

# CHEROKEE COUNTY BOARD OF COMMISSIONERS

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## Pre-meeting work session

MAY 17, 2011  
3:00 p.m.  
Cherokee Hall

## MINUTES

Chairman Ahrens began the Work Session at 3:10 p.m.; all members were present. He asked Margaret to go ahead with her presentation.

### 1. Presentation of Draft Development Code – **Margaret Stallings**

Margaret started with a brief outline of this project, saying this is the last project of the three part *Community Agenda Implementation* project. She then showed a series of slides documenting the steps that have been taken so far as well as what's next. She showed a list of team members who began meeting every 2 weeks in July 2010 developing a project plan, gathering documents, creating the framework structure and using a centralized space on the intranet to make these 3 documents into one. The 3 documents being the Zoning Ordinance, the Development Regulations and Building Code Administration.

What has been accomplished so far is a 12 chapter document called the Development Code, Margaret continued. This is about 90% complete at this time and the goal is to make something that is much more easy to understand for anyone reading it. Revisions and re-writes are still being made on some portions. The next step is to post the draft on the website and solicit public feedback. Once this process is complete, and after reviewing the observations of the public and if feasible blending into the document, will be the time to schedule and hold a public hearing for possible adoption by the board.

After showing a timeline of when the other portions would be presented to the Board, Margaret briefly went over outlines of Chapters 1-3 to illustrate how they were laid out and what is included.

During discussion, Margaret was asked by Commissioner Johnston if there was a way to see if there were any real changes of substance were included in the document they had been presented. Margaret answered saying that the changes are not significant, mostly it reflects how the department, she mentioned in the Administration section they have all the flow charts.

Commissioner Johnston asked if they could get something that would focus their attention while reviewing the document if there is something potentially new or different to look at. Margaret said she would put together an Executive Summary for the board; Commissioner Johnston said that would be fine and if this could also be done on the upcoming documents as well, it would certainly be a help.

Chairman Ahrens called Janelle up for her presentation.

## **2. April 2011 Financials – Janelle Funk**

Janelle began saying that in reviewing the April financials, they did not see anything unexpected, so they did their normal review of cash and revenue expenditures. In the Cash Executive Summary, as she had stated last month, she had gotten comments saying that it looked like there was a lot of cash. She repeated that in the All Funds cash report, the appearance can be deceptive because the figures are higher than the cash position in 2007. But when you look at the All Funds cash what you are not seeing is the funds set aside for special projects, such as the Parks Bond. A better depiction is to look at the General Fund cash, if you compare the 2007 cash to the 2011 cash, you will see that the cash has dropped quite a bit.

Janelle next went to the Revenue Executive Summary showing the bottom line which depicts YTD revenues below the estimated YTD Budget; this is due to receiving less landfill fees from Waste Management than were budgeted, investment income is lower than expected as well. The revenue by the end of the year is still going to be equal to the budget she continued. Same thing for the General Fund, the forecast is still on target.

Janelle showed the Expenditures next for All Funds and General Fund saying the figures are where they should be; Janelle said that she had explained where the figures would be for personnel costs and operations costs in the Executive Summary. On the next slide showing Personnel Costs, Janelle explained the figures are right where they should be. On the Head Count slide, the 2011 budget for full-time positions is 1,190 and this is the average head count. For 2011 YTD, we are under the budget. Janelle said this also shows under budget for part time employees.

On the slide for the Status Summary and Action Plan, Janelle said nothing had changed from last month, from the position where it is now, we have not lost any ground. After this, she reviewed the new sheets that she had put in on the gas prices and cost of crude oil as well as the Workman's Comp picture.

The final slides were for the 2012 Outlook and what is on the horizon going into the budget process. She reminded the board it was known that going into the 2012 budget, there are items that are specific to 2011 that will not carry over to 2012. Janelle continued saying there will be a \$4.3 million dollar shortfall going into 2012.

She reminded the board that the Jail Fund had increased the funding for jail costs to the County from \$275,000 to \$600,000 and there has been some concern shown over the continued use of this fund as it is meant to cover unplanned jail emergencies.

And there are several funds that have had to use their reserves just to make it through 2011 such as Fire, Victim Witness, E911, Animal Services and Senior Services.

Lastly, Janelle put up a timeline for the proposed 2011 millage rate showing the possible dates for public hearings and the fact that the County millage rates cannot be adopted until after the School Board sets their rates in late July. After showing this, there was discussion among the board members of what might be required including raising the millage rates; Chairman Ahrens said he was going to send an email out to all employees asking for their ideas and comments of what could be done going into the 2012 budget process.

### 3. Discussion of Regular Agenda items

Chairman Ahrens began by asking Commissioner Bosch if the 3 public hearings that were shown on the agenda were the ones she was interested in; she answered yes. And went on to talk a few minutes about these. Then he asked Vicki Taylor-Lee about the request to hold a public hearing and she explained that the property located in Bridge Mill backs up to Corps of Engineers' property with a condition of a 25 foot buffer. As the condition was placed by the Commissioners when the property was rezoned, only the Board can approve any encroachment into the buffer. Vicki Taylor-Lee stayed at the podium to talk about the zoning case on the agenda.

Then the Chairman talked about his trip to Seattle, Washington with the ARC LINK group; he said the value of these trips is as much the people who go on the trips as the cities that are visited. After a brief description of some of the people he went with and what was seen in Seattle, the Chairman went on to the reappointment for the Library Board and the need for another appointment to the DBHDD board.

Chairman Ahrens said on the item about Sunday retail sales, he thought everyone was in agreement about calling for a public hearing to take comments from the public. It was decided to advertise the public hearing for June 21<sup>st</sup>.

Commissioner Nelms talked about the request for a Proclamation and mentioned that since Mr. and Mrs. Mickey Swims would be in attendance tonight, he would like to go ahead and move this to the beginning of the meeting and present the Proclamation.

It was mentioned that the Chairman had skipped the "Old Business" section, so he went back to it; Lt. Pinyan came up to the podium and the Chairman asked if anything new had come up on the Precious Metals Dealers ordinance. Lt. Pinyan said no, he would just reiterate the information needed for their purposes investigating property crimes and the pawnbrokers had told him that they did not want to be put on an "uneven" playing field in terms of the holding period. If they were required to hold merchandise for 30 days, then the Precious Metals dealers should be also required to hold merchandise for 30 days. There was some discussion especially regarding what the State law requirements were for Precious Metals dealers, it was determined that the State law requires the dealers to only hold the merchandise for 7 days; Lt. Pinyan said a longer holding period is better for their purposes.

Lt. Pinyan said in order of priority, they would like the ordinance to require (1) a photo of the item; (2) fingerprint of dominant index finger; (3) photo of individual; (4) a 30 day holding period.

Discussion continued for some time on the subject until the Chairman said it's on the agenda, so we'll get something done on it this evening.

Mr. Cooper began going over his portion of the agenda with several questions coming on item #3. (The Chairman had to step out before Mr. Cooper completed his portion.)

Vice Chair Hubbard asked Mrs. Davis to go over the item under her portion of the agenda. Mrs. Davis said on this case, this evening the only request was to set and advertise a public hearing.

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Commissioner Hubbard made a motion to adjourn to Executive Session at 5:10 p.m. to discuss personnel issues, pending litigation and property acquisition; Commissioner Bosch seconded and the vote was unanimous to approve.

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These Minutes were approved at the regular meeting on June 7, 2011.