

## **Kershaw County Planning Commission Minutes – Regular Session, January 10, 2007**

Members Present: Lewis Shaw, David Brown, Charles Cottingham, Karen Eckford, and George Gibson

Members Absent: Dan Matthews, and Richard Simmons

Staff Present: Carolyn Hammond and John Newman

### **I. Call to Order**

Chairman Lewis Shaw called the meeting to order at 5:30 p.m.

### **II. Public Comment Period**

There were no comments from the public.

### **III. Approval of Minutes**

Karen Eckford motioned that the minutes of the December 13, 2007 regular meeting be approved. George Gibson seconded. All voted in favor.

### **IV. Annual Election of Commission officers**

Karen Eckford made the motion to nominate Lewis Shaw to continue as Chairman, and Richard Simmons to continue as Vice Chairman of the Kershaw County Planning Commission. The motion was seconded by George Gibson. All voted in favor.

### **V. Review and discussion of draft of Capital Improvement Program (CIP)**

John Newman gave the group an update on the CIP information received thus far. He outlined the format of the CIP draft that the Commission had before them, pointing out that the CIP is a state mandate. Having a CIP with identified projects plugged into the plan goes a long way toward getting grant monies. The target date to approve the Plan is the Planning Commission's regular meeting on February 14, 2008. By having the CIP completed by that time, it can be sent to County Council later in the month and be available to the Finance Committee when they begin their budgeting process for the next fiscal year. Because of this target date, any substantial changes would need to be made at this meeting.

Since the current draft was printed, Dean Hendricks has submitted numbers for the requested improvements at Public Works. The biggest missing number is the transportation study. The consultants are aware of the deadline, and are currently gathering their information. These figures will be added before the February 14 meeting.

In some cases, program and budget planning for the entire five-year plan period will be incomplete. This is because future year numbers are going to depend on studies that have been recommended to be conducted in the first year. Also, definite plans for the Central Carolina campus, equine park, and county park are unknown at this point.

The CIP will be a continuous process. Every year, starting at the August or September Planning Commission meeting, the Commission will review what has happened in the past year, and will decide if it wants to continue certain projects. Every year they will add a new year on as the old year drops off.

Chairman Shaw asked John Newman to explain the annual priority projects recommendations. Mr. Newman explained that state law charges planning commissions to come up with a list of annual priority projects from their programs in the CIP. This lets county councils know the projects that the planning commissions want them to focus on. The Kershaw County Planning Commission selected their priority projects at their last regular meeting on December 4, 2007. The priority projects are: Governor's Hill Business Park, Wateree Executive Park, the Detention Center and Courthouse, transportation planning, and an update to the Master Sewer Plan.

This is the first time that Kershaw County Council has been given a Capital Improvements Program. To familiarize Council with the process, John Newman will request to be put on their February 12<sup>th</sup> agenda so that he can familiarize them with the process. The Planning Commission will present their CIP recommendations to County Council on February 26, 2008. Council will then give the recommendations to the Finance Committee who will use them as a tool in their budgeting process.

David Brown stated that, in light of the fact that the County operates on limited funds, he is concerned that the Planning Commission has listed a \$9-million, 29,000 square foot West Wateree library in their list of projects. He is concerned that Council will think the Planning Commission unreasonable in their expectations when they see that extremely large figure. John Newman agreed that many people were taken aback by those figures. He pointed out that the new library facility is on the list, but it is ranked as a low priority. The Commission is not obligating the County for those funds, but is passing along figures that were supplied to them. The only thing that will take place currently is the formalization, by the County, of the donation of land at Wateree West Park. Next year, the Commission could look at the library's numbers and do an analysis of their requests and figures. John Newman pointed out that the library studies were done by an out of state consulting firm that may not be using area real estate and construction cost figures.

#### **VI. Staff Report on County Council Actions Concerning Planning & Zoning Commission**

John Newman reported that there were no recent County Council actions concerning the Planning Commission.

#### **VII. Other Items**

Lewis Shaw asked John Newman to supply the Commission with a timeline for the Planning Commission's workload for the coming year. Mr. Newman will provide the list by the next regular meeting.

#### **VIII. Adjournment**

Karen Eckford motioned to adjourn. David Brown seconded, and all voted in favor. The meeting ended at 5:58 p.m.

Respectfully submitted,

Carolyn B. Hammond  
Secretary