

**WAYS & MEANS COMMITTEE MEETING**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**September 6, 2022; 1:30 pm**

**AGENDA**

I. **Call to Order:** *Chairman Prickett called the meeting to order at 1:30 pm.*

II. **Pledge of Allegiance**

III. **Roll Call:**

**Present at Meeting:** Dan Prickett, *Chairman*  
John D. Labriola, *Mayor*  
Maryanne Connelly, *Councilmember*  
John Moffitt, *Councilmember*

**Also Present:** Stephanie Tillerson, *Town Administrator*  
John Taylor, Jr. *Planning Manager*  
Ruthie Foster, *Arts & Cultural Events Coordinator*

IV. **Approval of Minutes:**

A. Special Call Ways and Means Committee Meeting of July 5, 2022

*Committee Member Connelly made a motion to approve the minutes of the July 5, 2022 Special Call Ways and Means Committee meeting. Committee Member Moffit seconded the motion, and it was unanimously approved.*

B. Special Call Ways and Means Committee Meeting of August 2, 2022

*Committee Member Moffit made a motion to approve the minutes of the August 2, 2022 Special Call Ways and Means Committee meeting. Committee Member Connelly seconded the motion, and it was unanimously approved.*

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 Proposal to Conduct a Performing Arts Center Feasibility Study

Ms. Foster stated that in July 2022, the Town issued an RFP seeking the services of a qualified consulting firm to conduct a comprehensive study to determine the feasibility of creating a Performing Arts and Cultural Center. A selection committee evaluated the nine submitted proposals and narrowed their selection to four firms. After further review, the committee recommended Webb Management Services to conduct the study.

AMS	\$85,750
Johnson Consulting	\$67,500
Theatre Projects Consultants Inc.	\$79,738
Webb Management Services	\$77,500
ConsultEcon	\$230,565
DLR Group	\$76,800
Don Hirsch Design Studio, LLC	\$50,404
Jones-Phillips Associates, LLC	\$43,410
Victus Advisors, LLC	\$44,495

Webb Management Services and their sub-consultant, Theatre Consultants Collaborative (TCC), both contain the necessary experience and perspective to thoroughly and successfully complete this study. Their qualifications can be showcased in their past experiences with various governments, arts, and community organizations. The project team possesses a unique background of business combined with art that well equips them to aid the Town, with Duncan Webb serving as the team lead. Their proposal outlines a measurable and comprehensive project scope broken up into two phases carefully tailored to meet the unique needs outlined in the Town's RFP. The Webb Management proposal also emphasized their ability to be flexible throughout the process. With both Webb Management Services and TCC being highly recommended by their references, the selection committee is confident they will provide comprehensive service to the Town.

The total cost of the Webb Management Service's proposal is \$77,500.00. Fifty thousand (\$50,000.00) was budgeted in the Arts Council Fund; therefore, staff requested that the Ways and Means Committee recommend the approval of the additional \$27,500 in funding to Town Council.

***Committee Member Connelly made a motion to recommend to Town Council the approval of the additional \$27,500 in funding for the feasibility study. Committee Member Moffitt seconded the motion, and it was unanimously approved.***

VIII. **Chairman's Report:**  
None

IX. **Treasurer's Report:**  
A. Budget Report for the Fiscal Year Ended 6/30/2022

Chairman Prickett stated that Ms. Szubert was unable to attend the meeting to present the report, but that report was available on the Town's website. Members commented on the exceptional report showing revenues were up and expenses were in line. Ms. Tillerson added that the increased revenues were also reflected in the Accommodations Tax revenues. A SATAX Committee will meet for a second time later in the month to consider additional funding requests.

X. **Citizen Comments:**  
None

XI. **Committee Member's Comments:**  
None

XII. **Adjournment:**

***Committee Member Connelly made a motion to adjourn the meeting at 1:38 pm. Committee Member Moffitt seconded the motion, and it was unanimously approved.***

Submitted by,

Petra S Reynolds  
Petra S. Reynolds, Town Clerk

Approved by,

F. Daniel Prickett  
F. Daniel Prickett, Chairman

Oct 7, 2022  
Date