

WAYS & MEANS COMMITTEE MEETING

Kiawah Island Municipal Center

Council Chambers

July 26, 2021; 3:00 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*
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*
Evan Brandon, *Outdoor Spatial Design*
George Schneidmuller, *Outdoor Spatial Design*

IV. **Approval of Minutes:**

A. Ways and Means Committee Meeting of July 6, 2021

Chairman Prickett pointed out an error in the minutes.

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

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

None

VI. **Old Business:**

None

VII. **New Business:**

A. Review and Recommendation to Town Council of the Outdoor Spatial Design Municipal Center Landscape Improvements

Mr. Gottshalk stated the Town Municipal Center sees considerable traffic between public meetings, visitors inquiring, and business transactions. Because of this, the complex must maintain the highest standard for the look and feel of the island, which is achieved specifically through the landscaping. He stressed the importance of making sure that the complex was safe for motorists and walkers and that the current landscape design had some areas that obstruct line of sight for cars driving through the complex, along with areas where plants were either not performing or dead.

The Town contracted with Outdoor Spatial Design (OSD) to identify the 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 respective square footage and estimated cost for each area:

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

Mr. Gottshalk stated that Staff is requesting that the Ways and Means Committee recommend to Town Council the approval to put out an RFP for landscape improvements based on the analysis from OSD. The total cost would not exceed \$154,800.00 and would be funding from the General Fund.

Committee Member Moffit questioned if the intent was to replace the plant material in each category. Mr. Schneidmuller with OSD confirmed that the recommendation was to replace all the dead or dying plant material in each category and the poorly performing plant material and replace the plantings that obstruct the line of sight with a more appropriate plant.

Committee Members engaged in an in-depth discussion of the presented graphic of the existing plant condition inventory that included if the current condition were an issue of poor plant selection in the design or poor maintenance, more maintenance of the existing plants rather than replacement, square foot cost, and alternatives to mitigate costs.

Chairman Prickett suggested the Committee consider bidding the replacement of the dead/dying plant material and the vehicular safety improvements to see where the cost comes in before agreeing to replace the suffering/poor performing plants. Committee Member Moffitt commented that not all dead/dying plant material has to be replaced under trees where pine straw can be used.

Committee Member Parker made a motion to recommend to Town Council to send out an RFP (Request for Proposals) to replace plant material for vehicular safety improvements and dead/dying plant material with placement approval. Committee Member Connelly seconded the motion.

Discussion included a further clarification of the recommendation to Town Council and the amount of funds budgeted for the improvement project. Mr. Jordan stated that with the guidance from the Committee, OSD would prepare a full set of planting plans on the selected areas to go out to bid. From the bids received, the selection of a contractor will be submitted to the Committee for recommendation to Council for approval.

Following the discussion, the motion was unanimously passed.

VIII. Chairman's Report:

None

IX. Treasurer's Report:

Ms. Szubert stated that the fiscal ended June 20, 2021. While there are still receivables and payables accruing, the amended budget will be showing a deficit of approximately \$1.4 million due primarily to the \$2 million GO Bond repayment, but an actual positive of approximately \$700,000.00.

Ms. Szubert stated the auditors are scheduled to start the FY 20/21 audit in September with the presentation of the Budget Report at the November Town Council meeting. She noted that she would have audited statements prepared for the August Ways and Means meeting.

A. Update on American Rescue Plan Act of 2021

Ms. Szubert stated that the American Rescue Plan Act was a \$1.9 trillion COVID-19 relief package signed into law on March 11, 2021. The plan included several programs with the Town qualifying for the \$350 billion - Coronavirus State and Local Fiscal Recovery Fund, of which \$130.2B is designated for local governments to be equally divided between cities and counties based on population.

- Direct recipients - over 50K in population receive funding directly from the government
- Indirect recipients - under 50k in population - Town of Kiawah falls under the designation of Non-Entitlement Units (NEUs)

Ms. Szubert reviewed the funding of NEUs:

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

Ms. Szubert reviewed the 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

Ms. Szubert gave a detailed review of the Loss of Revenue use and ARPA Revenue Replacement Calculator. She noted that based on the Treasury’s guidelines and calculation format, the Town shortfall exceeds the amount allocated and would be able to use the funds received on normal operations.

Ms. Szubert reported on the Business License Stabilization Act. She indicated that the ordinance is completed and will be presented in the near future and that work continued with the State to complete the payment portal.

X. Citizen Comments:

None

XI. Committee Member’s Comments:

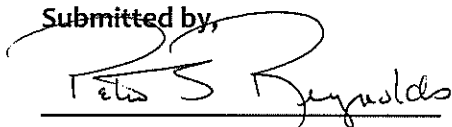
Committee Member Parker questioned the status of the signage replacement that was deferred to after the PGA. MR. Gottshalk stated that he intended to have the information at the next Ways and Means meeting for consideration.

Committee Member Parker also questioned the status of the lighting on the signs. Mr. Gottshalk stated he had been in contact with an electrical contractor who has determined a number of issues in the wiring may require a complete replacement.

XII. Adjournment:

Committee Member Parker made a motion to adjourn the meeting at 3:46 pm. Committee Member Connelly seconded the motion and was unanimously passed.

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



F. Daniel Prickett, Chairman

9-7-21

Date