Sheriff, the Director of Emergency Management is responsible for the administration of this policy and coordination of all procedures herein.

Compensation During An Emergency

Based on this guideline, the County Administrator, in conjunction with the County Council Chair and County Sheriff, may order County office closures due to a disaster/emergency related event such as a hurricane, winter storm, etc.

During such an event, the following pay policies will apply for County employees, depending on whether or not staff worked during a declared emergency:

Status	Disaster Pay - Non-Exempt	Disaster Pay - Salaried Exempt	Staff Not Identified to Work during an Emergency
Normal Daily Operations	Regular Work & Pay	Regular Salary	Regular Work & Pay
Enhanced Awareness / EOT Activated (either partially or fully) (County Offices Open)	Regular Work & Pay <i>(Standby Pay* May Be Authorized For Identified Staff As Needed - \$2.00 pr hr)</i>	Regular Salary	Regular Work & Pay
Full Alert - Emergency Declared By County Officials (County Offices Closed)	Regular Pay For Hours Worked; Overtime Pay For Hours Worked > 40 per work week; 8 hours Administrative Leave Pay Per Day	Regular Pay For Hours Worked; Overtime Pay For Hours Worked > 40 per work week; 8 hours Administrative Leave Pay Per Day	8 hours Administrative Leave Pay Per Day for Scheduled Work Days
State of Emergency Lifted – County Offices Open	Regular Pay – Work as Directed	Regular Salary- Work as Directed	Regular Pay- Work as Directed
Re-entry/ Recovery	Regular Pay – Work as Directed	Regular Salary- Work as Directed <i>(Overtime for exempt authorized only by County Administrator or designee)</i>	Regular Salary- Work as Directed

**Standby Pay will be paid only as authorized by the County Administrator or designee and only for those employees not actively on duty – standby pay will not be paid in addition to hourly wages while working.*

Relief from Duty

Employees, identified to work during emergencies are expected to report to work when called. An employee may be excused from work only in extreme situations, and only by the appropriate reporting authority (County Administrator, Sheriff).

Return to Regular Duties

Once the emergency incident is declared resolved, employees who worked during emergency conditions shall be allowed a reasonable amount of time for rest and recuperation prior to returning to their regular assignments.

Payroll Processing

The Finance Department, in the event of possible or likely office closures due to an emergency, may issue a standard payroll prior to the normal payroll processing date to ensure that all employees will have access to wages if offices are closed. If this occurs, employees will be paid for their “standard” scheduled hours for the emergency pay run via direct deposit. Corrections, whether in the form of additional pay or recoupment of overpayments, will be handled as soon as possible after normal operations are reinstated.

Re-Entry / Recovery

The recovery process after a storm or other disaster may take days, weeks, or months. Payment of administrative leave pay during the recovery process will be subject to weekly review and Administrator approval. Under no circumstance will administrative leave pay be continued after County offices have reopened. Employees activated during the emergency will begin recovery operations as directed after the event. All other County employees are expected to report to work when County offices reopen (or when instructed to do so earlier) and will be paid their normal wages (and overtime as required), and may be required to perform work outside of their normal duties to assist with recovery efforts. This work will enable Beaufort County government to return to normal operations and assist citizens in returning to their normal daily lives as much and as quickly as possible.

Other Provisions

Employees that are required to remain at their emergency duty stations will be allowed to sleep and/or rest when conditions allow at no loss of supplemental compensation outlined above.

The Chief Financial Officer is responsible for developing and maintaining a payroll system to properly administer the pay practices described above. No supplemental pay will be authorized for employees who do not stay behind during an event or have received prior authorization by the County Administrator or designee.

The County Administrator is not eligible for pay outlined in this policy unless approved by the Beaufort County Council.

-County Council reserves the right to change this policy at any time for any reason-

-END OF APPENDIX SECTION-



110 Traders Cross, Bluffton, SC 29928
Tel: (843) 705-8414, E-mail: jotoole@beaufortscedc.org



July 3, 2019,

Chairman Steward H. Rodman
Beaufort County Council
100 Ribaut Road
Beaufort, SC 29902

Dear Mr. Chairman,

First and foremost, I would like to thank you and the county council for the support and focus that you are providing to economic development. The Beaufort County Economic Development Corporation is committed to delivering value for your investments.

I am writing to share with you the Beaufort County Economic Development Corporation's (BCEDC) Board recommendations to county council for the three appointed representatives to the Southern Carolina Alliance (SCA) board. The SCA bylaws require that the appointments be made by a vote of county council. Additionally, the SCA bylaws indicate that the executive board member be determined by a consensus of the three board members. At our meeting on June 27 the BCEDC board voted unanimously to recommend the following persons;

- Stu Rodman to represent the county council and assume the vacated seat created by Steve Fobes,
- Ashley Feaster (our newly elected chair) to take over the chair of the BCEDC seat, and
- Michael Alsko, our vice president and private sector member to continue to serve his unexpired term.

Over the last 22 months we have been working with SCA at a board level and a staff level to maximize our engagement with the SCA staff and its workplan. Our board members have been involved in the discussions/requests for support on product development, lead generation and marketing support. As we enter the last year in our three-year contract with SCA our board feels strongly that we include you in your role as council chair, but also believe it's imperative that the remaining SCA board seats be BCEDC board members. Our board members have been immersed in the details and nuisances of economic development are best positioned to ensure that taxpayers of Beaufort County receive maximum value.

If you have any questions, please don't hesitate to contact me.

With best regards,

A handwritten signature in black ink that reads "John A. O'Toole".

John A. O'Toole, CECD

cc: Ashley Jacobs, County Administrator, County Council Members



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Reappointments to the LRTA Board

Council Committee:

Governmental Committee

Meeting Date:

July 22, 2019

Committee Presenter (Name and Title):

Issues for Consideration:

Terms expired in February:
Need to reappoint Richard Hamilton and Susan Zellman to the LRTA Board

Points to Consider:

Funding & Liability Factors:

None.

Council Options:

Approve, Modify or Reject

Recommendation:

Reappoint Richard Hamilton and Susan Zellman to the Lowcountry
Regional Transport Authority Board

Seeking Reappointment
Intent Unknown
Vacancy / Resignation

Seeking Reappointment
Intent Unknown
Vacancy / Resignation

LOWCOUNTRY REGIONAL TRANSPORTATION AUTHORITY

	<u>Telephone</u>	<u>Appointed</u>	<u>Reappointed</u>	<u>Term- Years</u>	<u>Term Expires</u>	<u>CC District</u>	<u>Ethnicity</u>	<u>North/ South</u>	<u>Gender</u>
1. Barbara Ann C. Childs 1010 Hodge Drive P.O. Box 4665, Beaufort 29903 Beaufort, SC 29906 barbarac@bcgov.net shine-n-joy@excite.com	(H)843-846-4270 (O)843-255-2140 (M)843-986-8385	11/28/2011	4/14/2014 3/12/2018	4	2/22	1	Other	North	Female
2. Richard H. Hamilton, Chairman 43 Farnsleigh Avenue Bluffton, SC 29910 rhamiltonz@aol.com	(H)843-815-2032 (O)843-540-9413	3/9/2015		4	2/19	7	Caucasian	South	Male
3. Susan M. Zellman, Vice Chairman 26 Wataugua Court Bluffton, SC 29909 susan@zellman.us	(H)843-226-1367 (M)862-266-7302	4/11/2016 (partial-term)		4	2/19	6	Caucasian	South	Female

Authorized Membership: 8

(Three - Beaufort)
(One - Allendale)
(Two - Colleton)
(One - Hampton)
(One - Jasper)

Vacancies: 0

Terms Expired: 2

Historical Background:

S.C. Act 417 of 1973

APPLICATION

COUNTY COUNCIL OF BEAUFORT COUNTY
Citizens Volunteer for Service
County Boards, Agencies, Commissions and Authorities

County Council of Beaufort County selects citizens for service on Council appointed Boards, Agencies, Commissions and Authorities from a roster of individuals who have either volunteered or have been recommended for appointment. The Clerk to Council uses this form to keep an up-to-date roster of volunteers and to give Council basic information about each volunteer.

DATE: October 19, 2011 NAME: Richard H Hamilton VOTER REGISTRATION NUMBER: 4 491 032
OCCUPATION: Retired (President-CSX Insurance Company) TELEPHONE: (Home) 843-815-2032 (Office) 843-540-9413 cell
HOME STREET ADDRESS: 43 Farnsleigh Avenue, Bluffton, SC 29910 MAILING ADDRESS: same

Are you presently serving on a Board, Agency, Commission or Authority? no If "yes," when does your term expire? _____
If recommended by a Council Member, indicate name: _____ ETHNICITY (Optional) Caucasian ☒ African American ☐ Other ☐

TOP THREE PRIORITIES: Please indicate by placing a "1", "2", or "3" alongside the Board, Agency, Commission or Authority which you choose.

BOARDS	AGENCIES	COMMISSIONS	AUTHORITIES
<input type="checkbox"/> Accommodations Tax <input type="checkbox"/> Airports <input type="checkbox"/> Alcohol and Drug Abuse <input type="checkbox"/> Construction Adjustments & Appeals <input type="checkbox"/> Disabilities and Special Needs <input type="checkbox"/> Historic Preservation Review <input type="checkbox"/> Library <input type="checkbox"/> Northern Corridor Review <input type="checkbox"/> Parks and Leisure Services <input type="checkbox"/> Planning * <input type="checkbox"/> Rural and Critical Lands Preservation <input type="checkbox"/> Solid Waste and Recycling <input type="checkbox"/> Southern Corridor Review <input type="checkbox"/> Stormwater Management Utility <input type="checkbox"/> Tax Equalization <input type="checkbox"/> Zoning Appeals	<input type="checkbox"/> Beaufort Memorial Hospital <input type="checkbox"/> Bluffton Township Fire <input type="checkbox"/> Daufuskie Island Fire <input type="checkbox"/> Sheldon Township Fire	<input type="checkbox"/> Burton Fire District <input type="checkbox"/> LI/St. Helena Island Fire District	<input type="checkbox"/> B/J Economic Opportunity Authority <input type="checkbox"/> B/J Water and Sewer Authority <input type="checkbox"/> Coastal Zone Management Appellate Panel <input type="checkbox"/> Forestry Commission <input type="checkbox"/> Foster Care Review Board <input type="checkbox"/> Lowcountry Council of Governments <input type="checkbox"/> Lowcountry Regional Transportation <input type="checkbox"/> Social Services

Application to remain active.
Date: 4/10/13
Time: 4:48 PM

COUNTY COUNCIL DISTRICT:

Please encircle your County Council District No.

[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]
-----	-----	-----	-----	-----	-----	-----	-----	-----	------	------

CONFLICT OF INTEREST STATEMENT: I, Richard H Hamilton, as a voting member of the Lowcountry Regional Transportation Board,

Agency, Commission or Authority, agree to disqualify myself from voting on any issue(s) which may arise and in which a conflict of interest exists.

Applicant's Signature: Richard H Hamilton

Once completed, please return this form and a brief resume* to the Clerk to Council: You may mail it to Clerk to Council, County Council of Beaufort County, P.O. Drawer 1228, Beaufort, SC 29901, email it to boardsandcommissions@bcgov.net, (must save and attach file) or fax it to 843-255-9401. Applications without a brief resume* cannot be considered. Applications will be held three (3) years for consideration. All information contained on this application is subject to public disclosure.

*Anyone submitting an application for the Planning Commission must fill out an additional questionnaire. An incomplete application will be returned.

October 19, 2011

Richard H. Hamilton, ARM

Rick Hamilton retired on October 1, 2008, as President and General Manager of CSX Insurance Company, headquartered in Charleston, South Carolina. CSX Insurance is the captive insurance subsidiary of CSX Corporation, a surface transportation company with interests in railroads, trucking, real estate and resorts. Rick was responsible for captive insurance company management, including the development, implementation and control of programs involving insurance products, financial services, and contracted claims management for all CSX Corporation subsidiaries.

Rick has been with CSX and its predecessor companies since 1971, with a concentration in Risk Management since 1981. He was involved with the initial ERISA compliance for the company sponsored pension program. He has been involved in planning and implementation of programs and data systems in conjunction with several mergers and consolidations of diverse risk management functions.

Rick served as Chair of the Government Relations Committee for the South Carolina Captive Insurance Association, in addition to his responsibilities as Board member.

Rick is a past Board Chair for the Captive Insurance Companies Association and a past Board Chair of Vermont Captive Insurance Association. He is a Past Advisory Board Member for the Vermont Insurance Institute. He has served as President for both the Railroad Insurance Management Association and the North Florida Chapter of the Risk and Insurance Management Society.

Rick received an M.B.A. from Jacksonville University, a B.B.A. from the University of North Florida and an A.A.S., Accounting Major, from the University of Louisville. He also holds the designation of Associate in Risk Management awarded by the Insurance Institute of America.

Rick has served as a director for the Boards of Railroad Association Insurance, Ltd., (Bermuda), Transportation and Railroad Assurance Company, Ltd., (Bermuda), Tortuga Casualty Company, (Cayman) and General American Insurance Company (Vermont.)

Lowcountry Regional Transportation Authority

Post Office Box 2029
Bluffton, SC 29910
Phone: (843) 757-5782

January 23, 2015

Beaufort County Council Chairman Paul Sommerville
Post Office Box 1228
Beaufort SC 29901-1228

Re: Beaufort County Vacancies on the Lowcountry Regional Transportation Authority

Dear Chairman Sommerville:

The Executive Board of the Lowcountry Regional Transportation Authority (LRTA) respectfully requests that Beaufort County Council appoint two (2) members to fill their LRTA vacancies.

Having reviewed the resumes of candidates requesting consideration for appointment to LRTA by Beaufort County, the LRTA Executive Board highly recommends:

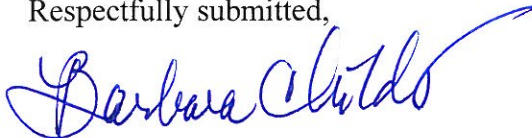
- Ms. Sarah Eliasoph, and
- Mr. Richard Hamilton.

Should either not accept the appointment, the LRTA Executive Board recommends Mr. Timothy Kitty as an alternate.

As we move into 2015, a full LRTA Board is needed meet their goals to serve the community.

Again, your consideration is respectfully requested in filling the two Beaufort County vacancies on the LRTA Board.

Respectfully submitted,



Barbara Childs
LRTA Board Vice Chairman
Beaufort County Representative

cc: Dave Blauch, LRTA Board Chairman

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-2180
FAX: (843) 255-9401
www.bcgov.net

WM. WESTON J. NEWTON
CHAIRMAN

D. PAUL SOMMERVILLE
VICE CHAIRMAN

COUNCIL MEMBERS

STEVEN M. BAER
RICK CAPORALE
GERALD DAWSON
BRIAN E. FLEWELLING
HERBERT N. GLAZE
WILLIAM L. MCBRIDE
STEWART H. RODMAN
GERALD W. STEWART
LAURA VON HARTEN

GARY KUBIC
COUNTY ADMINISTRATOR

BRYAN J. HILL
DEPUTY COUNTY ADMINISTRATOR

LADSON F. HOWELL
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

October 21, 2011

Mr. Richard H. Hamilton
43 Farnsleigh Avenue
Bluffton, SC 29910

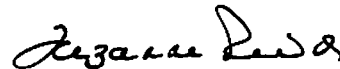
Dear Mr. Hamilton:

This letter acknowledges receipt of your application to serve the citizens of Beaufort County on one of our boards, agencies or commissions. On behalf of the County Council, please accept our sincere appreciation for your willingness to volunteer in this capacity.

Your application will remain on file for three (3) years from October 21, 2011, and whenever a vacancy occurs on the board, agency or commission you have indicated, your application will be submitted to the Council committee that reviews all applicants. Please understand that we receive many applications and it would be in your best interest to directly discuss a particular vacancy with the County Council member who represents your district.

Once again, thank you for your interest in Beaufort County.

Sincerely,



Suzanne M. Rainey
Clerk to Council

SMR/amm

APPOINTMENT

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-2180
FAX: (843) 255-9401
www.bcgov.net

D. PAUL SOMMERVILLE
CHAIRMAN

GERALD W. STEWART
VICE CHAIRMAN

COUNCIL MEMBERS

CYNTHIA M. BENSCH
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ALICE G. HOWARD
WILLIAM L. MCBRIDE
STUART H. RODMAN

GARY KUBIC
COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
DEPUTY COUNTY ADMINISTRATOR
SPECIAL COUNSEL

SUZANNE M. RAINY
CLERK TO COUNCIL

March 12, 2015

Mr. Richard Hamilton
43 Farnsleigh Avenue
Bluffton, SC 29906

Re: Lowcountry Regional Transportation Authority

Dear Mr. Hamilton:

It is my very distinct pleasure to advise you that you have been appointed by the Beaufort County Council to serve on the Lowcountry Regional Transportation Authority.

This will be a four-year appointment, which expires February 2019 and, we are very appreciative of your willingness to serve. Council evaluated a number of applicants, and we feel you will do an excellent job.

Please accept our best wishes as you embark upon your service to Beaufort County on the Lowcountry Regional Transportation Authority. I ask that you be cognizant of Council's policy that all members of its Boards, Agencies and Commissions attend at least two-thirds of the regular meetings, and we are attempting to enforce this policy. We believe that an effective representative is one who participates consistently in the decision-making process. You will be notified of the next meeting of the Lowcountry Regional Transportation Authority, and I trust you will be able to attend.

Again, thank you for your willingness to serve Beaufort County and its citizens, and please do not hesitate to call upon me if I can answer any questions concerning this appointment.

Sincerely,



D. Paul Sommerville, Chairman

Attachments: Board Membership, Template Ordinance, Enabling Legislation

cc: Barbara Childs, Board Chairman

Mary Lou Franzoni, Board Administrator

REAPPOINTMENT

Rainey, Sue

From: Mary Lou Franzoni <mfranzoni@palmettobreezetransit.com>
Sent: Tuesday, November 13, 2018 9:40 AM
To: Rainey, Sue
Subject: RE: LRTA Board Members

Yes, they are.

From: Rainey, Sue <suer@bcgov.net>
Sent: Tuesday, November 13, 2018 9:30 AM
To: Franzoni, Mary <mfranzoni@palmettobreezetransit.com>
Subject: LRTA Board Members

Good morning,

Richard Hamilton's and Suzan Zellman's terms are expiring February 2019. Please let me know if they are seeking reappointment.

Thank you. sue

CONFLICT OF INTEREST

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT) STATEMENT

The South Carolina Code of Laws, 1976, as amended, Section 8-13-700 provides that no member of a public board agency, commission or authority shall use his/her membership or position on such board, agency, commission or authority to obtain an economic interest for himself/herself, a member of his/her immediate family, an individual of whom he/she is associated, or business of which he/she is associated.

If during the course of discharging his/her responsibilities, a member finds himself/herself required to take an action or make a decision which affects the economic interest of himself/herself, a member of their immediate family or individuals with whom he/she is associated or business with whom he/she is associated, he/she shall prepare a written statement describing the potential conflict of interest and submit the same to the head of the board agency or commission or authority on which they sit.

Please explain an affirmative response to the following questions and included any relevant information.

1. Do you have a substantial interest in, personal contract or arrangements with any entity or individual doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

YES

NO

If yes, indicate with whom or with which entity(ies): _____

2. Have you received any payment, service, research grant or support, or gift from or provided the same to any entity or individual doing or seeking to do business with the Council?

YES

NO

If yes, please indicate with whom or with which entity(ies): _____

3. Do you have a business relationship with any family members doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

Family members include the following:

- (a) Your spouse.
- (b) Any parent or child of you or your current spouse.
- (c) Any parent or child of your former spouse if the parent or child resided in your residence at any time.
- (d) Any relative of you or your current or former spouse, by blood or marriage, with whom you have regular contact and about whom you have information or belief regarding items covered in this questionnaire.

YES

NO

Richard H Hamilton
(signed)

March 28, 2017
(date)

Richard H Hamilton
(print name)

Lowcountry Regional Transportation Authority
Board/Agency/Commission Name

REAFFIRMATION

This conflict of interest questionnaire shall be updated on an annual basis. Please indicate below whether or not any of your responses to this questionnaire have changed.

YES

NO

If yes, please indicate the changes from your last execution of the Conflict of Interest Questionnaire. _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT) STATEMENT

The South Carolina Code of Laws, 1976, as amended, Section 8-13-700 provides that no member of a public board agency, commission or authority shall use his/her membership or position on such board, agency, commission or authority to obtain an economic interest for himself/herself, a member of his/her immediate family, an individual of whom he/she is associated, or business of which he/she is associated.

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YES

NO

If yes, indicate with whom or with which entity(ies): _____

2. Have you received any payment, service, research grant or support, or gift from or provided the same to any entity or individual doing or seeking to do business with the Council?

YES

NO

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- (c) Any parent or child of your former spouse if the parent or child resided in your residence at any time.
- (d) Any relative of you or your current or former spouse, by blood or marriage, with whom you have regular contact and about whom you have information or belief regarding items covered in this questionnaire.

YES

NO

Richard H. Hamilton
(signed)

April 26, 2017
(date)

Richard H. Hamilton
(print name)

Lowcountry Regional Transportation Auth.
Board/Agency/Commission Name

REAFFIRMATION

This conflict of interest questionnaire shall be updated on an annual basis. Please indicate below whether or not any of your responses to this questionnaire have changed.

YES

NO

If yes, please indicate the changes from your last execution of the Conflict of Interest Questionnaire. _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT) STATEMENT

The South Carolina Code of Laws, 1976, as amended, Section 8-13-700 provides that no member of a public board agency, commission or authority shall use his/her membership or position on such board, agency, commission or authority to obtain an economic interest for himself/herself, a member of his/her immediate family, an individual of whom he/she is associated, or business of which he/she is associated.

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Please explain an affirmative response to the following questions and included any relevant information.

1. Do you have a substantial interest in, personal contract or arrangements with any entity or individual doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

YES

NO

If yes, indicate with whom or with which entity(ies): _____

2. Have you received any payment, service, research grant or support, or gift from or provided the same to any entity or individual doing or seeking to do business with the Council?

YES

NO

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- (c) Any parent or child of your former spouse if the parent or child resided in your residence at any time.
- (d) Any relative of you or your current or former spouse, by blood or marriage, with whom you have regular contact and about whom you have information or belief regarding items covered in this questionnaire.

YES

NO

Richard H. Hamilton
(signed)

June 22, 2016
(date)

Richard H. Hamilton
(print name)

Lowcountry Regional Transportation Authority
Board/Agency/Commission Name

REAFFIRMATION

This conflict of interest questionnaire shall be updated on an annual basis. Please indicate below whether or not any of your responses to this questionnaire have changed.

YES

NO

If yes, please indicate the changes from your last execution of the Conflict of Interest Questionnaire. _____

RESIGNATION

APPLICATION



COUNTY COUNCIL OF BEAUFORT COUNTY
County Boards, Agencies, Commissions, Authorities and Committees



County Council of Beaufort County selects citizens for service on Council appointed Boards, Agencies, Commissions, Authorities and Committees from a roster of individuals who have either volunteered or have been recommended for appointment. The Clerk to Council uses this form to keep an up-to-date roster of volunteers and to give Council basic information about each volunteer.

Top Three Priorities: Please indicate by placing a "1", "2", or "3" alongside your choices.

BOARDS AND COMMISSIONS

- ___ Accommodations Tax (2% State)
- ___ Airports
- ___ Alcohol and Drug Abuse
- ___ Beaufort-Jasper Economic Opportunity
- ___ Beaufort-Jasper Water and Sewer
- ___ Beaufort Memorial Hospital
- ___ Bluffton Township Fire
- ___ Burton Fire
- ___ Children's Foster Care Review
- ___ Coastal Zone Management Appellate Panel
- ___ Construction Adjustments and Appeals
- ___ Daufuskie Island Fire
- ___ Disabilities and Special Needs
- ___ Forestry
- ___ Historic Preservation Review
- ___ Lady's Island / St. Helena Island Fire
- ___ Library
- ___ Lowcountry Area Transportation Study
- ___ Lowcountry Council of Governments
- ___ Lowcountry Economic Alliance
- 2 Lowcountry Regional Transportation Authority
- ___ Northern Corridor Review
- ___ Parks and Leisure Services
- 1 Planning *
- ___ Rural and Critical Lands Preservation
- ___ Sheldon Fire
- 3 Social Services
- ___ Solid Waste and Recycling
- ___ Southern Beaufort County Corridor Beautification
- ___ Southern Corridor Review
- ___ Stormwater Management Utility
- ___ Tax Equalization
- ___ Zoning

DATE: 3/25/14 NAME: Susan M. Zellman
VOTER REGISTRATION NUMBER: 4702739148 OCCUPATION: Retired
TELEPHONE: (Home) 226-1367 (Office) 8102-266-7302 MAIL: susan@zellman.us
HOME ADDRESS: 26 Wataugua Ct. Bluffton STATE: SC ZIP CODE: 29909
MAILING ADDRESS: same STATE: _____ ZIP CODE: _____
COUNTY COUNCIL DISTRICT: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11
ETHNICITY: ☒ Caucasian ☐ African American ☐ Other
Are you presently serving on a Board, Agency, Commission, Authority or Committee? ☐ Yes ☒ No
If "yes", when does term expire? _____
If recommended by a Council Member, indicate name: _____

Once completed, please return this form and a brief resume' to the Clerk to Council: You may mail it to Clerk to Council, County Council of Beaufort County, P.O. Drawer 1228, Beaufort, SC 29901, email it to boardsandcommissions@bcgov.net, or fax it to 843-255-9401. Applications without a brief resume' cannot be considered. Applications will be held three (3) years for consideration. All information contained on this application is subject to public disclosure.

YOU MUST BE A BEAUFORT COUNTY REGISTERED VOTER TO APPLY
YOU MUST ATTACH YOUR RESUME' WITH THIS APPLICATION TO BE CONSIDERED
An incomplete application will be returned

*Anyone submitting an application for the Planning Commission must fill out the additional questionnaire on page 2.

Applicant's Signature: Susan M. Zellman Date: Mar. 25, 2014

Susan M. Zellman
26 Wataugua Court, Bluffton, SC 29909
Cell: 862-266-7302
Email: susan@zellman.us

COMMUNITY/GOVERNMENT ACTIVITIES

- **County Council (Freeholder) Sussex County, NJ** – 2001 – December 31, 2012 (retired)
Founder Six County Coalition – representing 2 million people
Founder Youth in County Government Day, Sussex County Planning Awards, Sussex County Veterans Monument Committee
Liaison: Water Quality 208 PAC, Human Services, Community Services, Youth Services, Social Services, Senior Services, Mental Health Board and Transit
- **Chairman, North Jersey Transportation Planning Authority**, 2008 – 2009;
- Trustee 2001 to December 31, 2012; Member of the Executive Committee, 2002 – 2009;
Established Regional Transportation Plan for 2035; Instrumental in a major revision of NJTPA's Strategic Business Plan; assisted in the development of a Regional Capital Investment Strategy; actively participated in the development and outreach of the first Regional Coordinated Human Services Transportation Plan for the NJTPA; enlisted bi-partisan support for policies and projects.
- Stanhope Borough Planning Board, 1994 – 2001; Chairman, 1995-2001
- Member, Sussex County Planning Board, 1995-2009
- Lake Musconetcong Regional Planning Board, 1990-December 31, 2012
- Roxbury Township Planning Board, 1982 - 1993
- New Jersey Future, Trustee
- TransOptions, Transportation Management Association, Trustee
- Friends of Waterloo Village, Chair and Founder, Board of Trustees

PROFESSIONAL EXPERIENCE

1992–March 2013 **Executive Director, Housing Partnership** for Morris County, Inc. (retired)

- Developed the Housing Partnership from its inception in 1992 into a non-profit organization that receives statewide recognition as a resource and role model for affordable housing guidance, land use and administration and home ownership education, savings clubs, housing counseling, serving over 1,000 households annually. A United Way Agency, NeighborWorks America Chartered Member and HUD certified counseling agency. Collaborates with 15 financial institutions.

1983-1992 Human Resources Development, Prudential Insurance Co. Group Operations, Parsippany, NJ.
Pre 1983 Manager, Johnson's Dept. Store, Netcong, NJ, a family-owned business.
Teacher, Mendham, NJ; Stanhope, NJ; Fairfax County, Va. – 8 years

EDUCATION

BS in Education, Bucknell University, Lewisburg, Pa.
MA in Communication and Education, Columbia University, New York, NY.

AFFILIATIONS/AWARDS

- Leadership New Jersey, Class of 1996
- Leadership Morris, Class of 1994
- Consumer Financial Services Advisory Board, NJ Department of Banking and Insurance; Appointed by Governor Whitman in 1995; Reappointed in 1999 and 2002.
- Governor's Housing Conference Award, Community Organization of the Year, 2000
- Lenni-Lenape Girl Scout 1999 Women of Distinction Award – World of People
- Outstanding Volunteer Community Service Award, Volunteers for Morris County
- Daily Record Businesswoman of the Year Award 1999
- Volunteer 2000 Award, Spanish American Federal Credit Union
- Community Recognition Award, COMHCO-NJ, (Mental Health Consumers) 2004
- Community Service Award, Morris County Hispanic Chamber of Commerce, 2006
- Patriots Path Boy Scouts of America Award, 2008
- Newark Regional Business Partnership 2010 Transportation Leadership Award 2011
- Leading Edge Trustee of the Year Award (Sussex County Homestead) 2011
- Greater Newton Chamber of Commerce Lifetime Achievement Award, 2012
- TransOptions Elected Official of the Year Award, 2012
- Habitat for Humanity Lifetime Achievement Award, 2013

Susan M. Zilman
26 Wataugua Ct.
Bluffton SC 29909
843-226-1367

Beaufort County Planning Commission
Supplemental Application Questionnaire

This questionnaire will assist the County Council in assessing your qualifications and experience for the Planning Commission vacancy.

1. Please explain why you want to serve on the Planning Commission. I have over 30 years' experience on planning boards, local, regional and county, and have found that with sound planning one is able to make a difference in your community and region. If one is willing to put in the work, planning is interesting and rewarding.
2. What qualifications, experience and expertise make you a good candidate for the Planning Commission?
Over 20 years on local planning boards, 7 years as Chairman. 23 years on Lake Muscogee Regional Planning Board (2 counties, 4 towns) and over 10 years on Sussex Co. NJ planning board. 20 years experience with housing, trustee with NJ Future, which subscribes to a balanced approach to the environment and economic development.
3. What role do you feel the Planning Commission plays in making Beaufort County a desirable community in which to live and work?
There should be no new development or re-development without sound planning, which includes land use, transportation, circulation, economic development, housing and the environment. Beaufort County is growing rapidly and can continue to flourish with sound regional planning.
4. What do you believe are the most important planning issues facing the County during the next five years?
Economic Development · Transportation · Preserving the Environment = A balanced approach.

What previous experience have you had in serving on a Planning Commission? Give some examples of the items typically handled by the Planning Commission.

See #2 above. Also served on the North Jersey Transportation Planning Authority for 12 years.
Local: major and minor subdivisions; planning for malls; ordinances and master plan revisions
County: water quality, transportation, sight distance, County Master Plan, County Solid Waste Plan
LMRPP: lake rehabilitation and restoration, storm water management, water quality
NJTPA: Overseeing \$2B annually in federal transportation funding for 13 counties in NJ.
Regional Transportation Plans, Strategic Planning.

APPOINTMENT

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-2180
FAX: (843) 255-9401
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D. PAUL SOMMERVILLE
CHAIRMAN

STEWART H. RODMAN
VICE CHAIRMAN

COUNCIL MEMBERS

CYNTHIA M. BENSCH
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BRYAN J. HILL
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JOSHUA A. GRUBER
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

March 26, 2014

Mrs. Susan M. Zellman
26 Wataugua Court
Bluffton, SC 29909

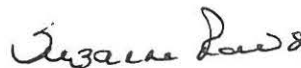
Dear Mrs. Zellman:

This letter acknowledges receipt of your application to serve the citizens of Beaufort County on one of our boards, agencies, commissions or committees. On behalf of the County Council, please accept our sincere appreciation for your willingness to volunteer in this capacity.

Your application will remain on file for three years from March 26, 2014, and whenever a vacancy occurs on the board, agency, commission or committee you have indicated, your application will be submitted to the Council committee that reviews all applicants. Please understand that we receive many applications and it would be in your best interest to discuss a particular vacancy with the County Council member who represents your district.

Once again, thank you for your interest in Beaufort County.

Sincerely,



Suzanne M. Rainey
Clerk to Council

CONFLICT OF INTEREST

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT) STATEMENT

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Please explain an affirmative response to the following questions and included any relevant information.

1. Do you have a substantial interest in, personal contract or arrangements with any entity or individual doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

YES

NO

If yes, indicate with whom or with which entity(ies): _____

2. Have you received any payment, service, research grant or support, or gift from or provided the same to any entity or individual doing or seeking to do business with the Council?

YES

NO

If yes, please indicate with whom or with which entity(ies): _____

3. Do you have a business relationship with any family members doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

Family members include the following:

- (a) Your spouse.
- (b) Any parent or child of you or your current spouse.
- (c) Any parent or child of your former spouse if the parent or child resided in your residence at any time.
- (d) Any relative of you or your current or former spouse, by blood or marriage, with whom you have regular contact and about whom you have information or belief regarding items covered in this questionnaire.

YES

NO

Susan Zeltman
(signed)
Susan Zeltman
(print name)

3/28/18
(date)
LCRA
Board/Agency/Commission Name

REAFFIRMATION

This conflict of interest questionnaire shall be updated on an annual basis. Please indicate below whether or not any of your responses to this questionnaire have changed.

YES

NO

If yes, please indicate the changes from your last execution of the Conflict of Interest Questionnaire. _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT) STATEMENT

The South Carolina Code of Laws, 1976, as amended, Section 8-13-700 provides that no member of a public board agency, commission or authority shall use his/her membership or position on such board, agency, commission or authority to obtain an economic interest for himself/herself, a member of his/her immediate family, an individual of whom he/she is associated, or business of which he/she is associated.

If during the course of discharging his/her responsibilities, a member finds himself/herself required to take an action or make a decision which affects the economic interest of himself/herself, a member of their immediate family or individuals with whom he/she is associated or business with whom he/she is associated, he/she shall prepare a written statement describing the potential conflict of interest and submit the same to the head of the board agency or commission or authority on which they sit.

Please explain an affirmative response to the following questions and included any relevant information.

1. Do you have a substantial interest in, personal contract or arrangements with any entity or individual doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

YES

NO

If yes, indicate with whom or with which entity(ies): _____

2. Have you received any payment, service, research grant or support, or gift from or provided the same to any entity or individual doing or seeking to do business with the Council?

YES

☒ NO

If yes, please indicate with whom or with which entity(ies): _____

3. Do you have a business relationship with any family members doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

Family members include the following:

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- (b) Any parent or child of you or your current spouse.
- (c) Any parent or child of your former spouse if the parent or child resided in your residence at any time.
- (d) Any relative of you or your current or former spouse, by blood or marriage, with whom you have regular contact and about whom you have information or belief regarding items covered in this questionnaire.

YES

☒ NO

Susan Zellman
(signed)

4/26/17
(date)

Susan Zellman
(print name)

LRTA.
Board/Agency/Commission Name

REAFFIRMATION

This conflict of interest questionnaire shall be updated on an annual basis. Please indicate below whether or not any of your responses to this questionnaire have changed.

YES

☒ NO

If yes, please indicate the changes from your last execution of the Conflict of Interest Questionnaire. _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF BEAUFORT) STATEMENT

The South Carolina Code of Laws, 1976, as amended, Section 8-13-700 provides that no member of a public board agency, commission or authority shall use his/her membership or position on such board, agency, commission or authority to obtain an economic interest for himself/herself, a member of his/her immediate family, an individual of whom he/she is associated, or business of which he/she is associated.

If during the course of discharging his/her responsibilities, a member finds himself/herself required to take an action or make a decision which affects the economic interest of himself/herself, a member of their immediate family or individuals with whom he/she is associated or business with whom he/she is associated, he/she shall prepare a written statement describing the potential conflict of interest and submit the same to the head of the board agency or commission or authority on which they sit.

Please explain an affirmative response to the following questions and included any relevant information.

1. Do you have a substantial interest in, personal contract or arrangements with any entity or individual doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

YES

NO

If yes, indicate with whom or with which entity(ies): _____

2. Have you received any payment, service, research grant or support, or gift from or provided the same to any entity or individual doing or seeking to do business with the Council?

YES

NO

If yes, please indicate with whom or with which entity(ies): _____

3. Do you have a business relationship with any family members doing or seeking to do business with the board agency, commission or authority in which you wish to sit or are now sitting?

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- (c) Any parent or child of your former spouse if the parent or child resided in your residence at any time.
- (d) Any relative of you or your current or former spouse, by blood or marriage, with whom you have regular contact and about whom you have information or belief regarding items covered in this questionnaire.

YES

Susan Zellman
(signed)
Susan Zellman
(print name)

NO

6/22/16
(date)
LRTA Board of Directors
Board/Agency/Commission Name

REAFFIRMATION

This conflict of interest questionnaire shall be updated on an annual basis. Please indicate below whether or not any of your responses to this questionnaire have changed.

YES

NO

If yes, please indicate the changes from your last execution of the Conflict of Interest Questionnaire. _____

REAPPOINTMENT

Rainey, Sue

From: Mary Lou Franzoni <mfranzoni@palmettobreezetransit.com>
Sent: Tuesday, November 13, 2018 9:40 AM
To: Rainey, Sue
Subject: RE: LRTA Board Members

Yes, they are.

From: Rainey, Sue <suer@bcgov.net>
Sent: Tuesday, November 13, 2018 9:30 AM
To: Franzoni, Mary <mfranzoni@palmettobreezetransit.com>
Subject: LRTA Board Members

Good morning,

Richard Hamilton's and Suzan Zellman's terms are expiring February 2019. Please let me know if they are seeking reappointment.

Thank you. sue

RESIGNATION