

Kershaw County Planning and Zoning Commission
Minutes - Work Session
March 26, 2009, 5:30 p.m.
County Council Chambers, 515 Walnut Street
Camden, SC 29020

Members Present: Lewis Shaw, David Brown, Charles Cottingham, Karen Eckford, George Gibson, Dan Matthews, and Richard Simmons

Members Absent: No one was absent

Staff Present: Carolyn Hammond and John Newman

Call to Order

The Chairman, Lewis Shaw, called the meeting to order at 5:32 p.m.

FY 09-10 Capital Improvement Program (CIP)

Lewis Shaw opened the meeting and expressed his concern relating to the lack of detail in the information that has been provided for the CIP, its lack of relevance to the 5-year CIP that was started last year, and the fact that it was received so late in the budgeting process.

John Newman led the Commission through each department's submittals noting that the library and the airport did not submit this year, but that others that did not submit last year, submitted this year. Mr. Newman went on to give a review of last year's CIP.

A discussion followed noting that last year's CIP process began in August and was completed in March. John Newman explained that Brenda Wilhite decided that since the County would be getting a new Administrator after the retirement of Bobby Boland, commencement of the process would wait until the new Administrator arrived in October. Unfortunately, despite requests from Planning and Zoning staff, the process was not begun until February 18, and the information was not delivered to the Planning and Zoning department until March 25.

Lewis Shaw noted that last year's CIP process was very good. With the support of administration, the Planning Commission worked with a team from the County that included the Administrator. The Commission had time to go through the submitted information, talk with department heads, get detailed information, decide the priority projects, and recommend them to County Council in time for it to be useful in their budgeting process.

The Commission, as a group, felt the information submitted, in most cases, is lacking pertinent information and justification, and is virtually unusable to the Commission without additional detailed input from the department heads. Had the information been received months ago, the Planning Commission would have had time to ask departments for clarification and the necessary detail to determine the basis for much of the information they were submitting.

The Commission members each expressed concern because the submitted data appears to have practically no relevance or continuity to the 5-year CIP that was started last year. The document that has been submitted rarely reflects what was in last year's plan, contains much completely different new information, and appears as a wish list of capital items. It is also a radical

departure from the CIP the sewer impact fees are based on. The Commission agreed that the County needs to find out, through legal consul, what impact, if any, there will be if the County does not have a current CIP that has been submitted by the Planning and Zoning Commission.

In addition to recommending a CIP to County Council, Lewis Shaw stated that it is also the Planning Commission's function to take the information the departments have submitted, prioritize it, come up with a list of projects that the Commission feels the County should pursue, and then make those recommendations to Council. He questioned whether the CIP that has been submitted to the Commission contains enough information to accurately compile a list to submit to County Council.

John Newman explained that, if the Planning Commission does not feel they have enough information and time to do a proper CIP, the information that was submitted to the Planning Commission will be the County's CIP - a CIP completely independent from the Planning Commission. The difference is it will not be a Planning and Zoning Commission-recommended five-year CIP. He went on to state that he feels the Commission can still make their list of annual recommendations from the data submitted. He added it is important that the County have a list of capital projects the Planning Commission recommends long term so Council can plan ahead financially for the County's needs. The consensus from the Commission, however, was that there was not enough information provided to recommend or not recommend any of the capital projects that were submitted.

The Commission came to general agreement that, because of the lack of information submitted, the level of documentation, and the late date it was submitted, they do not have the ability to produce a CIP that they would be comfortable putting their name on and giving to County Council. They expressed regret that, due to circumstances beyond their control, they were not going to be able to deliver a CIP this year. Looking forward to next year, the Commission agreed it needs to know whether current administration supports the Planning Commission developing a CIP. Lewis Shaw suggested, and the Commissioners agreed, that he, the Planning Commission Chairman, should arrange to meet with Administrator Clay Young and County Council Chairman Steve Kelly as soon as possible to inform them that a Planning Commission-approved CIP cannot be delivered to Council this year for the reasons stated above, to determine if the County Council supports the Planning Commission's development of a CIP for FY 2010/2011, and to commit the Administration's resources to that task in a timely manner.

Adjournment

At 6:35 p.m., Karen Eckford made the motion to adjourn. It was seconded by Richard Simmons. All voted in favor.

Respectfully submitted,

Carolyn B. Hammond

Carolyn B. Hammond
Secretary