



TOWN OF *Kiawah Island*

Mayor

John D. Labriola

Council Members

F. Daniel Prickett

Maryanne Connelly

John Moffitt

Scott M. Parker, MD

Town Administrator

Stephanie Monroe Tillerson

WAYS & MEANS COMMITTEE MEETING

Kiawah Island Municipal Center

Council Chambers

July 26, 2021; 3:00 pm

AGENDA

- I. **Call to Order:**
- II. **Pledge of Allegiance**
- III. **Roll Call:**
- IV. **Approval of Minutes:**
 - A. Ways and Means Committee Meeting of July 6, 2021 [Tab 1]
- V. **Citizens' Comments: (Agenda Items only)**
- VI. **Old Business:**

None
- VII. **New Business:**
 - A. Review and Recommendation to Town Council of the Outdoor Spatial Design Municipal Center Landscape Improvements. [Tab 2]
- VIII. **Chairman's Report:**
- IX. **Treasurer's Report:**
 - A. Update on American Rescue Plan Act of 2021 [Tab 3]
- X. **Citizen Comments:**
- XI. **Committee Member's Comments:**
- XII. **Adjournment:**



Tab | 1

WAYS AND MEANS

Agenda Item

WAYS & MEANS COMMITTEE MEETING

Kiawah Island Municipal Center

Council Chambers

July 6, 2021; 1:45 pm

MINUTES

I. Call to Order: *Chairman Prickett called the meeting to order at 3:00.*

~~II. Pledge of Allegiance~~

III. Roll Call:

Present at the meeting: Dan Prickett, *Chairman*
John D. Labriola, *Mayor*
Maryanne Connelly, *Committee Member*
John Moffitt, *Committee Member*
Dr. Scott Parker, *Committee Member*

Also Present: Stephanie Tillerson, *Town Administrator*
Dorota Szubert, *Town Treasurer*
Petra Reynolds, *Town Clerk*
Brian Gottshalk, *Public Works Director*

IV. Approval of Minutes:

A. Ways and Means Committee Meeting of May 24, 2021

Committee Member Connelly made a motion to approve the minutes of the May 24, 2021 Ways and Means Committee meeting. The motion was seconded by Committee Member Parker and was unanimously passed.

V. Citizens' Comments: (Agenda Items only)

None

VI. Old Business:

None

VII. New Business:

A. Review and Recommendation to Town Council for Approval of the Contract Amendment for All South Consulting Engineers

Committee Member Connelly made a motion to recommend to Town Council the approval of the Contract Amendment for All South Consulting Engineers. The motion was seconded by Committee Member Moffitt.

Mr. Gottshalk stated that with the annual threat of hurricanes and other natural disasters impacting Kiawah Island, it is very important that there is a thorough recovery plan. Part of this recovery plan is monitoring any and all debris that needs to be cleaned up or removed post-disaster.

In 2018, The Town of Kiawah entered into an “as needed” contract with All South Consulting Engineers to provide necessary equipment and personnel to provide accurate monitoring of debris that meets FEMA (Federal Emergency Management Agency) monitoring standards. After a disaster, loads of debris materials are monitored with ADMS (Automated Debris Monitoring Systems) to verify load amount and type of debris at the time of pickup and drop-off at the debris staging area.

All South Consulting Engineers would like to enter into their second one (1) year extension to this contract for post-disaster debris monitoring services.

Following the discussion, the motion was unanimously passed.

B. Review and Recommendation to Town Council for Approval of the Contract Amendment for Jan-Pro Cleaning Systems

Mr. Gottshalk stated that maintaining a clean and sanitary work environment has always been highly important to Town staff. During this time especially, there is a heightened need to maintain an exceptional level of cleanliness and sanitation where we work.

The Town entered into a contract with the current company, Jan-Pro, in July of 2020. Town staff is pleased with the services performed, maintaining the staff work areas, Council Chambers, and the extra services provided for COVID protocols.

Jan-Pro Cleaning Systems would like to enter into their first one (1) year extension to this contract for janitorial services for the Town’s Municipal Center.

Committee Member Moffitt made a motion to recommend to Town Council the approval of the Contract Amendment for Jan-Pro Cleaning Systems. The motion was seconded by Committee Member Parker.

Following the discussion, the motion was unanimously passed.

VIII. Chairman’s Report:

None

IX. Treasurer’s Report:

None

X. Citizen Comments:

None

XI. Committee Member’s Comments:

None

XII. Adjournment:

Committee Member Parker made a motion to adjourn the meeting at 3:34 pm. Committee Member Connelly seconded the motion and was unanimously passed.

Submitted by,

Petra S. Reynolds, Town Clerk

Approved by,

F. Daniel Prickett, Chairman

Date

DRAFT



Tab | 2

WAYS AND MEANS

Agenda Item



Request for Ways and Means Committee Recommendation

TO: Ways and Means Chairman and Committee Members

FROM: Brian Gottshalk, Public Works Director

SUBJECT: Request to Recommend Approval for Town Hall Landscape Improvements

DATE: 26 July, 2021

BACKGROUND:

The Town Municipal Center sees considerable traffic between public meetings, visitors inquiring about island activities, and business transactions. Because of this, it is important that the complex maintain the highest standard for the look and feel of the island, specifically through the landscaping. More than that, making sure that the complex is safe for motorists and walkers at all times. The current landscape design has some areas that obstruct line of sight for cars driving through the complex that need to be corrected. Further, there are areas around the complex where plants are either dead or suffering.

ANALYSIS:

The Town has contracted with Outdoor Spatial Design (OSD) to identify all areas on the complex that pose a threat to safety and areas that can be enhanced with thriving plant material. Their analysis is broken down into three categories with a respective estimated cost:

Vehicular Safety:	11,700 sq ft- \$46,800
Dead/Dying Plant Material:	13,500 sq ft- \$54,000
Suffering/Poor Performing:	13,500 sq ft- \$54,000

ACTION REQUESTED:

Town Staff requests that the Ways and Means Committee recommend to Town Council the approval to put out an RFP for landscape improvements based off the analysis from OSD. The total cost would not exceed \$154,800.

BUDGET & FINANCIAL DATA:

This landscape improvement project would be funded through the General Fund.

DEAD AND DYING PLANT MATERIAL	13,500 SF	35%
VEHICULAR SAFETY CONCERNS	11,700 SF	30%
POORLY PERFORMING PLANTS	13,500 SF	35%





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WAYS AND MEANS

Agenda Item

What is ARPA ?

\$1.9 trillion COVID-19 relief package signed into law on March 11, 2021

Several programs, including

- \$350 billion- Coronavirus State and Local Fiscal Recovery Fund
- \$21.5 billion – Emergency Rental Assistance Program
- \$122.7 billion- Education Stabilization Fund
- ~ \$95 billion- Transportation and Infrastructure
- ~ \$5 billion-Low-income Water and Energy Assistance
- Direct Stimulus Payments and Emergency Paid Sick and Family Leave Credits

Coronavirus State and local Fiscal Recovery Funds

- ▶ Aid to state, local and territorial governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.
- ▶ \$195.3B for states and DC
- ▶ \$130.2B for local governments
 - ▶ Equally divided between cities and counties based on population
 - ▶ Direct recipients- cities over 50K in populations, counties and territories
 - ▶ Indirect recipients –Non-entitlement units under 50k in population. Allocation cannot exceed 75% of the most recent budget.

Coronavirus State and local Fiscal Recovery Funds

Non-Entitlement Units (NEUs)


- ▶ Funds flow through the States
- ▶ States cannot further restrict use of funds beyond guidance from Treasury
- ▶ NEUs will received their money within 30 days of the State receiving the funds (2, 30-day extensions are available)
- ▶ Funds are “available” 3/31/2021 until 12/31/2024, “expended” by 12/31/2026
- ▶ South Carolina has not requested the funds yet
- ▶ Initial allocation for the Town of Kiawah is ~\$880M
- ▶ Funding is subject to special reporting requirements and single audit guidelines

Coronavirus State and local Fiscal Recovery Funds

Eligible Uses

- ▶ Response to COVID-19 and its Negative Impact
 - ▶ Vaccine programs, PPE, medical expenses, capital investments to meet pandemic operational needs
 - ▶ Respond to economic harms to impacted industries (tourism, travel and hospitality) and small business support (loans, grants, in-kind)
- ▶ Premium Pay for Essential Workers
- ▶ Loss of Revenue
 - ▶ Use funds to provide government services to the extent of the reduction in revenue experienced due to pandemic
- ▶ Water, Sewer and Broadband Infrastructure
 - ▶ Aligned with Environmental Protection Agency projects categories for Clean Water and Drinking State Revolving Plan (including projects that address the impact of climate change)
 - ▶ Focus on households and businesses without access to broadband and those with connections that do not provide minimally acceptable speeds

ARPA Revenue Replacement Calculator

 ARPA Revenue Replacement Calculator	
Background Information	
1) Fiscal Year End	June
Base Year Revenue Period	6/30/2019
2) Calculation Date	12/31/2020
Number of Months	18
Estimate Revenue	
3) Base Year Revenue	\$ 10,116,657
4) Growth Rate	5.7%
Counterfactual Revenue	\$ 10,996,436
5) Actual Revenue	\$ 9,256,153
Reduction in Revenue	
Revenue Reduction	\$ 1,740,283
Revenue Reduction %	-15.8%