

MAYOR:
John Labriola

TOWN ADMINISTRATOR:
Stephanie Tillerson

TOWN ATTORNEY:
Joseph Wilson



MAYOR PRO TEMPORE:
Michael Heidingsfelder

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

WAYS & MEANS COMMITTEE MEETING

Municipal Center Council Chambers

April 2, 2024, 10:00 am

AGENDA

- I. **Call to Order:**
- II. **Pledge of Allegiance**
- III. **Roll Call:**
- IV. **Approval of Minutes:**
 - A. Minutes of the Ways and Means Committee Meeting of March 5, 2024 [Tab 1]
- V. **Presentation:**
 - A. MUSC Update - Tom Crawford
- VI. **Citizens' Comments (Agenda Items Only):**
- VII. **Old Business:**
 - A. Review and Recommendation to Town Council for the Approval of the Revised Proposal From EAS Professionals for Beachwalker Drive/Kiawah Island Parkway Consulting, Engineering, and Inspection Services
- VIII. **New Business:**
 - A. Review and Recommendation to the Town Council for the Approval of the Fiscal Year 2024/2025 Charitable Grants Funding Amounts [Tab 2]
 - B. Review and Recommendation to the Town Council for the Approval of Solid Waste Fees [Tab 3]
 - C. Review and Recommendation to the Town Council for the Approval of the AirMedCare Network Contract Renewal [Tab 4]
 - D. Review and Recommendation to the Town Council for the Approval of the Proposal for the Installation of the Electric Vehicle (EV) Charging Stations [Tab 5]
 - E. Review and Recommendation to the Town Council for the Approval of the Proposal from Artigues for Landscape Enhancements on Kiawah Island Parkway [Tab 6]
 - F. Review and Recommendation to the Town Council for the Truck Rental for Solid Waste Services [Tab 7]
- IX. **Chairman's Report:**
- X. **Treasurer's Report:**
 - A. Fiscal Year 2024-2025 Budget Discussion – Expenditures [Tab 8]
 - B. Monthly Budget Report [Tab 9]
- XI. **Citizens' Comments:**
- XII. **Committee Member's Comments:**
- XIII. **Adjournment:**



Tab | 1

WAYS AND MEANS

Agenda Item

WAYS & MEANS COMMITTEE MEETING

Municipal Center Council Chambers

March 5, 2024, 10:00 am

Minutes

I. **Call to Order:** *Chairman Heidingsfelder called the meeting to order at 10:00 am.*

II. **Pledge of Allegiance**

III. **Roll Call:**

Present at Meeting: John D. Labriola, Mayor
Russell Berner, Committee Member
Brad Belt, Committee Member
Madeleine Kaye, Committee Member

Present via Zoom: Michael Heidingsfelder, Chairman

Also Present: Stephanie Tillerson, Town Administrator
Dorota Szubert, Finance Director
John Taylor, Jr., Planning Manager
Jim Jordan, Town Biologist
Brian Gottshalk, Public Works Manager

IV. **Approval of Minutes:**

A. Minutes of the Ways and Means Committee Meeting of February 6, 2024

Committee Member Belt made a motion to approve the minutes of the Ways and Means Committee meeting of February 6, 2024. Committee Member Berner seconded the motion, and it was unanimously approved.

B. Minutes of the Special Call Ways and Means Committee Meeting of February 21, 2024

Committee Member Kaye made a motion to approve the minutes of the Special Call Ways and Means Committee meeting of February 21, 2024. Committee Member Berner seconded the motion, and it was unanimously approved.

V. **Citizens' Comments (Agenda Items Only):**

None

VI. **Old Business:**

None

VII. **New Business:**

A. Review and Recommendation to the Town Council for Approval of the Planning Fee Schedule (Tree Preservation)

Mr. Taylor stated that with the proposed adoption of the landscape and tree preservation standards, the planning fee schedule would be amended to incorporate fees that would be applicable to the review process, particularly those that would include Tree Preservation Board consideration review and approval. Mr. Taylor stated that separate from normal plan review, fees are incurred if a project requires Tree Preservation Board approval, site plan review approval, Board of Zoning Appeals approval, and a public hearing process. An example of a permitting application was also provided, which provided a snapshot of applicable zoning application fees related to proposed tree preservation standards and the review process.

To clarify the proposed fees, Committee Members discussed hypothetical situations and the fees that would be applicable. Additional modifications included that under the review of protected trees for single-family properties, changing the word “protected” to “specimen,” adding a footnote that the removal of a dead tree would not require a permit, and a footnote clarifying “post-occupancy” in point three.

Committee Members engaged in an in-depth discussion.

Committee Member Berner made a motion to recommend to the Town Council the approval of the Planning Fee Schedule. Chairman Heidingsfelder seconded the motion.

Chairman Heidingsfelder stated that in comparison to other municipalities around the country, the fees related to commercial projects are very low. When looking at a comparison of the work hours the Planning Department has spent on the Upper and Lower Beachwalker Drive Parcels with the associated fees, he felt that at some point, there could and should be an increase in the fees for commercial projects, suggesting the creation of a task force to look into the fee structure relating to commercial projects in more detail to see if fees could be increased to cover more of the workload.

Following the discussion, the motion was unanimously approved.

B. Review and Recommendation to Town Council for the Approval of the Proposal from Coastal Science and Engineering for Beach Monitoring

Mr. Jordan stated that the request is to approve an additional three-year contract with Coastal Science and Engineering (CSE) for beach monitoring. The annual survey, done in October, includes about 60 profile lines perpendicular to the beach, starting beyond the primary dune and going out into the ocean, and includes some aerial photography every year. The survey calculates sand volume to provide data on erosion and accretion rates. The data collected is used to create an annual report, typically received in February or March. The proposal cost of \$149,585.00 is an increase from the last three-year contract and is mostly attributed to an increase in the hourly rate for the individuals doing the work. He noted that there was no hourly rate increase in the last contract.

Committee Member Belt made a motion to recommend to the Town Council the approval of the Proposal from Coastal Science and Engineering for Beach Monitoring. Committee Member Kaye seconded the motion.

Committee Member Berner questioned if the proposed contract was a fixed price, expressing his concern that wording in the proposal describing a proposed budget could mean a potential increase. Ms. Tillerson stated that any additional work requested by the Town or increases to the proposed budget would have to come back to the Ways and Means Committee for approval. Committee Member Belt pointed out that the not-to-exceed provision in the proposal needed to be added to the contract itself.

Committee Members discussed the direct expense line item on page 8 of the proposed budget, clarifying what those items are and whether the Town would be receiving invoices for them. Mr. Jordan stated that CSE had worked for the Town since 2005 and always stayed within the amount in their proposal. While doing the work, CSE bills the Town quarterly, and every invoice is itemized.

Following the discussion, the motion was unanimously approved.

C. Review and Recommendation to Town Council for the Approval of the Compensation and Benefits Study by Evergreen

Ms. Tillerson stated that periodically, the Town engages a firm to do a Compensation and Benefits Analysis Study. The responses submitted to the RFP released in 2021 were reviewed and evaluated by a selection committee, which felt that the proposal from Evergreen Solutions, LLC was the most comprehensive and inclusive in terms of what the Town was looking for in the compensation and benefits study.

Based on industry standards, an update should be done every three to five years to ensure that benefits are competitive and employees are at least at the minimum of their salary range. The request for consideration is to engage Evergreen Solutions to review the Town's current compensation and benefits plan and recommend necessary updates to remain competitive with other municipalities in and around the Charleston area.

Committee Member Belt made a motion to recommend to the Town Council the approval of the Compensation and Benefits Study by Evergreen. Committee Member Berner seconded the motion.

Committee Member Berner asked if, in the previous study, the benefit package was deemed to be in line with the surrounding community. Ms. Tillerson stated that the benefit package was in line. While some municipalities or competitors offer benefits that the Town does not, the Town's benefits now include paternity leave and an optional 401k in which the Town matches up to a maximum of \$3,000.00.

Committee Member Belt asked for clarification on the basis of not recompeting the services. Ms. Tillerson explained that Evergreen already has the benchmarks because of their work for the Town, but she would rebid the service in three years.

Further discussion included Town ordinance requirements in the purchasing and reacquisition of professional services regarding the bidding process and that since the ordinance does not provide the discretion to utilize a consultant firm based on history and knowledge, there is a need to revise the purchasing ordinance to address those situations.

The study is expected to take approximately 90 days to complete and, once finalized, will be provided to the Council.

Following the discussion, the motion was unanimously approved.

D. Review and Recommendation to Town Council for the Approval of Solid Waste Fees

Ms. Szubert stated that in December 2023, the Town Council approved a new contract with Trident Waste and Recycling for solid waste collection on the Island, starting July 1st, 2024. This contract is for approximately \$2 million, a 53% increase compared to the current contract with Carolina Waste. This significant increase relates to efforts to improve the service, such as hiring full-time and training employees who will be knowledgeable about the Island and the different types of services offered.

Historically, the Town has provided property owners with curbside service at no cost and provided a contribution of \$180 to each property owner, which is equal to the cost of the curbside service. Any additional service, such as backdoor pickup and two times-a-week service, is funded partially, and the corresponding service cost is reduced by 50% of the contribution amount, except for rental properties that pay 100% of the cost. In recent years, the Town contributed approximately \$425,000 annually. Additionally, the Town funds entirely solid waste collection from the beach in the amount of approximately \$60,000 annually and public solid waste stations in the amount of \$70,000.

With the new increased pricing for the solid waste collection services, the staff proposes to continue the same approach to fully contribute curbside service (\$288), partially contribute additional services for the residents (50% of the curbside subsidy), and pass the full cost to the rental properties' owners. The schedule will result in an annual increase of:

- \$258 for backdoor collection
- \$328 for twice a week collection
- \$304 for multifamily twice-a-week collection
- \$347 for twice-a-week collection for rental properties
- \$323 for multifamily twice-a-week collection for rental properties
- \$53 for collection in regime neighborhoods for rental properties

Ms. Szubert stated that if the Council approves the same approach and the proposed contribution, the amount that the Town will contribute will increase by about \$125,000 and about \$550,000 annually.

Committee Member Berner made a motion to recommend to the Town Council the approval of the Proposed Solid Waste Fees. Committee Member Kaye seconded the motion.

Committee Member Belt questioned the increases in the provided services and why the full contribution does not apply to trash collection. Ms. Szubert stated that the pricing was based on the unit cost provided by the company in the contract. The previous mayor and council took the approach of fully contributing to curbside service and applying 50% of that contribution to all the other services.

Committee Members engaged in an in-depth discussion of applying the same curbside contribution to all services provided to single-family property owners, which would increase the overall cost of the town's contribution, decreasing the contribution for all services, including curbside.

Committee Member Belt made a motion to table the recommendation for solid waste fees. Committee Member Kaye seconded the motion, and it was unanimously approved.

E. Review and Recommendation to Town Council for the Approval of the Proposal from Truluck Construction for Beachwalker Drive/Kiawah Island Parkway Construction

Mr. Gottshalk stated that the Town has spent a considerable amount of time looking at the intersection at Beachwalker Drive (BWD) and Kiawah Island Parkway (KIP) and how to make improvements to the flow of traffic and pedestrian safety.

The Town contracted with Kimley-Horn to design traffic improvements to the intersection of BWD and KIP, replacing the white bollards currently in the intersection. The design improvements include constructing a curbed channelized left turn outbound past the gate onto Beachwalker Drive and reworking the curbing to the existing island to increase the radius for traffic to turn left from Beachwalker Drive onto the Parkway.

A Request for Proposals (RFP) for construction services was released for qualified contractors to perform the work as explained in the RFP and per the design documents generated by Kimley-Horn. The RFP was posted publicly for two weeks, and we received the following bids:

Truluck Construction:	\$186,469
First Construction Management:	\$261,000

Staff and the consultants from Kimley-Horn reviewed both bids received, considering cost and experience. Town staff is requesting that the Ways and Means Committee recommend to the Town Council that Truluck Construction's bid of \$186,469 be approved to perform the services as described in the scope of work in the RFP.

Committee Member Belt made a motion to recommend to the Town Council the approval of the Proposal from Truluck Construction for Beachwalker Drive/Kiawah Island Parkway Construction. Committee Member Berner seconded the motion.

Committee Member Berner indicated that despite the bollards being unsightly, he felt there was a need for something to keep traffic turning out of BWD onto the Parkway and immediately merging into the travel lane. He suggested some raised half-spherical buttons that stand above the ground and would be uncomfortable for a car to drive over.

Committee Members discussed Committee Member Berner's concerns and his suggested solution, along with the other options of removing some of the bollards and having Kimley-Horn extend the triangle shown on the construction drawings. Chairman Heidingsfelder expressed concerns about whether there was enough room for those drivers to stay in lane, and the lack of directional signage to notify drivers that there is a necessity to merge. Also discussed was that this project seemed to be a band-aid fix and whether there was a plan to fix the problem more broadly, as well as having the traffic control officer at the intersection in the mornings and evenings when construction traffic exited Beachwalker Drive.

Committee Member Belt amended his motion to recommend to the Town Council the approval of the Proposal from Truluck Construction for Beachwalker Drive/Kiawah Island Parkway Construction is contingent upon staff discussing various issues raised with Truluck. If there is a material change in the cost (10%), then it will come back to the Ways and Means Committee.

Following the discussion, the motion was unanimously approved.

F. Review and Recommendation to Town Council for the Approval of the Proposal from EAS Professionals for Beachwalker Drive/Kiawah Island Parkway Consulting, Engineering, and Inspection Services

Mr. Gottshalk stated that the Town doesn't have in-house engineers, so for road projects and bigger capital projects, it prefers to engage a consulting firm to help ensure that the contractors or construction crews are doing everything appropriately.

In conjunction with the release of the RFP for construction, an RFP was also publicly released for Consulting, Engineering, and Inspection (CE&I) services. The one proposal received was from EAS professionals at \$55,850.

Staff reviewed the proposal with the consultants from Kimley-Horn, determining that it met the town's request for the scope of work. Town staff is requesting that the Ways and Means Committee recommend to the Town Council that the bid from EAS Professionals for the CE&I on the intersection project be approved.

Committee Member Berner made a motion to recommend to the Town Council the approval of the Proposal from EAS Professionals for Beachwalker Drive/Kiawah Island Parkway CE&I services. Committee Member Belt seconded the motion.

Committee Member Berner stated that percentage-wise, the proposal cost is unusually high for a relatively small construction cost. His experience is that engineering firms such as Kimley Horn would provide the same construction inspection service for a cost. Commonly, the cost of small construction jobs like this would be much lower because somebody from the engineering firm would already be at the site and asked if a cost was solicited from Kimley Horn. Ms. Tillerson stated that a price was not requested from Kimley Horn because the company that designed the work should not inspect its work.

Committee Member Berner made a motion to table the approval of the recommendation and request that Kimley Horn provide a proposal.

Following the discussion, the motion was unanimously approved.

VIII. Chairman's Report:

Chairman Heidingsfelder stated that there had been quite a few complaints from community members about the further decline in services provided by Carolina Waste, which lost the Solid Waste contract at the end of June. He asked if the staff had looked into this and could confirm a decline in service performance. Ms. Tillerson stated that there had definitely been an increase in complaints, and staff is constantly notifying Carolina Waste of the issues. She noted that Carolina Waste is also trying to get out of their contract early and has tried negotiating with Trident to start as early as April 1st, but Trident can only start on May 1st. Chairman Heidingsfelder recommended getting written confirmation from Trident that they can start their contract on May 1st and, once in hand, cancel the contract with Carolina Waste for lack of performance.

IX. Treasurer's Report:

A. Monthly Budget Report

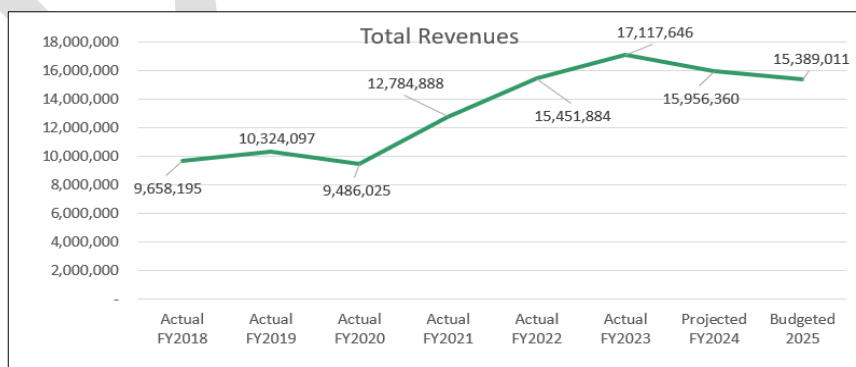
Ms. Szubert stated that there was not enough time to close February to prepare the monthly budget report and that the report in the materials had already been presented to the Ways and Means Committee.

Chairman Heidingsfelder asked if the amounts included revenue accruals in the year-to-date column in the budget report spreadsheet. Ms. Szubert stated that expenditures were accrued only since revenues are hard to estimate. Chairman Heidingsfelder asked that a footnote or commentary be included to clarify where accruals have been made in the future.

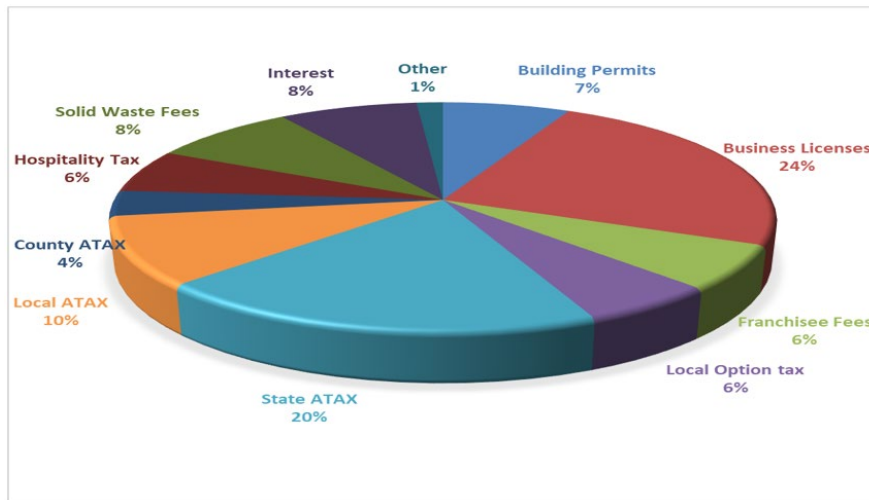
Ms. Szubert stated that the Fiscal Year 2024-2025 Budget discussion would begin today with a review of revenues, followed by a review of expenditures in the next month. In May, the consolidated budget will be reviewed for the first reading of the budget ordinance, a public hearing, followed by the second reading and approval of the budget at the June Town Council meeting.

Fiscal Year 2024-2025 Budget Discussion - Revenues

Ms. Szubert began the discussion by stating that, historically, the Town's fund balance has been healthy. Since 2020, the beginning of the COVID-19 pandemic, the Town has continuously analyzed its impact on revenues. The Town temporarily experienced a sharp drop in revenues at the end of the fiscal year FY2020. However, revenues returned to normal in early fiscal year FY2021 and continued to rise to 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 continuing to build reserve balances for future events that may require emergency funds.



The total FY2025 budgeted revenues of \$15.4 million are 4%, or \$567,000 lower than current year projections. The chart below represents a makeup of the Town's budgeted revenue sources for FY2025.



Ms. Szubert reviewed and answered Committee Member questions on the projections for each revenue source. indicating that comparisons were made to FY2024 projected revenues.

- ✓ Building Permit revenue is estimated to decrease by 8%, or \$100,000, primarily due to a slowdown in new construction activity on the Island and no plans for one-time special projects.

The five-year average for new construction permits is approximately \$10,000, and for renovation projects, it is \$650. Based on the same averages, we anticipate a decrease in permits for new construction and a slight increase in renovation projects.

Building Permits from Special Projects are budgeted to decrease by 100%, or \$960,000. At this time there are no special projects planned for the next fiscal year.

- ✓ Business License revenue is budgeted to increase 6%, or \$200,000. The increase is primarily attributable to the increasing cost of goods and services. Based on the historical averages, we are budgeting to issue 2,000 standard business licenses with an average cost of \$1,200 per license and about 1,400 short-term rental licenses with an 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.

Ms. Szubert stated that the revenue increase is based on the Finance Department's plan to increase its efforts in business license compliance and a review of business license fees at the Retreat. Chairman Heidingsfelder added that with the help of KICA (Kiawah Island Community Association), an audit of the companies entering the island has identified many companies without a proper business license. Ms. Szubert stated the Finance Department has been following up with the companies, explaining the process that two notices will be sent, and those that are nonresponsive will be sent a citation in a certified letter.

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

Committee Members discussed the franchise fees paid, noting that the fees did not seem to reflect the number of people on the island. Ms. Szubert stated that the audit committee is looking into applying a better schedule for auditing these firms. The Town is also looking at engaging a firm to conduct license and fee audits or an additional team member to focus on these audits.

- ✓ Local Option Sales Tax is budgeted 1%, or \$7,000 higher than projections for the current year based on the recent years' averages and the inflation on goods sold.
- ✓ State Accommodation Tax revenue is anticipated to increase by 2%, or \$63,000. We predict the volume of tourists on the island will be comparable to the current year. However, the higher accommodation prices should increase tourism-generated revenues.

- ✓ Local Accommodation Tax revenue is budgeted with a 2% or a \$23,000 increase.
- ✓ County Accommodation Tax revenue is budgeted to increase 2%, or \$12,000.
- ✓ Hospitality Tax revenue is budgeted to increase by 1%, or 7,000.
- ✓ Solid Waste revenue is budgeted to increase 100%, or \$640,000, due to changes in the garbage collection contractor and an increase in the contract price. It is budgeted at \$1.3 million.
- ✓ Interest Revenue is budgeted to decrease by 20%, or \$300,000, based on the forecasted slow, gradual decrease in the rates of return on the Town's investments. It is budgeted at \$1.2 million.
- ✓ Other revenues include the following sources:
 1. Aid to Subdivision – \$52,000, an increase of 5%, or \$2,000.
 2. Planning Fees - \$10,000, no change.
 3. Court Fees & Fines - \$30,000, no change.
 4. Beverage Permits revenue - \$45,000, no change.
 5. Victim's Assistance Fees - \$10,000, no change.
 6. Miscellaneous revenue - \$35K, 83%, or \$165,000 decrease due to a one-time reimbursement from Charleston County Sheriff's Office for the book value of the deputies' vehicles and equipment in the amount of \$161,000 in the current fiscal year.

Committee Member Belt clarified that the revenue sources that the Town has some control over, at least in terms of the rate, would be business licenses, business permits, solid waste fees, and maybe franchise fees. Ms. Szubert stated that state law sets franchise fees at 3%, except for the beach because that's a contract with the Town. However, there is also a state law that states that Local Accommodation Taxes and Hospitality Taxes can be 2%. Right now, the Town is collecting 1%, so the Council has the option to increase those taxes by 1%.

X. Citizens' Comments:

None

XI. Committee Member's Comments:

None

XII. Adjournment:

Committee Member Belt made a motion to adjourn the meeting at 12:43 pm. Committee Member Kaye seconded the motion, and it was unanimously approved.

Submitted by,

Petra S. Reynolds, Town Clerk

Approved by,

Michael Heidingsfelder, Chairman

Date



Old Business - A
No Tab

WAYS AND MEANS

➤ Additional Item For Consideration



Request for Ways and Means Committee Action

TO: Ways and Means Committee Members

FROM: Brian Gottshalk, Public Works Manager

SUBJECT: CE&I Contract for Intersection Project

DATE: 2 April 2024

BACKGROUND:

At the Ways and Means meeting in March, town staff presented a bid submitted for the CE&I for the Kiawah Island Parkway and Beachwalker Drive Intersection project. The committee was concerned with the price as offered and directed staff to go back to the firm to see if there was an opportunity to bring the cost down to a more reasonable price.

The committee also asked staff to discuss with Kimley-Horn to see if there was an opportunity for them to perform the work as described in the scope for CE&I. Kimley-Horn does not have staff that can do material testing and, therefore, is unable to provide this service for the town.

ANALYSIS:

Town staff reached out to the sole bidder, EAS Professionals, regarding their initial bid for CE&I services in the amount of \$55,785. After discussions with the firm, EAS Professionals has agreed to offer a Not To Exceed \$40,000 contract for the services described in the RFP. Any amount above \$40,000 will require written approval from the council.

EAS Professionals is committed to working closely with the construction team on timelines and on-site inspections to minimize any downtime in their services and have an accurate representation of billable hours.

ACTION REQUESTED:

Town staff requests that the Ways and Means Committee recommend to the Town Council approving the renegotiated offer from EAS Professionals to provide CE&I services not to exceed \$40,000.

BUDGET & FINANCIAL DATA:

If approved, this will be funded 70% from restricted funds and 30% from the General Fund.

From: Thomas Inabinett <tinabinett@eas-pro.com>

Sent: Wednesday, March 27, 2024 2:30 PM

To: Brian Gottshalk <bgottshalk@kiawahisland.org>

Cc: Douglas R. Dunko <ddunko@eas-pro.com>

Subject: Re: Town of Kiawah Island Bid

Brian-

We understand the concerns and feel confident we can provide the necessary services around 20 percent of the construction cost. We will coordinate closely with the Town and contractor to ensure we have onsite coverage when needed.

Would the Town consider a time and materials contract with a Not To Exceed budget of \$40,000? This total budget would not be exceeded without written contract modifications agreed upon by the Town.

We will coordinate Karen's lodging and per diem with the contractor's schedule to have her onsite during active work and will not reserve her lodging beyond a week in advance.

We will use the hourly and unit rates as shown in our initial budget for time and materials invoicing.

If you need anything else on this matter, please let me know. I will be available on Friday morning for a phone call if needed.

Thank you,

C. Thomas Inabinett, PE
CE&I Department Manager
EAS Professionals
M-803-609-6336
E- tinabinett@eas-pro.com



Tab | 2

WAYS AND MEANS

Agenda Item

Town of Kiawah Island
2024 Charitable Grants

Staff Recommendation to Ways & Means

		2024	
Tab	Organization Name	Grant Request	Staff Recommendations
4	AMOR Healing Kitchen	\$ 6,600	\$ 6,600
5	Backpack Buddies Seabrook Island	\$ 5,000	\$ 5,000
6	Barrier Island Free Medical Clinic, Inc	\$ 30,000	\$ 30,000
7	Bridges of Hope	\$ 2,500	\$ 2,500
8	Camp Hi Hopes Ministry of Wesley UMC	\$ 10,000	\$ 10,000
9	Charleston Area Senior Citizens Services	\$ 12,239	\$ 12,239
10	Charleston Area Therapeutic Riding	\$ 7,084	\$ 7,084
11	Feeding the Multitude	\$ 7,000	\$ 7,000
12	Kiawah Womens Foundation	\$ 12,000	\$ 12,000
13	Lowcountry Food Bank	\$ 11,890	\$ 11,890
14	New Webester JIP Food Pantry	\$ 7,500	\$ 7,500
15	Operation Home	\$ 10,000	\$ 10,000
16	Operation Sight	\$ 5,000	\$ 5,000
17	Our Lady of Mercy Community Outreach Services	\$ 30,000	\$ 30,000
18	Sea Island Blessing Basket	\$ 25,000	\$ 25,000
19	St. James Bethel AME Church	\$ 5,000	\$ 5,000
20	The Paraclete Foundation of Holy Spirit Catholic Church	\$ 12,000	\$ 12,000
21	Third Serve Foundation	\$ 10,000	\$ -
Total Requests		\$ 208,813	\$ 198,813
Total Budgeted Funds to be Awarded		\$ 200,000	\$ 200,000
Amount in excess of Budget		\$ 8,813	\$ (1,187)



2023-2024 Charitable Grant Guidelines

Purpose

The Town of Kiawah Island is committed to supporting a variety of charitable organizations that are recognized as 501(c)(3), non-profit and/or tax-exempt entities providing services to the residents in need of Johns Island and Wadmalaw Island communities.

This document should help both charitable organizations better understand the objective and focus of the grants provided by the Town of Kiawah Island and the Town's staff and decision-making bodies identify the organizations eligible to receive grants.

Eligibility

The Town of Kiawah considers only those organizations recognized as 501(c)(3), non-profit, and/or tax-exempt entities. For the fiscal year 2024 Budget season, the Town Council can approve up to \$200,000 for charitable organizations.

The sole focus of these charitable contributions to the people in need should specifically emphasize and support eligible funding programs and projects focused on these three fundamental elements:

1. **Hunger** – Applicants in this category must have a program that provides hunger relief in at least one of the following three categories:
 - A. Provide food or meals directly on a routine basis to underprivileged recipients qualified by the charity organization
 - B. Provide meals prepared and served by the charity organization in a group meal setting
 - C. Distribute food donations on a regular basis to the community
 - D. Provide food available in an emergency food pantry that can be distributed directly to recipients on a no-cost basis to augment what the recipients may be able to provide on their own
 2. **Housing** – Applicants in this category must provide housing assistance in one of three ways:
 - A. Provide maintenance to existing housing occupied by qualified recipients. The repairs should be to correct conditions that make the house unlivable or substandard as determined by the organization
 - B. Renovating houses that can be made available to qualified families or individuals at a below-market price or free of charge
 - C. Building new homes to be provided to qualified recipients at below-market prices as determined by the organization
 3. **Health** – Applicants must have programs that can directly assist in improving the physical or mental health of qualified recipients. Physical and mental health relate to any program, procedures, or activities that improve, increase, or benefit the state of health and well-
-

being of an individual. This would also include the cost of transportation from a recipient's home to a medical facility. The applicant must be able to show how the funds will go directly to these issues that affect the recipient.

Grants

The Town of Kiawah will consider grant proposals for projects that meet the following criteria:

- Organizations located in Charleston County whose services/programs seek to benefit Johns Island and Wadmalaw Island communities
- Organizations that provide services that are accessible to the public, benefit or enhance the community as a whole, and demonstrate financial stability
- Projects that result in a measurable impact on the community and/or the environment of Johns and Wadmalaw Islands
- Organizations that will use the grant and complete the project within twelve months from the date of funding

Priority consideration will be given to applicants who:

- Bring the maximum possible amount of funding directly to the people in need
- Utilize large, ideally Sea Islands volunteer participation
- Collaborate with other organizations
- Leverage their funding sources
- Focus their work primarily on philanthropy and social well-being

Limitations

Grant proceeds may not be used for the following purposes or projects:

- Projects not predominantly serving Johns and Wadmalaw Island
- General operating expenses within the charitable organization, including salaries, building expenses, office supplies, and vehicles.
- Endowment or any other Marketing-type campaign increasing the funding of the organization.
- Any religious instructions, proselytizing, preaching, or providing any verbal or written verbiage leading to the overall, potentially religious mission of the organization.
- Political causes, candidates, campaigns, or lobbying programs.
- Religious organizations unless the gift is designated to a program that is secular in nature and benefits a broad range of the community (e.g. soup kitchens and homeless shelters). Additionally, the program must have a formal mission and a separate budget and staff.
- The Town of Kiawah only funds charitable organizations directly. It does not fund organizations that consolidate donations to be distributed to charitable recipients from these consolidated funds.

Evaluation

If the applying organization received funding during the 2023-2024 Budget year of the Town of Kiawah Island, the application for the 2023-24 Budget year must include:

1. A summary along with supporting documentation on how the funds have been spent in the 2023-24 period;
-

2. A detailed explanation and reasoning on the designated form in the application if the granted funds were not fully expended

A lack of transparency related to both topics will lead to a decline in the application.

The evaluation of any application will only be based on the information provided on the application during a potential meeting and site visit of the organization and experiences from prior years.

Application Process

- Complete the Charitable Giving Application
- Provide proof of designation as a non-profit organization that has been recognized as Tax Exempt from the Internal Revenue Code is required
- Provide a draft budget for funding the project or program
- Submit a cover letter on the organization's letterhead that outlines the funding request
- Submit the application and requested documentation in writing to the Town of Kiawah Island, Attn: Town Clerk. Supporting documentation, as requested above and on the attached "Charitable Grant Application," is required

Additional Application Process Information

- Applications are made available in November on the Town website at www.kiawahisland.org
 - A staff workgroup will conduct reviews of the applications leading potentially to meetings with the applying organization and site visits, which need to be accommodated
 - This staff workgroup will then provide funding recommendations to the Ways & Means Committee for recommendation to the Town Council for final approval
 - Your presence is not required at either meeting but is encouraged
 - Requesting organizations will be notified in writing of the Council's decision by April or May 2024
 - All payments will be made directly to the requesting and approved organization in the form of a check
 - Payments will not be sent to third parties or individuals
-



Tab | 3

WAYS AND MEANS

Agenda Item



REQUEST FOR WAYS AND MEANS COMMITTEE ACTION

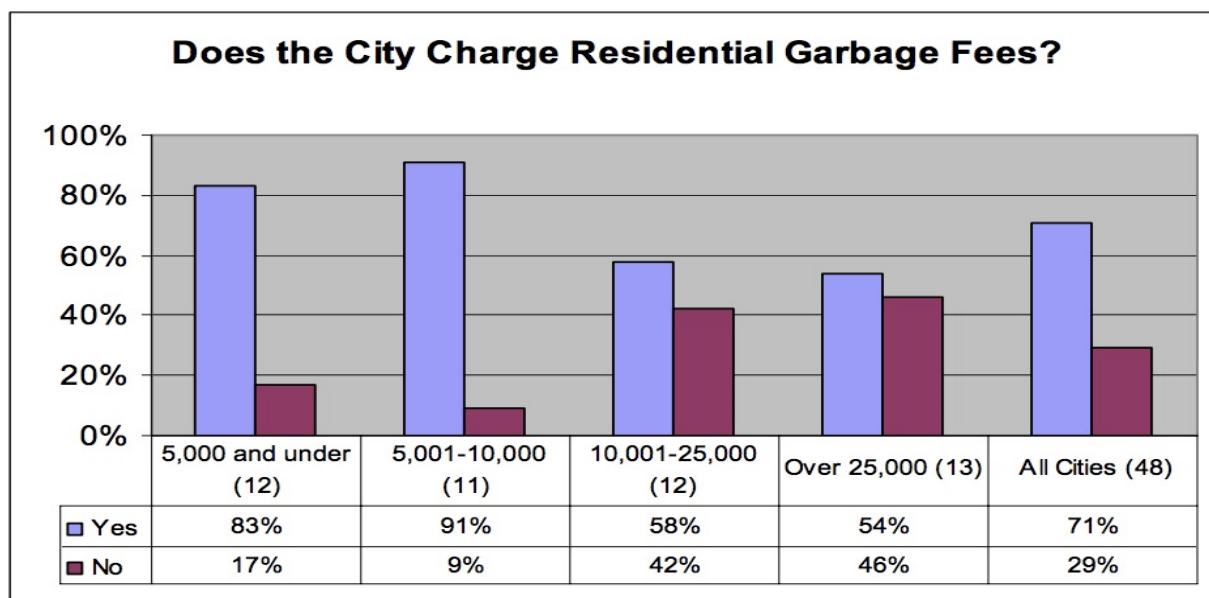
TO: Ways and Means Committee Members
FROM: Dorota Szubert, Finance Director
SUBJECT: Solid Waste Collection Fees
DATE: April 2, 2024

BACKGROUND:

Residential garbage is the most common sanitation service provided by municipalities. In December 2023, the Town Council approved a new contract with Trident Waste and Recycling for solid waste collection on the Island, starting July 1st, 2024. This contract is for approximately \$2M, that it is a 53% increase compared to the current contract with Carolina Waste. This significant increase relates to efforts to improve the service, such as hiring full time, trained employees, compared to temporary help, that will be knowledgeable about the Island and different types of services offered, new vehicles and enhanced technology for improved efficiency, safety, and verification.

ANALYSIS:

Sanitation fees are one of the most common user fees charged to residents by municipalities. According to "Analysis of Sanitation Services" conducted by the University of South Carolina's Institute of Public Service and Policy Research, 71% of responding cities charge a fee for residential garbage collection. 29% rely on property tax or impact fees to fund this service.



Historically, the Town has funded \$180 to each property owner subscribed to the curbside service. The result is a net cost of \$0 for property owners with that service. Any additional service, such as backdoor pickup

and two times a week service, is funded partially, and the corresponding service cost is reduced by \$90, which represents 50% of the cost of curbside service, except for rental properties that pay 100% of the cost. In recent years, through that benefit, the Town contributed approximately \$425K to its residents.

With the new increased pricing for the solid waste collection services, the staff proposes the following changes:

1. Continue fully funding curbside service, however, in the increased amount of \$288 and apply the same amount reduced by \$25 billing fee to any additional service to reduce the corresponding service cost for the residents. The schedule of the new fees for the residents is presented in Schedule 1, Scenario C. This will result in an annual increase of:
 - \$139 for backdoor collection
 - \$209 for twice a week collection
 - \$185 for multifamily twice-a-week collection
2. Pass the full cost of solid waste pick up increased by a \$25 billing fee to the rental properties' owners. The schedule of new fees for the rental properties is presented in schedule 2. This will result in an annual increase of:
 - \$372 for twice-a-week collection for rental properties
 - \$348 for multifamily twice-a-week collection for rental properties
 - \$78 for collection in regime neighborhoods for rental properties

BUDGET & FINANCIAL DATA:

The Town's contribution to the residential solid waste collection will increase by approximately \$215K, for a total amount of \$640K annually. Additionally, the Town funds entirely solid waste collection from the beach in the amount of approximately \$102k annually and public solid waste stations in the amount of \$153K.

Schedule 1

SERVICE TYPES FOR RESIDENTS	Scenario A					Scenario B				Scenario C		
	Current Rate		Proposed Rate	Rate Change		Proposed Rate	Rate Change			Proposed Rate	Rate Change	
				\$	%		\$	%			\$	%
Curbside Service	\$ -		\$ -	\$ -	0%	\$ -	\$ -	0%		\$ -	\$ -	0%
Backdoor Garbage Collection	\$ 210		\$ 468	\$ 258	123%	\$ 324	\$ 114	54%		\$ 349	\$ 139	66%
Twice a Week Garbage Collection	\$ 260		\$ 588	\$ 328	126%	\$ 444	\$ 184	71%		\$ 469	\$ 209	80%
Multifamily /HOA	\$ 260		\$ 564	\$ 304	117%	\$ 420	\$ 160	62%		\$ 445	\$ 185	71%
Multifamily Regimes /Homeowners Garbage Collection	\$ -		\$ -	\$ -	0%	\$ -	\$ -	0%		\$ -	\$ -	0%
Additional cart/ additional recycle cart	\$64/\$64		\$153/\$84	\$89/\$20	139%/30%	\$153/\$84	\$89/\$20	139%/30%		153/84	\$89/\$20	139%/30%
Total Town's Contribution			\$ 544,772			\$ 696,980				\$ 670,323		

Scenario A:
The cost of curbside service in the amount of \$288 is funded entirely by the Town. 50% of that amount, or \$144 is applied to other type of services to reduce the cost accordingly. (Presented at last W&M)

Scenario B:
The cost of curbside service in the amount of \$288 is funded entirely by the Town. All other services are reduced by the same amount-\$288.

Scenario C:
The cost of curbside service in the amount of \$288 is funded entirely by the Town. All other services are reduced by \$263, that represents cost of curbside service reduced by \$25 administration fee, to cover the cost of billing process.

Schedule 2

SERVICE TYPE FOR RENTAL PROPERTIES	Current Rate	Proposed Rate	Rate Change		Notes
			\$	%	
Rental Backdoor Collection (includes backdoor garbage collection weekly on designated day, plus additional collection on Fridays from May 1st through Labor Day. It also includes backdoor recycling once per week and yard debris).	\$ 385	\$ 757	\$ 372		97% Full cost passed to the business owners
Home Owners Associations/Rentals (seasonally twice per week garbage collection, includes backdoor recycling once per week year-round)	\$ 385	\$ 733	\$ 348		90% Full cost passed to the business owners
Multifamily/Regimes Garbage Collection (includes dumpster and recycling collection)	\$ 45	\$ 123	\$ 78		173% Full cost passed to the business owners



Tab | 4

WAYS AND MEANS

Agenda Item



Request for Ways and Means Committee Action

TO: Chairman and Committee Members

FROM: Craig A. Harris Sr., Director of Public Safety

SUBJECT: Meducare (AirMedCare Network) Municipal Site Membership

DATE: April 5, 2024

BACKGROUND:

On April 20, 2016, the Town entered a one-year contract with AirMedCare Network (Meducare) to provide air medical transport services for Kiawah Island residents. Each additional year thereafter was renewed for one year. The current contract expires at the end of April 2024. While the Town had a few air medical transport services during our five-year contract period, to our knowledge, those individuals airlifted to the hospital were not Town residents. Therefore, the Municipal Site Membership plan was not activated.

In 2018, Mr. McAden notified us that AirMedCare Network stopped offering the Business Plan to new subscribers effective January 1, 2018, due to the continued decline in insurance rate reimbursement and the reduction of larger employers in the AirMedCare Network. The Municipal Site membership falls under the Business Plan, and therefore, it was eliminated as well. However, those with an active Business/Municipal Site membership plan are grandfathered in with the option of renewing. If the contract lapses, the membership plan option we now participate in will no longer be available.

The Public Safety Committee considered the renewal at its March 13, 2024, regularly scheduled meeting. After discussion, the Committee made a motion to recommend to the Ways and Means Committee that the AirMedCare Municipal Site Plan Membership be renewed for another year at the same cost of \$8,163.00 (annual).

ANALYSIS:

The Municipal Site Membership will cover transport that originates out of Charleston County. There is no cost to residents with medical insurance. Residents can upgrade to a full coverage membership for \$35.00 (annual), which will give them coverage in over 220 locations across 32 states. **Coverage also applies to renters, provided that it is their primary residence.**

Resident Defined:

Any individual who owns a home on the island, regardless of whether it is their primary residence, would be considered a "resident" and eligible for coverage under the Municipal Site Plan (MSP). For example, John Q's Taxpayer's primary residence is in Columbia, SC, and as such, he is considered part of that tax base. He owns a second home in Kiawah that he has lived in for just three months out of the year. For purposes of the Municipal Site Plan, he would be considered a "resident" of Kiawah, covered by the plan, and eligible to upgrade to a full membership for just \$45.00. That being said, if John lets Nephew Tim and his family use his beach house for a week during the summer, they would not be covered by the Municipal Site Plans.

Coverage:

The MSP will provide coverage for all **insured** household residents from a pickup location originating anywhere in Charleston County (this allows for coverage both on and off the island) and all subsequent flights. (For example, the patient is airlifted to MUSC and then transported to the burn unit in Augusta, GA. In this situation, the membership would cover both flights.)

If a member resident is **uninsured** at the time of transport, Med-Trans Medical Transport will bill the member the "Medicare Allowable Rate." The uninsured member resident may elect to pay \$35.00 to upgrade to a "Full Membership" and receive no bill, along with gaining coverage across a 32-state service area

*****Any member resident may elect to obtain a "Full Membership" for \$35.00 per year. Again, this will provide full coverage across a 32-state service area and for the uninsured.**

ACTION REQUESTED:

Staff is requesting that the Ways and Means Committee recommend to the Town Council the approval to renew the annual agreement with AirMedCare for Municipal Site Plan Membership services at an annual rate of \$8,163.00. It comes as a recommendation from the Public Safety Committee.

BUDGET & FINANCIAL DATA:

If approved, the cost is included in the FY 2023-2024 Budget.



Plan Code: 10228

**AirMedCare Network Municipal Site Membership
For Town of Kiawah Island, SC**

Organization: Town of Kiawah Island, SC
Physical Address: 4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455
Mailing Address:
Contact: Petra Reynolds- Town Clerk
Phone: 843-768-5101
Email: preynolds@kiawahisland.org
County: Charleston

Membership Sales Manager/Base: Wes McAden/ Manager of Strategic Partnerships

Covered Individuals and Transports:

Any individual who resides within the boundaries of Kiawah Island, SC when transported for medical necessity by Med-Trans Corporation (or any AirMedCare Network Provider) will be covered under the standard terms and conditions for an AirMedCare Network membership (attached), except:

- Transport must be from a pickup location in Charleston County, SC; and
- If the covered individual transported is uninsured at the time of transport, Med-Trans Corporation will bill the covered individual at the "Medicare Allowable Rate" for the transport.

Fees:

Kiawah Island, SC will pay to AirMedCare Network a total of \$8,163.00 annual.

Upgrade Benefit to Covered Individuals:

Any individual who resides within the boundaries of Kiawah Island, SC may elect to obtain a full household membership (which eliminates the exceptions listed above) by completing an application and paying the following fees:

Standard Annual Rate	*Senior Annual Rate
\$55	\$45
<i>*Senior rate is available to the primary and secondary household member if they are 60 years of age or older.</i>	

Duration:

This agreement will be effective upon AirMedCare Network's receipt of (a) this agreement signed by the participating Organization AND (b) payment of the amount as provided above. This agreement will be effective for one (1) year, and will be evaluated by both parties for renewal at least thirty (30) days prior to the end of the one (1) year term.



Terms and Conditions

AirMedCare Network (“**AMCN**”) is an alliance of affiliated emergency air ambulance providers* (each a **Provider**). Your AMCN membership automatically enrolls you as a member in each Provider’s membership program. Membership ensures that you will have no out-of-pocket flight expenses if flown by a Provider by providing prepaid protection against a Provider’s air ambulance costs that are not covered by any insurance, benefits, or third-party responsibility available to you, subject to the following terms and conditions:

1. Patient transport will be to the closest appropriate medical facility for medical conditions that are deemed by the AMCN Provider attending medical professionals to be life- or limb-threatening, or that could lead to permanent disability, and which require emergency air ambulance transport. A patient’s medical condition, not membership status, will dictate whether or not air transportation is appropriate and required. Under all circumstances, an AMCN Provider retains the sole right and responsibility to determine whether or not a patient is flown. Emergent ground ambulance transport of a member by an AMCN Provider, in connection with an emergent air ambulance transport by a Provider, will be covered under these same terms and conditions.

2. AMCN Provider air ambulance services may not be available when requested due to factors beyond the Provider’s control, such as use of the appropriate aircraft by another patient or other circumstances governed by operational requirements or restrictions including, but not limited to, equipment manufacturer limitations, governmental regulations, maintenance requirements, patient condition, age or size, or weather conditions. FAA restrictions prohibit most AMCN Provider aircraft from flying in inclement weather conditions. The primary determinant of whether to accept a flight is always the safety of the patient and medical flight crews.

3. Members who have any insurance or other benefits available to them, or third party responsibility (or liability) claims, that cover in any way the cost of ambulance services are financially liable for the cost of AMCN Provider services up to the limit of any such available coverage or recovery. In return for payment of the membership fee, the AMCN Provider will consider its air ambulance costs that are not covered by any insurance, benefits or other third-party responsibility available to the member to have been fully prepaid. “**Insurance**” or “**benefits**” means any and all types of insurance or benefits without any limitation. By way of example only, such “insurance” or “benefits” include medical benefits available under health insurance, automobile insurance, homeowners insurance, workers compensation, and government insurance or benefits programs. Further, the terms “insurance” or “benefits” include any insurance or benefits that are owned by a member (or that are written or held in a member’s name), as well as any insurance or benefits owned by someone else (or that are written or held in someone else’s name) that provide coverage, to any extent, for the services provided by the AMCN Provider to a member. “Third-party responsibility” means any amounts that any third-party is required to pay to a member because of or related to the AMCN Provider’s services rendered to the member. The AMCN Provider reserves the right to seek payment directly from any available insurance, benefits provider, or third party for services rendered to a member (to the same extent it could do so for any non-member patient), and members authorize all available insurers, benefits providers, and responsible third parties to pay any covered amounts directly to the AMCN Provider.

4. Members agree to remit to the AMCN Provider any payment received from any insurance, benefit providers, or any third party for any services provided by the AMCN Provider, not to exceed the amount charged by the AMCN Provider, including (but not limited to) instances in which payment for an AMCN Provider’s services is made via settlement with any insurers, benefit providers, or third parties found responsible for a member’s injury or condition leading to the air medical services provided by the AMCN Provider. Remitting such payments are not member out-of-pocket expenses because such payments originated from third parties only because of the air medical services provided to the member. Failure by a member to remit such payments constitutes a material breach of these terms and conditions and authorizes the Provider to seek full payment for its services from the member.



5. Neither the Providers nor AMCN is an insurance company. Membership is not an insurance policy and cannot be considered as a secondary insurance coverage or a supplement to any insurance coverage. **Neither the Providers nor AMCN will be responsible for payment for services provided by another ambulance service.**

6. Membership starts 15 days after AMCN receives a complete application with full payment; however, the waiting period will be waived for unforeseen events occurring during such time. Members must be natural persons. Memberships are non-refundable and non-transferable.

7. Some state laws prohibit Medicaid beneficiaries from being offered membership or being accepted into membership programs. By applying, members certify to the Providers that they are not Medicaid beneficiaries.

8. **LIMITATION OF LIABILITY.** THE LIABILITY OF AMCN AND THE PROVIDERS, AND THE DAMAGES AVAILABLE TO A MEMBER, FOR BREACH OF THESE TERMS AND CONDITIONS IS LIMITED TO ACTUAL DAMAGES IN AN AMOUNT NOT TO EXCEED (A) ANY AMOUNT ACTUALLY RECEIVED BY AMCN OR ANY PROVIDER IN VIOLATION OF THESE TERMS AND CONDITIONS AND (B) THE MEMBERSHIP FEE PAID BY THE MEMBER FOR THE APPLICABLE MEMBERSHIP TERM. IN NO EVENT SHALL AMCN OR ANY PROVIDER BE LIABLE TO A MEMBER UNDER THESE TERMS AND CONDITIONS PURSUANT TO ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, TORT, OR OTHER LEGAL OR EQUITABLE THEORY FOR ANY INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES OF ANY NATURE WHATSOEVER, ARISING OUT OF OR IN CONNECTION WITH THE MEMBERSHIP PROGRAM OR THESE TERMS AND CONDITIONS, EVEN IF AMCN OR A PROVIDER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE MEMBER ACKNOWLEDGES AND AGREES THAT THE LIMITATIONS OF LIABILITY SET FORTH IN THESE TERMS AND CONDITIONS REFLECT AN ALLOCATION OF RISK SET FORTH IN THESE TERMS AND CONDITIONS AND THAT, IN THE ABSENCE OF SUCH LIMITATIONS, THESE TERMS AND CONDITIONS WOULD BE SUBSTANTIALLY DIFFERENT.

9. Any and all matters arising out of or relating to the AMCN membership program, these terms and conditions, and/or the subject matter hereof shall be governed by, construed, and enforced in accordance with the laws of the United States of America (including without limitation, the Federal Arbitration Act) and, to the extent not preempted by Federal law, the laws of the State of Missouri without regard to conflicts or choice of law principles, regardless of the legal theory upon which such matter is asserted. Outside of these terms and conditions, Federal law preempts state and local laws, regulations, and other provisions, including common law duties that relate to rates, routes, or services of an air carrier. To the extent a state or political subdivision thereof makes the incorporation of common law duties or state law in contracts optional, the Providers and you agree that this contract does not incorporate any such common law duties or state laws.

10. **ARBITRATION AGREEMENT.** Any controversy or claim arising out of or relating to the AMCN membership program, these terms and conditions, and/or the subject matter hereof shall be resolved by binding arbitration by a single arbitrator pursuant to the Consumer Arbitration Rules of the American Arbitration Association ("**Rules**"), as modified by these terms and conditions. The place of arbitration will be St. Louis, Missouri. The judgment on any award rendered by the arbitrator may be entered in any court having jurisdiction thereof. **THERE SHALL BE NO RIGHT OR AUTHORITY FOR ANY CLAIMS TO BE ARBITRATED ON A CLASS ACTION, JOINT OR CONSOLIDATED BASIS OR ON BASES INVOLVING CLAIMS BROUGHT IN A PURPORTED REPRESENTATIVE CAPACITY ON BEHALF OF OTHER MEMBERS OR OTHER PERSONS. THE ARBITRATOR MAY AWARD RELIEF ONLY IN FAVOR OF THE INDIVIDUAL PARTY SEEKING RELIEF AND ONLY TO THE EXTENT NECESSARY TO PROVIDE RELIEF WARRANTED BY THAT INDIVIDUAL PARTY'S CLAIM. The arbitrator is not authorized to award attorney's fees and costs or equitable relief.** In the event the prohibition on class arbitration or any other provision in this arbitration agreement is deemed invalid or unenforceable, then the remaining provisions of these terms and conditions will remain in full force and effect. In the event of any dispute between the parties, you agree to first contact the Provider or AMCN and make a good faith effort to resolve the dispute before resorting to arbitration under these terms and conditions.



11. These terms and conditions supersede all previous terms and conditions between a member and the Providers or AMCN, including any other writings, or verbal representations, relating to the terms and conditions of membership. These terms and conditions may be modified or amended only in writing signed by the President or a Vice President of AMCN or a Provider, and may not be modified or amended orally, by trade usage or by course of conduct or dealing.

*Air Evac EMS, Inc. / Guardian Flight, LLC / Med-Trans Corporation / REACH Air Medical Services, LLC -- These terms and conditions apply to all AMCN participating provider membership programs, regardless of which participating provider transports you.

Agreed to by:

Signature

Printed Name

Title

Organization Name

Date

Signature

Matt Muse

Printed Name

Vice President of GMR Membership

Title

Membership

Division

Date





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WAYS AND MEANS

Agenda Item



Request for Ways and Means Committee Action

TO: Ways and Means Committee Members
FROM: Michael Nardelli, Assistant Operations Manager
SUBJECT: EV Charging Station Project
DATE: April 2, 2024

BACKGROUND:

Municipalities across the country have been installing electric vehicle charging stations at their Municipal Centers for their fleet, employees, and constituents to utilize. This project stems from the Kiawah Island Goes Green Initiative's mission to promote the establishment of a charging network on the island and to further the pursuit of the electrification of our vehicle fleet. With one electric vehicle in the fleet and another one soon to arrive, this project will help to provide:

- a. the infrastructure to continue to electrify parts of our fleet.
- b. a test case for the other entities on the island to consider electric vehicles and charging stations.
- c. the first piece of infrastructure to satisfy the need of the community and our visitors to charge their electric vehicles as closely as possible.

A community-wide EV survey we conducted in 2023 verified that at least 228 residents own an EV vehicle and that 44% of the 1,401 people polled stated that they would prefer to have charging stations in additional Kiawah Island locations besides their primary residence. The survey also resulted in identifying the ideal location for public charging located at the Municipal Center, second to Freshfields. These proposed stations will always be operational as these chargers will be tied into and backed up by our current generator for crucial emergency operations.

ANALYSIS:

Navigating the market for EV charging has been no easy task as this industry is only at its beginning and still evolving. We have had the pleasure of meeting and working with numerous subject matter experts in the field who are manufacturer-independent, meaning they provided us with unbiased information and have a combined 30+ years of experience with over 100 successful EV charging station installations.

LOCATION:

Picking the location was the first step of the project, and after a lot of discussion and deliberation within the Kiawah Goes Green Initiative Committee Group, the expansion of the back side of our parking lot was by far the preferred solution for a multitude of reasons (some examples):

- a. The Town owns and controls this property.
- b. The location already has the existing infrastructure we need with the correct transformer conveniently located next to the area and the emergency generator directly across from the site.
- c. Easy and unobstructed access for community members

PRODUCT:

The second step of the project so far was to decide on a suitable EV charging manufacturer. There are a large and confusing number of manufacturers to choose from, with more popping up every day. However, with the help of our subject matter experts, **Blink EV Charging** stood out for a multitude of reasons:

- a. Blink checked every box in terms of technology, products, services, and software.

- b. Blink has been vetted as a Sourcewell-approved vendor and already has an exclusive federal contract with the United States Postal Service for EV chargers, which helps prove their position in the market for us.
- c. Blink has the ideal product (Series 7+ 80A Level 2 Chargers with pedestals and cable management.) to work with our fleet vehicles and allow the broader public to access the chargers conveniently.

The total product cost of the two dual-port Blink Series 7+ Stations is \$14,300.00.

INSTALLATION:

The last step of the project was to pick an electrical installation company. The initial idea was to keep the work local as a maintenance contract is included to help guarantee uptime on the charger. Three local electrical installation companies were recommended solely based on their reputation by the City of Charleston, The Town of Mount Pleasant, and other trusted organizations. The electrical contractors were:

- a. Loop Electric LLC
- b. Apex Solar Tek LLC
- c. Super Green Solutions of Charleston

During a mandatory pre-bid meeting together with a representative from Berkeley Electric and an engineer from Cummins on January 23rd, we distributed the RFP, discussed the scope of work, and answered all the questions from the representatives of these three companies. The result of that meeting was one single bid proposal from Apex Solar Tek LLC.

Since we are required to have at least three bids for such projects, Town staff put the project out for public bid, which was featured on our website and posted in the Post and Courier for two weeks. This resulted in two additional bids from Carrick Contracting and North Georgia Civil. The bids came back as follows:

- | | |
|------------------------------|---------------------|
| - Carrick Contracting | \$286,474.00 |
| - North Georgia Civil | \$127,846.00 |
| - Apex Solar Tek | \$88,590.00 |

Blink EV Charging is a Sourcewell-approved vendor and, therefore, requested a turnkey quote for the project and received the following response:

- | | |
|----------------------------------|--------------------|
| - Blink Sourcewell Price: | \$54,000.00 |
|----------------------------------|--------------------|

This Sourcewell price will likely require a change order as the scope did not include the ATS system for the backup generator, which will increase their bid volume to such as Apex Solar Tek. Blink will be contracting the work to Supergreen Solutions of Charleston for the installation work.

ACTION REQUESTED:

Town staff is recommending that the Ways and Means committee authorize the purchase of two dual port Blink Series 7+ electric charging stations for \$14,300.00. Town staff also recommends Apex Solar Tek LLC for the installation work for \$88,590.00.

BUDGET & FINANCIAL DATA:

This project has been budgeted for this fiscal year and will come out of the General Fund. Berkeley Electric Cooperative has issued the Town of Kiawah Island a grant of \$25,000 in support of this project. Subtracting the grant funding from the chargers and installation cost will bring the **total cost of the project to \$77,890.00.**

Town of Kiawah Island

REQUEST FOR PROPOSALS TO INSTALL ELECTRIC VEHICLE CHARGING STATIONS AT THE TOWN OF KIAWAH MUNICIPAL COMPLEX

SECTION 1. PURPOSE

- 1.1.** The Town of Kiawah Island hereby requests proposals from qualified firms to install four (4) Blink Electric Vehicle (EV) charging stations for the Town of Kiawah Municipal Complex located at 4475 Betsy Kerrison Parkway, Kiawah Island, SC 29455

SECTION 2. PROJECT DESCRIPTION

The Town of Kiawah Island desires an approved company to expand the asphalt at the end of the employee lot to include curb and gutter (see Exhibit A) and to install the provided EV charging stations (see Exhibit B) at the Town's Municipal Center.

- 2.1.** The proposed work in this Request for Proposal (RFP) will include the following: installation drawings and schematics, line items of all materials, cost of civil asphalt work, EV charging signage with striping, bollards and foundation, project phases, and project timeline.

The Town will:

- A. Supply the Blink Series 7+ Dual Port EV Chargers with the installation manual.

The contractor will:

- A. Civil engineering and construction of parking space expansion.
- B. Connect charging infrastructure with our 200kw Cummins generator.
- C. Supply all materials and labor for the installation.
- D. Future proof by "make ready" for two additional dual port chargers in the other four parking spaces supplying and installing conduit and foundation.
- E. Provide 24-hour service and maintenance contracts for guaranteed uptime.

For questions or additional information, please contact Michael Nardelli, Assistant Operations Manager, by calling 843-806-8108 or by email at mnardelli@kiawahisland.org. No questions or requests will be accepted after February 19, 2024.

SECTION 3. RECEIPT OF PROPOSALS

- 3.1.** The proposals shall consist of One (1) printed copy and one (1) electronic copy of the Proposal (Submittal Form), which must be delivered on or before **2:00 PM EST on Friday, February 23, 2024**. Proposals must be submitted in a sealed envelope plainly marked "**EV Charging Station RFP**" and addressed to Petra Reynolds, Town Clerk, Town of Kiawah

Island, 4475 Betsy Kerrison Pkwy., Kiawah Island, SC 29455. Proposals can also be emailed to preynolds@kiawahisland.org.

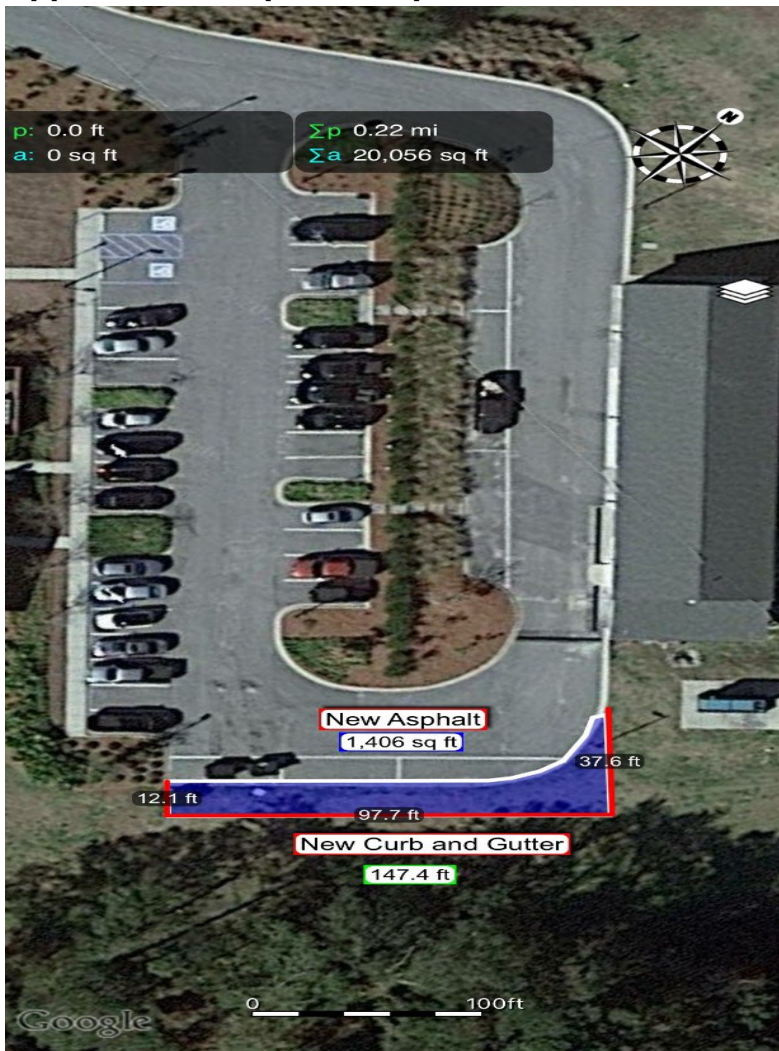
- 3.2.** Each proposal submitted will be the document upon which the Town of Kiawah Island will make its initial judgment regarding each proposer's qualifications, methodology, and ability to provide the requested services.
- 3.3.** Those submitting proposals do so entirely at their own expense. There is no expressed or implied obligation by the Town to reimburse any firm or individual for any costs incurred in preparing or submitting proposals, preparing or submitting additional information requested by the Town, or participating in any selection interviews.
- 3.4.** Submission of any proposal indicates an acceptance of the conditions contained in this Request for Proposals unless the submitted proposal clearly and specifically states otherwise.
- 3.5.** The Town of Kiawah Island reserves the right to accept or reject any and all proposals in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive, or conditional proposals.
- 3.6.** The Town of Kiawah Island reserves the right to award the work, in whole or in part, to one or more firms and individuals.
- 3.7.** The Town of Kiawah Island reserves the right not to award any or all the work detailed in this document.
- 3.8.** Any award of the services shall be conditioned on the later execution of a formal written contract. The Town of Kiawah Island reserves the right to revoke or rescind any award at any time prior to the full execution of a formal written contract.

EXHIBIT A

Berkeley Electric Provided 3-Phase Power Map



Approximate Asphalt Scope – 80 Feet in Width – Total of 8 New Parking Spaces



Mapped Scope of Work

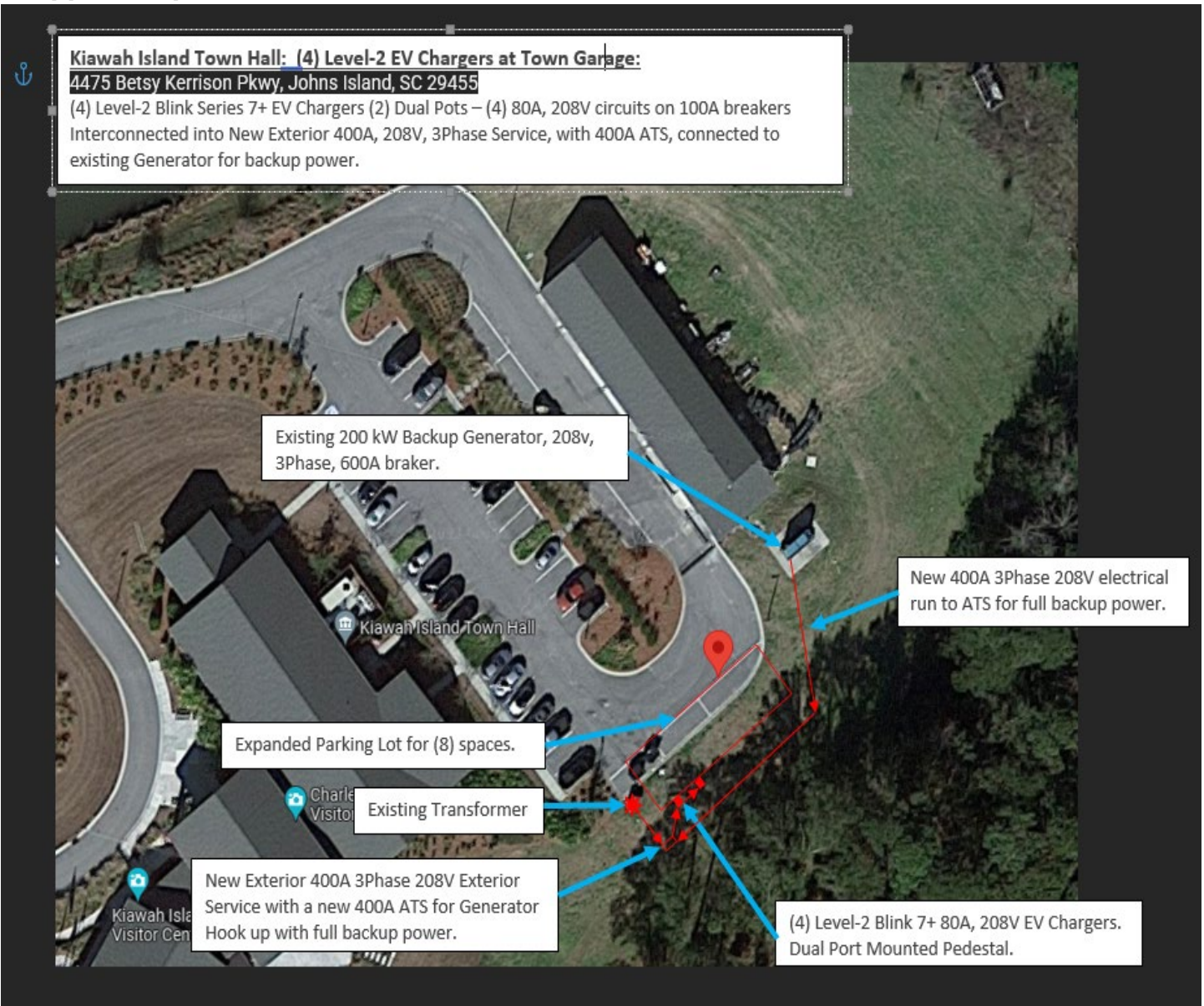


Exhibit B



INSTALLATION MANUAL

Series 7, 7+, 8,8+





Sales Quote

Legal Entity Name: Town of Kiawah Island
Street Address: 4475 Betsy Kerrison Parkway
City, State, Zip: Kiawah Island, South Carolina, 29455

Contact Name:
Contact Phone #:
Contact Email:

Date Quoted: 1/2/2024
Quote Valid Until: 1/30/2024
Account Manager: Charlotte Watters

AM Phone #:
AM Email: cwatters@blinkcharging.com
Quote #: Q-16903

Group1

Product	Qty	Discount	Price	Sub Total
Freight	1.00	\$0.00	\$325.00	\$325.00
Blink Series 7+ Station - 80A - w/ 18ft cable	2.00	\$6,098.00	\$4,755.00	\$9,510.00
Blink Pedestal (S7/S7+/S8/S8+)	2.00	\$200.50	\$153.75	\$307.50
Blink Anchor Plate (S5/S6/S7/S7+/S8/S8+)	2.00	\$42.50	\$33.75	\$67.50
Blink Cable Management System - Dual - 80A (S7+/S8+)	2.00	\$0.00	\$770.00	\$1,540.00
Blink CMS Mounting Kit - Pedestal (S5/S6/S7/S7+/S8/S8+)	2.00	\$0.00	\$55.00	\$110.00
1 Additional Year Network Service (S7/S7+)	2.00	\$0.00	\$420.00	\$840.00
1 Additional Year Warranty Service (S7/S7+)	4.00	\$0.00	\$400.00	\$1,600.00

Group1 TOTAL: \$14,300.00

** Tax to be calculated on Invoice*

Payment in full shall be required prior to shipment of any equipment or provisioning of services. Unless noted, the estimated ship date will be determined once the order is placed and payment is received. The term of the Subscriptions purchased by Client shall commence on the date of installation.

Client Acceptance

Client Signature:

Date:

Printed Name & Title:

The purchase of equipment hereunder is governed by the standard terms and conditions available at

SUBMITTAL FORM**(Offeror to complete all blanks)****Page One**Date: Feb 2nd, 2024**ORGANIZATIONAL INFORMATION**NAME OF OFFEROR: Apex Energy Tek - Chris HallBUSINESS ADDRESS: 112 5th Ave
Mount Pleasant, SC 29464**BY SUBMITTING THIS PROPOSAL, THE UNDERSIGNED OFFEROR REPRESENTS:**

1. The offeror has carefully examined the specifications for the Services;
2. The offeror is familiar with all the conditions surrounding the performance of the Services;
3. If awarded the Contract, the offeror will provide all labor, material, supplies, and equipment necessary to execute the Services in accordance with the Contract Documents;
4. understands the Town reserves the right to reject any or all responses that do not meet the proposal requirements or all proposals in the event the Project is canceled, postponed, or if it is in the best interest of the Town of Kiawah Island;
5. If awarded the Contract, will enter and execute a contract as required in the Invitation to Bid;
6. The Offeror is legally able to enter into and perform a contract if awarded;
7. The Offeror is current on all taxes and fees owed to the Town;
8. The Offeror has provided proof of insurance as required by the Town.

I. PERSONNEL:

Provide a list of personnel that will be committed to this engagement and their job function.

Chris Hall	-	Partner / owner
Greg Demarse	-	Master Licensed Electrician
Zack Shippee	-	Project Manager
Tyler Murray	-	Permit & Utility Manager
Shelby Sermous	-	Southern Division Manager
Patrick Rowland	-	Electrician
Chandler Cannon	-	Electrician
John Mann	-	Laborer
Garrett Stevenson	-	Proper Paving for Civil Work

II. REFERENCES / EXPERIENCE:

At least three (3) references for similar work performed are required; however, you may provide as many as five (5) references.

- COMPANY NAME: Dominion Energy

Contract Title EV Electrification Contractor & Installer

Contract Period: From 4/20/2023 To Current

Geographic Area Served all of South Carolina, Dominion Territory

Scope of Work: Install EV chargers

Contracting Office: Dominion Charleston Office

Contact Name: Westy Westmoreland

Title: Director of Electrification

Address: 2390 West Aviation Ave. North Charleston, SC

City North Charleston State: SC

Telephone: 843-297-3917

Email: Westy.Westmoreland@Dominionenergy.com

REFERENCES / EXPERIENCE (Continued):

2. COMPANY NAME: Electrical Cooperatives of South Carolina
 Contract Title Electrical Contractor EV Installer
 Contract Period: From April 2022 To Current
 Geographic Area Served All of SC ECSC Territory
 Scope of Work: Install 400A Service & EV chargers at Headquarters.
 Contracting Office: ECSC Headquarters Cayce SC
 Contact Name: Michael C Smith, PE
 Title: VP Business and Technology Strategy
 Address: 808 Knox Abbott Drive
 City Cayce State: South Carolina, 29033
 Telephone: 803-530-9996
 Email: Mike.Smith@ecsc.org
3. COMPANY NAME: East West Partners - "The Cape on Kiawah"
 Contract Title Electrical Contractor EV Installer
 Contract Period: From March 2022 To Current
 Geographic Area Served All of SC East West Properties
 Scope of Work: Install EV Chargers at all properties
 Contracting Office: 299
 Contact Name: James Poulnot & Joe Helminski
 Title: Managers
 Address: 299 East Bay Street
 City Charleston State: SC, 29401
 Telephone: James: 843-870-1320 Joe: 517-282-2287
 Email: JPoulnot@EWPartners.Com JHelminski@EastWest.Com

III. COST:

In compliance with the Request for Proposals, the undersigned hereby proposes to provide all materials, equipment, and labor, except as otherwise provided noted, to expand the asphalt at the end of the employee lot to include curb and gutter and to install the provided EV charging stations for the following cost:

Total Proposed Cost
\$ 88,590.00

NAME OF COMPANY: Apex Energy TEK

By: 
Signature

Chris Hall
Print Name

Title: Partner / Manager (i.e., Owner, Partner, Corporate Officer, etc.)

Address: 112 5th Ave

City: Mount Pleasant State: SC Zip: 29464

Telephone Number: 518-810-9874 Business Fax Number: 518-309-2786

Is your firm a _____ Corporation, _____ Sole Proprietorship, or ☒ ^{LLC} Partnership?

If incorporated, please list the state of incorporation: _____

FEIN or SSN: 881981441

Feb 2nd 2024

To:

Michael Nardelli
Town of Kiawah Island Town Hall
4475 Betsy Kerrison Pkwy.
Kiawah Island, SC 29455.

From:

Chris Hall
Apex Energy Tek, LLC
112 5th Ave.
Mount Pleasant, SC 29464.

RE: 24-Hour Service and Maintenance Contract:

Apex Energy Tek is pleased to offer a full coverage 24-hour maintenance contract to support the electrical infrastructure and EV charging ports for Kiawah Island Town Hall. If an EV charging port is not functioning, Apex will respond on site within 24-hour notice to evaluate and resolve the issue.

The first year will be included free for the workmanship and operation of the EV chargers.

After the first year, Apex will charge \$1,400. per port for all Service and Maintenance. All Material, Parts, Software, Cell Cards, or any other materials that would be required to fix any issues would be the responsibility of the Town of Kiawah Island to pay for at a "pass through" cost basis. Whatever Apex pays for the material, Kiawah Island would be required to reimburse Apex that amount for the material only if required. All time and labor would be included within the \$1,400. Per port per year.

Thank you,

Chris Hall - Partner
chall@apexsolarpower.com
518-810-9874

A handwritten signature in blue ink, appearing to read 'Chris Hall', with a stylized flourish at the end.

Feb 2nd 2024

INDEMNIFICATION

Except for expenses or liabilities arising from the negligence of the Town, the offeror hereby expressly agrees to indemnify and hold the Town of Kiawah Island harmless against any and all expenses and liabilities arising out of performance or default of any resulting contract as follows:

The offeror expressly agrees to the extent that there is a causal relationship between its negligent, reckless, or intentionally wrongful action or inaction or the negligent, reckless, or intentionally wrongful action or inaction of any of its employees or any person, firm, or corporation directly or indirectly employed by the offeror, and any damage, liability, injury, loss or expense (whether in connection with bodily injury or death or property damage or loss) that is suffered by the Town and its employees or any member of the public, to indemnify and save the Town and its employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of any resulting contract from this RFP. Such costs are to include any defense, settlement, or reasonable attorneys' fees incurred by the Town or its employees. This promise to indemnify shall include bodily injuries or death occurring to the offeror's employees and any person directly or indirectly employed by the offeror (including without limitation any employee of any subcontractor), the Town's employees, the employees of any other independent contractors, or occurring to any member of the public. When the Town submits notice, the offeror shall promptly defend any aforementioned action. This obligation shall survive the suspension or termination of this Agreement. The limits of insurance coverage required herein shall not serve to limit this obligation to indemnify. The recovery of costs and fees shall extend to those incurred in the enforcement of this indemnity.

MINORITY/WOMEN-OWNED ENTERPRISE:

Are you a Minority or Woman-Owned business? ___ Yes ☒ No

If so, are you certified? ___ Yes ___ No

If you are certified, you must furnish a copy of your certificate with your submittal.

NON-COLLUSION OATH

COUNTY OF: Charleston

STATE OF: South Carolina

Before me, the Undersigned, a Notary Public, for and in the County and State aforesaid, personally appeared Chris Hall and made oath that the Offeror herein, his agents, servants, and/or employees, to the best of his knowledge and belief, have not in any way colluded with anyone for and on behalf of the Offeror, or themselves, to obtain information that would give the Offeror an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Offeror, or themselves, to gain any favoritism in the award of the contract herein.

SWORN TO BEFORE ME THIS 2nd DAY OF Feb, 2024



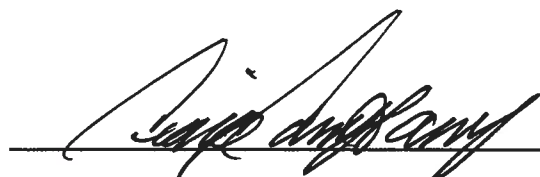
Authorized Signature for Offeror

Please print the Offeror's name and address:

Chris Hall

112 5th Ave

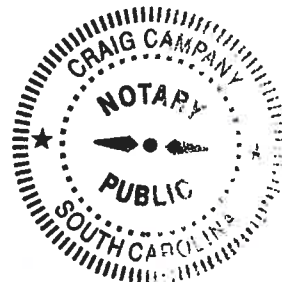
Mount Pleasant, SC 29464



NOTARY PUBLIC FOR THE STATE OF SOUTH CAROLINA

My Commission Expires: JUNE 3, 2024

Print Name: CRAIG COMPANY

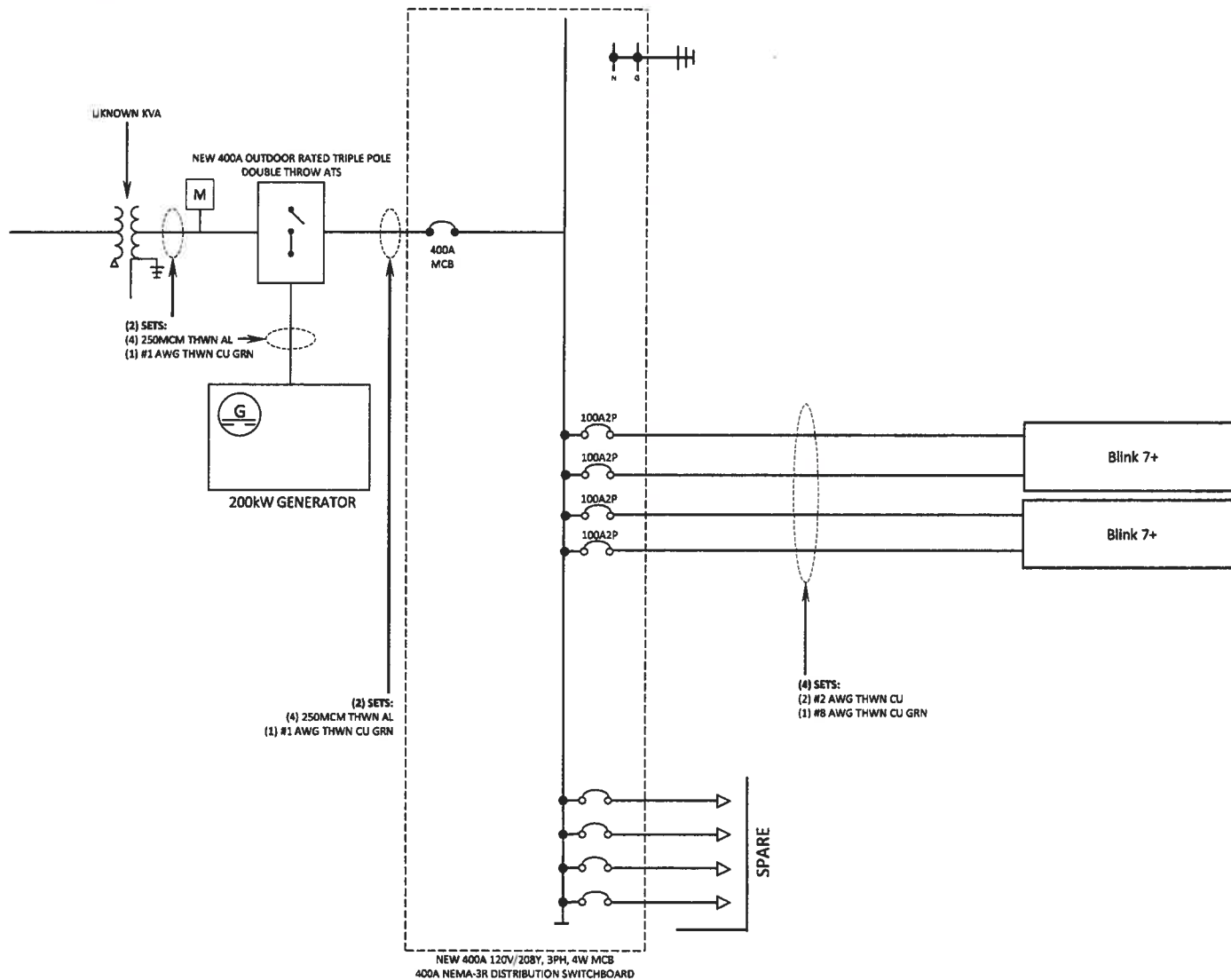


Kiawah Island Town Hall: (4) Level-2 EV Chargers at Town Garage:

4475 Betsy Kerrison Pkwy, Johns Island, SC 29455

(4) Level-2 Blink Series 7+ EV Chargers (2) Dual Pots – (4) 80A, 208V circuits on 100A breakers Interconnected into New Exterior 400A, 208V, 3Phase Service, with 400A ATS, connected to existing Generator for backup power.





apexENERGYtek
64 Main Queensbury, NY

Project Milestone:
Proposal Ready Set

NO.	DATE	DESCRIPTION

CLIENT:
Town of Kiawah
Johns Island, SC

PROJECT:
Town Kiawah Town Hall
Johns Island, SC

DRAWN: TCT
DESIGNED: TCT
CHECKED: GJD
SCALE: NTS
PROJECT:

DRAWING TITLE:
ELECTRICAL DIAGRAM
DRAWING NUMBER:
P-02

Kiawah Island Town Hall - Garage - (4) Level-2 80A EV Chargers - (2) Dual Ports

		Qty.	List Price	Units	Total
labor	Installation of Electrical Infrastructure: (Crew Dispatch, Labor for new service, Truck Roll & Mileage)	1	\$ 7,895.00	ea	\$ 7,895.00
material	New 400A exterior electrical service, Meter Pan, 400A, 208V, 3Phase	1	\$ 7,250.00	ea	\$ 7,250.00
material	New 400A exterior Automatic Transfer Switch for Generator Backup power	1	\$ 6,925.00	ea	\$ 6,925.00
material	Electrical Pedestals to hold both the new 400A service and the 400A ATS	2	\$ 1,400.00	ea	\$ 2,800.00
labor	Trenching, Backfill, & Dig Safe Tape to include trenching	290	\$ 15.00	ft	\$ 4,350.00
material	Paralleled Exterior 2" conduit, To hold (4) 400A wires each	170	\$ 20.00	ft	\$ 3,400.00
material	Paralleled Exterior Wire for 400A service wires from Transformer to Service and Generator to Service	210	\$ 32.00	ft	\$ 6,720.00
material	Ground Electrical Pull Box	4	\$ 340.00	ea	\$ 1,360.00
material	Exterior EV Wire: (2) #3, (1) #6 THHN, per charger, includes terminations, color coding, connectors, etc.	280	\$ 8.00	ft	\$ 2,240.00
material	Exterior EV Conduit: 1-1/2" PVC to each respective dual port pedestal	120	\$ 15.00	ft	\$ 1,800.00
material	Foundation for (2) Dual Port Pedestals; Includes all material and placement labor	2	\$ 250.00	ea	\$ 500.00
labor	Permits and Inspection (Includes Permit & Inspection Fees)	1	\$ 750.00	ea	\$ 750.00
labor	Design and Engineering	1	\$ 975.00	ea	\$ 975.00
labor	Installation of Charger (Includes Labor & Material to mount charger to pedestal to foundation & terminal)	4	\$ 475.00	ea	\$ 1,900.00
material	Supply and Installation of reflective parking stop.	4	\$ 250.00	ea	\$ 1,000.00
Total					\$ 49,865.00

		Qty.	List Price	Units	Total
labor	Procurement and Management of Civil Work to expand parking lot	1	\$ 2,100.00	ea	\$ 2,100.00
labor	Painting and Striping of new parking lot spaces	1	\$ 900.00	ea	\$ 900.00
material	Civil Work, Parking Expansion, curbing, paving of (9) additional Spaces as described in quote	1	\$ 30,925.00	ea	\$ 30,925.00
Total					\$ 33,925.00

		Qty.	List Price	Units	Total
labor	Trenching for Future (2) Dual Port Pedestals	40	\$ 15.00	ea	\$ 600.00
material	Foundation for (2) Dual Port Pedestals; Includes all material and placement labor	2	\$ 250.00	ea	\$ 500.00
material	Exterior EV Conduit: 1-1/2" PVC to each respective dual port pedestal	180	\$ 15.00	ft	\$ 2,700.00
material	Supply and Installation of reflective parking stop.	4	\$ 250.00	ea	\$ 1,000.00
Total					\$ 4,800.00

Material	\$	38,195.00
Labor	\$	16,470.00
Parking Lot Expansion	\$	33,925.00
Total	\$	88,590.00

Total \$ 88,590.00

Charger Wiring Distance Schedule		
Charger #	Conduit (ft)	Wire (ft)
Charger 1		60
Charger 2	50	60
Charger 3		80
Charger 4	70	80
Generator Electrical Ru	140	160
Transformer to Service	30	50
Total	290	490
Total Trenching	290	

Estimate #903

**Billing Address**

Apex Solar Power
64 Main Street
Queensbury NY 12804
United States
jrvanis@apexsolarpower.co..
+1 518 681 6858

Contact: Jeff Ravanis
+15186816858

Service Address

Kiawah Island Town Hall
Maintenance Garage
Kiawah Island SC
jrvanis@apexsolarpower.co..
+1 518 681 6858

Contact: Jeff Ravanis
+15186816858

Send Payment To

Proper Paving
1121 Park West Blvd, Ste B
#221
Mount Pleasant SC 29466
(843) 814-1739
info@properpaving.com

Sent On 12/14/23

Total \$30,925.00

Payments \$0.00

Balance \$30,925.00

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Asphalt:Phasing and Mobilization Base	Base price to establish proper unit and phasing prices for the project. Includes mobilization for crew and equipment. Price per phase. Units reflect number of phases that are included in the proposal. Additional phases can be added for an additional unit price.	\$1,000.00	×	1.0	\$1,000.00
Demo and Earthwork:Base:Base Installation:Crushed Concrete	Hauling and Installing Crushed Concrete Base Price per ton	\$130.00	×	50.0	\$6,500.00
Asphalt:2.0 Inch Hot Mix Asphalt	1. Installing 2 inches of compacted hot mix asphalt 2. Removing all debris associated with work performed Excludes grading, base repairs, and vegetation killer	\$8.50	×	1400.0	\$11,900.00
Striping:Layout and Striping	Layout and Striping with water-based parking lot striping paint. Price per square foot of the parking lot Excludes thermoplastic paint.	\$500.00	×	1.0	\$500.00
Concrete:Curb and Gutter:City Curb & Gutter	Linear Feet	\$75.00	×	147.0	\$11,025.00
				Subtotal	\$30,925.00
				Tax	\$0.00
				Total	\$30,925.00

Notes

Terms

Terms & Agreement - 1) Any express performance warranty provided in this Proposal shall be waived in the event Customer, either verbally or in writing, directs Contractor to place its paving materials over a subgrade or a subbase the condition of which Contractor has advised Customer is unacceptable. 2) Contractor will not be liable for delays caused by labor disturbances, weather conditions, acts of God, acts of governmental agencies, accidents, shortages of necessary materials and supplies, or any other cause beyond our control. 3) Extra work not included in this Proposal will be performed at the direction of the Customer or his authorized representative. Customer shall promptly issue an appropriate written change order to cover the authorized work. 4) PAYMENT IS DUE UPON CUSTOMER'S RECEIPT OF INVOICES issued. 5) Contractor is not responsible for any type of vegetation growth or low lying pools of water or hairline cracks. 6) There is a 1 year warranty on material and labor. 7) All past due accounts will be charged a 1.5% (18% annum) interest charge. 10) A notice of intent to file lien will be sent out on invoices over 45 days old from day of invoice to preserve our lien rights. Liens will be filed prior to an invoice aging 60 days.
Payment is Due upon job completion

The County of Charleston, South Carolina



Hereby Certifies That
APEX ENERGY TEK LLC

Has Met All the Requirements of the County of Charleston for Licensing as a

County Contractor

• Mechanical Contractor

LIC-014354-2024

License Number

01/25/2024

Date of Issue

Building Official- Hakim Bayyoud

01/31/2025

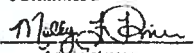
Expiration Date



ACCREDITED

VERIFY the **QUALIFYING PARTY** ("Qualifier") names on this license are accurate. If a Qualifier ceases to serve this license, you must notify the board in writing (mail or email) within **15 business days** for your license to remain **Active**. Failure to notify the board of a qualifier loss will result in immediate **license cancellation** and disciplinary action.

LICENSE#: CLM.116817 CCG1032433
South Carolina Department of Labor, Licensing and Regulation
Contractor's Licensing Board
MECHANICAL CONTRACTOR
APEX ENERGY TEK LLC
11 B SOLAR DRIVE
CLIFTON PARK NY 12065
is licensed to practice in the following Classification(s) and Group Limitation:
Electrical-EL3
LICENSE EXPIRATION DATE: 10/31/2025

APEX ENERGY TEK LLC CCG1032433
Initial License Date: 11/08/2022 - Expiration Date: 10/31/2025
Qualifier(s): GREG J DEMARSE
License Group Limitations - \$ Amount Per Job/Project (i.e. EL "2"):
Group #1 - \$35,000 Group #2 - \$100,000 Group #3 - \$200,000
Group #4 - \$400,000 Group #5 - \$Unlimited

Administrator

It is at the discretion of this licensee to designate whomever they choose to pull permits and conduct business in their behalf.

DO NOT PEEL CARD FROM A CORNER

To remove card from backing

- Bend form back from the outside edge
- Pull card off backing

SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION CCG1032433
CONTRACTOR'S LICENSING BOARD

LICENSE#: CLM.116817

LICENSE#: CLM.116817

APEX ENERGY TEK LLC
11 B SOLAR DRIVE
CLIFTON PARK NY 12065

Has been qualified by the laws of the State of South Carolina and is duly entitled to practice as a.

MECHANICAL CONTRACTOR

in the following **Classification(s)** and **Group Limitation**:

Electrical-EL3

LICENSE NUMBER:CLM.116817
Initial License Date:11/08/2022
EXPIRATION DATE:10/31/2025

Group Limitation \$ Amounts Per Job (i.e. EL "2"):
Group #1 - \$35,000 Group #3 - \$200,000
Group #2 - \$100,000 Group #4 - \$400,000
Group #5 - \$Unlimited

Qualifying Party(s): GREG J DEMARSE

It is at the discretion of this licensee to designate whomever they chose to pull permits and conduct business in their behalf.


Administrator



APEXENE-01

SAVANAHFELLOWS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/5/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER NFP Property & Casualty Services, Inc. PO Box 2127 620 Hinesburg Road South Burlington, VT 05407	CONTACT NAME: Rachel Houghton PHONE (A/C, No, Ext): (802) 234-6215 E-MAIL ADDRESS: rachel.houghton@nfp.com FAX (A/C, No):														
INSURED Apex Energy Tek LLC 11 B Solar Drive Clifton Park, NY 12065	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Southwest Marine & General Insurance Co</td><td>12294</td></tr><tr><td>INSURER B : Cincinnati Insurance Company</td><td>10677</td></tr><tr><td>INSURER C : LM Insurance Corporation</td><td>33600</td></tr><tr><td>INSURER D : Evanston Insurance Company</td><td>35378</td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Southwest Marine & General Insurance Co	12294	INSURER B : Cincinnati Insurance Company	10677	INSURER C : LM Insurance Corporation	33600	INSURER D : Evanston Insurance Company	35378	INSURER E :		INSURER F :	
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INSURER C : LM Insurance Corporation	33600														
INSURER D : Evanston Insurance Company	35378														
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			PK202300025980	8/1/2023	8/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EBL DED \$ 1,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			EBA 0661449	8/1/2023	8/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			EX202300002656	8/1/2023	8/1/2024	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	WC5-33S-B2475R-013	8/1/2023	8/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Excess Liability			MKL1V1EUE101376	8/1/2023	8/1/2024	\$2MMx\$3MM 2,000,000
B	Umbrella			EXS0662909	8/1/2023	8/1/2024	Excess Auto 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General Certificate of Insurance

CERTIFICATE HOLDER

CANCELLATION

Town of Seabrook Island
2001 Seabrook Island Road
Seabrook Island, SC 29455

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



APEXENE-01

SAVANAHFELLOWS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/5/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER NFP Property & Casualty Services, Inc. PO Box 2127 620 Hinesburg Road South Burlington, VT 05407	CONTACT NAME: Rachel Houghton		
	PHONE (A/C, No, Ext): (802) 234-6215	FAX (A/C, No):	
	E-MAIL ADDRESS: rachel.houghton@nfp.com		
INSURED Apex Energy Tek LLC 11 B Solar Drive Clifton Park, NY 12065	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Southwest Marine & General Insurance Co		12294
	INSURER B : Cincinnati Insurance Company		10677
	INSURER C : LM Insurance Corporation		33600
	INSURER D : Evanston Insurance Company		35378
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			PK202300025980	8/1/2023	8/1/2024	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							EBL DED \$ 1,000
B	AUTOMOBILE LIABILITY			EBA 0661449	8/1/2023	8/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			EX202300002656	8/1/2023	8/1/2024	EACH OCCURRENCE \$ 3,000,000
	<input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 3,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 0						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC5-33S-B2475R-013	8/1/2023	8/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	N/A					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Excess Liability			MKL1EUE101376	8/1/2023	8/1/2024	\$2MMx\$3MM 2,000,000
B	Umbrella			EXS0662909	8/1/2023	8/1/2024	Excess Auto 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General Certificate of Insurance

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Apex Energy Tek LLC

112 5th Ave.
Mount Pleasant,
SC 29464.

FID# 463046124

Bid: Kiawah Island Town Hall

EV Charging Infrastructure and Station Installation

Petra Reynolds

854-999-3006

Preynolds@kiawahisland.org

In today's business environment, adopting sustainable solutions not only reflects corporate responsibility but also aligns with the evolving needs and expectations of employees and customers alike. Recognizing the surge in electric vehicle adoption, Apex Energy Tek has offered turnkey EV charging station solutions for the past 8 years.

Our commitment to a greener future is embedded in our mission to make EV charging accessible and convenient. We believe that by equipping businesses with EV charging stations, companies not only boost their green credentials but also enhance the daily experience of their customers and employees, showing a tangible commitment to their well being and the environment.

Enclosed, you will find an overview of Apex Energy Tek's milestones and our significant contributions to the renewable energy ecosystem. Originating from our expertise in solar installations, we have seamlessly expanded into the realm of EV charging, understanding its critical role in a holistic sustainable infrastructure. We are always keen to partner with local businesses and are grateful for the opportunity to bid on the EV charging installation for Six Flags Great Escape, right in our own backyard.

Thank you for considering Apex Energy Tek as your installation contractor. We are excited for the potential to work on another project in our area, for a company that is a tourism and hospitality leader in our area.

Thank you,

Chris Hall

chall@apexsolarpower.com

518-810-9874

apexsolarpower.com We are Energy Evolved 1-844-744-APEX



Apex Energy Tek LLC

112 5th Ave.
Mount Pleasant,
SC 29464.

FID# 463046124

Apex Energy Tek offers the most comprehensive array of Solar and Electric Vehicle solutions in the northeast. Our services include:

- Residential solar photovoltaic electric systems
- Commercial solar photovoltaic electric systems
- Residential Electric Vehicle charging stations
- Networked and independent Commercial Electric vehicle charging stations
- Battery back-up and supplemental energy storage systems from Sonnen, Pika, Generac, Tesla, etc.

We began as Apex Energy Tek, an installer of solar photovoltaic systems in 2007, and today as Apex Energy Tek, our experience with both small- and large-scale project development and installation is extensive. We have been selected as a preferred installer for 29 community Solarize campaigns, as well as a solar contractor for state projects, including those issued by New York State's SUNY System, in addition to numerous corporations and municipalities for electric vehicle charging projects such as the New York Power Authority, The State of Vermont, Mass MOCA, and Beta Technologies.

Apex started out as a small solar installation firm of just a few individuals. We have grown to become a full service Solar, Battery, and EV charger sales and installation company employing 89 individuals in New York, New England, Georgia and the Carolinas. This growth was accelerated by the volume of projects which we completed, which now totals over 5,250 completed EV charging, battery, and solar photovoltaic projects. This industry experience has allowed us to develop strategies that utilize the best installation techniques, in addition to selecting the most reliable and reputable equipment offerings.

Electric Vehicle Charging Project Development team and Experience.

Solar Photovoltaic systems have been the foundation of our business since its inception, but as we have grown and technology has further developed, Electric vehicle charging has become an even larger focus with significant importance. Our EV project development team works with the same principles that has brought us success with Solar PV projects.

Single Stream Project Development- No subcontractors.

Aside from specialty tasks like directional boring in the case of this project, we do not employ any subcontractors for our installations. Every team member that works on an EV charging project is a part of Apex, this eliminates the need for additional costs and delays typically associated with subcontracting work. This has made us uniquely capable of installing EV charging stations effectively, and within efficient timeframes. Based on the conditions of the site and work which is required, most of our EV charging projects are completed within 30 days of contract signature. This includes all utility, inspection, and required building permit applications. We have a deep understanding of the utility processes involved with new service requests for expansions, and have worked with every major utility in our territory.



Apex Energy Tek LLC

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TYPICAL EVSE INSTALLATION SCHEDULE:

We generally will be able to begin construction within roughly 6 weeks of contract, during which time designs, permits, and utility applications will be made. This timeframe allows for ample time to develop each sites design, and secure the necessary permits and approval coordination as required. We have excellent relationships with our suppliers, which helps to reduce the procurement lead-times on equipment as much as possible. Given the fact that this project has an established design already created, this timeline can be compressed to be much shorter, and we could begin construction as soon as site conditions allow.

INDIVIDUAL SITE SCHEDULE

Apex Energy Tek will work through the main 3 phases of installation. These physical construction phases will commence after all pre-construction work is completed, including design, permitting, site owner coordination, and utility coordination/scheduling. These crews primary responsibilities will be:

- Phase 1: Site work and preparatory installation. This includes any land flattening, trenching, digging, and placement of the transformer pad and electrical equipment when applicable. •
- Phase 2: Electrical installation. All electrical connections from the electrical service is made, wire pulls, overall quality control, as well as electrical inspections and station installation.
- Phase 3: Final site work and completion. Stations are activated, inspection certificates received, and final closeout documentation completed and submitted to applicable parties.

Throughout a project, Apex maintains active communication with the site host and owner groups. This ensures that the project moves forward smoothly, and any obstacles are anticipated and addressed as soon as possible.



Apex Energy Tek LLC
112 5th Ave.
Mount Pleasant,
SC 29464.
FID# 463046124

TYPICAL SITE PLAN AND PHASING SCHEDULE:

The following is an anticipated site schedule insofar as the duties and tasks performed on the project.

PRE-INSTALLATION:

- **Site plan and design.** Designs are already completed for this project.
- **Preliminary site host/owner coordination.** If appropriate, Initial contact will be made with the site owners when necessary to discuss the expected project schedule and coordinate construction activities. Initial contact will be made with the utility in the area to notify them of the upcoming project schedule and initiate transformer delivery/connection coordination if necessary.
- **Preliminary utility coordination.** Final designs will be provided to the utility company and a scheduled plan for on-site transformer delivery, pad installation, and primary connection will be made.
- **Design/Site plan finalization (if in workscope).** Final site plans will be complete and prepared with necessary documents required by the local Authority having Jurisdiction (AHJ) for permit submissions.
- **Permitting (if in workscope).** All building permits will be applied and submitted to local AHJ.

INSTALLATION / SITE CONSTRUCTION:

While construction is likely to only take 10-14 days to complete, below is an outline of the main steps taken during the process, broken up into the 3 main phases of install- Ground work, electrical, and final site work/commissioning.

- **Site work ground construction.**
 - Phase 1 construction includes all trenching, Boring, pad installations, and groundwork for the site, including protective fencing around trees and retaining walls.
- **Electrical**
 - Phase 2- wire pulls through trenched conduit and preparation for connection to EVSE units and site equipment. Also includes switchboard and disconnect installation.
- **EVSE unit installation and connection.**
 - Phase 2- EVSE units will be installed and interconnected to the electrical panel.
- **Final site work completion.**
 - Phase 3- Final site work performed. Includes bollard installation, signage, and general site cleanup.
- **Unit activation**
 - On completion of all required electrical work, unit activation and initialization can occur on site.
- **Closeout**
 - As-built plansets, O&M materials, and permit closeout will occur. On final inspection scheduling and acceptance, the site will be complete.

SAMPLE LEVEL 2 INSTALLATIONS:



Siena College Charging Stations: Grass with Concrete Foundations.





Meadow East Apartments

Siena College Charging Station- Concrete Replacement.



State of Vermont Colchester Health Lab



Danforth Apartments Parking Structure



SAMPLE DCFC

**INSTALLATIONS AND SITE
WORK**



350KW Power Cabinet at Garvey KIA/VW, the first completed DCFC for Electrify America of this size.

DCFC Installed at the Mohawk Valley Welcome Center for the New York Power Authority.

DCFC and L2 Chargers installed for Beta Technologies, an electric aerospace company. Twin Power Cabinets for Beta Technologies, installed at one of their airport locations. 350KW DCFC Dispenser



SITE SAFETY AND ENVIRONMENTAL RESPONSIBILITY POLICY

Apex Energy Tek is proactive in our efforts to protect people, our employees, and the environment in the course of all of our installation and work activities on jobsites. The policy set forth in this document is intended to establish the minimum level of compliance and company policies with regard to the environmental and employee safety during the scope of our project installations and daily work scopes.

These requirements are in addition to the requirements which may or may not be set forth by individual site owners, and will only supersede site-owner policies in the event that such policies exceed those set forth herein.

General Site conditions

Prior to commencing work on site, the crew foreman shall visually inspect the project site for the general condition. This inspection will identify any hazardous conditions, materials, or situations that could arise during the course of work to be performed on-site by Apex Energy Tek. Should any hazards be identified by the foreman, member of the crew, or the site owner, it is the foreman's responsibility to determine the appropriate course of action and/or remedy in compliance with OSHA site standards and Apex Energy Tek company policy.

Examples:

- Poor weather conditions for rooftop work to be completed.
- Equipment or materials near the worksite preventing a safety perimeter from being established.
- Hazardous waste or materials such as oil, gasoline, scrap, asbestos, vermiculite etc. that could present a safety hazard within the work perimeter.
- Structurally unsound buildings or portions of buildings where work is to be performed.
- Standing water or otherwise wet conditions where electrical work is to be performed.

If any hazardous conditions are identified, an appropriate course of action should be taken by the foreman and crew to either remedy the situation, or postpone work until the conditions improve. This could entail working with the site owner to relocate equipment or materials within the safety perimeter, cleaning up liquid or material spills, or consulting with an Apex Project Manager and the site-owner if discovered conditions (such as structural problems or extensive site issues) need extensive work to be resolved prior to the safe commencement of the project installation.

Emergency Responses

In the event that an emergency situation occurs on the installation site, the foreman shall be responsible for addressing and directing the resolution to the problem.

- Material spills, oil or chemical spills.
 - In the event that any job materials are spilled or dumped on-site, the foreman shall ensure that proper clean-up has taken place, and that adequate measures are taken to clean up the area affected, without leaving material behind. This encompasses job materials and equipment (fasteners, wire clippings, waste, etc.) as well as any fluids or debris that could inadvertently leak or spill from the company or employee vehicles on the site owner's property. Liquid spills should be cleaned with either the appropriate solvent as noted on the manufacturers label (for adhesives) or with a spill absorber followed by a neutralizing detergent in the case of vehicular fluids.
- Injury
 - Should an injury occur on-site to an employee or any person in the construction area, appropriate measures should immediately be taken to ensure that:
 - The threat or cause of injury is no longer present.
 - The person(s) injured are immediately assessed for injury, and appropriate first-aid actions are taken if required.
 - The injured person is immediately taken to seek emergency medical treatment and, if necessary, an ambulance is called to the job-site for emergency assistance via 911.
- Damage to site.
 - Should damage to the property occur during construction, the site-owner shall immediately be notified of the location and extent of any damage that occurred by the project foreman. The foreman will then consult the installation superintendent and the site owner to discuss appropriate repairs and remedies as deemed acceptable by all parties. Appropriate course of action shall be taken to resolve the damage as it occurred on site, and that no additional damage occurs during this course of action to the site, or the environment surrounding the repair area.
 - In the event of a fire, the fire extinguisher provided shall be used to extinguish the fire if possible, and as a priority, provide a means for a safe exit by any persons in the area or location of the incident. The site owner shall immediately be notified, and 911 emergency responders should immediately be called if the fire is unable to be extinguished, or that damage to the site or building has occurred. After the threat has been resolved, the appropriate actions for site-damage resolution shall be taken to repair and remedy any damage which occurred to the site.

Site clean-up

- Active installation
 - Proactive steps shall be taken to ensure that waste material and any and all refuse generated throughout the course of the project is properly collected and removed from the site by the installation crew, under direction of the crew foreman. Waste and refuse is not to be left behind, or deposited in the site-owners waste-collection areas unless explicit permission is given by the site owner for such use.
- Post-Installation
 - Upon the completion of work each day on site, the site foreman and crew shall walk the site and collect any waste materials or refuse which has not been collected prior. All waste shall be collected prior to leaving any installation site, at the end of each days work. Under no circumstances shall any material, waste or otherwise, be left unattended in an unsecured location after the installation crew exits the project site.



Berkeley Electric Cooperative, Inc.

Your Touchstone Energy® Cooperative 

www.berkeleyelectric.coop

Post Office Box 1234, Moncks Corner, SC 29461

March 18, 2024

Mr. Michael Nardelli
Assistant Operations Manager
Town of Kiawah Island
4475 Betsy Kerrison Parkway
Kiawah Island, SC 29455

Dear Michael:

We are delighted to provide up to \$25,000 towards your new EV project. We appreciate your investment in EV charging points that will encourage, and enable the use of EVs, making the Town of Kiawah more attractive for the residents. We are supportive of your initiative, and we understand it will be investing in the health and quality of life for your citizens and will provide a healthy environment for future generations.

Sincerely,

Bert Walling

Bert Walling
Director of Key Accounts & Government Relations
Berkeley Electric Cooperative



Tab | 6

WAYS AND MEANS

Agenda Item



Request for Ways and Means Committee Action

TO: Ways and Means Committee Members

FROM: Brian Gottshalk, Public Works Manager

SUBJECT: Kiawah Island Parkway Landscape Improvements

DATE: 2 April 2024

BACKGROUND:

In April of last year, the Town Council approved a contract proposal with Outdoor Spatial Design (OSD) for landscape design services in various areas of Town property. Part of this proposal is to create a design improvement plan for a portion of the parkway that was excluded by that council from the original parkway landscape project. This area is the roundabout up to the first Fresh Fields entrance on the parkway.

ANALYSIS:

OSD completed the design for this area and submitted the plans to our landscape contractor, Artigues, for them to put together pricing for this work. After their review, Artigues submitted a price to the Town in the amount of \$124,500 for the planting enhancements, site prep, and any necessary modifications to irrigation that the new design will require.

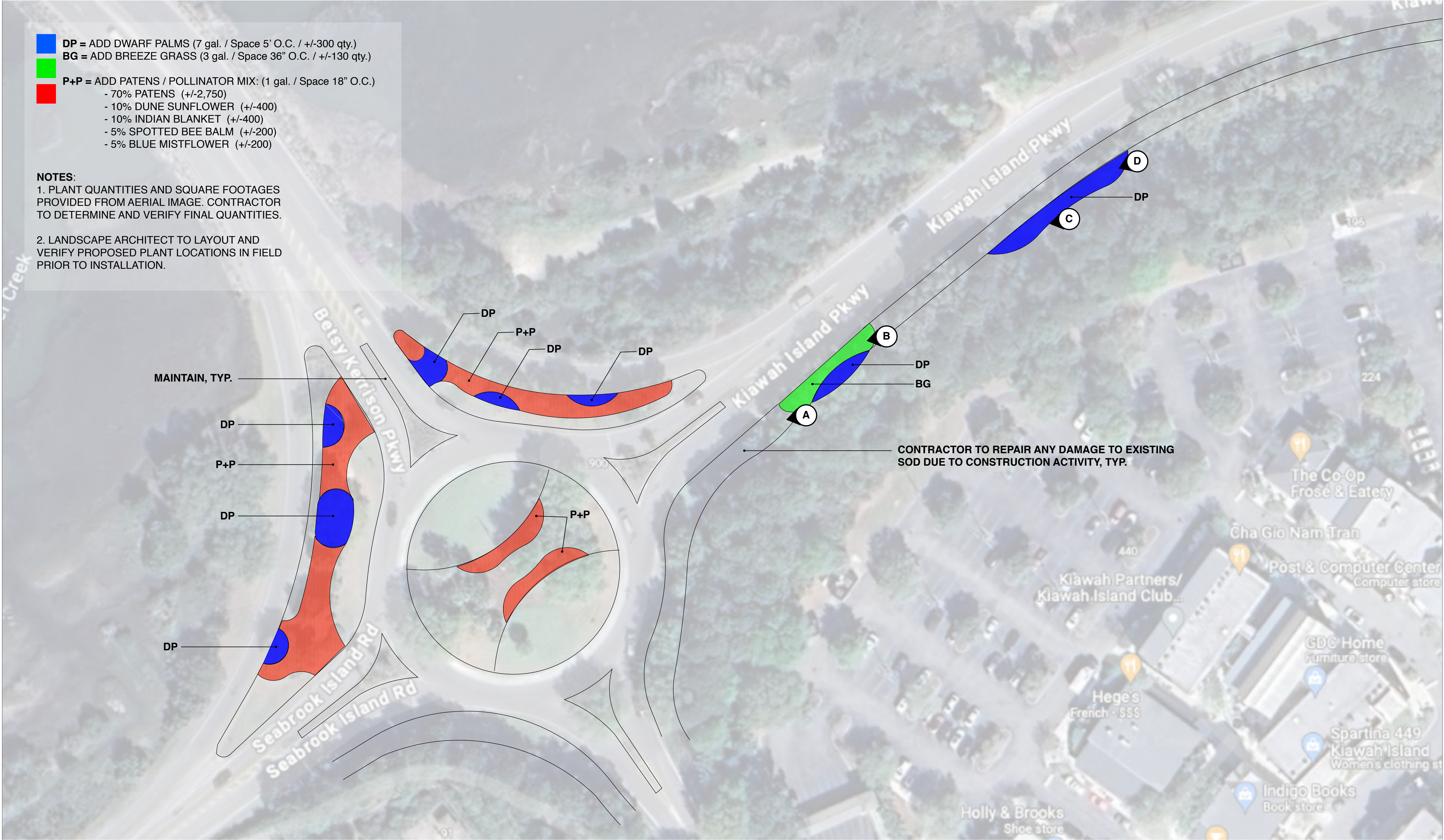
If this is approved, Artigues will be able to implement this work in conjunction with the improvements that will be taking place along Beachwalker Drive this month.

ACTION REQUESTED:

Town staff is requesting that the Ways and Means Committee recommend to the Town Council approving the proposal from Artigues to perform the landscape work as outlined in the documents provided by OSD.

BUDGET & FINANCIAL DATA:

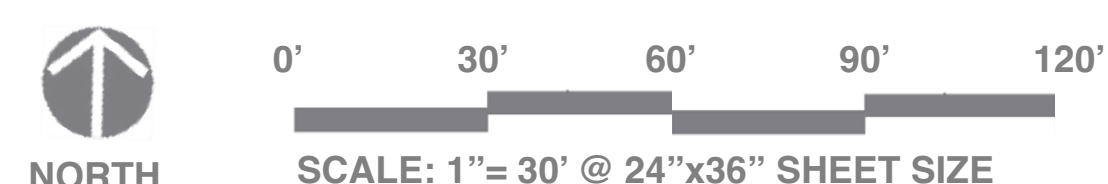
If approved, this project will be funded 70% from restricted funds and 30% from the General Fund.



Landscape Maintenance Plans

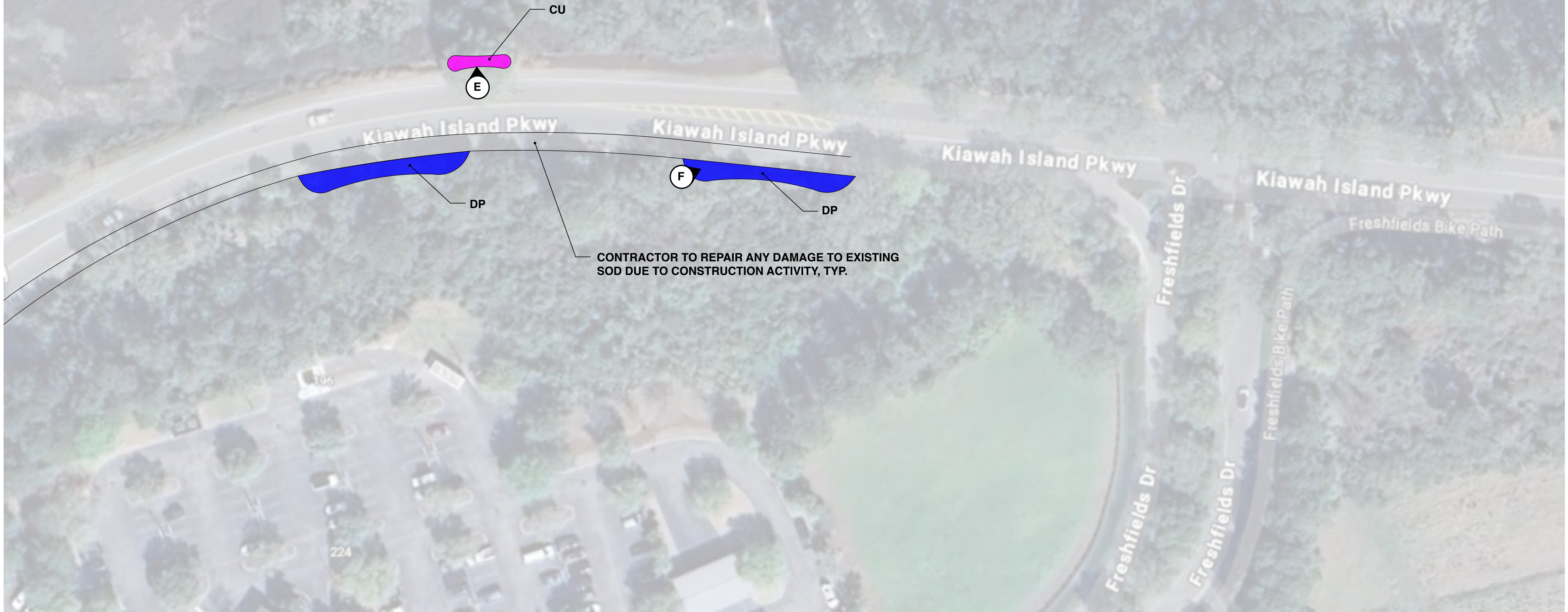
L01

March 08, 2024



Kiawah Island Parkway, Kiawah Island, SC

- **DP** = ADD DWARF PALMS
(See Previous Page for Quantities)
- **CU** = CLEAN UP EXISTING VEGETATION



Landscape Maintenance Plans

L02

March 08, 2024



0' 30' 60' 90' 120'
SCALE: 1"= 30' @ 24"x36" SHEET SIZE

Kiawah Island Parkway, Kiawah Island, SC



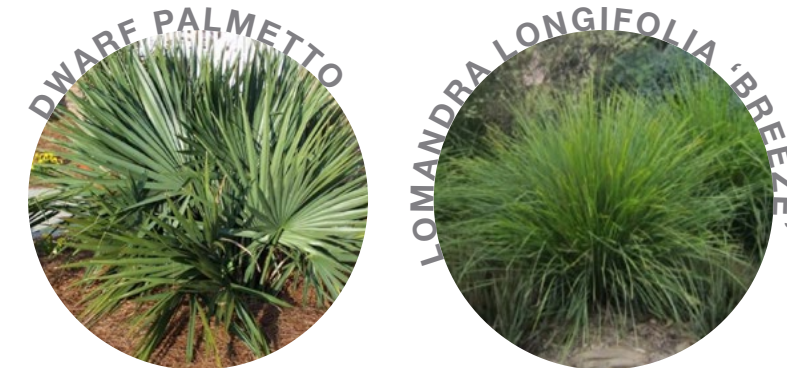


PLANT REFERENCE PALLETE

1. NATIVE GRASSES & PERENNIALS



2. LOW EVERGREEN GRASSES & SHRUBS



Landscape Maintenance Plans

L04

March 08, 2024

Kiawah Island Parkway, Kiawah Island, SC

**OUTDOOR
SPATIAL
DESIGN**
LANDSCAPE ARCHITECTURE

1349 Ashley River Road
Charleston, SC 29407
Phone: 843.718.5554



Tab | 7

WAYS AND MEANS

Agenda Item



Request for Ways and Means Committee Action

TO: Ways and Means Committee Members

FROM: Brian Gottshalk, Public Works Manager

SUBJECT: Truck Rental for Solid Waste Services

DATE: 2 April 2024

BACKGROUND:

The Town Council recently approved the contract for solid waste services on the island to Trident Waste & Recycling, which is a transition from the previous provider for the island. As part of the original contract, Trident Waste was going to begin providing service to the island on July 1st, 2024, and Trident, by that time, had committed to having all equipment in place for service. After some conversations and negotiations between Town staff, Trident, and Carolina Waste, there was a mutual agreement to move up the execution date to May 1st, 2024. Since the execution date has been moved forward by two months, Trident will need to rent a third service truck to be fully equipped while the designated service truck is finished being built.

ANALYSIS:

Trident Waste & Recycle will need to rent a truck for a minimum of 1 month while the designated truck for the island is being built. The cost for this rental is as follows:

Cost for Truck (1 month minimum):	\$8,900
Transportation to Charleston:	\$2,000
Transportation from Charleston:	\$2,000
Total cost for 1 month:	\$12,900

ACTION REQUESTED:

Town staff requests that the Ways and Means Committee recommend to Town Council approving the cost for the truck rental for 1 month for solid waste services for the cost of \$12,900.

BUDGET & FINANCIAL DATA:

If approved, this will be funded through the General Fund.



T a b | 8

WAYS AND MEANS

Agenda Item

NARRATIVE HIGHLIGHTS

EXPENDITURES

Overall, the total FY2024/2025 budgeted expenditures of \$14.8M are 26%, or \$3.1M, higher when compared to the current year FY2023-2024 projections and 33%, or \$3.7M, higher than FY2022-2023 actual expenditures.

- ✓ The personnel cost shows a 19%, or \$603K 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, the approved yearly intern for the Planning Department (\$20K), a new intern for Kiawah Go Green Initiative(\$20K), and one new full-time employee, compared to 25.5 FTEs in the current year's projections.
 - The new employee request is for the Revenue Auditor in the Finance Department; full compensation, including taxes and benefits, is \$98K. The estimated benefit of this position is \$50K which is included in Business Licenses revenue in the budget draft. The Auditor will perform professional audits of accounting books and records of business firms to enforce compliance with revenue laws and rules and determine tax liability resulting from the audits.
- Major work responsibilities include the following:
 - Reviews and monitors various Town revenue sources such as business license tax approximately (approx. 3,400 businesses), local option sales tax (approx. 350 businesses), accommodation taxes (approx. 1,400 businesses), hospitality taxes (approx. 30 businesses), and franchise fees.
 - Conducts revenue audits to identify non-payment or underpayment of business licenses, accommodation, and local option sale taxes.
 - Performs discovery audits to identify businesses operating in the Town without a valid business license, determine amounts owed, and bill for amounts due, including penalties and interest.
 - Investigates business license compliance through investigative procedures, including research of directories, newspaper advertisements, State and County accommodation tax data, and sales tax reports from the SC Department of Revenue.
- 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 five years:

	FY21	FY22	FY23	FY24	Budgeted FY25
Total salaries	1,392,561	1,646,923	1,822,912	2,152,469	\$ 2,542,783
FTE	19.0	20.0	23.0	25.5	29.0
Average \$ per FTE	73,293	82,346	79,257	84,411	87,682
Average % change per FTE	4%	12%	-4%	7%	4%

- ✓ 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 an anticipated increase in coverage for which we have seen a few first signs with the onboarding of new Deputies. We anticipate 50% coverage of the total contracted hours on all three shifts.
- ✓ STR Code Enforcement and Beach Patrol cost is budgeted with no change.
- ✓ Utilities and Supplies show an increase of 6%, or \$14K, 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.
- ✓ Communication costs are budgeted to increase by 3% or 2K.

- ✓ Waste management cost is budgeted to increase 42%, or 642K, to account for the new solid waste collection contract with Trident.
- ✓ Insurance cost is estimated to increase 11%, or \$22K.
- ✓ Professional Services are budgeted with no change and include the following:
 1. \$250K for legal services, no change.
 2. \$10K for the Town Prosecutor, no change.
 3. \$30K for annual audit, no change.
- ✓ Consultant cost shows a 61%, or \$217K increase. 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, \$75K increase.
 2. \$200K for Zoning Codes update (as approved recently). This is approved for the current year's budget; however, this engagement is moved to FY25. The current year's projections have been updated to reflect no cost, and it is a new request for next year.
 3. \$20K for traffic counts, \$10K decrease.
 4. \$25K for FGP HR services, \$10K increase.
 5. \$30.5K for annual actuarial evaluation and miscellaneous consulting services, no change.
 6. \$8.5K for deer removal/ processing, no change.
 7. \$6K for stenographers, no change.
 8. \$10K for documents management, no change.
 9. \$20K for KI River bridge access design, new request.
 10. \$100K placeholder for GIS & Shapefiles project. Hiring a consultant to develop models would help with planning functions and interactive mapping and information for public use. This is a new request.
 11. \$50K placeholder for incidental road projects, new request.
- ✓ Maintenance costs show a 7%, or \$40K increase, to account for increased fleet and additional software licenses for new employees.
- ✓ Travel & Training shows a 32%, or \$55K increase, compared to the current year's projections. The increase relates to the rise in the number of Town's employees.
- ✓ Rentals are budgeted with no change.
- ✓ Tourism & Recreation line item includes funding for various projects and initiatives. Funding for the State Accommodation Tax recipients (SATAX) is budgeted to increase 56%, or \$1M, to comply with the State Law that mandates spending of those funds within two 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 the conservation corridor along Betsy Kerrison Parkway. Of the \$200K requested, \$75K was already approved in the current budget for the development of trails; however, to ensure greater benefit for the public and wildlife, the Conservancy is asking to reallocate those funds to the creation of the public park and conservation corridor at a 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*		\$2,091,200				\$2,091,200
An increase of \$1.2M 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			\$200,000			\$200,000
A decrease of \$75K 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. We are assuming 70% of the total cost for the deputies and beach patrol will be funded from SATAX; therefore, SATAX applicants included in the Tourism and Recreation line item is reduced for those two applications.

- ✓ Charitable Contributions are budgeted with no change.
- ✓ Other Cost line item shows a 3%, or \$8K 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
- ✓ The budget reflects requests for the following capital expenditures:
 1. \$225K- placeholder for the Town Hall extension for the growing staff
 2. \$205K (net of trade in value) for 3 replacements and two new vehicles:
 - Admin 2013 4Runner (35k miles)
 - Wildlife 2016 Toyota Tacoma (70K miles)
 - Building Department 2016 Toyota Tacoma (21K miles)
 - Wildlife - new
 - Planning - new
 3. \$200K placeholder for EV charging stations for the Town Hall and Freshfields
- ✓ The budget includes the following inter-fund 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. \$29,750 from LATAX to GF for 35% of the cost for Beachwalker Dr and Kiawah Island Parkway enhancements
 6. \$45,000 from the Beverage Tax Fund to the Capital Fund for future infrastructure repairs
 7. \$22,000 from Hospitality Tax Fund to AC for cultural events
 8. \$180,000 from the Hospitality Tax Fund to the Capital Fund for future infrastructure repairs
 9. \$180,000 from Hospitality Tax Fund to Capital to emergency fund
 10. \$29,750 from the Hospitality Tax Fund to GF for 35% of the cost for Beachwalker Dr and Kiawah Island Parkway enhancements

Town of Kiawah Island
Budget Draft 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%	\$ 1,200,000	8%	\$ 1,100,000	7%	\$ (100,000)	-8%	\$ (583,183)	-35%
Building Permits/Special Projects	623,908	4%	300,000	959,182	6%	959,182	6%	-	0%	(959,182)	-100%	(623,908)	-100%
Business Licenses	3,897,737	23%	3,500,000	3,500,000	22%	3,500,000	22%	3,750,000	25%	250,000	7%	(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	6%	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	20%	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	6%	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%	15,996,360	100%	15,267,011	100%	(729,349)	-5%	(1,410,292)	-8%
Expenses:													
Salaries	1,847,113	17%	2,030,719	2,152,469	13%	2,152,469	18%	2,551,083	17%	398,614	19%	703,970	38%
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%	905,225	6%	163,704	22%	298,240	49%
Payroll Tax	162,029	1%	169,592	188,613	1%	188,613	2%	229,622	2%	41,010	22%	67,593	42%
Employee Subtotal	2,624,629	24%	2,922,901	3,090,603	18%	3,094,403	26%	3,697,630	25%	603,228	19%	1,073,001	41%
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%	81,920	1%	6,528	8%	15,637	22%
Waste Management	1,206,848	11%	1,278,000	1,278,000	8%	1,535,000	13%	2,177,000	15%	642,000	42%	970,152	80%
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%	279,900	2%	280,000	2%	100	0%	30,585	12%
Consultants	460,830	4%	488,000	618,803	4%	357,867	3%	575,000	4%	217,133	61%	114,170	25%
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%	2,934,474	20%	1,048,011	56%	930,817	46%
Other	588,055		629,569	629,569	4%	629,569	5%	805,900	5%	176,331	28%	217,845	37%
Contributions	201,520	2%	200,000	200,000	1%	200,000	2%	200,000	1%	-	0%	(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%	225,000	2%	225,000	-	127,508	131%
Infrastructure & Landscaping	135,303	1%	250,000	250,000	1%	506,583	4%	-	0%	(506,583)	-100%	(135,303)	-100%
Vehicles	213,670	2%	115,000	115,000	1%	115,000	1%	205,000	1%	90,000	78%	(8,670)	-4%
Other	46,307	0%	450,000	487,370	3%	100,000	1%	200,000	1%	100,000	-	153,693	332%
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%	11,736,405	100%	14,832,989	100%	3,096,584	26%	3,665,496	33%
Net Changes in Fund Balance	\$ 5,509,810		\$ (2,247,066)	\$ (1,318,798)		\$ 4,259,954		\$ 434,022		\$ (3,825,933)		\$ (5,075,788)	

	2024-2025 Budget										Total Funds 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	
<u>Revenues & Other Sources :</u>											
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	1,100,000	-	-	-	-	-	-	-	-	-	1,100,000
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	8,629,099	2,860,913	677,000	1,650,000	45,000	1,010,000	10,000	436,540	824,000	481,000	16,623,551
<u>Expenditures & Uses :</u>											
Salary and Benefits/Regular Employees	3,268,458	-	-	296,172	-	-	-	133,000	-	-	3,697,630
Salary and Benefits/Deputies	194,334	500,000	-	9,445	-	-	-	-	-	-	703,779
STR Code Enforcement	389,376	-	-	-	-	-	-	-	-	-	389,376
Beach Patrol	-	408,800	175,200	-	-	-	-	-	-	-	584,000
Utilities & Supplies	185,800	-	35,000	2,500	-	35,500	-	1,000	-	-	259,800
Communication	87,380	-	-	-	-	-	-	540	-	-	87,920
Waste Management	1,970,000	-	30,000	177,000	-	-	-	-	-	-	2,177,000
Professional Services	280,000	-	-	-	-	-	-	-	-	-	280,000
Consulting	575,000	-	-	-	-	-	-	-	-	-	575,000
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	-	2,934,474	496,900	12,000	-	-	-	297,000	-	-	3,740,374
Contributions	200,000	-	-	-	-	-	-	-	-	-	200,000
Capital Outlay	460,250	-	-	140,000	-	29,750	-	-	-	-	630,000
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	9,063,808	3,843,274	764,000	1,448,658	45,000	578,250	10,000	436,540	-	-	16,189,529
Change in Fund Balance	\$ (434,709)	\$ (982,361)	\$ (87,000)	\$ 201,342	\$ -	\$ 431,750	\$ -	\$ -	\$ 824,000	\$ 481,000	\$ 434,022

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
<u>SOURCES:</u>											
REVENUES	9,356,827	2,758,768	690,887	1,704,157	50,000	1,038,852	10,000	60,000	301,868	30,000	16,001,360
TRANSFERS IN	-	-	-	-	-	-	-	402,940	523,701	473,701	1,400,342
TOTAL	9,356,827	2,758,768	690,887	1,704,157	50,000	1,038,852	10,000	462,940	825,569	503,701	17,401,702
<u>USES :</u>											
EXPENDITURES	6,495,338	2,887,209	506,200	360,817	-	217,318	10,000	462,940	-	-	10,939,823
CAPITAL OUTLAY	316,436	-	-	202,574	-	202,574	-	-	-	-	721,583
TRANSFERS OUT	151,020	-	-	820,783	50,000	378,539	-	-	-	-	1,400,342
TOTAL	6,962,793	2,887,209	506,200	1,384,174	50,000	798,431	10,000	462,940	-	-	13,061,748
ENDING FUND BALANCE - 6/30/24 PROJECTED	22,293,790	1,598,050	1,897,535	2,203,515	-	1,509,586	21,176	-	7,697,321	1,672,666	38,893,638
<u>SOURCES:</u>											
REVENUES	8,629,099	2,860,913	677,000	1,650,000	45,000	1,010,000	10,000	85,000	299,000	1,000	15,267,011
TRANSFERS IN	-	-	-	-	-	-	-	351,540	525,000	480,000	1,356,540
TOTAL	8,629,099	2,860,913	677,000	1,650,000	45,000	1,010,000	10,000	436,540	824,000	481,000	16,623,551
<u>USES :</u>											
EXPENDITURES	8,515,309	3,843,274	764,000	467,368	-	166,500	10,000	436,540	-	-	14,202,990
CAPITAL OUTLAY	430,500	-	-	169,750	-	29,750	-	-	-	-	630,000
TRANSFERS OUT	118,000	-	-	811,540	45,000	382,000	-	-	-	-	1,356,540
TOTAL	9,063,809	3,843,274	764,000	1,448,658	45,000	578,250	10,000	436,540	-	-	16,189,530
NET CHANGE	(434,709)	(982,361)	(87,000)	201,342	-	431,750	-	-	824,000	481,000	434,022
ENDING FUND BALANCE - 6/30/25 BUDGETED	\$ 21,859,081	\$ 615,689	\$ 1,810,535	\$ 2,404,857	\$ -	\$ 1,941,335	\$ 21,176	\$ -	\$ 8,521,321	\$ 2,153,666	\$ 39,327,660

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

Actuals FY 2023		2023-2024 Budget				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	1,200,000	1,100,000	(100,000)	-8%	(100,000)	-8%	(583,183)	-35%	Based on historical averages
BUILDING PERMITS/SPECIAL PROJECTS	623,908	300,000	959,182	959,182	959,182	-	(300,000)	-100%	(959,182)	-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	9,228,286	8,629,099	324,995	4%	(599,187)	-6%	(917,954)	-10%	
OTHER FINANCING USES/SOURCES:													
DEFICIENCY OF REVENUES OVER EXPENDITURES	-	3,112,002	2,843,201	-	-	434,709	(2,677,293)	-	-	-	-	-	
TOTAL REVENUES & OTHER SOURCES	\$ 9,547,053	\$ 11,416,106	\$ 11,906,487	\$ 4,946,981	\$ 9,228,286	\$ 9,063,808	\$ (2,352,298)	-21%	\$ (164,478)	-2%	\$ (483,245)	-5%	
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	3,109,403	3,697,630	871,409	31%	588,228	19%	1,090,195	42%	
SALARIES	1,847,113	1,978,669	2,152,469	1,244,426	2,152,469	2,551,083	572,414	29%	398,614	19%	703,970	38%	Salaries for 24 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	875,225	198,213	29%	133,704	18%	278,713	47%	
PAYROLL TAXES	155,308	165,840	188,613	121,918	188,613	229,622	63,783	38%	41,010	22%	74,314	48%	
TUITION REIMBURSEMENT	-	-	-	-	15,000	30,000	30,000	-	15,000	22%	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	30,920	8,000	35%	6,528	27%	7,041	29%	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	2,177,000	899,000	70%	642,000	42%	970,152	80%	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	279,900	280,000	103,100	58%	100	0%	30,585	12%	Town Attorney, Prosecutor and annual audit
CONSULTING	460,830	408,000	618,803	225,854	357,867	575,000	167,000	41%	217,133	61%	114,170	25%	Estimate for various consulting work
MAINTENANCE													Building maint., Island wide landscaping and road maint., and software maint.
SOFTWARE	192,447	182,000	182,000	140,142	200,290	220,000	38,000	21%	19,710	10%	27,553	14%	
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	-	200,000	200,000	-	0%	-	0%	(1,520)	-1%	
CAPITAL OUTLAY	589,178	5,176,000	5,213,370	15,493	721,583	630,000	(4,546,000)	-88%	(91,583)	-13%	40,822	7%	
OTHER	244,450	206,320	206,320	120,846	187,420	218,520	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%	-	-	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	9,519,473	11,601,515	(2,160,706)	-16%	2,670,270	28%	2,667,473	30%	
ALLOCATION TO SATAX	1,080,394	1,108,800	758,800	-	817,200	908,800	(200,000)	-18%	91,600	11%	(171,594)	-16%	Consolidated amount for various departments
ALLOCATION TO COUNTY ATAX	424,619	592,700	592,700	88,732	506,200	764,000	171,300	29%	257,800	51%	339,381	80%	Consolidated amount for various departments
ALLOCATION TO LOCAL ATAX	566,049	428,694	480,951	110,872	575,767	675,957	247,263	58%	100,191	17%	109,908	19%	Consolidated amount for various departments
ALLOCATION TO HOSPITALITY TAX	465,473	289,000	319,657	-	419,892	196,250	(92,750)	-32%	(223,642)	-53%	(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	7,059,965	8,945,809	141,592	1%	1,885,843	27%	2,677,938	43%	
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	-	-	-	2,017,301	-	-	-	(2,017,301)	-	(3,161,182)	-100%	
TOTAL OTHER FINANCING USES/ SOURCES	3,279,182	168,000	168,000	-	2,168,321	118,000	(50,000)	-30%	(2,050,321)	-95%	(3,161,182)	-96%	
TOTAL EXPENDITURES & OTHER USES	\$ 9,547,053	\$ 11,416,106	\$ 11,906,487	\$ 4,903,495	\$ 9,228,286	\$ 9,063,808	\$ (2,352,299)	-21%	\$ (164,479)	-2%	\$ (483,245)	-5%	

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	250,000	250,000	100,000	67%	-	0%	28,945	13%	Town Attorney + \$50K for 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	3,200	-	0%	-	0%	1,263	65%	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, SCCCMA/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	-	200,000	200,000	-	0%	-	0%	(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>1,170,469</u>	<u>1,371,935</u>	<u>306,278</u>	<u>29%</u>	<u>201,466</u>	<u>17%</u>	<u>298,418</u>	<u>28%</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%	
RENTAL FACILITIES & MEETING COST	2,112	6,000	6,000	-	-	-	(6,000)	-100%	-	#DIV/0!	(2,112)	-100%	Costs for the Town's annual retreat
TRAVEL & TRAINING	4,098	4,000	4,000	175	1,000	10,000	6,000	150%	9,000	900%	5,902	144%	Retreat cost and other training opportunities
SUPPLIES - OFFICE	<u>476</u>	<u>1,000</u>	<u>1,000</u>	<u>1,900</u>	<u>2,000</u>	<u>3,000</u>	<u>2,000</u>	<u>200%</u>	<u>1,000</u>	<u>50%</u>	<u>2,524</u>	<u>530%</u>	
	<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	<u>\$ 1,088,614</u>	<u>\$ 1,082,657</u>	<u>\$ 1,369,189</u>	<u>\$ 643,626</u>	<u>\$ 1,179,469</u>	<u>\$ 1,394,935</u>	<u>\$ 312,278</u>	<u>29%</u>	<u>\$ 215,466</u>	<u>18%</u>	<u>\$ 306,321</u>	<u>28%</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: 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	7,600	23,500	23,500	14,423	23,500	-	(23,500)	-100%	(23,500)	-100%	(7,600)	-100%	
CONSULTANTS	-	-	-	14,423	31,500	30,000	30,000	#DIV/0!	(1,500)	-5%	30,000	-	Deer Processing -\$10k, KI River bridge access design-\$20K
TELEPHONE-CELL	1,265	1,200	1,200	833	1,450	1,800	600	50%	350	24%	535	42%	Based on cost for 3 cell phones
REPAIR AND MAINTENANCE - SOFTWARE	3,756	4,000	4,000	1,944	4,000	10,000	6,000	150%	6,000	150%	6,244	166%	ArcGIS, Adobe, Watchtower
DUES	-	500	500	-	200	500	-	0%	300	150%	500	-	
SUBSCRIPTIONS	-	500	500	-	500	500	-	0%	-	0%	500	-	
TRAVEL & TRAINING	1,393	3,500	3,500	-	1,500	3,500	-	0%	2,000	133%	2,107	151%	
TURTLE PATROL EXPENDITURES	7,371	7,000	7,000	1,430	7,000	12,000	5,000	71%	5,000	71%	4,629	63%	
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	-	3,000	-	-	2,500	2,500	(500)	-17%	-	-	2,500	-	School Environmental Programs
PROGRAMS	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 -PROJECTS	42,676	125,000	125,000	-	50,000	50,000	(75,000)	-60%	-	0%	7,324	17%	Projects TBD
KI CONSERVANCY	-	-	-	-	-	200,000	200,000	-	200,000	-	200,000	-	Ppublic park and safe and sufficient parking.
FISH STUDIES & EQUIPMENT	131	3,500	3,500	-	2,000	13,000	9,500	271%	11,000	550%	12,869	9824%	Fish Testing and Stocking (\$3000) Water Quality Testing (\$10k)
POND MANAGEMENT	-	5,000	5,000	2,020	5,000	5,000	-	0%	-	0%	5,000	-	KICA Pond Maintenance contract, herbicide control
ARIAL PHOTOGRAPHY	40,100	-	-	-	-	-	-	-	-	-	(40,100)	-100%	
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	942,503	275,608	41%	295,908	46%	387,236	70%	
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 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: 40300 - FINANCE													
SALARIES - REGULAR EMPLOYEES	\$ 331,707	\$ 326,397	\$ 326,397	\$ 191,096	\$ 350,688	\$ 420,688	\$ 94,291	29%	\$ 70,000	20%	\$ 88,981	27%	Salaries for 5 employees plus new- Revenue Auditor
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	59,793	17,987	43%	17,987	43%	22,163	59%	
FICA ER MATCH	24,668	24,969	24,969	14,256	24,969	32,183	7,213	29%	7,213	29%	7,515	30%	
RETIREMENT MATCH	67,232	72,579	72,579	36,302	72,579	94,287	21,707	30%	21,707	30%	27,055	40%	
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	10,000	(3,500)	-26%	-	0%	(1,400)	-12%	Estimate actuarial evaluation for the annual audit.
TELEPHONE-CELL	3,421	3,500	3,500	2,580	3,500	4,100	600	17%	600	17%	679	20%	6 cell phones and Ipad
REPAIR AND MAINTENANCE - SOFTWARE	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	958,550	162,899	20%	127,608	15%	96,904	11%	
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	935,382	161,970	21%	126,613	16%	93,227	11%	
	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%	
	\$ 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	\$ 207,384	196,687	\$ 63,020	47%	(10,697)	-5%	\$ 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 REMBURSEMENT	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	3,000	1,000	50%	1,000	50%	454	18%	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	389,402	351,184	93,816	36%	(38,218)	-10%	(12,936)	-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 REMBURSEMENT	-	10,000	10,000	4,194	10,000	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 Coordintor 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													
TOTAL NET EXPENDITURES	\$ 234,484	\$ 257,368	\$ 356,085	\$ 218,293	\$ 347,866	\$ 338,288	\$ 80,920	31%	\$ (9,578)	-3%	\$ 103,804	44%	AC expenses plus 10% of Com Manager

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%	Assuming 70%funding Assuming 70 %funding -Remaining from SATAX
ALLOCATION TO STATE ATAX	613,194	700,000	350,000	-	350,000	500,000	(200,000)	-29%	150,000	43%	(113,194)	-18%	
ALLOCATION TO LOCAL ATAX	70,455	-	-	-	-	9,445	9,445	-	9,445	-	(61,010)	-87%	
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 3 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%	Placeholder for public safety study 3 cell phones and Ipad Flight, Rooms
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%	
TRAVEL & TRAINING	3,310	8,800	8,800	1,336	8,000	10,650	1,850	-	2,650	33%	7,340	222%	Traffic and security products
DUES	75	1,000	1,000	210	1,000	1,000	-	21%	-	0%	925	1233%	
SUPPLIES - OFFICE	3,249	640	640	1,589	2,000	1,000	360	56%	(1,000)	-50%	(2,249)	-69%	Includes cost for Airmedcare
SUPPLIES - OTHER	-	1,000	1,000	5	1,000	1,000	-	-	-	0%	1,000	-	
UNIFORMS	636	2,000	2,000	690	1,500	2,000	-	0%	500	33%	1,364	214%	50% of PS Director allocated to LATAX
EQUIPMENT - MINOR	9,485	8,100	8,100	14,372	15,000	5,000	(3,100)	-38%	(10,000)	-67%	(4,485)	-47%	
COMPUTER & SOFTWARE - MINOR	-	-	-	1,683	2,000	2,000	2,000	-	-	-	2,000	-	
MISCELLANEOUS EXPEND	-	-	-	-	10,000	10,000	10,000	-	-	-	10,000	-	
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%	
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%	2 cell phones Additional Conferences
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%	
TRAVEL & TRAINING	5,176	8,000	8,000	2,218	8,000	6,000	(2,000)	-25%	(2,000)	-25%	824	16%	
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%	
	\$ 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	\$ 162,083	\$ 226,520	\$ 91,520	68%	\$ 64,437	40%	\$ 128,892	132%	Salary for 3 employees, including new position LS/Arborist
OVERTIME	-	300	300	47	300	500	200	-	200	100%	500	100%	
SALARIES-TEMPORARY	5,088	12,000	12,000	5,088	5,088	40,000	28,000	233%	34,912	100%	34,912	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%	Transcript for BZA cases (avg 1-2 case per month)
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%	\$200K - Zoning Code update, \$100K- GIS project and \$20k-traffic counts
CONSULTANTS	128,912	245,000	245,000	82,958	100,000	320,000	75,000	31%	220,000	220%	191,088	148%	
TELEPHONE-CELL	576	1,080	1,080	604	1,080	1,800	720	67%	720	67%	1,224	213%	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
	278,376	471,129	498,212	223,904	350,773	722,782	251,653	53%	372,009	106%	444,406	160%	
	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: 41500 - COMMUNITY DEVELOPMENT SERVICES													
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%	Duncan & Parnell document services
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%	Includes third-party inspector, assuming 50% time assignment
PROFESSIONAL SERVICES	5,182	10,000	10,000	8,883	10,000	10,000	-	0%	-	0%	4,818	93%	
CONSULTING	39,857	30,000	57,083	-	30,000	105,000	75,000	250%	75,000	250%	65,143	163%	Cost for 5 cell phones
TELEPHONE-CELL	3,596	2,700	2,700	2,389	2,880	2,160	(540)	-20%	(720)	-25%	(1,436)	-40%	
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
	\$ 650,187	\$ 647,883	\$ 674,966	\$ 403,931	\$ 675,228	\$ 773,535	\$ 125,652	19%	\$ 98,307	15%	\$ 123,348	19%	

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 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	177,000	119,000	205%	77,000	77%	130,282	279%	Based on the contract with trident-\$102K , plus \$75k for garbage enclosures
TOWN HALL EXTENTION	167,465	-	-	-	-	225,000	225,000	-	225,000	-	57,535	34%	Based on garage offices addition
UPPER BEACHWALKER	-	5,000,000	5,000,000	-	-	-	(5,000,000)	-	-	-	-	-	Placeholder for Upper Beachwalker project, including building, sitework, infrastructure, and landscaping
GARAGE RENOVATIONS	5,131	-	-	-	-	-	-	-	-	-	(5,131)	-100%	Project completed in CY
CHARGING STATIONS	-	450,000	450,000	-	100,000	200,000	(250,000)	-	100,000	100%	200,000	-	Charging stations for Town Hall & FF
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 11 vehicles -10%increase
INSURANCE - DATA PRO	12,415	886	886	545	545	600	(286)	-32%	55	10%	(11,816)	-95%	10% increase plus 2 new 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	205,000	90,000	78%	90,000	78%	45,163	28%	5 vehicles for admin, 2-wikdlife, planning and building dep, replacement value \$70K for 3, and 2 new
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	-	0%	10,000	-	(83,488)	-89%	Placeholder for PKW cameras
	<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>4,532,725</u>	<u>(4,017,768)</u>	<u>-47%</u>	<u>1,069,159</u>	<u>31%</u>	<u>1,258,846</u>	<u>38%</u>	
ALLOCATION TO STATE ATAX	467,200	408,800	408,800	-	467,200	408,800	-	0%	(58,400)	-13%	(58,400)	-13%	Assuming 70% of beach patrol cost funded from SATAX
ALLOCATION TO COUNTY ATAX	176,575	267,100	267,100	-	267,100	267,100	-	0%	-	0%	90,525	51%	
ALLOCATION TO LOCAL ATAX	58,878	58,000	58,000	-	100,000	317,000	259,000	447%	217,000	217%	258,122	438%	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>3,373,325</u>	<u>259,000</u>	<u>3%</u>	<u>107,782</u>	<u>4%</u>	<u>182,040</u>	<u>19%</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	-	291,300	-	(250,000)	-100%	(291,300)	-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	72,199	50,000	-	0%	(22,199)	-31%	(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>641,865</u>	<u>167,191</u>	<u>(231,668)</u>	<u>-58%</u>	<u>(474,674)</u>	<u>-74%</u>	<u>72</u>	<u>0%</u>	
ALLOCATION TO LOCAL ATAX	203,580	122,500	153,157	-	202,574	29,750	(92,750)	-76%	(172,824)	-85%	(173,830)	-85%	Allocate 35%
ALLOCATION TO HOSPITALITY TAX	190,766	122,500	153,157	-	202,574	29,750	(92,750)	-76%	(172,824)	-85%	(161,016)	-84%	Allocate 35%
TOTAL NET EXPENDITURES	<u>(227,227)</u>	<u>153,859</u>		<u>134,615</u>	<u>236,718</u>	<u>107,691</u>	<u>(46,168)</u>	<u>-30%</u>	<u>(129,026)</u>	<u>-55%</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>	

	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 Rate of return -4%
INTEREST REVENUE	57,187	40,000	100,000	72,881	100,000	50,000	10,000	25%	(50,000)	-50%	(7,187)	-13%	
	<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%	(88,438)	-9%	30% of SATAX
SATAX CURRENT YEAR FUNDING	<u>1,072,144</u>	<u>2,000,000</u>	<u>2,000,000</u>	<u>276,670</u>	<u>2,059,579</u>	<u>3,000,000</u>	<u>1,000,000</u>	<u>50%</u>	<u>940,421</u>	<u>46%</u>	<u>1,927,856</u>	<u>180%</u>	
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>	

	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	-	-	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	-	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	-	125,000	100%	200,000	400%	207,323	486%	Projects to be aannounced\$50K and \$200K for the park development.
ENVIRONMENTAL RESEARCH	86,136	117,100	117,100	26,611	117,100	-	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	-	-	0%	-	0%	7,642	44%	Grow Native, Dolphin Stewardship, Bluebird Boxes
FISH STUDIES & EQUIPMENT	131	3,500	3,500	-	2,000	-	9,500	271%	11,000	550%	12,869	9824%	Estimate for fish tissue testing and stocking
POND MANAGEMENT	-	5,000	5,000	-	5,000	-	-	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)	(408,800)	(408,800)	-	(408,800)	(408,800)	-	0%	-	0%	58,400	-13%	Assuming /U% of beach patrol cost funded from SA I AX
TOTAL CATAX FUND EXPEND, ALLOCATI	424,620	592,700	592,700	391,392	506,200	764,000	171,300	29%	257,800	51%	339,380	80%	
NET INCREASE/(DECREASE) IN FUND BAL	\$ 370,852	\$ (76,813)	\$ (51,813)	\$ (65,143)	\$ 184,687	\$ (87,000)	\$ (10,187)	13%	\$ (271,687)	-147%	\$ (457,852)	-123%	

	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	<u>170,921</u>	<u>177,000</u>	<u>227,000</u>	<u>149,900</u>	<u>227,000</u>	<u>150,000</u>	<u>173,781</u>	<u>869%</u>	<u>(77,000)</u>	<u>-34%</u>	<u>(20,921)</u>	<u>-12%</u>	
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	-	-	-	-	9,445	9,445	#DIV/0!	9,445	-	(61,010)	-87%	
BEACH UPKEEP	58,878	58,000	58,000	39,185	100,000	177,000	119,000	205%	77,000	77%	118,122	201%	
CHARGING STATIONS	-	-	-	-	-	140,000	140,000	#DIV/0!	140,000	#DIV/0!	140,000	#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	<u>-</u>	<u>2,500</u>	<u>2,500</u>	<u>-</u>	<u>2,500</u>	<u>2,500</u>	<u>-</u>	<u>0%</u>	<u>-</u>	<u>0%</u>	<u>2,500</u>	<u>-</u>	
TOTAL LATAX EXPENDITURES	303,334	305,395	317,994	40,440	360,817	637,118	331,723	109%	276,300	77%	333,784	110%	
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	-	202,574	29,750	(92,750)	-76%	(172,824)	-85%	(259,779)	-	
TRANSFER TO CAPITAL FUND	<u>596,957</u>	<u>590,863</u>	<u>590,863</u>	<u>-</u>	<u>590,863</u>	<u>600,000</u>	<u>9,137</u>	<u>2%</u>	<u>9,137</u>	<u>2%</u>	<u>3,043</u>	<u>1%</u>	
TOTAL LATAX FUND EXPEND, TRANSFERS & ALLOCATIONS	1,427,206	1,228,678	1,241,278	40,440	1,384,174	1,478,408	249,730	20%	(182,067)	-13%	(282,582)	-20%	
NET INCREASE/(DECREASE) IN FUND BALANCE	<u>\$ 436,650</u>	<u>\$ 425,480</u>	<u>\$ 462,880</u>	<u>\$ 1,013,835</u>	<u>\$ 319,983</u>	<u>\$ 171,592</u>	<u>\$ (53,107)</u>	<u>-12%</u>	<u>\$ 594,769</u>	<u>186%</u>	<u>\$ 608,242</u>	<u>139%</u>	

	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)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	

	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	-	202,574	29,750	(92,750)	-76%	(172,824)	-85%	(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	798,431	578,250	(64,421)	-10%	(220,181)	-28%	(151,867)	-41%		
NET INCREASE/(DECREASE) IN FUND BALANCE	\$ 315,565	\$ 294,011	\$ 334,011	\$ 350,803	\$ 240,422	\$ 431,750	\$ 137,739	47%	\$ 191,328	80%	\$ 116,185	37%		

	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	<u>47,046</u>	<u>45,000</u>	<u>45,000</u>	<u>54,196</u>	<u>60,000</u>	<u>85,000</u>	<u>40,000</u>	<u>=</u>	<u>25,000</u>	<u>42%</u>	<u>37,954</u>	<u>81%</u>	
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	<u>196,927</u>	<u>182,000</u>	<u>182,000</u>	<u>199,937</u>	<u>199,937</u>	<u>180,000</u>	<u>(2,000)</u>	<u>-1%</u>	<u>(19,937)</u>	<u>-10%</u>	<u>(16,927)</u>	<u>-9%</u>	
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	<u>\$ 29,421</u>	<u>\$ (0)</u>	<u>\$ (0)</u>	<u>\$ (230,739)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>0%</u>	<u>-</u>	<u>=</u>	<u>\$ (29,421)</u>	<u>-100%</u>	

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	<u>285,934</u>	<u>285,409</u>	<u>335,409</u>	<u>255,989</u>	<u>335,409</u>	<u>300,000</u>	<u>(35,409)</u>	<u>-11%</u>	<u>(35,409)</u>	<u>-11%</u>	<u>(14,066)</u>	<u>-5%</u>	Rate of return -4%
TOTAL REVENUES & SOURCES	<u>285,934</u>	<u>285,409</u>	<u>335,409</u>	<u>255,989</u>	<u>335,409</u>	<u>300,000</u>	<u>(35,409)</u>	<u>-11%</u>	<u>(35,409)</u>	<u>-11%</u>	<u>(14,066)</u>	<u>-5%</u>	
EXPENDITURES:													
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>	
NET INCREASE/(DECREASE) IN FUND BALANCE	<u>\$ 285,934</u>	<u>\$ 285,409</u>	<u>\$ 335,409</u>	<u>\$ 255,989</u>	<u>\$ 335,409</u>	<u>\$ 300,000</u>	<u>\$ (35,409)</u>	<u>-11%</u>	<u>\$ (35,409)</u>	<u>-11%</u>	<u>\$ (14,066)</u>	<u>-5%</u>	

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	291,300	-	-	-	-	-
Upper Beachwalker	-	-	-	-	-	-
BW & KIP Intersaction	210,000					
Municipal Center Extention	-	225,000	-	-	-	-
Charging Stations/Town's Fleet	100,000	-	-	-	-	-
Charging Stations/Island Wide	-	200,000				
Vehicles	-	-	-	-	-	-
· Administration	-	35,000	-	55,000	-	-
· Planning		55,000				
· Building Department	55,000	34,000	-	-	55,000	-
· Public Safety	-	-	-	55,000	-	-
· Public Works	60,000	-	110,000	70,000	70,000	70,000
·Wildlife		81,000	55,000	-	55,000	55,000
	-	-	-	-	-	-
Total Capital Expenditures	\$ 941,300	\$ 630,000	\$ 165,000	\$ 180,000	\$ 180,000	\$ 125,000



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WAYS AND MEANS

Agenda Item



Memorandum

TO: Ways and Means Committee Members

FROM: Dorota Szubert, Finance Director

SUBJECT: Budget Report for the First Eight Months Ended 2/29/2024

DATE: April 2, 2024

Overview:

Presented here is the Town's Budget to Actual Report for the first eight months ended 2/29/2024. The Budget to Actual Report is compiled on a cash basis, and all the funds are consolidated. The original budget was amended on February 6, 2024, to adjust the totals to the current projections.

Overall, for the first eight months, the Town's consolidated revenues of \$10.4M are 17%, or \$1.8M higher when compared to YTD for the last fiscal year, FY2023, and are at 67% of the total amended budgeted revenues for the current year. Overall, the revenues are within the budget, with the Building Permits from Special Projects and Interest Income higher than originally budgeted and amended for the estimated increase.

With almost 70% of the year lapsed, the expenditures of \$6.6M are 1% or 35K higher than for fiscal year FY2023 and 39% of the current year budget. The majority of the expenditures are reasonable and in line with the amended budget, with the exception of the non-budgeted cost for the recent storm cleanup of \$38K.

Town of Kiawah Island
Budget Report -Modified cash basis
2.29.2024

	Fiscal 2024					FY2024 VS FY2023		
	TOTAL BUDGET	TOTAL AMENDED BUDGET	Y-T-D ACTUALS	\$ VARIANCE	% OF BUDGET	FY2023 Y-T-D	\$ VARIANCE	% VARIANCE
Revenue:								
Building Permits	\$ 1,200,000	\$ 1,200,001	\$ 1,230,313	\$ 30,312	103%	\$ 1,254,561	\$ (24,248)	-2%
Building Permits-Special Projects	300,000	959,182	959,182	-	100%	623,908	335,274	35%
Business Licenses	3,100,000	3,100,011	1,012,300	(2,087,711)	33%	594,816	417,484	41%
STR Application Fees	400,000	400,000	116,500	(283,500)	29%	140,400	(23,900)	-21%
Franchisee Fees	970,000	970,000	711,692	(258,308)	73%	760,563	(48,871)	-7%
Local Option Tax	891,347	891,347	592,485	(298,862)	66%	594,364	(1,879)	0%
State ATAX	2,936,510	2,936,510	1,645,632	(1,290,878)	56%	1,671,942	(26,310)	-2%
Local ATAX	1,477,158	1,477,158	995,924	(481,234)	67%	994,748	1,176	0%
County ATAX	450,000	450,000	400,084	(49,916)	89%	-	400,084	-
Hospitality Tax	829,177	829,177	497,598	(331,579)	60%	496,623	975	0%
Environmental Services	640,000	640,000	632,405	(7,595)	99%	651,511	(19,106)	-3%
Interest	1,176,281	1,501,281	1,290,211	(211,070)	86%	615,711	674,500	52%
Other	224,536	224,536	322,639	98,103	144%	193,332	129,307	40%
Total Revenue	14,595,007	15,579,201	10,406,965	(5,172,237)	67%	8,592,479	1,814,486	17%
Expenses:								
Salaries/Regular Employees	2,030,719	2,152,469	1,306,176	(846,293)	61%	1,213,501	(92,675)	-7%
Overtime	8,000	8,000	7,039	(961)	88%	5,943	(1,096)	-16%
Benefits	714,590	746,521	499,309	(247,212)	67%	400,242	(99,067)	-20%
Payroll Tax	169,592	183,613	117,167	(66,446)	64%	102,246	(14,921)	-13%
Employee Subtotal	2,922,901	3,090,604	1,929,691	(1,160,913)	62%	1,721,932	(207,759)	-11%
Public Safety/Payroll and Related/ Off Duty Deputies	736,569	350,000	216,767	(133,233)	62%	279,771	63,004	29%
STR Code Enforcement	389,376	389,376	259,584	(129,792)	67%	259,584	-	0%
Beach Patrol	584,000	584,000	389,333	(194,667)	67%	389,333	-	0%
Utilities & Supplies	237,440	247,440	112,317	(135,123)	45%	159,779	47,462	42%
Communications	77,460	77,460	45,657	(31,803)	59%	57,564	11,907	26%
Waste Management	1,278,000	1,278,000	791,316	(486,684)	62%	718,874	(72,442)	-9%
Insurance	190,176	190,176	202,674	12,498	107%	172,664	(30,010)	-15%
Professional Services	176,900	251,900	232,640	(19,260)	92%	149,058	(83,582)	-36%
Consultants	488,000	618,803	217,654	(401,149)	35%	222,820	5,166	2%
Maintenance	556,000	556,000	336,385	(219,615)	61%	369,864	33,479	10%
Travel	74,300	74,300	22,899	(51,401)	31%	30,293	7,394	32%
Rentals	46,000	46,000	29,158	(16,842)	63%	25,118	(4,040)	-14%
Tourism & Recreations	2,516,032	2,516,032	1,386,535	(1,129,497)	55%	1,205,896	(180,639)	-13%
Contributions	200,000	200,000	-	(200,000)	0%	-	-	0%
Other	353,920	375,528	151,300	(224,228)	40%	208,192	56,892	38%
Building	5,000,000	5,000,000	-	(5,000,000)	0%	202,596	202,596	-
Infrastructure	250,000	250,000	-	(250,000)	0%	-	-	-
Vehicles	115,000	115,000	-	(115,000)	0%	154,837	154,837	-
Other	450,000	487,370	-	(487,370)	0%	69,199	69,199	-
MUSC Pledge	200,000	200,000	200,000	-	100%	200,000	-	0%
Non Budgeted-Storm Clean up	-	-	38,000	38,000	=	-	(38,000)	=
Total Expenses	16,842,074	16,897,989	6,561,910	(10,336,079)	39%	6,597,374	35,464	1%
Net Changes in Fund Balance	\$ (2,247,067)	\$ (1,318,788)	\$ 3,845,055	\$ 5,163,843		\$ 1,995,105	\$ (1,849,950)	-48%