

**WAYS & MEANS COMMITTEE
SPECIAL CALL MEETING**

Kiawah Island Municipal Center
Council Chambers
December 7, 2021; 1:00 pm

MINUTES

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

II. **Pledge of Allegiance**

III. **Roll Call:**

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

Absent: John Moffitt, *Committee Member*

Also Present: Stephanie Tillerson, *Town Administrator*
Dorota Szubert, *Town Treasurer*
Petra Reynolds, *Town Clerk*
Jim Jordan, *Town Biologist*
Stephanie Braswell, *Communications Manager*
Brian Gottshalk, *Public Works Manager*

IV. **Approval of Minutes:**

A. Ways and Means Committee Meeting of October 25, 2021

Committee Member Parker made a motion to approve the minutes of the October 25, 2021 Ways and Means Committee meeting. Committee Member Connelly seconded the motion, and it was unanimously passed.

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

None

VI. **Old Business:**

None

VII. **New Business:**

A. Consideration and Recommendation to Town Council for Approval of the Proposal for Beachwalker Drive Pedestrian Safety Improvements

Mr. Gottshalk stated that the Town contracted with Kimley Horn to conduct a pedestrian safety study on Beachwalker Drive and recommend improvements to the existing bike path and intersections.

A conceptual design for the recommended improvements was made available for public review and comment. The comments were incorporated into a final design which was approved and sent out in a request for proposals (RFP) to Truluck Construction and Three Oaks Construction individually. The RFP was also publicly posted online for other vendors to review.

After a mandatory pre-bid meeting, the Town received one bid back from Truluck Construction in the amount of \$360,349.00. Town Staff met with Kimley Horn and Truluck to discuss the proposal and were able to eliminate some items to revise the proposal cost to a total of \$299,868.00.

Mr. Gottshalk requested the Ways and Means Committee recommend to Town Council awarding this project to Truluck Construction for the proposed amount of \$299,868.00.

Committee members engaged in an in-depth discussion of the fund allocation of the cost of the project, items and fees that were excluded from the original proposal, the impact on traffic during the project, the stormwater scoping and cleaning included in the proposal, and costs comparisons to similar projects done on the island.

Committee Member Connelly made a motion to recommend to Town Council to approve awarding Truluck Construction the contract for the Beachwalker Drive Improvements project. Committee Member Parker seconded the motion, and it was unanimously passed.

B. Consideration and Recommendation to Town Council for Approval of the Proposal for Garage Improvements

Mr. Gottshalk stated that the Town contracted with LS3P to develop a design for improvements to the garage at Town Hall. These improvements include constructing two conditioned office spaces within the garage for the existing Wildlife Department, constructing a new car wash area, creating a secured outdoor storage area, and improving the existing bathroom.

The design received from LS3P was incorporated in an RFP that was publicly posted online for potential contractors to review. After a mandatory pre-bid meeting, the Town received three proposals, inclusive of the four parts of the project, that were opened in a public bid opening on December 1st:

Duke Commercial Construction LLC:	\$173,507.25
Satchel Construction:	\$186,500.00
Hospitality Builders:	\$198,036.00

Mr. Gottshalk requested the Ways and Means Committee recommend to Town Council awarding this project to Duke Construction LLC in the amount of \$173,507.25.

Committee members discussed drainage in the new car wash area, the old car wash enclosure, and Duke Construction references.

Committee Member Connelly made a motion to recommend to Town Council to approve awarding Duke Commercial Construction for the Garage Improvements project. Committee Member Parker seconded the motion, and it was unanimously passed.

C. Consideration and Recommendation to Town Council for Approval of the Proposal for Android App.

Ms. Edgerton stated in August 2021, the Town launched its new iOS mobile app as a part of our ongoing development of expanded services and communication efforts. The new asset was designed to be a resource for residents and visitors and provides convenient access to community information, services, and reporting capabilities from mobile devices.

The Town's Apple iOS app has been well received by the community and has collected many positive reviews and feedback on its design and functionality. Since the launch, the app has been downloaded 197k times. The top features used are:

- Weather & Tides
- Beach map
- Logging
- Contacts
- News
- Need to know
- Report an issue
- Events

Ms. Edgerton requested Ways and Means recommend to Town Council the approval of the proposal from Populace for the development of the android version of the app to be completed.

Committee Member Connelly made a motion to recommend to Town Council to approve the proposal from Populace for the development of the android version of the Town's app. Committee Member Parker seconded the motion, and it was unanimously passed.

D. Consideration and Recommendation to Town Council for Approval of the Town Attorney Contract Services Agreement with Joseph Wilson

Ms. Tillerson stated that there was no compensation adjustment in the contract renewal for Mr. Wilson; however, it included additional language that the contract would automatically renew annually unless either party gave written notification.

Committee Member Parker made a motion to recommend to Town Council to approve the Town Attorney Contract Services Agreement with Joseph Wilson. Committee Member Connelly seconded the motion, and it was unanimously passed.

E. Consideration and Recommendation to Town Council for Approval of the Prosecuting Town Attorney Contract Services Agreement with Adam Young

Ms. Tillerson stated that Mr. Young provides services as a prosecuting attorney in Municipal Court proceedings, consulting with and assisting code enforcement staff with preparing or prosecuting cases.

Ms. Tillerson stated that there was no rate adjustment in the contract renewal for Mr. Young; however, it included additional language that the contract would automatically renew annually unless either party gave written notification.

Committee Member Connelly made a motion to recommend to Town Council to approve the Town Prosecuting Attorney Contract Services Agreement with Adam Young. Committee Member Parker seconded the motion, and it was unanimously passed.

F. Consideration and Recommendation to Town Council for Approval of the Amendment of the STR Code Enforcement Contract with Island Beach Services

Ms. Tillerson stated the Town currently contracts with Island Beach Services (IBS) to provide evening code enforcement services. When the Town amended the Short-Term Rental Ordinance, many comments were made on concerns with what was perceived as a lack of enforcement after

hours. After reviewing various options, the decision was made to expand these services provided by IBS.

Ms. Tillerson stated the current contract with IBS expires in December 2021. The amendment would extend the contract to February 6, 2022, to coincide with the Beach Patrol contract's expiration and IBS. The combined contract for Beach Patrol and STR Code Enforcement services will be put out for bid and approval in 2022.

Committee members discussed the number of complaints received from residents, the tools available to log complaints or concerns, the Community Association's Security and Enforcement Committee, logging of complaints received, and communication of who to call on for Short-Term Rental vs. owner complaints.

Committee Member Connelly made a motion to recommend to Town Council to approve the STR Code Enforcement Contract amendment with Island Beach Services. Committee Member Parker seconded the motion, and it was unanimously passed.

G. Consideration and Recommendation to Town Council for Approval of the Off-Duty Deputy Contract with the Charleston County Sheriff's Office

Ms. Tillerson stated the contract of the off-duty deputies is renewed annually and includes a change in the hourly rate to \$40.00 and holiday rate to \$60.00. With the Town having a Public Safety Director, the number of coordinators was reduced to one.

Committee members discussed the reason for the increase in the hourly rate.

Committee Member Connelly made a motion to recommend to Town Council to approve the Off-Duty Deputy Contract with the Charleston County Sheriff's Office. Committee Member Parker seconded the motion, and it was unanimously passed.

VIII. Chairman's Report:
None

IX. Treasurer's Report:

Ms. Szubert reported that the State ATAX Committee would be meeting for a second time this year. The funding amount budgeted for allocation by the Committee was based on conservative projections leaving a surplus to be allocated or carried over to the next year. At the April meeting, the Committee decided to meet again later in the year to review additional applications.

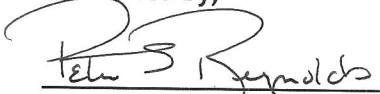
X. Citizen Comments:
None

XI. Committee Member's Comments:
None

XII. Adjournment:

Committee Member Connelly made a motion to adjourn the meeting at 3:47 pm. Mayor Labriola seconded the motion and was unanimously passed.

Submitted by,


Petra S. Reynolds, Town Clerk

Approved by,


F. Daniel Prickett, Chairman

1-26-22
Date