

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

June 12, 2024

12:30 PM

**Zucker Family Graduate Education Center
Board Room-Second Floor
1240 Supply St.
North Charleston, South Carolina**

MINUTES

Present: RADM William Schachte, Jr. (Ret), Chairman
Ronnie Givens
Ms. Deborah Crosby-Summey
Glenn McConnell
Fred Kemmerlin

Call-In: Randy Burbage
Chris Sullivan
Alan Coker

Absent: Gene Hogan
Spencer Pryor

Staff: Sean McDonell Executive Director

Advisors: Wilbur Johnson, Esquire Clement Rivers, LLP
Robert Ryan

Others: Kellen Butler Friends of the Hunley
Ric Tapp, Esquire Maynard Nexsen

1. Call to Order/Determine Quorum. The meeting was called to order at 12:30 PM by the Chairman, RADM Schachte, with a Quorum present.
2. Invocation. RADM Schachte asked that everyone stand for the pledge of allegiance.
3. Approval of Minutes. RADM Schachte asked if there were any discussions needed regarding the March 13, 2024 Board meeting minutes. There being none, a motion was made to approve the minutes by Mr. Givens and seconded by Mrs. Summey and unanimously approved.

4. Approval of Agenda. RADM Schachte asked if there were any objections to the agenda. There being none, a motion to approve the agenda as written was made by Mr. Givens and seconded by Mrs. Summey and unanimously approved.

5. Old Business/New Business.

- (1) Budget Report. Mr. McDonell informs the Board that the budget report is for information purposes only and that no action is required. He points out that the bank interest is on track for the Authority to make almost \$2.9 million in interest alone and that just 3 years ago, the Authority only made \$10,000 for the year. Mr. McDonell also points out that the Rural Development Act revenue is approaching its legislatively capped maximum amount and that it will equal this maximum amount by the end of the fiscal year. He also stated that the Authority has submitted a request for the final check for the fiscal year. The Admiral asked if there were any further discussion on the topic. There being none, the report was accepted as information.
- (2) Annual Audit Agreement. Mr. McDonell points out that the agreement forwarded by Veris is the same agreement used for the past several years. He informs the Board that the total amount is \$28,000 and that the action requested is to approve the annual audit agreement with Veris CPA and authorize the Chairman and/or other appropriate officers to execute all necessary and satisfactory documents and amendments. There being no further discussion, a motion was made to approve by Mr. Givens and seconded by Mrs. Summey and approved unanimously.
- (3) Authority FY2024-2025 Annual Budget. Addressing revenue, Mr. McDonell informs the Board that the bank interest has exceeded expectations and that the proposed budget amount for interest revenue for this year's budget amount has been significantly increased compared to previous years but below this year's receipts anticipating rate decreases moving into 2025. He also informs the Board that the Rural Development Act Income remains on par with the legislatively capped amount and is expected to continue at this amount through the new budget year. Mr. McDonell then discusses operating expenses and informs the Board that the Authority continues to budget for four full-time staff members. He states that the cost includes an 11.8% employer health insurance increase for the coming year. He adds that it also includes a 5% increase to account for any raises the Authority may award during the year. Mr. McDonell also informs the Board that amounts have been added for distribution to Redevelopment Partners (\$50k each) should the Authority decided to approve these distributions, although at this time, no requests for distributions have been received. He then discusses Capital Expenses and explains that it is proposed to remain at \$6M should the Authority direct staff to move into the design phase of the Submarine Science Center and to cover the costs of the Quarters H & I maintenance and repairs project that the Authority previously authorized. He informs the Board that the maintenance and repairs project is going well and that the completion is anticipated for September 2024. The Admiral asked if there were any further discussion. There being none, a motion

to approve was made by Mr. Givens and seconded by Mr. McConnell and approved unanimously.

- (4) RDA Permanent Easement to access Cody Street upon ownership transfer from SCDOT to Private Owner and ownership status of adjacent Viaduct Road. Mr. McDonnell reminds the Board that this item was discussed at the previous meeting and the agenda item from the previous meeting was included in their packets to refer to. He states that the action requested is to enter into a written agreement with Clement Avenue Holdings, LLC that grants the RDA a permanent access to use Cody Street, to concur with the ownership transfer of Cody Street from SCDOT to Clement Avenue Holdings, LLC and to direct staff to continue to pursue ownership of Viaduct Road/Naval Air Base Road from the Spruill Avenue intersection to its termination at the former Navy Base property line with SCDOT and authorize the Chairman and/or other appropriate officers to execute all necessary and satisfactory documents and amendments. Mrs. Summey expresses her reservations to move forward with the easement, as a draft was not presented for review and she does not know who the members of the LLC are or their intentions. Mr. Tapp adds that the registered agent for Clement Avenue Holdings LLC is Joe Cinco Jr. with an office on Daniel Island. Mr. McConnell tells staff/legal to ensure that the easement is perpetual and transferable in case of a property ownership transfer. The Admiral asked if there were any further discussion. There being none, a motion to approve was made by Mr. Sullivan and seconded by Mr. Givens. . The Board Chairman cast the deciding vote and the motion was approved (Yes (4): Burbage, Givens, McConnell, Schachte ; No: (3) Coker, Kemmerlin, Summey).

Executive Session

Mrs. Summey made a motion to enter into Executive Session to receive legal advice and discuss contractual matters pursuant to S.C.Code, Section 30-4-70 (a) (2). The motion was seconded by Mr. Kemmerlin and the Board entered into Executive Session.

The Board returned to the Regular Session and noted that no action would be taken as a result of Executive Session discussions.

6. Date, Time, Location of the next meeting. September 11, 2024 at 12:30 PM at the Zucker Family Graduate Education Center, Board Room-Second Floor.

7. Adjournment. There being no further business to discuss, a motion to adjourn was made by RADM Schachte, was seconded by Mr. Givens and approved unanimously. The meeting was adjourned.

RECORDED BY:

APPROVED:

Ashley Marie

3/19/25