

Teddie Pryor, Chair  
Henry Darby  
Jenny Costa Honeycutt  
Anna B Johnson  
Kylon Jerome Middleton  
Brantley Moody  
Herb Sass  
Dickie Schweers  
Robert L Wehrman



Finance Committee Agenda  
December 1, 2022 at 5:00 PM  
4045 Bridge View Drive, North Charleston, SC 29405

- 1 APPROVAL OF MINUTES OF NOVEMBER 17, 2022**
- 2 PRESENTATIONS**
  - 2A Sheriff's Office Competitive Pay** - Presentation
  - 2B 995 Morrison Drive Master Plan** - Recommendation, if any
- 3 CONSENT AGENDA**
  - 3A Chamber of Commerce Team250 Angel Oak Sculpture Participation** - Request to Approve
  - 3B Public Services Building Public Safety Office Renovation** - Award of Contract
  - 3C SC Energy Office Mini-Grant Application** - Request to Accept
  - 3D Allocation of Funds from The Ernest E. Kennedy Center** - Request to Accept
- 4 FINANCE DIRECTORATE ITEMS**
  - 4A State Accommodations Tax: Tourism Agency FY23 Spending Plan** - Request to Approve
  - 4B State Accommodations Tax: Application Guidelines** - Request to Approve
- 5 BOARDS & COMMISSIONS**
  - 5A St. John's Fire Commission (Kiawah Seat)** - Appointment (1)
  - 5B Resilience & Sustainability Committee (Sustainability Seat)** - Appointment (1)
  - 5C Resilience & Sustainability Committee (Resilience Seat)** - Appointment (1)
  - 5D Resilience & Sustainability Committee (SC Energy Company Seat)** - Appointment (1)
  - 5E Resilience & Sustainability Committee (Homebuilder's Association Seat)** - Appointment (1)
  - 5F Resilience & Sustainability Committee (BCDCOG Seat)** - Appointment (1)
  - 5G Resilience & Sustainability Committee (Chamber of Commerce Seat)** - Appointment (1)
  - 5H Resilience & Sustainability Committee (County Staff Seat)** - Appointment (1)
  - 5I Resilience & Sustainability Committee (Higher Education Seat)** - Appointment (1)
  - 5J Housing & Redevelopment Authority** - Appointments (1)

- 5K Community Development Advisory Board (Financial Seat) - Appointment (1)
- 5L Library Board of Trustees - Appointment (3)

**6 COUNCIL ITEMS**

- 6A Naming Edisto Island EMS Station for Anna B. Johnson - Request to Consider

**7 ITEMS FROM HUMAN RESOURCES SPECIAL COMMITTEE**

- 7A Recommendation, if any - Request to Consider

Charleston County Council

Memorandum

To: Members of the Finance Committee

From: Kristen Salisbury, Clerk of Council

Date: November 23, 2022

Subject: Minutes of November 17, 2022

At the Finance Committee meeting of December 1, 2022, the draft minutes of November 17, 2022 will be presented for approval.

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 22, 2022  
Subject: Sheriff's Office Competitive Pay

Sheriff Kristin Graziano made a presentation on November 3, 2022 regarding competitive pay in the Charleston County Sheriff's Office. Council asked staff and the Sheriff to provide additional information to bring back to Council on December 1, 2022.

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 22, 2022  
Subject: 995 Morrison Drive Master Plan

At a meeting of County Council held on October 25, 2022, Council voted to direct the County Attorney to engage the City of Charleston and the City of Charleston Housing Authority in negotiations for the development of 995 Morrison Drive and present the results of the negotiations at the Finance Committee of November 17, 2022.

A presentation was made by the City of Charleston's Housing Authority's consultant on November 17, 2022. No action was taken at that meeting, and the Chairman forwarded this item to the Finance Committee of December 1, 2022, for further discussion and possible action.

**Committee Agenda Item**

**To:** Bill Tuten, County Administrator  
**From:** Steve Dykes **Dept.:** Economic Development  
**Subject:** Chamber of Commerce Team250 Angel Oak Sculpture Participation  
**Request:** Request to Approve  
**Committee:** Finance Committee **Date:** December 01, 2022

Department	Approver
Deputy County Administrator	Corine Altenhein
Budget	Mack Gile
Legal	Marc Belle
Administrator	Bill Tuten
Clerk	Kristen L. Salisbury

**Fiscal Impact:**

Funds are available in the Economic Development Department's FY23 budget.

**Funding:** Was funding previously approved? N/A

If yes, please provide the following:	Org	Object	Balance in Account	Amount Needed for item

**Situation:**

In 1773, the Charleston Metro Chamber of Commerce was formed to drive commerce. The Chamber has deep roots as the nation's longest continually operating chamber of commerce. To celebrate their 250 years of impact on the Charleston region, the Chamber is inviting organizations to join "Team 250" for \$1,773 and receive name recognition on the Angel Oak sculpture, which will be showcased at the Chamber's headquarters in Park Circle. Charleston County Council, along with the Charleston County Economic Development Department, will be represented on the inscribed recognition.

**Department Head Recommendation:**

Approve the use of FY23 Economic Development budget funds in the amount of \$1,773 to be paid to the Charleston Metro Chamber of Commerce for the purchase of a name recognition on their Angel Oak sculpture project supporting Team250.

### Committee Agenda Item

**To:** Bill Tuten, County Administrator  
**From:** Barrett J. Tolbert **Dept.:** Procurement  
**Subject:** Public Services Building Public Safety Office Renovation  
**Request:** Award of Contract  
**Committee:** Finance Committee **Date:** December 01, 2022

Department	Approver
Deputy County Administrator	Corine Altenhein
Facilities Management	Philip A. Sabatino
Budget	Mack Gile
Legal	Marc Belle
Administrator	Bill Tuten
Clerk	Kristen L. Salisbury

**Fiscal Impact:**

Funding is available in the Facilities Management budget.

**Funding:** Was funding previously approved? YES

If yes, please provide the following:	Org	Object	Balance in Account	Amount Needed for item
	1D4014001	79120		\$118,546.00

**Situation:**

Sealed bids were received in accordance with the terms and conditions of Invitation for Bid No. 5773-23R for the renovation of the Public Safety Office at the Public Services Building.

Bidder	Total Bid Price
Satchel Construction, LLC	\$118,546.00
North Charleston, South Carolina 29405	
Principal: Jordan Fuller	

Infinger Construction Group, LLC	\$141,800.00
North Charleston, South Carolina 29418	
Principal: Emory J. Infinger, Jr.	

J. Musselman Construction, Inc.	\$142,797.00
Charleston, South Carolina 29407	
Principal: Jon Musselman	

Atrium Builders, Inc.	\$149,742.00
Summerville, South Carolina 29483	
Principal: William B. Beauchene	

Atlantic Artisan Construction Group, Inc.                      \$152,950.00  
Charleston, South Carolina 29414  
Principal: John Paparozzi

Pyramid Contracting, LLC    \$186,284.78  
Summerville, South Carolina 29486  
Principal: Dennis Ray Jenkins Jr.

IPW Construction Group, LLC                                        \$286,356.00  
Charleston, South Carolina 29423  
Principal: Bryan H. Rembert, PE

**Department Head Recommendation:**

Authorize award of contract for IFB 5773-23R, Public Services Building Public Safety Office Renovation project, to Satchel Construction, LLC, the lowest responsive and responsible bidder, in the amount of \$118,546.00.



### Committee Agenda Item

**To:** Bill Tuten, County Administrator  
**From:** Walter L. Smalls **Dept.:** DCA General Services  
**Subject:** SC Energy Office Mini-Grant Application  
**Request:** Request to Accept  
**Committee:** Finance Committee **Date:** December 01, 2022

Department	Approver
Deputy County Administrator	Walter L. Smalls
Grants	Gail Marion
Budget	Mack Gile
Legal	Marc Belle
Administrator	Bill Tuten
Clerk	Kristen L. Salisbury

**Fiscal Impact:**

No matching funds required. If awarded, grant funds up to \$10,000 will be received by the Sustainability Coordinator to defray the cost of a joint project to bring public electric vehicle charging to key locations around the County.

**Funding:** Was funding previously approved? N/A

If yes, please provide the following:	Org	Object	Balance in Account	Amount Needed for item

**Situation:**

The US Department of Energy has awarded funding to the SC Office of Regulatory Staff-Energy Office (Energy Office) to competitively fund several high-impact demonstration projects in the areas of energy efficiency, renewable energy, and clean transportation. These highly visible demonstration projects should serve as an example to encourage awareness of emerging technologies or innovative approaches to energy efficiency, renewable energy, or clean transportation. The Sustainability Coordinator, DCA Public Services, Facilities, Charleston County Park and Recreation Commission, and Charleston County Public Library are working on a joint project to bring public electric vehicle charging to key locations around the County.

The maximum grant award value will be \$10,000. If received, this grant will go toward funding the project. The project will be going through leadership approval shortly and the remaining funds to complete the project are expected to come from the Facilities Energy Efficiency Fund. Cost sharing is not required but leveraging of funds is encouraged in order to maximize the energy-related benefits of a project.

**Department Head Recommendation:**

Authorize the Sustainability Coordinator to accept the SC Energy Office Mini Grant award value of \$10,000 be used to offset the cost of electric vehicle charging stations at key locations across the county with the understanding that no matching funds are required.

### Committee Agenda Item

**To:** Bill Tuten, County Administrator  
**From:** Sheriff Kristin Graziano **Dept.:** Sheriff  
**Subject:** Allocation of Funds from The Ernest E. Kennedy Center  
**Request:** Request to Accept  
**Committee:** Finance Committee **Date:** December 01, 2022

Department	Approver
Grants	Gail Marion
Budget	Mack Gile
Legal	Marc Belle
Administrator	Bill Tuten
Clerk	Kristen L. Salisbury

**Fiscal Impact:**

There is no cost share or matching funding requirement.

**Funding:** Was funding previously approved? NO

If yes, please provide the following:	Org	Object	Balance in Account	Amount Needed for item

**Situation:**

The Ernest E. Kennedy Center is a private, non-profit organization based in Moncks Corner, SC, which is designated as a county substance abuse provider by the South Carolina Department of Alcohol and Other Drug Abuse Service (SC DAODAS).

The Kennedy Center is partnering with the Charleston County Sheriff's Office (CCSO) to reduce underage drinking. CCSO is the lead agency for the Ninth Judicial Circuit's Alcohol Enforcement Team Grant. This funding is a sub-award from the federal Center for Substance Abuse Prevention (CSAP) block grant prevention funds. The CCSO has been sub-awarded \$8,000.00 of these funds for the continued implementation of alcohol enforcement and educational training through the Alcohol Enforcement Team. The METRO Narcotics division will be utilizing approximately \$3,220.00 of these funds to purchase six (6) disguised key fobs with Wi-Fi and one (1) Alpha Ball cap DVR. The detectives will be able to utilize this camera equipment footage in court in the prosecution of underage alcohol sales. The remaining \$4,780.00 will be used to purchase more basketballs and footballs to bring awareness about the dangers of underage drinking.

The funds were remitted to the CCSO on June 29, 2022. They were available for expenditure as of that date, and have no stated expiration date.

There are no FTEs requested in this funding and no match is required.

**Department Head Recommendation:**

Allow the Sheriff's Office to accept pass-through federal Center for Substance Abuse Prevention funding of \$8,000.00 from The Ernest E. Kennedy Center to use for the enforcement of underage drinking laws with the understanding that:

- The funding was available for expenditure as of June 29, 2022 and has no stated expiration date.
- No FTE's or matching funds are associated with this funding.

### Committee Agenda Item

**To:** Bill Tuten, County Administrator  
**From:** Mack Gile **Dept.:** Budget  
**Subject:** State Accommodations Tax: Tourism Agency FY23 Spending Plan  
**Request:** Request to Approve  
**Committee:** Finance Committee **Date:** December 01, 2022

Department	Approver
Deputy County Administrator	Corine Altenhein
Budget	Mack Gile
Legal	Marc Belle
Administrator	Bill Tuten
Clerk	Kristen L. Salisbury

**Fiscal Impact:**

Funds are available in the State Accommodations Tax Fund.

**Funding:** Was funding previously approved? N/A

If yes, please provide the following:	Org	Object	Balance in Account	Amount Needed for item

**Situation:**

On March 27, 2018, County Council specified per Council Directive 18-55 that the Charleston Area Convention & Visitors Bureau would serve as the County's organization to promote tourism under Section 6-4-10 of the Code of Laws for the State of South Carolina. This action directed 30% of the collections from the State Accommodations Tax to the Charleston Area Convention & Visitors Bureau.

Beginning with FY23, the State's Tourism Expenditure Review Committee (TERC) provided guidance that the respective Accommodations Tax Committees must review and make a recommendation to County Council on the annual spending plan for the 30% tourism promotion. The Accommodation Tax Committee reviewed the annual spending plan, and they had no concerns with the plan. However, the Committee could not make a recommendation to Council due to lack of a quorum for this item.

**Department Head Recommendation:**

Approve the Designated Tourism Agency's FY23 spending plan for \$102,577 or 30% of the State Accommodations Tax collected in FY22.

<b>Charleston Area Convention &amp; Visitors Bureau / Explore Charleston</b>		
<b>FY 2022/23 Program of Work BUDGET</b>		
	<b><u>Atax Eligible CVB Expenditures</u></b>	<b><u>Attributable to Charleston County (state)</u></b>
Total Atax Budgeted (Revenue)	\$8,286,000	\$102,577
Total Atax Eligible Expenditures Applied to Municipality (Expense)	\$10,769,114	\$133,537
<b><u>DESTINATION MARKETING:</u></b>		
Destination Marketing has one goal: promote our community as the country's premier overnight destination. In developing and implementing Explore Charleston programs we ask ourselves "How will this expenditure generate an overnight visitor?" All area tourism economic activity flows from creating overnight visitation.	\$6,114,201	\$75,816
<b><i>The CVB does not pay an outside advertising agency; we have an in-house marketing team that negotiates all ad buys at agency rates with significant economies of scale.</i></b>		
All creative is developed in-house to protect "the brand" of our community. Ongoing investments in photography, videography, and written content keep the message fresh, and ensure complementary voice and aesthetic.		
<b><i>Our marketing strategy has layered advertising mediums that are constantly evolving. Innovative electronic promotions are integral, yet print still has relevance.</i></b>		
Depending on the campaign, online digital, print, radio, television, OTT streaming and billboard advertising may be utilized and direct mail may be employed.		
<b><i>Titles in our media plan for FY 22/23 include AAA World (DC, MD, VA, DE, OH, KY), AAA Living (GA, TN, SC, NC), AAA Magazine (Ohio), Your AAA Spring 2023, Bon Appetit, Conde'Nast Traveler, SC Vacation Guide. Wedding specific advertising placements are planned with The Knot, Heart of North Carolina Weddings, and Bridal Guide. (*See Destination Specific grant below for additional titles.)</i></b>		
Marketing plans support our important group sales initiatives through placements with CONNECT and Northstar Meetings Magazine. Active involvement through Virtuoso and Signature Travel Network are also important pieces of our promotional strategy in getting these exclusive and highly-sought-after travel advisors to recommend our area to avid travelers.		
<b><i>Annual publications created in-house for promotion through response pieces include: Charleston Area Visitors Guide, Charleston Area Golf Guide, Charleston Area Wedding Guide and the Charleston Area Destination Planning Guide for group business.</i></b>		
We employ a full-service mail team to distribute our materials at bulk rate, producing a savings that makes the mail center self-sufficient.		
<b><i>Explorecharleston.com and CharlestonAreaBeaches.com are cornerstones in Explore Charleston's promotional efforts. We develop other sites that correspond to the printed publications mentioned above, and sites are updated for content and creative daily.</i></b>		
Constant investment in Google ad words is essential to keeping our websites at the top of potential traveler online searches. Contracts with JackRabbit Systems provide the booking referral engine behind our websites that lead to direct business.		
<b><i>A robust social media presence and social media campaign spend is critical to support promotional campaigns and reach a diverse online audience. Our team creates inspiring, customized editorial content for Instagram, Facebook, Twitter, Youtube, Pinterest, LinkedIn, TikTok, as well as our charlestononly.com/blog. Explore Charleston has garnered hundreds of thousands of followers from across the world and consistently outperforms industry averages for audience engagement.</i></b>		

Charleston Area Convention & Visitors Bureau / Explore Charleston		
FY 2022/23 Program of Work BUDGET		
	<u>Atax Eligible CVB Expenditures</u>	<u>Attributable to Charleston County (state)</u>
All of our advertising is based on solid, current tourism research. Research is expensive and necessary in making sound advertising decisions. Various sources are utilized, to include Destinations International, US Travel, Key Data, TravelClick, Datafy, Knowland, and Smith Travel Research.		
<i>Locally, our paid partnership with the Office of Tourism Analysis in the Business Department at the College of Charleston proves invaluable in ensuring our ability to compile and analyze our key performance metrics. The College plays an integral role in capturing and collecting data as well.</i>		
<b>MEDIA RELATIONS:</b>		
Media Relations and communications about the Charleston area are critical components in the promotion of our community.	\$1,278,872	\$15,858
<i>Relationship development is key in these efforts as we work with travel writers, editorial boards and other journalists to promote the Charleston experience through earned media.</i>		
Creating unique and engaging itineraries for media visiting the region is essential in telling our area's story. Writers want new ideas and opportunities to continue producing fresh material for their readers.		
<i>Robust photo and video libraries are updated regularly to ensure content is current and relevant. This is essential as we work to assist journalists and broadcasters in telling their stories about our community. A picture is worth a thousand words, and a video even more.</i>		
Paid advertorial opportunities through Town & Country, Veranda and D Weddings are planned. Taking an advertorial approach complements our efforts because it appears editorial in nature, yet we are able to control the content.		
<i>Business development through media relations powerhouse Lou Hammond Group continues to prove beneficial in attracting new journalists to our community. Engagements with other media outlets, specifically those in the New York market, continue to be essential to our efforts.</i>		
Other development channels for our media team include activity through the Society of American Travel Writers, the Public Relations Society of America, National Association of Black Journalists, the US Travel Association, and the British Guild of Travel Writers. These groups provide in-person opportunities to interact with media that we might not otherwise engage.		
<i>A blogger tour is planned to offer insight into Charleston area travel through the eyes of some of the top travel bloggers in the country.</i>		
Film projects are planned to provide exposure for our community through PBS' Travel with Darley, Maker's Way, and the Today Show. A blogger tour is planned to offer insight into travel through the eyes of some of the top travel bloggers in the country.		
<i>Clipping service contracts through Burrelles Luce and News Exposure allow our team to track media mentions and perform ROI to determine our most engaging writers and journalists.</i>		
<b>GROUP SALES:</b>		
Mutiple sales initiatives are intended to bring group business to our community.	\$1,637,160	\$20,301

Charleston Area Convention & Visitors Bureau / Explore Charleston		
FY 2022/23 Program of Work BUDGET		
	<u>Atax Eligible CVB Expenditures</u>	<u>Attributable to Charleston County (state)</u>
<b>Over 30 vetted tradeshow, solely focused on lodging "fits" for our area such as corporate sales, association, government and incentive business, national and international tour operators, weddings, and SMERF (social, military, educational, religious, fraternal) markets.</b>		
These events are scheduled to generate group business for our industry: American Bus Association, International PowWow, National Tour Association, Regional Motorcoach Association, Travel South, Travel South International, Association Executives of NC, GA Society of Association Executives, MPI - Carolinas, SC Society of Association Executives, TN Society of Association Executives, VA Society of Association Executives, ADTravel, Council of Engineering / Scientific Society Executives, GovTravels, Military Reunion Network, Society of Government Meeting Planners, Professional Conference Managers, American Society of Association Executives, CONNECT, Holiday Showcase Chicago, IMEX, Meeting Planners International, Luxury Meetings Summit, Luxury Travel Industry, Northstar Meetings, Society of Incentive and Travel Executives, Superbowl of Knowledge, International Luxury Travel Market, Signature Travel, Virtuoso, and regional bridal shows.		
<b>Sports initiatives - both participant and spectator - are also crucial to group business, filling competition venues and hotel rooms countywide. Whether it's a large event like the PGA Championship or Credit One Open, or traveling team sports such as soccer clubs, gymnastics competitions, volleyball tournaments, etc. the cumulative effect is significant. Shows in our line up include the Sports Events &amp; Tourism Association, SC Sports Alliance, SPORTS Relationship Conference, TEAMS Tradeshow, and US Sports Congress to seek sports group business for our community.</b>		
Promotion of area businesses that can service our convention / group business is an important piece of group promotion. Once a group has booked its accommodations, they then look for meeting venue, dining and tour options.		
<b>VISITOR SERVICES:</b>		
Explore Charleston operates four area visitor centers - downtown Charleston, Kiawah Island, Mount Pleasant, North Charleston.	\$1,491,921	\$18,500
<b>Daily responsibilities include information distribution, providing directions, assistance in visit planning, access to public facilities and general promotion of our community.</b>		
Area tours are booked through our centers, spreading economic benefit to regional businesses.		
<b>Last minute, same-day hotel rooms are also booked through the centers as our lodging partners look to book the day's remaining inventory.</b>		
Visitor Services also serve large groups that come to the Charleston area by setting up mini visitor centers to help distribute the same information that can be found in our "official" facilities.		
<b>Visitor Information SUPPORT:</b>		
Serving visitors and callers via our 1-800 phone lines and digital chat platforms are integral to our marketing efforts. Ads are placed, articles are published, and our phone lines ring in response.	\$246,960	\$3,062
<b>Our Visitor Inquiry Service (VIS) operators also serve a pivotal role during times of crisis, whether it is a weather event such as a hurricane, or more recently, the Covid-19 pandemic. VIS operators play a critically important role by gathering and disseminating the most current information to potential travelers to our community.</b>		



Charleston Area Convention & Visitors Bureau / Explore Charleston FY 2022/23 Program of Work BUDGET		
	<b>Atax Eligible CVB Expenditures</b>	<b>Attributable to Charleston County (state)</b>
Total Atax Eligible Expenditures Applied to Municipality (Expense)	\$10,769,114	\$133,537
<b>SUMMARY of OTHER BUDGETED PROGRAMMING BEYOND ATAX:</b>		
	<b>CVB Grant Expenditures</b>	
<b>DESTINATION MARKETING GRANT EXPENDITURES, obtained through SC Department of Parks, Recreation &amp; Tourism</b>	\$7,395,528	
Additional media placements are afforded thanks to the FY 22/23 destination specific grant. These include the Tennis Channel, initiatives through Sinclair Broadcast Group, AFAR, Better Homes & Gardens, Cosmopolitan, Departures, Essence Magazine, Food Network, Food & Wine, Garden & Gun, Hearst, Kingdom Magazine, Midwest Living, Smithsonian Magazine, Southern Living, The New Yorker, Travel & Leisure, and Western NC Magazine. (*See atax expenditures above for additional titles.)		
<b>Promotions to the valuable international traveler market are planned through Brand USA with The Daily Telegraph, The Times and The Sunday Times, out of the United Kingdom.</b>		
	<b>CVB Member and Industry Expenditures</b>	
<b>MEMBER AND INDUSTRY EXPENDITURES (non-public funds)</b>	\$6,008,350	
Improved and increased air service into Charleston International (CHS) continues to be a major focus for Explore Charleston. Working with Southwest, JetBlue, Alaska Airlines, Breeze Airways, and our legacy carriers expands access to and from the region.		
<b>Over 4 million people traveled through our airport in 2021 and passenger volume is expected to top 5 million in 2022. This effort is essential to keep ticket prices affordable through CHS so that we can continue to expand direct fly markets, strengthen tourism, and support regional economic development opportunities.</b>		
<b>Robust membership programming and networking activities are provided to 800+ businesses that benefit from tourism.</b>		
Workforce recruitment initiatives include in-market and out-of-market job placement events and college career fairs. Industry placements continue with programming through partners such as the Ralph H. Johnson VA Medical Center, SC Vocational Rehab, and SC Works.		
<b>Workforce retention is an essential function of our team, addressed through a variety of educational programs geared toward owner / operators and leadership / management, as well as sales training and customer service tracts.</b>		
Diversity, Equity and Inclusion is addressed through our Heart for Hospitality steering committee. The Intern Cultural Enrichment Program (ICEP) aims to grow minority leadership in the tourism industry through placement of students from HBCUs into paid summer internships through area hotels and restaurants. Lodging is provided to these students.		
Industry best practices and best interests are pursued through involvement with the SC Association of Tourism Regions, SC Restaurant & Lodging Association, Southeast Tourism Society, Destinations International, and US Travel Association.		
<b>Total CVB Budgeted Expenditures</b>	<b>\$24,172,992</b>	

### Committee Agenda Item

**To:** Bill Tuten, County Administrator  
**From:** Mack Gile **Dept.:** Budget  
**Subject:** State Accommodations Tax: Application Guidelines  
**Request:** Request to Approve  
**Committee:** Finance Committee **Date:** December 01, 2022

Department	Approver
Deputy County Administrator	Corine Altenhein
Budget	Mack Gile
Legal	Marc Belle
Administrator	Bill Tuten
Clerk	Kristen L. Salisbury

**Fiscal Impact:**

Funds are available in the State Accommodations Tax fund.

**Funding:** Was funding previously approved? N/A

If yes, please provide the following:	Org	Object	Balance in Account	Amount Needed for item

**Situation:**

As required by section 6-4-25 of the Code of Laws of South Carolina, the Accommodations Tax Committee developed guidelines for applications to spend the 65% portion of the State Accommodations Tax.

When the Committee discussed the guidelines, they considered the eligible tourism-related expenditures in the State Code and other factors including:

- Current allocations from local governments for advertising/promotion of tourism
- Other funding availability of tourism-related funding for local governments

Due to the extensive funding available for local governments and for advertising/promotion, the Committee recommends that the State Accommodations Tax be utilized to improve or maintain tourist-related facilities owned by non-profit organizations with the Internal Revenue Service's 501c determination. This type of expenditure falls under the State Code described as "construction, maintenance, and operation of facilities for civic and cultural activities including construction and maintenance of access and other nearby roads and utilities for the facilities." Due to the two-year spending requirement determined by the TERC, expenditures incurred from July 1, 2022, to June 30, 2023, and up to \$263,872 collectively will be considered.

The following criteria (equally weighted as 20 points for each) were developed to assist in ranking the applications:

1. Location of facility: 20 points for unincorporated (preference required by State Code), 0 points for incorporated
  2. Type of project: Renovation = 20 points; Maintenance = 10 points; Operation of facility = 0 points
  3. Reliance on County funding: 10 points if no County funding in last 3 years; 10 points pro-rated based on portion of project paid by applicant
  4. Tourism impact: 20 points pro-rated based on number of tourists/total attendees
  5. Committee Assessment: 20 points
- The available funding of \$263,872 will be allocated based on the ranking criteria.

If Council approves the application process, the applications will be open from December 8, 2022-January 11, 2023. The Committee will review the applications and make a recommendation to Council for funding on February 9, 2023.

**Department Head Recommendation:**

Approve the Accommodations Tax Committee's guidelines for applications to include:  
Focus on tourist-related facilities owned by non-profit (501c) organizations

Criteria (equally weighted as 20 points for each) to rank applications:

1. Location of facility: 20 points for unincorporated (preference required by State Code), 0 points for incorporated
2. Type of project: Renovation = 20 points; Maintenance = 10 points; Operation of facility = 0 points
3. Reliance on County funding: 10 points if no County funding in last 3 years; 10 points pro-rated based on portion of project paid by applicant
4. Tourism impact: 20 points pro-rated based on number of tourists/total attendees
5. Committee Assessment: 20 points

The available funding of \$263,872 will be allocated based on the ranking criteria for expenditures during July 1, 2022, through June 30, 2023.

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 22, 2022  
Subject: St. John's Fire Commission (Kiawah Seat)

An announcement of vacancies for the St. John's Fire District was previously made.

Applications for reappointment was received from Robert Wright to fulfil the Kiawah Island seat.

The St. John's Fire District Commission Board consists of nine members, appointed by the Governor upon recommendation by Charleston County Council, responsible for the oversight of all administrative and operational aspects of the St. John's Fire District special purpose district. The board has the authority to purchase, establish, enlarge, maintain, conduct, and operate the special purpose district as deemed necessary. The board meets to review operational, financial, and administrative activity reports.

The terms for these seats expire 12/26

**One vacancy, one application**  
**Robert Wright**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 21, 2022  
Subject: Resilience and Sustainability Advisory Board --Technical Expert in Sustainability

An announcement of vacancy for the Resilience and Sustainability Advisory Board was previously made.

Application for appointment was received from Stewart Weinberg to fulfil the Sustainability Technical Expert seat.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff. Members must live or work in Charleston County.

The term will expire on 12/23.

**One vacancy, One application**  
**Stewart Weinberg**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 21, 2022  
Subject: Technical Expert in Resilience

An announcement of vacancy for the Resilience and Sustainability Advisory Board was previously made.

Application for appointment was received from Scott Curtis to fulfil the Resilience Technical Expert seat.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff. Members must live or work in Charleston County.

The term will expire on 12/24.

**One vacancy, One application**  
**Scott Curtis**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 21, 2022  
Subject: SC Energy Company Seat

Staff made contact with Dominion Energy regarding a vacancy to determine who they would like to represent their organization on the Charleston County Resilience and Sustainability Advisory Committee. Dominion Energy recommended Scott Runyon and an application for appointment was received. Please note that Mr. Runyon resides in Dorchester County, but works in Charleston County which makes him eligible to serve per the ordinance.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff. Members must live or work in Charleston County.

The term will expire on 12/25.

**One vacancy, One application**  
**Scott Runyon**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 21, 2022  
Subject: Homebuilder's Association Seat

Staff made contact with the Homebuilder's Association regarding a vacancy to determine who they would like to represent their organization on the Charleston County Resilience and Sustainability Advisory Committee. The Association recommended Patrick Arnold and an application for appointment was received.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff. Members must live or work in Charleston County.

The term will expire on 12/23.

**One vacancy, One application**  
**Patrick Arnold**



## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 21, 2022  
Subject: Berkeley-Charleston-Dorchester Council of Governments Seat

Staff made contact with the Berkeley-Charleston-Dorchester Council of Governments regarding a vacancy to determine who they would like to represent their organization on the Charleston County Resilience and Sustainability Advisory Committee. BCDCOG recommended Kyle James and an application for appointment was received.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff. Members must live or work in Charleston County.

The term will expire on 12/25.

**One vacancy, One application**  
**Kyle James**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 21, 2022  
Subject: Chamber of Commerce Seat

Staff made contact with the Chamber of Commerce regarding a vacancy to determine who they would like to represent their organization on the Charleston County Resilience and Sustainability Advisory Committee. The Chamber recommended Bailey Vincent and an application for appointment was received.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff. Members must live or work in Charleston County.

The term will expire on 12/23.

**One vacancy, One application**  
**Bailey Vincent**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: October 7, 2022  
Subject: Resilience & Sustainability Advisory Committee--County Staff Seat

Charleston County Council appoints one County Staff representative to the Resilience and Sustainability Advisory Committee. The County Administrator Bill Tuten recommends Anna Kimelblatt who is the Floodplain Management Coordinator for the Building Services Department.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff.

The term for this seat expires 12/24.

**One Vacancy, One Appointment**  
**Anna Kimelblatt**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 22, 2022  
Subject: Higher Education Seat

An announcement of vacancy for the Resilience and Sustainability Advisory Board was previously made.

Application for appointment was received from Jen Jones to fulfil the Higher Education seat. Please note that Ms. Jones resides in Berkeley County, but works in Charleston County which makes her eligible to serve per the ordinance.

The Charleston County Resilience and Sustainability Advisory Committee was established by County Ordinance number 2225. This nine (9) member board appointed by Charleston County Council to participate, as needed, in the development of a Climate Action Plan and All-Hazard Vulnerability and Risk Assessment. This committee will make recommendations to County Council about technical elements and action items related to the Climate Action Plan, All-Hazard Vulnerability and Risk Assessment, and any ongoing sustainability and resilience work. The board shall consist of a Sustainability Technical Expert, a Resilience Technical Expert, member of County Council, a representative from an Energy Company, a representative from the Homebuilders Association, a representative from Higher Education Institution, a representative from Berkeley-Charleston-Dorchester Council of Government, a representative from the Chamber of Commerce, and a representative from County staff. Members must live or work in Charleston County.

The term will expire on 12/24.

**One vacancy, One application**  
**Jen Jones**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 21, 2022  
Subject: Housing & Redevelopment Authority

An announcement of vacancy for the Housing and Redevelopment Authority was previously made.

Applications for appointment were received from Gillian Mechling and Corinthian Winton. Mr. Winton currently serves on the Charleston County Disabilities Board for a term to expire September 2025. He understands if he is appointed to this board, it will automatically vacate his seat on the Disabilities Board.

The Charleston County Housing Authority and Redevelopment Authority is a public housing agency, receiving Federal Funds, charged with providing the County with adequate and safe low income housing and making same available to qualified persons and families at rentals they can afford. The Authority is composed of seven members, two of whom must be receiving assistance. Terms are for five year terms.

The term for this seat will expire 7/27.

**One vacancy, two applications**  
**Gillian Mechling**  
**Corinthian Winton**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 22, 2022  
Subject: Community Development Advisory Board (Financial Seat)

An announcement of vacancies for the Community Development Advisory Board was previously made.

Applications for appointment were received from Winniford Simmons and Caroline Smith to fulfil the financial seat.

The Community Development Advisory Committee provides policy guidance for and exercises oversight with respect to activities and services provided under the Housing and Community Development Act of 1974. The Committee makes recommendations to County Council on matters affecting the Consolidated Plan and other related matters as the common interest of the participating governments may dictate. The Committee consists of representatives from 11 (eleven) local governments and 4 (four) non-government partners. The non-government partners must be one representative from each the financial, legal, and construction fields as well as one community-based representative. Terms are four years.

The terms for these seats expire 4/26.

**One vacancy, two applications**  
**Winniford Simmons**  
**Caroline Smith**

## Charleston County Council

## Memorandum

To: Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 22, 2022  
Subject: Library Board of Trustees

An announcement of vacancies for the Library Board of Trustees were previously made.

Application for reappointment were received from Carolyn Blue and Rob Byko. Applications for appointment were received from Erin Bailey, Cynthia Beldsoe, Belinda Gergel, Emily Hendrick, Lynn McCormick, Mary Nesbitt, and Tom O'Rourke

The Library Board of Trustees is an 11 member Board that is charged by State Statute to control and manage the County Public Library System. Members are appointed by County Council for terms of four years. Members shall be appointed from all geographical areas of the County. Library Board meetings are held on the fourth Thursday of each month at 5:15 pm.

The terms for these seats will expire 12/26.

**Three vacancies, Nine applications**

**Erin Bailey**  
**Cynthia Bledsoe**  
**Carolyn Blue**  
**Rob Byko**  
**Belinda Gergel**  
**Emily Hendrick**  
**Lynn McCormick**  
**Mary Nesbitt**  
**Tom O'Rourke**

## Charleston County Council

## Memorandum

To: Members of Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 29, 2022  
Subject: Naming Edisto Island EMS Station for Anna B. Johnson

This item is added to the agenda at the request of Chairman Pryor. The Chairman would like Council to entertain the idea of naming the EMS Station on Edisto Island the Anna B. Johnson EMS Station. This request meets all of the criteria set forth in the Naming County Facilities Policy (attached), which was adopted by County Council on September 4, 2007.

1. Anna B. Johnson is currently Vice Chairwoman of Charleston County Council. She was elected to County Council in November 2010.
2. Anna B. Johnson is a woman of exemplary reputation.
3. Anna B. Johnson has been the County Councilmember representing this area since January 2011.
4. Anna B. Johnson is not deceased.



## **POLICY ON NAMING COUNTY FACILITIES**

County Council hereby establishes the following policy regarding the naming of buildings, structures, roads, bridges and other facilities for which the County Council has naming authority.

As a general rule, when naming in honor of a person, the following guidelines apply. The person to be honored must:

1. Have served as an employee or official of Charleston County government;
2. Have an exemplary reputation; and
3. Have resided or worked in the geographical area of the county where the facility is to be located.
4. In the event the person to be honored is deceased, there should be a period of 45 days following the honoree's death before a decision on naming a county owned facility is made.
5. County Council may vote to rename a facility or remove a name previously added.

## Charleston County Council

## Memorandum

To: Members of Finance Committee  
From: Kristen Salisbury, Clerk of Council  
Date: November 30, 2022  
Subject: Recommendation, if any

At the Finance Committee of December 01, 2022, the Finance Committee will consider any recommendations of the Human Resources Special Committee. Rules of Charleston County Council require:

2.2 All matters, excluding emergency matters, shall first be referred to a standing committee for recommendation before Council may take any vote or action thereon. Exceptions require unanimous consent of Council.

Human Resources Special Committee is not a standing committee of Council.