Finance, Administration and Economic Development Committee Meeting

Beaufort County, SC

Council Chambers, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort

Monday, October 19, 2026
2:00 PM

AGENDA

COMMITTEE MEMBERS:

Mark Lawson, Chairman
Paula Brown
Joseph Passiment
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 August 17, 2026, and September 21, 2026.
6. PUBLIC COMMENT PERIOD – 15 MINUTES TOTAL
7. REPORTS
   a. Budget Report and Budget Adjustment Report as of 9/30/2026 -
   b. ARPA Quarterly Report as of 9/30/2026 -
8. PRESENTATION AND DISCUSSION ITEMS
   a. NAVEX Demo **(FISCAL IMPACT: Quote includes a dedicated hotline for 1500 employees, compliance awareness, analytics, and incident management software for $8,679.38 from Information Services GL Account #1000-10-1152-51110)** - Savannah Palis, Account Executive, NAVEX (10 minutes)
9. AGENDA ITEMS
   a. Designation of December 23, 2026, as an additional paid holiday for County Employees. **(FISCAL IMPACT: Any fiscal impact is negligible.)** - Katherine Mead, Human Resources Director, 5 minutes

b. Authorize the County Administrator to implement an FY27 Personal Leave Time (PLT) Buyback for employees. **(FISCAL IMPACT: The fiscal impact currently exists since the liability must be carried on our books.**
FY26 fiscal impact was $763,029 (FICA/Medicare employer portion included), FY27 estimated impact is $824,071 (8% increase from FY26, FICA/Medicare employer portion included). 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, Human Resources Director, 5 minutes

c. Consideration of Port Royal Business Park **(FISCAL IMPACT: Town requests $10,000,000 in funding approval payable in increments of not exceeding $1mm for a period lasting until the earlier of (i) 20 years, or (ii) full funding of the $10,000,000. Based on proportional millage, this represents 55.25% School District ($5.525mm), 20.25% County ($2.025mm), and 24.5% Town ($2.45mm).)** - Lawrence Flynn, Pope Flynn, LLC – Bond Counsel to Town; Van Willis, Town Manager; and Kevin Phillips, Mayor

d. An Ordinance recommending approval of the 2% State Accommodations Awards as presented by the State Atax Committee. - Ken Guerra, Chair, Accommodations Tax (State 2%) Committee. (20 minutes)

e. An Ordinance Amending the FY2027 Budget for Carryover Purchase Orders **(FISCAL IMPACT: The amendment increases FY2027 appropriations by $6,348,305.46. The amendment does not rely on a new tax or fee; the appropriations are funded from existing fund balances in the Parks and Recreation Impact Fee Fund Balance)** - Sandy Novak, Finance Director, 5 minutes

f. An Ordinance to reallocate remaining American Rescue Plan Act (ARPA) funds in the amount of $1,545,454.47 towards existing projects as obligated to the Department of Treasury. **(FISCAL IMPACT: Funds are moving within the already obligated projects. No additional fiscal impact)** - Sandy Novak, Director of Finance (5 min)

g. An Ordinance to Repeal, Replace and Add Additional Policies to the Beaufort County Code of Ordinances Chapter 2, Article VII, Division 4 (Beaufort County Purchasing Ordinance). **(FISCAL IMPACT:)** - Mr. Moore County Administrator 10 minutes

h. A Resolution to Approve Recommendations to Award FY27 Community Services Grant Program Funds in the Amount of $398,000 to Community Services Organizations **(FISCAL IMPACT: Awarding $398,000 of funds which Council appropriated in FY26 to community services organizations. Together for Beaufort County/Public Welfare Subsidies 1000-50-1598-55000.**

) - Sandy Novak, Finance Director (10 minutes)

i. Approval of a $30,000 Grant from the Beaufort County Economic Development Corporation to Project Memorial **(FISCAL IMPACT: $30,000.00 from the County's Site & Job Fund (Current Balance: $2,753,000) The grant will be governed by a performance agreement, and the recipient must submit an annual report to BCEDC on the investment progress and jobs created by the grant anniversary date.)** - John O'Toole, Beaufort County Economic Development Corporation (BCEDC)

10. ADJOURNMENT

To watch committee or County Council meetings or for a complete list of agendas and backup packages, please visit: https://beaufortcountysc.gov/council/council-committee-meetings/index.html