



TOWN OF *Kiawah Island*®

Mayor

Craig E. Weaver

Council Members

Jack Koach

Diana L. Mezzanotte

Chris Widuch

John R. Wilson

Town Administrator

Stephanie Monroe Tillerson

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TOWN COUNCIL MEETING

Kiawah Island Municipal Center

Council Chambers

November 7, 2017; 2:00 PM

AGENDA

- I. Call to Order:
- II. Pledge of Allegiance
- III. Approval of Minutes:
 - A. Minutes of the Town Council Workshop of October 3, 2017 [Tab 1]
 - B. Minutes of the Town Council Meeting of October 3, 2017 [Tab 2]
- IV. Mayor's Update:
- V. Citizens' Comments (Agenda Items Only):
- VI. Presentation:
None
- VII. New Business:
 - A. Ordinance 2017-23 to rezone the property located at 1 Kiawah Beach Drive from the Commercial Zoning District to the RST-2, Resort Zoning District – **First Reading** [Tab 3]
 - B. Ordinance 2017-20 to add Section 16-409, Prohibiting Digging Holes on the Beach – **Second Reading** [Tab 4]
 - C. Ordinance 2017-19 to amend to Section 8-112, Yard Debris - **Second Reading** [Tab 5]
 - D. Ordinance 2017-21 to amend Section 16-406, Beach Walkovers – **Second Reading** [Tab 6]
 - E. Ordinance 2017-09 to amend Article 15, General Offenses, Chapter 8, Short –Term Rental Permit and Regulations – **Second Reading** [Tab 7]
 - F. Resolution 2017-03 – South Carolina Local Government Investment Pool Consent Form [Tab 8]
 - G. Town of Kiawah Post Employment Retirement Health Contribution [Tab 9]
 - H. Town of Kiawah Island 2018 Employee Contribution to the SC Public Employee Benefits Insurance [Tab 10]
- VIII. Other Business:
 - A. Budget Report for Period Ending 9/30/2017 [Tab 11]
- IX. Town Administrator's Report:
- X. Council Member:
 - a. Committee Updates
 - b. General Comments
- XI. Citizens' Comments:
- XII. Executive Session:
None
- XIII. Adjournment:

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

TOWN COUNCIL
Workshop Meeting
Kiawah Island Municipal Center
Council Chambers Meeting Room
October 3, 2017; 11:00 AM

Minutes

I. Call to Order: Mr. Wilson welcomed all the attendees and called the meeting to order at 11:00 am.

Present at the meeting: Craig Weaver, Mayor
John R. Wilson
Diana Mezzanotte
Jack Koach

Absent: Chris Widuch

Also Present: Stephanie Monroe Tillerson, Town Administrator
Petra Reynolds, Town Clerk

II. New Business:

A. Berkeley-Charleston-Dorchester Council of Governments - Long Range Transportation Planning (LTRP) Roads Presentation

Ms. Basha and Ms. Hollis, both with the Berkeley-Charleston-Dorchester Council of Governments, gave a PowerPoint presentation of the CHATS (Charleston Area Transportation Study) 2040 Long Range Transportation Plan (LRTP). She stated that plan was mandated by federal highways to guide how the funding our region receives is spent and is updated every five years. The transportation planning process:

- Summarizes goals and performance targets system wide
- Assesses current system performance
- Inventories future challenges and needs
- Analyzes and proposes an investment strategy to be funded over the next 20 years or more
- Prioritizes projects under fiscal constraint
- Establishes basis for other planning and programming of projects (TIP)

The Metropolitan Planning Organization (MPO) is responsible for carrying out the urban transportation planning process for CHATS. The study areas includes the 2010 census-defined urbanized areas plus areas expected to be urbanized in the next 20 years. Transportation planning outside CHATS study area is under purview of SCDOT.

The LRTP is comprehensive and multimodal and addresses system performance, identifies strategies that can be employed to address issues, addresses all modes of transportation – transit, freight, non-motorized, and the resiliency of the system. It also takes into account each of the jurisdictions' transportation elements/plans and related studies.

The LRTP update process includes five stages, and at the time entering Stage III, projects have been identified but not prioritized. Work continues to identify hot spot issues and gather public input.

The Project Timeline includes public symposiums, meetings with individual groups requesting presentations, stakeholder interviews, and outreach to the general public. Following the data collection and analysis, project identification and evaluations, the process continues with a draft of the Plan being presented in December with adoption by CHATS in January.

The input from symposiums have shown a common theme in regional improvements:

- Need for multi-modal approach
- (Downtown) Emphasis on Walking
- Infrastructure Alignment with Growth (or not)
- Affordable Housing/Development as Major Challenges
- Developer Roles in solutions
- Intersection Design/Signals is “Biggest Problem”

Ms. Hollis reviewed the regional transit initiatives underway:

- **Lowcountry Rapid Transit**
 - Bus Rapid Transit Connecting Summerville, North Charleston, & Charleston via US 78 & Rivers Avenue
 - NEPA/Project Development (2018-2020)
 - Engineering/Permitting (2021-2023)
 - Construction (2023-2025)
 - Website: Lowcountryrapidtransit.com
- **Regional Transit Framework Plan**
 - Long range vision and fiscally constrained transit plan
 - Fall 2017 – Spring 2018
- **Park & Ride Study**
 - Site Identification and capital investment program
 - Fall 2017-Spring 2018
- **Hospitality Worker Shuttles**
 - Ongoing effort – taskforce has been formed to identify vehicles and funding
 - Need identified for Peninsula, Mt. Pleasant, & Kiawah

Ms. Basha stated that the purpose of the Board Exercise was for the attendees to identify key intersections and corridors or “hot spots” they felt needed to be addressed, mark intersections and corridors and to note suggested solutions, concluding with a summary of the table’s key points and sharing the points with the other tables.

Dr. Roberts gave an overview of the study work done by BCDCOGS which included several future models of the traffic paths on and off the Island. The reviewed diagrams which included the ability to predict the amount of vehicles using a specific link in the model in different scenarios. In the four specific scenarios he discussed, the data showed the model with the inclusion of the Cross-Island Parkway was the best scenario. Dr. Roberts discussed the history of past design proposals and the LPA study, which was not completed, but concluded a solution was to widen Bohicket and River Road or to build a new road. The study indicated the proposed path of the parkway across the Island would be the best and most economical option, but was not supported. Mr. Roberts presented a comparison of the most relevant alternatives and noted the number of parcels, grand

trees, and existing homes that would be impacted was dramatically less in the with the parkway than proposed alternatives.

Attendees briefly discussed the Table Exercise and the maps of Johns Island located on each table. Ms. Basha indicated there were markers and colored dots which could be used to draw new roads or to indicate intersections or areas of concern along with possible solutions.

Mr. Wilson asked Ms. Basha to give an update on any projects designated for Johns Island. She stated that while compiling information for the meeting she found projects which shows a widening and flyover project at Main Road and Hwy 17 and similarly shows a project to widen Main Road and Bohicket to toward Kiawah. Also discussed was the pitchfork project which is in progress on Maybank Hwy at the foot of the Stono Bridge, why the proposed parkway across the Island failed many years ago, and funding designated for roads.

Following the attendees working on the maps to locate individual areas of concern and potential suggestions, each table reported their results which initiated in an in-depth discussion of various, ideas, concepts, apprehensions, and recommendations.

III. Adjournment:

The meeting was adjourned at 12:47

Submitted by,

Petra S. Reynolds, Town Clerk

Approved by,

John R Wilson, Mayor Pro Tempore

Date

TOWN COUNCIL MEETING

Kiawah Island Municipal Center
Council Chambers
October 3, 2017; 2:00 PM

Minutes

I. **Call to Order:** Mayor Weaver called the meeting to order at 2:00 pm.

II. **Pledge of Allegiance**

Present at the meeting: Craig Weaver, Mayor
John R. Wilson
Diana Mezzanotte
Jack Koach
Chris Widuch

Also Present: Stephanie Monroe Tillerson, Town Administrator
Dwayne Green, Town Attorney
Petra Reynolds, Town Clerk

III. **Approval of Minutes:**

A. Minutes of the Town Council Meeting of September 5, 2017

Mr. Widuch made a motion to approve the minutes of the September 5, 2017 Town Council Meeting. The motion was seconded by Mr. Koach and the minutes were unanimously passed

IV. **Mayor's Update:**

None

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

Wendy Kulick - 38 Marsh Edge Lane

Mrs. Kulick questioned some of the ordinances that will be consider by Council:

- Rental Ordinance – What input was received from the rental agencies?
- Beach Walkover Ordinance –The time frame given to make repairs to boardwalks has been reduced from two years to four months. She expressed her concern that property owners will shoulder the burden cost of the quick repairs the Community Association will have to make. What input was received from the Community Association?
- Digging Holes on Beach Ordinance – How is the ordinance going to be enforced?

Mayor Weaver indicated that the questions would be addressed during discussion of each ordinance.

Cathy Pumphrey - 525 Bufflehead

Ms. Pumphrey asked that Council to reconsider the strength of the language in the Digging Holes on Beach Ordinance. She indicated that many residents use metal shovels to dig holes for beach umbrellas and also questioned enforcement of the ordinance.

Jimmy Bailey - COO, Kiawah Island Community Association – 23 Beachwalker Drive

Mr. Bailey stated that after his first review of the Beach Walkover Ordinance, and taking into consideration it was the first reading, asked to get some sense of how the beach renourishment plan would impact the implementation of the ordinance and what was considered to be the primary dune.

Mayor Weaver indicated that the topic of beach renourishment would be address.

Charles Lipuma - 201 Horned Grebe Court

Mr. Lipuma commented on the issue of holes on the beach by stating that while he spends a great deal of time on the beach, he has witnessed, and personally experienced, the dangers of the size of the holes dug on the beach. He indicated while it is a sensitive subject, some measure of control needs to be put in place.

VI. Presentation:

A. Greene, Finney and Horton FY 2016/2017 Audit Presentation

Mrs. Mezzanotte indicated the third audit done for the Town by Greene, Finney and Horton was presented and reviewed by the Audit Committee. The hardcopy of the final Comprehensive Annual Financial Report (CAFR) audit report is available and would also be posted on the Town's website.

Ms. Emily Sobczak with Greene, Finney and Horton made a presentation of the Town's Fiscal Year 2016-2017 audit report. She reviewed the Town's audit with a PowerPoint presentation to highlight the results of the audit and the financial condition of the Town as of June 30, 2016. Items discussed were:

- Responsibilities of the Town and of Audit firm
- Auditor opinion – the Town received an “Unmodified Opinion”
- Town's Financial Condition
 - Good financial condition as of June 30, 2017
- Town's General Fund Balance; Revenues and Expenditures
 - Total Fund Balance of 6.9M – decrease of 839k from previous year
 - Non-spendable fund balance of \$108k for prepaid items
 - Unassigned fund balance is \$6.8M
 - Revenues - \$5.6 million for 2017; \$551k or 11.0% higher than budget
 - Business licenses were higher than budget by \$454k
 - Federal revenues were higher than budget by \$120k
 - Expenditures - \$5.3M; \$402k (8.3%) greater than budget
 - General government \$397k over budget primarily due to storm cleanup costs exceeding budget by \$627k partially offset by salaries and benefits coming in \$142k under budget
- Totals for All Funds
 - Revenues-\$9.3 million
 - Expenditures-\$14.0 million
- Other Items of Note
 - Total capital assets were \$14.3M – an increase of \$4.0M from 2016

- \$3.0M in outstanding general obligation bonds with approximately \$371k in principal and interest due in fiscal year 2018
- It will be important for the Town to define the provisions of an OPEB Plan in order to determine the financial impact.
- Management Letter - Auditor's Findings and Recommendations
 - Compliance - No findings noted
 - Recommendations – No items to report

VII. New Business:

A. Ordinance 2017-09 to amend Article 15, General Offenses, Chapter 8, Short –Term Rental Permit and Regulations -- First Reading

Mr. Spicher stated that the current Rental Ordinance was developed in 1993 to address nuisance complaints rather than public safety issues. He indicated in 2016, a workgroup which included representatives from the Town, St. Johns Fire District, and Public Safety Committee reviewed the ordinance concluding the language was antiquated, redundant, and enforcement was impeded by the existing language, to the extent that a complete rewrite was warranted. All sections have been rewritten except for the first paragraph of Section 15-802. Outdated and redundant language was removed, language is condensed and clarified and new language added allowing for compliance with federal regulations, enforcement, and inspections of rental properties.

Mr. Spicher reviewed changes:

- No more than two vehicles permitted for single-family residential driveways. Conforms to federal mandates in regards to emergency vehicle access.
- Prior to the issuance of a new rental business license St. Johns Fire District personnel shall inspect residential driveways to ensure compliance and vehicle accessibility
- Non-compliant driveways shall be permitted 30-days to make necessary corrections, and schedule an inspection.
- Rental properties shall remain compliant w/ the current edition of the Property Maintenance Code and will be subject to random inspections.
- Homeowner's shall be responsible to ensure compliance with this ordinance. Not the rental agencies.

Mr. Spicher indicated the paragraph (b) in Section 15-802 would be removed for the second reading and a recommendation was made to require that rental advertisement include the current business license number and can be included in the second reading.

Mr. Spicher stated the revisions were reviewed by the Public Safety Committee and recommended to Town Council for approval.

Following discussion, Mr. Widuch made a motion to approve the first reading of Ordinance 2017-09 to amend Article 15, General Offenses, Chapter 8, Short–Term Rental Permit and Regulations. The motion was seconded by Mr. Wilson and unanimously passed.

B. Ordinance 2017-19 to amend to Section 8-112, Yard Debris - First Reading

Mr. Spicher indicated that yard debris being left by commercial entities operating on the Island has become an issue. The curbside yard debris pick up offered by the Town was geared to the homeowner and not professional maintenance/landscapers. The proposed ordinance that would

require hired commercial entities to remove their yard debris off island and prohibit them from leaving yard debris curbside.

Mr. Lameo added that in the past there has not been a formal means to enforce the removal of commercial yard debris which was left curbside or on vacant lots. The amount of debris is sometimes larger than what the waste removal company can take to the landfill.

Members engaged in a discussion of the ordinance included enforcement of ordinance, communication of the ordinance to landscapers, making a determination on what would be considered a large amount of debris.

Mr. Widuch made a motion to approve the first reading of Ordinance 2017-19 to amend to Section 8-112, Yard Debris with the refinement of the ordinance language for the second reading. The motion was seconded by Mr. Wilson.

To address the expressed concerns, Mr. Widuch recommended that for the second reading the ordinance language be refined to put more emphasis on the debris left on an empty lot and a demarcation line or more specificity for enforcement.

Following further discussion, the motion was unanimously passed.

C. Ordinance 2017-20 to add Section 16-409 prohibiting digging holes on the beach – First Reading

Mr. Spicher presented photos depicting the alarming problem with numerous large holes being dug on the beach. Beach Patrol is required to spend countless man-hours covering these holes instead of conducting beach safety operations. The Public Safety Committee requested staff review ordinances in place in other beach communities. After reviewing several ordinances it was discovered that the most have a limit on the size or the monitored places where holes can be dug.

Mr. Spicher indicated the proposed new section to prohibit metal shovels of any type will eliminate the growing problem, and put in place a mechanism to prosecute violators. He noted there were three exceptions and that enforcement would be to simply ask that the shovel be removed from the beach.

In response to Ms. Pumphrey's question, small shovels used to put in umbrellas will not be considered a violation.

Mr. Koach made a motion to approve the first reading of Ordinance 2017-20 to add Section 16-409 prohibiting digging holes on the beach. The motion was seconded by Mr. Widuch and unanimously passed.

D. Ordinance 2017-21 to amend Section 16-406, Beach Walkovers – First Reading

Mr. Jordan stated there are currently more than 170 beach walkovers on Kiawah Island. He reviewed why there are walkovers, how they are regulated on the state and local level and changes to the ordinance. Beach walkovers provide access over the dunes to the beach for

residents and visitors. DHEC-OCRM (Department of Health and Environmental Control-Ocean and Coastal Resource Management) regulates the construction of new beach walkovers and all new boardwalks must comply with their specifications. Walkovers are approved locally through a joint application and review process between the Town and Kiawah ARB. State regulations do not deal with boardwalks that have fallen out of compliance, which makes it necessary for the Town to regulate this issue.

During the past 2 storm events, the majority of beach walkovers were damaged or destroyed. It became clear during the recovery process, especially after Hurricane Irma, that a revision to this ordinance was necessary. The current ordinance, adopted in 2013, was confusing and provided up to 2 years for repairs to be made. It also did not allow the Town's Building Department to require the repair of unsafe boardwalks. In order to shorten the beach recovery timeframe and maintain beach access for emergency vehicles, staff made the decision to rewrite the entire ordinance.

Mr. Jordan reviewed a summary of the new ordinance:

- Boardwalks are now divided into 2 categories (private and community). The 3rd category (public) was moved into the community category.
- All new boardwalks have to be built to OCRM specifications and terminate no more than 10 feet onto the active beach (No change).
- Existing boardwalks (all) in disrepair – Owner must submit remediation plans within 30 days. Owner has an additional 60 days after plan approval to complete work. (Not in current ordinance)
- Existing boardwalks (all) extending more than 10 feet onto beach. Owner must submit remediation plans within 30 days. Owner has an additional 60 days after plan approval to complete work. (Was 1 year)
- Boardwalks (community) – Existing boardwalks that terminate landward of the primary dune that result in the destruction of dune vegetation. Owners must submit remediation plans within 30 days. Owner has an additional 120 days after plan approval to complete work. (Was 2 years)
- Exception – Any owner can appeal a violation to the Building Department within 30 days of receiving notice from the Town of a violation. (Gives authority to Building Department)

Mr. Jordan stated the proposed ordinance was reviewed by the Environmental Committee at the September Meeting. Suggested revisions were incorporated into the presented ordinance.

Discussion included a clarification that the intention of the timeline in the ordinance is to get unsafe boardwalks into compliance.

Mr. Wilson made a motion to approve the first reading of Ordinance 2017-21 to amend Section 16-406, Beach Walkovers. The motion was seconded by Mrs. Mezzanotte and unanimously passed.

E. Approval to Enter into a Contract with R.E. Goodson Construction for Emergency Beach/Dune Repair Services

Mayor Weaver stated first part is the approval for the expenditure of up to \$275,000.00 on beach renourishment at select location along the Kiawah Island Beach and was a recommendation from the Ways and Means Committee. The second is the approval to enter into a contract with R.E. Goodson Construction for Emergency Beach/Dune Repair Services.

Mr. Jordan reviewed the process by which the determination was made as to which portion of the beach would be renourished. He indicated that following Hurricane Irma staff did a survey of the damage to the beach and forwarded the information to the Beach Consultant for their further evaluation to identify any problem areas. The determination was made that most areas on the beach lost 40 to 60 feet of dunes. There are three areas in which the water is getting within 20 feet of structure or infrastructure: Turtle Point Golf Course - Holes 15 & 16, Ocean Course – holes 15 & 16, and the Ocean Course – Hole 18 and the Practice Range. This approximately 7000 feet meet the DHEC/OCRM criteria allowing for work to be done immediately under the State-issued Emergency Order. Federal permissions were also required and obtained.

Next identified were the areas in which the water was within 20 to 50 feet structure, pool or infrastructure: Eugenia to Mariner's Watch, Sanctuary Hotel to Turtle Point Golf Course Hole 14, and selected areas at the Beach Club to and including Ocean Course Golf Course. This approximately 8275 feet would require a second permit, which the Town has immediately applied for.

The project will be limited to dune construction/re-nourishment by sand scraping. This project does not include addition of new sand from off-island sources. At low tide, sand will be moved so dune can be reconstructed at the selected location. He indicated he contacted companies to do the work and recommended RE Goodson, who have worked on the Island in the past on another re-nourishment project. He noted that Goodson also presented the lowest price and calculated the hourly rate to be \$1,842.00. For planning purposes, Mr. Jordan is using a rate of \$3.37 per yard with a total project cost of approximately \$217,000.00, with an additional cost to the consultant, Coastal Science and Engineering.

Mr. Jordan estimated the emergency work portion of the project would take approximately twelve days with the 30 day public notice period of the permit application process could create a five to six week, or longer, delay. RE Goodson has agreed to clean and store their equipment until the second permit is obtained at no additional cost.

Mr. Koach made a motion to approve for the expenditure of up to \$275,000.00 on beach renourishment at select location along the Kiawah Island Beach. The motion was seconded by Mr. Wilson and was unanimously passed.

Mayor Weaver made a motion to approve entering into a contract with R.E. Goodson Construction for the two phases of Emergency Beach/Dune Repair Services. The motion was seconded by Mr. Wilson.

Following further discussion, the motion was unanimously passed.

F. Approval of Town Administrator's Contract

Mayor Weaver indicated the current contract with the Town Administrator, Ms. Tillerson, would be expiring later in the month. The current agreement/contract was for two years and included a provision to allow a one year extension but the decision was made to write a new contract. He indicated the proposed new contract is a two-year agreement and is based on the current contract but includes a provision for a two-year extension. Excluded from the new contract were of items

referring to moving expense and new employee time off. Included in the new contract recommends a new cash compensation amount of \$116,000.00 annually. He noted that Ms. Tillerson is compensation in the current contract is \$105,000.00 with no increase over the two years.

Mr. Green stated there was a minor provision suggested by a member of Council which does not substantially change the agreement. The change in the language clearly defines "Severance Pay."

Mayor Weaver made a motion to approve Ms. Tillerson's new Town Administrator's Contract as of November 1, 2017 as amended. The motion was seconded by Mr. Wilson and was unanimously passed.

VIII. Other Business:

A. 2017 Charleston Regional Hazard Mitigation Plan Executive Summary

Mr. Spicher present the Executive Summary for the Charleston Regional Hazard Mitigation Plan 2017-2018, 5 year update. The plan includes detailed sections describing the following:

- o Background of the Charleston Region
- o Goals of the Plan
- o Details of the planning process – input via citizen and jurisdiction surveys and Committee input through meetings.
- o Hazard Identification and Assessment
- o Problem Assessment – vulnerabilities in buildings, infrastructure and critical facilities; known flood damages and impacts; economic impact; and resiliency to hazards.
- o Possible Activities – projects through Project Impact, Drainage Improvements
- o Action Plans and Status Reports
 - All jurisdictions must create this document; outlines all the hazard mitigation actions that each jurisdiction is conducting along with a status of the project
- o Public Information Plan is included as Appendix A.1. A stand-alone analysis and plan is required for CRS credit.

Mr. Spicher indicated there is Common Plan for all communities but each jurisdiction/agency adopts it independently in order to be eligible for FEMA assistance, grants and CRS credit. After adoption the plan will come before Council for adoption by the Town.

B. Update from Town Attorney on the Annual Employee Disclosure Statement – Ethical Conduct and Conflicts of Interest.

Mayor Weaver stated that this year a new policy was put in place requiring staff to submit an Annual Employee Disclosure Statement - Ethical Conduct and Conflicts of Interest. He noted it was a confidential process in which statements are provided directly to the Town Attorney who reviews them and work with the Town Administrator if there is a significant issues or question. He also then reports to Council.

Mr. Green stated that each employee's completed form was received and reviewed with no issues on Ethical Conduct or Conflicts of Interest to report.

IX. Town Administrator's Report:

Ms. Tillerson asked Mr. Spicher and Mr. Lameo to give an update or report on the state of the beach, boardwalks, the bike path, code violation issues, and trash issues.

TOWN OF KIAWAH ISLAND

ORDINANCE 2017- 23

TO AMEND THE TEXT OF CHAPTER 12, LAND USE PLANNING AND ZONING OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA ZONING ORDINANCE, BY AMENDING ARTICLE II, DIVISION 2, ZONING MAP/DISTRICTS BY REZONING THE PROPERTY LOCATED AT 1 KIAWAH BEACH DRIVE (TMS: 207-06-00-399) FROM THE COMMERCIAL ZONING DISTRICT TO THE RST-2, RESORT ZONING DISTRICT. (TOTAL SIZE: 1.19 ACRES). AUTHORIZED USES IN ZONING DISTRICTS, OF THE ZONING ORDINANCE OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to rezone the property located at 1 Kiawah Beach Drive (TMS: 207-06-00-399) from the Commercial Zoning District to the RST-2, Resort Zoning District. (Total size: 1.19 acres); and by amending the zoning map with its permitted uses by right and by condition; and

WHEREAS, the zoning map amendment would be compatible with surrounding land uses and would not be detrimental to the public health, safety and welfare; and

WHEREAS, the Planning Commission held a meeting on October 4, 2017, at which time a presentation was made by staff and the applicant, and an opportunity was given for the public to comment on the text amendment request; and

WHEREAS, the Planning Commission, after consideration of the staff report, subsequently voted at that meeting to recommend to Town Council that the subject request be approved; and

WHEREAS, Town Council held a Public Hearing on November 7, 2017, providing the public an opportunity to comment on the proposed amendment; and

NOW, THEREFORE, BE IT ORDERED AND ORDAINED by the Mayor and Members of Council of the Town of Kiawah, South Carolina and in Council assembled:

SECTION 1 Amendment

That the Town of Kiawah Island Zoning Ordinance, be, and the same hereby amended as follows in Attachment A.

SECTION 2 Severability

If any section, phrase, sentence or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3 Effective Date

This Ordinance shall be effective upon its adoption by the Town Council of the Town of Kiawah Island, South Carolina.

DONE AND RATIFIED THIS _____ DAY OF _____, 2017

Craig Weaver, Mayor

ATTEST:

Petra Reynolds, Town Clerk

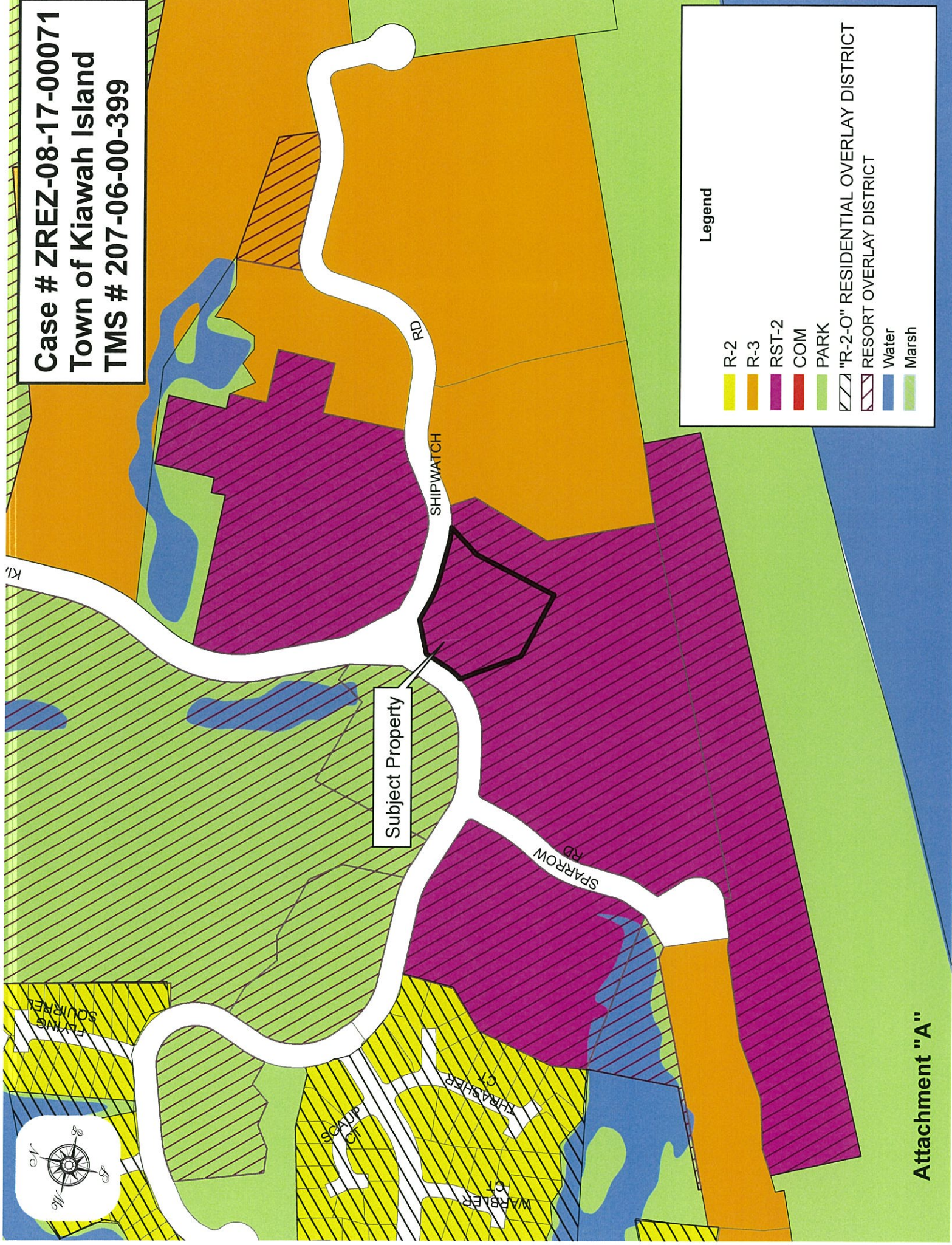
Approved as to Form:

Dwayne M. Green, Town Attorney

___/___/2017 1st Reading

___/___/2017 2nd Reading

Case # ZREZ-08-17-00071
Town of Kiawah Island
TMS # 207-06-00-399



THE TOWN OF KIAWAH ISLAND

ORDINANCE 2017-20

AN ORDINANCE TO AMEND ARTICLE 16 – BEACH MANAGEMENT, CHAPTER 4 – BEACH AND DUNE PROTECTION

WHEREAS, the Town of Kiawah Island Municipal Code Article 16 – Beach Management, Chapter 4 – Beach and Dune Protection; Sections 16-401, 16-402, 16-403, 16-404, 16-405, 16-406, 16-407, 16-408, and;

WHEREAS, the Town wishes to regulate holes being dug on the beach that could produce potential problems on the beach such as impede turtle access to nesting areas, slow vehicles down when responding to emergencies, which could become a hazard if it hits a large or even shallow hole, and those who are walking or running on the beach do not expect to come across holes in the sand, and unexpected holes can cause injuries to runners and walkers, and;

WHEREAS, the Town wishes an additional section prohibiting the digging of holes on the beach.

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

Section 1 Purpose

The purpose of this Ordinance is to adopt the amendment of Article 16 – Beach Management, Chapter 4 – Beach and Dune Protection.

Section 2 Ordinance

Article 16 – Beach Management, Chapter 4 – Beach and Dune Protection; Sections 16-409 is hereby created as follows:

Sec. 16-409 Digging holes on the beach prohibited

Altering the contour or shape of the flat beach area by digging shall be prohibited. No person shall possess on or about Kiawah's beach a metal shovel of any type. Violators will be subject to assessed fines in accordance with Section 16-816 of this chapter.

Exception:

- a) *Kids plastic shovels no more than 14" in length*
- b) *Authorized personnel*
- c) *Sponsored KICA, KIGR or TOKI events*

- a. *All holes created shall be filled at the end of the event or penalties shall be assessed to the sponsor in accordance with Section 16-816 of this chapter.*

Section 3 **Severability**

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

Section 4 **Effective Date and Duration**

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

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 7th DAY OF NOVEMBER, 2017.

Craig Weaver, Mayor

Petra S. Reynolds, Town Clerk

10/03/2017 1st Reading Approval

11/07/2017 2nd Reading Approval

THE TOWN OF KIAWAH ISLAND

ORDINANCE 2017-19

AN ORDINANCE TO AMEND ARTICLE 8 - HEALTH AND SANITATION, CHAPTER 1 - GENERAL PROVISIONS

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 8 - Health and Sanitation, Chapter 1 - General Provisions, Section 8-112 - No trees or large tree prunings, and;

WHEREAS, the Town wishes to regulate the disposal of yard debris produced by contractors hired by the owner or the owner's agent to provide lawn service activities, and;

WHEREAS, the Town wishes to amend the current section relating to the removal of contractor's yard debris.

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

Section 1 Purpose

The purpose of this Ordinance is to adopt the amendment of Article 8 - Health and Sanitation, Chapter 1 - General Provisions, Section 8-112 - No trees or large tree prunings.

Section 2 Ordinance

The Town hereby deletes Article 8 Health and Sanitation, Chapter 1, General Provisions, Section 8-112 - No trees or large tree prunings.

Article 8 Health and Sanitation, Chapter 1, General Provisions, Section 8-112 – Yard Debris is hereby created as follows:

Sec. 8-112 Yard Debris

The collector shall not collect trees or shrubs and tree pruning greater than four inches in diameter or four feet in length.

Dumping of yard debris or any other material on a vacant lot is a violation of this chapter, and violators will be fined 500.00 dollars for each offense.

1. Violations shall be prosecuted in accordance with Section 8-116, Penalties.

Section 3 **Severability**

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

Section 4 **Effective Date and Duration**

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

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 7th DAY OF NOVEMBER, 2017.

Craig Weaver, Mayor

Petra S. Reynolds, Town Clerk

10/03/2017 1st Reading

11/07/2017 2nd Reading

THE TOWN OF KIAWAH ISLAND

ORDINANCE 2017-21

AN ORDINANCE AMENDING ARTICLE 16, CHAPTER 4, SECTION 16-406, BEACH WALKOVERS

WHEREAS, Section 48-39-10 of the South Carolina Code of Laws, 1976, as amended creates the Coastal Division of the Department of Health and Environmental Control (hereinafter DHEC) and empowers the Coastal Division with authority to promulgate necessary rules and regulations pertaining to activities within the “critical area” which specifically includes the area from the mean high-water mark landward to the setback line as determined in Section 48-39-280 of the South Carolina Code of Laws, 1976, as amended, and;

WHEREAS, the Coastal Division of DHEC has promulgated certain rules and regulations governing the construction of beach walkovers in the “critical area” and such rules and regulations are contained in the South Carolina Code of State Regulations, R 30-13 (0) (1), and;

WHEREAS, The Coastal Division of DHEC may require the removal of a beach walkover that extends more than ten feet onto the “active beach.” It reviews such beach walkovers on a case by case basis and such enforcement procedures are consistent with what is anticipated by this Ordinance, and;

WHEREAS, Section 48-39-350 of the South Carolina Code of Laws, 1976, as amended requires that coastal municipalities prepare, adopt, and periodically revise a local comprehensive beach management plan, and;

WHEREAS, the Town of Kiawah Island as a coastal political subdivision of the State of South Carolina shares concurrent jurisdiction with the Coastal Division of DHEC for the purpose of regulating the construction of beach walkovers in the “critical area,” and;

WHEREAS, in carrying out that concurrent jurisdiction the Town of Kiawah Island has previously adopted Article 16, Beach Management, of the Municipal Code, and;

WHEREAS, the Town of Kiawah Island is fortunate in that the approximate ten miles of oceanfront development adjacent to the Town’s beachfront is characterized by careful placement of structures that are considerably landward of the dune system, and;

WHEREAS, the beachfront is also characterized by an approximate ten mile beachfront strip of land separating the oceanfront property lines from the mean high water mark (this beachfront strip contains a large portion of the “critical area” referenced herein), and;

WHEREAS, this approximate ten mile beachfront strip of land is owned by the Kiawah Island Community Association but subject to the concurrent jurisdiction of the Coastal Division of DHEC and the Town of Kiawah Island, and;

WHEREAS, this approximate ten mile beachfront strip of land is characterized by a large number of beach walkovers, Private, Public and Community, some were built that should have received a permit; others if built at present would be required to obtain a permit because they exceed the dimensions that are automatically allowed and do not require permitting by the Coastal Division of DHEC, and;

WHEREAS, the Town of Kiawah Island wishes to amend Section 16-406 of the Municipal Code so as to mirror the practice regarding beach walkover compliance and enforcement interpretation employed by the Coastal Division of DHEC and so as to be consistent with the applicable regulations, and;

WHEREAS, the Town wishes to identify and distinguish “community and public beach walkovers” which because of the high volume of use may result in dune destruction (which shall be specifically identified and set forth herein) from “private beach walkovers,” and;

WHEREAS, the identified high volume “community and public beach walkovers” that result in dune destruction present the Town with an entirely different set of circumstances than do “private beach walkovers,” and as such shall be subject to additional regulations.

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

Section 1 Purpose

This Ordinance is adopted to replace Article 16, Chapter 4, Section 16-406, Beach Walkovers.

Section 2 Ordinance

Section 16-406, (a)(b)(c)(d)(e) Beach Walkovers is replaced with the following.

Section 16-406 Beach Walkovers

(a) All beach walkovers must be constructed in accordance with the Coastal Division of DHEC requirements as set forth in the South Carolina Code of State Regulations, R 30-13(O)(1).

(b) Definitions:

Private beach walkovers: those serving private residences.

Community beach walkovers: those serving regimes, clubs, associations, commercial entities, or the general public intended to provide high volume access to the beach,

Active beach: the area seaward of the escarpment or the first line of stable vegetation, whichever first occurs, measured from the ocean landward.

- (c) It is unlawful for any private or community beach walkover to exist in a state of disrepair or in an unsafe condition. This applies only to the portion of the walkover seaward of the primary dune and on the active beach. The Town will conduct inspections and shall notify the property owner that the said beach walkover is in violation. Owners must bring said walkover into compliance within 30 days of notification. Should said owner fail to repair and/or remove the unsafe portion from the identified beach walkover within the 30-day time limit the Town of Kiawah Island shall be authorized to modify the identified beach walkover and file a real property lien against said owner's property for the costs associated with such removal or modification including reasonable attorney fees.
- (d) It is unlawful for any property owner to knowingly allow any private or community beach walkover to extend more than 10 feet onto the active beach. The Town will conduct periodic inspections and shall notify the property owner via certified mail return receipt that the said beach walkover is in violation. The owner must submit their remediation plans within 30 days of notification. Once approved the owner will have 60 days to cut off the boardwalk & remove the debris from the beach. Should the owner choose to rebuild, the normal approval process for a new boardwalk will be followed. Should said owner fail to modify the identified beach walkover within the 60-day time limit the Town of Kiawah Island shall be authorized to modify the identified beach walkover and file a real property lien against said owner's property for the costs associated with such removal or modification including reasonable attorney fees.
- (e) Owners of existing community beach walkovers terminating more than 20 feet landward of the active beach and causing dune vegetation destruction shall be notified by the Town to make corrections. The owner must submit their remediation plans within 30 days of notification. Once approved the owner will have 180 days to complete said remediation. Should said owner fail to extend and/or modify the identified community beach walkover that is causing dune destruction within the 180-day time frame the Town shall be authorized to extend and/or modify said community beach walkover and file a real property lien against said owner's property for the costs associated with such extension and/or modification including reasonable attorney's fees.

(f) Exception:

The Town may grant an extension to the above time frames to owners of private or community beach walkovers in the event of extenuating circumstances. Appeals shall be made to the Town's Building Official within 30 days of violation notification. The extension period if granted shall be determined by the Town's Building Official.

Section 3 Severability

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

Section 4 Effective Date and Duration

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

PASSED, APPROVED, AND ADOPTED BY COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 7th DAY OF NOVEMBER, 2017.

Craig Weaver, Mayor

Petra Reynolds, Town Clerk

10/03/2017 1st Reading Approval

11/07/2017 2nd Reading Approval

THE TOWN OF KIAWAH ISLAND

ORDINANCE 2017-09

AN ORDINANCE TO AMEND ARTICLE 15, GENERAL OFFENSES, CHAPTER 8, SHORT-TERM RENTAL PERMIT AND REGULATIONS

WHEREAS, the Town of Kiawah Island Municipal Code currently contains Article 15, General Offenses, Chapter 8, Short-Term Rental Permit and Regulations, Sections 15-801, 15-802, 15-803, and 15-804, and;

WHEREAS, the Town wishes to continue regulating the use of residential property as short term rentals, and;

WHEREAS, the Town wishes to amend the current sections relating to the regulation of residential property as short term rentals.

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

Section 1 **Purpose**

The purpose of this Ordinance is to repeal and replace Article 15, General Offenses, Chapter 8, Short Term Rental Permit and Regulations, Sections 15-801, 15-802, 15-803, and 15-804 with new language.

Section 2 **Ordinance**

The Town hereby repeals Article 15, General Offenses, Chapter 8, Short Term Rental Permit and Regulations, Sections 15-801, 15-802, 15-803, and 15-804.

Article 15, General Offenses, Chapter 8, Rental Application and Regulations, Sections 15-801, 15-802, 15-803, and 15-804 is hereby created as follows:

Sec. 15-801 **Rental Application Package (RAP)**

- (a) The intent of these regulations is to promote public health, safety, and welfare and to discourage nuisance and behavioral issues associated with ***all Residential Zoning Districts, R-1, R-E, R-2, and R-3.***
- (b) An owner or its agent is required to obtain an annual Class 7 business license from the Town of Kiawah Island for each dwelling unit prior to renting any dwelling unit. A license is nontransferable between owners. A change in ownership of the rental unit shall require the new owner or its agent to obtain a new license for the unit.
- (c) No owner or its agent may advertise their unit in such a way that would result in a violation of this Chapter.
- (d) All commercial advertisements for rental units shall display the current business license number in the text of their advertisements.

- (e) The Town of Kiawah Island Municipal Code Article 4, “Municipal Business Licenses” regulates all business licenses. The following additional regulations apply specifically to rental dwelling units:
- (1) A “Rental Application Package (RAP) shall be prepared for each rental unit by the owner or its rental agent and placed on file with The Town of Kiawah Island Business License Permit Clerk. The Signed Rental Residence Data Sheet shall be a legal and binding testimonial that all Town ordinances and rental regulations shall be adhered to for the duration of the business license. A RAP shall be submitted annually with the business license application.
 - (2) A copy of the Town rules and regulations applicable to rentals shall be attached to each rental contract. Applicable rules and regulations provided in the RAP shall be the sole responsibility of the owner or its agent of such unit(s) to notify and educate the guests. Owner or its agent must have a 24-hour contact number posted in each unit.
- (f) The owner or its agent completing the Application shall complete page 5 (Rental Residence Data Sheet) of the Rental Application Package.
- (g) The maximum number of occupants permitted includes children of all ages, with exception of children under two years of age. The standard for all rental dwelling units is based on two occupants per code compliant bedroom. Two additional occupants can be added per dwelling unit. As an example, a 4 BR rental unit shall have a maximum of 10 occupants. The number of bedrooms deemed to exist in a rental dwelling unit shall be based on Charleston County records. Should a rental business license applicant claim more bedrooms than shown on Charleston County records, the owner or its agent shall petition the Town of Kiawah Code Enforcement Office in writing for review and determination prior to renting the unit. Such review will consider the additional bedrooms per the building code requirements. Temporary conversion of rooms such as dining rooms, living rooms, studies, etc. for use as bedrooms for rental purposes is not permitted.
- (h) The maximum number of vehicles permitted for each single-family dwelling unit shall be in accordance with Section 12-128 to include Table 4F of the Town of Kiawah Island Zoning Ordinance. In addition, a maximum of two vehicles shall be permitted to be parked single file in the driveway. All overnight parking shall be off-street, in a garage, on a paved driveway, on a platted driveway or, on a driveway bump-out. Should an applicant claim more bump-outs than shown in the original building plan documents, he or she shall petition the Town of Kiawah Island Zoning Officer for review and determination. In all cases, unencumbered driveway access to structures must be maintained for fire department and other emergency vehicles. Driveways must allow emergency vehicles to within 25 feet of the unit.
- (i) Parking for villa units shall be in parking lots that are integral to the villa complex. Should cottages have no garage, and in some cases, only a short driveway, overnight vehicle parking may be permitted under the dwelling unit and/or on the driveway in compliance with this chapter.
- (j) Pickups greater than ½ ton, and cargo vans greater than 12 passengers, recreation vehicles (RVs), buses, trailers, boats and other large vehicles are prohibited from parking overnight at residential dwellings. Vehicles shall not be used for sleeping or overnight accommodations.

- (k) The Town of Kiawah Island Municipal Code Article 9, Section, Fire Code, and Architectural Review Board regulations for residential driveways shall require all residential driveways to comply with the following:
- (1) Prior to the issuance of a new business license, all driveways shall be inspected by St. Johns Fire District to ensure compliance.
 - (2) Fire District requirements for single-family residential zoning districts (R-1, R-E, and R-2) require that driveway clearance for fire trucks be a minimum of 10 feet width for straight drives, and have a height clearance of 13.6 feet high.
 - (3) For safe conduct of operations, all single-family and cottage rental dwelling units shall meet these requirements as a condition of qualifying for a rental business license. Villas shall meet all state and county fire code requirements.
 - (4) Existing driveways found to be in violation of Section 15-801 (k)(2) shall be granted thirty days to make necessary corrections. No business license shall be issued until the driveway is compliant.
 - (5) NONCOMPLIANCE - Any person who violates this ordinance shall be subject to a fine of no less than \$100 or more than \$500 per each non-compliant incident. The Owner of the unit shall be responsible for all fines for noncompliance of Town of Kiawah Island ordinance 4-315 (business license suspension or revocation of license section). Habitual noncompliance substantiated by the code enforcement officer designated by the Town of Kiawah Island will result in the loss of business license and shall forfeit owner's right to rent for the next calendar year.
 - a. Exception: Dwellings available for rent for a period not to exceed 14-calendar days during a calendar year.

Sec. 15-802 Notice of rental residence rules and regulations

The Town shall promulgate and distribute rules and regulations applicable to the rental of residential property. Further, an owner (or his agent) who rents residential property shall furnish a copy of the rules and regulations to each rental guest, and each rental guest shall acknowledge receipt of such rules and regulations. In addition, the owner (or his agent) shall post a copy of the rules and regulations in a clearly visible location within each rental unit. Any person convicted of violating this provision shall be subject to a fine of not less than \$100.00 nor more than \$500.00. Each day of violation shall be considered a separate offense.

- (a) The Town of Kiawah Island Municipal Code, Article 8 "Health and Sanitation," regulates trash collection. Rental dwelling units shall subscribe to backdoor trash collection two (2) times per week including recycling service. After emptying, trash containers shall be returned by the contractor to the "backdoor" or storage location. Trash receptacles shall be stored in an enclosed garage or approved screened enclosure whereby the receptacles are not visible from the street.

Villas shall use provided dumpsters for trash disposal. Dumpster pickup service shall be sufficiently frequent to avoid trash overflow. Dumpsters shall be stored on an approved, screened pad.

- (b) Bicycles, beach gear, and other personal articles shall not be visible from street side for all single-family dwellings, for multi-family dwellings these articles shall be placed in the appropriate storage location overnight and shall not be left in a driveway, yard, or parking lot. No articles of clothing, beach towels, or other items shall be draped over railings or deck chairs or be visible beyond property lines.
Villa complexes shall provide adequate bicycle racks for overnight bicycle storage. All other gear shall be stored indoors or in provided storage closets.
- (c) All exterior lighting shall comply with Municipal Code, Article 16, Chapter 1, Section 16-101 through 16-106, which regulates beach lighting to protect sea turtle hatchings.

Sec. 15-803 Business License

- (a) An owner (or its agent) shall apply to the town and obtain a business license for each calendar year that his residential property is used as a rental; provided, however, that the town shall not grant a business license until the following conditions are satisfied:
 - (1) If the applicant is someone other than an owner, the applicant shall submit a copy of the owner's written authorization of his right to apply for the business license.
 - (2) The owner (or its agent) shall provide a written acknowledgement that a violation of the town's rental regulation provisions, by either the applicant, property manager or rental guest, shall be considered a violation by the owner.
 - (3) All rental properties shall remain complaint with the current edition of the International Property Maintenance Code. Rental properties will be subject to periodic inspections to ensure compliance. Random compliance inspections will be performed prior to the issuance of a Rental Permit.
 - (4) A fire extinguisher meeting the requirements as a 1-A: 10-B:C shall be mounted under the kitchen sink in all rental units.

Sec. 15-804 Appeals to Town Council

- (a) A person aggrieved by the Town's decision to revoke or deny a business license may appeal the decision to the Town Council. The appeal must be filed in writing within 30 calendar days after the revocation, suspension, or denial and it shall set forth a concise statement of the reasons for the appeal. Timely filing of an appeal shall stay the revocation, suspension, or denial, pending a decision on the appeal by the Town Council.
- (b) The Town Council shall consider the appeal in an open hearing at a regular or special meeting within 30 calendar days after receipt of a request unless otherwise agreed to, in writing, by the Town and the aggrieved party. The Town Council shall prescribe the rules of evidence and testimony and the procedures applicable to the conduct of the hearing. All interested parties shall have the right to be represented by counsel, to present evidence and testimony, and to cross-examine witnesses. The proceedings shall be electronically recorded and transcribed at the expense of the party so requesting. The Town Council shall render a decision by a majority vote of members present. The decision shall be in writing based upon findings of fact and the application of relevant standards. The decision shall be served upon all parties or their

designated representatives and shall be final unless appealed to a court of competent jurisdiction within ten days after service.

Section 3 **Severability**

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

Section 4 **Effective Date and Duration**

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

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS 7th DAY OF NOVEMBER, 2017.

Craig Weaver, Mayor

Petra S. Reynolds, Town Clerk

10/03/2017 1st Reading Approval

11/07/2017 2nd Reading Approval

TOWN OF KIAWAH ISLAND

Rental Application Package (RAP)

All owners renting their property for more than 14-calendar days during a calendar year are required to obtain a yearly business license with the Town of Kiawah Island.

The following procedures are used in obtaining a rental business license:

Rental by Owner:

1. Complete the application for the current year and the "Rental Application Package" in its entirety.
2. Business Licenses are based on your "gross rental fees," Except for a first time license, which is based on our minimum fee of \$85.00. All license renewal fees will be calculated on the previous year's gross rentals.
3. First time renters will find in their license package a "Rental Application Package". These forms must be completed, entirely, except for the Short Form (A) page 3.
4. Owners renting on their own, and through an agency, are required to have two (2) licenses. One through the agency for their rentals and the other for the rentals the owner handles.
5. License renewals are due on January 1st, those returned after March 1st will be assessed a 5% per month late fee.
6. Those homes being taken off the rental program (due to sale or no longer rented) must notify the Town and bring their license fees up to date. Remember your yearly license is based on the previous year's gross and the current year's payment is required to close the account.
7. Rental properties are required to subscribe to backdoor trash collection two (2) times per week including recycling service during the period of May 1st through the Friday after Labor Day. Should this pick-up not take place at the prescribed date; please notify the Town by 2PM on the Friday of the occurrence, to allow enough time for the vendor to be contacted to schedule a Saturday morning pick-up. If you miss the cut-off, the owner is responsible for disposal of overflow trash until the next regular pick-up.

Rental Agencies:

1. Homeowners who are using a rental agency are required to have their license and forms completed through the agency handling their property.
2. Rental Agencies must include contact information and an emergency contact number.
3. Rental properties are required to subscribe to backdoor trash collection two (2) times per week including recycling service during the period of May 1st through the Friday after Labor Day. Should this pick-up not take place at the prescribed date; please notify the Town by 2PM on the Friday of the occurrence, to allow enough time for the vendor to be contacted to schedule a Saturday morning pick-up. If you miss the cut-off, the Rental Agency is responsible for disposal of overflow trash until the next regular pick-up.

State and County Taxes:

Charleston County and SC Department of Revenue collect an Accommodation Tax based on yearly rental fees. You will need to contact both agencies to make these collections:

South Carolina Dept. of Revenue	803-898-5000
Charleston County Dept. of Revenue	843-202-6095

Instructions for Business License and Rental Application Package

BUSINESS LICENSE APPLICATIONS AND RENTAL APPLICATION PACKAGE (RAP) RENEWALS ARE DUE ON JANUARY 1ST OF EVERY YEAR

BUSINESS LICENSE

In all circumstances, the Business License application and payment for renewals are due on January 1st and must be received no later than February 28, 2017. Those returned after March 1st will be assessed a 5% per month late fee.

RENTAL APPLICATION PACKAGE Rental agents and/or property owners that rent properties are required to return a Rental Application Package (RAP) Permit along with their application.

SHORT FORM (A)

If ALL of the following statements are true, property owners and/or their rental agents can complete the Rental Application Form (A) (page 3). No other forms will be required. If any of the statements are false, skip down to the requirements listed under FULL PACKET.

- ☐ A completed RAP Application was submitted in previous two years.
- ☐ There have been no structural modifications to the rental property, i.e. added rooms and/or parking spaces.
- ☐ The property is still rented by the person/rental agent indicated on the previous two years Rental Application.
- ☐ The contact information remains the same as reported on the previous two years Rental Application.

If the above statements are true, the property owner and/or their agent will only be required to return the Short Form (A) (RAD page 3). This form is attached for your convenience.

FULL PACKET

If any of the above statements are false, you must return all the following forms:

- Rental Application – Form B – page 4 (not the Short Form (A))
- Rental Residence Data Sheet - page 5
- Authorization to Apply for Rental Application - page 6 (if your rental agent will be completing the rental applications)

These forms are available at www.kiawahisland.org

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Rental property owners and agents should also be aware of the following requirements as established by Ordinance 2017-09.

- RENTAL INFORMATION SHEET - Must be posted in the rental unit. Lists property address, name and contact information for owner or rental agent, and maximum number of overnight occupants and vehicles.
- RULES AND REGULATIONS - Must be provided to each rental guest and be posted in the rental unit.

These forms are available at www.kiawahisland.org

If you have any questions about the Business License Renewal or Rental Requirements, please contact Sharon Johnson, sjohnson@kiawahisland.org

Rental Application Short Form (A)

Kiawah Property Address: _____

Town of Kiawah Island Ordinance 2017-09 provides that property owners, or their agents, must obtain a Business License for each calendar year that the residential property is used for rentals.

Property owners, or their agents, who submitted a Rental Application in the previous two years may fill out the Short Form (A) for the current year provided that (1) the property has not been modified, e.g., rooms added; (2) the property is still rented by the person/rental agent indicated on the previous two years Applications; and (3) the contact information remains the same as reported on the previous two years Applications.

The following criteria must be met before a Business License is issued:

All solid waste collection fees have been paid in full for the current year. _____ (initial)

An authorization form for the below signed rental agency to apply for the Business License for the property identified above was previously submitted. Note: this authorization is not needed if the owner is applying for the Business License. _____ (initial)

The structure of the property has not been modified in any way, e.g. addition of rooms and/or parking spaces, since the submittal of the last Rental Application. _____ (initial)

I certify that the information provided is correct.

Authorized Signature

Date

Print Name or Rental Agency Name

24 hr. Contact Name & Phone #

Rental Application – FORM B

Kiawah Property Address: _____

Town of Kiawah Island Ordinance 2017-09 provides that property owners, or their agents, must obtain a Business License for each calendar year that the residential property is used for short-term rentals. The following criteria must be met before a Business License is issued:

All solid waste collection fees have been paid in full for the current year.

_____ (initial)

Attached is a copy of the owner's written authorization for the below signed rental agency to apply for the Business License for the property identified above. Note: this authorization is not needed if the owner is applying for the Business License.

_____ (initial)

I certify that the information provided is correct.

Authorized Signature

Date

Print Name or Rental Agency Name

Rental Residence Data Sheet

This form must be completed and returned to the Town of Kiawah Island along with the Rental and Business License Applications.

Rental Property

Address: _____

Phone: _____

Property Owner

Name: _____

Phone: _____ Fax: _____

Email: _____

Mailing Address: _____

Rental Agent

Name: _____

Address: _____

Phone: _____ Hotline/24-Hour Phone: _____

Rental Property Specifications

Number of Bedrooms: _____ Number of Baths: _____ Full _____ Half

Maximum Overnight Guest Occupancy (2 per bedroom plus 2) - Total: _____

Children under the age of two (2) are exempt from totals

Vehicle Parking Capacity

Number of Garage Bays: _____; Vehicle Capacity: _____

Number of Driveway Bump outs: _____; Vehicle Capacity: _____

Agent Authorization Form

I/We, the owner/s of _____,
(Kiawah property address)

hereby authorize _____,
(Rental Agency)

to apply for the Town of Kiawah Island Rental Application for as long as said agency represents this property.

_____ Owner Signature	_____ Printed Name	_____ Date
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_____ Owner Signature	_____ Printed Name	_____ Date
--------------------------	-----------------------	---------------

_____ Owner Signature	_____ Printed Name	_____ Date
--------------------------	-----------------------	---------------

_____ 24 hr. Contact Name	_____ Contact Phone #
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RENTAL PROPERTY RULES & REGULATIONS

Prior to Renting:

- ✓ Homes rented longer than a period of 14-calendar days during a calendar year are required to obtain a rental license.
- ✓ Business License and Rental Application Package (RAP) must be completed prior to renting home.
- ✓ Rentals must subscribe to backdoor trash collection two (2) times per week including recycling service.
- ✓ Maximum Occupancy is calculated at 2 persons per bedroom plus 2
Example: 4 bedroom home, maximum occupancy of 10 persons.
- ✓ Overnight parking must be off street, in a garage or driveway.
- ✓ Vehicles prohibited from overnight parking are recreation vehicles, buses, trailers, and boats.
- ✓ If staying in a villa or condo, parking is limited to the designated parking lot for that complex.

Storage of Personal Items:

- Bicycles, beach gear, and other items must be stored in an enclosed garage or screened enclosure.
- No articles of clothing or towels shall be draped over deck railings or chairs or stored in a way that visible beyond property line.
- Bikes must be placed in racks where supplied, or neatly parked within property.

Lighting:

- Outdoor lighting, facing seaward in beachfront units shall be turned off at 9:00pm, from May 1st thru October 31st.

Noise Control: Disturbing the Peace – Article 15, Section 15-306

- Its intent is to minimize any loud and/or unnecessary noise of such character, intensity, and/or duration as to annoy, disturb, injure, and/or endanger the comfort, repose, health, peace, or safety of others within the town limits. Of particular concern are loud audio and video broadcasts, dog barking and late night parties. Sound that is audible beyond the real property boundaries of the unit where the sound emanates is prohibited between the hours of 11pm and 7am daily. Commercial generators, chiller units and other conditioning equipment are prohibited for residential use.

✓ **Other Common Rules and Ordinances:**

Ordinance 15-105 NO grills in multi-family units

Ordinance 15-209 NO fireworks or fire

Ordinance 15-315 NO wading / Swimming in Capt. Sam's Inlet

Ordinance 15-501 DO NOT harass or feed alligators

Ordinance 16-302 NO vehicles on beach except those approved

Ordinance 16-304 NO pedestrian traffic on/in the dunes

Ordinance 16-501/502 Pets must be leash / lead when outside of the home. Owners are responsible to pick up after their pets. Town has designated area on the beach for owners and guests to allow their pets off a leash. Please see beach signage for this area (east of the Beach Club) and dates the regulation is in effect.

Town of Kiawah Island

Resolution 2017-03

SOUTH CAROLINA LOCAL GOVERNMENT INVESTMENT POOL

CONSENT FORM

WHEREAS, Section 6-6-10 of the 1976 South Carolina Code of Laws, as amended, provides for the establishment of a Local Government Investment Pool to be managed by the State Treasurer; and

WHEREAS, the Town Council of the Town of Kiawah Island has determined participation and investment of funds in said Pool pursuant to statute would be in the best interest of the Town of Kiawah Island;

NOW THEREFORE, BE IT RESOLVED, that the Kiawah Island Town Council does hereby authorize participation of the Town of Kiawah Island, Charleston County, Charleston School District, in the South Carolina Local Government Investment Pool for the purpose of investment and authorizes its Treasurer to do all things necessary in order to participate in said Pool.

PASSED AND ADOPTED on this the _____ day of _____,
20____.

Craig Weaver
Mayor, Town of Kiawah Island

ATTEST: _____
Petra S. Reynolds
Town Clerk, Town of Kiawah Island



REQUEST FOR TOWN COUNCIL ACTION

TO: Mayor and Town Council
FROM: Stephanie Monroe Tillerson, AICP, Town Administrator
SUBJECT: 2018 Active Employee Insurance Supplement
DATE: October 26, 2017

BACKGROUND: Town Council reviews the active employee's health insurance supplement annually. Currently, the Town provides \$131 per active employee-only supplement for health, dental and vision insurance premiums (excluding Tobacco Surcharge). Starting January 1, 2018, there will be a slight monthly premium increase in Dental Plus and Vision, which brings the total employee only health insurance cost to \$132.80.

The following table illustrates the changes. The employee only rates for the applicable Standard Plan are shown below. Employees are responsible for the full cost of any dependent or family coverage.

	<u>2018 EMPLOYEE ONLY RATES</u>								
	Jan. 2010	Jan. 2011	Jan. 2012	Jan. 2013	Jan. 2014	Jan. 2015	Jan. 2016	Jan. 2017	Jan. 2018
Standard Plan	\$94.86	\$94.58	\$97.68	\$102.18	\$97.68	\$97.68	\$97.68	\$97.68	\$97.68
Vision Plan	\$7.76	\$7.76	\$7.76	\$7.76	\$7.94	\$7.00	\$7.00	\$7.00	\$8.00
Dental Plus						\$24.58	\$25.96	\$25.96	\$27.12
Total						\$129.26	\$130.64	\$130.64	\$132.80

ACTION REQUESTED: To approve a health insurance subsidy of \$133.00 for the employee only portion of the Health, Dental and Vision insurance coverage to become effective January 1, 2018.

BUDGET & FINANCIAL DATA: General Fund

**Town of Kiawah Island
Monthly State Health Plan Premiums**

# of Participants		Unsubsidized			Subsidized			Town Contribution		
		<u>Base Rate for Employee</u>			<u>Employee Premium</u>			<u>Including Subsidy</u>		
		2017	2018	Change	2017	2018	Change	2017	2018	Change
6	Employee	130.64	132.80	2%	-	-	0%	507	521	3%
4	Employee/Spouse	327.46	331.80	1%	196.82	199.00	1%	863	889	3%
2	Employee/Children	233.06	237.94	2%	102.42	105.14	2%	701	722	3%
5	Full Family	428.48	434.16	1%	297.84	301.36	1%	1,044	1,076	3%



Memorandum

TO: Mayor and Town Council

FROM: Dorota Szubert, Town Treasurer

SUBJECT: Post-Employment Health Insurance Policy

DATE: 11/7/2017

BACKGROUND:

Currently, the Town as the participant in State Health Plan pays the active employer portion of the health and dental insurance premiums. Additionally, Town Council approved to supplement the employee only portion of the health, dental and vision premiums for all active employees. The Town's retirees are eligible to enroll in the retiree health, dental and vision insurance through the State Plan; however, the Town does not have a formal policy on the Town's contribution to the retiree insurance premiums.

Additionally, the new accounting standard, GASB #75 "Accounting and Financial Reporting for Postemployment Benefits Other than Pension" will be implemented in the current fiscal year and it will require the Town to recognize the unfunded liability related to healthcare benefits provided to the retirees.

ANALYSIS:

The employee eligibility for retiree group insurance is based on the retirement service credit an employee earned while working for an employer that participates in the State Health Plan, and whether the employee meets minimum statutory requirements for **retirement eligibility** as follows:

- 28 years of service;
- Age 65 or;
- Age 55 with 25 years of service (early retirement); or
- Age 60 with 20 years of service (early retirement).

The retiree **insurance eligibility** guidelines summarized in the table below:

Retirement Status*	Earned Service Credit in the State Health Plan	Responsibility for Paying Premiums
Left employment <u>before</u> reaching retirement eligibility	Less than 20 years At least 20 years	Not eligible for retiree coverage At employer's discretion
Left employment <u>after</u> reaching retirement eligibility	At least 5 years	At employer's discretion

* Regardless of how or when employee qualifies for retirement, to qualify for the group insurance program, the employee's last five years must be served consecutively in a full time, permanent position with the employer participating in the state insurance program.

In general, there has been a downward trend in the percentage of private entities offering retiree coverage from 32% in 2007 to 25% in 2017, based on "2017 Employer Benefits Survey". However, the share of private entities offering this benefit varies considerably by industry. Nationwide, in 2017, 73% of state and local governments offer post-employment benefits compared to 11% private for profit and 19% private, non-for-profit entities. Locally, the practices vary significantly around neighboring communities and are presented in the table below:

Entity	Years of Service	Employer Share	Retiree Share	Comments
Folly Beach		0%	100%	
Sullivan's Island		0%	100%	
Hilton Head		0%	100%	
Isle of Palms		0%	100%	
Surfside Beach		0%	100%	
Moncks Corner		\$212	Remaining	Up to age 65
Georgetown	Less than 10 Y of Service	0%	100%	
	More than 10 Y of Service	20%	80%	Hired before 7/1/05 Lifetime and Family Coverage is offered
	More than 10 Y of Service	20%	80%	Hired after 7/1/05 Coverage is offered up to 65
North Charleston	Less than 20 Y of Service	0%	100%	
	20-24 Y of Service	50%	50%	Lifetime coverage
	25-30 Y of Service	67%	33%	Lifetime coverage
	More than 30 Y	75%	25%	Lifetime coverage
Mount Pleasant	Less than 5 Y of Service	0%	100%	
	6-9 Y of Service	25%	75%	Lifetime and Family coverage is offered
	10-14 Y of Service	50%	50%	Lifetime and Family coverage is offered
	15-19 Y of Service	75%	25%	Lifetime and Family coverage is offered
	More than 20 Y of Service	95%	5%	Lifetime and Family coverage is offered

ACTION REQUESTED:

Considering the Town's financial sustainability, staff's recommendation is to create a policy for funding 50% of retiree health, dental and vision insurance premiums up to age 65. This recommendation is based on the increasing cost of the health care. In 2018, the annual cost for the retiree health insurance coverage will be \$5,947 for retiree only coverage, \$12,432 for retiree and spouse, and \$15,809 for family coverage, which is a 3% increase from the current year. Considering the Town's current census, within the next 10 years the Town will have six (6) employees eligible for this benefit. Also, implementation of this policy will result in recognizing the OPEB liability and annual expenses as shown in the attached exhibit.

Town of Kiawah Island
Proposed Post Retirement Medical Plan
Plan Design Analysis
Page 1

Scenario 1

Scenario Summary (Proposed Plan Design)

Coverage (PEBA: Medical, Dental, Rx)	Lifetime coverage under PEBA
Employer Premium (\$362.98/\$718.98 per month)	Employer pays 50% until age
Employee Premium (\$97.68/\$253.36 per month)	Retiree pays

Actuarial Accrued Liability (GASB 75)

Total OPEB Liability	\$ 191,932
Fiduciary Net Position	0
Net OPEB Liability	<hr/> \$ 191,932
Discount rate	3.50%

Estimated Annual OPEB Expense (GASB 75)

Service cost	\$ 11,867
Interest on the total OPEB liability	6,577
Plan amendments	0
Expensed portion of current-period difference between expected and actual experience in the	TBD
Expensed portion of current-period changes in	TBD
Employee contributions	0
Expected earnings on plan investments	0
Expensed portion of current-period difference between expected and actual earnings on plan	0
Administrative expenses	0
Recognition of deferred inflows	0
Recognition of deferred outflows	0
Estimated OPEB Expense	<hr/> \$ 18,444

Census Data 6/30/2017

Active	16
Retired	2
Spouses	1
Total	<hr/> 19
2017 Payroll	\$ 1,040,930.00



Memorandum

TO: Mayor and Town Council

FROM: Dorota Szubert, Town Treasurer

SUBJECT: Budget Report for the First Three Months Ended 9/30/2017

DATE: 11/7//2017

Overview:

Presented here is the Town's Balance Sheet as of September 30, 2017 and Budget to Actual Report for the first quarter. The Budget to Actual Report is compiled on the cash basis and all the funds are consolidated.

As of September 30, 2017, the Town's governmental funds combined have ending fund balance of approximately \$16M, a decrease of approximately \$600K from June 30, 2017. Of this amount approximately 37% or \$6M is available for spending at the Town's discretion (unassigned fund balance).

Overall, for the first three months the Town's revenues appear reasonable for this time of the year and in line with the expectations. Consolidated revenues of \$1.6M were approximately \$40K or 2% lower than budgeted. This variance is attributable to the timing of the monthly collection of the Local Option, Accommodation, and Hospitality Taxes.

With 25% of the year lapsed at the end of September, expenditures to date are approximately \$1.8M and are in line with the budgeted spending. The small variances are related to timing with the exception of insurance cost that will carry throughout the year due to increase in bridge coverage premium and unbudgeted cleanup cost after Hurricane Irma that totaled as of September 30, 2017 \$59K.

Capital expenditures are in line with the budget. The negative variance in Municipal Center construction cost is related to timing. From the inception through September 30, 2017, the total cost is approximately \$8.6M and is expected to fall \$400K less than budgeted.

Town of Kiawah Island

Balance Sheet - Governmental Funds
 Unaudited
 Cash Basis
 9/30/2017

	GENERAL FUND	SPECIAL FUNDS COMBINED	CAPITAL FUND	TOTAL FUNDS
ASSETS				
Cash and Cash Equivalents	\$ 6,036,158	\$ -	\$ 1,697,634	\$ 7,733,792
Cash and Cash Equivalents, Restricted	-	7,441,133	-	7,441,133
Investments, Restricted	-	995,450	-	995,450
Accounts Receivable	98,513	47,534	-	146,047
TOTAL ASSETS	6,134,671	8,484,117	1,697,634	16,316,422
LIABILITIES				
Accounts Payable and Accrued Liabilities	103,041	27,558	124,989	255,588
Municipal Court Fines and Assessments Payable	2,354	-	-	2,354
Unearned Revenue	3,941	-	-	3,941
TOTAL LIABILITIES	109,336	27,558	124,989	261,883
DEFERRED INFLOWS OF RESOURCES				
Unavailable Revenue	40,546	-	-	40,546
TOTAL DEFERRED INFLOWS OF RESOURCES	40,546	-	-	40,546
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	149,882	27,558	124,989	302,429
FUND BALANCES				
Restricted:				
Tourism Related Expenditures & Capital Improvements	-	8,434,624	1,572,645	10,007,269
Victims' Assistance	-	21,935	-	21,935
Unassigned	5,984,789	-	-	5,984,789
TOTAL FUND BALANCES	5,984,789	8,456,559	1,572,645	16,013,993
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 6,134,671	\$ 8,484,117	\$ 1,697,634	\$ 16,316,422

Town of Kiawah Island
 Budget to Actuals
 Fund: Consolidated All Funds
 For the Three Months Ended 9/30/2017
 Cash Basis

	Quarter				Fiscal YTD			
	ACTUALS	BUDGET	VARIANCE		ACTUALS	BUDGET	VARIANCE	
Revenue:	\$	\$	\$		\$	\$	\$	
Building Permits	247,559	230,780	16,779		247,559	230,780		16,779
Business Licenses	83,756	82,500	1,256		83,756	82,500		1,256
Franchise Fees	150,000	150,000	-		150,000	150,000		-
Local Option Tax	122,090	133,525	(11,435)		122,090	133,525		(11,435)
State ATAX	-	-	-		-	-		-
Local ATAX	185,906	247,000	(61,094)		185,906	247,000		(61,094)
County ATAX	320,645	320,645	-		320,645	320,645		-
Hospitality Tax	122,120	141,500	(19,380)		122,120	141,500		(19,380)
Environmental Services	353,155	340,000	13,155		353,155	340,000		13,155
Interest	34,771	10,000	24,771		34,771	10,000		24,771
Other	5,909	9,250	(3,341)		5,909	9,250		(3,341)
Total Revenue	1,625,911	1,665,200	(39,289)		1,625,911	1,665,200		(39,289)
Expenses:								
Salaries	376,966	390,549	13,583		376,966	390,549		13,583
Overtime	8,916	4,675	(4,241)		8,916	4,675		(4,241)
Benefits	58,536	71,010	12,474		58,536	71,010		12,474
Payroll Tax	28,637	31,845	3,208		28,637	31,845		3,208
Employee Subtotal	473,055	498,080	25,025		473,055	498,080		25,025
Utilities & Supplies	42,041	47,065	5,024		42,041	47,065		5,024
Advertising & Promotions	1,639	2,050	411		1,639	2,050		411
Communications	18,927	16,874	(2,053)		18,927	16,874		(2,053)
Waste Management	158,947	165,500	6,553		158,947	165,500		6,553
Insurance	102,907	87,673	(15,234)		102,907	87,673		(15,234)
Professional Services	27,296	27,296	-		27,296	27,296		-
Consultants	41,944	45,200	3,256		41,944	45,200		
Maintenance	92,527	101,306	8,779		92,527	101,306		8,779
Travel	3,948	11,941	7,993		3,948	11,941		7,993
Rentals	23,983	24,348	365		23,983	24,348		365
Tourism & Recreations	323,942	329,816	5,874		323,942	329,816		5,874
Contributions	-	-	-		-	-		-
Other	58,091	59,113	1,022		58,091	59,113		1,022
Debt Service	353,100	353,100	-		353,100	353,100		
Unbudgeted (Storm Clean Up)	58,895	-	(58,895)		58,895	-		(58,895)
Total Expenses	1,781,242	1,769,362	(11,880)		1,781,242	1,769,362		(11,880)
Revenue Less Expenses	(155,331)	(104,162)	(51,169)		(155,331)	(104,162)		(51,169)
Capital Expenditures:								
Building	370,508	355,648	(14,860)		370,508	355,648		(14,860)
Vehicles	-	-	-		-	-		-
Other	84,028	100,000	15,972		84,028	100,000		15,972
Total Capital Expenditures	454,536	455,648	1,112		454,536	455,648		1,112
Net Changes in Fund Balance	\$ (609,867)	\$ (559,810)	\$ (50,057)		\$ (609,867)	\$ (559,810)		\$ (50,057)