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INTERIM COUNTY ADMINISTRATOR  
COUNTY ATTORNEY

CONNIE L. SCHROYER  
CLERK TO COUNCIL

AGENDA  
COUNTY COUNCIL OF BEAUFORT COUNTY  
CAUCUS

Monday, October 22, 2018

5:00 p.m.

Large Meeting Room, Hilton Head Island Branch Library  
11 Beach City Road, Hilton Head

1. CALL TO ORDER – 5:00 P.M.
2. EXECUTIVE SESSION / RECEIPT OF LEGAL ADVICE
  - A. Contract negotiations regarding a person regulated by Council
  - B. Contract negotiations regarding NP Strategy
3. CAUCUS
  - A. Discussion of Strategic Planning Schedule / Council Interviews and Retreat
    1. Proposed interview dates, week of January 28, 2019
    2. Proposed Retreat dates, Thursday–Saturday, March 14-16, 2019
  - B. Receipt of Interim County Administrator’s Two-Week Progress Report ([backup](#))
  - C. Discussion / Consent Agenda
  - D. Discussion / Non-Agenda Items
4. ADJOURNMENT





## MEMORANDUM

DATE: October 19, 2018  
TO: County Council  
FROM: Thomas J. Keaveny, II, Interim County Administrator  
SUBJECT: Interim County Administrator's Progress Report

The following is a summary of meeting activities that took place October 8, 2018 through October 19, 2018:

October 8, 2018

- Executive Committee: Interviews for Interim County Administrator's Position
- Graves – Pepper Hall Meeting
- Finance Committee
- Community Services Committee
- County Council Caucus
- County Council Regular Session

October 9, 2018

- Hurricane Michael Briefing / Conference Call – Emergency Operations Center
- Eric Larson, Robert McFee and Colin Kinton re: Engineering Projects Status Update
- Council Member Gerald Dawson, Philip Foot and Shannon Loper re: USCB's Request to Utilize Burton Wells for Baseball Games

October 10, 2018

- Monica Spells, Philip Foot and Suzanne Gregory re: Monthly Project Review Status Update
- Hurricane Michael Briefing / Sheriff P. J. Tanner Press Conference - Emergency Operations Center

October 11, 2018

- County Administrative Leave – Hurricane Michael

October 12, 2018

- No Scheduled Appointments

October 15, 2018

- Dr. Herbert Berg, Interim School Superintendent, and Wendy Cartledge, School Attorney re: Introductory Meeting

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October 15, 2018 (Continued)

- New Hire Employee Orientation
- Council Vice Chairman Jerry Stewart, Council Member York Glover, Monica Spells, Alicia Holland, Marion Burns, Acting Director, Penn Center, Inc. and John Crouch, Architect re: Penn Center's Capital Improvement Project Proposal
- Council Chairman Paul Sommerville, Council Member Alice Howard and Monica Spells re: DSN Home Construction
- County Council Special Session re: Interim County Administrator's Position
- Natural Resources Committee

October 16, 2018

- Philip Foot, Suzanne Gregory and Chuck Atkinson re: Employee Job Description / Conference Call
- Assistant County Administrators / Staff re: Interim County Administrator / Conference Call
- Robert McFee and Amanda Loveday re: One Cent Sales Tax Referendum / Conference Call
- Connie Schroyer re: Review of Council / Committee Agendas for October 22, 2018 Council Meetings
- Philip Foot, Suzanne Gregory and Hakim Bayyoud re: Building Codes Personnel Issue

October 17, 2018

- Agenda Review with Chairman, Vice Chairman and Executive Staff re: October 22, 2018 Council Meeting
- Dave Thomas, Dustin Lester, Assistant Director of Economic Development, Thomas P. Miller & Associates and Connie Schroyer re: Retreat Project and Strategic Plan Discussion / Conference Call
- Sarah McKee of GovHR USA: County Administrator Search / Conference Call
- Chief Magistrate LaShonda Scott re: Transition of Municipal Court / DUI Prosecutions in Magistrate's Court

October 18, 2018

- Eric Larson, Stephanie Nagid, Eric Greenway and Council Member Alice Howard re: WOTUS Resolution
- Monica Spells, William Love, Mark Roseneau, Wanda Mayse, Attorney Tab Bendle and Mike Sutton re: DSN Home Construction Weekly Update

October 19, 2018

- LATS Policy Committee Meeting, TCL New River Campus
- Alicia Holland and Gary James re: County Assessor Update