Finance, Administration and Economic Development Committee Meeting

Beaufort County, SC

2nd Floor Arthur Horne Building
104 Ribaut Road
Beaufort, SC 29902

Monday, October 20, 2025
2:00 PM

AGENDA

COMMITTEE MEMBERS:

Mark Lawson, Chairman
Joseph Passiment
Anna Maria Tabernik
Logan Cunningham, Vice-Chair
Gerald Dawson
Alice Howard, Ex-Officio

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE:
3. STATEMENT OF COMPLIANCE WITH FOIA:
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
   - Minutes from September 15, 2025.
6. PUBLIC COMMENT PERIOD – 15 MINUTES TOTAL
7. REPORTS
   a. Finance Report **(FISCAL IMPACT: N/A)** - Pinky Harriott, CGFO
   Chief Financial Officer (10 minutes)
   b. Presentation of a performance measurement plan for ATax recipients, as requested by Finance, Administration, and Economic Development Committee in February of 2025. **(FISCAL IMPACT: $35,000 per year)** - Hank Amundson, Special Assistant to the County Administrator and Robb Wells, President & CEO of the Greater Beaufort-Port Royal CVB
   c. Discussion of the possibility to purchase a new Helicopter for Beaufort County Sheriff's Office. **(FISCAL IMPACT: Total fiscal Impact: $3,976,852 plus tax)** - Colonel Neil Baxley
   Beaufort County Sheriff's Office
8. AGENDA ITEMS
   a. A Resolution regarding the Beaufort County Personnel Handbook section 3.3 Remote Work/Telecommuting policy. **(FISCAL IMPACT: N/A)** - Katherine Mead, Human Resources Director, 15 minutes

b. Authorize the County Administrator to implement an FY2026 Personal Leave Time (PLT) Buyback for employees. **(FISCAL IMPACT: The fiscal impact currently exists since the liability must be carried on our books.**
FY25 fiscal impact was $708,848 (FICA/Medicare employer portion included), FY26 estimated impact is $758,467 (7% increase from FY25, FICA/Medicare employer portion included). The CFO budgeted $540,817 in Acct#: 1000-10-1199-56010, specifically for the PLT buyback program. The remainder of the funds will come from vacancy lag from the appropriate Fund that the department is located in, i.e. GF, SRF or EF.) - Katherine Mead, HR Director & Pinky Harriott, Chief Financial Officer

c. Designation of December 26, 2025 as an additional paid holiday for County Employees **(FISCAL IMPACT: Any fiscal impact is negligible.)** - Katherine Mead, Human Resources Director, 5 minutes

d. An Ordinance recommending approval of the 2% State Accomodations Tax Awards as presented by the State Atax Committee. **(FISCAL IMPACT: Fiscal Impact is $999,050 of grants awarded from Fund 2000 - State Accomodation Tax Fund.)** - Ken Guerra, Vice Chair, State 2% Accommodations Tax Committee. (20 minutes)

e. A Resolution approving a proposed Beaufort County Economic Development Corp. expenditure of Site & Jobs funds as a 50% match on a State Dept. of Commerce Site Enhancement Grant for the extension of natural gas infrastructure in the Beaufort Commerce Park, pending approval of the State grant award. **(FISCAL IMPACT: $65,000 from the Site & Jobs Fund - Acct#1010-10-0000-55240 Current Balance $2,920,716)** - John O'Toole — Beaufort County Economic Development Corporation — 5 minutes

f. A Resolution approving a proposed Beaufort County Economic Development Corp. expenditure of Site & Jobs funds as a 50% match on a State Dept. of Commerce Site Enhancement Grant in order to construct & permit a pad site in the Beaufort Commerce Park, pending approval of the State grant award. **(FISCAL IMPACT: $200,744 from Site & Jobs Fund - Acct# 1010-10-0000-55240 Current Balance $2,920,716)** - John O'Toole - BCEDC Executive Director - 5 minutes

g. A Resolution to approve recommendations to award FY26 Community Services Grant Program funds in the amount of $398,000 to community service organizations **(FISCAL IMPACT: Council appropriated $398,000 in its FY2026 budget for the annual Community Services Grants Program (Public Welfare Subsidies 1000-50-1598-55000))** - Ben Boswell, Director, Human Services Department - 5 Minutes

h. Authorization to create a purchase order for maintenance on MD-500 Mosquito Control Helicopter. **(FISCAL IMPACT: Quoted prices are $289,033.02 to be paid from 1000-40-1400-51120 Equipment Maintenance account with a balance of $321,227.29.)** - John Robinson Public Safety ACA, Robert Cartner Mosquito Control Director 3 min

9. ADJOURNMENT

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