

**Charleston Naval Complex Redevelopment Authority
Naval Base Museum Authority**

July 17, 2018
12:30 PM
RDA Board Room
1096 Navy Way
North Charleston, South Carolina

MINUTES

Present: RADM William Schchte, Jr. (Ret), Chairman
Gene Hogan
Ronnie Givens
Ms. Deborah Crosby-Summey
Alan Coker
Fred Kemmerlin

Absent: Chris Sullivan, Vice Chairman
Randy Burbage, Secretary/Treasurer
Ron Anderson
Thomas Myers

Staff: Robert Ryan Executive Director
Sean McDonell Operations Director

Absent: Austin Hilligas Business Manager
Les Lockard Maintenance Director

Advisors: Wilbur Johnson, Esquire Young Clement Rivers, LLP

Others: Lisa Reynolds City of North Charleston
Danny Rowland CMMC LLC
Dick Gregory CMMC LLC
Brent Jonas CRDA

1. Call to Order/Determine Quorum (Agenda Item 1). The meeting was called to order at 12:30 PM by the Chairman, RADM Schachte, with a Quorum present.
2. Freedom of Information Act Report. (Agenda Item 2). Mr. Ryan stated for the record that the Authority fully complied with the requirements of the Freedom of Information Act in providing notice of the meeting.
3. Approval of Minutes. (Agenda Item 3). RADM Schachte asked if there were any corrections/additions to the March 21, 2018 Board meeting minutes. There being none Mr. Givens made a motion to approve the minutes which was seconded by Mr. Hogan and approved unanimously.

4. Approval of Agenda. (Agenda Item 4). RADM Schachte asked if there were any changes to the Agenda. There being no changes Mr. Givens made a motion to approve the agenda as written which was seconded by Mr. Hogan and approved unanimously.

5. Old Business/New Business. (Agenda Item 5).

- (1) Mr. Ryan presented the budget update for FY17-18. The report covers the period July 1, 2017 to June 30, 2018 and was given for information only.

- (2) 2018-2019 Budget.

Revenue for the S.C. Department of Revenue (DOR) is on par with the capped amount instituted by legislation a couple of years ago, but the DOR still owes the Authority about \$2M that will get picked up in the Audit for this fiscal year.

The Authority still owns property that is leased by the SPA with the exception of the southern half of the Viaduct Bridge parcel, which affects leased property operations at 108%. You will also note in Expenses that Rural Development Share is at 117%, but that is because income is at 114% and is a complete guess in any given year.

All other areas of revenue for the 2018-2019 Budget are projected to be fairly consistent with the current budget. Lack of Bank interest continues to plague the Authority and although other avenues of increasing interest have been considered, it is the availability of existing funds that make prognostication difficult. RDA Office Expenses are increased by \$15K and Leased Property Operations by \$10K as we continue to gather cost information.

Per the Chairman, The Executive Director is asking for a 5% raise for employees in the 2018-2019 Budget. Should the Authority chose to give Staff a raise, it will not increase the Personnel budget as we still have an unfilled position and Miss Tommie has retired. A raise is not included for the Executive Director as that is for the Authority to decide.

Under Capital Improvement Projects \$6M has been allocated for the ongoing construction projects agreed to by the Authority such as Quarter's A and J. Mr. Ryan asked Sean McDonell to give an update on these projects:
Quarter's A – In process of awarding the contract for repairs.
Quarter's J – Design team has been selected.
Realignment of Everglades and parking lot – Design team has been selected.

Revenues are expected to be about \$7M and for expenditures to be about \$9M. The Authority's current total balance on hand is approximately \$39M.

Authority is asked to approve the 2018-2019 Budget and to reconcile expenses to accurately reflect expenditures as of the end of the fiscal year.

RADM Schachte asked that the 5% raise for employees be deferred until the next meeting.

Mr. Givens made a motion to accept the 2018-2019 Budget with the exception of the 5% raise for employees, which was deferred at this time. The motion was seconded by Mr. Hogan and was approved unanimously.

6. Date, Time and Location of the Next Meeting.
August 7, 2018, 12:30 PM, RDA Board Room.
7. Adjournment. There being no further business to discuss Mr. Kemmerlin made a motion to adjourn which was seconded by Mr. Givens and approved unanimously. The meeting adjourned at 1:00 PM.

RECORDED BY:

APPROVED:

Tommie Borker

August 7, 2018