



# MINUTES CAPITAL PROJECT ADVISORY COMMITTEE

Wednesday, July 20, 2011, 10:00 a.m.

Oconee County Administrative Offices  
Conference Room, 415 S. Pine Street, Walhalla, SC 29691

*No Recording was made of this meeting.*

## MEMBERS

Mr. Paul Corbett, County Council, Chairman  
Mr. Scott Moulder, County Administrator  
Mr. Alan Blackinton, Infrastructure Advisory Commission  
Mr. David Mead, At Large Member  
Mr. John Rau, At Large Member

Mr. Ryan Honea, Planning Commission  
Ms. Kendra Brown, Finance Director  
Mr. Lake Julian, Facilities Director  
Mr. Art Holbrooks, Planning Director  
Ms. Elizabeth G. Hulse, Clerk to Council/Secretary

The Capital Project Advisory Committee met Wednesday, July, 2011 at 10:00 AM in the Conference Room, 415 South Pine Street, Walhalla, SC with all Members (except Mr. Ryan Honea) present and Elizabeth Hulse, Committee Secretary.

**Press:** Pursuant to the Freedom of Information Act, notice of the meeting, date, time, place of meeting and agenda were posted on the bulletin board at the County Administrative Offices, 415 South Pine Street, Walhalla, SC, and the County Council website [[www.oconee.com/council](http://www.oconee.com/council)]. In addition it was made available [upon request] to the newspapers, radio stations, television stations and concerned citizens.

Member of the press present: None were present

## Call to Order:

Mr. Corbett called the meeting to order at 10:02 a.m.

## Approval of Minutes:

Mr. Rau made a motion, seconded by Mr. Moulder, approved 8 - 0 - 1 [Mr. Mead abstained as he was not present at the meeting] to approve the minutes from the June 15, 2011 meeting as presented.

## Review of Sub Committee Findings / Recommendations

Mr. Moulder as spokesman for the sub committee provided the Committee with several draft handouts [copies filed with these minutes] to include:

- Capital Project Information Sheet
- Project Criteria Questionnaire
- Project Scoring Sheet

The Committee discussed at length the Project Criteria Questionnaire adding clarifying statements and addressing questions as they arose.

It was agreed that the next step would be to revise the forms and utilize them with a "test project". Discussion followed. It was agreed that the shell building would be a logical and manageable project to conduct the test project with.

The Committee also addressed concerns with the scoring sheet noting that the weighting could potentially skew a projects ranking. It was agreed that the sub committee would work on a revised draft of both forms to be distributed prior to the next meeting.

## Review of Capital Projects List:

Mr. Corbett deferred discussion of this item.

## Old Business:

No Old Business was addressed at this meeting.

## New Business:

No new Business was addressed at this meeting.

## Adjourn:

Mr. Corbett adjourned the meeting at 11:08 a.m.

Respectfully Submitted:

Elizabeth G. Hulse, Secretary