

MINUTES OF CAPITAL PROJECTS SALES TAX COMMISSION MEETING

5:30 PM, January 25, 2024

ANDREWS BRANCH LIBRARY

The meeting began at 5:30 pm with Commission members introducing themselves to those in attendance.

The meeting was called to order at 5:49 pm.

In attendance:

Commission members in person:

Mark Hawn - Chair Reed Tiller

Harris Chewning Gary Cooper

Commission members present via Teams (virtual):

Robert Crenshaw Ashley Nelson

Commission members not in attendance:

None

Also present:

Jim Hipp – Facilitator for the Commission

Walt Ackerman – Georgetown County staff liaison for the Commission

Members of the Press present:

Charles Swenson – Coastal Observer Scott Harper – GAB News

The Chair then proceeded with the Agenda and asked for a motion to approve the minutes of the January 4, 2024 meeting.

MOTION was made by Cooper and seconded by Chewning to approve the minutes from the January 4, 2024 meeting.

Motion passed 6-0.

The Commission held a lengthy discussion, with significant participation and input from community members in attendance, about the types of projects that can be considered by statute, the method for presenting projects, requirement for a sponsoring agency, the necessity

of being inclusive of all areas of the County, the Commission's commitment to transparency and several other topics.

The Commission then heard from Walt Ackerman about the form that was developed for project submission. Several additional items were requested to be added to the form. These were:

- Requiring an "exact description" or a map of the service area of the project
- Requiring documentation of agreement if multiple agencies are sponsoring a single project
- Adding a field for projected annual O&M cost, estimated revenue/cost savings and funding source for O&M
- Adding a field for "Any other documentation that may be applicable" at the bottom of the form

A MOTION was made to approve and publish the form with the noted changes by Tiller, seconded by Chewning.

Motion passed 6-0

The Commission then held a brief discussion on the "Notice to Accept Project Proposals" document that is to be sent to all potential sponsoring agencies. The members asked that the form be modified slightly to include the link to the submittal form and wording that only eligible sponsoring agencies may submit projects for consideration.

A MOTION was made to approve the "Notice to Accept Project Proposals" document with the changes by Cooper, seconded by Crenshaw.

Motion passed 6-0

The Commission discussed the need to establish a set of criteria or "matrix" for evaluating projects. Harris Chewning and Jim Hipp volunteered to begin drafting that document. They intend to present a first draft at the next meeting.

The Commission will hold its next two meetings as follows:

- February 1, 2024, 5:30 pm – Carvers Bay Library
- February 8, 5:30 pm – Waccamaw Library

Meeting was adjourned at approximately 7:24 pm via motion by Tiller, second by Chewning.

Please note that this form is not to be shared with the general public. In order to ensure that submissions are coming from authorized sources, and due to the requirement of sponsorship by a governmental entity, this is a private link not to be shared with the public.

Name of Entity Submitting Proposal*

Description of Service Area*

Primary Contact for Project

First & Last Name*

Phone Number*

Email Address*

Full Project Description*

Please limit information to one paragraph (five sentences).

Project Need and Benefit*

Identify targeted beneficiaries and assess the severity of need. I.E., members of the (community) need a (project) badly because (there's sewage in the streets, etc.)

Full Project Cost in Dollars with Date & Source(s) of Most Recent Cost Estimate*

Attach Documents with Estimates, If Available

No file chosen

Please compile multiple documents into one document for upload to this section of the form.

Current Status of Proposed Project Plans/Designs*

Attach Documents with Designs, If Available

No file chosen

Please compile multiple documents into one document for upload to this section of the form.

Is the Proposed Project Included In or Identified In a Capital Improvements Plan, Strategic Plan, and/or Strategic Goals Statement?*

Yes

No

Attach Documents Showing Project's Inclusion in Aforementioned Plans/Statements, If Available

No file chosen

Please compile multiple documents into one document for upload to this section of the form.

What is the proposed project timeline? Are there key components that are impacting this timeline?*

Please identify personnel working on or responsible for the project below.

Project Manager or Responsible Party*

Please include First Name, Last Name, Phone Number, and Email Address.

Consulting Engineer or Architect

Please include First Name, Last Name, Phone Number, and Email Address.

Other Related Parties or Individuals

Please include First Name, Last Name, Phone Number, and Email Address for each related party or individual.

Identify any and all sources of additional funds other than CPST funds needed to complete the proposed project. Also, describe the availability or status of such needed funds.*

Do real properties and/or rights of ways/easements need to be acquired in order for the proposed project to be completed?*

Yes

No

If so, have these properties been identified?

Yes

No

What is the current status of any acquisition?

Attach Map(s), if available

No file chosen

Please compile multiple documents into one document for upload to this section of the form.

Describe why this project should be included in the county-wide sales tax referendum, and evaluate the probability of voter support for the project.*

Upload Lengthy Explanation, if needed

No file chosen

If your answer to the previous question exceeds the space allotted, please upload as an attachment here.



Notice of Intent to Accept Project Submittals

Georgetown County Capital Project Sales Tax (CPST) Commission

The County Council appointed CPST Commission has been working to identify a process by which potential projects can be considered for inclusion in the CPST Referendum and thereby recommended to County Council. This Notice is intended to provide ample and consistent opportunity for all projects supported by governmental entities within the County to be submitted and received by the Commission and thereby properly considered and prioritized along with all other submitted projects. Emphasis areas of consideration may include, but not limited to the following:

- Public Purpose
- Community or Public Impact(s)
- Viability
- Cost and Benefit
- Sustainability, Maintenance, and Operations
- Environmental Impact(s)
- Timeliness
- Public Perception and Support

The Commission will soon publish the CPST Submittal Invitation via the County website with submission details and timelines. We ask that you accept this Notice as our invitation to your entity to prepare to respond in full to the Submittal Request no later than April 1, 2024 as our full report is due back to County Council by their first meeting of May 2024.

Please use the following link to access the Project Submittal form. Only projects submitted via this form by sponsoring governmental entities will be considered by the Commission.