

MAYOR:
Bradley D. Belt

MAYOR PRO TEMPORE:
Russell A. Berner

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Stafford J. McQuillin III



COUNCIL MEMBERS:
Dr. Michael Heidingsfelder
E. Luke Farrell
Madeleine Kaye

TOWN COUNCIL
Municipal Center Council Chambers
June 4, 2024, 1:00 pm

AGENDA

- I. **Call to Order:**
- II. **Pledge of Allegiance**
- III. **Roll Call:**
- IV. **Approval of Minutes:**
 - A. Minutes of the Town Council Meeting of April 2, 2024 [Tab 1]
 - B. Minutes of the Town Council Meeting of May 7, 2024 [Tab 2]
- V. **Citizens' Comments (Agenda Items Only):**
- VI. **Updates:**
 - A. Mayor
 - B. Council Members
 - C. Administrator
- VII. **Old Business:**
 - A. To Consider Approval of **Ordinance 2024-08** - An Ordinance to Amend Chapter 12 – Land Use Planning and Zoning Ordinance Article II. Zoning, Division 3. Use Regulations, Sec. 12-106. – Temporary Uses to further refine temporary uses - **Second and Final Reading** [Tab 3]
 - B. To Consider Approval of **Ordinance 2024-09** - An Ordinance to Amend Sec. 12-162. – Site Plan Review to Modify Review Procedures.- **Second and Final Reading** [Tab 4]
 - C. To Consider Approval of **Ordinance 2024-10** - An Ordinance To Adopt The Fiscal Year 2024-2025 Budget For The Town Of Kiawah Island (7/1/24 Through 6/30/25) - **Public Hearing and Second and Final Reading** [Tab 5]
- VIII. **New Business:**
 - A. To Consider Approval of **Ordinance 2024-13** - An Ordinance to Amend Chapter 12- Land Use Planning and Zoning Ordinance Article II. – Zoning, Division 1. - Gennerally Sec. 12-31. - Impact Fees to Further Define Impact Fee Assessment Studies for Potential Levied Impact Fees – **Public Hearing and First Reading** [Tab 6]
 - B. To Consider Approval of **Ordinance 2024-14** - An Ordinance to Amend Article 14 - General Regulations, Chapter 5. - Rental Applications and Regulations, Section 14-506. – Notice of Rental Residence Rules and Regulations – **First Reading** [Tab 7]
 - C. To Consider Approval of **Ordinance 2024-15** - An Ordinance to Amend Article 9 - Building and Building Codes, Chapter 1. - General, Division 2. – Construction Documents - **First Reading** [Tab 8]

*Each speaker shall be limited to five minutes. No more than 30 minutes shall be allowed for citizen presentations, comments, and/or questions, and the time shall be divided equally among those requesting to speak.

FOIA: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

- D. To Consider Approval of **Ordinance 2024-16** - An Ordinance to Amend Article 9 - Building and Building Codes, Chapter 2. – Administration, Division 6. - Violations, Section. 9-125. – Licensing Requirements – **First Reading** [Tab 9]
- E. To Consider Approval of **Ordinance 2024-17** - An Ordinance to Amend Article 9 - Building and Building Codes, Chapter 4. – Permits, Licenses, and Fees, Division 3. Fees, Section 9-127. – Refunds – **First Reading** [Tab 10]
- F. To Consider Approval of **Ordinance 2024-19** - An Ordinance to Amend Article 15, Chapter 2 – Offenses Against Public Peace to Establish Guidelines for the Management and Disposal of Loose Materials and Debris - **First Reading** [Tab 11]
- G. To Consider Approval of **Ordinance 2024-21** - An Ordinance to Repeal Article 15, Chapter 3, Sec. 15-304. Carrying Concealed Weapon to Establish Revised Election Guidelines - **First Reading** [Tab 12]
- H. To Consider Approval of the New Building Services Fee Schedule [Tab 13]
- I. To Consider Approval of the Amendment to the Contract with Tetra Tech, Inc. for Disaster Debris Monitoring Services [Tab 14]
- J. To Consider Approval of the Amendment to the Arts and Cultural Events Council Charter [Tab 15]
- K. To Consider Approval of the Arts and Cultural Events Council Appointment [Tab 16]
- L. To Consider Approval of the Planning Commission Appointment [Tab 17]
- M. Discussion of Main Road Corridor Segment C

IX. **Citizens' Comments:**

X. **Council Member Comments:**

XI. **Adjournment:**

*Each speaker shall be limited to five minutes. No more than 30 minutes shall be allowed for citizen presentations, comments, and/or questions, and the time shall be divided equally among those requesting to speak.

FOIA: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.



TAB 1

TOWN COUNCIL

Agenda Item

WORK IN PROGRESS

The minutes for this Tab are being completed and will be sent electronically and posted once they have been reviewed.

Thank you, Petra



TAB 2

TOWN COUNCIL

Agenda Item

WORK IN PROGRESS

The minutes for this Tab are being completed and will be sent electronically and posted once they have been reviewed.

Thank you, Petra



TAB 3

TOWN COUNCIL

Agenda Item

Town of Kiawah Island Zoning Ordinance Amendment Request
Case AZO24-000005 History

Planning Commission Meeting: March 6, 2024
Public Hearing and First Reading: April 2, 2024
Second Reading: May 7, 2024 (Tabled)
Second Reading: June 4, 2024

CASE INFORMATION

Applicant: Town of Kiawah Island

Application: The Town of Kiawah is requesting to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to modify standards of temporary buildings and building material storage areas.

Key Factors of the Proposed Ordinance:

The proposed ordinance refines the pre and post site development conditions for temporary uses. Please see exhibits attached for the proposed language of the requested amendment.

RECOMMENDATION BY THE PLANNING COMMISSION

Pursuant to §12-158(3) of the *Land Use Planning and Zoning Ordinance* "The Planning Commission shall review the proposed text amendment and/or zoning map amendment and take action, recommending that the Town Council approve or deny the proposed amendment. The Planning Commission may hold a public hearing in accordance with the procedures in section 12-156. The Planning Commission's recommendation shall be based on the approval criteria of subsection (6) of this section. The Planning Commission shall submit its recommendation to the Town Council within 30 working days of the Planning Commission meeting at which the amendment was introduced. A simple majority vote of Planning Commission members present, and voting shall be required to approve the amendment."

DECISION ON AMENDMENT BY THE TOWN COUNCIL

Pursuant to §12-158(5) of the *Land Use Planning and Zoning Ordinance* "After receiving the recommendation of the Planning Commission, the Town Council shall hold one or more public hearings, and any time after the close of the public hearing, take action to approve, approve with modifications, or deny the proposed amendment based on the approval criteria of subsection (6) of this section. A simple majority vote of Town Council members present, and voting shall be required to approve the amendment. Zoning map amendments shall not be approved with conditions. Prior to action on a proposed code text amendment, the Town Council may, in the exercise of its legislative discretion, invoke the "pending ordinance doctrine" by ordinance so that no building permits shall be issued for structures which would be affected by the proposed amendment until the Town Council has rendered its decision on the proposed amendment.

APPROVAL CRITERIA

Pursuant to §12-158(6) of the *Land Use Planning and Zoning Ordinance*, (6) Approval criteria. Text and zoning map amendments to the ordinance may be approved if the following approval criteria have been met:

- a. The proposed amendment is consistent with the purposes and intent of the adopted Town of Kiawah Island Comprehensive Plan;
- b. The proposed amendment is consistent with the purposes and intent of this article;

- c. The purpose of the proposed amendment is to further the general health, safety and welfare of the Town of Kiawah Island;
- d. The proposed amendment corrects an error or inconsistency or meets the challenge of a changed condition.

Planning staff finds the proposed amendment satisfies the approval criteria pursuant to §12-158(6) and recommends approval.

PLANNING COMMISSION MEETING

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

On March 6, 2024, the Planning Commission recommended approval of the proposed text amendment by a vote of 6 to 1.

TOWN COUNCIL MEETING

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

A public hearing with Town Council has been scheduled for April 2, 2024.

Town Council voted to approve first reading with amendments by a vote of 4 to 0.

Town Council voted to table the May 7th second reading with proposed revisions by a vote of 5 to 0.

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-08

An Ordinance to Amend Chapter 12 – Land Use Planning and Zoning Ordinance Article II. Zoning, Division 3. Use Regulations, Sec. 12-106. – Temporary Uses to further refine temporary uses.

WHEREAS, the Town of Kiawah Island Municipal Code currently contains *Chapter 12 - Land Use Planning and Zoning*; and

WHEREAS, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to standards relative to temporary uses; and

WHEREAS, the text amendment would be consistent with the purposes and intent of the adopted Comprehensive Plan and would not be detrimental to the public health, safety, and welfare of the Town of Kiawah Island; and

WHEREAS, the Planning Commission held a meeting on March 6, 2024 at which time a presentation was made by staff, and an opportunity was given for the public to comment on the text amendment request; and

WHEREAS, the Planning Commission, after consideration of the staff report, subsequently voted to recommend to Town Council that the proposed amendment be approved; and

WHEREAS, Town Council held a Public Hearing on April 2, 2024 providing the public an opportunity to comment on the proposed amendment.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 **Purpose**

The purpose of this Ordinance is to amend Chapter 12 - Land Use Planning and Zoning Ordinance to modify standards of temporary uses, buildings and building material storage areas.

Section 2 **Ordinance**

- (1) The Town hereby amends Section 12-106. Temporary uses. as shown in the attached “**Exhibit A**”.

Section 3 **Severability**

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances or set of circumstances, such holding shall not affect the circumstances or set of

circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 4TH DAY OF June, 2024.

Brad Belt, Mayor

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading: April 2, 2024

2nd Reading: June 4, 2024

Sec. 12-106. Temporary uses.

The purpose of this section is to define the type and scope of temporary uses. A temporary zoning permit is required for the following temporary uses:

- (1) Temporary zoning permits are obtained from the Town of Kiawah Island Planning Director.
- (2) Temporary buildings and temporary building material storage areas.
 - a. Temporary buildings and temporary building material storage areas may be used for construction purposes on a site which is not yet occupied. Temporary buildings and temporary material storage areas for construction purposes located on the project site shall be approved as part of the site plan review. For any temporary buildings or material storage areas situated off-site, a separate permit is required. This separate permit must be approved independently of the site plan review process.
 - b. The site may not be permanently altered in any manner, by e.g., removal of trees or vegetation, except that the minor removal of vegetation reviewed and approved by the Planning Director may occur for temporary uses which do not require grading or land disturbance activities that alter existing site conditions.
 - ~~b.c.~~ Such buildings ~~may~~ shall be permitted for a specific period of time in accordance with a permit issued by the Planning Director, subject to periodic renewal for cause shown.
 - ~~c.d.~~ Temporary permits shall be issued only if adequate parking and sanitation facilities are provided to serve the proposed use or activity.
 - ~~d.e.~~ Upon completion or abandonment of construction or expiration of the permit, such temporary buildings and building material storage areas shall be removed and the site shall be restored to its pre-existing condition to the satisfaction of the Planning Director. The Planning Director may require the planting of additional vegetation to satisfy this requirement.
- (3) Special events.
 - a. A temporary zoning permit shall be issued for public assembly use and for events of public interest. Temporary zoning permits shall be issued for a specific period of time in accordance with a permit issued by the Planning Director, subject to periodic renewal for cause shown. Such permit may be extended by the Planning Director. Examples of special events include: concerts, religious and/or cultural events, sports tournaments or competitions, and parking for special events.
 - b. Temporary buildings associated with special events may be used on the site which the event is to take place.
 - c. Such buildings shall be permitted for a specific period of time in accordance with a permit issued by the Planning Director, subject to periodic renewal for cause shown.
 - d. Temporary permits shall be issued only if adequate parking and sanitation facilities are provided to serve the proposed use or activity.
 - e. Upon completion or abandonment of the special event or expiration of the permit, such temporary buildings and associated equipment shall be removed to the satisfaction of the Planning Director.

(Code 1993, § 12A-305; Ord. No. 94-12, § 2(12A-316), 9-26-1994; Ord. No. 2005-08, § 12A-305, 10-12-2005)



TAB 4

TOWN COUNCIL

Agenda Item

Town of Kiawah Island Zoning Ordinance Amendment Request
Case AZO24-000006 History

Planning Commission Meeting: March 6, 2024
Planning Commission Meeting: April 3, 2024
Public Hearing and First Reading: May 7, 2024
Second Reading:

CASE INFORMATION

Applicant: Town of Kiawah Island

Application: The Town of Kiawah is requesting to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to modify Section 12-162. Site Plan Review

Key Factors of the Proposed Ordinance:

The proposed amendments to Sec. 12-162. Site Plan Review modifies review procedures for site plan review process.

The proposed amendment provides a mechanism for review for large scale development projects by the Planning Commission. The proposed amendment qualifies the scale in which projects subject to site plan review.

RECOMMENDATION BY THE PLANNING COMMISSION

Pursuant to §12-158(3) of the *Land Use Planning and Zoning Ordinance* "The Planning Commission shall review the proposed text amendment and/or zoning map amendment and take action, recommending that the Town Council approve or deny the proposed amendment. The Planning Commission may hold a public hearing in accordance with the procedures in section 12-156. The Planning Commission's recommendation shall be based on the approval criteria of subsection (6) of this section. The Planning Commission shall submit its recommendation to the Town Council within 30 working days of the Planning Commission meeting at which the amendment was introduced. A simple majority vote of Planning Commission members present, and voting shall be required to approve the amendment."

DECISION ON AMENDMENT BY THE TOWN COUNCIL

Pursuant to §12-158(5) of the *Land Use Planning and Zoning Ordinance* "After receiving the recommendation of the Planning Commission, the Town Council shall hold one or more public hearings, and any time after the close of the public hearing, take action to approve, approve with modifications, or deny the proposed amendment based on the approval criteria of subsection (6) of this section. A simple majority vote of Town Council members present, and voting shall be required to approve the amendment. Zoning map amendments shall not be approved with conditions. Prior to action on a proposed code text amendment, the Town Council may, in the exercise of its legislative discretion, invoke the "pending ordinance doctrine" by ordinance so that no building permits shall be issued for structures which would be affected by the proposed amendment until the Town Council has rendered its decision on the proposed amendment.

APPROVAL CRITERIA

Pursuant to §12-158(6) of the *Land Use Planning and Zoning Ordinance*, (6) Approval criteria. Text and zoning map amendments to the ordinance may be approved if the following approval criteria have been met:

- a. The proposed amendment is consistent with the purposes and intent of the adopted Town of Kiawah Island Comprehensive Plan;
- b. The proposed amendment is consistent with the purposes and intent of this article;

- c. The purpose of the proposed amendment is to further the general health, safety and welfare of the Town of Kiawah Island;
- d. The proposed amendment corrects an error or inconsistency or meets the challenge of a changed condition.

Planning staff finds the proposed amendment satisfies the approval criteria pursuant to §12-158(6) and recommends approval.

PLANNING COMMISSION MEETING

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

On March 6, 2024, the Planning Commission recommended table action on the proposed text amendment by a vote of 7 to 0.

On March 6th the Planning Commission recommended approval of the amendments to connect the Planning Commission to the applicable site plan review process pursuant to Sec. 12-165. – Zoning Permit. The Planning Commission tabled the recommendation of Sec.12-162. Site Plan Review to receive additional information regarding the size of developments for better understanding of scope and scale.

On April 6, 2024, the Planning Commission recommended approval of the proposed text amendment by a vote of 6 to 1.

Please note the following comments regarding the proposed amendments.

PLANNING STAFF REVIEW

The proposed amendments quality that commercial / non-single family residential developments 20,000 sqft in size or containing 8 dwelling units or more would be presented for the Planning Commission for review.

The proposed amendments maintain objectivity for zoning review. The Planning Commission is a recommending body where decision-making authority is granted to the Planning Commission on subdivision regulations pursuant to South Carolina state laws. The modified changes reflect the purview of the Planning Commission.

Based on intent, planning staff recommends the Planning Commission consider recommendation to Town Council modifying specific zoning standards in lieu of subjective approach or unmeasurable criteria for zoning review. Examples of such are modifying setback requirements, building heights, etc. This recommendation is supported with the scheduled overhaul of the entire zoning code.

Planning staff recommends the Planning Commission consider the timeline of procedures associated plan review with the incorporation of the Planning Commission what could be four review entities for a given development project.

Based on discussions regarding these amendments staff highlights administrative changes to our webpage and communication which advance the intent of the proposed changes. These enhancements respond to concerns greater understanding and transparency on the development process. Updating our website and communications regarding proposed development projects serve operational changes. This provides planning staff greater management and efficiency of current measures for engagement on development proposals. Please note preview proposed website and communication enhancements discussed between Planning and Communications departments. The Town's current Citizenserve Online Portal, while customer friendly, does not provide the level of detailed engagement desired to deliver the output amenable to the goals of the department and community. With enhanced ArcGIS outputs, the community would be able to

view proposed development projects to include location, project information, and project status. This would include site plan review, rezonings, planned developments, variances, special exceptions, and other applications which require public hearing. Additionally, projects which require public hearing, explored features will be able to connect the application request so that public comments may be collected more efficiently.

This also provides greater opportunity to educate and inform the community on the development process while providing additional resources of engagement. The Planning Department and Communications Department continue to revamp quick links for ease of navigating specific process and procedures and active development projects. Planning staff has also modified flowchart for communicating development process procedures along with communicating the status submitted applications.

Please note additional references provided supplementary to staff's review.

TOWN COUNCIL MEETING PUBLIC HEARING MAY 7, 2024

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-09

An Ordinance to Amend Chapter 12 – Land Use Planning and Zoning Ordinance Article II. Zoning, Division 5. General Procedure Requirements, Sec. 12-162. – Site Plan Review to modify review procedures.

WHEREAS, the Town of Kiawah Island Municipal Code currently contains *Chapter 12 - Land Use Planning and Zoning*; and

WHEREAS, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to standards relative to temporary uses; and

WHEREAS, the text amendment would be consistent with the purposes and intent of the adopted Comprehensive Plan and would not be detrimental to the public health, safety, and welfare of the Town of Kiawah Island; and

WHEREAS, the Planning Commission held a meeting on April 3, 2024 at which time a presentation was made by staff, and an opportunity was given for the public to comment on the text amendment request; and

WHEREAS, the Planning Commission, after consideration of the staff report, subsequently voted to recommend to Town Council that the proposed amendment be approved; and

WHEREAS, Town Council held a Public Hearing on May 7, 2024 providing the public an opportunity to comment on the proposed amendment.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to amend Chapter 12 - Land Use Planning and Zoning Ordinance to modify review procedures.

Section 2 Ordinance

- (1) The Town hereby amends Section 12-162. Site Plan Review. as shown in the attached **“Exhibit A”**.

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances or set of circumstances, such holding shall not affect the circumstances or set of

circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS __ DAY OF __, 2024.

Michael Heidingsfelder, Mayor Pro Tem

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading: May 7, 2024

2nd Reading:

DRAFT

Town of Kiawah Island

Town of Kiawah Island Municipal Center
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

May 7, 2024

4/22/2024



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PROPOSED ZONING TEXT AMENDMENTS

#AZO24-000006

4/22/2024

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Proposed Text Amendments

#AZO24-000006 (General Procedural Requirements)

- Sec. 12-162 – Site Plan Review

Summary and Comments:

- The proposed ordinance modifies provisions of the site plan review process and provides mechanism for a additional review for large scale development projects. This would connect Planning Commission to applicable site plan review process.
 - Commercial / non-single family residential developments 20,000 sqft in size or containing 8 dwelling units or more would be presented for the Planning Commission for review. Please note the following slide for examples of recent development project sizes.
- The recommended changes, maintain objectivity for zoning review which are administer through the zoning code. Projects are reviewed in conformity with zoning code opposed to subjectivity.
- Planning Commission is a recommending body where decision-making authority is granted on subdivision regulations.
- Staff recommends the Commission consider modifying specific zoning standards in lieu of subjective approach or unmeasurable criteria. Examples of such are modifying setback requirements, building heights, etc.
- Consider the timeline of procedures associated plan review to avoid duplication and significant development timeline delay.

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Proposed Text Amendments

#AZO24-000006 (General Procedural Requirements)

- Sec. 12-162 – Site Plan Review

Summary and Comments Continued:

- Based on the discussions staff highlights current changes to our webpage and communication which advance the intent of the previous proposed changes regarding transparency. These enhancements respond to concerns greater transparency on the development process. Updating our website and communications regarding proposed development projects serve operational changes. This provides planning staff greater management and efficiency of current measures for engagement on development proposals.
- Please note preview proposed and ongoing website and communication enhancements discussed between Planning and Communications department.

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Development Project Scale Examples

Commercial or Non-Single Family Development Projects	Approximate Building Square Footage	
Kiawah Senior Living	115,422 SF	
Night Heron Park Activities Building	20,754 SF	
The West End at Beachwalker (Church Parcel, Parcel 11)	25,196 SF (16 DUs)	55,280 SF (56 DUs)
Ocean Pines	62,278 SF (69 DUs)	
MUSC Emergency Department	12,035 SF	
SJFD Station 4	8,300 SF	
KIGR Laundry Facility	8,451 SF	

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Proposed Text Amendments

#AZ024-000006 (General Procedural Requirements)

- Sec. 12-164 – Administrative Permits

Planning staff comments:

- Based on the discussions of regarding amendments to Sec. 12-164, staff is highlighting current changes, to our webpage and communication which advance the intent of the previous proposed changes regarding transparency. These enhancements respond to concerns greater transparency on the development process. Updating our website and communications regarding proposed development projects serve operational changes opposed to an ordinance. This provides planning staff greater management and efficient of current measures for engagement on development proposals.
- Please note preview proposed website and communication enhancements discussed between Planning and Communications department.

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Proposed Website and Communication Enhancements

- The Town's current Citizenserve Online Portal does not provide the level of engagement desired to deliver the output a menable to the goals of the department and community.
- With enhanced ArcGIS outputs, the community would be able to view proposed development projects to include location, project information, and project status. This would include site plan review, rezonings, planned developments, variances, special exceptions and other applications which require public hearing.
- Public Hearing Comments: Additionally, projects with require public hearing, planned features will be able to connect the application request so that public comments may be collected more efficiently.
- Opportunity to better educate and inform the community on the development process while providing additional resources of engagement.
- Revamped quicklinks for ease of navigating specific process and procedures and active development projects.
- Modified flowchart for communicating development process along with submitted applications

4/22/2024

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Proposed Website and Communication Enhancements

GARLAND Zoning Public Comment

Case Number: Z 23-47

Case Number: Z 23-47

The Plan Commission of the City of Garland will hold a public meeting on **Zoning Case Z 23-47** on **February 26, 2024, 7:00 p.m.** at **William E. Dotter Municipal Building, 200 N. Fifth Street, Garland, Texas**. The **zoned Plan Commission** agenda is on the City of Garland website (www.garlandtx.gov). State law requires that cities notify all property owners within 200 feet of any proposed zoning changes. Garland notifies those within 400 feet of any proposed zoning change.

Description: Z 23-47 Prime Data Centers/Munsch Hardt Kopf & Harr. The applicant proposes to construct a data center and an electric substation. The site is located at 2000 Holford Road, District 7.

Descripción del proyecto (Traducido a través del traductor de Google): Z 23-47 Prime Data Centers/Munsch Hardt Kopf & Harr. El solicitante propone construir un centro de datos y una subestación eléctrica. El sitio está ubicado en 2000 Holford Road, Distrito 7.

Mô tả dự án (Được dịch qua Google Dịch): Z 23-47 Prime Data Centers/Munsch Hardt Kopf & Harr. Người nộp đơn đề xuất xây dựng một trung tâm dữ liệu và trạm biến áp điện. Địa điểm này nằm ở số 2000 Holford Road, (Quận 7).

More detailed information related to this Zoning Case can be found [here](#)
Agendas are posted no later than 72 hours before the meeting.

Please note dates are subject to change. If you wish to receive updates on this case, follow the link above and register for updates.

PC Meeting Date: February 26, 2024
City Council Meeting Date: March 19, 2024

If you want more information, please contact
Nabha Ahmed, Planning Department
Nahmed@garlandtx.gov
972-235-2453

Para Español, por favor contactar a Eibe Garcia a 972-205-2445 o correo electrónico Elgarcia@garlandtx.gov

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Quick Links

- Streamline and connect development process statuses to ArcGIS and website.

Comprehensive Planning	Marsh Management	Active Development Projects
Development Agreements	Traffic & Transportation	Resiliency
Boards & Commissions	Zoning Maps & Amendments	Process & Procedures

4/22/2024

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Site Plan Review Process

Site Plan Review (SPR) is a process used to examine all proposed developments, except for single family detached residential, for the purpose of ensuring compliance with local and state requirements. The purpose of a site plan review is to ensure that all applicable requirements of the zoning ordinance are complied with prior to the issuance of a zoning and building permit. The SPR Committee consists of representatives from various state and local agencies who will address the issues of the project including zoning, building codes, health standards, traffic/highway regulations, drainage/road requirements, compliance with wetland regulations and Storm Water regulations.

[View the Town's Land Use Planning and Zoning Ordinance](#)

4/22/2024



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As Proposed



Site Plan Review Process

Site Plan Review (SPR) is a process used to examine all proposed developments, except for single family detached residential, for the purpose of ensuring compliance with local and state requirements. The purpose of a site plan review is to ensure that all applicable requirements of the zoning ordinance are complied with prior to the issuance of a zoning and building permit. The SPR Committee consists of representatives from various state and local agencies who will address the issues of the project including zoning, building codes, health standards, traffic/highway regulations, drainage/road requirements, compliance with wetland regulations and Storm Water regulations.

Pending Council Approval

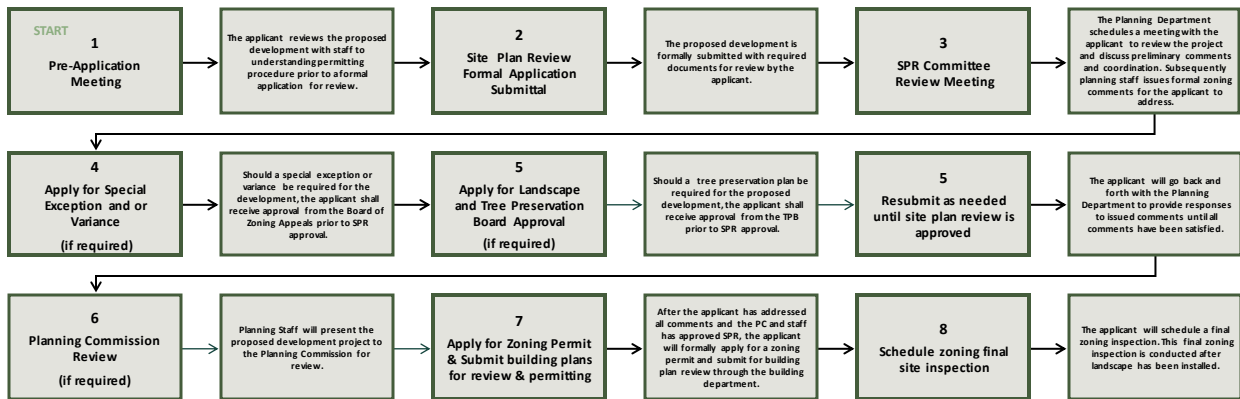
[View the Town's Land Use Planning and Zoning Ordinance](#)

4/22/2024



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4/22/2024

Site Plan Review Process

Site Plan Review (SPR) is a process used to examine all proposed developments, except for single family detached residential, for the purpose of ensuring compliance with local and state requirements. The purpose of a site plan review is to ensure that all applicable requirements of the zoning ordinance are complied with prior to the issuance of a zoning and building permit. The SPR Committee consists of representatives from various state and local agencies who will address the issues of the project including zoning, building codes, health standards, traffic/highway regulations, drainage/road requirements, compliance with wetland regulations and Storm Water regulations.

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Sec. 12-162. Site plan review.

The purpose of a site plan review is to ensure that all applicable requirements of this article are complied with prior to the issuance of a zoning and building permit.

(1) *Applicability.*

- a. *Generally.* The site plan review process, administered by the Department of Planning, shall be required for all new construction, exterior remodeling involving a change in the building footprint, parking areas or other impervious surfaces, change of use that results in a more intense use, and additions to any structure used for any purpose (except detached single-family residences). No zoning or building permit shall be issued for a development subject to site plan review until the site plan has been approved in accordance with the provisions contained within this article.
- b. *Single-family detached residential.* The site plan review process, requiring site plan review application, will not apply to detached single-family residences. However, a review by planning staff to determine compliance with all applicable zoning regulations is required.

(2) *Application.* The property owner or designated representative may initiate site plan review by filing an application with the Planning Director. The contents of the application shall be included on a form developed by the Town. If more than one use in a project or more than one use located on a single tract of land is subject to site plan review, the necessary applications may be submitted in phases; provided, however, that the overall concept is first reviewed with the Planning Director and the Planning Commission. A letter of intent shall be submitted by the applicant describing the proposed use.

(3) *Procedures for issuance of site plan approval.*

- a. Site plans for permitted uses shall be reviewed by the Planning Director in conjunction with the zoning permit process. The Planning Director's review and action shall be based on the conformity of the site plan with district regulations, approved plats and the comprehensive plan.
- b. Site plans for development projects containing commercial uses or non-single family residential uses where total structures on the site are greater than 20,000 square feet in size, or contain more than 7 residential dwelling units, must be submitted to the Planning Commission for review and comment prior to approval by the Planning Director.
 - i. The Planning Director's review and approval shall be based on the conformity of the site plan with district regulations, approved plats and the Comprehensive Plan.
- ~~b.c.~~ Site plans for special exceptions shall be reviewed by the Planning Director prior to the application being presented to the Board of Zoning Appeals pursuant to section 12-159.
- ~~c.d.~~ Tree Preservation Plans shall be reviewed and approved by the Landscape and Tree Preservation Board pursuant to Section 12-129 prior to the issuance of site plan review approval.
- ~~d.e.~~ Site plans for planned developments shall be reviewed by the Planning Director, Planning Commission and Town Council pursuant to section 12-158 when the planned development does not contain a detailed site plan.
- ~~e.f.~~ A site plan may be approved, approved with conditions, or denied.

(4) *Submittal requirements.* A site plan must be drawn to engineers scale and contain the following information:

- a. The shape and dimensions of the zoning lot;
- b. The size and location of all existing structures;
- c. The lines within which any proposed structures shall be erected, altered, or moved; and the locations of any officially approved building setback lines;
- d. The heights of all proposed structures and parts thereof;
- e. The existing and proposed use of each structure and part thereof;
- f. The uses and zoning of adjoining properties;
- g. The number of dwelling units in each existing building and the number of dwelling units that each proposed building is intended to accommodate;
- h. The size and location of all proposed driveways, off-street loading areas and off-street parking areas ~~containing more than six parking spaces~~;
- i. Finished first floor elevation above mean sea level requirement and the flood hazard zone designation if in a special flood hazard A or V zone;
- j. Review comments from the St. John's Fire District;
- k. Tree survey, tree preservation plan, and or landscape plan as required by this Article; and
- l. Such other reasonable and pertinent information with regard to the zoning lot or neighboring lots as the Planning Director may find necessary to carry out the purposes and intent of this article.

(Code 1993, § 12A-508; Ord. No. 94-12, § 2(12A-507), 9-26-1994; Ord. No. 2005-08, § 12A-508, 10-12-2005)



TAB 5

TOWN COUNCIL

Agenda Item

TOWN OF KIAWAH ISLAND
ORDINANCE 2024-10

**AN ORDINANCE TO ADOPT THE FISCAL YEAR 2023-2024 BUDGET FOR
THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA
(7/1/24 THROUGH 6/30/25)**

WHEREAS, the Town of Kiawah Island requires a budget to guide and direct its receipt and expenditure of revenues during Fiscal Year 2024-2025; and

WHEREAS, Section 5-7-260 of the South Carolina Code of Laws, 1976, as amended, requires that certain acts by municipal councils be done by ordinance, including the adoption of a budget; and

WHEREAS, the annual budget shall be based upon estimated revenues and shall provide appropriations for Town operations and debt service for all Town departments; and

WHEREAS, South Carolina law requires that a duly noticed public hearing be held prior to the adoption of a municipal budget; and

WHEREAS, this duly noticed public hearing was held on June 4, 2024, providing the public an opportunity to comment on the proposed budget; and

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 **Purpose**

This Ordinance is adopted to provide the Town of Kiawah Island with an operating budget for Fiscal Year 2024-2025.

Section 2 **Creation of the Fiscal Year 2024-2025 Budget for the Town of Kiawah Island, South Carolina**

By passage of this Ordinance, the Town of Kiawah Island adopts as its budget for Fiscal Year 2024-2025 “**Exhibit A**,” incorporated fully herein by reference, said budget subject to all terms and restrictions pursuant to Ordinances 93-6 and 98-7 (ordinances establishing budget preparation and administrative procedures).

Section 3 **Budget Amendment**

Council reserves the right to amend and alter any appropriation contained herein.

Section 4 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such part had not been included. If said Ordinance, or any provision thereof, is held to be inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 5 Effective Date and Duration

This Ordinance shall be effective from July 1, 2024, to June 30, 2025.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND
ON THIS 4TH DAY OF JUNE 2024.**

Bradley D. Belt, Mayor

Petra S. Reynolds, Town Clerk

First Reading: May 7, 2024

Public Hearing: June 4, 2024

Second Reading: June 4, 2024

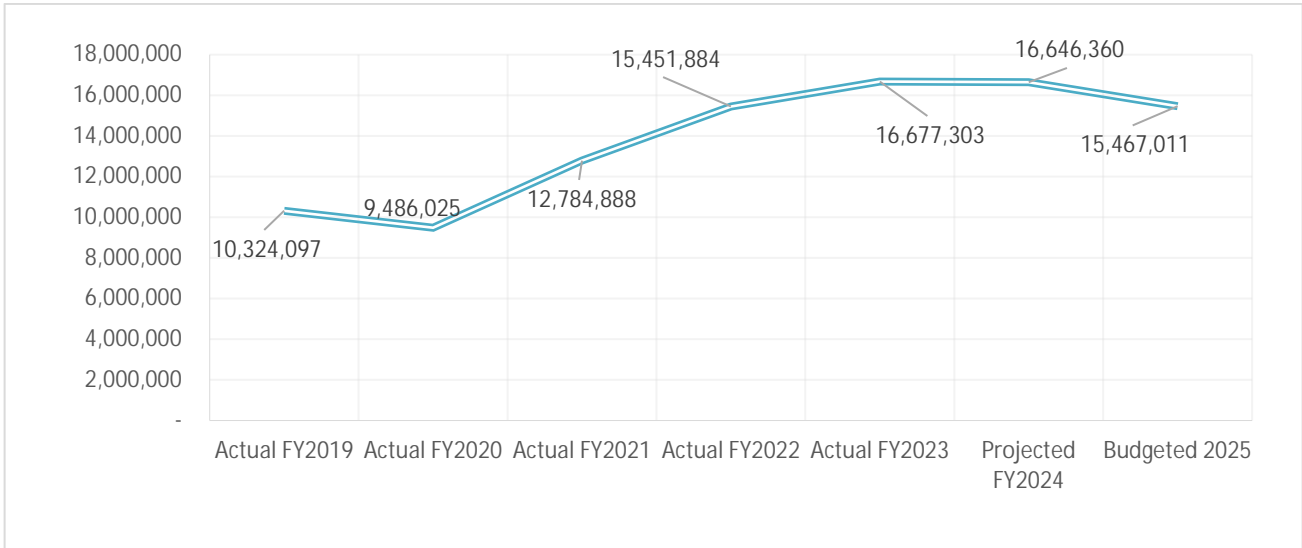
Changes from the FY2025 Budget Draft presented at W&M on 5/7/24

1. \$121K reduction in personnel cost. This reduction is a result of the elimination of the request for the Auditor Revenue position and 1 Intern. The budget still has a request for just 1 intern to support Planning Dep., Go Green initiative, and data analysis. The cost is based on \$25/h for a 40h workweek for 12 weeks.
2. \$225K increase in legal cost to the total of \$475K. Based on the last quarter average expenses of \$36K plus \$25K for prepaid legal expenses with Insurance Reserve Fund.
3. \$193K reduction in consulting line item to the total of \$362K to reflect following changes:
 - \$100k reduction for Zoning Codes update, assuming the project will spread over 2 fiscal years and start the second half of the budgeted year.
 - \$100K reduction for GIS & Shapefiles project as this is deferred for future years.
 - \$7.9K reduction for traffic counts to reflect reduced number of locations to 2.
 - 15K increase for reserve study, estimate is based on cost for KICA's similar study.
4. \$75K reduction for beach trash receptacles and enclosures. This has been done in this fiscal year.
5. \$520K reduction in capital outlay to reflect the following:
 - \$50K addition for audio-visual equipment upgrade in Council Chambers.
 - \$200K reduction for the Town Hall extension to the total of \$25K. The revised proposal includes a request for 4 cubicles, \$5k each plus electrical/installation.
 - \$170K reduction for vehicles to the total of \$35K (net of trade value). The revised proposal includes a request to replace one vehicle, a 2016 Toyota Tacoma (70k miles). However, staff will provide justifications for TC consideration for additional requests.
 - \$200K elimination for EV charging stations, as we are just building 2 new stations and need time to evaluate the usage patterns.
6. Reallocation of SATAX funding for Beach Patrol and Deputies coverage to actual amounts approved by TC on 5/7/24. There is no \$ change in the total budget.

NARRATIVE HIGHLIGHTS

REVENUES

Since the onset of the Covid-19 pandemic, the Town has diligently assessed its impact on revenue streams. The Town temporarily experienced a sharp drop in revenues at the end of fiscal year FY2020, however revenues returned to normal in early fiscal year FY2021 and continued to rise to the point of record high revenue collection in fiscal year FY2023. The Town remains well positioned to enter the next fiscal year to provide the highest level of services for the residents and customers while simultaneously continuing to build reserve balances for any future events that may require emergency funds.

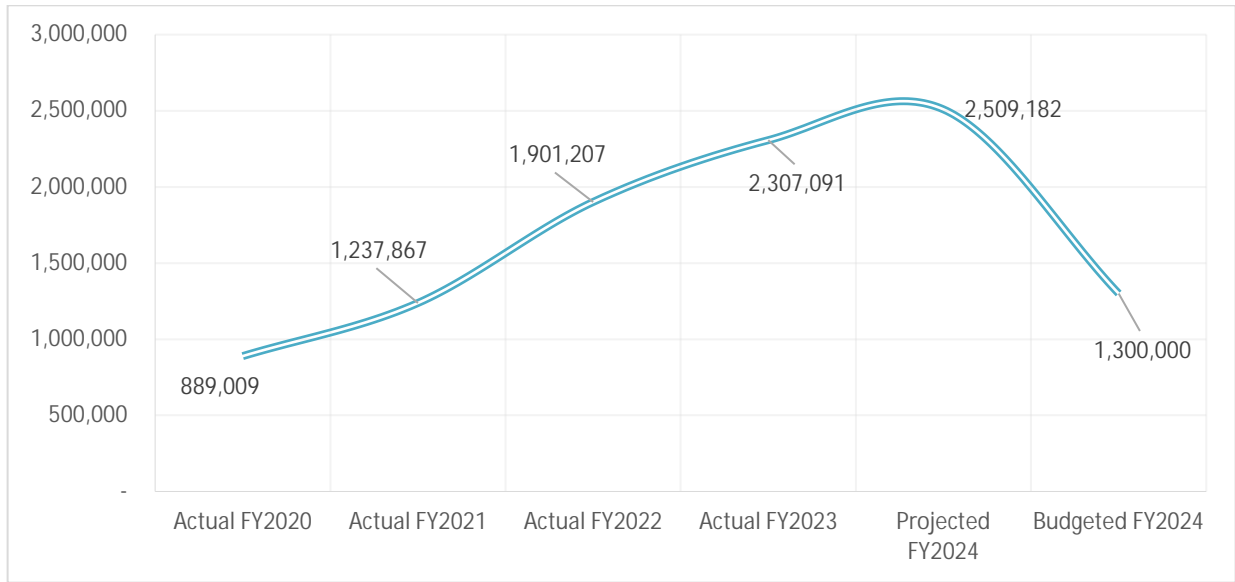


Overall, the total FY2025 budgeted revenues of \$15.5M are 7%, or \$1.1M lower than current year projections. The chart below presents a makeup of the Town’s budgeted revenue sources FY25.

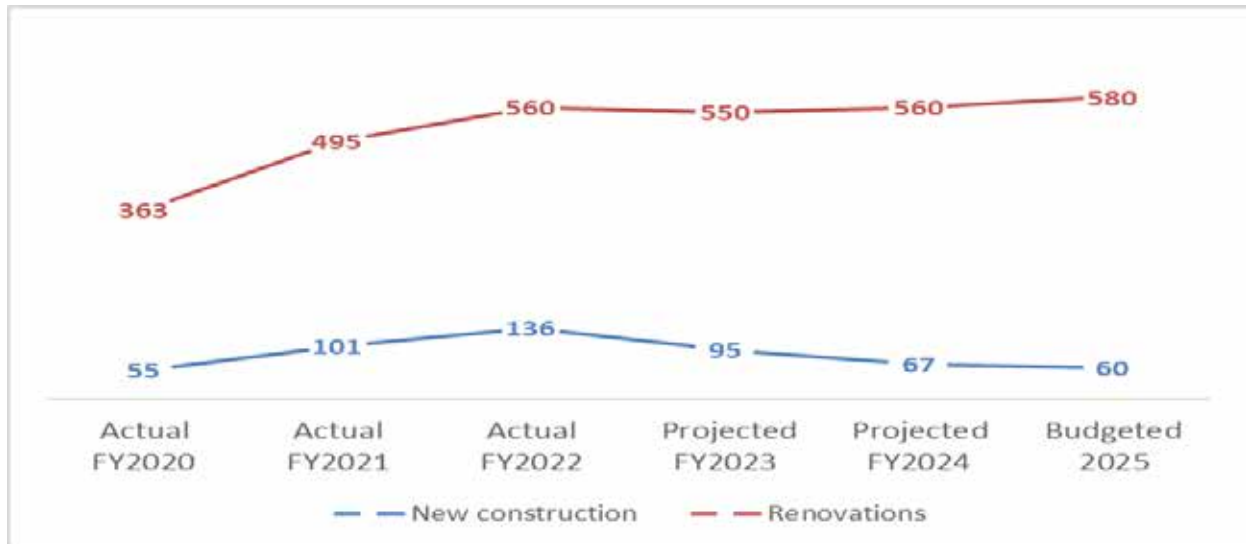


The comparisons below are made to FY2024 projected revenues.

- ü Building Permits revenue is estimated to decrease 13%, or \$200K, primarily due to an estimated slowdown in new construction activity on the Island and no plans for one-time, special projects on the Island.

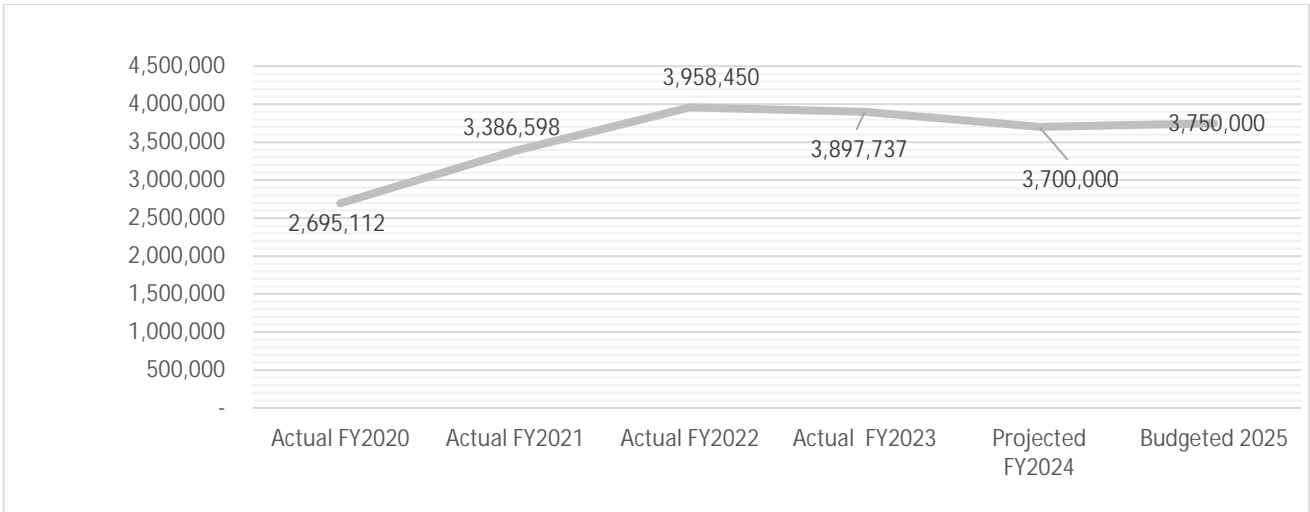


The five-year average for the new construction permits is approximately \$10,000 and for renovation projects is \$750. Based on the same averages we are anticipating a decrease in permits for the new construction and a slight increase in renovation projects. The chart below shows the number of permits issued in each category over 5-year period and budget.

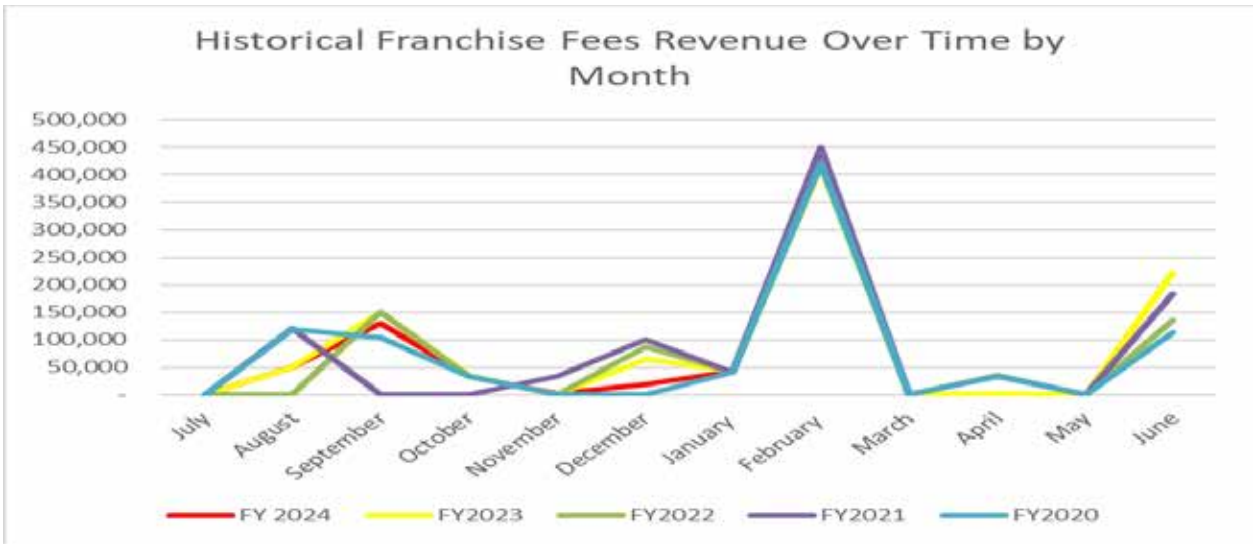


Building Permits from Special Projects are budgeted to decrease 100%, or \$1M. At this time there are no special projects planned for the next fiscal year.

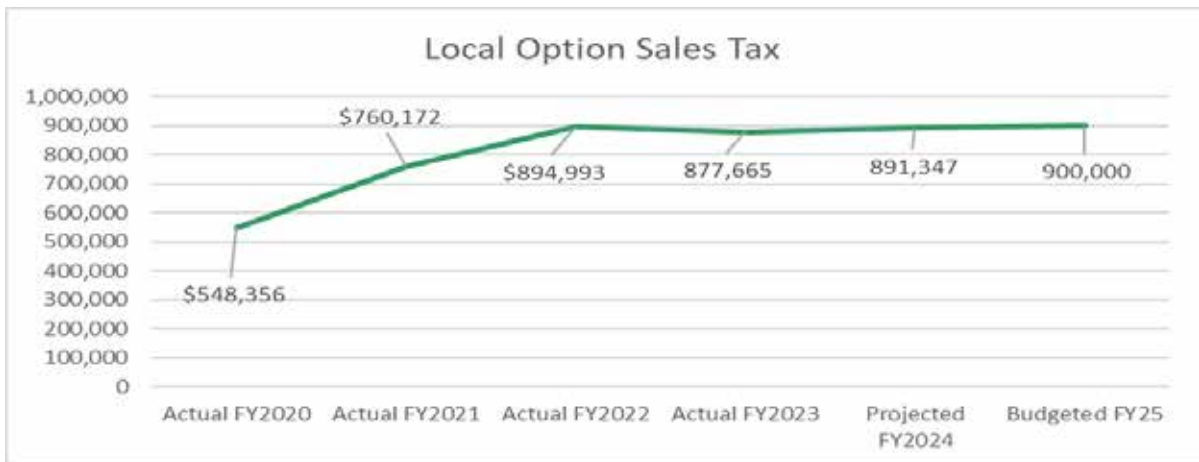
- ü Business Licenses revenue is budgeted to increase 1%, or \$50K. Based on the historical averages, we are budgeting to issue 2,000 standard business licenses with the average cost of \$1,200 per license and about 1,400 short term rental licenses with the average cost of \$350 per license, collect approximately \$400,000 in short term rental application fees, and \$500,000 from Municipal Association of SC Collection Program for the insurance companies.



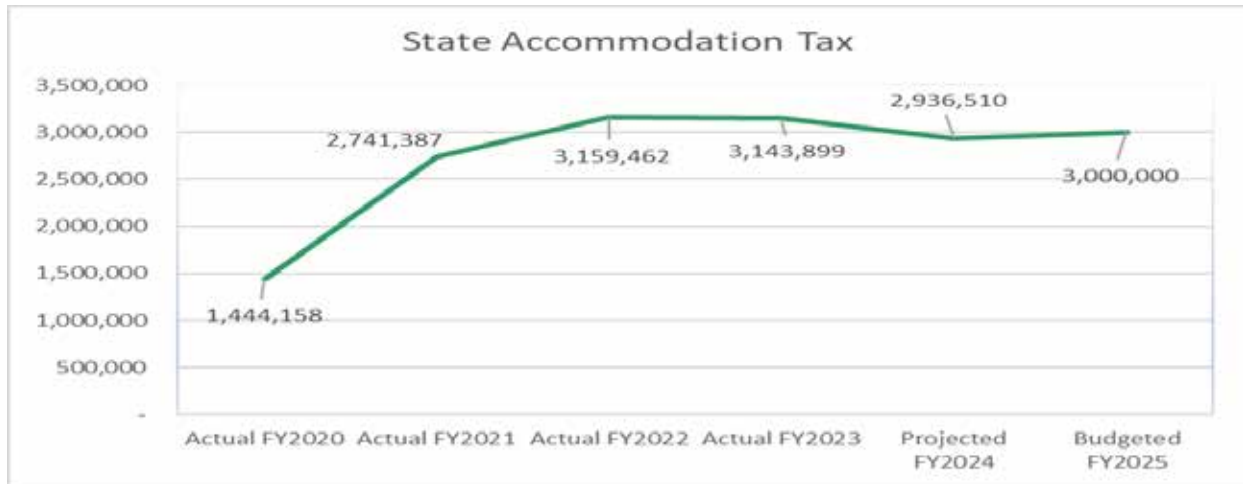
ü Franchise Fees with Berkley Electric Company, Beach Services, and Other Franchise fees are anticipated with no change at \$970,000. The chart below shows seasonality in collection of those fees over a 5-year period.



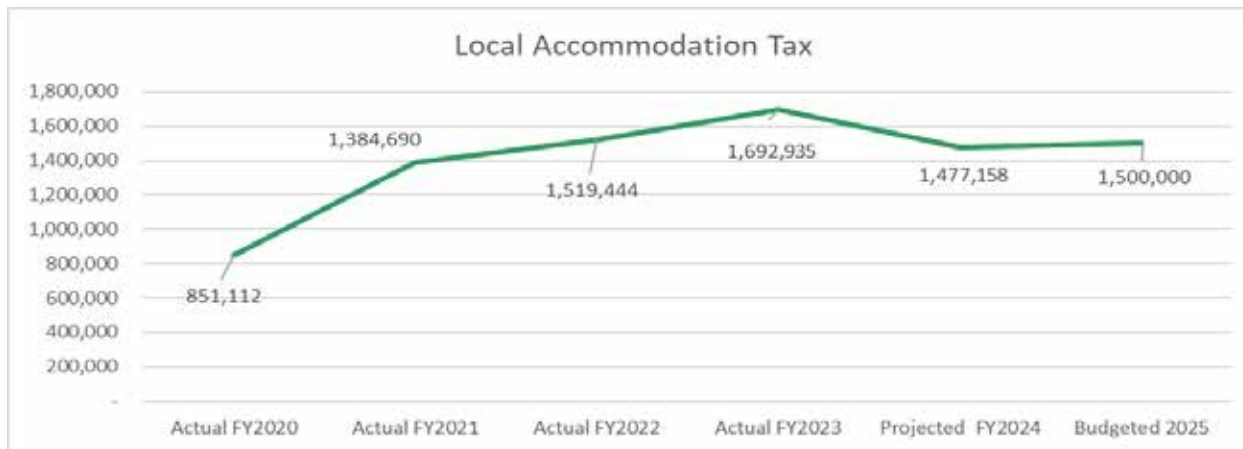
ü Local Option Sales Tax is budgeted 1%, or \$9K higher than current year projections based on the recent years' averages and the inflation on goods sold.



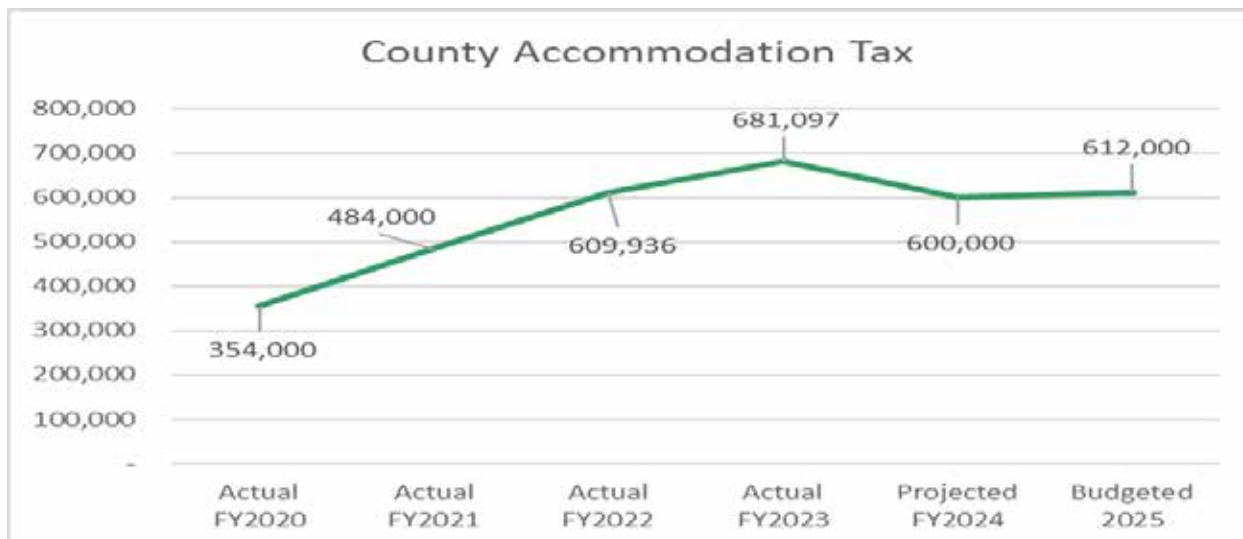
- ü State Accommodation Tax revenue is anticipated to increase 2%, or \$63K. We predict volume of tourists on the Island comparable to the current year, however the higher accommodation prices should increase tourism-generated revenues.



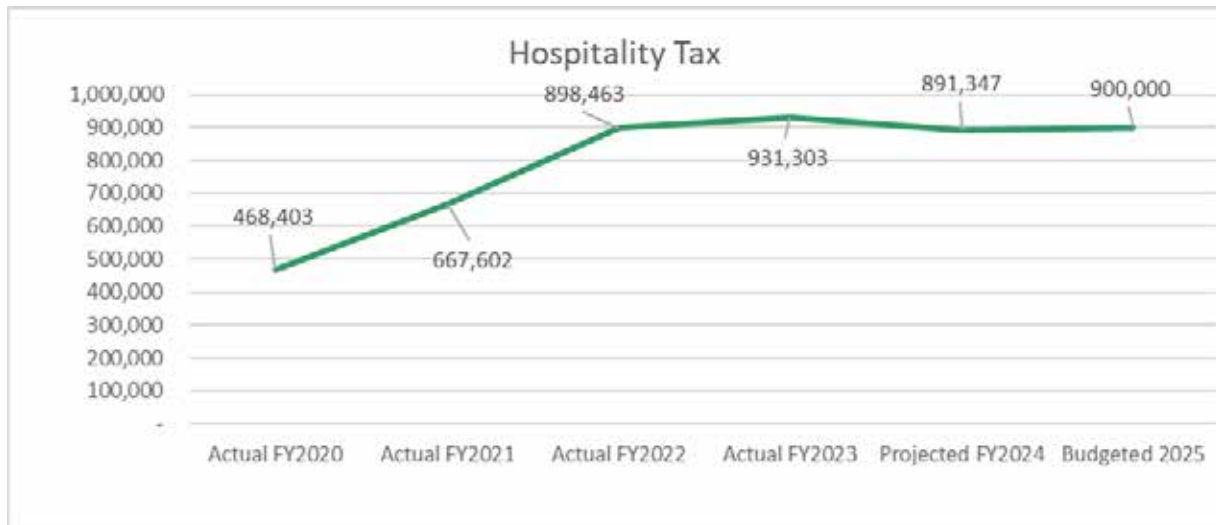
- ü Local Accommodation Tax revenue is budgeted with a 2%, or a \$23k increase.



- ü County Accommodation Tax revenue is budgeted to increase 2%, or \$12K.

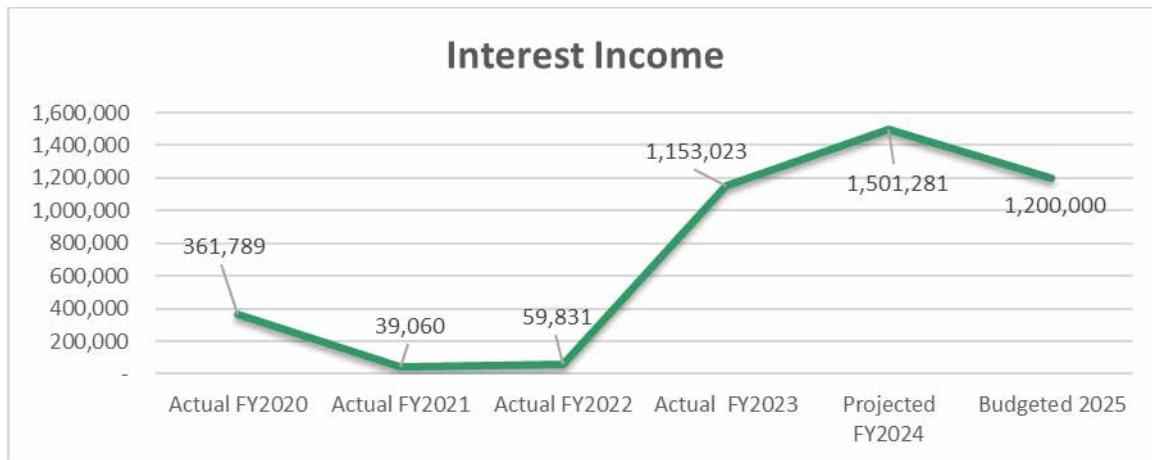


ü Hospitality Tax revenue is budgeted to increase 1%, 9K.



ü Solid Waste revenue is budgeted to increase 67%, or \$428K due to changes in the garbage collection contractor and an increase in the contract price. It is budgeted at \$1M.

ü Interest Revenue is budgeted to decrease 20%, or \$300K, based on the forecasted slow gradual decrease in the rates of return on the Town’s investments. It is budgeted at \$1.2M.

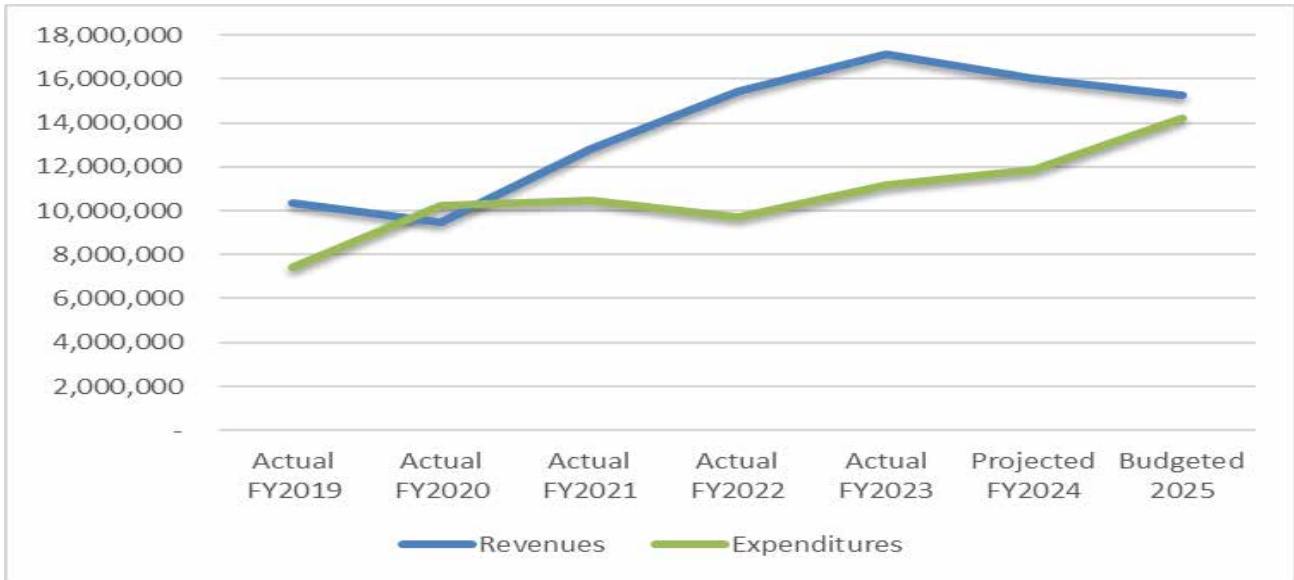


ü Other revenues include the following sources:

1. Aid to Subdivision – \$52k, an increase of 5%, or \$2k.
2. Planning Fees - \$10K, no change.
3. Court Fees & Fines - \$30K, no change.
4. Beverage Permits revenue - \$45K, no change.
5. Victim’s Assistance Fees - \$10K, no change.
6. Miscellaneous revenue - \$35K, 83%, or \$165K decrease due to onetime reimbursement from Charleston County Sheriffs Office for the book value of the deputies’ vehicles and equipment in the amount of \$161K in the current fiscal year.

EXPENDITURES

Overall, the total FY2024/2025 budgeted expenditures of \$14.2M are 20%, or \$2.4M higher when compared to the current year FY2023-2024 projections and 27%, or \$3M, higher than FY2022-2023 actual expenditures. The following chart shows 5-year, projected and budgeted trends in revenues and expenditures.



ü The personnel cost shows a 17%, or \$500K increase compared to FY2024 projected. This increase is attributable to the following items:

1. The Budget draft includes an aggregated total of 10%, or \$214K, for salary increases included in the Administration department.
2. The budget includes funding for 28 existing full-time employees and 1 intern (\$12K) to support the Planning Department, Kiawah Go Green Initiative, and various data analysis.
3. The budget includes a 1%, or \$26K increase in the SC Retirement System, effective July 1, 2024.
4. This budget includes an 11.8%, or \$76K increase in Town's health insurance contributions, effective January 1, 2025.

The following chart shows the history of the Town's employee's salaries for 5 years:

	FY21	FY22	FY23	FY24	Budgeted FY25
Total salaries	1,392,561	1,646,923	1,822,912	2,114,356	\$ 2,466,883
FTE	19.0	20.0	23.0	25.5	28.0
Change		5%	15%	11%	10%
Average \$ per FTE	73,293	82,346	79,257	82,916	88,103
Average % change per FTE	4%	12%	-4%	5%	6%

ü The Public Safety cost is budgeted 116%, or 378K higher than current year projections. This increase is attributable to a 38% raise in the hourly pay rate for the deputies, effective Feb 6, 2024, and anticipated increase in coverage for which we have seen a few first signs with onboarding of new Deputies. We anticipate 50% coverage of the total contracted hours on all three shifts.

ü STR Code Enforcement and Beach Patrol cost is budgeted with no change.

ü Utilities and Supplies show an increase of 12%, or \$27K, and consist of the following line items:

1. Utilities are budgeted with no change.
2. Supplies show a 2%, or \$1.5K increase to account for staff growth.
3. Minor Assets show a 111%, or \$25K increase, mostly related to requests for \$10K for Kiawah Island Parkway cameras and a few laptop replacements.

- ü Communication costs are budgeted to increase by 4% or 3K.
- ü Waste management cost is budgeted to increase 57%, or 642K to account for the new solid waste collection contract with Trident.
- ü Insurance cost is estimated to increase 11%, or \$22K.
- ü Professional Services are budgeted to increase 20%, or \$85K include the following:
 1. \$475K for legal services, no change.
 2. \$10K for the Town Prosecutor, no change.
 3. \$30K for annual audit, no change.
- ü Consultant cost shows a 10%, or \$41K decrease. Under the line-item Consultants, funding was budgeted for various services, including:
 1. \$105K for a third-party building inspector (as approved recently), assuming 50% of the full assignment.
 2. \$100K for Zoning Codes update (as approved recently). This project is anticipated to start in the second half of the budget year and carry over to fiscal year FY25-26.
 3. \$12K for traffic counts.
 4. \$15K for reserves study.
 5. \$25K for FGP HR services.
 6. \$25K for annual actuarial evaluation, and miscellaneous consulting services.
 7. \$10K for deer removal/ processing.
 8. \$10K for stenographers.
 9. \$10K for documents management.
 10. \$50K placeholder for incidental road projects.
- ü Maintenance cost shows a 7%, or \$40K increase, to account for increased fleet and additional software licenses for new employees.
- ü Travel & Training shows a 32%, or \$25K increase, compared to the current year's projections. The increase relates to the rise in the number of Town's employees.
- ü Rentals are budgeted with no change.
- ü Tourism & Recreation line item includes funding for various projects and initiatives. Funding for the State Accommodation Tax recipients (SATAX) is budgeted to increase 57%, or \$1.1M, to comply with the State Law that mandates spending of those funds within 2 years of their receipt. Other tourism-related expenditures are budgeted to increase by 28% or \$176K, mostly due to an increase in KI Conservancy funding for parking infrastructure and trail system development at conservation corridor along Bettsy Kerrison Parkway. Of \$200K requested, \$75K was already approved in the current budget for the development of trails, however, to ensure greater benefit for public and wildlife, the Conservancy is asking to reallocate those funds to the creation of public park and conservation corridor at different location. There are also slight increases in beach monitoring (new contract) and wildlife programs.

Funding Sources:	GF	SATAX	CATAX	LATAX	HTAX	Total
Arts & Cultural	\$115,000			\$140,000	\$22,000	\$297,000
Same as the current year						
Promotional Fund		\$843,274				\$843,274
An increase of \$16k when compared to current-year projections.						
SATAX Applicants*		\$2,119,000				\$2,119,000
An increase of \$1,1M when compared to current-year projections.						
Beach monitoring			\$75,000			\$75,000
An increase of \$10K when compared to current-year projections.						
Wildlife			\$171,900	\$12,000		\$183,900
An increase of \$28K when compared to current-year projections.						
KI Conservancy			\$250,000			\$250,000
A decrease of \$250K when compared to current-year projections.						

* Total for SATAX applicants does not include funding for deputies and beach patrol as included in other cost categories.

- ü Charitable Contributions are budgeted with no change.
- ü Other Cost line item shows a 1%, or \$2K increase and includes the following:
 1. Contingency-\$100K
 2. Advertising-\$16K
 3. Printing-\$18K
 4. Catering-\$25K (includes Christmas dinner and venue cost)
 5. Community Activities- \$25K (includes Disaster Awareness and Volunteer Appreciation Events)
 6. Bank Cost-\$75K (includes banking and merchant fees)
 7. Deputies' vehicles and radio cost-\$24K
 8. Airmedcare cost-\$10k
 9. Dues & Subscriptions-\$10K
 10. Miscellaneous-\$40K
- ü The budget reflects requests for the following capital expenditures:
 1. \$25K- placeholder for the Town Hall extension for the growing staff (4 cubicles)
 2. \$50K placeholder for audio-visual equipment upgrade
 3. \$35K (net of trade in value) for 1 vehicle replacement:
 - Wildlife 2016 Toyota Tacoma (70K miles)
- ü The budget includes the following interfund transfers:
 1. \$118,000 from GF to AC -\$118,000 for Arts Council event
 2. \$211,540 from LATAX to AC for cultural events and partial salaries
 3. \$300,000 from LATAX to Capital Fund for future beach renourishment
 4. \$300,000 from LATAX to Capital Fund for an emergency fund
 5. \$29,750from LATAX to GF for 35% of the cost for Beachwalker Dr and Kiawah Island Parkway enhancements
 6. \$45,000 from Beverage Tax Fund to Capital Fund for future infrastructure repairs
 7. \$22,000 from Hospitality Tax Fund to AC for cultural events
 8. \$180,000 from Hospitality Tax Fund to Capital Fund for future infrastructure repairs
 9. \$180,000 from Hospitality Tax Fund to Capital to emergency fund
 10. \$29,750 from Hospitality Tax Fund to GF for GF for 35% of the cost for Beachwalker Dr and Kiawah Island Parkway enhancements

Town of Kiawah Island
Budget FY2025
All Funds Consolidated

	Actuals FY 2023	% of Total	Budgeted FY2024	Amended Budgeted FY2024	% of Total	Projected FY2024	% of Total	Budget FY2025	% of Total	FY2024 Projected Variance \$	FY2024 Projected Variance %	FY2023 Actual Variance \$	FY2023 Actual Variance %
Revenues:													
Building Permits	\$ 1,683,183	10%	\$ 1,200,000	\$ 1,200,000	8%	\$ 1,500,000	9%	\$ 1,300,000	8%	\$ (200,000)	-13%	\$ (383,183)	-23%
Building Permits/Special Proj	623,908	4%	300,000	959,182	6%	1,009,182	6%	-	0%	(1,009,182)	-100%	(623,908)	-100%
Business Licenses	3,897,737	23%	3,500,000	3,500,000	22%	3,700,000	22%	3,750,000	24%	50,000	1%	(147,737)	-4%
Franchisee Fees	984,706	6%	970,000	970,000	6%	970,000	6%	970,000	6%	-	0%	(14,706)	-1%
Local Option tax	961,847	6%	891,347	891,347	6%	891,347	5%	900,000	6%	8,653	1%	(61,847)	-6%
State ATAX	3,143,899	19%	2,936,510	2,936,510	19%	2,936,510	18%	3,000,000	19%	63,490	2%	(143,899)	-5%
Local ATAX	1,692,935	10%	1,477,158	1,477,158	9%	1,477,158	9%	1,500,000	10%	22,842	2%	(192,935)	-11%
County ATAX	681,098	4%	450,000	450,000	3%	600,000	4%	612,000	4%	12,000	2%	(69,098)	-10%
Hospitality Tax	931,309	6%	829,177	829,177	5%	891,347	5%	900,000	6%	8,653	1%	(31,309)	-3%
Solid Waste Fees	661,899	4%	640,000	640,000	4%	640,000	4%	1,068,000	7%	428,000	67%	406,101	61%
Interest	1,153,023	7%	1,176,281	1,501,281	10%	1,501,281	9%	1,200,000	8%	(301,281)	-20%	46,977	4%
Other	261,759	2%	224,536	224,536	1%	429,536	3%	267,012	2%	(162,524)	-38%	5,253	2%
Total Revenues	16,677,303	100%	14,595,007	15,579,189	100%	16,546,360	100%	15,467,011	100%	(1,079,349)	-7%	(1,210,292)	-7%
Expenses:													
Salaries	1,847,113	17%	2,030,719	2,152,469	13%	2,126,356	18%	2,478,883	17%	352,527	17%	631,770	34%
Overtime	8,502	0%	8,000	8,000	0%	11,800	0%	11,700	0%	(100)	-1%	3,198	38%
Benefits	606,985	5%	714,590	741,521	4%	741,521	6%	859,225	6%	117,704	16%	252,240	42%
Payroll Tax	162,029	1%	169,592	188,613	1%	188,613	2%	226,950	2%	38,337	20%	64,921	40%
Employee Subtotal	2,624,629	24%	2,922,901	3,090,603	18%	3,068,289	26%	3,576,758	25%	508,469	17%	952,129	36%
Public Safety	766,492	7%	736,569	350,000	2%	326,000	3%	703,779	5%	377,779	116%	(62,713)	-8%
STR Code Enforcement	324,410	3%	389,376	389,376	2%	389,376	3%	389,376	3%	-	0%	64,966	20%
Beach Patrol	584,000	5%	584,000	584,000	3%	584,000	5%	584,000	4%	-	0%	-	0%
Utilities & Supplies	300,685	3%	237,440	247,440	1%	232,850	2%	259,800	2%	26,950	12%	(40,885)	-14%
Communications	12,283	1%	11,460	11,460	0%	81,392	1%	84,124	1%	3,332	4%	12,441	11%
Waste Management	1,206,848	11%	1,278,000	1,278,000	8%	1,535,000	13%	2,107,000	15%	572,000	37%	900,152	75%
Insurance	173,909	2%	190,176	190,176	1%	202,673	2%	224,940	2%	22,267	11%	51,031	29%
Professional Services	249,415	2%	176,900	251,900	1%	430,000	4%	515,000	4%	85,000	20%	265,585	106%
Consultants	460,830	4%	488,000	618,803	4%	403,587	3%	362,150	3%	(41,437)	-10%	(98,680)	-21%
Maintenance	587,302	5%	556,000	556,000	3%	558,290	5%	599,000	4%	40,710	7%	11,698	2%
Travel & Training	45,029	0%	74,300	74,300	0%	76,000	1%	100,650	1%	24,650	32%	55,621	124%
Rentals	41,207	0%	46,000	46,000	0%	40,000	0%	40,000	0%	-	0%	(1,207)	-3%
Tourism & Recreations							0%						
SATAx Recipients	2,003,657		1,886,463	1,886,463	11%	1,886,463	16%	2,962,274	21%	1,075,811	57%	958,617	48%
Other	588,055		629,569	629,569	4%	629,569	5%	805,900	6%	176,331	28%	217,845	37%
Contributions	201,520	2%	200,000	200,000	1%	220,891	2%	200,000	1%	(20,891)	-9%	(1,520)	-1%
Other	244,450	2%	353,920	375,528	2%	341,040	3%	343,520	2%	2,480	1%	99,070	41%
Capital Outlay:													
Building	97,492	1%	5,000,000	5,000,000	30%	-	0%	25,000	0%	25,000	-	(72,492)	-74%
Infrastructure & Landscapin	135,303	1%	250,000	250,000	1%	375,283	3%	-	0%	(375,283)	-100%	(135,303)	-100%
Vehicles	213,670	2%	115,000	115,000	1%	115,000	1%	35,000	0%	(80,000)	-70%	(178,670)	-84%
Other	46,307	0%	450,000	487,370	3%	100,000	1%	50,000	0%	(50,000)	-	3,693	8%
MUSC Pledge	200,000	2%	200,000	200,000	1%	200,000	2%	200,000	1%	-	0%	-	0%
Total Expenses	11,167,493	100%	16,842,074	16,897,987	100%	11,795,703	100%	14,168,871	100%	2,373,168	20%	3,001,378	27%
Net Changes in Fund Balance	\$ 5,509,810		\$ (2,247,066)	\$ (1,318,798)		\$ 4,750,657		\$ 1,298,140		\$ (3,452,517)		\$ (4,211,670)	

TOWN OF KIAWAH ISLAND
 BUDGET FOR YEAR ENDED 6/30/25
 ALL FUNDS

	2024-2025 Budget										
	General Fund Budget	State Accom Tax Fund Budget	County Accom Tax Fund Budget	Local Accom Tax Fund Budget	Beverage Tax Fund Budget	Hospitality Tax Fund Budget	Victims Assist Fund Budget	Arts and Cultural Events	Capital Fund Budget	Emergency Fund Budget	Total Funds Budget
Revenues & Other Sources :											
Accommodations Tax	\$ 189,087	\$ 2,810,913	\$ 612,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,112,000
Hospitality Tax	-	-	-	-	-	900,000	-	-	-	-	900,000
Aid to subdivisions	52,012	-	-	-	-	-	-	-	-	-	52,012
Zoning Permits	10,000	-	-	-	-	-	-	-	-	-	10,000
Business License Revenue	3,750,000	-	-	-	-	-	-	-	-	-	3,750,000
Building Permits	1,300,000	-	-	-	-	-	-	-	-	-	1,300,000
Building Permits/Special Projects	-	-	-	-	-	-	-	-	-	-	-
Local Option Sales Tax	900,000	-	-	-	-	-	-	-	-	-	900,000
Franchise Fee - Electric	430,000	-	-	-	-	-	-	-	-	-	430,000
Franchise Fee -Beach	400,000	-	-	-	-	-	-	-	-	-	400,000
Franchise Fee - Other	140,000	-	-	-	-	-	-	-	-	-	140,000
Fines & Forfeitures	30,000	-	-	-	-	-	10,000	-	-	-	40,000
Interest Revenue	525,000	50,000	65,000	150,000	-	110,000	-	-	299,000	1,000	1,200,000
Solid Waste Collections	1,068,000	-	-	-	-	-	-	-	-	-	1,068,000
Beverage Tax / Permits	-	-	-	-	45,000	-	-	-	-	-	45,000
Miscellaneous Revenue	35,000	-	-	-	-	-	-	85,000	-	-	120,000
Transfers In	-	-	-	-	-	-	-	351,540	525,000	480,000	1,356,540
Total Revenues & Other Sources	8,829,099	2,860,913	677,000	1,650,000	45,000	1,010,000	10,000	436,540	824,000	481,000	16,823,551
Expenditures & Uses :											
Salary and Benefits/Regular Employees	3,147,586	-	-	296,172	-	-	-	133,000	-	-	3,576,758
Salary and Benefits/Deputies	194,334	489,000	-	20,445	-	-	-	-	-	-	703,779
STR Code Enforcement	389,376	-	-	-	-	-	-	-	-	-	389,376
Beach Patrol	-	392,000	192,000	-	-	-	-	-	-	-	584,000
Utilities & Supplies	185,800	-	35,000	2,500	-	35,500	-	1,000	-	-	259,800
Communication	84,184	-	-	-	-	-	-	540	-	-	84,724
Waste Management	1,970,000	-	30,000	107,000	-	-	-	-	-	-	2,107,000
Professional Services	515,000	-	-	-	-	-	-	-	-	-	515,000
Consulting	362,150	-	-	-	-	-	-	-	-	-	362,150
Maintenance	441,100	-	26,900	-	-	131,000	-	-	-	-	599,000
Insurance	224,940	-	-	-	-	-	-	-	-	-	224,940
Travel & Training	96,650	-	-	-	-	-	-	4,000	-	-	100,650
Rentals	40,000	-	-	-	-	-	-	-	-	-	40,000
Tourism Related Cost	-	2,962,274	496,900	12,000	-	-	-	297,000	-	-	3,768,174
Contributions	200,000	-	-	-	-	-	-	-	-	-	200,000
Capital Outlay	80,250	-	-	-	-	29,750	-	-	-	-	110,000
Other	432,520	-	-	-	-	-	10,000	1,000	-	-	443,520
Transfers Out	118,000	-	-	811,540	45,000	382,000	-	-	-	-	1,356,540
Total Expenditures & Uses	8,581,890	3,843,274	780,800	1,249,658	45,000	578,250	10,000	436,540	-	-	15,525,411
Change in Fund Balance	247,209	(982,361)	(103,800)	400,342	-	431,750	-	-	824,000	481,000	1,298,140
Fund Balances, beginning of the year	22,524,586	1,598,050	1,897,535	2,233,468	-	1,539,539	21,176	-	7,697,321	1,672,666	39,184,340
Fund Balances, end of the year	\$ 22,771,795	\$ 615,689	\$ 1,793,735	\$ 2,633,810	\$ -	\$ 1,971,288	\$ 21,176	\$ -	\$ 8,521,321	\$ 2,153,666	\$ 40,482,480

TOWN OF KIAWAH ISLAND
 BUDGET FOR YEAR ENDED 6/30/2025
 ALL FUNDS

	General Fund	State Accom Tax	County Accom Tax	Local Accom Tax	Beverage Tax	Hospitality Tax	Victims Assist	Arts and Cultural	Capital Fund	Emergency Fund	Consolidated
BEGINNING FUND BALANCE - 6/30/23 AUDITED	\$ 19,899,756	\$ 1,726,491	\$ 1,712,848	\$ 1,883,532	\$ -	\$ 1,269,164	\$ 21,176	\$ -	\$ 6,871,752	\$ 1,168,965	\$ 34,553,684
SOURCES:											
REVENUES	9,706,827	2,758,768	690,887	1,704,157	50,000	1,038,852	10,000	60,000	301,868	30,000	16,351,360
TRANSFERS IN	-	-	-	-	-	-	-	402,940	523,701	473,701	1,400,342
TOTAL	9,706,827	2,758,768	690,887	1,704,157	50,000	1,038,852	10,000	462,940	825,569	503,701	17,751,702
USES:											
EXPENDITURES	6,685,936	2,887,209	506,200	360,817	-	217,318	10,000	462,940	-	-	11,130,420
CAPITAL OUTLAY	245,042	-	-	172,621	-	172,621	-	-	-	-	590,283
TRANSFERS OUT	151,020	-	-	820,783	50,000	378,539	-	-	-	-	1,400,342
TOTAL	7,081,997	2,887,209	506,200	1,354,221	50,000	768,478	10,000	462,940	-	-	13,121,045
ENDING FUND BALANCE - 6/30/24 PROJECTED	22,524,586	1,598,050	1,897,535	2,233,468	-	1,539,539	21,176	-	7,697,321	1,672,666	39,184,340
SOURCES:											
REVENUES	8,829,099	2,860,913	677,000	1,650,000	45,000	1,010,000	10,000	85,000	299,000	1,000	15,467,011
TRANSFERS IN	-	-	-	-	-	-	-	351,540	525,000	480,000	1,356,540
TOTAL	8,829,099	2,860,913	677,000	1,650,000	45,000	1,010,000	10,000	436,540	824,000	481,000	16,823,551
USES:											
EXPENDITURES	8,413,390	3,843,274	780,800	408,368	-	166,500	10,000	436,540	-	-	14,058,872
CAPITAL OUTLAY	50,500	-	-	29,750	-	29,750	-	-	-	-	110,000
TRANSFERS OUT	118,000	-	-	811,540	45,000	382,000	-	-	-	-	1,356,540
TOTAL	8,581,890	3,843,274	780,800	1,249,658	45,000	578,250	10,000	436,540	-	-	15,525,412
NET CHANGE	247,209	(982,361)	(103,800)	400,342	-	431,750	-	-	824,000	481,000	1,298,140
ENDING FUND BALANCE - 6/30/25 BUDGETED	\$ 22,771,795	\$ 615,689	\$ 1,793,735	\$ 2,633,810	\$ -	\$ 1,971,288	\$ 21,176	\$ -	\$ 8,521,321	\$ 2,153,666	\$ 40,482,481

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/25
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/16/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
GENERAL FUND REVENUES:													
BUSINESS LICENSE REVENUE	\$ 3,446,883	\$ 3,100,000	3,100,000	\$ 601,823	\$ 3,100,000	3,350,000	\$ 250,000	8%	\$ 250,000	8%	\$ (96,883)	-3%	Based on historical averages plus an increase for inflation
STR APPLICATION FEES	450,854	400,000	400,000	30,200	400,000	400,000	-	0%	-	0%	(50,854)	-11%	Based on CY actuals
STATE ACCOMMODATIONS TAX	180,252	177,741	177,741	106,032	177,741	189,087	11,345	6%	11,345	6%	8,835	5%	First \$25K plus 5% of SATAX
AID TO SUBDIVISION	47,764	49,536	49,536	24,766	49,536	52,012	2,476	5%	2,476	5%	4,248	9%	Based on estimates from the State
SOLID WASTE REVENUE	661,899	640,000	640,000	639,185	640,000	1,068,000	428,000	67%	428,000	67%	406,101	61%	Based on number of subscribers for different service types, with the new pricing
PLANNING FEES	15,762	10,000	10,000	8,990	10,000	10,000	-	0%	-	0%	(5,762)	-37%	Based on current year actuals
BUILDING PERMITS	1,683,183	1,200,000	1,200,000	1,054,604	1,500,000	1,300,000	100,000	8%	(200,000)	-13%	(383,183)	-23%	Based on historical averages
BUILDING PERMITS/SPECIAL PROJECTS	623,908	300,000	959,182	959,182	1,009,182	-	(300,000)	-100%	(1,009,182)	-100%	(623,908)	-100%	No special projects expected
LOCAL OPTIONS SALES TAX	961,847	891,347	891,347	527,121	891,347	900,000	8,653	1%	8,653	1%	(61,847)	-6%	Based on historical averages plus an increase for inflation
FRANCHISE FEE - ELECTRIC	417,048	430,000	430,000	-	430,000	430,000	-	0%	-	0%	12,952	3%	Based on current year actuals
FRANCHISE FEE - BEACH SERVICE	414,770	400,000	400,000	199,500	400,000	400,000	-	0%	-	0%	(14,770)	-4%	\$300k or 30% of Island Beach Services gross receipts
FRANCHISE FEES - OTHER	152,888	140,000	140,000	79,504	140,000	140,000	-	0%	-	0%	(12,888)	-8%	Based on the contracts with AT&T, Comcast, KIGR
COURT FEES, FINES & FORF	33,312	30,000	30,000	22,072	30,000	30,000	-	0%	-	0%	(3,312)	-10%	Based on CY actuals
INTEREST REVENUE	410,234	500,480	600,480	498,953	600,480	525,000	24,520	5%	(75,480)	-13%	114,766	28%	Rate of return -4%
MISCELLANEOUS REVENUE	46,449	35,000	35,000	195,049	200,000	35,000	-	0%	(165,000)	-83%	(11,449)	-25%	
TOTAL REVENUES	9,547,053	8,304,104	9,063,286	4,946,981	9,578,286	8,829,099	524,995	6%	(749,187)	-8%	(717,954)	-8%	
OTHER FINANCING USES/SOURCES:													
DEFICIENCY OF REVENUES OVER EXPENDITURES	-	3,112,002	2,843,201	-	-	-	(3,112,002)	-	-	-	-	-	
TOTAL REVENUES & OTHER SOURCES	\$ 9,547,053	\$ 11,416,106	\$ 11,906,487	\$ 4,946,981	\$ 9,578,286	\$ 8,829,099	\$ (2,587,007)	-23%	\$ (749,187)	-8%	\$ (717,954)	-8%	

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/28/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
EXPENDITURES:													
SALARIES, PR TAXES & BENEF/REG EMPLOYEES	2,607,435	2,826,221	3,087,303	1,798,409	3,083,289	3,576,758	750,537	27%	493,469	16%	969,323	37%	
SALARIES	1,847,113	1,978,669	2,152,469	1,244,426	2,126,356	2,478,883	500,214	25%	352,527	17%	631,770	34%	Salaries for 28 current employees
OVERTIME	8,502	4,700	4,700	6,721	11,800	11,700	7,000	149%	(100)	-1%	3,198	38%	
BENEFITS	596,512	677,012	741,521	425,344	741,521	829,225	152,213	22%	87,704	12%	232,713	39%	
PAYROLL TAXES	155,308	165,840	188,613	121,918	188,613	226,950	61,111	37%	38,337	20%	71,642	46%	
TUITION REIMBURSEMENT	-	-	-	-	15,000	30,000	30,000	-	15,000	-	30,000	-	
SALARIES, PR TAXES & BENEF/DEPUTIES	402,786	390,619	326,000	205,497	326,000	703,779	313,160	80%	377,779	116%	300,993	75%	Salaries for off duty deputies.
DEPUTIES CONTRACTED WITH CCSO	363,706	345,950	-	-	-	-	(345,950)	-100%	-	-	(363,706)	-100%	No Longer existing
STR CODE ENFORCEMENT	324,410	389,376	389,376	168,338	389,376	389,376	-	0%	-	0%	64,966	20%	Contract with Island Services for after hours code enforcement
BEACH PATROL	584,000	584,000	584,000	340,667	584,000	584,000	-	0%	-	0%	-	0%	Contract with Island Services for beach patrol
UTILITIES & SUPPLIES:													
UTILITIES	113,788	125,000	125,000	75,428	125,000	125,000	-	0%	-	0%	11,212	10%	Based on current year actuals
GENERAL	77,266	73,940	83,940	42,269	84,850	86,300	12,360	17%	1,450	2%	9,034	12%	Estimate for supplies, uniforms
MINOR ASSETS	109,631	20,500	38,500	18,964	23,000	48,500	28,000	137%	25,500	111%	(61,131)	-56%	Estimate for computers replacement and small equipment
ADVERTISING	9,664	16,400	16,400	19,500	26,400	14,000	(2,400)	-15%	(12,400)	-47%	4,336	45%	Based on current year actuals
COMMUNICATION													
CELL PHONES & IPADS	23,879	22,920	22,920	16,734	24,392	27,724	4,804	21%	3,332	14%	3,845	16%	Based on current year actuals for Town's employees
REGULAR PHONES	48,404	54,000	54,000	36,340	57,000	57,000	3,000	6%	-	0%	8,596	18%	Cost for landline, internet and cable
WASTE MANAGEMENT	1,206,848	1,278,000	1,278,000	809,957	1,535,000	2,107,000	829,000	65%	572,000	37%	900,152	75%	Based on Trident contract
PRINTING	13,970	18,000	18,000	21,014	27,220	11,000	(7,000)	-39%	(16,220)	-60%	(2,970)	-21%	Printing UB invoices, business license and contractors decals
PROFESSIONAL SERVICES	249,415	176,900	251,900	230,180	430,000	515,000	338,100	191%	85,000	20%	265,585	106%	Town Attorney, Prosecutor and annual audit
CONSULTING	460,830	408,000	618,803	225,854	403,587	362,150	(45,850)	-11%	(41,437)	-10%	(98,680)	-21%	Estimate for various consulting work
MAINTENANCE													
SOFTWARE	192,447	182,000	182,000	140,142	200,290	220,000	38,000	21%	19,710	10%	27,553	14%	Building maint., Island wide landscaping and road maint., and software maint.
BUILDING & VEHICLES	109,470	117,000	138,608	83,585	127,000	133,000	16,000	14%	6,000	5%	23,530	21%	
ROADS & LANDSCAPING	285,385	211,000	211,000	135,601	231,000	246,000	35,000	17%	15,000	6%	(39,385)	-14%	
INSURANCE	173,909	190,176	190,176	202,673	202,673	224,940	34,765	18%	22,267	11%	51,031	29%	
TRAVEL & TRAINING	45,029	71,300	71,300	42,328	76,000	100,650	29,350	41%	24,650	32%	55,621	124%	Travel and professional development
RENTALS	41,207	46,000	46,000	25,118	40,000	40,000	(6,000)	-13%	-	0%	(1,207)	-3%	Based on contracts.
TOURISM & RECREATIONS	255,415	332,600	332,600	90,162	246,100	508,900	176,300	53%	262,800	107%	253,485	99%	
CONTRIBUTIONS	201,520	200,000	200,000	-	220,891	200,000	-	0%	(20,891)	-9%	(1,520)	-1%	
CAPITAL OUTLAY	589,178	5,176,000	5,213,370	15,493	590,283	110,000	(5,066,000)	-98%	(480,283)	-81%	(479,178)	-81%	
OTHER	244,450	206,320	206,320	120,846	187,420	118,520	12,200	6%	31,100	17%	(25,930)	-11%	Based on current year actuals
MUSC PLEDGE	200,000	200,000	200,000	200,000	200,000	200,000	-	0%	-	0%	-	0%	MUSC Pledge of \$1M over 5 years
CONTINGENCY	-	100,000	100,000	-	100,000	100,000	-	0%	-	0%	100,000	-	
NON BUDGETED COST -STORM CLEANUP	-	-	-	38,000	38,000	-	-	-	(38,000)	-100%	-	-	
TOTAL EXPENDITURES	8,934,042	13,762,221	13,985,515	5,103,099	9,578,771	10,909,597	(2,852,624)	-21%	1,824,295	19%	1,975,555	22%	
ALLOCATION TO SATAX	1,080,394	1,108,800	758,800	-	817,200	881,000	(227,800)	-21%	63,800	8%	(199,394)	-18%	Consolidated amount for various departments
ALLOCATION TO COUNTY ATAX	424,619	592,700	592,700	88,732	506,200	780,800	188,100	32%	274,600	54%	356,181	84%	Consolidated amount for various departments
ALLOCATION TO LOCAL ATAX	566,049	428,694	480,951	110,872	545,814	476,957	48,263	11%	(68,856)	-13%	(89,092)	-16%	Consolidated amount for various departments
ALLOCATION TO HOSPITALITY TAX	465,473	289,000	319,657	-	389,939	196,250	(92,750)	-32%	(193,689)	-50%	(269,223)	-58%	Consolidated amount for various departments
ALLOCATION TO ARTS & CULTURAL EVENTS	129,636	94,920	94,920	65,278	140,449	110,699	15,779	17%	(29,750)	-21%	(18,937)	-15%	
TOTAL NET EXPENDITURES	6,267,871	11,248,106	11,738,487	4,903,495	7,179,169	8,463,890	(68,408)	-1%	1,284,721	18%	2,196,020	35%	
OTHER FINANCING USES/SOURCES:													
TRANSFER TO ARTS & CULTURAL EVENTS	118,000	168,000	168,000	-	151,020	118,000	(50,000)	-30%	(33,020)	-22%	-	0%	
EXCESS OF REVENUES OVER EXPENDITURES	3,161,182	-	-	-	2,048,097	247,209	247,209	-	(1,800,888)	-	(2,913,973)	-92%	
TOTAL OTHER FINANCING USES/ SOURCES	3,279,182	168,000	168,000	-	2,199,117	365,209	197,209	117%	(1,833,908)	-83%	(2,913,973)	-89%	
TOTAL EXPENDITURES & OTHER USES	\$ 9,547,053	\$ 11,416,106	\$ 11,906,487	\$ 4,903,495	\$ 9,378,286	\$ 8,829,098	\$ (2,587,008)	-23%	\$ (549,188)	-6%	\$ (717,954)	-8%	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40200 - ADMINISTRATION													
TOWN ADMINISTRATION													
SALARIES - REGULAR EMPLOYEES	\$ 248,098	\$ 396,223	\$ 421,973	\$ 201,083	\$ 346,780	\$ 512,406	\$ 116,183	29%	\$ 165,626	48%	\$ 264,308	107%	Salaries for Town Administrator, clerk and 10% aggregated total for salary adjustments
OVERTIME	1,081	1,200	1,200	994	2,000	1,200	-	0%	(800)	-40%	119	11%	
BONUS	19,041	5,000	5,000	8,464	8,646	5,000	-	0%	(3,646)	-42%	(14,041)	-74%	
EMPLOYEE BENEFITS	21,987	20,000	20,000	16,026	20,000	20,000	-	0%	-	0%	(1,987)	-9%	Employee Christmas Bonus, EAP Annual Cost, Employee Appreciation Events
INSURANCE - MEDICAL	18,501	12,265	17,265	15,568	17,265	16,827	4,562	37%	(438)	-3%	(1,674)	-9%	
FICA ER MATCH	17,423	30,287	48,060	13,066	18,836	39,199	8,912	29%	20,363	108%	21,776	125%	
RETIREMENT MATCH	49,129	79,481	98,990	40,803	98,990	101,103	21,621	27%	2,112	2%	51,974	106%	
TUITION REIMBURSEMENT	4,067	10,000	10,000	5,022	5,000	10,000	-	100%	5,000	100%	5,933	-	50% tuition reimbursement
WORKERS COMPENSATION COSTS	20,015	15,000	15,000	31,724	31,724	35,000	20,000	133%	3,276	10%	14,985	75%	
CATERING COSTS	19,048	40,000	40,000	14,811	20,000	25,000	(15,000)	-38%	5,000	25%	5,952	31%	Employee Christmas Dinner & Venue Cost
PROFESSIONAL SERVICES	221,055	150,000	225,000	202,280	400,100	485,000	335,000	223%	84,900	21%	263,945	119%	Town Attorney, Town Prosecutor, Additional Legal Services
CONSULTANTS	109,008	10,000	143,500	16,028	46,028	40,000	30,000	300%	(6,028)	-13%	(69,008)	-63%	\$25K FGP HR Services Other consultant work - \$15K
TELEPHONE-CELL	1,937	3,200	3,200	779	3,200	1,500	(1,700)	-53%	(1,700)	-53%	(437)	-23%	Based on cost for 1 cell phone, iPads and mifi
TRAVEL & TRAINING	10,107	12,000	12,000	7,385	12,000	15,000	3,000	25%	3,000	25%	4,893	48%	Estimate SCAPA, ICMA,SCCCMA (Stephanie T)
DUES	4,631	4,000	4,000	2,927	4,000	4,000	-	0%	-	0%	(631)	-14%	Estimate for Training (SCAPA, SCCMA/ICMA, ULI, MASC, Hurricane Conf.) - ST & (MASC) - PR
SUBSCRIPTIONS	3,994	2,000	2,000	2,270	2,000	10,000	8,000	400%	8,000	400%	6,006	150%	Civic Plus (MuniCode Sub), Google Svc, Adobe
ADVERTISING COSTS	2,466	4,000	4,000	2,903	4,000	4,000	-	0%	-	0%	1,534	62%	Estimate for advertising
COMMUNITY ACTIVITIES	28,365	19,000	19,000	14,008	25,000	25,000	6,000	32%	-	0%	(3,365)	-12%	Disaster Awareness Day, Volunteer Appreciation Event, Other Misc. Community Events
COMMUNITY OUTREACH	201,520	200,000	200,000	-	220,891	200,000	-	0%	(20,891)	-9%	(1,520)	-1%	Charitable contributions
SUPPLIES - OFFICE	10,107	15,000	25,000	5,130	15,000	15,000	-	0%	-	0%	4,893	48%	Based on current year actuals
SUPPLIES - OTHER	25,103	15,000	15,000	16,553	20,000	20,000	5,000	33%	-	0%	(5,103)	-20%	Estimate for coffee supplies, water, pop, medicine supply, and misc.
BOOKS & PERIODICALS	3,982	2,000	2,000	-	-	-	(2,000)	-100%	-	-	(3,982)	-100%	Muni code
MISCELLANEOUS EXPEND	27,573	15,000	15,000	13,017	15,000	15,000	-	0%	-	0%	(12,573)	-46%	
COMPUTER & SOFTWARE MINOR	5,279	5,000	5,000	5,735	5,000	5,000	-	0%	-	0%	(279)	-5%	
	<u>1,073,517</u>	<u>1,065,657</u>	<u>1,352,189</u>	<u>636,576</u>	<u>1,341,460</u>	<u>1,605,235</u>	<u>539,578</u>	<u>51%</u>	<u>263,775</u>	<u>20%</u>	<u>531,718</u>	<u>50%</u>	
COUNCIL DEPARTMENT													
CELL PHONE	8,411	6,000	6,000	4,975	6,000	10,000	4,000	67%	4,000	67%	1,589	19%	Costs for the Town's annual retreat
RENTAL FACILITIES & MEETING COST	2,112	6,000	6,000	-	-	-	(6,000)	-100%	-	#DIV/0!	(2,112)	-100%	Retreat cost and other training opportunities
TRAVEL & TRAINING	4,098	4,000	4,000	175	1,000	10,000	6,000	150%	9,000	900%	5,902	144%	
SUPPLIES - OFFICE	476	1,000	1,000	1,900	2,000	3,000	2,000	200%	1,000	50%	2,524	530%	
	<u>15,097</u>	<u>17,000</u>	<u>17,000</u>	<u>7,050</u>	<u>9,000</u>	<u>23,000</u>	<u>6,000</u>	<u>35%</u>	<u>(9,000)</u>	<u>-100%</u>	<u>7,903</u>	<u>52%</u>	
TOTAL ADMINISTRATION	\$ 1,088,614	\$ 1,082,657	\$ 1,369,189	\$ 643,626	\$ 1,350,460	\$ 1,628,235	\$ 545,578	50%	\$ 277,775	21%	\$ 539,621	50%	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40100 - ENVIRONMENTAL													
SALARIES - REGULAR EMPLOYEES	\$ 196,982	196,982	217,982	\$ 126,487	\$ 217,982	256,015	\$ 59,033	30%	\$ 38,033	17%	\$ 59,033	30%	Salaries for 3employees
SALARIES - TEMPORARY	6,333	4,000	4,000	1,666	4,000	-	(4,000)	-100%	(4,000)	-100%	(6,333)	-100%	
FICA ER MATCH	14,447	15,069	15,069	9,256	15,069	19,585	4,516	30%	4,516	30%	5,138	36%	
INSURANCE - MEDICAL	29,263	32,485	37,485	20,884	37,485	38,774	6,290	19%	1,290	3%	9,511	33%	
RETIREMENT MATCH	37,024	39,560	49,560	25,776	49,560	57,429	17,869	45%	7,869	16%	20,405	55%	
PROFESSIONAL SERVICES CONSULTANTS	7,600	23,500	23,500	14,423	23,500	-	(23,500)	-100%	(23,500)	-100%	(7,600)	-100%	
TELEPHONE-CELL	-	-	-	14,423	31,500	10,000	10,000	#DIV/0!	(21,500)	-68%	10,000	-	Deer Processing -\$10k
REPAIR AND MAINTENANCE - SOFTWARE	1,265	1,200	1,200	833	1,450	1,500	300	25%	50	3%	235	19%	Based on cost for 3 cell phones
DUES	3,756	4,000	4,000	1,944	4,000	10,000	6,000	150%	6,000	150%	6,244	166%	ArcGIS, Adobe, Watchtower
SUBSCRIPTIONS	-	500	500	-	200	500	-	0%	300	150%	500	-	
TRAVEL & TRAINING	1,393	3,500	3,500	-	500	500	-	0%	-	0%	500	-	
TURTLE PATROL EXPENDITURES	7,371	7,000	7,000	1,430	7,000	12,000	5,000	71%	2,000	133%	2,107	151%	
BEACH MONITORING & REPAIRS	61,643	50,000	50,000	16,429	40,000	75,000	25,000	50%	35,000	88%	13,357	22%	Annual CSE Monitoring, Permitting for East End project if needed
RESEARCH	86,136	117,100	117,100	57,051	117,100	128,900	11,800	10%	11,800	10%	42,764	50%	Bobcat GPS, Bird Banding, Toxicology, Clemson Study (\$50k)
COMMUNITY OUTREACH PROGRAMS	-	3,000	25,000	-	2,500	2,500	(500)	-17%	-	-	2,500	-	School Environmental Programs
KI CONSERVANCY -PROJECTS	17,358	25,000	25,000	13,232	25,000	25,000	-	0%	-	0%	7,642	44%	Grow Native, Dolphin Stewardship, Bluebird Boxes, TBD
KI CONSERVANCY	42,676	125,000	125,000	-	50,000	50,000	(75,000)	-60%	-	0%	7,324	17%	Projects TBD
FISH STUDIES & EQUIPMENT	131	3,500	-	-	-	200,000	200,000	-	200,000	-	200,000	-	Public park and safe and sufficient parking.
POND MANAGEMENT	-	5,000	5,000	2,020	5,000	13,000	9,500	271%	11,000	550%	12,869	9824%	Fish Testing and Stocking (\$3000) Water Quality Testing (\$10k)
ARIAL PHOTOGRAPHY	40,100	-	-	-	-	5,000	-	0%	-	0%	5,000	-	KICA Pond Maintenance contract, herbicide control
SUPPLIES - OFFICE	305	2,000	2,000	305	2,000	2,500	500	25%	500	25%	2,195	720%	
SUPPLIES OTHER	830	1,000	1,000	105	1,000	1,000	-	0%	-	0%	170	20%	
UNIFORMS	484	1,500	1,500	293	1,500	2,500	1,000	67%	1,000	67%	2,016	417%	
BOOKS & PERIODICALS	170	500	500	171	250	500	-	0%	250	100%	330	194%	
EQUIPMENT - MINOR	-	3,500	3,500	4,884	5,000	5,000	1,500	43%	-	0%	5,000	-	Deer removal equipment: safety harnesses, ammunition, batteries, flashlights, sandbags, etc.
COMPUTER & SOFTWARE - MINOR	-	1,500	1,500	1,014	1,500	1,500	-	0%	-	0%	1,500	-	
TOTAL DEPARTMENT EXPENDITURES	555,267	666,896	702,896	312,626	646,596	922,203	255,308	38%	275,608	43%	366,936	66%	
ALLOCATION TO LOCAL ATAX:	174,001	177,457	199,057	110,872	199,057	235,082	57,625	32%	36,025	18%	61,081	35%	
ALLOCATION TO LOCAL ATAX:													
60% OF SALARIES, PR TAXES, AND BENEFITS	166,630	170,457	192,057	109,442	192,057	223,082	52,625	31%	31,025	16%	56,452	34%	
TURTLE PATROL COST	7,371	7,000	7,000	1,430	7,000	12,000	5,000	71%	5,000	71%	4,629	63%	
	174,001	177,457	199,057	110,872	199,057	235,082	57,625	32%	36,025	18%	61,081	35%	
ALLOCATION TO COUNTY ATAX	248,044	325,600	325,600	88,732	239,100	496,900	(28,700)	-9%	57,800	24%	88,956	36%	
ALLOCATION TO COUNTY ATAX													
RESEARCH	86,136	117,100	117,100	57,051	117,100	128,900	11,800	10%	11,800	10%	42,764	50%	
BEACH MONITORING & REPAIRS	61,643	50,000	50,000	16,429	40,000	75,000	25,000	50%	35,000	88%	13,357	22%	
KI CONSERVANCY	42,676	125,000	125,000	-	50,000	50,000	(75,000)	-60%	-	0%	7,324	17%	
KI CONSERVANCY -LAND ACQUISITION	-	-	-	-	-	200,000	200,000	-	200,000	-	200,000	-	
PROGRAMS	17,358	25,000	25,000	13,232	25,000	25,000	-	0%	-	0%	7,642	44%	
FISH STUDIES & EQUIPMENT	131	3,500	3,500	-	2,000	13,000	9,500	271%	11,000	550%	12,869	9824%	
POND MANAGEMENT	-	5,000	5,000	2,020	5,000	5,000	-	0%	-	0%	5,000	-	
ARIAL PHOTOGRAPHY	40,100	-	-	-	-	-	-	-	-	-	(40,100)	-100%	
	248,044	325,600	325,600	88,732	239,100	496,900	171,300	53%	257,800	108%	248,856	100%	
TOTAL NET EXPENDITURES	\$ 133,222	\$ 163,838	\$ 178,238	\$ 113,022	\$ 208,438	\$ 182,717	\$ 5,679	3%	\$ (25,721)	-12%	49,495	37%	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40300 - FINANCE													
SALARIES - REGULAR EMPLOYEES	\$ 331,707	\$ 326,397	\$ 326,397	\$ 191,096	\$ 350,688	\$ 350,688	\$ 24,291	7%	\$ -	0%	\$ 18,981	6%	Salaries for 5 employees
OVERTIME	2,695	2,000	2,000	2,027	3,500	3,500	1,500	75%	-	0%	805	30%	
INSURANCE - MEDICAL	37,630	41,805	41,805	21,588	41,805	51,793	9,987	24%	9,987	24%	14,163	38%	
FICA ER MATCH	24,688	24,969	24,969	14,256	24,969	29,510	4,541	18%	4,541	18%	4,842	20%	
RETIREMENT MATCH	67,232	72,579	72,579	36,302	72,579	56,287	(16,293)	-22%	(16,293)	-22%	(10,945)	-16%	
AUDITING COSTS	28,360	26,900	26,900	27,900	29,900	30,000	3,100	12%	100	0%	1,640	6%	Based on the contract
CONSULTANTS	11,400	13,500	13,500	-	10,000	25,000	11,500	85%	15,000	150%	13,600	119%	Estimate actuarial evaluation for the annual audit and reserve study
TELEPHONE-CELL	3,421	3,500	3,500	2,580	3,500	3,500	-	0%	-	0%	79	2%	6 cell phones and Ipad
SOFTWARE LICENSES	183,162	170,000	170,000	129,720	180,000	190,000	20,000	12%	10,000	6%	6,838	4%	Cost for ADP-\$50K, Incode10- \$36K, Integral Solution-\$70K , citizenserve -\$34K
TRAVEL & TRAINING	5,489	15,000	15,000	9,364	15,000	15,000	-	0%	-	0%	9,511	173%	Estimate for registration fees and travel to attend conferences, courses and Chas Leadership program
DUES	-	1,000	1,000	620	1,000	1,000	-	0%	-	0%	1,000	-	Cost for membership to MASC and GFOA
PRINTING COSTS	4,353	6,000	6,000	3,812	6,000	6,000	-	0%	-	0%	1,647	38%	Printing for utility billing and business license decals
SUPPLIES - OFFICE	4,567	4,000	4,000	2,778	4,000	4,000	-	0%	-	0%	(567)	-12%	Based on current year actuals
SUPPLIES - POSTAGE	9,011	6,000	6,000	4,682	6,000	6,000	-	0%	-	0%	(3,011)	-33%	Postage for day to day business, business license and utility billing mailing, magnets for renters-\$2.5K
SUPPLIES - OTHER	259	1,500	1,500	119	1,500	1,500	-	0%	-	0%	1,241	479%	Based on current year actuals
BANK COSTS	144,609	75,000	75,000	57,284	75,000	75,000	-	0%	-	0%	(69,609)	-48%	Cost for WF cc terminals, bank fees & check processing -\$35K,merchant fees-\$40K
COMPUTER & SOFTWARE - MINOR	3,083	4,500	4,500	988	4,500	4,500	-	0%	-	0%	1,417	46%	New pc and misc
MISCELLANEOUS EXPEND	-	1,000	1,000	183	1,000	1,000	-	0%	-	0%	1,000	-	Dropbox
TOTAL DEPARTMENT EXPENDITURES	861,646	795,651	795,651	505,299	830,942	854,277	58,627	7%	23,336	3%	(7,369)	-1%	
ALLOCATION TO COURT DEPARTMENT	19,491	22,239	22,239	9,147	22,172	23,168	929	4%	995	4%	3,677	19%	30% of Salaries, payroll taxes and benefits for finance clerk allocated to the Court Department
TOTAL NET EXPENDITURES	842,155	773,412	773,412	496,152	808,769	831,110	57,698	7%	22,340	3%	(11,045)	-1%	

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40600 - COURT DEPARTMENT													
SALARIES - JUDGE	4,000	4,000	4,000	333	4,000	4,000	-	0%	-	0%	-	0%	Judge's stipend
SALARIES - REGULAR EMPLOYEES	15,104	16,309	16,309	6,803	16,309	17,288	979	6%	979	6%	2,184	14%	30% of clerk of court salary
INSURANCE - MEDICAL	1,586	1,879	1,879	797	1,812	1,919	40	2%	107	6%	333	21%	
FICA ER MATCH	276	1,248	1,248	595	1,248	1,401	154	12%	154	12%	1,125	408%	
RETIREMENT MATCH	2,525	2,803	2,803	952	2,803	2,559	(244)	-9%	(244)	-9%	34	1%	
TRAVEL & TRAINING	1,306	1,500	1,500	919	1,500	1,500	-	0%	-	0%	194	15%	Estimate for registration fees and travel to attend conferences for the Judge
DUES	-	120	120	65	120	120	-	0%	-	0%	120	-	Based on current year actuals
SUPPLIES-OFFICE	349	500	500	349	500	500	-	0%	-	0%	151	43%	
TOTAL	\$ 25,146	\$ 28,359	\$ 28,359	\$ 10,813	\$ 28,292	\$ 29,288	\$ 929	3%	\$ 995	4%	\$ 4,142	16%	

TOWN OF KIAWAH ISLAND
BUDGET DRAFT FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40500 - COMMUNICATIONS													
SALARIES - REGULAR EMPLOYEES	\$ 176,607	133,667	207,384	\$ 109,713	\$ 160,020	196,687	\$ 63,020	47%	36,667	23%	\$ 20,080	11%	Salaries for 3 employees
OVERTIME	3,315	1,000	1,000	361	1,000	1,000	-	0%	-	0%	(2,315)	-70%	
INSURANCE - MEDICAL	18,335	22,063	27,063	14,072	27,063	40,478	18,415	83%	13,415	50%	22,143	121%	
FICA ER MATCH	13,508	10,226	10,226	8,502	14,882	15,047	4,821	47%	164	1%	1,539	11%	
RETIREMENT MATCH	30,563	33,912	53,912	17,787	58,912	38,472	4,560	13%	(20,440)	-35%	7,909	26%	
TUITION REBURSEMENT	4,998	-	-	-	-	10,000	10,000	#DIV/0!	10,000	-	5,002	-	Sha' tuition
TELEPHONE-CELL	2,546	2,000	2,000	1,297	2,000	2,800	800	40%	800	40%	254	10%	Cost for 3 cell phones and 2 Ipad
CONSULTANTS	68,213	20,000	20,000	28,640	28,640	-	(20,000)	-100%	(28,640)	-100%	(68,213)	-100%	
REPAIR AND MAINTENANCE - SOFTWARE	11,249	4,000	4,000	6,354	10,000	20,000	16,000	400%	10,000	100%	8,751	78%	Annual software cost for TOKI app and subscriptions for Survey Monkey , website hosting, Buzzprout/podcast, Constant Contact, ReCollect, Hootsuite, Curator and YouTube
PUBLISHING & PROMOTIONS	6,803	10,000	10,000	15,982	20,000	5,000	(5,000)	-50%	(15,000)	-75%	(1,803)	-27%	To also utilize print materials for public engagement pieces
PRINTING - TOWN NOTES	2,814	2,000	2,000	1,220	1,220	-	(2,000)	-100%	(1,220)	-100%	(2,814)	-100%	
TRAVEL & TRAINING	1,283	8,500	8,500	10,008	12,000	12,000	3,500	41%	-	0%	10,717	835%	two employees (The Ragan PR & Social Media conference)
DUES	574	-	-	-	-	-	-	-	-	-	(574)	-	
SUPPLIES - OFFICE	2,362	1,000	1,000	-	800	4,000	3,000	300%	3,200	400%	1,638	69%	Additional video equipment/supplies
UNIFORMS	437	500	500	-	-	-	(500)	-	-	-	(437)	-100%	
SUPPLIES - OTHER	530	500	500	-	-	500	-	0%	500	-	(30)	-6%	
MISC	13,474	2,000	2,000	-	1,000	2,000	-	-	1,000	100%	(11,474)	-	
COMPUTER & SOFTWARE - MINOR	6,509	6,000	6,000	4,357	4,500	3,000	(3,000)	-50%	(1,500)	-33%	(3,509)	-54%	Purchase of desktop Mac
TOTAL DEPARTMENT EXPENDITURES	364,120	257,368	356,085	218,293	342,038	350,984	93,616	36%	8,945	3%	(13,136)	-4%	
Department: 40500 - ARTS COUNCIL													
SALARIES - REGULAR EMPLOYEES	-	49,050	49,050	37,809	53,465	53,465	4,415	9%	-	0%	53,465	-	Salaries for 1 employees
OVERTIME	-	3,000	3,000	2,806	3,500	4,000	1,000	33%	500	14%	4,000	-	
SALARIES_TEMPORARY	-	3,000	3,000	-	-	3,000	-	0%	3,000	-	3,000	-	Additional help for special events
INSURANCE - MEDICAL	-	5,484	5,484	5,314	5,601	5,601	116	2%	-	0%	5,601	-	
FICA ER MATCH	-	3,752	3,752	1,815	4,090	4,090	338	9%	-	0%	4,090	-	
RETIREMENT MATCH	-	12,094	12,094	7,971	12,094	11,108	(986)	-8%	(986)	-8%	11,108	-	AC Coordinator college tuition reimbursement
TUITION REBURSEMENT	-	10,000	10,000	4,194	10,000	10,000	-	0%	-	0%	10,000	-	
TELEPHONE-CELL	-	540	540	225	540	540	-	0%	-	0%	540	-	AC Coordinator reimbursement for cell phone use
ADVERTISING	-	1,000	1,000	-	1,000	1,000	-	0%	-	0%	1,000	-	
TRAVEL & TRAINING	-	3,000	3,000	3,170	3,170	4,000	1,000	33%	830	26%	4,000	-	AC Coordinatord travel and training
SUPPLIES - OFFICE	-	500	500	20	500	500	-	0%	-	0%	500	-	Estimate for office supplies
SUPPLIES - OTHER	-	500	500	1,954	1,954	500	-	0%	(1,454)	-74%	500	-	
COMPUTER & SOFTWARE - MINOR	-	3,000	3,000	-	3,000	-	(3,000)	-100%	(3,000)	-100%	-	-	
TOTAL DEPARTMENT EXPENDITURES	-	94,920	94,920	65,278	98,913	97,804	2,883	3%	(1,110)	-1%	97,804	-	
ALLOCATION TO ARTS & CULTURAL FUND	129,636	94,920	94,920	65,278	140,449	110,699	15,779	17%	(29,750)	-21%	(18,937)	-15%	AC expenses plus 10% of Com Manager
TOTAL NET EXPENDITURES	\$ 234,484	\$ 257,368	\$ 356,085	\$ 218,293	\$ 300,502	\$ 338,088	\$ 80,720	31%	\$ 37,585	13%	\$ 103,604	44%	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40900 - DEPUTIES													
SALARIES - DEPUTIES	\$ 273,060	\$ 297,260	\$ 238,260	\$ 143,968	\$ 238,260	\$ 575,917	\$ 278,657	94%	\$ 337,657	142%	\$ 302,857	111%	Based on the new contract for 1st shift, 2nd and 3rd shift -50% coverage
OVERTIME	21,600	20,000	20,000	13,740	20,000	20,000	-	0%	-	0%	(1,600)	-7%	
FICA ER MATCH	21,285	23,998	18,998	11,385	18,998	35,954	11,956	50%	16,956	89%	14,669	69%	Based on current contract -\$10 per deputy per shift
RETIREMENT MATCH	58,286	49,361	48,742	36,404	48,742	71,908	22,547	46%	23,166	48%	13,622	23%	
COUNTY DEPUTY VEHICLE FEES	13,850	9,000	9,000	3,610	9,000	9,000	-	0%	-	0%	(4,850)	-35%	
COUNTY RADIO COSTS	14,705	15,000	15,000	7,524	15,000	15,000	-	0%	-	0%	295	2%	
CCSO CONTRACT	363,706	345,950	-	-	-	-	(345,950)	-100%	-	-	(363,706)	-100%	
TOTAL DEPARTMENT EXPENDITURES	766,492	760,569	350,000	216,631	350,000	727,779	(32,790)	-4%	377,779	108%	(38,713)	-5%	
ALLOCATION TO STATE ATAX	613,194	700,000	350,000	-	350,000	489,000	(211,000)	-30%	139,000	40%	(124,194)	-20%	Assuming 70%funding
ALLOCATION TO LOCAL ATAX	70,455	-	-	-	-	20,445	20,445	-	20,445	-	(50,010)	-71%	Assuming 70 %funding -Remaining from SATAX
TOTAL NET EXPENDITURES	82,843	60,569	(0)	216,631	(0)	218,334	157,765	260%	218,334	-77976421%	135,491	164%	
Department: 40950 - PUBLIC SAFETY													
SALARIES	233,624	232,597	258,847	163,509	272,803	291,553	58,956	25%	18,750	7%	57,929	25%	Salaries for 4 employees
OVERTIME	1,660	1,000	1,000	459	1,000	1,000	-	0%	-	0%	(660)	-40%	
INSURANCE - MEDICAL	32,038	35,175	35,175	22,613	42,155	52,055	16,880	48%	9,900	23%	20,017	62%	
FICA ER MATCH	16,713	17,794	22,794	11,673	22,794	22,304	4,510	25%	(490)	-2%	5,591	33%	
RETIREMENT MATCH	48,175	50,340	50,340	40,166	57,282	64,198	13,858	28%	6,916	12%	16,023	33%	
CONSULTING	-	80,000	80,000	-	80,000	-	(80,000)	-100%	(80,000)	-	-	-	
TELEPHONE-CELL	1,165	2,160	2,160	1,695	2,160	3,240	1,080	50%	1,080	50%	2,075	178%	4 cell phones and Ipad
TRAVEL & TRAINING	3,310	8,800	8,800	1,336	8,000	10,650	1,850	21%	2,650	33%	7,340	222%	Flight, Rooms
DUES	75	1,000	1,000	210	1,000	1,000	-	0%	-	0%	925	1233%	
SUPPLIES - OFFICE	3,249	640	640	1,589	2,000	1,000	360	56%	(1,000)	-50%	(2,249)	-69%	
SUPPLIES - OTHER	1,000	1,000	1,000	5	1,000	1,000	-	0%	-	0%	1,000	-	
UNIFORMS	636	2,000	2,000	690	1,500	2,000	-	0%	500	33%	1,364	214%	
EQUIPMENT_MINOR	9,485	8,100	8,100	14,372	15,000	5,000	(3,100)	-38%	(10,000)	-67%	(4,485)	-47%	Traffic and security products
COMPUTER & SOFTWARE - MINOR	-	-	-	1,683	2,000	2,000	2,000	-	-	-	2,000	-	
MISCELLANEOUS EXPEND	-	-	-	-	10,000	10,000	10,000	-	-	-	10,000	-	Includes cost for Airmedcare
TOTAL DEPARTMENT EXPENDITURES	350,130	440,606	471,856	260,000	518,694	457,000	16,394	4%	(51,694)	-10%	106,870	31%	
ALLOCATION TO LOCAL ATAX	59,136	70,737	70,737	-	74,136	75,100	4,363	6%	965	1%	15,965	27%	50% of PS Director allocated to LATAX
TOTAL NET EXPENDITURES	290,994	369,869	401,119	260,000	444,558	381,900	12,031	3%	(52,659)	-12%	90,905	31%	
Department: 40800 - PUBLIC WORKS													
SALARIES	127,234	126,369	126,369	82,763	135,950	135,950	9,581	8%	-	0%	8,716	7%	Salary for 2 employees
OVERTIME	927	-	-	-	-	-	-	-	-	-	(927)	-100%	
INSURANCE - MEDICAL	16,507	17,521	17,521	11,264	17,521	16,896	(625)	-4%	(625)	-4%	389	2%	
FICA ER MATCH	9,507	9,667	9,667	6,109	9,667	10,400	733	8%	733	8%	893	9%	
RETIREMENT MATCH	24,162	27,054	27,054	19,232	18,146	26,482	(572)	-2%	8,336	46%	2,320	10%	
TELEPHONE-CELL	962	1,080	1,080	1,582	2,122	1,080	-	0%	(1,042)	-49%	118	12%	2 cell phones
TRAVEL & TRAINING	5,176	8,000	8,000	2,218	8,000	6,000	(2,000)	-25%	(2,000)	-25%	824	16%	Additional Conferences
SUPPLIES - OFFICE	1,019	1,200	1,200	474	10,000	1,200	-	0%	(8,800)	-88%	181	18%	
UNIFORMS	56	1,000	1,000	197	400	1,000	-	0%	600	150%	944	1686%	
COMPUTER & SOFTWARE - MINOR	465	-	-	-	-	-	-	-	-	-	(465)	-100%	
TOTAL NET EXPENDITURES	\$ 186,015	\$ 191,892	\$ 191,892	\$ 123,839	\$ 201,807	\$ 199,009	\$ 7,117	4%	\$ (2,798)	-1%	\$ 12,994	7%	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40850 - PLANNING													
SALARIES	\$ 97,628	\$ 135,000	\$ 162,083	\$ 93,884	\$ 183,333	\$ 224,320	\$ 89,320	66%	\$ 40,987	22%	\$ 126,692	130%	Salary for 3 employees
OVERTIME	-	300	300	47	300	500	200	-	200	100%	500	100%	
SALARIES-TEMPORARY	5,088	12,000	12,000	5,088	5,088	12,000	-	0%	6,912	100%	6,912	100%	FY 25 planning intern Summer/Fall/Spring & 1 for KGG initiative
INSURANCE - MEDICAL	6,055	21,799	21,799	6,268	21,799	29,626	7,827	36%	7,827	36%	23,571	389%	
FICA ER MATCH	7,386	10,435	10,435	7,081	11,974	17,329	6,894	66%	5,355	45%	9,943	135%	
RETIREMENT MATCH	16,908	26,516	26,516	18,735	30,250	45,507	18,991	72%	15,257	50%	28,599	169%	
STENOGRAPHER COST	6,285	6,000	6,000	3,300	6,000	10,000	4,000	67%	4,000	67%	3,715	59%	Transcript for BZA cases (avg 1-2 case per month)
CONSULTANTS	128,912	245,000	245,000	82,958	100,000	112,150	(132,850)	-54%	12,150	12%	(16,762)	-13%	\$100K - Zoning Code update and \$12.1k-traffic counts
TELEPHONE-CELL	576	1,080	1,080	604	1,080	1,404	324	30%	324	30%	828	144%	3 cell phones
TRAVEL & TRAINING	2,036	3,600	3,600	4,234	7,000	12,000	8,400	233%	5,000	71%	9,964	489%	Travel and training includes additional staff
DUES	-	1,000	1,000	-	500	1,000	-	0%	500	100%	1,000	-	Includes additional staff
ADVERTISING	395	2,400	2,400	615	2,400	5,000	2,600	108%	2,600	108%	4,605	1166%	Increase in public notification requirements for established TPB
SUPPLIES - OFFICE	375	1,000	1,000	653	1,000	1,000	-	0%	-	0%	625	167%	Increase in planning staff APA, LA, ULI, etc.
SUPPLIES - OTHER	374	1,000	1,000	437	1,000	2,500	1,500	150%	1,500	150%	2,126	100%	Includes additional staff
UNIFORMS	404	1,000	1,000	-	300	2,000	1,000	100%	1,700	567%	1,596	100%	Mapping, field/site inspections equipment (associated with planner (LA))
COMPUTER & SOFTWARE - MINOR	5,954	3,000	3,000	-	-	8,000	5,000	167%	8,000	-	2,046	34%	Bluebeam REVU Approx. \$350/ ArcGIS \$1700) to assist with map creation, data analysis and plan review, new computers
	<u>278,376</u>	<u>471,129</u>	<u>498,212</u>	<u>223,904</u>	<u>372,024</u>	<u>484,336</u>	<u>13,207</u>	<u>3%</u>	<u>112,312</u>	<u>30%</u>	<u>205,960</u>	<u>74%</u>	
Department: 41500 -BUILDING DEPARTMENT													
SALARIES	\$ 424,900	423,434	423,434	\$ 273,892	\$ 450,799	450,799	\$ 27,365	6%	\$ -	0%	\$ 25,899	6%	Salaries for 5employees
OVERTIME	484	500	500	27	500	500	-	0%	-	0%	16	3%	
INSURANCE - MEDICAL	40,393	43,157	43,157	30,287	45,703	45,703	2,546	6%	-	0%	5,310	13%	
FICA ER MATCH	31,641	32,393	32,393	20,251	38,697	34,486	2,093	6%	(4,211)	-11%	2,845	9%	
RETIREMENT MATCH	79,502	86,299	86,299	54,487	71,358	95,886	9,587	11%	24,528	34%	16,384	21%	
PROFESSIONAL SERVICES	5,182	10,000	10,000	8,883	10,000	10,000	-	0%	-	0%	4,818	93%	Duncan & Parnell document services
CONSULTING	39,857	30,000	57,083	-	30,000	105,000	75,000	250%	75,000	250%	65,143	163%	Includes third-party inspector, assuming 50% time assignment
TELEPHONE-CELL	3,586	2,700	2,700	2,389	2,880	2,160	(540)	-20%	(720)	-25%	(1,436)	-40%	Cost for 5 cell phones
DUES	2,604	2,400	2,400	2,080	2,400	2,400	-	0%	-	0%	(204)	-8%	Certification renewals
TRAVEL & TRAINING	10,831	6,400	6,400	6,689	10,000	11,000	4,600	72%	1,000	10%	169	2%	Estimate for registration fees and travel to attend conferences and courses
SUPPLIES - OFFICE	4,018	4,000	4,000	1,410	4,000	4,000	-	0%	-	0%	(18)	0%	Including departmental copies, and supplies
SUPPLIES - OTHER	244	1,000	1,000	89	500	500	(500)	-50%	-	0%	256	105%	Based on current year actuals
UNIFORMS	599	1,600	1,600	1,020	1,600	1,600	-	0%	-	0%	1,001	167%	5-staff members uniforms
EQUIPMENT MINOR	807	-	-	303	500	500	500	#DIV/0!	-	0%	(307)	-38%	
COMPUTER & SOFTWARE - MINOR	5,529	4,000	4,000	2,124	6,290	9,000	5,000	125%	2,710	43%	3,471	63%	ICC Digital Codes, Crisis Track, Bluebeam
	<u>\$ 650,187</u>	<u>\$ 647,883</u>	<u>\$ 674,966</u>	<u>\$ 403,931</u>	<u>\$ 675,228</u>	<u>\$ 773,535</u>	<u>\$ 125,652</u>	<u>19%</u>	<u>\$ 98,307</u>	<u>15%</u>	<u>\$ 123,348</u>	<u>19%</u>	

TOWN OF KIAWAH ISLAND
BUDGET FOR YEAR ENDED 6/30/24
GENERAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 41000 - OPERATIONS													
WATER & SEWAGE	\$ 70,790	\$ 75,000	\$ 75,000	\$ 50,079	\$ 75,000	\$ 75,000	\$ -	0%	\$ -	0%	\$ 4,210	6%	Based on CY projections
SOLID WASTE DISPOSAL	1,160,130	1,220,000	1,220,000	770,772	1,435,000	2,000,000	780,000	64%	565,000	39%	839,870	72%	New contract with Trident (beach excluded), Chas recycling fee-\$35k
CUSTODIAL COSTS	22,991	27,000	27,000	16,333	25,000	25,000	(2,000)	-7%	-	0%	2,009	9%	Office cleaning contract , monthly cleaning supplies-3.6k, windows cleaning -\$2.4k, misc-\$4K
LANDSCAPING COSTS	234,455	200,000	200,000	133,783	220,000	200,000	-	0%	(20,000)	-9%	(34,455)	-15%	Based on the Artigues contract \$189K , 3K for indoor maintnace, and and misc projects/repairs-8K
STR CODE ENFORCEMENT	324,410	389,376	389,376	168,338	389,376	389,376	-	0%	-	0%	64,966	20%	Based on the contract with Island Services for after hours code enforcement
BEACH PATROL COSTS	584,000	584,000	584,000	340,667	584,000	584,000	-	0%	-	0%	-	0%	Based on the contract with Island Services
BEACH UPKEEP	46,718	58,000	58,000	39,185	100,000	107,000	49,000	84%	7,000	7%	60,282	129%	Based on the contract with trident-\$102K , plus \$5k for misc
TOWN HALL EXTENTION	167,465	-	-	-	-	25,000	25,000	-	25,000	-	(142,465)	-85%	Based on addition of 4 cubicals
UPPER BEACHWALKER	-	5,000,000	5,000,000	-	-	-	(5,000,000)	-	-	-	-	-	-
GARAGE RENOVATIONS	5,131	-	-	-	-	-	-	-	-	-	(5,131)	-100%	Project completed in CY
CHARGING STATIONS	-	450,000	450,000	-	100,000	-	(450,000)	-	(100,000)	-100%	-	-	Charging stations for Town Hall & FF-on hold
REPAIR & MAINT - BUILDING	35,447	35,000	35,000	36,776	45,000	45,000	10,000	29%	-	0%	9,553	27%	HVAC, generator annual service ,incidentals, regular maintenance
REPAIR & MAINT - VEHICLES	48,641	45,000	45,000	21,866	45,000	50,000	5,000	11%	5,000	11%	1,359	3%	14 vehicles, based on CY average monthly cost
REPAIR AND MAINT - EQUIPMENT	2,391	5,000	5,000	8,447	10,000	10,000	5,000	100%	-	0%	7,609	318%	Misc. equipment repairs
PEST CONTROL COSTS	1,301	5,800	5,800	1,311	5,800	5,800	-	0%	-	0%	4,499	346%	Pest and mosquito control and termite bond
RENTAL - EQUIPMENT	39,095	40,000	40,000	25,118	40,000	40,000	-	0%	-	0%	905	2%	Estimate for copier leases , based on current year actuals
INSURANCE - VEHICLES	9,489	9,317	9,317	10,231	10,231	13,254	3,937	42%	3,023	30%	3,765	40%	Insurance for 13 vehicles -10%increase
INSURANCE - DATA PRO	12,415	886	886	545	545	600	(286)	-32%	55	10%	(11,816)	-95%	10% increase plus 2new vehicles
INSURANCE - LIAB/TOR	54,256	81,682	81,682	79,648	79,648	87,613	5,931	7%	7,965	10%	33,357	61%	10% increase
INSURANCE - BUILDING & PERSONAL PROPERTY	13,545	22,167	22,167	16,139	16,139	17,753	(4,414)	-20%	1,614	10%	4,208	31%	10% increase
INSURANCE - D&O	53,423	42,265	42,265	35,027	35,027	38,530	(3,736)	-9%	3,503	10%	(14,893)	-28%	10% increase
TELEPHONE - REGULAR	40,709	42,000	42,000	29,229	45,000	45,000	3,000	7%	-	0%	4,291	11%	Contract for phone service (SEGRA)-\$32K, internet and cable (Comcast) -\$8K and back up internet-
EMERGENCY COMMUNICATION COST	7,695	12,000	12,000	7,111	12,000	12,000	-	0%	-	0%	4,305	56%	Monthly charges for satellite phones and Code Red
SECURITY SYSTEM COSTS	17,780	8,000	8,000	3,803	5,800	5,800	(2,200)	-28%	-	0%	(11,980)	-67%	Estimate for building and surveillance cameras-Plan to re-bid the contract
SUPPLIES - OFFICE	1,628	3,000	3,000	1,450	3,000	3,000	-	0%	-	0%	1,372	84%	Based on current year actuals
SUPPLIES - OTHER	6,222	4,000	4,000	1,870	4,000	4,000	-	0%	-	0%	(2,222)	-36%	Based on current year actuals
CHRISTMAS DECORATIONS	10,819	11,000	11,000	1,818	11,000	11,000	-	0%	-	0%	181	2%	Based on current year actuals
ELECTRICITY COSTS	42,998	50,000	50,000	25,349	50,000	50,000	-	0%	-	0%	7,002	16%	Based on CY projections
VEHICLES	159,837	115,000	115,000	-	115,000	35,000	(80,000)	-70%	(80,000)	-70%	(124,837)	-78%	1-wildlife vehicle
SIGNS	6,610	5,000	26,608	163	2,000	3,000	(2,000)	-40%	1,000	50%	(3,610)	-55%	Maintenance for the signs
EQUIPMENT	93,488	10,000	10,000	-	-	60,000	50,000	500%	60,000	-	(33,488)	-36%	Placeholder for PKW cameras-\$10K and \$50k for audio-visual equipment improvements
	<u>3,273,879</u>	<u>8,550,493</u>	<u>8,572,101</u>	<u>1,825,058</u>	<u>3,463,566</u>	<u>3,942,725</u>	<u>(4,607,768)</u>	<u>-54%</u>	<u>479,159</u>	<u>14%</u>	<u>668,846</u>	<u>20%</u>	
ALLOCATION TO STATE ATAX	467,200	408,800	408,800	-	467,200	392,000	(16,800)	-4%	(75,200)	-16%	(75,200)	-16%	Assuming 70% of beach patrol cost funded from SATAX
ALLOCATION TO COUNTY ATAX	176,575	267,100	267,100	-	267,100	283,900	16,800	6%	16,800	6%	107,325	61%	
ALLOCATION TO LOCAL ATAX	58,878	58,000	58,000	-	100,000	107,000	49,000	84%	7,000	7%	48,122	82%	Beach upkeep & 70% Island wide charging stations
ALLOCATION TO HOSPITALITY ATAX	274,707	166,500	166,500	-	217,318	166,500	-	0%	(50,818)	-23%	(108,207)	-39%	
TOTAL NET EXPENDITURES	<u>977,360</u>	<u>7,650,093</u>	<u>7,671,701</u>	<u>1,825,058</u>	<u>2,411,948</u>	<u>2,993,325</u>	<u>49,000</u>	<u>1%</u>	<u>(102,218)</u>	<u>-4%</u>	<u>(27,960)</u>	<u>-3%</u>	
	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Projected \$ Change	FY 24 Projected % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
Department: 40400 - ROADS AND BRIDGE													
REPAIR AND MAINT ROADS	50,930	50,000	87,370	\$ 15,283	\$ 215,283	35,000	\$ (15,000)	-30%	\$ (180,283)	-84%	(15,930)	-31%	Placeholder for bike path work and incidentals for roadways
LANDSCAPING	-	250,000	250,000	-	160,000	-	(250,000)	-100%	(160,000)	-100%	-	-	
GENERAL INSURANCE - BRIDGE	30,781	33,859	33,859	61,083	61,083	67,191	33,332	98%	6,108	10%	36,410	118%	Estimate for bridge insurance -10% increase
PROFESSIONAL SERVICES	84,373	50,000	100,220	57,199	117,919	50,000	-	0%	(67,919)	-58%	(34,373)	-41%	Placeholder for BWD Drive
MISCELLANEOUS EXPEND	1,035	15,000	15,000	1,050	2,000	15,000	-	0%	13,000	650%	13,965	1349%	Storm Drain Cleaning plus misc.
	<u>167,119</u>	<u>398,859</u>	<u>486,449</u>	<u>134,615</u>	<u>556,285</u>	<u>167,191</u>	<u>(231,668)</u>	<u>-58%</u>	<u>(389,094)</u>	<u>-70%</u>	<u>72</u>	<u>0%</u>	
ALLOCATION TO LOCAL ATAX	203,580	122,500	153,157	-	172,621	29,750	(92,750)	-76%	(142,871)	-83%	(173,830)	-85%	Allocate 35%
ALLOCATION TO HOSPITALITY TAX	190,766	122,500	153,157	-	172,621	29,750	(92,750)	-76%	(142,871)	-83%	(161,016)	-84%	Allocate 35%
TOTAL NET EXPENDITURES	<u>(227,227)</u>	<u>153,859</u>	<u>486,449</u>	<u>134,615</u>	<u>211,044</u>	<u>107,691</u>	<u>(46,168)</u>	<u>-30%</u>	<u>(103,352)</u>	<u>-49%</u>	<u>(334,846)</u>	<u>147%</u>	
Department: 41400 - CERT TEAM													
CERT TEAM	1,423	3,000	3,000	2,356	3,000	3,000	-	0%	-	0%	1,577	111%	
	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 2,356</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>-</u>	<u>0%</u>	<u>-</u>	<u>0%</u>	<u>1,577</u>	<u>111%</u>	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 STATE ACCOMMODATION TAX FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Budget \$ Change	FY 24 Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
STATE ACCOMMODATIONS TAX REVENUE	\$ 2,963,647	\$ 2,758,768	\$ 2,758,768	\$ 1,539,601	\$ 2,758,768	\$ 2,810,913	\$ 52,145	2%	\$ 52,145	2%	\$ (152,734)	-5%	Based on historical averages
INTEREST REVENUE	57,187	40,000	100,000	72,881	100,000	50,000	10,000	25%	(50,000)	-50%	(7,187)	-13%	Rate of return -4%
	<u>3,020,834</u>	<u>2,798,768</u>	<u>2,858,768</u>	<u>1,539,601</u>	<u>2,758,768</u>	<u>2,860,913</u>	<u>62,145</u>	<u>2%</u>	<u>52,145</u>	<u>2%</u>	<u>(159,921)</u>	<u>-5%</u>	
EXPENDITURES:													
PROMOTIONAL FUND	931,512	827,630	827,630	494,082	827,630	843,274	15,643	2%	15,643	2%	(86,439)	-9%	30% of SATAX
SATAX CURRENT YEAR FUNDING	1,072,144	2,000,000	2,000,000	276,670	2,059,579	3,000,000	1,000,000	50%	940,421	46%	1,927,856	180%	
TOTAL STATE ACCOMMODATION TAX EXPENDITURES	<u>2,003,656</u>	<u>2,827,630</u>	<u>2,827,630</u>	<u>770,752</u>	<u>2,887,209</u>	<u>3,843,274</u>	<u>1,015,643</u>	<u>36%</u>	<u>956,064</u>	<u>33%</u>	<u>1,839,618</u>	<u>92%</u>	
NET INCREASE/(DECREASE) IN FUND BALANCE	<u>\$ 1,017,178</u>	<u>\$ (28,862)</u>	<u>\$ 31,138</u>	<u>\$ 768,849</u>	<u>\$ (128,441)</u>	<u>\$ (982,361)</u>	<u>\$ (953,499)</u>	<u>3304%</u>	<u>\$ (903,920)</u>	<u>704%</u>	<u>\$ (1,999,539)</u>	<u>-197%</u>	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 COUNTY ACCOMMODATION TAX FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Budget \$ Change	FY 24 Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
REVENUES:													
COUNTY ACCOMMODATION TAX	\$ 681,098	\$ 450,000	\$ 450,000	\$ 269,062	\$ 600,000	\$ 612,000	\$ 162,000	36%	\$ 12,000	2%	\$ (69,098)	-10%	Based on historical average
INTEREST REVENUE	114,374	65,887	90,887	57,187	90,887	65,000	(887)	-1%	(25,887)	-28%	(49,374)	-43%	Rate of return -4%
TOTAL CATAX REVENUES	795,472	515,887	540,887	326,249	690,887	677,000	161,113	35%	(13,887)	-2%	(118,472)	-17%	
EXPENDITURES :													
WATER & SEWAGE	11,983	20,000	20,000	900	20,000	20,000	-	0%	-	0%	8,017	67%	allocation from GF
SOLID WASTE DISPOSAL	25,000	25,000	25,000	-	25,000	25,000	-	0%	-	0%	-	0%	allocation from GF
CUSTODIAL COSTS	-	5,000	5,000	-	5,000	5,000	-	0%	-	0%	5,000	#DIV/0!	allocation from GF
LANDSCAPING COSTS - MINOR	2,993	20,000	20,000	-	20,000	20,000	-	0%	-	0%	17,007	568%	allocation from GF
REPAIR & MAINT - BUILDING	1,000	1,000	1,000	-	1,000	1,000	-	0%	-	0%	-	0%	allocation from GF
PEST CONTROL COSTS	500	500	500	-	500	500	-	0%	-	0%	-	0%	allocation from GF
TELEPHONE - REGULAR	5,200	5,200	5,200	-	5,200	5,200	-	0%	-	0%	-	0%	allocation from GF
SECURITY SYSTEM COSTS	200	200	200	-	200	200	-	0%	-	0%	-	0%	allocation from GF
BEACH PATROL COSTS	584,000	584,000	584,000	340,667	584,000	584,000	-	0%	-	0%	-	0%	Beach Patrol new contract
ARIAL PHOTOGRAPHY	40,100	-	-	-	-	-	-	-	-	NA	(40,100)	-100%	
BEACH MONITORING & REPAIRS	61,643	50,000	50,000	-	40,000	75,000	25,000	50%	35,000	88%	13,357	22%	Beach Mitigation, Annual beach survey and report (CSE)
KI CONSERVANCY	42,677	125,000	125,000	2,708	50,000	250,000	125,000	100%	200,000	400%	207,323	486%	Projects to be announced \$50K and \$200K for the park development.
ENVIRONMENTAL RESEARCH	86,136	117,100	117,100	26,611	117,100	128,900	11,800	10%	11,800	10%	42,764	50%	Bobcat GPS, Bird Banding, Toxicology, Clemson Study (\$50k)
EDUCATIONAL PROGRAMS	17,358	25,000	25,000	9,943	25,000	25,000	-	0%	-	0%	7,642	44%	Grow Native, Dolphin Stewardship, Bluebird Boxes
FISH STUDIES & EQUIPMENT	131	3,500	3,500	-	2,000	13,000	9,500	271%	11,000	550%	12,869	9824%	Estimate for fish tissue testing and stocking
POND MANAGEMENT	-	5,000	5,000	-	5,000	5,000	-	0%	-	0%	5,000	#DIV/0!	
ELECTRICITY COSTS	12,899	15,000	15,000	10,563	15,000	15,000	-	0%	-	0%	2,101	16%	50% allocation from GF
TOTAL CATAX EXPENDITURES	891,820	1,001,500	1,001,500	391,392	915,000	1,172,800	171,300	17%	257,800	28%	280,980	32%	
FUND ALLOCATIONS TO OTHER FUNDS :													
ALLOCATE FROM SATAX	(467,200)	(392,000)	(392,000)	-	(408,800)	(392,000)	-	0%	16,800	-4%	75,200	-16%	Assuming /U% of beach patrol cost runded from SA I AX
TOTAL CATAX FUND EXPEND, ALLOCATI	424,620	609,500	609,500	391,392	506,200	780,800	171,300	28%	274,600	54%	356,180	84%	
NET INCREASE/(DECREASE) IN FUND BAL	\$ 370,852	\$ (93,613)	\$ (68,613)	\$ (65,143)	\$ 184,687	\$ (103,800)	\$ (10,187)	11%	\$ (288,487)	-156%	\$ (474,652)	-128%	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 LOCAL ACCOMMODATION TAX FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Budget \$ Change	FY 24 Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
REVENUES:													
LOCAL ACCOMMODATION TAX	\$ 1,692,935	\$ 1,477,158	\$ 1,477,158	\$ 904,375	\$ 1,477,158	\$ 1,500,000	\$ 22,842	2%	\$ 22,842	2%	\$ (192,935)	-11%	Based on historical averages Rate of return -4%
INTEREST REVENUE	170,921	177,000	227,000	149,900	227,000	150,000	173,781	869%	(77,000)	-34%	(20,921)	-12%	
TOTAL LATAX REVENUES	1,863,856	1,654,157	1,704,157	1,054,275	1,704,157	1,650,000	196,623	22%	(54,158)	-3%	(213,856)	-11%	
EXPENDITURES :													
SALARIES - REGULAR EMPLOYEES	122,190	166,789	179,389	-	179,389	205,125	38,336	23%	25,736	14%	82,935	68%	
FICA ER MATCH	8,099	12,759	12,759	-	12,759	15,692	2,933	23%	2,933	23%	7,593	94%	
INSURANCE - MEDICAL	16,375	27,390	27,390	-	26,413	31,331	3,941	14%	4,919	19%	14,956	91%	
RETIREMENT MATCH	19,966	30,956	30,956	-	32,756	44,024	13,068	42%	11,268	34%	24,058	120%	
DEPUTIES COST	70,455	-	-	-	-	20,445	20,445	#DIV/0!	20,445	-	(50,010)	-71%	
BEACH UPKEEP	58,878	58,000	58,000	39,185	100,000	107,000	49,000	84%	7,000	7%	48,122	82%	
CHARGING STATIONS	-	-	-	-	-	-	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	
TURTLE PATROL	7,371	7,000	7,000	1,255	7,000	12,000	5,000	71%	5,000	71%	4,629	63%	
BEACH SUPPLIES COSTS	-	2,500	2,500	-	2,500	2,500	-	0%	-	0%	2,500	-	
TOTAL LATAX EXPENDITURES	303,334	305,395	317,994	40,440	360,817	438,118	132,723	43%	77,300	21%	134,784	44%	
FUND TRANSFERS AND ALLOCATIONS TO OTHER FUNDS:													
TRANSFER TO ARTS & CULTURAL FUND	237,386	209,920	209,920	-	229,920	211,540	1,620	1%	(18,380)	-8%	(25,846)	-11%	
TRANSFER TO GENERAL FUND	289,529	122,500	122,500	-	172,621	29,750	(92,750)	-76%	(142,871)	-83%	(259,779)	-	
TRANSFER TO CAPITAL FUND	596,957	590,863	590,863	-	590,863	600,000	9,137	2%	9,137	2%	3,043	1%	
TOTAL LATAX FUND EXPEND, TRANSFERS & ALLOCATIONS	1,427,206	1,228,678	1,241,278	40,440	1,354,221	1,279,408	50,730	4%	(152,114)	-11%	(282,582)	-20%	
NET INCREASE/(DECREASE) IN FUND BALANCE	\$ 436,650	\$ 425,480	\$ 462,880	\$ 1,013,835	\$ 349,936	\$ 370,592	\$ 145,893	34%	\$ 564,816	161%	\$ 807,242	185%	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 BEVERAGE PERMITS FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/16/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Budget \$ Change	FY 24 Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
REVENUES:													
BEVERAGE TAX REVENUE	\$ 63,150	\$ 45,000	\$ 45,000	\$ 2,600	\$ 45,000	\$ 45,000	\$ -	0%	\$ -	0%	\$ (18,150)	-29%	\$3k per alcoholic beverage permit (15 entities)
	63,150	45,000	45,000	2,600	45,000	45,000	-	0%	-	0%	(18,150)	-29%	
FUND TRANSFERS TO OTHER FUNDS :													
TRANSFER TO CAPITAL FUND	63,150	45,000	45,000	-	50,000	45,000	-	0%	-	0%	(18,150)	-29%	
	63,150	45,000	45,000	-	50,000	45,000	-	0%	-	0%	(18,150)	-29%	
NET INCREASE/(DECREASE) IN FUND BALANCE	\$ -	\$ -	\$ -	\$ 2,600	\$ (5,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 HOSPITALITY TAX FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Budget \$ Change	FY 24 Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
REVENUES:													
HOSPITALITY TAX	\$ 931,309	\$ 829,177	\$ 829,177	\$ 462,292	\$ 891,347	\$ 900,000	\$ 70,823	9%	\$ 8,653	1%	\$ (31,309)	-3%	Based on historical averages
INTEREST REVENUE	114,373	107,505	147,505	93,401	147,505	110,000	2,495	2%	(37,505)	-25%	(4,373)	-4%	Rate of return -4%
TOTAL HOSPITALITY TAX REVENUES	1,045,682	936,682	976,682	555,693	1,038,852	1,010,000	73,318	15%	(28,852)	-3%	(35,682)	-3%	
EXPENDITURES:													
WATER & SEWAGE	42,030	32,500	32,500	39,104	32,500	32,500	-	0%	-	0%	(9,530)	-23%	Irrigation for KI Parkway, roundabout, Beachwalker Dr and Betsy Kerrison Parkway
LANDSCAPING COSTS - MINOR	219,279	120,000	120,000	163,162	180,000	120,000	-	0%	(60,000)	-33%	(99,279)	-45%	Contract for maintenance of KI Parkway, roundabout, Beach Walker Dr and Betsy Kerrison
CHRISTMAS DECORATIONS	10,819	11,000	11,000	1,818	1,818	11,000	-	0%	9,182	505%	181	2%	Estimate for Christmas decorations
ELECTRICITY COSTS	2,579	3,000	3,000	806	3,000	3,000	-	0%	-	0%	421	16%	Electricity for roundabout lights
TOTAL EXPENDITURES	274,707	166,500	166,500	204,890	217,318	166,500	-	0%	(50,818)	-23%	(108,207)	-39%	
FUND TRANSFERS TO OTHER FUNDS:													
TRANSFER TO ARTS & CULTURAL FUND	22,000	22,000	22,000	-	22,000	22,000	-	0%	-	0%	-	-	
TRANSFER TO GENERAL FUND	60,886	122,500	122,500	-	172,621	29,750	(92,750)	-76%	(142,871)	-83%	(31,136)	-142%	Transfer to GF for 35% cost of Beachwalker Dr and KI Parkway intersection improvements
TRANSFER TO CAPITAL FUND	372,524	331,671	331,671	-	356,539	360,000	28,329	9%	3,461	1%	(12,524)	-21%	20% of Hospitality tax revenue for future projects on tourism related infrastructure, 20% -Emergency Fund
TOTAL HOSPITALITY FUND EXPEND & TRANSFERS	730,117	642,671	642,671	204,890	768,478	578,250	(64,421)	-10%	(190,228)	-25%	(151,867)	-41%	
NET INCREASE/(DECREASE) IN FUND BALANCE	\$ 315,565	\$ 294,011	\$ 334,011	\$ 350,803	\$ 270,375	\$ 431,750	\$ 137,739	47%	\$ 161,375	60%	\$ 116,185	37%	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 VICTIMS ASSISTANCE FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Budget \$ Change	FY 24 Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
SOURCES :													
VICTIMS ASSISTANCE FEES	\$ 8,276	\$ 10,000	\$ 10,000	\$ 3,246	\$ 10,000	\$ 10,000	\$ -	0%	\$ -	0%	\$ 1,724	21%	
TOTAL SOURCES	8,276	10,000	10,000	3,246	10,000	10,000	-	0%	-	0%	1,724	21%	
EXPENDITURES:													
CONTRIBUTIONS TO VICTIMS PROGRAMS	8,276	10,000	10,000	7,645	10,000	10,000	\$ -	0%	\$ -	0%	1,724	21%	
TOTAL EXPENDITURES	8,276	10,000	10,000	7,645	10,000	10,000	\$ -	0%	\$ -	0%	1,724	21%	
NET INCREASE/(DECREASE) IN FUND BALANCE	\$ -	\$ -	\$ -	\$ (4,399)	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	0%	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 ARTS & CULTURAL FUND

	Actuals FY 2023	2023-2024 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2023-2024	2024-2025 Proposed Budget	FY 24 Budget \$ Change	FY 24 Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
SOURCES :													
TRANSFER FROM LATAX FUND	\$ 237,386	\$ 209,920	\$ 209,920	\$ -	\$ 229,920	\$ 211,540	\$ 1,620.00	1%	\$ (18,380)	-8%	\$ (25,846)	-11%	
TRANSFER FROM HOSPITALITY TAX FUND	22,000	22,000	22,000		22,000	22,000	-	0%	-	0%	-	0%	
TRANSFER FROM GENERAL FUND	170,250	118,000	118,000	-	151,020	118,000	-	0%	(33,020)	-22%	(52,250)	-31%	
TICKET SALES	47,046	45,000	45,000	54,196	60,000	85,000	40,000	-	25,000	42%	37,954	81%	
TOTAL SOURCES	476,682	394,920	394,920	54,196	462,940	436,540	41,620	11%	(26,400)	-6%	(40,142)	-8%	
EXPENDITURES:													
PAYROLL & RELATED EXPENSES	77,386	89,380	89,380	69,514	110,823	133,000	43,620	49%	22,177	20%	55,614	72%	
CONSULTING	52,250	-	-	28,640	28,640	-	-	-	(28,640)	-100%	(52,250)	-	
ARTS COUNCIL	116,741	118,000	118,000	81,861	118,000	118,000	-	0%	-	0%	1,259	1%	
ADMINISTRATIVE COST	3,957	5,540	5,540	3,137	5,540	5,540	-	0%	-	0%	1,583	40%	
CULTURAL EVENTS	196,927	182,000	182,000	199,937	199,937	180,000	(2,000)	-1%	(19,937)	-10%	(16,927)	-9%	
TOTAL EXPENDITURES	447,261	394,920	394,920	284,935	462,940	436,540	41,620	11%	(26,400)	-6%	(10,721)	-2%	
NET INCREASE/(DECREASE) IN FUND BALANCE	\$ 29,421	\$ (0)	\$ (0)	\$ (230,739)	\$ -	\$ -	-	0%	-	=	\$ (29,421)	-100%	

TOWN OF KIAWAH ISLAND
 BUDGET DRAFT FOR YEAR ENDED 6/30/25
 CAPITAL & EMERGENCY FUND

	Actuals FY 2023	2022-2023 Budget	2023-2024 Amended Budget	Actuals thru 2/29/2024	Projected 2022-2023	2024-2025 Proposed Budget	FY 24 Amended Budget \$ Change	FY 24 Amended Budget % Change	FY 24 Annualized \$ Change	FY 24 Annualized % Change	FY 23 Actuals \$ Change	FY 23 Actuals % Change	Justifications/Notes
REVENUES & SOURCES :													
INTEREST	285,934	285,409	335,409	255,989	335,409	300,000	(35,409)	-11%	(35,409)	-11%	(14,066)	-5%	Rate of return -4%
TOTAL REVENUES & SOURCES	285,934	285,409	335,409	255,989	335,409	300,000	(35,409)	-11%	(35,409)	-11%	(14,066)	-5%	
EXPENDITURES:													
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	-	-	-	0%	
NET INCREASE/(DECREASE) IN FUND BALANCE	\$ 285,934	\$ 285,409	\$ 335,409	\$ 255,989	\$ 335,409	\$ 300,000	\$ (35,409)	-11%	\$ (35,409)	-11%	\$ (14,066)	-5%	

Town of Kiawah Island
Five Year Capital Improvements Plan

<u>Capital Expenditures</u>	<u>Projected FY2024</u>	<u>Budgeted FY2025</u>	<u>Projected FY2026</u>	<u>Projected FY2027</u>	<u>Projected FY2028</u>	<u>Projected FY2029</u>
Beach Renourishment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landscaping Enhancements	160,000	-	-	-	-	-
Upper Beachwalker	-	-	-	-	-	-
BW & KIP Intersection	215,283	-	-	-	-	-
Municipal Center Extension	-	25,000	-	-	-	-
Charging Stations/Town's Fleet	100,000	-	-	-	-	-
Audio-Visual Equipment Upgrade	-	50,000	-	-	-	-
Vehicles	-	-	-	-	-	-
· Administration	-	-	-	55,000	-	-
· Planning	-	-	-	-	-	-
· Building Department	-	-	-	-	55,000	-
· Public Safety	-	-	-	55,000	-	-
· Public Works	85,000	-	110,000	70,000	70,000	70,000
· Wildlife	-	55,000	55,000	-	55,000	55,000
	-	-	-	-	-	-
Total Capital Expenditures	\$ 585,283	\$ 130,000	\$ 165,000	\$ 180,000	\$ 180,000	\$ 125,000



TAB 6

TOWN COUNCIL

Agenda Item

Town of Kiawah Island Zoning Ordinance Amendment Request
Case AZO24-000003 History

Planning Commission Meeting: March 6, 2024
Planning Commission Meeting: April 3, 2024 (Tabled)
Planning Commission Meeting: May 8, 2024
Public Hearing and First Reading: June 4, 2024
Second Reading:

CASE INFORMATION

Applicant: Town of Kiawah Island

Application: The Town of Kiawah is requesting to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to modify Section 12-31. Impact Fees.

Key Factors of the Proposed Ordinance:

The proposed amendments to Sec. 12-31. Impact Fees., are intended to set the foundation of potential impacts the Town would factor into any consideration of development impact fees. This proposed amendment would not set forth any approvals for the Town to begin collecting development impact fees, however the proposed amendment sets expectations to the types of impacts to measure as a result of future development and their potential impact on the Town facilities.

RECOMMENDATION BY THE PLANNING COMMISSION

Pursuant to §12-158(3) of the *Land Use Planning and Zoning Ordinance* "The Planning Commission shall review the proposed text amendment and/or zoning map amendment and take action, recommending that the Town Council approve or deny the proposed amendment. The Planning Commission may hold a public hearing in accordance with the procedures in section 12-156. The Planning Commission's recommendation shall be based on the approval criteria of subsection (6) of this section. The Planning Commission shall submit its recommendation to the Town Council within 30 working days of the Planning Commission meeting at which the amendment was introduced. A simple majority vote of Planning Commission members present, and voting shall be required to approve the amendment."

DECISION ON AMENDMENT BY THE TOWN COUNCIL

Pursuant to §12-158(5) of the *Land Use Planning and Zoning Ordinance* "After receiving the recommendation of the Planning Commission, the Town Council shall hold one or more public hearings, and any time after the close of the public hearing, take action to approve, approve with modifications, or deny the proposed amendment based on the approval criteria of subsection (6) of this section. A simple majority vote of Town Council members present, and voting shall be required to approve the amendment. Zoning map amendments shall not be approved with conditions. Prior to action on a proposed code text amendment, the Town Council may, in the exercise of its legislative discretion, invoke the "pending ordinance doctrine" by ordinance so that no building permits shall be issued for structures which would be affected by the proposed amendment until the Town Council has rendered its decision on the proposed amendment.

APPROVAL CRITERIA

Pursuant to §12-158(6) of the *Land Use Planning and Zoning Ordinance*, (6) Approval criteria. Text and zoning map amendments to the ordinance may be approved if the following approval criteria have been met:

- a. The proposed amendment is consistent with the purposes and intent of the adopted Town of

Kiawah Island Comprehensive Plan;

- b. The proposed amendment is consistent with the purposes and intent of this article;
- c. The purpose of the proposed amendment is to further the general health, safety and welfare of the Town of Kiawah Island;
- d. The proposed amendment corrects an error or inconsistency or meets the challenge of a changed condition.

Planning staff finds the proposed amendment satisfies the approval criteria pursuant to §12-158(6) and recommends approval.

PLANNING COMMISSION MEETING

Notifications: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

On March 6, 2024, the Planning Commission recommended to table action on the proposed text amendment by a vote of 7 to 0.

On April 3, 2024, the Planning Commission recommended to table action on the proposed text amendment by a vote of 7 to 0.

Planning staff would work to modify the structure of the language based on discussion.

On May 8, 2024, the Planning Commission recommended approval on the proposed text amendment by a vote of 5 to 1.

TOWN COUNCIL MEETING PUBLIC HEARING

A public hearing and 1st Reading has been scheduled for June 4, 2024.

MAYOR:
John Labriola

TOWN OF

MAYOR PRO TEMPORE:
Michael Heidingsfelder

TOWN ADMINISTRATOR:
Stephanie Tillerson



COUNCIL MEMBERS:
Bradley D. Belt
Russell A. Berner
Madeleine Kaye

TOWN ATTORNEY:
Joseph Wilson

MEMORANDUM

TO: Planning Commission
FROM: John Taylor, Jr., Planning Manager
DATE: April 3, 2024
SUBJECT: #AZO24-000003 Case Materials Proposed Amendment Sec. 12-31. Impact Fees

Impact Fees: Impact fees represent financial payments made by a builder or developer to a unit of local government for the purpose of funding certain off-site capital improvements needed to accommodate new growth. Fees may be collected for a variety of public facilities and services, including transportation, water, sewer, municipal facilities (such as public works, planning, building and permitting, engineering and general administration), storm water, police and fire protection, and parks.

Town of Kiawah Island defined term: *"Impact fees means charges assessed against newly developing property that attempt to recover the cost incurred by a local government in providing the public facilities required to serve the new development."* – Sec. 12-274 Definitions.

The proposed amendments to Sec. 12-31. Impact Fees., are intended to set the foundation of potential impacts the Town would factor into any consideration of development impact fees. This proposed amendment would not set forth any approvals for the Town to begin collecting development impact fees, however the proposed amendment sets expectations to the types of impacts to measure as a result of future development and their potential impact on the Town facilities. The State of South Carolina's Development Impact Fee Act grants municipal and county governments the ability to adopt impact fees. (S.C. Code of Laws, Sec. 6-1-910 et seq). Planning staff highlights the act which guides the process for imposing development impact fees.

Key requirements regarding the imposition of development impact fees:

- Prior to imposing an impact fee, local governments must have an adopted Comprehensive Plan / Capital Improvements Plan.
- A report which estimates the effect of recovering capital costs through impact fees on the availability of affordable housing within the jurisdiction of the governmental entity.
- An approved ordinance which authorizes the impact fee which must:
 - o Provide procedures to timely process applications for the determination of applicable impact fees, and for individual assessment, of impact fees, credits or reimbursements allowed or paid.
 - o Include a description of acceptable levels of service for system improvements.
 - o Provide for the termination of the impact fee.
 - o Include explanation of the calculation of the impact fee
- An annual report describing the amount of all impact fees collected, appropriated, or spent during the previous year by category of public facility and service area.
- Impacts fees may result in incidental benefit to property owners or developers in the service area other than the fee payor, except that an impact fee that results in benefits to property owners or developers within the service area, other than the fee payor, in an amount which is greater than incidental benefits is prohibited.

Process of adopting impact fees.

- The Town Council begins the process with a resolution directing the Planning Commission to commission studies and recommendations of an impact fee ordinance.
- The Planning Commission makes recommendations to the Town Council for a capital improvements plan and impact fees by service unit all with the same guidelines as adopting or amending the comprehensive plan. These are also updated in the same manner and on the same review cycle of the comprehensive plan.

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-08

An Ordinance to Amend Chapter 12 – Land Use Planning and Zoning Ordinance Article II. Zoning, Division 1. – Generally, Sec. 12-31. Impact Fees. to further define impact fee assessment studies for potential levied impact fees.

WHEREAS, the Town of Kiawah Island Municipal Code currently contains *Chapter 12 - Land Use Planning and Zoning*; and

WHEREAS, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to standards relative to the study of impact fees; and

WHEREAS, the text amendment does not levy impact fees but describes the potential impacts most critical for further study should the Town consider imposing fees as a result of future development and their potential impact on the Town’s facilities; and

WHEREAS, the text amendment would be consistent with the purposes and intent of the adopted Comprehensive Plan and would not be detrimental to the public health, safety, and welfare of the Town of Kiawah Island; and

WHEREAS, the Planning Commission held a meeting on May 8, 2024 at which time a presentation was made by staff, and an opportunity was given for the public to comment on the text amendment request; and

WHEREAS, the Planning Commission, after consideration of the staff report, subsequently voted to recommend to Town Council that the proposed amendment be approved; and

WHEREAS, Town Council held a Public Hearing on June 4, 2024 providing the public an opportunity to comment on the proposed amendment.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to amend Chapter 12 - Land Use Planning and Zoning Ordinance to clarify impact assessments in consideration of imposed impact fees.

Section 2 Ordinance

- (1) The Town hereby amends Section 12-31. Impact Fees. as shown in the attached “**Exhibit A**”.

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS ____ DAY OF ____, 2024.

Brad Belt, Mayor

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading: June 4, 2024

2nd Reading:

Sec. 12-31. Impact fees.

(a) *Purpose and intent.* The purpose of an impact fee is to:

- (1) Ensure wise appropriate, compatible and timely development of new areas by providing necessary capital facilities in accordance with existing and future needs;
- (2) Promote desirable living conditions and sustained stability of the Town by ensuring adequate infrastructure and service delivery; and
- (3) Secure economy in government expenditures by assuring that new development pay its fair and equitable share of additional capital facility costs required by increased services demand generated by new growth.

(b) Levied. Impact fees shall be levied in accordance with this article at such time as an impact assessment study has been completed. This impact assessment study shall determine the impact fee amount based upon either the gross floor area of nonresidential development or the number of dwelling units of residential development for the purpose of financing public facilities necessary to accommodate new development as may be determined by the Town Council. ~~Impact fees shall be payable at the time of building permit issuance.~~

~~—*Impact Assessment Studies.* Impact assessment studies capital improvements needed to accommodate new growth. Fees may be collected for a variety of public facilities and services, including transportation, water, sewer, municipal facilities (such as public works, planning, building and permitting, engineering and general administration), storm water, police and fire protection, and parks.~~

(1) A Traffic Impact Assessment, Stormwater Impact Assessment and Environmental Impact Assessment shall be completed prior to imposition of any development. Town Council may determine if additional impact assessments are required. ~~may include traffic impact assessments and environmental impact assessments:~~

(2) Traffic Impact Assessment:

~~i. —A Traffic Impact Assessment should assess and determine the impact of the new development on roads, intersections, bike paths and the overall transportation network.~~

~~i. _~~

~~(4) —A Traffic Impact Assessment should consider increased traffic volumes, vehicle class, intersection delays and provide proper countermeasures to mitigate traffic impacts.~~

~~ii. _~~

(3) Stormwater Impact Assessment:

i. A Stormwater Impact Assessment should assess and determine the impact of the new development on the stormwater management systems.

ii. A Stormwater Impact Assessment should consider increased impacts to include but not limited to system capacity; stormwater runoff to existing neighborhoods and or adjacent communities; the efficiency of existing stormwater management system infrastructure including but not limited to retention ponds, ditches, swales, detention

basins, culverts, pump stations or other required piping; and provide proper countermeasures to mitigate stormwater ~~concerns~~impacts.

(4) Environmental Impact Study:

- i. An Environmental Impact Study should assess the affected environment and the proposed developments impact on the environment.
- ii. The Environmental Impact Study should ~~and~~ determine if endangered wildlife, their habitat or certain endangered or rare plant species exist on the planned site and would require a relocation to protect wildlife and vegetation as a result of the environmental impacts.

(c) Due. Impact fees shall be payable at the time of building permit issuance.

(Code 1993, § 12A-113; Ord. No. 2005-08, § 12A-113, 10-12-2005)

Sec. 12-31. Impact fees.

- (a) *Purpose and intent.* The purpose of an impact fee is to:
- (1) Ensure wise appropriate, compatible and timely development of new areas by providing necessary capital facilities in accordance with existing and future needs;
 - (2) Promote desirable living conditions and sustained stability of the Town by ensuring adequate infrastructure and service delivery; and
 - (3) Secure economy in government expenditures by assuring that new development pay its fair and equitable share of additional capital facility costs required by increased services demand generated by new growth.
- (b) *Levied.* Impact fees shall be levied in accordance with this article at such time as an impact assessment study has been completed. This impact assessment study shall determine the impact fee amount based upon either the gross floor area of nonresidential development or the number of dwelling units of residential development for the purpose of financing public facilities necessary to accommodate new development as may be determined by the Town Council.
- (1) *Impact Assessment Studies.* Impact assessment studies capital improvements needed to accommodate new growth. Fees may be collected for a variety of public facilities and services, including transportation, water, sewer, municipal facilities (such as public works, planning, building and permitting, engineering and general administration), storm water, police and fire protection, and parks. A Traffic Impact Assessment, Stormwater Impact Assessment and Environmental Impact Assessment shall be completed prior to imposition of any development. Town Council may determine if additional impact assessments are required.
 - (2) *Traffic Impact Assessment:*
 - i. A Traffic Impact Assessment should assess and determine the impact of the new development on roads, intersections, bike paths and the overall transportation network.
 - ii. A traffic impact assessment should consider increased traffic volumes, vehicle class, intersection delays and provide proper countermeasures to mitigate traffic impacts.
 - (3) *Stormwater Impact Assessment:*
 - i. A Stormwater Impact Assessment should assess and determine the impact of the new development on the stormwater management systems.
 - ii. A Stormwater Impact Assessment should consider increased impacts to include but not limited to system capacity; stormwater runoff to existing neighborhoods and or adjacent communities; the efficiency of existing stormwater management system infrastructure including but not limited to retention ponds, ditches, swales, detention basins, culverts, pump stations or other required piping; and provide proper countermeasures to mitigate stormwater impacts.
 - (4) *Environmental Impact Study:*
 - i. An Environmental Impact Study should assess the affected environment and the proposed developments impact on the environment.

- ii. The Environmental Impact Study should determine if endangered wildlife, their habitat or certain endangered or rare plant species exist on the planned site and would require a relocation to protect wildlife and vegetation as a result of the environmental impacts.

(c) *Due.* Impact fees shall be payable at the time of building permit issuance.

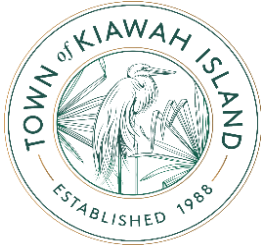
(Code 1993, § 12A-113; Ord. No. 2005-08, § 12A-113, 10-12-2005)



TAB 7

TOWN COUNCIL

Agenda Item



REQUEST FOR TOWN COUNCIL ACTION

TO: Mayor and Town Council Members
FROM: Bruce D. Spicher/Building Official
SUBJECT: Amend Article 14,- General Regulations, Section. 15-506, subparagraph (c)(1), creating a new subparagraph (c)(1)(a)
DATE: June 4, 2024

BACKGROUND:

With the changing demographics on the island from secondary homes to investment properties, most new home designs are including built-in bunkrooms in their plans. The International Property Maintenance Code which all rental/owned properties must comply with specifically states in Sections 404.4, 404.4.1, and 404.4.2 the language that was brought forward for this ordinance amendment.

ANALYSIS:

The intent of the bunkrooms designed are for use by children and usually reside on the upper floors of homes. To ensure public safety, staff felt that this ordinance should be amended to include the language to identify, clarify and quantify the safety requirements for such a design. Staff has been enforcing these requirements in the performance of rental inspections. This amended ordinance is not only an enabling doctrine but is an effort to clarify the requirements and present them in a transparent format.

ACTION REQUESTED:

Adoption by the Town Council.

THE TOWN OF KIAWAH ISLAND

ORDINANCE 2024-14

AN ORDINANCE TO AMEND ARTICLE 14 - GENERAL REGULATIONS, CHAPTER 5. - RENTAL APPLICATIONS AND REGULATIONS, SECTION 14-506. – NOTICE OF RENTAL RESIDENCE RULES AND REGULATIONS.

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 14 - General Regulations, Chapter 1 - Flood Damage Prevention, Chapter 5. - Rental Applications and Regulations, Section 14-506. - Notice of Rental Residence Rules and Regulations and;

WHEREAS, the Town of Kiawah Island now finds that, upon further review, believes that certain adjustments and amendments need to be made to Chapter 5 - Rental Applications and Regulations, and;

WHEREAS, the Town wishes to add language to Section 14-506. - Notice of Rental Residence Rules and Regulations, Subparagraph (c)(1) to provide clarity and quantify the safety requirements for home designs that include built-in bunkrooms.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to amend Article 14—General Regulations, Chapter 1 - Flood Damage Prevention, Chapter 5—Rental Applications and Regulations, and Section 14-506. Notice of Rental Residence Rules and Regulations to add language in Section 14-506, creating a new subparagraph (c)(1)(a) as follows:

Section 2 Ordinance

Sec. 14-506. Notice of Rental Residence Rules and Regulations.

(c) Maximum occupancy. The maximum occupancy for all short-term rental properties is two occupants per code-compliant bedroom. Two additional occupants are allowed per dwelling unit. As an example, a four-bedroom rental property shall have a maximum of ten occupants. Children under the age of two are not included in calculating maximum occupancy.

(1) The number of bedrooms for purposes of determining occupancy shall be based on Charleston County Property Tax records. Should a rental business license applicant seek to claim more bedrooms than shown on Charleston County records, the owner or its agent shall contact the town code enforcement office

for review and determination prior to renting the unit. Such a review will consider the additional bedrooms per the building code requirements.

a. All bedrooms shall remain compliant with the International Property Maintenance Code. All bedrooms shall be a minimum of 70 square feet and be provided with a lockable door. Bedrooms are prohibited from accessing other bedrooms. The room area for bedrooms occupied by more than one person shall be calculated at 50 square feet for each additional person. Bunk beds that are 54” in width and greater shall constitute two persons.

(2) Temporary conversion of rooms such as dining rooms, living rooms, studies, etc., for use as bedrooms for rental purposes, is not permitted.

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 Effective Date and Duration

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS _____ DAY OF _____ 2024.

Bradley D. Belt, Mayor

Petra S. Reynolds, Town Clerk

1st Reading Approval –

2nd Reading Approval –

Sec. 14-506. Notice of rental residence rules and regulations.

- (a) The town shall promulgate and distribute rules and regulations applicable to the rental of residential property to all property management companies and/or the owners. An owner or authorized agent shall furnish a copy of the rules and regulations to each rental guest. In addition, the owner (or authorized agent) shall post a copy of the rules and regulations in a visible location within each rental unit.
- (b) Local contacts.
 - (1) The owner (or authorized agent) who does not reside within the Charleston Metro Area must identify an individual or individuals to serve as local contacts and be authorized and able to respond to emergency conditions or complaints affecting the property and to inquiries from all entities having jurisdiction over the rental property.
 - (2) The owner (or authorized agent) must have a 24-hour contact phone number posted in a visible location within each unit
 - (3) A local contact designated under subsection (1) must be present within the Charleston Metro Area and be accessible and available to respond within two hours after being notified of an emergency by a guest of the short-term rental, or by a town employee during any 24-hour period.
 - (4) If there is a change to a local contact, the owner or authorized agent must provide updated or new information to the Town of Kiawah Island business license department in writing within three business days.
- (c) Maximum occupancy. The maximum occupancy for all short-term rental properties is two occupants per code-compliant bedroom. Two additional occupants are allowed per dwelling unit. As an example, a four-bedroom rental property shall have a maximum of ten occupants. Children under the age of two are not included in calculating maximum occupancy.
 - (1) The number of bedrooms for purposes of determining occupancy shall be based on Charleston County Property Tax records. Should a rental business license applicant seek to claim more bedrooms than shown on Charleston County records, the owner or its agent shall contact the town code enforcement office for review and determination prior to renting the unit. Such review will consider the additional bedrooms per the building code requirements.
 - a. All bedrooms shall remain compliant with the International Property Maintenance Code. All bedrooms shall be a minimum of 70 square feet and be provided with a lockable door. Bedrooms are prohibited from accessing other bedrooms. The room area for bedrooms occupied by more than one person shall be calculated at 50 square feet for each additional person. Bunk beds that are 54" in width and greater shall constitute two persons.
 - (2) Temporary conversion of rooms such as dining rooms, living rooms, studies, etc., for use as bedrooms for rental purposes, is not permitted.
- (d) Parking and driveways. The maximum number of vehicles permitted for overnight parking for each single-family dwelling unit shall be in accordance with the number of parking spaces as defined on the rental application.
 - (1) Vehicles may only be parked on permanent paved or gravel parking surfaces, as approved by the town or other entity having jurisdiction. Parking on grass or landscaped areas is prohibited at all times.
 - (2) Vehicles must be parked in a manner that permits the free passage of emergency vehicles. Overnight parking in driveways must allow emergency vehicles to within 25 feet of the residence.

-
- (3) If a garage is utilized to determine allowable parking, access shall be provided at all times that the short-term rental is operational.
 - (4) Parking for villa units shall be in parking lots that are integral to the villa complex.
 - (5) Pickups greater than one-half ton, and cargo vans greater than 12 passengers, recreation vehicles (RVs), buses, trailers, boats, and other large vehicles are prohibited from parking overnight at residential dwellings. Vehicles shall not be used for sleeping or overnight accommodations.
 - (6) STR properties must comply with St. Johns Fire District requirements and applicable architectural review board regulations for residential zoning districts (R-1, R-2, and R-3) which require that driveway clearance for fire trucks be a minimum of ten feet wide for straight drives and have a height clearance of 13.6 feet.
- (e) Trash collection.
- (1) Rental dwelling units shall subscribe to back-door trash collection two times per week, including recycling service. Trash receptacles shall be stored in an enclosed garage or approved screened enclosure whereby the receptacles are not visible from the street.
 - (2) Villas shall use provided dumpsters for trash disposal. Dumpster pick-up service shall be sufficiently frequent to avoid trash overflow. Dumpsters shall be stored on an approved screened pad.
 - (f) Bicycles and beach gear shall not be visible from the street side or adjoining properties from dusk to dawn for all single-family dwellings and multi-family dwellings. These articles shall be placed in the appropriate storage location from dusk to dawn and shall not be left in a driveway, yard, or parking lot from dusk to dawn. No articles of clothing, beach towels, or other similar items shall be draped over railings or deck chairs or be visible beyond property lines at any time of day or night.
- (g) All exterior lighting shall comply with article 16—beach management, chapter 1—beach lighting, which regulates beach lighting to protect sea turtle hatchlings.
- (h) The provisions of subsections (d), (e), (f), and (g) herein shall apply to the STR property at all times, including when the property is in use by the owners, guests, or renters.

(Ord. No. 2019-08 , §§ 1, 2, 11-5-2019; Ord. No. 2020-07 , § 2, 8-4-2020)



TAB 8

TOWN COUNCIL

Agenda Item



REQUEST FOR TOWN COUNCIL ACTION

TO: Mayor and Town Council Members
FROM: Bruce D. Spicher/Building Official
SUBJECT: Amend Article 9, Building and Building Codes, Section 9-18. - Submittal Documents
DATE: June 4, 2024

BACKGROUND:

It has become apparent that some structural engineers are not performing structural calculations to prove their designs for single-family homes. With the amended language structural calculations, electrical load calculations for services over 600 amperes will be required to be included along with the plan submittals package. This requirement will also require that an isometric (one-line diagram) be provided demonstrating all of the load demands for branch lines, appliances, and overall service piping sizes for LP gas installations. Geotechnical reports will become mandatory for all projects within a LIMWA or VE flood zone and as deemed required by the building official.

ANALYSIS:

The amended language for this ordinance ensures that the design has been developed for the geographical location and has accounted for soil conditions and the effects of wind, seismic, and flooding events.

ACTION REQUESTED:

Adoption by the Town Council.

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-15

AN ORDINANCE TO AMEND ARTICLE 9 - BUILDING AND BUILDING CODES, CHAPTER 1. - GENERAL, DIVISION 2. – CONSTRUCTION DOCUMENTS

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 9 - Building and Building Codes, and;

WHEREAS, the Town wishes to amend the current Chapter 1. - General, Division 2 - Construction Documents, Section 9-18. Submittal Documents and;

WHEREAS, the Town’s Building Department, upon further review, now finds that additional clarification is needed regarding the structural calculations and geotechnical reports required to be included along with the plan submittal package and;

WHEREAS, the Town Council of the Town of Kiawah Island believes that the amended language ensures that the design has been developed for the geographical location and has accounted for soil conditions and the effects of wind, seismic, and flooding events.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to amend Chapter 1. - General, Division 2 - Construction Documents, Section 9-18. Submittal Documents as follows:

Section 2 Ordinance

Sec. 9-18. Submittal Documents.

Construction documents, special inspection and structural observation programs, and other data shall be submitted in one or more sets with each application for a permit. The construction documents shall be prepared by a South Carolina licensed design professional for all new construction and extensive renovation projects. The plans submitted for approval shall be completed by both a South Carolina licensed architect and all structural drawings shall be completed by a South Carolina licensed structural engineer. Plans submitted for all new construction shall, at minimum, include landscape drawings, grading plans, complete architectural drawings, complete structural drawings with a structural calculation package showing all calculations performed for the project, mechanical and electrical sheets, including load calculations for all services more than 600 amperes, and plumbing sheets. Where LP gas systems are to be installed, an isometric indicating the load calculations/system demand and supply shall be provided with a layout sheet and LP tank location shown on the plans. Where special conditions exist, the building official is authorized to require additional construction

documents, including but not limited to, a geotechnical report to be prepared by a registered design professional, and submitted with the permit submittal package.

Exception: The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

Section 3 **Severability**

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances, or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS _____ DAY OF _____ 2024.

Bradley D. Belt, Mayor

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading:

2nd Reading:

Sec. 9-18. Submittal Documents.

Construction documents, special inspection and structural observation programs, and other data shall be submitted in one or more sets with each application for a permit. The construction documents shall be prepared by a South Carolina licensed design professional, for all new construction and extensive renovation projects. The plans submitted for approval shall be completed by both a South Carolina licensed architect and all structural drawings shall be completed by a South Carolina licensed structural engineer. Plans submitted for all new construction shall at minimum include landscape drawings, grading plans, complete architectural drawings, complete structural drawings with a structural calculation package showing all calculations performed for the project, mechanical, electrical sheets including load calculations for all services more than 600 amperes, and plumbing sheets. Where LP gas systems are to be installed, an isometric indicating the load calculations/system demand and supply shall be provided with a layout sheet and LP tank location shown on the plans. Where special conditions exist, the building official is authorized to require additional construction documents, including but not limited to, a geotechnical report to be prepared by a registered design professional, and submitted with the permit submittal package.

Exception: The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

(Ord. No. 2013-08, 9-3-2013 ; Ord. No. 2021-11 , § 2, 10-12-2021)



TAB 9

TOWN COUNCIL

Agenda Item



REQUEST FOR TOWN COUNCIL ACTION

TO: Mayor and Town Council Members
FROM: Bruce D. Spicher/Building Official
SUBJECT: Amend Article 9, Build and Building Codes, Section -9-125. – Licensing Requirements
DATE: June 4, 2024

BACKGROUND:

This is a simple language amendment. The only entity in the state that can issue a contractor's license is the Licensing, Labor, and Regulation Department of the State of South Carolina.

ANALYSIS:

The requested amendment is to comply with state law. The amended language just removes the word "licensing" and replaces it with registration.

ACTION REQUESTED:

Adoption by The Town Council.

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-16

**AN ORDINANCE TO AMEND ARTICLE 9 - BUILDING AND BUILDING CODES, CHAPTER 2.
- ADMINISTRATION, DIVISION 6. - VIOLATIONS, SECTION. 9-125. - LICENSING
REQUIREMENTS**

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 9 - Building and Building Codes, and;

WHEREAS, the Town wishes to amend the current Chapter 2. – Administration, Division 6. - Violations, Section. 9-125. – Licensing Requirements and;

WHEREAS, the Town’s Building Department, upon further review, now finds that a language amendment is required.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to amend Chapter 2. – Administration, Division 6. - Violations, Section. 9-125. – Licensing Requirements as follows:

Section 2 Ordinance

Sec. 9-125. - Licensing Contractor Registration requirements.

A person, firm, business, corporation, or other entity who engages in construction activity within the boundaries of the Town of Kiawah Island and fails to obtain a Town of Kiawah Island contractor license registration, or is found to be an unlicensed contractor as required by the South Carolina Code of Laws, shall be subject to a maximum ordinance violation penalty of \$500.00. Each day the violation exists is a separate offense.

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances, or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS ____ DAY OF _____ 2024.

Bradley D. Belt, Mayor

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading:

2nd Reading:

DRAFT

Sec. 9-125. Licensing Contractor Registration -requirements.

A person, firm, business, corporation, or other entity who engages in construction activity within the boundaries of the Town of Kiawah Island and fails to obtain a Town of Kiawah Island contractor ~~license,~~ registration, or is found to be an unlicensed contractor as required by the South Carolina Code of Laws, shall be subject to a maximum ordinance violation penalty of \$500.00. Each day the violation exists is a separate offense.

(Ord. No. 2013-08, 9-3-2013 ; Ord. No. 2015-01 , § 2.10, 2-10-2015)



TAB 10

TOWN COUNCIL

Agenda Item



REQUEST FOR TOWN COUNCIL ACTION

TO: Mayor and Town Council Members
FROM: Bruce D. Spicher/Building Official
SUBJECT: Amend Article 9, Building and Building Codes ordinance, paragraph 217
DATE: May 15, 2024

BACKGROUND: While a policy has existed since the inception of the building department, it has remained unwritten. This is an effort to memorialize the process for refunding a permit fee.

ANALYSIS: The amended language of this ordinance is to offer clarity and to establish the method by which a permit refund is to be granted.

ACTION REQUESTED: Adoption by council.

BUDGET & FINANCIAL DATA:

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-17

AN ORDINANCE TO AMEND ARTICLE 9 - BUILDING AND BUILDING CODES, CHAPTER 4. – PERMITS, LICENSES, AND FEES, DIVISION 3. FEES, SECTION 9-127. – REFUNDS

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 9 - Building and Building Codes, and;

WHEREAS, the Town wishes to amend the current Chapter 4. – Permits, Licenses and Fees, Division 3. Fees, Section 9-127. – Refunds and;

WHEREAS, the Town’s Building Department, upon further review, now finds that additional language is required to offer clarity and to establish the method by which a permit refund is to be granted.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to amend Chapter 4. – Permits, Licenses and Fees, Division 3. Fees, Section 9-127. – Refunds as follows:

Section 2 Ordinance

Sec. 9-217. Refunds.

The building official is authorized to establish a refund policy. All requests for refunds shall be submitted in writing by the permit holder or an authorized designee. The portion of the permit fee to be refunded shall exclude the plan review fee, administrative fee, and floodplain management fee.

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances, or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS ____ DAY OF _____ 2024.

Bradley D. Belt, Mayor

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading:

2nd Reading:

DRAFT

DIVISION 3. FEES

Sec. 9-211. Payment of fees.

A permit shall not be valid until the fees prescribed by law have been paid, nor shall an amendment to a permit be released until the additional fee, if any, has been paid.

(Ord. No. 2013-08, 9-3-2013)

Sec. 9-212. Project permits and permit fees.

On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the Town of Kiawah Island fee schedule. Separate permits and fees shall be required for all projects.

(Ord. No. 2013-08, 9-3-2013)

Sec. 9-213. Permit valuations.

The applicant for a permit shall submit a signed contract. Cost proposals for new development shall be determined by the contract price or by calculation utilizing the per square foot cost analysis published in the "Square Foot Construction Cost Table" prepared by the International Code Council. The determined valuation will be the higher of either the contract price or the calculated per square foot valuation provided by I.C.C. The per square foot value will be reviewed and adjusted at the discretion of the town administrator or his/her designee, July 1, of each year based upon the most recent publication of the "Square Foot Construction Cost Table." For all other permits, the valuation will be determined by the contract price.

(Ord. No. 2013-08, 9-3-2013)

Sec. 9-214. Penalty for working without a permit.

Where work for which a permit is required by section 9-62 of the Municipal Code of the Town of Kiawah Island is commenced before obtaining a permit therefore, the building official shall charge a double fee before issuance of the required permit(s). Payment of the extra charge and any delay in the issuance of the permit(s) shall not affect the imposition of any penalty provided by law for violation of the Municipal Codes.

(Ord. No. 2013-08, 9-3-2013)

Sec. 9-215. Schedule of permit fees.

Attached to Ord. No. 2013-08 and made a part hereof is Exhibit A which sets forth specific schedule of permit fees.

(Ord. No. 2013-08, 9-3-2013)

Sec. 9-216. Related fees.

The payment of the fee for the construction, alteration, removal or demolition for work done in connection to or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law.

(Ord. No. 2013-08, 9-3-2013)

Sec. 9-217. Refunds.

The building official is authorized to establish a refund policy. All requests for refunds shall be submitted in writing by the permit holder or an authorized designee. The portion of the permit fee to be refunded shall exclude the plan review fee, administrative fee, and floodplain management fee.

(Ord. No. 2013-08, 9-3-2013)

Secs. 9-218—9-220. Reserved.



TAB 11

TOWN COUNCIL

Agenda Item

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-19

AN ORDINANCE TO AMEND ARTICLE 15, CHAPTER 2 – OFFENSES AGAINST PUBLIC PEACE TO ESTABLISH GUIDELINES FOR THE MANAGEMENT AND DISPOSAL OF LOOSE MATERIALS AND DEBRIS

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 15, Chapter 2 - *Offenses Against Public Peace*; and

WHEREAS, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to amend *Article 15, Chapter 2* to address and manage loose materials and debris to ensure public safety and environmental cleanliness; and

WHEREAS, the Town of Kiawah Island desires to enforce stricter control over the disposal and handling of loose materials to prevent public nuisances and enhance community welfare.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to amend Article 15, Chapter 2 – *Offenses Against Public Peace* to enhance public safety and prevent hazards on roadways by regulating the securing of loads on vehicles and the containment of loose materials in dumpsters within the Town of Kiawah Island.

Section 2 Ordinance

The Town hereby establishes and enacts *Section 15-216* entitled “Loose materials” as shown in the attached “**Exhibit A.**”

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 Effective Date and Duration

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS ____ DAY OF _____, 2024.

Brad Belt, Mayor

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading: June 4, 2024

2nd Reading: _____

EXHIBIT A

Section 2-516. – Loose materials.

- (a) For the purpose of this section, the following definitions shall apply:
1. Load: Any material transported on or within a vehicle, including but not limited to debris, equipment, goods, or other objects.
 2. Securing of Load: The act of properly fastening and covering a load on a vehicle using appropriate methods and equipment to prevent spillage, dislodgment, or any movement during transport.
 3. Dumpster: A large waste container designed for the temporary storage and collection of garbage and other waste materials.
 4. Covered Dumpster: A dumpster that is equipped with a lid or covering mechanism to prevent the escape of waste materials and to deter access by animals.
- (b) No person shall scatter, spill, or otherwise deposit any materials or substances on any roadway within the Town of Kiawah Island in a manner that obstructs or endangers travel, causes damage to persons or vehicles, or poses a threat to public safety. This prohibition applies to all materials and substances, irrespective of their nature and quantity, including but not limited to gravel, rocks, sand, chemicals, liquids, garbage, waste, construction debris, and any other items that may create a hazard or obstruction on roadways.
- (c) Any person responsible for scattering, spilling or otherwise depositing materials on a roadway shall promptly take all necessary and reasonable measures to clean and remove the materials from the roadway to prevent hazards to motorists, pedestrians, and the environment.
- (d) Should the person responsible for scattering, spilling or otherwise depositing materials on a roadway fail to clean or cause to be cleaned the roadway promptly and in accordance with the standards outlined in Section (c) above, the Town of Kiawah Island Department of Public Works or any law enforcement officer is authorized to remove the materials. Such responsible person shall bear the full cost of such removal, including all related administrative and operational fees.
- (e) All dumpsters used for the storage or disposal of waste materials within the Town of Kiawah Island shall be covered at all times except during the actual loading or unloading of garbage and other waste materials. Covered dumpsters shall be maintained in good and commercially reasonable condition to ensure that any cover or covers effectively prevent the escape of waste materials and deters access by animals.
- (f) Any person found guilty of violating this section shall be subject to penalties as determined by the Town of Kiawah Island Municipal Court, including fines and restitution for any damages or cleanup costs incurred by the Town. The Town of Kiawah Island, its officials, employees, or agents shall not be held liable for any damages resulting from the removal of materials under this section, except in cases of negligence or willful misconduct.
- (g) The Town of Kiawah Island Department of Public Works and law enforcement agencies are authorized to enforce this section and issue citations for violations. Violations of this section may also be reported by members of the public to the appropriate authorities for investigation and enforcement.

Town of Kiawah Island

Regulation of Covered Dumpsters and Prohibition on the Scattering or Spilling of Materials on ~~Public Highways~~Roadways

Section 1: Purpose

The purpose of this ordinance is to ensure public safety and prevent hazards on roadways by regulating the securing of loads on vehicles and the containment of loose materials in dumpsters within the Town of Kiawah Island.

Section 2: Definitions For the purpose of this ordinance, the following definitions shall apply:

1. Load: Any material transported on or within a vehicle, including but not limited to debris, equipment, ~~or goods,~~ or other objects.
2. Securing of Load: The act of properly fastening and covering a load on a vehicle using appropriate methods and equipment to prevent spillage ~~or,~~ dislodgment, or any movement during transport.
3. Dumpster: A large waste container designed for the temporary storage and collection of garbage and other waste materials.
4. Covered Dumpster: A dumpster that is equipped with a lid or covering mechanism to prevent the escape of waste materials and to deter access by animals.

Section 3: Prohibition of Scattering or Spilling Materials

1. No person shall scatter, spill, or otherwise deposit any materials or substances on any ~~public highway~~roadway within the Town of Kiawah Island in a manner that obstructs or endangers travel, causes damage to persons or vehicles, or poses a threat to public safety.
2. This prohibition applies to all materials and substances, irrespective of their nature and quantity, including but not limited to gravel, rocks, sand, chemicals, liquids, garbage, waste, construction debris, and any other items that may create a hazard or obstruction on ~~public~~ roadways.

Section ~~3~~4: Cleanup Responsibilities

1. Any person responsible for scattering ~~or,~~ spilling or otherwise depositing materials on a ~~public highway~~roadway shall promptly take all necessary and reasonable measures to clean and remove the materials from the roadway to prevent hazards to motorists ~~and,~~ pedestrians, and the environment.
2. ~~If~~Should the person ~~fails~~responsible for scattering, spilling or otherwise depositing materials on a roadway fail to clean ~~the public highway~~or cause to be cleaned the roadway promptly and in accordance with the standards outlined in Section 4(1) above, the Town of Kiawah Island Department of Public Works or any law enforcement officer ~~may~~is authorized to remove the materials ~~at the expense of the.~~ Such responsible ~~party~~person shall bear the full cost of such removal, including all related administrative and operational fees.

Section 45: Requirement for Covered Dumpsters

1. All dumpsters used for the storage or disposal of waste materials within the Town of Kiawah Island shall be covered at all times ~~when not in use~~ except during the actual loading or unloading of garbage and other waste materials.
2. Covered dumpsters shall be maintained in good and commercially reasonable condition to ensure that ~~the~~any cover or covers effectively ~~prevents~~prevent the escape of waste materials and deters access by animals.

Section 56: Liability and Penalties

1. Any person found guilty of violating this ordinance shall be subject to penalties as determined by the Town of Kiawah Island Municipal Court, including fines and restitution for any damages or cleanup costs incurred by the Town.
2. The Town of Kiawah Island, its officials, employees, or agents shall not be held liable for any damages resulting from the removal of materials under this ordinance, except in cases of negligence or willful misconduct.

Section 67: Enforcement

1. The Town of Kiawah Island Department of Public Works and law enforcement agencies are authorized to enforce this ordinance and issue citations for violations.
2. Violations of this ordinance may also be reported by members of the public to the appropriate authorities for investigation and enforcement.

Summary report:	
Litera Compare for Word 11.4.0.111 Document comparison done on 5/14/2024 9:04:44 AM	
Style name: Default Style	
Intelligent Table Comparison: Active	
Original DMS: iw://hsblawfirm.cloudimanager.com/HSBDOCS/9263976/1	
Modified DMS: iw://hsblawfirm.cloudimanager.com/HSBDOCS/9263976/2	
Changes:	
Add	31
Delete	21
Move From	0
Move To	0
Table Insert	0
Table Delete	0
Table moves to	0
Table moves from	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	52



TAB 12

TOWN COUNCIL

Agenda Item

TOWN OF KIAWAH ISLAND

ORDINANCE 2024-21

AN ORDINANCE TO REPEAL ARTICLE 15, CHAPTER 3, SEC. 15-304. CARRYING CONCEALED WEAPON. TO ESTABLISH REVISED ELECTION GUIDELINES

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 15, Chapter 3, *Section 3-304 – Carrying Concealed Weapon*; and

WHEREAS, such Section 15-304 replicates the language of S.C. Code Sec. 16-23-460, which was repealed subsequent to the enactment of House Bill 3594, signed into law by Governor Henry McMaster on March 7, 2024; and

WHEREAS, S.C. Code § 23-31-510(1) encompasses a preemption law that prohibits local governments from regulating the transfer, ownership, possession, carrying, or transportation of firearms, except as explicitly allowed by state law; and

WHEREAS, pertinent state law, namely S.C. Code § 23-31-520, allows for local regulation only in the specific context of regulating the careless or negligent discharge or public brandishment of firearms under certain conditions, thus tailoring the scope of local legislative authority over firearms; and

WHEREAS, in light of these findings, the Town Council of the Town of Kiawah Island deems it necessary and prudent to repeal Section 15-304.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.

Section 1 Purpose

The purpose of this Ordinance is to repeal Article 15, Chapter 3, *Section 3-304 – Carrying Concealed Weapon* to account for recent amendments to the South Carolina Code implemented by the enactment of House Bill 3594.

Section 2 Ordinance

The Town hereby repeals Section 15-304. Carrying Concealed Weapon.

Section 3 Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances, or set of circumstances, such holding shall not

affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4 **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS ____ DAY OF _____, 2024.

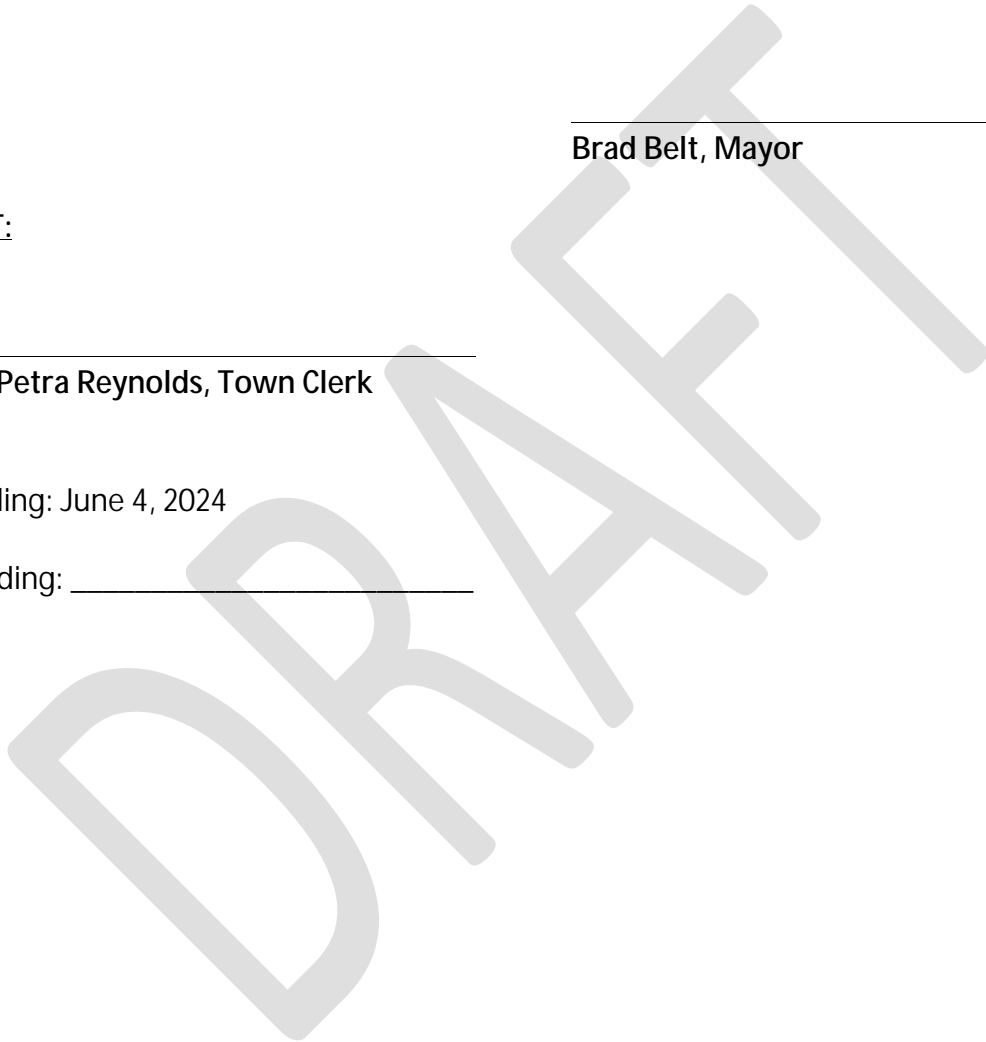
Brad Belt, Mayor

ATTEST:

By: _____
Petra Reynolds, Town Clerk

1st Reading: June 4, 2024

2nd Reading: _____





TAB 13

TOWN COUNCIL

Agenda Item



REQUEST FOR TOWN COUNCIL ACTION

TO: Mayor and Town Council Members
FROM: Bruce D. Spicher/Building Official
SUBJECT: Proposed permit revision to increase permit fees
DATE: June 4, 2024

BACKGROUND:

Permit fees have not been increased since the inception of the building department in 2013. I am proposing an increase in our permit fees to align closure to our neighboring communities that construct similar homes as those on Kiawah. Currently, when compared to nine different coastal communities from Hilton Head to Myrtle Beach, our current fee structure is in the lower percentile. In fact, the only communities with lower fees than us are Surfside Beach and Edisto Beach.

ANALYSIS:

My analysis was based on a construction valuation of 4 million dollars. Each community's permit fee schedule was applied to the project cost. Our current permit for a project with a construction valuation of 4 million dollars is 20,500.00. I am proposing changing our current permit fee from 3.50 per 1000.00 to 6.00 per 1000. This will equate to a 76.3 % increase.

$$\text{Percent increase} = \frac{\text{proposed permit fee} - \text{original permit fee}}{\text{Original permit fee}} \times 100$$

$$\text{Percent increase} = \frac{36,139.30 - 20,500.00}{20,500} \times 100$$

$$\text{Percent increase} = 76.289 \text{ or } 76.3\%$$

ACTION REQUESTED: Adoption by the Town Council.

Permit Fees in Review

Measurable

GOALS

Success

Achievable

Deadline

Realistic

Result

Timely



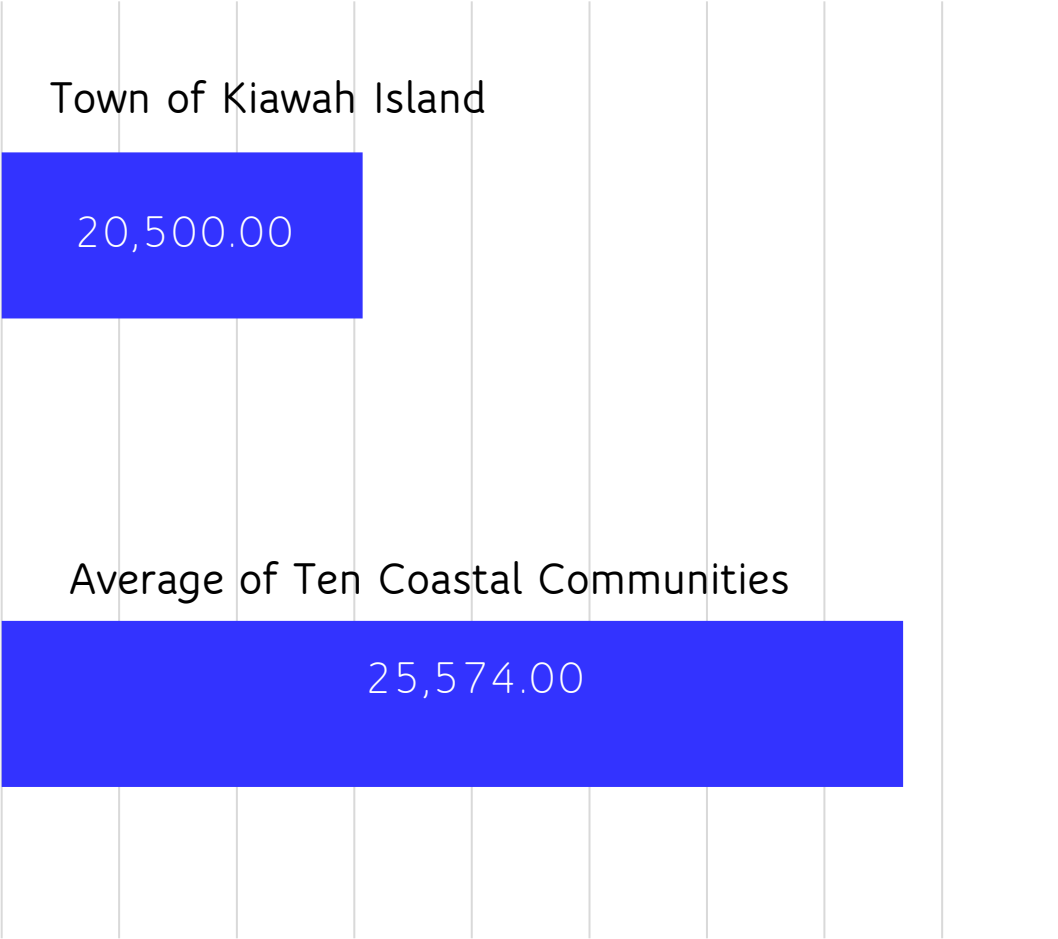
Permit Fees
 Have Remained
 the Same Since
 2013

Town of Kiawah Island Building Inspection Fees

1. Administrative Fees	Fee
Processing Fee	\$30.00
Zoning Fee	\$25.00
2. Contractor License / Registration Fees	
License / Registration Application Fee	\$55.00
License / Registration Fee	\$55.00
Annual License / Registration Renewal Fee	\$55.00
Change License or Registration classification (other than at renewal time)	\$30.00
Total Valuation	Fee
\$1,000.00 and less	No fee, unless an inspection is required, in which case a permit is required and a \$55.00 fee shall be charged.
\$1,000 to \$2,000	\$55.00
\$2,001 to \$50,000	\$55.00 for the first \$2,000 + \$4.00 per \$1,000
\$50,001 to \$100,000	\$270.00 for the first \$50,000 + \$2.70 per \$1,000
\$100,001 to \$300,000	\$475.00 for the first \$100,000 + \$1.75 per \$1,000
\$300,001 to \$500,000	\$1250.00 for the first \$300,000 + \$3.75 per \$1,000
\$500,001 and up	\$1985.00 for the first \$500,000 + \$3.50 per \$1,000

How Do We Compare

COMPARISON



Communities' Breakdown

1. Sullivan's Island/45,719.00
2. City of Myrtle Beach/36,990.40
3. Isle of Palms/30,075.00
4. Folly Beach/24,717.50
5. Garden City/22,010.25
6. Pawleys Island/22,010.25
7. Hilton Head/20,737.50
8. Kiawah Island/20,500.00
9. Surfside Beach/19,942.50
10. Edisto Beach/13,042.50



Current Permit Fee Schedule

\$500,001 and up	\$1985.00 for the first \$500,000 + \$3.50 per \$1,000
3 Permit Fees Based on Construction Valuations	

Proposed Permit Fee Schedule

\$500,001 and above	\$3066.60 for the first \$500,000.00 + \$6.00 per \$1000.00
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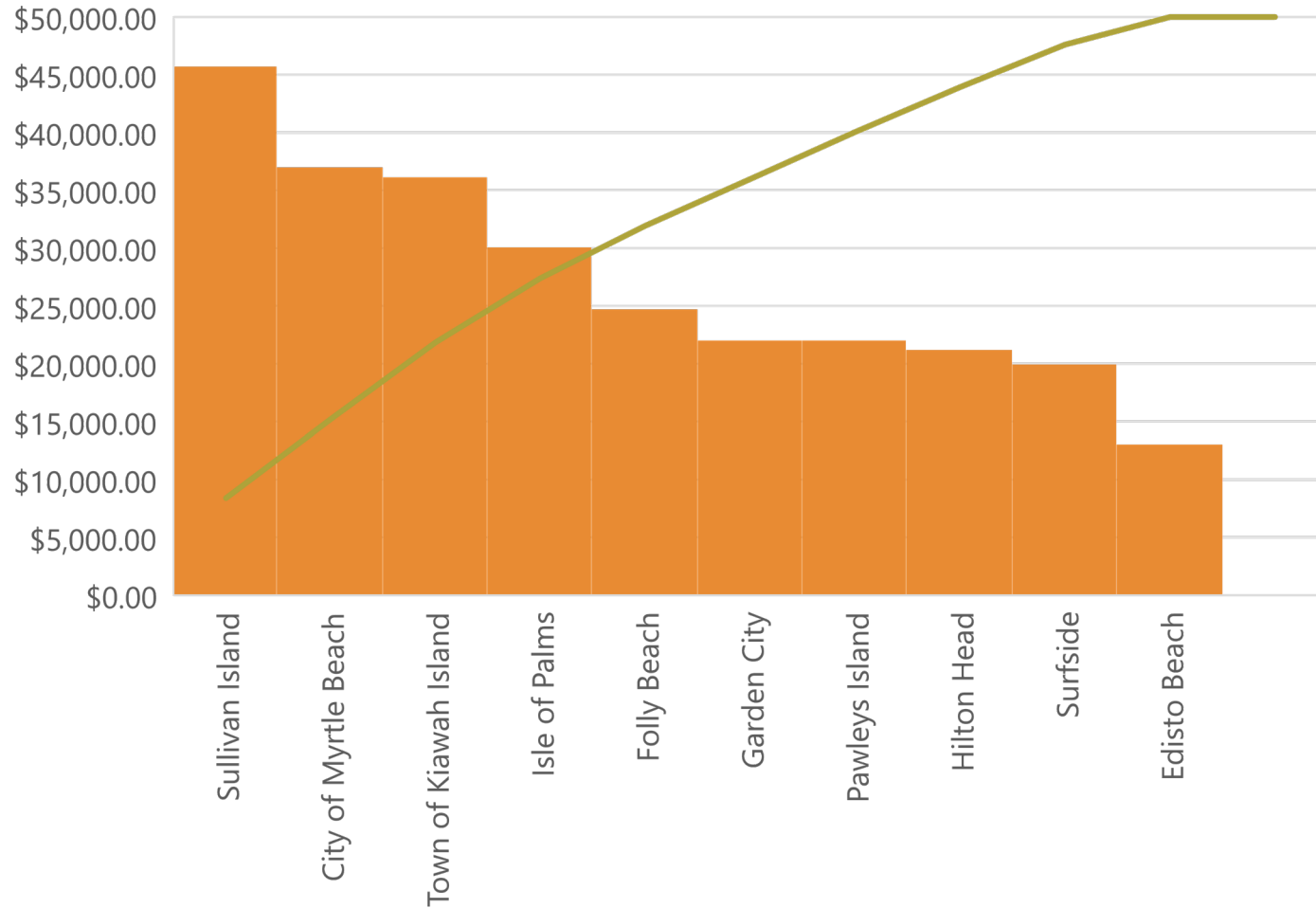
Current permit fee 20,500.00

Proposed permit fee 36,139.30

Difference of 15,639.30

Recommendation

Proposed Comparison



Proposed Comparison

Preview of the Proposed Permit Fee Schedule

I. Administrative Fees	Fee
Processing Fee	\$30.00
Zoning Fee	\$25.00
2. Contractor License/ Registration Fees	
License/ Registration Application Fee	\$55.00
License / Registration Fee	\$55.00
Annual License/ Registration Renewal Fee	\$55.00
Change License or Registration classification (other than at renewal time)	\$30.00
Total Valuation	Fee
\$1,000 and less	\$75.00
\$1,000 to \$2,000	\$75.00 for the first \$1000.00 + \$6.00 per \$1000.00
\$2,001 to \$50,000	\$81.00 for the first \$2000.00 + \$6.00 per \$1000.00
\$50,001 to \$100,000	\$368.40 for the first \$50,000.00 + \$6.00 per \$1000.00
\$100,001 to \$300,000	\$667.80 for the first \$100,000.00 + \$6.00 per \$1000.00
\$300,001 to \$500,000	\$1867.20 for the first \$300,000.00 + \$6.00 per \$1000.00
\$500,001 and above	\$3066.60 for the first \$500,000.00 + \$6.00 per \$1000.00
3. Permit Fees Based on Construction Valuations for All Permits Except For Those Listed In 4 through 8 Below	
4. Mechanical Permit Fees Fees for inspecting heating, ventilating, ductwork, air	

Preview of the Proposed Permit Fee Schedule

6. Gas Permit Fees The permit fee for consumer's gas piping at one location (including both rough and final piping).	\$75.00, plus \$5.00 for each outlet inspection
7. Plumbing Permit Fees The permit fee for plumbing systems shall be:	\$75.00
a. Additional fixture permit fees are as follows:	\$5.00 each
2. For each building/ unit sewer or water service, or replacement/ repair, for installation, alteration or repair of water piping and/or water treating equipment and for repair or alteration of drainage or vent piping.	\$5.00 each
8. Inspection Fees (1) Re-inspection. When a re-inspection fee is required, an additional fee of will be charged for each inspection.	\$250.00
(2) Minimum Permit or Inspection fee	\$75.00



Exhibit A

Town of Kiawah Island Building Inspection Fees

1. Administrative Fees	Fee
Processing Fee	\$30.00
Zoning Fee	\$25.00
2. Contractor License / Registration Fees	
License / Registration Application Fee	\$55.00
License / Registration Fee	\$55.00
Annual License / Registration Renewal Fee	\$55.00
Change License or Registration classification (other than at renewal time)	\$30.00
Total Valuation	
	Fee
\$1,000.00 and less	No fee, unless an inspection is required, in which case a permit is required and a \$55.00 fee shall be charged.
\$1,000 to \$2,000	\$55.00
\$2,001 to \$50,000	\$55.00 for the first \$2,000 + \$4.50 per \$1,000
\$50,001 to \$100,000	\$270.00 for the first \$50,000 + \$4.50 per \$1,000
\$100,001 to \$300,000	\$475.00 for the first \$100,000 + \$4.00 per \$1,000
\$300,001 to \$500,000	\$1250.00 for the first \$300,000 + \$3.75 per \$1,000
\$500,001 and up	\$1985.00 for the first \$500,000 + \$3.50 per \$1,000
3. Permit Fees Based on Construction Valuations for All Permits Except For Those Listed In 4 through 8 Below	
4. Mechanical Permit Fees Fees for inspecting heating, ventilating, ductwork, air conditioning and refrigeration, and repairs, alterations and additions to an existing system shall be per the fee schedule for permits based on construction valuations.	
5. Electrical Permit Fees New or Upgrade Service and alterations or additions on the load side of existing meter and connection to existing service or safety inspection and electrical load at each meter location (expressed in amperes), up to 200 amps.	
	\$80.00 plus \$0.15 per each additional amp

Exhibit A

6. Gas Permit Fees The permit fee for consumer's gas piping at one location (including both rough and final piping).	\$55.00, plus \$2.25 for each outlet inspection
7. Plumbing Permit Fees The permit fee for plumbing systems shall be:	\$55.00
a. Additional fixture permit fees are as follows: 1. For each plumbing fixture, or tap (including water and drainage piping), backflow protective devices and for each water heater.	\$5.00 each
2. For each building / unit sewer or water service, or replacement / repair, for installation, alteration or repair of water piping and/or water treating equipment and for repair or alteration of drainage or vent piping.	\$5.00 each
8. Inspection Fees (1) Re-inspection. When a re-inspection fee is required, an additional fee of will be charged for each inspection.	\$55.00
(2) Minimum Permit or Inspection	\$55.00

Exhibit A

(3) Floodplain Management Compliance Inspection	\$85.00
9. Other Permit Fees	
(1) Trade Permit Fee when the contractor is working as a subcontractor	\$30.00
10. Fees	½ permit fee based on construction valuation
(1) Plan Review Fees	
(2) Construction in Flood Zones / Filing Fee Note: Flood zone filing fees are required to be charged per the following: When a Flood Zone Filing Fee is charged: <ul style="list-style-type: none"> • Change in footprint • Substantial Improvement • Change in use • Any new construction to build a building or structure in the Special Flood Hazard Areas • Performing new work below the existing first floor level in a structure or building • Modifying or improving a building or structure below the freeboard/base flood elevation requirement. • Other construction activity such as: pump stations, service poles, HVAC change-outs requiring unit relocation, potential obstructions in "V" flood zones, breakaway walls (enclosures) in "V" flood zones. • Flood zone filing fee should not be charged for subsequent permits on a structure where there is an active permit. • <i>Any questions regarding flood zone filing fees should be directed to the Assistant Building Inspection Services Director or the Commercial Plans Reviewer at 843-768-9166.</i> 	\$25.00
(3) Fees for replacement of placards	\$30.00
(4) Variance / Appeal Application Fee Note: Application fees for appeals successfully granted by the Construction Board of Adjustment & Appeals shall be reimbursed to the applicant.	\$110.00
(5) Vehicle Decal Fee	\$10.00
(6) Annual Vehicle Decal Renewal Fee	\$5.00

Exhibit B**Proposed****Town of Kiawah Island Building Inspection Fees**

I. Administrative Fees	Fee
Processing Fee	\$30.00
Zoning Fee	\$25.00
2. Contractor License/ Registration Fees	
License/ Registration Application Fee	\$55.00
License / Registration Fee	\$55.00
Annual License/ Registration Renewal Fee	\$55.00
Change License or Registration classification (other than at renewal time)	\$30.00
Total Valuation	Fee
\$1,000 and less	\$75.00
\$1,000 to \$2,000	\$75.00 for the first \$1000.00 + \$6.00 per \$1000.00
\$2,001 to \$50,000	\$81.00 for the first \$2000.00 + \$6.00 per \$1000.00
\$50,001 to \$100,000	\$368.40 for the first \$50,000.00 + \$6.00 per \$1000.00
\$100,001 to \$300,000	\$667.80 for the first \$100,000.00 + \$6.00 per \$1000.00
\$300,001 to \$500,000	\$1867.20 for the first \$300,000.00 + \$6.00 per \$1000.00
\$500,001 and above	\$3066.60 for the first \$500,000.00 + \$6.00 per \$1000.00
3. Permit Fees Based on Construction Valuations for All Permits Except For Those Listed In 4 through 8 Below	
4. Mechanical Permit Fees Fees for inspecting heating, ventilating, ductwork, air conditioning, and refrigeration, and repairs, alterations, and additions to an existing system shall be per the fee schedule for permits based on construction valuations.	
5. Electrical Permit Fees New or Upgrade Service and alterations or additions on the load side of the existing meter and connection to existing service or safety inspection and electrical load at each meter location (expressed in amperes), up to 200 amps.	\$80.00 plus \$0.15 per each additional amp

Exhibit B

6. Gas Permit Fees The permit fee for the consumer's gas piping at one location (including both rough and final piping).	\$75.00, plus \$5.00 for each outlet inspection
7. Plumbing Permit Fees The permit fee for plumbing systems shall be:	\$75.00
a. Additional fixture permit fees are as follows:	\$5.00 each
2. For each building/ unit sewer or water service, or replacement/ repair, for installation, alteration, or repair of water piping and/or water treating equipment and repair or alteration of drainage or vent piping.	\$5.00 each
8. Inspection Fees (1) Re-inspection. When a re-inspection fee is required, an additional fee will be charged for each inspection.	\$250.00
(2) Minimum Permit or Inspection fee	\$75.00

Exhibit B

(3) Floodplain Management Compliance Inspection	\$85.00
9. Other Permit Fees (1) Trade Permit Fee when the contractor is working as a subcontractor	\$75.00
10. Fees (1) Plan Review Fees	½ permit fee based on construction valuation
(2) Construction in Flood Zones/ Filing Fee Note: Flood zone filing fees are required to be charged per the following: <p style="margin-left: 40px;">When a Flood Zone Filing Fee is charged:</p> <ul style="list-style-type: none"> ● Change in footprint ● Substantial improvement ● Change in use ● Any new construction to build a building or structure in the Special Flood Hazard Areas ● Performing new work below the existing first-floor level in a structure or building ● Modifying or improving a building or structure below the freeboard/base flood elevation requirement. ● Other construction activity such as pump stations, service poles, HVAC change-outs requiring unit relocation, potential obstructions in "V" flood zones, breakaway walls (enclosures) in "V" flood zones. ● Flood zone filing fee should <u>not</u> be charged for subsequent permits on a structure where there is an active permit. ● <i>Any questions regarding zone filing fees should be directed to the Assistant Building Inspection Services Director or the Commercial Plans Reviewer at 843-768-9166.</i> 	\$25.00
(4) Appeal Application Fee Note: Application fees for appeals successfully granted by the Construction Board of Adjustment & Appeals shall be reimbursed to the applicant.	\$250.00
(5) Vehicle Decal Fee	\$10.00
(6) Annual Vehicle Decal Renewal Fee	\$5.00



TAB 14

TOWN COUNCIL

Agenda Item



Request for Town Council Action

TO: Ways and Means Committee Members
FROM: Brian Gottshalk, Public Works Manager
SUBJECT: Emergency Debris Monitoring Services
DATE: 4 June 2024

BACKGROUND:

In the event of a natural disaster, FEMA requires all municipalities to follow certain guidelines for recovery to ensure proper and fair procedures. One part of these guidelines is to secure a contractor that will monitor the movements and staging of debris generated by a disaster event. The debris monitoring firm will diligently track the origin of the debris, how it is moved to the debris staging area, and will also be sure that it is correctly staged at the debris site. Further, the debris monitoring firm documents and compiles this information for submittal to FEMA for reimbursement of costs associated with the recovery.

ANALYSIS:

In July 2022, the town entered into an agreement with Tetra Tech to perform debris monitoring services in accordance with FEMA regulations. This contract is for a two-year agreement, with the opportunity for two one-year extensions. Town staff has confirmed with the contractor that they would like to execute the first one-year extension of the contract with no changes to the scope or fee schedule set forth in the original agreement.

ACTION REQUESTED:

Town staff requests that the Town Council approve the 1-year extension with the debris monitoring firm Tetra Tech.

BUDGET & FINANCIAL DATA:

If this is approved, financial data will not change as this is a standby contract. The town will only pay the firm if the contract is activated.

STATE OF SOUTH CAROLINA)
COUNTY OF CHARLESTON)
)
_____)

**AMENDMENT TO AGREEMENT BETWEEN
THE TOWN OF KIAWAH ISLAND
AND
TETRA TEC, INC**

WHEREAS, the **Town of Kiawah Island** and **Tetra Tech, Inc.** entered into an agreement on **July 5, 2022**, for the purpose of providing debris monitoring services; and

WHEREAS, the current agreement was for a two-year term expiring on July 4, 2024, with an option to renew for three (1) one-year extensions; and

WHEREAS, the Town and Tetra Tech wish to amend said agreement in the following particulars:

1. **TERM:** This agreement shall be extended for the first (1) one-year term from July 5, 2024, to July 4, 2025.

All other provisions of the agreement entered into on July 5, 2022, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on this 4th day of June 2024.

WITNESSES

Town of Kiawah Island

By: Bradley D. Belt
Its: Mayor

Tetra Tech, Inc.

By: Jonathan Burgiel
Its: Business Unit President

From: [Brian Gottshalk](#)
To: [Petra Reynolds](#)
Subject: Fw: Contract Extension
Date: Wednesday, May 22, 2024 9:54:48 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Here is the response from Tommy with TetraTech. I will get the action sheet to you this week so we can get it on the June meeting agenda.

Thanks!

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Tel: (843)768-9166

Fax: (843)768-4764

Dir: (843)768-5111

From: Webster, Tommy <tommy.webster@tetrattech.com>
Sent: Tuesday, May 21, 2024 8:26 PM
To: Brian Gottshalk <bgottshalk@kiawahisland.org>
Subject: RE: Contract Extension

Good evening Brian,

Yes sir we definitely want to continue our relationship with Kiawah Island, with a 1 year extension! Please let me know if you have any questions, or if there is anything that you need from me.

Take care my friend!

Tommy Webster | Deputy Director Response and Recovery |
Cell 828-644-3222 tommy.webster@tetrattech.com

Tetra Tech | Complex World, Clear Solutions™
Tetra Tech Disaster Recovery Division

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MASTER SERVICES AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

THIS AGREEMENT is made this **5th** day of **July 2022**, by and between the **Town of Kiawah Island**, located at 4475 Betsy Kerrison Parkway, Kiawah Island, SC 29455 (hereinafter referred to as (“CLIENT”) and **Tetra Tech, Inc.** (hereinafter referred to as (“CONTRACTOR”), located at 2301 Lucien Way, Suite 120, Maitland, FL 32751.

WHEREAS, Client has issued a Request for Proposal (RFP) for Debris Monitoring Services which is attached hereto as **Exhibit A**.

WHEREAS, Client has reviewed Contractor’s response to the RFP and wishes to enter into a contractual agreement with Contractor to provide debris monitoring services which Contractor’s Technical Approach and Rate Schedule are attached hereto as **Exhibit B and C**.

NOW, THEREFORE in consideration of the promises herein and for other good and valuable consideration, the parties agree as follows:

1. **Scope of Services:** Contractor and Client agree Contractor will perform disaster debris monitoring services as described in Exhibit A and B (Client’s RFP and Contractor’s Technical Approach), attached hereto. Task Orders shall be issued for specific deliverables under this Agreement. Such deliverables to be provided by Contractor will be determined by Client and specified in writing on each Task Order.
2. **Term:** The term of this Agreement shall begin on the date written above and be in effect for two (2) years with the option to renew for up to three (3) additional one (1) year periods. Client shall give Contractor written notice of Client's intention to renew the agreement term not less than ten (10) days prior to the end of the agreement term then in effect.
3. **Independent Contractor:** Contractor is an independent contractor and is not an employee of Client. Services performed by Contractor under this Agreement are solely for the benefit of the Client. Nothing contained in this Agreement creates any duties on the part of Contractor toward any person not a party to this Agreement.
4. **Standard of Care:** Contractor will perform services under this Agreement with the degree of skill and diligence normally practiced by professional engineers or contractors performing the same or similar services. No other warranty or guarantee, expressed or implied, is made with respect to the services furnished under this Agreement and all implied warranties are disclaimed.
5. **Federal Requirements:** In performance of the services, Contractor will comply, as applicable, with the federal regulatory requirements described in **Exhibit D**, which are attached hereto.
6. **Uncontrollable Forces:** Neither the Client nor Contractor shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, explosion, transportation, or equipment delays, act of war, Act of God, lightning, epidemic, war, riot, civil disturbance, sabotage, acts of terrorism and governmental actions outside the control of the Client. The schedule or payment under the Agreement shall be equitably adjusted, if necessary, to compensate Contractor for any additional costs due to the delay.

MASTER SERVICES AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

Neither party shall, however, be excused from performance if nonperformance is due to forces which are foreseeable, preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

7. **Fee for Services:** The fee for the services under this Agreement will be based on the actual hours of services furnished multiplied by Contractor's billing Hourly Rates as set forth in **Exhibit C**. The hourly rates shall include all applicable overhead and profit. Overtime hours will be paid at the same rate as regular time hours. All normal expenses shall be absorbed in hourly rates, including lodging, meals, transportation, and per diem. Special costs such as boat rental and marine expenses may be billed to Client at cost without mark-up.

The hourly rates shall remain firm for the first year of the initial term. Hourly rates for subsequent years and any extension term years shall be subject to an annual adjustment based on the latest yearly percentage increase of the Consumer Price Index for All Urban Consumers (CPI-U) (All Items) as published by the Bureau of Labor Statistics, U.S. Department of Labor.

8. **Compensation:** Client shall pay Contractor in U.S. dollars within thirty (30) days of receipt of invoices less any disputed amounts. Client will review invoices for acceptance within ten (10) calendar days of the date of the invoice to which Client shall immediately notify Contractor of any invoice discrepancies. Contractor and Client will work in good faith to resolve any such discrepancies within ten (10) days after notification. Should a discrepancy result in a partial rejection of any item(s) invoiced, Client shall proceed with partial payment within 30 days of the date of the invoice. Under no circumstances shall payment of Contractor's invoices be contingent on reimbursement of Client by any third-party authority or funding source.

All invoices shall be delivered to:

*Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455*

Payment shall be made to and delivered to:

*Tetra Tech, Inc.
PO Box 911642, Denver
CO 80291-1642*

9. **Indemnity:** Contractor shall hold harmless the Client from all claims and liability due to activities of itself, its agents, or employees, performed under this Agreement to the extent caused by the negligent act, error or omission of the Contractor or of any person employed by the Contractor. Contractor shall also hold harmless the Client from reasonable attorney fees which might be incurred by the Client in litigation or otherwise resisting said claims or liabilities which might be imposed on the Client as result of such activities by the Contractor, its agents, or employees.
10. **Insurance:** During the course of performance of the services under this agreement, Contractor will maintain the following insurance coverages:

MASTER SERVICES AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

Worker's Compensation	Statutory
Employer's Liability	U.S. \$1,000,000
Commercial General Liability	U.S. \$1,000,000 per occurrence U.S. \$1,000,000 aggregate
Comprehensive General Automobile	U.S. \$1,000,000 combined single limit
Professional Liability	U.S. \$1,000,000 per claim and in the aggregate

Before beginning any work, Contractor shall deliver to Client, a Certificate of Insurance evidencing that the above coverages are in effect as well as naming Client as an Additional Insured. An Additional Insured Endorsement must accompany the Certificate of Insurance. Such coverage will not be canceled or materially changed without thirty (30) days written notice.

11. **Work Product:** Client shall have the unrestricted right to use the documents, analyses and other data prepared by Contractor under this Agreement ('Work Products'); provided, however Client shall not rely on or use the Work Products for any purpose other than the purposes under this Agreement and the Work Products shall not be changed without the prior written approval of Contractor. If Client releases the Work Products to a third party, other than Client's auditors, without Contractor's prior written consent, or changes or uses the Work Products other than as intended hereunder, (a) Client does so at its sole risk and discretion, and (b) Contractor shall not be liable for any claims or damages resulting from the change or use or connected with the release or any third party's use of the Work Products.
12. **Limitation of Liability:** No employee of Contractor shall have individual liability to Client. To the extent permitted by law, the total liability of Contractor, its officers, directors, shareholders, employees and Subcontractors for any and all claims arising out of this Agreement, including attorneys' fees, and whether caused by negligence, errors, omissions, strict liability, breach of contract or contribution, or indemnity claims based on third party claims, shall not exceed the greater of one million dollars (U.S. \$1,000,000) or the amount actually paid to Contractor under this Agreement.
13. **No Consequential Damages:** In no event and under no circumstances shall Contractor be liable to Client for any principal, interest, loss of anticipated revenues, earnings, profits, increased expense of operation or construction, loss by reason of shutdown or non-operation due to late completion, or for any other economic, consequential, indirect or special damages.
14. **Information Provided by Others:** Client shall provide to Contractor in a timely manner any information Contractor indicates is needed to perform the services hereunder. Contractor may reasonably rely on the accuracy of information provided by Client and its representatives.
15. **Safety and Security:** Contractor has established and maintains programs and procedures for the safety of its employees. Unless specially included as a service to be provided under this Agreement, Contractor specially disclaims any authority or responsibility for job site safety and safety of persons other than Contractor's or Subcontractor's employees.
16. **Termination:** Either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. Client shall pay Contractor for all services rendered to the date of termination plus reasonable expenses for winding down the services. If either party defaults in its obligations under this Agreement, the non-defaulting party, after giving ten (10) days written notice of its intention to terminate or suspend performance under this Agreement, may, if cure of the default is not

MASTER SERVICES AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

commenced and diligently continued by the defaulting party, terminate this Agreement or suspend performance under this Agreement.

17. **Dispute Resolution:** Contractor and Client shall attempt to resolve conflicts or disputes under this Agreement in a fair and reasonable manner, and that if resolution cannot be made, the parties agree to attempt to mediate the conflict by a professional mediator. If mediation does not settle any dispute or action which arises under this Agreement, either party may pursue litigation after notifying the other party of its intentions.
18. **Successors and Assigns:** This Agreement is binding upon and will inure to the benefit of Client and Contractor and their respective successors and assigns. Neither party may assign its rights or obligations hereunder without the prior written consent of the other party.
19. **Notices:** Any notice required or permitted by this Agreement to be given shall be deemed to have been duly given if in writing and delivered personally or five (5) days after mailing by first-class, registered, or certified mail, return receipt requested, postage prepaid and addressed as follows:

Client:

Brian Gottshalk
Public Works Director
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
Office: (843) 768-5111
bgottshalk@kiawahisland.org

Stephanie Monroe Tillerson
Town Administrator
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
Office: (843) 768-9166
stillerson@kiawahisland.org

Contractor:

Ralph Natale, Director
Post Disaster Programs
Tetra Tech, Inc.
2301 Lucien Way, Suite 120
Maitland, FL 32751
Mobile: (407) 580-8184
ralph.natale@tetratech.com

Betty Kamara
Contracts Administrator
Tetra Tech, Inc.
2301 Lucien Way, Suite 120
Maitland, FL 32751
Mobile: (407) 803-2551
TDR.Contracts@tetratech.com

20. **Severability:** The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement. Any void provision shall be deemed severed from the Agreement and the remainder of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void. The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.
21. **Governing Law and Venue:** This Agreement shall be construed under and governed by the laws of the State of Texas without giving effect to its principles on conflicts of law and applicable federal laws and regulations. Any disputes arising thereunder may only be brought in the appropriate state court in Charleston County, South Carolina.

MASTER SERVICES AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

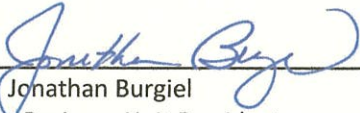
22. **Access and Audits:** Contractor shall maintain adequate financial and program records to justify all charges, expenses, and costs incurred in estimating and performing the work under this Agreement for at least three (3) years following final payment to the Client as Federal Emergency Management Agency sub-grantee. The Client shall have access to all records, documents and information collected and/or maintained by others in the course of the administration of the Agreement. This information shall be made accessible at the Contractor's place of business to the Client, FEMA Administrator, Comptroller General of the United States and their respective designees and authorized agents, for purposes of inspection, reproduction, and audit without restriction.
23. **Non-Discrimination:** The Contractor warrants and represents that all of its employees will be treated equally during employment without regard to race, color, religion, gender, age or national origin.
24. **Waiver:** A waiver by either the Client or Contractor of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.
25. **Modification:** The Agreement may not be modified unless such modifications are evidenced in writing and signed by both the Client and Contractor. Such modifications shall be in the form of a written Amendment executed by both parties.
26. **Contingent Fees:** The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.
27. **Confidentiality:** No reports, information, computer programs, documentation, and/or data given to, or prepared or assembled by the Contractor under this Agreement shall be made available to any individual or organization by the Contractor without prior written approval of the Client unless such disclosure is required by a federal or Texas law or regulation.
28. **Miscellaneous:** Client expressly agrees that all provisions of the Agreement, including the clause limiting the liability of Contractor, were mutually negotiated. In any action to enforce or interpret this Agreement, the prevailing party shall be entitled to recover, as part of its judgment, reasonable attorneys' fees and costs from the other party.
29. **Counterparts:** This Agreement may be executed in multiple counterparts, each of which shall be deemed to be an original instrument, but all of which taken together shall constitute one instrument.

INTENTIONALLY LEFT BLANK

**MASTER SERVICES AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES**

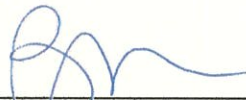
IN WITNESS WHEREOF, the Contractor has caused this Agreement to be signed in its corporate name by its authorized representative, and the Client has caused this Agreement to be signed in its legal name by persons authorized to execute this Agreement as of the day and year first written above.

CONTRACTOR:
TETRA TECH, INC.




By: Jonathan Burgiel
Title: Business Unit President

ATTEST:



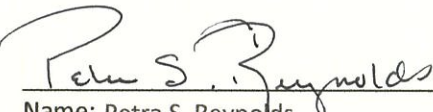
Name: Betty Kamara
Title: Contracts Administrator

CLIENT:
TOWN OF KIAWAH ISLAND, SOUTH CAROLINA



By: John Labriola
Title: Mayor

ATTEST:



Name: Petra S. Reynolds
Title: Town Clerk

ATTACHMENTS:

- Exhibit A: RFP for Debris Monitoring Services
- Exhibit B: Tetra Tech Technical Approach
- Exhibit C: Tetra Tech Fee Schedule
- Exhibit D: Federal Provisions (2CFR200)



TAB 15

TOWN COUNCIL

Agenda Item

TOWN OF KIAWAH ISLAND

ARTS AND CULTURAL EVENTS COUNCIL COMMITTEE CHARTER

1. The Town of Kiawah Island Arts and Cultural Events Council (ACEC) was established on June 9, 2004. Its function is to enhance community and tourist appreciation and involvement in performing arts within the Town of Kiawah Island and its environs by providing a diversity of planned and budgeted programs. The committee shall be a standing committee of the Town Council and shall advise the Town on matters relating to the planning, development, organization, and implementation of activities relating to the visual and performing arts.
2. The ACEC shall strive to ensure that Kiawah is recognized as an arts and culturally-minded community.
3. Oversight responsibility will be handled by the Arts Council Board comprised of:
 - ~~One member of the Town Council that will act as the Town Council liaison~~
 - ACEC Chairman
 - One designated member of the Arts Council
 - Town Communications Manager
 - Town Administrator
 - Arts and Cultural Events Coordinator

The ACEC will be chaired by ~~a member of the Town Council the Town's Communications Manager or designee~~, and its membership shall be comprised of at least five (5), but not more than eleven (11), Kiawah Island property owners appointed by the Mayor with the consent of the Town Council. Member terms shall be for one year and expire annually on January 31. Committee members may be reappointed for successive terms as approved by the Mayor and Town Council. The Town Council may appoint up to three (3) advisory members (non-voting) to the ACEC to assist and support the Committee.

4. The ACEC is a “working” committee tasked with:
 - a. Sourcing concerts and cultural arts events
 - b. Season programming and program diversity
 - c. Reporting preliminary season selections after the planning session to the Arts Council Board.
 - d. Assisting in the development and distribution of promotional materials
 - e. Preparing production plans of performance
 - f. Assisting at events
 - g. Evaluating the event results
5. Preferred skill set should include:
 - a. Cultural arts background and expertise
 - b. Excellent planning and organizational capabilities
 - c. Knowledge of performing arts and performing arts groups
 - d. Ability to work in harmony with performing arts groups and other Arts Council members.

6. The ACEC shall:
 - a. Develop annual budgets for review/ approval by the Ways and Means Committee and final approval by the Town Council.
 - b. Work to enhance community, visitor and tourist appreciation of arts and cultural events within the Town and environs by providing a diversity of programming.
 - c. Publish an annual report summarizing fiscal-year events and accomplishments.
 - d. Develop relationships with local, state, regional, and national arts organizations.
 - e. Develop relationships with schools, businesses and other organizations supporting the arts.

7. The funding sources for the ACEC will be derived from:
 - a. General Funds – the primary source of funding for the resident-related events.
 - b. Local, County, and Hospitality Tax Funds – the primary source of funding for the tourist and visitor-related events.
 - c. Funding levels will be determined through the budget process

8. The ACEC will utilize a variety of methods to propose local and national talent for events. Anyone (ACEC members, Town staff, artists, arts organizations, agents, promoters, Kiawah residents, etc.) wishing to suggest an arts event may do so by writing to the Arts & Cultural Events Coordinator, who will review all proposals and bring them to the attention of the ACEC. The Coordinator and ACEC will propose, compile, and recommend (within the approved budget) a final list of possible season events utilizing the following criteria: Quality, Variety, Balance, and Diversity. A schedule of these events for both residents and tourists/visitors will be submitted to the Ways and Means Committee and then to the Town Council for final approval during the budgeting process timetable.

Contracting

Each funded event shall be bound by a Town of Kiawah Island Special Events contract.

Payment Terms

Payment will be made directly to the requesting organization in the form of a check, per contract terms agreed upon between the town and performer and/or performer's agent. Normally, these payments are presented on the performance day, but prepayments may be made if negotiated during the contract. Deposits will not be more than 50% of the contracted amount.



TAB 16

TOWN COUNCIL

Agenda Item

2024

ARTS & CULTURAL EVENTS COUNCIL

*Committee members are appointed by the Town Council and serve one-year terms.
All terms expire on January 31.*

Brad Belt, Chairman

151 Bobcat Way
Kiawah Island, SC 29455
(202) 497-3736
bbelt@kiawahisland.org

David Wohl, Vice Chairman

157 Governors Drive
Kiawah Island, SC 29455
304-552-9060 cell
Dwohl23@gmail.com

Bill Blizard

736 B Virginia Rail Road
Kiawah Island, SC 29455
843-768-3303
843-906-7666 cell
billblizard@gmail.com

Becky Hilstad

33 Marsh Edge Lane
Kiawah Island, SC 29455
843-469-3271 cell
bthilstad@aol.com

Jodi Rush

143 Flyway Drive
Kiawah Island, SC 29455
843-641-0096
703-966-5351 cell
jrush25@comcast.net

Joan Collar

194 Sanderling Court
Kiawah Island, SC 29455
843-768-0474
843-224-9455 cell
jcfromsc@aol.com

Kristin Thompson

101 Shoolbred Court
Kiawah Island, SC 29455
443-254-8616 cell
kristin@rhettbluff.com

Dylan Keith

4752 Tennis Club Lane
Kiawah Island, SC 29455
843-885-4077 cell
dylan@dylan-k.com

Kimberly Adele

4752 Tennis Club Lane
Kiawah Island, SC 29455
843-885-4072 cell
info@cirqueduo.com

Rob Cushman

181 Kiawah Island Club Road
Kiawah Island, SC 29455
203-247-8374
Rcshmn@gmail.com

***new member to be appointed**

***Ronald McCray**

17n Silver Moss Circle
Kiawah Island, SC 29455
503-706-3492
Ronald.D.McCray@gmail.com

Ruthie Foster, Coordinator

4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
843-768-9976
864-906-2060 cell
rfoster@kiawahisland.org



TOWN OF KIAWAH ISLAND

APPLICATION FOR APPOINTMENT

Please note that members of Town of Kiawah Island boards and commissions must be residents or property owners of Kiawah Island.

PLEASE TYPE OR PRINT CLEARLY.

APPOINTMENT SOUGHT: (Select the Board, Commission, or Committee you are applying for. Check all that apply.)

Planning Commission
 Construction Board of Appeals
 Arts Council

Board of Zoning Appeals
 Public Safety Committee
 Audit Committee

Environmental Committee
 State Accommodations Tax Committee

NAME:

ADDRESS:

CURRENT EMPLOYMENT INFORMATION:

OCCUPATION:

EMPLOYER:

BUSINESS ADDRESS:

PHONE NUMBERS: (H)

(W)

E-MAIL ADDRESS:

CIRCLE ANSWER:

Are you a full-time Kiawah Resident?

YES NO

Is there any way that you or a member of your family would stand to benefit financially by your service on this board or commission?

YES NO

Have you ever been employed or had any involvement with this board or commission that would be reflected either positively or negatively in your service?

YES NO

Have you ever been convicted of a crime involving moral turpitude?

YES NO

IF YOU ANSWERED "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, PLEASE EXPLAIN BELOW.

PLEASE ANSWER THE QUESTIONS ON THE FOLLOWING PAGE IN ORDER TO GIVE THE MEMBERS OF TOWN COUNCIL MORE INFORMATION REGARDING YOUR INTEREST IN SERVING ON THIS BOARD OR COMMISSION. YOU ARE ENCOURAGED TO ATTEND THE COUNCIL MEETING WHEN THIS APPLICATION IS CONSIDERED AND WILL BE NOTIFIED OF THE DATE AND TIME OF THAT MEETING IN ADVANCE.



TAB 17

TOWN COUNCIL

Agenda Item

MAYOR:
Bradley D. Belt

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Stafford J. McQuillin III



MAYOR PRO TEMPORE:
Russell A. Berner

COUNCIL MEMBERS:
E. Luke Farrell
Dr. Michael Heidingsfelder
Madeleine Kaye

TO: Town Council
CC: Stephanie Tillerson, Town Administrator
Bill Dowdy, Planning Commission Chair
FROM: John Taylor, Jr., Planning Manager
DATE: June 4, 2024
SUBJECT: Planning Commission Appointment

Five candidates submitted applications for the Planning Commission, in which all five candidates were interviewed for the current vacancy. The Planning Commission's vacancy is fielded by Mr. Luke Farrell, elected to Town Council in May 2024. The following person has been recommended by the interview committee.

Mr. John Connolly is recommended to be appointed to the Planning Commission. In addition to his awareness of Kiawah's unique governing structure, Mr. Connolly brings a commitment of collaborative effort amongst stakeholders, awareness of key planning issues, and sound temperament to serve currently on the Planning Commission. The committee also acknowledged, Mr. Connolly was one of two candidates who was a returning applicant who remained interested and engaged since the previous appointment to the Planning Commission.

Mr. Connolly's term, if appointed to the Planning Commission would expire in 2027.

- 1. APPOINTMENT | Mr. John Connolly (*Term set to expire 2027*)**
1020 Scaup Court, Kiawah Island, SC 29455 | Ph. (404) 307-6661

2024 Planning Commission

The Commission is composed of 7 members appointed by the Mayor and Town Council. Appointments are for four-year terms.

William (Bill) Dowdy, Chairman (2025)

87 Bufflehead Drive
Kiawah Island, SC 29455
(843) 641-0160
Email: Dowdy.bill@yahoo.com

Andrew J. Capelli (2025)

160 Governor's Drive
Kiawah Island, SC 29455
(843) 768-9113
Fax: (843) 768-0399
Email: acapelli35@hotmail.com

***John V. Connolly (2027)** (1st Term)

1020 Scaup Court
Kiawah Island, SC 29455
(404) 307-6661
Email: jvconnolly27@gmail.com

Dr. Ronald Curran (2028) (2nd Term)

40 Salt Cedar Lane
Kiawah Island, SC 29455
(843) 805-4438
Email: rdcurran@yahoo.com

Joanne K. Hennessy (2028) (2nd Term)

12 Blue Heron Pond Road
Kiawah Island, SC 29455
(847) 732-4051
Email: hennj@aol.com

Larry Iwan (2026)

35 Salt Cedar Lane
Kiawah Island, SC 29455
(843) 768-6626
Email: plinyiwan@msn.com

Eugene A. Babinec (2027) (1st Term)

97 Belmeade Hall
Kiawah Island, SC 29455
(203) 434-3650
Email: babinecgene@gmail.com

John Taylor, Planning Director

Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
Phone: 768-9166
Email: jtaylor@kiawahisland.org

E. Luke Farrell, Council Liaison

101 Goldeneye Drive
Kiawah Island, SC 29455
(843) 834-7072
Email: lfarrell@kiawahisland.org

***new member to be appointed**

1020 Scaup Ct.
Kiawah Island, SC 29455-5665
February 12, 2024

Mr. John Taylor, Planning Manager
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Re: Planning Commission Appointment

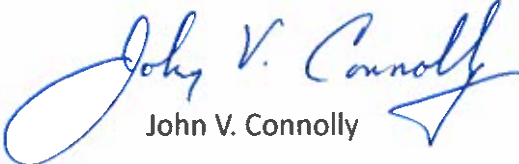
Dear Mr. Taylor,

Enclosed please find my Application for Appointment to fill the current vacancy on the Town's Planning Commission created by the recent election of Madeleine Kaye to Town Council. In addition to the application, I have attached a schedule of supplemental information outlining my volunteer efforts on Kiawah and John's Island as well as my professional and educational background.

I would welcome the opportunity to speak to the appropriate party(s) involved in the selection of a candidate for recommendation to Town Council in order to provide additional information as required. I've spent many years involved in public service here and would welcome the chance to continue that service with the Town of Kiawah Island.

If you have any questions regarding my submission, please don't hesitate to contact me.

Respectfully submitted,


John V. Connolly

cc: Ms. Petra Reynolds, Town Clerk

Enclosures

Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
Tel: (843) 768-9166

APPLICATION FOR APPOINTMENT

Please note that members of Town of Kiawah Island boards and commissions must be residents or property owners of Kiawah Island.

PLEASE TYPE OR PRINT CLEARLY.

APPOINTMENT SOUGHT:

(Complete separate application for each position)

NAME:

ADDRESS:

PHONE NUMBERS: (Home) (Cell)

EMAIL:

CURRENT EMPLOYMENT INFORMATION:

OCCUPATION:

EMPLOYER:

BUSINESS ADDRESS:

Are you a full time Kiawah Resident?

YES NO

Is there any way that you or a member of your family would stand to benefit financially by your service on this board or commission?

YES NO

Have you ever been employed or had any involvement with this board or commission that would be reflected either positively or negatively in your service?

YES NO

Have you ever been convicted of a crime involving moral turpitude?

YES NO

IF YOU ANSWERED "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, PLEASE EXPLAIN BELOW.

PLEASE ANSWER THE QUESTIONS ON THE FOLLOWING PAGE IN ORDER TO GIVE THE MEMBERS OF TOWN COUNCIL MORE INFORMATION REGARDING YOUR INTEREST IN SERVING ON THIS BOARD OR COMMISSION. YOU ARE ENCOURAGED TO ATTEND THE COUNCIL MEETING WHEN THIS APPLICATION IS CONSIDERED AND WILL BE NOTIFIED OF THE DATE AND TIME OF THAT MEETING IN ADVANCE.

**Town of Kiawah Island
APPLICATION FOR APPOINTMENT**

PLEASE TYPE OR PRINT CLEARLY. YOU MAY ATTACH A RESUME , CV OR PROVIDE ADDITIONAL INFORMATION IF DESIRED. ALL INFORMATION YOU PROVIDE WITH THIS APPLICATION WILL BE GIVEN TO THE MEMBERS OF TOWN COUNCIL FOR CONSIDERATION.

APPOINTMENT SOUGHT:

Planning Commission

(Complete separate application for each position)

NAME:

John V. Connolly

1. What experience/training/qualifications do you have for this particular board or commission?

As a property owner in West Beach for more than 22 years and a full time resident for almost 14, I have witnessed the need for striking a balance between the desires of the developer, the resort and the island's residents, both full-time and part-time. From my participation in a variety of island entities as noted elsewhere in this application, I have seen how collaboration amongst those various groups can produce positive results for all.

2. What specific contributions do you hope to make to this board or commission?

With my many years of experience on my local Kiawah Island homeowners' association, the Kiawah Island Community Association and my service to the greater John's Island community, I feel I have unique insight into the challenges facing the entire community as increased growth threatens the balance of economic advancement and protecting our environment.

3. Briefly describe your community service background or your involvement in community groups or activities.

I have served on the board of the Kiawah Island Community Association for 4 and 1/2 years and was Board Chair for one of those years. I have also served as Treasurer of my local homeowners' association (Kiawah Island Cottage Owners Association serving Sparrow Pond and Greenslake) for the past 20 years. In addition, I was appointed as a Commissioner to the St. John's Fire Department and served for 4 years representing Kiawah. For 2 of those years, I served as Commission Chair.

4. What community topics concern you that relate to this board?

As Kiawah approaches total buildout by the developer, the resort has now announced its desire for a new ten year Development Agreement with the Town. It has stated that it has plans for substantial projects to be completed over that time period including projects in the West Beach area. As a resident there, I have a heightened desire to participate in the approval process for those projects. In addition, the developer's current plans for the West Beach area are an ongoing concern to many.

5. Why do you want to become a member of this board or commission?

I came to Kiawah in 1979 for a conference sponsored by my employer at the time. Having the good fortune to experience the "jeep tour" engrained such a positive memory in my mind that when it came time to think about retirement planning 30 years later, Kiawah was on the top of my list. I truly value the beauty of this island and the ongoing commitment to its unique and family friendly environment. I would be pleased to continue my volunteer efforts to ensure that its uniqueness is protected.

6. Are you currently a member, or have you previously served on a Town of Kiawah Island, Kiawah Island Community Association, or Charleston County board or commission? If so, which one(s), and when did you serve?

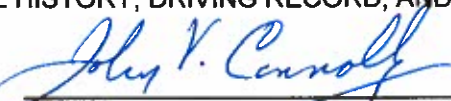
Kiawah Island Community Association Board of Directors: 2011-2014 - Served as Board Chair in 2013-2014; 2015-2017 - I was appointed by the Board to return to service to fill the remaining term of a board member who sold his home and moved from the island. This 18 month assignment occurred from October 2015 through March of 2017.
St. John's Fire Department Board of Commissioners representing Kiawah: 2015-2018 - Commission Chair in 2016 & 2017

DO YOU UNDERSTAND THAT, UNLESS OTHERWISE PROVIDED BY LAW, YOU SERVE AT THE PLEASURE OF TOWN COUNCIL AND ALL APPOINTMENTS ARE SUBJECT TO THE ETHICS, GOVERNMENT ACCOUNTABILITY, AND CAMPAIGN REFORM ACT, S.C. CODE ANN. SECTION 8-13-10 ET SEQ, AND ANY MEMBER APPOINTED TO A BOARD OR COMMISSION WHOSE ACTION IS INCONSISTENT OR MAY BE PERCEIVED TO BE INCONSISTENT WITH THE SPIRIT OR INTENT OF THE ACT MAY BE SUBJECT TO REMOVAL?

BY SIGNING THIS DOCUMENT, YOU ACKNOWLEDGE THAT YOU MAY BE SUBJECT TO A BACKGROUND INVESTIGATION, INCLUDING, BUT NOT LIMITED TO A CRIMINAL HISTORY, DRIVING RECORD, AND CREDIT CHECK.

DATE: February 12, 2024

SIGNATURE: _____



John V. Connolly
Application for Appointment
Supplemental Information

Volunteer History – Kiawah and St. John’s Island

Kiawah Island Cottage Association – Treasurer - 2004 to Present

St. John’s Fire Department Board of Commissioners – Commissioner 2015 to 2018

- Commission Chair 2015 and 2016

Kiawah Island Community Association Board of Directors

- Board Member 2011 to 2014 and October 2015 to March 2017
- Board Chair 2013-2014

Kiawah Island Turtle Patrol – Nesting and hatching patrol 2005 to 2019

Kiawah Island POPs

- Co-Vice President with spouse - 2012 to 2013
- Co-President with spouse – 2013 to 2014

Professional Background

Ashland Oil Inc., Lexington, KY

- 1983 to 2009 - Retired as Vice President and Controller of the APAC, Inc subsidiary, Atlanta, GA

Cashco Oil, Houston, TX

- 1981 to 1983 – Controller

R.J. Reynolds Industries, New York, NY and Houston, TX

- 1976 to 1981 – Planning and Budgeting Manager

Peat, Marwick, Mitchell & Co., Certified Public Accountants, Garden City, NY

- 1971 to 1976 – Audit and Tax Departments

Education

Indiana University Executive Management Program – 1990

Hofstra University, Hempstead, NY

- BBA – Accounting, 1971
- Certified Public Accountant – New York