

**MINUTES**  
**RURAL AND CRITICAL LAND PRESERVATION BOARD RETREAT**

**February 13, 2020**

Crystal Lake Park Building  
124 Lady's Island Drive, Lady's Island, South Carolina

The electronic and print media duly notified in  
accordance with the State Freedom of Information Act.

**ATTENDANCE**

Present: Committee Chairman Michael Mathews, Committee Vice-Chairman Beek Webb, Art Baer, Bob Bender, Terry Hill, Doug Koop, Walter Mack, Gail O'Kane, Ryan Stefonick

Absent: None

County  
Council: Alice Howard, York Glover

Staff: Ashley Jacobs, County Administrator; Chris Inglese, Deputy County Administrator; Eric Greenway, Comm. Dev. Director; Amanda Flake, Natural Resources Planner; Stefanie Nagid, Passive Parks Manager; Kristin Williams, Ex. Dir. BCOLT; Caylor Romines, BCOLT; Barbara Holmes, BCOLT

Visitors: Heather Colin, Town of Bluffton; Brie Giroux, Town of Bluffton

**CALL TO ORDER**

Chairman Mathews called the meeting to order at 9:32 a.m.

Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act

**APPROVAL OF AGENDA**

**Motion:** It was moved by Mr. Baer, seconded by Ms. O'Kane to approve the agenda as presented. The vote: YAYS – Chairman Mathews, Vice-Chairman Webb, Mr. Baer, Mr. Bender, Mr. Hill, Mr. Koop, Mr. Mack, Ms. O'Kane, and Mr. Stefonick. The motion passed.

## **APPROVAL OF MINUTES**

**January 9, 2020**

**Motion:** It was moved by Ms. O’Kane, seconded by Mr. Mack to approve the minutes from January 9, 2020. The vote: YAYS – Chairman Mathews, Vice-Chairman Webb, Mr. Baer, Mr. Bender, Mr. Hill, Mr. Koop, Mr. Mack, Ms. O’Kane, and Mr. Stefonick. The motion passed.

## **EXECUTIVE SESSION**

**Discussion of negotiations incident to proposed contractual arrangements for acquisition of Project Longwood PDR, due diligence for Project 2020B, and update on all current projects– *Barbara G. Holmes, Beaufort County Open Land Trust***

**Motion:** It was moved by Mr. Baer, seconded by Mr. Stefonick to approve to go into Executive Session. The vote: YAYS – Chairman Mathews, Vice-Chairman Webb, Mr. Baer, Mr. Bender, Mr. Hill, Mr. Koop, Mr. Mack, Ms. O’Kane, and Mr. Stefonick. The motion passed.

## **MATTERS ARISING OUT OF EXECUTIVE SESSION**

**Motion:** It was moved by Ms. O’Kane, seconded by Vice-Chairman Webb, to forward Project Longwood PDR and send it to the Natural Resources Committee for approval of acquisition as presented in Executive Session. The vote: YAYS – Chairman Mathews, Vice-Chairman Webb, Mr. Baer, Mr. Bender, Mr. Hill, Mr. Koop, Mr. Mack, Ms. O’Kane, and Mr. Stefonick. The motion passed.

**Motion:** It was moved by Vice-Chairman Webb, seconded by Mr. Baer, to forward Project 2020B and send it to the Natural Resources Committee for approval of due diligence as presented in Executive Session. The vote: YAYS – Chairman Mathews, Vice-Chairman Webb, Mr. Baer, Mr. Bender, Mr. Hill, Mr. Koop, Mr. Mack, Ms. O’Kane, and Mr. Stefonick. The motion passed.

## **PRESENTATION**

### **Passive Park Update**

A presentation was made by Ms. Stefanie Nagid about the Beaufort County Passive Park Program. She listed all the accomplishments that have occurred during the two years she has been in this position. Some of those accomplishments include a Passive Park Work Plan, Passive Park Ordinance, Facility Rental Ordinance, boundary signs, record keeping, and routine inspections of the properties. Next steps will be individual property management plans, timber and vegetation management, prescribed burning, and invasive exotic plant control.

## **ACTION ITEMS**

### **RCLP Board 2020 Meeting Schedule**

Ms. Amanda Flake presented the RCLP Board 2020 Meeting Schedule. The first half of the year, from January through June, the Board will meet at the Beaufort Jasper Water and Sewer Authority Conference Room on the 2<sup>nd</sup> Thursday of each month from 2:00 pm - 5:00 pm. During the December Board meeting it was decided that the Board would like to meet at Crystal Lake for the second half of the year, from July through December. Ms. Flake reported that the Crystal Lake Park Building was available on the 2<sup>nd</sup> Thursday of each month but the time would have to change to 2:30 pm - 4:30 pm.

**Motion:** It was moved by Mr. Baer, seconded by Mr. Mack to approve the RCLP Board 2020 schedule as presented. The vote: YAYS – Chairman Mathews, Vice-Chairman Webb, Mr. Baer, Mr. Bender, Mr. Hill, Mr. Koop, Mr. Mack, Ms. O’Kane, and Mr. Stefonick. The motion passed.

## **DISCUSSION ITEMS**

### **RCLPB Finance Report**

Chairman Mathews presented an overview of the Rural and Critical Land Preservation Program Finance report ending January 31, 2020. Currently the Program has approximately \$3.7 million dollars with encumbrances of \$989,000. That brings the approximate total to \$2.7 million dollars. Mr. Eric Greenway pointed out that with the recent approval to purchase Pineview, the balance would be zero. Mr. Greenway also mentioned that there was a new Finance Director on board and Chairman Mathews requested a meeting with him to discuss the finance report in more detail. Chairman Mathews stated that after that meeting he would bring back the finance report in March for more discussion with the Board members.

### **Greenprint Update**

Ms. Greenway stated that Design Workshop had been hired by the Community Development Department to assist with the Comprehensive Plan update. He recently requested that Design Workshop add an amendment to their contract to perform the Greenprint update. Mr. Greenway was still waiting on County Council to approve the amendment. The timeline for the Greenprint to be completed should be December 2020.

### **RCLP Board Ordinance Review**

Mr. Greenway discussed the Rural and Critical Land Preservation Program Board Ordinance and stated that the only things that changed were more gender neutral language, board members should have relevant experience in matters of the Program, and term limits for chairman and vice-chairman.

### **RCLP Program Ordinance Review**

Mr. Greenway discussed the Rural and Critical Land Preservation Program Ordinance and stated that it was designed to make the Program work more smoothly and give depth to the Program. Ms. Barbara Holmes went over the flowchart that showed a snapshot of the process from beginning to end. It was requested that some sections be added to show that even if a project was turned down at any part of the process, the landowner would have a chance to renegotiate and resubmit. Ms. Holmes stated that these changes would be addressed and a revised chart would be on the agenda in March. Mr. Greenway presented a draft application to the board members for consideration. Suggestions were to add property types in the description (PDR or fee simple), add price expectation from the owner, and a directions page. These changes would also be implemented and brought back to the March meeting.

### **Town of Bluffton**

Ms. Heather Colin introduced herself and Brie Giroux who both work for the Town of Bluffton in the Growth Management Department. They gave an overview of their job duties and stated that the Town was interested in a PDR program which was why they attended the Retreat.

### **ADJOURNMENT**

**Motion:** It was moved by Mr. Baer, seconded by Mr. Mack to adjourn the meeting at 1:55 pm. The vote: YAYS – Chairman Mathews, Vice-Chairman Webb, Mr. Baer, Mr. Bender, Mr. Hill, Mr. Koop, Mr. Mack, Ms. O’Kane, and Mr. Stefonick. The motion passed.

**Submitted by:** Amanda Flake, Beaufort County Community Development  
Natural Resources Planner

**Approved:** \_\_\_\_\_  
Mike Mathews, Chairman  
Beaufort County Rural and Critical Lands Preservation Board

Date: \_\_\_\_\_