

# WAYS & MEANS COMMITTEE MEETING

Kiawah Island Municipal Center  
Council Chambers  
July 25, 2017; 2:00pm

## Minutes

I. **Call to Order:** *Mr. Wilson called the meeting to order at 2:00pm.*

II. **Pledge of Allegiance**

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

**Also Present:** Stephanie Monroe Tillerson, Town Administrator  
Dorota Szubert, Town Treasurer  
Petra Reynolds, Town Clerk

III. **Approval of Minutes:**

A. Ways & Means Committee Meeting of June 27, 2017

*Mr. Koach made a motion to approve the Ways and Means Committee Meeting of June 27, 2017. The motion was seconded by Mr. Widuch and the minutes were passed as amended.*

IV. **Citizens' Comments: (Agenda Items only)**

None

V. **Old Business:**

A. None

VI. **New Business:**

A. To Consider Recommendation to Town Council for Approval of the Island Beach Services Franchise Amendment

*Mr. Widuch made a motion to recommend to Town Council the approval of the Island Beach Services Franchise Amendment. The motion was seconded by Mr. Koach.*

Ms. Tillerson explained that most of the Town's contracts include terms of three years and two one-year extensions. It was discovered that at the time this agreement was written the extensions were not included. The amendment would correct the exclusion error.

*Following discussion, the motion was unanimously passed.*

B. To Consider Recommendation to Town Council for the approval of the CARTA Budget

Mr. Jeff Burns, with CARTA (Charleston Area Regional Transportation Authority), presented the FY 2018 balanced CARTA Budget for member jurisdiction approval. He highlighted a 34% increase in the budget which was attributed to the long awaited construction of the Intermodal Facility and a \$6.2 million dollar grant award for the purchase of 16 Express Buses. Mr. Burns reviewed accomplishments over the past year which included replacement of buses and camera systems. He answered Council Members questions on the approval of the budget and working on a project with the Resort to possibly establish a service to the Island.

***Mayor Weaver made a motion to recommend to Town Council the approval of the FY 2018 CARTA Budget. The motion was seconded by Mrs. Mezzanotte and was unanimously passed.***

C. To Consider Recommendation to Town Council for the approval of the Greenery New Town Hall Landscaping Proposal

***Mr. Koach made a motion to recommend to Town Council the approval of The Greenery New Town Hall Landscaping Proposal. The motion was seconded by Mrs. Mezzanotte.***

Mr. Lameo stated the Town will be occupying the new Betsy Kerrison facility in August. The present landscaping contract includes only the maintenance for Kiawah Island Parkway and Beachwalker Dr. The new facility will require a yearly landscaping agreement to include General Maintenance Procedures for the area closely surrounding the buildings and the maintenance and repair of the irrigation system. Outer areas will be brought back to the Ways and Means Committee in a separate proposal.

The yearly cost is \$39,120.00 (\$3260.00 monthly) and has been budgeted in the 2017-2018 budget. Revision of the Landscaping Maintenance pricing breakdown to include proposed pricing for new Municipal Center will have an annual cost of \$160,027.08. The cost of mulch for the area is an unknown, has not been included in the pricing breakdown, and will be submitted as a separate proposal.

Council members discussed the pricing breakdown, arborist for the care of the grand tree, landscaping of the drainage ditch, maintenance of the parking lot areas, the irrigation system, and use of pond water for irrigation.

***Following further discussion, the motion was unanimously passed.***

**VII. Chairman's Report:**

Mr. Wilson stated that he, along with Mrs. Szubert, will be conferencing with the Town's investment advisor on options available to increase the earnings on investments that are earning a minimum amount or nothing at all.

**VIII. Treasurer's Report:**

Mrs. Szubert presented the 2016-2017 fiscal year budget to actuals. She noted that the year has not been closed yet, the report is compiled on the modified cash basis, and all the funds are consolidated. She indicated revenues were lower than budgeted, but would change with the

remittances of fourth quarter Franchise Fees and Accommodations Taxes usually received in August. She indicated expenditures show a negative variance of approximately \$300,000.00 which is primarily driven by the cleanup cost after Hurricane Matthew that totaled approximately \$630,000.00. Also examined were other main items which will carry positive or negative variance through the close of the fiscal year along. An explanation of the variances were reviewed and discussion included the cost repairs to Town vehicles done by rodents, signage for both the Parkway and new Municipal Center, and ending of the financial obligations on the old Town Hall on August 11<sup>th</sup>.

Mrs. Szubert stated the auditors would be coming at the end of this month for the Town's annual audit with the CAFR (Comprehensive Annual Financial Report) to be presented at the October Town Council Meeting.

**IX. Citizen Comments:**

**Mr. Butch Neal – Island Beach Services**

Mr. Neal thanked the Mayor and member of Council and stated he was very humbled to be given the opportunity to work on the Kiawah Beach for all these many years.

**X. Committee Member's Comments:**

None

**XI. Adjournment:**

***Mr. Koach made a motion to adjourn the meeting at 2:48 pm. The motion was seconded by Mr. Widuch and was unanimously approved.***

**Submitted by,**

  
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Petra S. Reynolds, Town Clerk

**Approved by,**

  
\_\_\_\_\_  
John R Wilson, Chairman

9/7/17  
**Date**