



Town of James Island, Regular Town Council Meeting
April 15, 2021; 7:00 PM; 1122 Dills Bluff Road, James Island, SC 29412

In-Person Meeting, SEE DETAILS BELOW

Notice of this meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

The Town invites the public to provide comments prior to its Town Council meeting. Comments may be emailed to info@jamesislandsc.us. Comments may also be given in-person at Town Hall during the meeting and speakers will be limited to three (3) minutes. Masks and social distancing will be required and thus occupancy may be limited. The meeting will also be live-streamed and available for public view via the Town's YouTube channel: <https://www.youtube.com/channel/UCm9sFR-ivmaAT3wyHdAYZqw/>

1. Roll Call
2. Public Hearing: Ordinance #2021-02: Draft FY 2021-2022 Annual Budget
3. Public Comment
4. Consent Agenda:
 - a. Minutes: March 18, 2021 Regular Town Council Meeting
5. Information Reports:
 - a. Finance Report
 - b. Administrator's Report
 - c. Public Works Report
 - d. Island Sheriffs' Patrol Report
6. Requests for Approval:
 - a. Award of Brantley Park Phase I
 - b. Scope and Fee for Development of Municipal Wastewater Regulations
 - c. Repair Care – Roof Replacement
 - d. Mulch for Town Hall

7. Committee Reports:

- Land Use Committee
- Environment and Beautification Committee
- Children’s Committee
- Public Safety Committee
- History Committee
- Rethink Folly Road
- Drainage Committee
- Business Development Committee
 - Nomination to Business Development Council
- Trees Advisory Committee
- James Island Intergovernmental Council

8. Proclamations and Resolution:

Proclamation: National Public Works Week, 2021

Proclamation: James Island Community Heroes

9. Emergency Ordinances:

Emergency Ordinance: E-07-2020 Providing for Required Face Coverings in Public Places due to the COVID-19 Virus and Exceptions Thereto: Expires 04-15-2021

10. Ordinances up for Second/Final Reading:

11. Ordinances up for First Reading:

Ordinance #2021-02: Draft FY 2021-2022 Annual Budget

12. New Business:

13. Executive Session: The Town Council will/may enter into an Executive Session in accordance with 30-4-70(a) Code of Laws of South Carolina. Upon returning to Open Session, Council may act on matters discussed in Executive Session.

14. Return to Regular Session:

15. Announcements/Closing Comments:

16. Adjournment

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. at the Town of James Island, 1122 Dills Bluff Rd., James Island, SC Thursday, March 18, 2021 by Zoom. Councilmembers present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey presided. Also, Town Administrator, Ashley Kellahan, Town Attorney, Bonum S. Wilson, Finance Director, Merrell Roe, Public Works Director, Mark Johnson, Island Sheriff's Patrol Sgt. Shawn James, Deputy Chris King, and Planning Director, Kristen Crane. This meeting was held in compliance with the Freedom of Information Act and the requirements of the Town of James Island. Information was provided to the public for participation in this meeting.

Roll Call: Town Administrator Ashley Kellahan called the roll. A quorum was present to conduct business.

Public Comments: Ilene Turbow, Charleston Jewish Federation Remembrance Co-chair thanked Council for the 2021 Yom Hashoah Holocaust Commemoration Proclamation. She said during this year's program the names of those with family ties to Charleston will be read virtually on April 11. The theme, "Why We Remember", recognizes the importance of honoring the memory of those who perished in the Holocaust through the generations, so those horrible actions are not forgotten and repeated. The featured speaker, Herschel Greenblat, was born in the caves of Ukraine and says he only survived because of the resourcefulness and determination of his parents innovating the Nazis. Ms. Turbow encouraged Council to light a candle on Yom Hashoah to remember the 6 million Jews and the 5 million others who were murdered by Nazis. For further information about the event contact remember@jewishcharleston.org. She encouraged everyone to contact their state representatives and senators to pass hate crime legislation because we are one of three states that does not have a hate crime law. She thanked Council for their commitment to Holocaust remembrance, its awareness and in fighting hate.

Consent Agenda:

Minutes: February 18, 2021 Regular Town Council Meeting: Motion to approve was made by Councilman Milliken, seconded by Councilwoman Mignano.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Information Reports:

Finance Report: Finance Director, Merrell Roe, gave an overview of revenues and expenditures. Hospitality check received in January (\$45,000) franchise fee of (\$8,000) from Bell South and (\$37,000) from Comcast. We have made budget for business licenses of (\$90,000). Ms. Roe also gave an overview and explanation of the capital projects.

Administrator's Report: Town Administrator, Ashley Kellahan shared good news that the American Rescue Act was signed into law March 11. She said the Town's share looks to be around \$4 million and we are set to receive about 75% of our Pre-COVID budget which would be our Fiscal Year 19-20 Budget, about \$3.26 million. Mrs. Kellahan said guidance on the Act continues to be rolled out and the funds will come to us from the State. The Town will have three years to decide how to use the money. Brantley Park Phase 1 is currently out for bids due on April 1. A meeting was held with six homeowners on the Regatta Rd. sidewalk project. Small adjustments were made to a couple of the properties and we are working on temporary construction easements to present to them. Charleston County Community Services Board has recommended the Town's request for \$16,000 for funding some of the Repair Care Program. This request will be heard by the County Council Finance Committee tonight and County Council is set to approve those

recommendations on Thursday. Lighthouse Point sidewalk and drainage project is out to bid with the County and due on March 30. An encroachment permit has been submitted to SCDOT to install the radar speed signs for the traffic study on Lighthouse Point and Ft. Johnson Rd.

Presentation of Annual Draft Budget for FY 2021-2022: Mrs. Kellahan presented the draft budget noting that the Budget Workshop was held on March 9. A Public Hearing/First Reading is scheduled for April 15 with a Second/Final Reading in May. Mrs. Kellahan explained that the budget is an ongoing request from citizens, departments, committees, Council and is monitored throughout the year with adjustments made if necessary. She said that we did not have to make budget transfers or amendments during this fiscal year. Mrs. Kellahan said last year during COVID we anticipated having to do a transfer-in from the Reserve Fund, but we did not have to do that. The Town continues with a property tax millage of 20 mills. After review and explanation of the budget, Council had opportunity to ask questions and make comments.

Councilman Milliken asked about the \$3.26 million that the Town would receive from the American Rescue Act and is it true that we could use the money for drainage projects. Mayor Woolsey said we sought clarification about this, and the early indications found was no. Councilman Milliken said the list said it could be used for drainage improvement/infrastructure. Mayor Woolsey said the list said needed infrastructure that included water projects, sewer, and one other, but not specifically drainage. Councilman Boles said the third item was broadband access. Mayor Woolsey said he was unsure why Congress specifically added sewer and water infrastructure, but that may have had to do with the damage done in Houston by the winter storm. He thinks the broadband relates to education and at home learning, but our most important need is drainage, so he checked to see whether this was included. Councilman Milliken asked if it could be used for water generally defined and Mayor Woolsey said the responsible thing to do is to get preclearance to make sure drainage is recognized as a possible expenditure. He noted if any Council has relationship with Rep. Clyburn to impress that resources be interpreted to include drainage for the low country and this district. However, he said early indications did not include drainage.

Mayor Woolsey went on to explain the need for sewer projects related to the James Island Creek Water Quality Program. He said there are areas of the Town that are not sewer and has septic tanks that drain into the James Island Creek. He thinks given all of our priorities and the need we have for drainage projects it would be great and he will try to get clarification and pursue efforts to have drainage recognized as a possible expenditure. Councilman Milliken said that is good and the Mayor hit upon a big need that we have, which is to get some of the septic systems on sewer, and if the money could be used for that, maybe we can ask for that preclearance as well. Councilman Milliken asked if we had an estimate of what it would cost for the number of properties in the Town. Mayor Woolsey said yes, and an estimate for the Clarks Point neighborhood in the James Island Creek basin is \$6 million, so all of the money would make a significant contribution, but it would not cover all of it. Mayor Woolsey said he had information that he would share with Council. Another area in the Town, a candidate for sewer is Oak Point. Mayor Woolsey said over the next few months we need to get clarification on what we can spend the money on and look at into figures in detail, as well as talk with the PSD and the City. He has asked the Planning Director for exact figures of how much of Clarks Point is in the City and he hopes the City would make some contribution.

Councilman Milliken said at the Budget Workshop that he expressed an interest in having solar as an option on the Arts and Cultural Center building and on the shed at Pinckney Park. If we could build that into this budget it would be a nice reflection and affirmation of our budgeting process for the Climate Referendum passed in December. Mayor Woolsey said some time ago he instructed the Town Administrator to get information on costs for all Town buildings. He thought we had an estimate for the Town Hall and would see how that would affect the budget. Councilman Milliken said he is concern that if we do not begin to include it in the budget, we might not get around to doing it. Mayor Woolsey said he thinks the Arts and Cultural Center is eligible for hospitality as is some of the parks.

Councilwoman Mignano spoke in favor of solar for more green options, but we need to consider the new Dominion rules about sell back and penalties and need to consider battery backup, so we are not impacted by those changes. Councilman Milliken said this is something that the Energy Subcommittee is considering now. He noted a monopoly on energy money in the State and think it is going to be up to our legislators to make the right call on that. Discussion continued on solar energy, surplus, rates and recouping our money by having solar. Mayor Woolsey said we would look into battery backup as an option. Mrs. Kellahan answered Councilman Milliken's question about the \$100,000 under Hospitality Tax Funded Projects re: Fort Johnson Park.

Public Works Report: Public Works Director, Mark Johnson gave an overview of the written report. Mr. Johnson responded to Councilwoman Mignano question about the work done on Dills Bluff Road.

Island Sheriff's Patrol Report: Sgt. James gave an update on recent crime activities and the Island Sheriffs Patrol report. Councilman Milliken thanked Sgt. James and Deputy King for the work they are doing.

Requests for Approval:

Gravel for Santee Parking Lot: Mrs. Kellahan requested approval for gravel for the Santee Parking Lot. She said a picture of the current state of the parking lot was included in Council's packet, but the lot is in need of being graveled. The cost is \$4,600 from All Seasons. Motion in favor by Councilman Milliken, seconded by Councilman Mullinax. Councilman Milliken said since we have a tractor and grader if we could do the work ourselves. Mr. Johnson said the estimate is for the delivery and staff will spread it. Councilman Milliken thanked Mr. Johnson and commented that is what he wanted to hear. Councilwoman Mignano asked if we tried to grade the lot before ordering the gravel. Mr. Johnson said 'no, the grading is fine, but the lot needs a layer of rock. Councilman Boles asked who uses the parking lot and Mrs. Kellahan said the businesses: Sweet Water Cafe, Food Fight, Smoke N Brew, and it is also parking for the public. Councilman Boles asked if any of the businesses requested the resurfacing and Mrs. Kellahan said no, but the owner that leases the lot to the Town has made comments about it. However, we looked into getting an estimate for the gravel because the condition of the lot was unnoticed by just running by there. Councilman Boles asked if the cost of gravel had increased as other construction materials has. Mr. Johnson said the cost has increased but not as significantly as for lumber, or drywall; most of the costs reflects transportation of the gravel. Councilman Boles said he wonders if this is something that could be done at another time; what he notices as he drives pass the lot is employees park there and asked if anyone is complaining. Mrs. Kellahan said she has not received any direct complaints from the businesses; but Mayor Woolsey said he has complained. Councilwoman Mignano asked if there is an option to smooth out the surface to get rid of the ruts and holes before putting the gravel down. Mayor Woolsey asked Mr. Johnson when was the last time gravel was put down and he said two years ago. Mayor Woolsey added that the gravel is mostly to fill the potholes and he is concerned about the holes that fills with water when it rains. He said it is inappropriate for the Town's public parking lot to be poorly maintained and he is not waiting for complaints from businesses or the public to say that the Town does not maintain its parking lot leaving it with mudholes and potholes. We should do a good job by maintaining it.

Vote

Councilman Boles	No
Councilwoman Mignano	No
Councilman Milliken	Yes
Councilman Mullinax	No
Mayor Woolsey	Yes

Failed

Lean-to at Pinckney Park Shed: Mrs. Kellahan requested approval for a lean-to need for the new shed at Pinckney Park to store the Town's equipment. Three estimates were received, and the low estimate was from Tuft Shed, the company that installed the garage doors. The cost \$6,700. Motion in favor by Councilman Mullinax, seconded by Councilman Milliken. Councilwoman Mignano said she thought the shed that we have is supposed to hold all equipment. Mrs. Kellahan explained that the tractor was a few inches off in measurement. She said we could raise the height of the door for the tractor to get inside; however, the shed is pretty full already. Mr. Johnson explained that the shed houses everything that was in the storage unit as well as equipment for JI Pride, Helping Hands, and items from Town Hall. It has rapidly filled up and there is little room for anything else. Councilwoman Mignano said she did not want to be difficult but is concerned because at first it was a shed, then a fence, and now a lean-to and wonders if more would be coming. Mr. Johnson said this would be it. Councilman Milliken said he was a little disappointed that we could not get a local company to build the lean-to. It was verified that the company is out of North Carolina but does a lot of work here. She said Oxford and Massenber Construction are local companies, but their estimates were higher. Councilwoman Mignano asked if the lean-to would tie into the roof and is it open on all sides. Mrs. Kellahan answered that it would be open on three sides with a sloped roof for water runoff.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

Driveway Apron Repairs: Mrs. Kellahan requested approval for three driveway apron repairs: one on Quail and two on Waterloo. The three repairs together totals \$18,817. She said the request is grouped together but could be broken out. Mr. Johnson has inspected the sites and can answer questions. Motion in favor by Councilman Milliken, seconded by Councilwoman Mignano.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

Award of On-Call Contracts for RFP#1-2021 ROW Acquisition Services: Mrs. Kellahan reported that our contracts with our ROW acquisition service agents has expired so the Town solicited requests for proposals. Seven responses were received. The Evaluation Committee scored the firms and recommended awards to the top two firms: Maser Consulting and AE COM. Motion in favor by Councilman Boles, seconded by Councilman Milliken.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

Committee Reports:

Land Use Committee: No report.

Environment and Beautification Committee: Councilman Milliken reported that the special Riverland Drive litter pick up was held on February 27 with adults from JI Pride collecting 38 bags of litter. Special thanks to Sgt. James and Deputies King and Johnston for their blue light escort to ensure the safety of the volunteers. Thank you to Mark Johnson for his help with traffic control and the removal of trash bags after their off road challenges. An island wide Adopt A Highway litter pickup was held this past weekend with a great turn out from the JI Charter HS Junior Air Force ROTC, Hurricane Boxing Club, and Exchange Club. With the help of these groups and citizens they were able to clean several roadways including Folly, Harbor View, Dills Bluff, and Fort Johnson Road. By partnering with the Triangle Neighborhood group and clearing the vacant lot between Greenhill and Seaside Lane, a total of 67 bags of litter were removed from the island. Volunteers and groups are needed to assist with the Helping Hands program. Grass is beginning to grow, and help is needed to keep the yards of our older citizens. Stan Kozikowski is the contact for Helping Hands. This is a great opportunity for church and community groups to provide a needed service to their community. Please contact Stan at 860-847-0544.

Children's Committee: No report.

Public Safety Committee: Councilman Mullinax announced the next meeting on March 25 at 7:00 p.m. with Sgt. James as the featured speaker on crime and safety.

History Committee: Mayor Woolsey announced that the History Committee has been meeting on Zoom and is looking forward to opening of the exhibits at the JI Arts and Cultural Center. A kickoff meeting with Brockington will be held at the site for the next meeting.

Rethink Folly Road: Mayor Woolsey announced that tentative plans are being made to have a public meeting to tie together the groundbreaking of Brantley Park and plans for the Phase I sidewalk perhaps with the opening of some businesses along the Folly Rd. corridor, including the new Cuda Co Seafood Market.

Drainage Committee: No report.

Business Development Committee: No report. Councilman Boles commented that CudaCo is a delicious place to eat.

Trees Advisory Committee: Councilman Milliken reported that the Trees Advisory Council met on March 9th. They have been working with Mark Johnson in Public Works to develop a program to produce a survey of trees in public spaces on James Island. Three interns are now in the process of cataloging all of the trees and they have been doing a great job. At the last check, they were making great progress down Ft. Johnson Rd. which is a scenic byway, and it is such because of all of the trees. The Tree Council also is beginning preparations for a Town sponsored tree planting event, i.e., planting acorns in pots. The goal is to gather and plan approximately 200 pots for distribution to James Island residents. A date has not been determined for the distribution.

James Island Intergovernmental Council: Mayor Woolsey announced that a date has not been determined for the next meeting yet.

Proclamations and Resolutions:

Proclamation for 2021 Yom Hashoah Holocaust Commemoration: Motion in favor by Councilwoman Mignano, seconded by Councilman Boles.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

Proclamation for Donate Life Month, April 2021: Motion in favor by Councilman Milliken, seconded by Councilwoman Mignano.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

Proclamation in Honor of Ralph H. Johnson: Motion in favor by Councilman Mullinax, seconded by Councilwoman Mignano.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

Emergency Ordinances

Emergency Ordinance: E-07-2020 Providing for Required Face Coverings in Public Places due to COVID-19 Virus and Exceptions Thereto: Expires 03-18-2021: Motion to extend the Emergency Ordinance to April 15, 2021 was made by Mayor Woolsey, seconded by Councilman Milliken.

Councilwoman Mignano spoke that the Governor has changed the guidelines for wearing masks and also the Town of Summerville and suggested that the Town follows the Governor since case numbers has come down significantly. She has been watching the numbers every day and maybe we can move it back to a business decision instead of enforcement.

Councilman Boles asked if the City and County's ordinances are still in place. Mayor Woolsey said yes, and Mrs. Kellahan said the City's ordinance is in place to their April meeting and the County is through the first of May. Councilman Boles said Councilwoman Mignano made some good points. As he looked at the Town's zoning map, he thought it would be wise to have one rule for the entire island since the numbers are down and believes masks has something to do with that. He said one rule for the entire island may be easier for everyone to follow instead of a patchwork of rules that apply across. Councilwoman Mignano agree that it would be easier if everyone has the same rule. But who would make that rule? She said we cannot enforce it because we have one Code Enforcement Officer. Councilwoman Mignano said that was her point at the beginning and if the businesses enforce wearing masks we are still covered. Mayor Woolsey stated that we do enforce it and businesses that do not require wearing masks are in violation and our Code

Enforcement Officer speaks to those businesses. He said we do not have an ordinance to enforce individuals to wear masks and the Town's ordinance matches the County. There was discussion between Councilwoman Mignano and Mayor Woolsey about the early discussions of mask wearing and enforcement on individuals. Mayor Woolsey explained that it referred to a proposal that our Code Enforcement Officer would cite individuals for not wearing masks, but the Town does not do that. It is done by the City of Charleston. The Town follows the same approach as Charleston County. If a business does not meet the requirements we enforce it against the business. There are a limited number of businesses in the Town that is subject to this ordinance, not through spot checks, but through complaints. Mayor Woolsey said he hopes to be inclined at the next meeting to vote against extending the ordinance further. The most recent report showed 96 active cases on James Island.

Vote

Councilman Boles	Yes
Councilwoman Mignano	No
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Passed

Ordinances up for Second/Final Reading: None.

Ordinances up for First Reading:

Ordinance #2021-01: Proposed Revision to Town of James Island Comprehensive Plan: Mrs. Kellahan announced that Kristen Crane, Planning Director, is also present to answer questions. She said the changes that Town Council made at their January meeting was sent back to the Planning Commission and they have recommended adopting those changes. Motion to approve made by Councilman Milliken, seconded by Councilwoman Mignano.

Councilman Milliken thanked the Planning Commission for their hard work on the Comp Plan. He said in reading through the Plan that he has the same concerns as when he first looked at it. Given that we have a Climate Resolution, he would like to see an Energy Element added. He understands that this a work in progress and the Planning Commission would be adding to the Plan once they get updated population figures. However, he hopes in the meantime, they could add an Energy Element and consider a way to measure energy used on James Island for municipal purposes; also, to estimate residential use and come up with a plan for reducing those numbers. Another idea that he has, Page 18, Natural Resource Element Goal #5: Continue to manage defined trees through the Tree Preservation Ordinance. He would like to add this potential line: *and plant new trees to perpetuate our urban forest*. Councilman Milliken said these are edits he would like the Planning Commission to consider for the next iteration of the Comp Plan. These will be recommendations for the Planning Director to bring before the Planning Commission.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

New Business: None.

Executive Session: Not Needed.

Announcements/Closing Comments:

Councilman Boles thanked staff for their time and putting together all of the data.

Councilman Milliken thanked staff, particularly Mark Johnson, for taking the initiative in getting the interns trained for the tree survey. Thank you to Ashley Kellahan and Kristen Crane for helping with what is going to be a wonderful resource assessment management tool. They have done a great job in getting it off the ground.

Councilman Mullinax commented as he was driving through Stiles Point one morning he noticed a downed stop sign and called Mark Johnson. The sign was replaced within the hour and he appreciates Mark and Douglas getting this done quickly.

Mayor Woolsey urged all citizens who are currently eligible (55 and over), those with special health conditions, and those in essential positions to get vaccinated. He believes that we can expect the group of people eligible to expand in the next few weeks, so please get vaccinated so that we can repeal the mask ordinance.

Adjournment: There being no further business to come before the body, Mayor Woolsey called the meeting adjourned.

Respectfully submitted:

Frances Simmons
Town Clerk

TREE MITIGATION FUND

Tree Mitigation revenue										797	500
Tree Mitigation expense					460					(460)	500
	-	-	-	-	460	-	-	-	-	337	

JAMES ISLAND PRIDE

James Island Pride revenue/donations										426	3,500
Jsmes Island Pride expense	-				52	150	54	1,074		(1,330)	
Helping Hands Donations										423	
Helping Hands Expense						339				(339)	-

ADMINISTRATOR'S REPORT

Apr-21

ADMIN NOTES

- 1) DOT permit received for Dills Bluff Phase III. Town applied for TST funding match for construction but awards won't be announced until mid-July
- 2) N. Stiles Hazard Mitigation project expected closeout for end of April - See attached [picture](#)
- 3) PARD Grant awarded for Brantley Park Phase I Improvements - \$5,250
- 4) Town is working through State Business License Standardization process with County and MASC - There will be a new BL Ordinance the Town will need to adopt before Jan/22. See attached [BL Standardization Memc](#)
- 5) Next quarterly Intergov. Council mtg is scheduled for Wed. April 21st at 7 pm - Virtual Format

Business Licenses 96

*51 of those processed at Town hall

Code Enforcement Cases

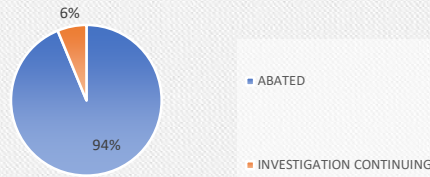
TOTAL CASES	691
ABATED	648
INVESTIGATION CONTINUING	43
RANK VEGETATION / SOLID WASTE	168
INOPERABLE VEHICLE	125
TREE CASES	46
NUISANCE PROPERTY	62

#10 new cases in March

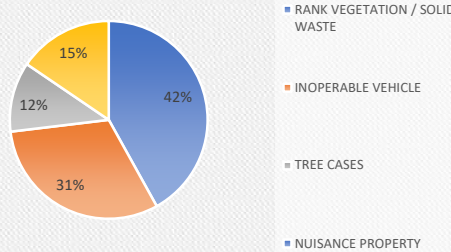
Building Permits & Inspections

	Permits	Inspections
Current Month	118	203
Building	26	109
Electrical	17	31
Plumbing	10	30
Mechanical	9	11
Gas	10	21
Pool	4	
Roofing	19	
Fire System	2	1
Sign		
Trades	21	
Manufactured Home		
Previous Month	77	116

Code Enforcement - Case Status



Code Enforcement - Case Type

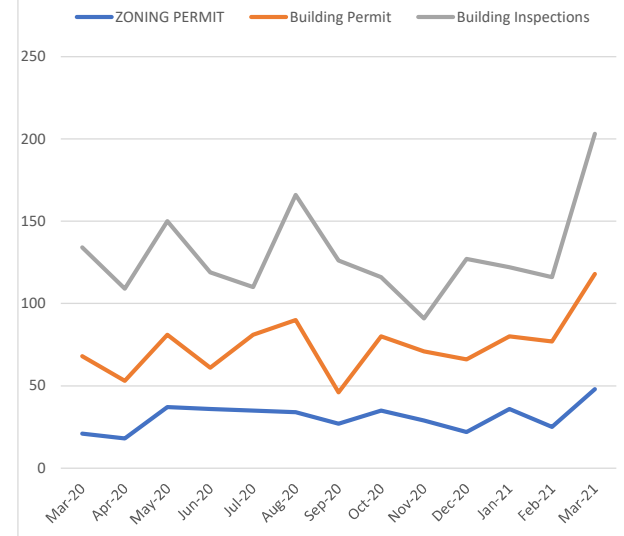


PERMIT TYPE	Mar-21
ACCESSORY STRUCTURE	
CLEARING & GRUBBING	
DEMOLITION PERMIT	2
EXEMPT PLATS	
FIREWORK STAND	
HOME OCCUPATION	14
LSPR	
NON-EXEMPT PLAT	
PD AMENDMENT (REZONING)	
RESIDENTIAL ZONING	21
REZONING	
SPR	
SIGN PERMIT	2
SITE PLAN REVIEW	
SPECIAL EVENT	
SPECIAL EXCEPTION	
TEMPORARY ZONING	
TREE REMOVAL	8
TREE TRIMMING	
VARIANCE	
ZONING PERMIT	1
TOTAL	48

PUBLIC WORKS NOTES

- 1) There were 3 new requests for service in March, 2 were drainage related. Staff has responded to all requests.
- 2) Staff met with the contractor to install fencing at 670 North Stiles.
- 3) Staff made a presentation on local jurisdictions working together on stormwater issues at the 1st quarter SCASM meeting (South Carolina Association of Stormwater Managers).
- 4) Staff got the Tree Survey interns started along Fort Johnson Road. To date they have reached Champaign Lane.
- 5) Staff participated in a webinar by the National Weather Service on severe weather expected which caused several meetings to be postponed.
- 6) Staff participated in the hybrid Neighborhood Council Meeting.
- 7) Staff participated in the BCDCOG stormwater committee meeting.
- 8) Staff met with residents on Regatta Road to explain sidewalk plans.
- 9) Staff received training on the R2 GPS device for Asset Management. Staff cleaned 5 signs in March and installed 3 new STOP signs. Staff filled 9 potholes with 8 bags of material and also cut vegetation on right of way to improve driver vision in various locations.

PERMITS - 13 MONTH HISTORY





Business License Standardization

For many years, businesses raised concerns with legislators about the inconsistencies and complicated processes found around the state among the local governments that collect business license taxes. Legislators came together with the business community and the Municipal Association of SC to remedy these issues.

This process led to the General Assembly passing the SC Business License Standardization Act, Act 176, in September 2020. Act 176 streamlines the business license process, creating the same process for taxing jurisdictions across the state. As of January 1, 2022, all municipalities in South Carolina with a local business license must comply with the law.

Details of Act 176

- Standard due date: April 30
- Standard license year: May 1 – April 30
- Gross income is based on the prior calendar year or business fiscal year
- Standard application as approved by SC Revenue and Fiscal Affairs Office
- All businesses will be listed in the class schedule according to their North American Industry Classification System code, or NAICS code
- Standard class schedule as approved by the SC RFA
- Creation of the Local Business License Renewal Center, an online portal available where businesses can renew all local licenses at one time

Act 176 mandates a standard license year for all business licenses in South Carolina: May 1 to April 30. For municipalities to transition from their existing license years, some will temporarily use a shortened license period and others will use a lengthened license period. A business license tax is based on the gross income from the prior calendar year regardless of the due date or license period. Businesses will only pay once on the full calendar year's gross income no matter the length of the transitional license year.

Cities and Towns must update its license ordinance to comply with the new law, effective January 1, 2022. The Association advises you to repeal your existing business license ordinance and replace it with Association's new model ordinance. The law creates numerous, specific requirements of cities and towns collecting the tax, and attorneys carefully vetted the model ordinance to comply with all of them. Because of the complexities of the law, it's important that cities and towns do not attempt to redline and correct their current ordinance.

The city must also rebalance the business license tax rates to ensure revenue neutrality during the 2022 business license cycle — in other words, achieving compliance with the law during the first year cannot have the effect of creating a revenue windfall relative to 2020 revenue. The Association is available to assist cities and towns through the process.



Town of James Island

Memo

To: Mayor and Town Council
From: Ashley Kellahan, TA
Date: April 9, 2021
Re: Award of IFB #2-2021

- Brantley Park Phase I plan was approved by Town Council in Jan. of 2020. Since then, our engineering team has been working on permitting and received all necessary permits from City and SCDOT.
- Budgeted Cost Estimate for Brantley Park Phase I was \$185,000.
- The Town received 8 qualified bids.
- The bid included 2 add alternates (some deducted Add Alt. 2 from their base bids while others didn't include in their base bid.) Add alternate 1 was demolishing the dock and Add alternate 2 was the pervious trails.
- The low bidder has been reviewed with the engineer, and recommended award is to ES Integrated, accepting Add Alt. 2 for a total of \$153,313.52.
- See attached Site Plan for Phase I and Bid Tabulation.

Bid Tab for Brantley Park Phase I:

Bid Schedules will be reviewed with Engineers before recommending qualified low bidder for approval. We anticipate Town Council making award at April 15th Town Council Meeting.

AOS Specialty Contractors

Base Bid: 178,550

Alt. 1 – Add 6,000

Alt 2 – Deduct 7,500

Maverick Construction

Base Bid – 154,000

Alt. 1 – Add 17,514

Alt. 2 – Add 10,943

Stenstrom & Associates

Base Bid – 181,647.50

Alt. 1 – Add 16,500

Alt. 2 – Add \$15,400

Truluck Construction

Base Bid – 146,992

Alt. 1 – Add 11,500

Alt. 2 – Deduct 3,500

IPW Construction

Base Bid – 183,717

Alt. 1 – Add 11,200

Alt. 2 – Deduct 9,370

Rakes, DBA BlueTide

Base Bid – 193,333.91

Alt. 1 – Add 13,000

Alt. 2 – Deduct 16,000

ES Integrated

Base Bid – 141,590.38

Alt. 1 – Add 10,000

Alt. 2 – Deduct 11,723.14

Triad Engineering & Contracting

Base Bid – 282,675

Alt 1 – Add 8,800

Alt 2 – Add 34,920



Town of James Island

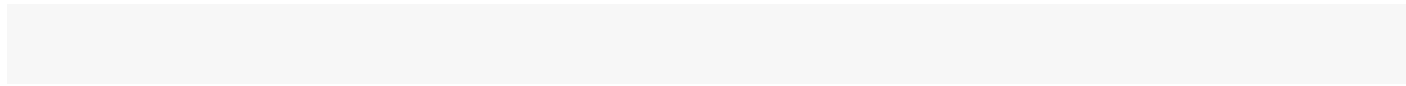
Memo

To: Mayor and Town Council
From: Ashley Kellahan, TA
Date: April 9, 2021
Re: Repair Care Project – Roof Repair

- A Repair Care Applicant is in need of a roof replacement, window and door work. He is an elderly Army Veteran who lives alone and could greatly benefit from this work.
- The Cost estimate is \$17,250. Habitat has \$4,000 they are able to pitch in. We have \$10,451 remaining in Repair Care, but sufficient remaining funds in Community Services to cover the \$2,799 in overages.
- There are other small projects Habitat is able to complete off of our list, including window weatherization for 2 homes as well as rebuilding back steps with materials they have leftover from other projects for a homeowner at no cost to the Town.
- See Attached Estimate and Pictures

Ashley Kellahan

Subject: Estimate 1614 from Heart Pine Landscaping LLC



----- Estimate -----

1768 Lady Cooper St.
Charleston, SC 29412 US
(843)270-5223

Estimate #: 1614
Date: 03/30/2021
Exp. Date: \$5,120.00

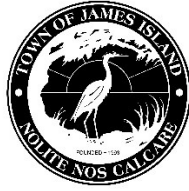
Address:

Mark Johnson
James Island Public Works
PO Box 12240
James Island, SC 29412
Charleston

<u>Activity</u>	<u>Service</u>	<u>Qty</u>	<u>Rate</u>	<u>Amount</u>
1 Cubic Yard of Brown Mulch	Yrds. of B	80	39.00	3,120.00
Delivery Charge	Del. Charg	5	40.00	200.00
General Labor/ Installation/ Removal	Labor	1	1,800.00	1,800.00

Total:				\$5,120.00

Hope all is well, this estimate reflects installation of new brown much in bed areas illustrated on attached drawing provided by town of James Island. Let me know if there are any questions.



National Public Works Week Proclamation
May 16-22, 2022

“It Starts Here”

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the Town of James Island; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the Town of James Island to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2021 marks the 61st Annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, I, Mayor Bill Woolsey, Mayor of the Town of James Island, do hereby designate the week of May 16-22, 2021 as National Public Works Week and urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Bill Woolsey
Mayor

ATTEST

Frances Simmons
Town Clerk

Adopted and approved this 15 April 2021

James Island

A Proclamation to Honor Community Heroes

WHEREAS, the Town of James Island is a municipality dedicated to the beautification and preservation of our island's environment; and

WHEREAS, James Island Pride is a citizens' committee sponsored by the Town of James Island that serves all citizens of James Island; and

WHEREAS, James Island Pride makes special effort to recognize individuals who demonstrate evidence of exceptional volunteer activity in the areas of leadership, community service and in mobilizing the generations by contributing to youth and adults working together in partnership within our community,

WHEREAS, the citizens of our country were faced with hardship and challenge as a result of the Covid - 19 pandemic and essential workers courageously enabled our lives to continue.

NOW, THEREFORE, be it proclaimed that the Town Council of the Town of James Island, South Carolina does hereby recognize as Community Heroes all essential workers who selflessly provided their service to James Islanders. These essential workers include healthcare workers, EMTs, police, fire, teachers, solid waste, and wastewater workers. Many of these essential workers are our friends and neighbors on James Island.

Enacted this the 15th day of April 2021.

Bill Woolsey, Mayor

Garrett Milliken, Councilman

Darren "Troy" Mullinax, Mayor Pro-Tempore

Cynthia Mignano, Councilwoman

Daniel C. Boles, Councilman

ATTEST

Frances Simmons, Town Clerk _____

EMERGENCY ORDINANCE PROVIDING FOR REQUIRED FACE COVERINGS IN PUBLIC PLACES DUE TO THE COVID-19 VIRUS, AND EXCEPTIONS THERETO

WHEREAS, the 2019 Novel Coronavirus ("COVID- 19") is a respiratory disease that can result in serious illness or death by the SARSCoV-2 virus, which is a new strain of coronavirus previously unidentified in humans and which can spread from person to person; and

WHEREAS, the Centers for Disease Control and Prevention has warned of the serious public health threat posed by COVID-19 globally and in the United States; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency in the United States for COVID-19 under Section 391 of the Public Health Service Act; and

WHEREAS, on March 13, 2020, the Governor of the State of South Carolina (the "State") issued Executive Order 2020-08, declaring a State of Emergency based on a determination that the COVID-19 poses an actual or imminent public health emergency for the State; and WHEREAS, the Governor of the State has subsequently declared a continuing State of Emergency in subsequent Executive Orders, including Executive Order 2020-42 on June 26, 2020;

WHEREAS, on March 17, 2020, Mayor Woolsey declared a state of emergency in the Town of James Island; and

WHEREAS, the James Island is experiencing a dramatic increase in the number of identified new COVID- 19 cases, and as of July 4, 2020 the South Carolina Department of Health and Environmental Control ("DHEC") reported the total number of reported cases in South Carolina is 44,715, the number of confirmed deaths is 813, the number of reported cases in Charleston County is 5,650 and the number of current cases on James Island in zip code 29412 is 350; and

WHEREAS, if COVID-19 cases continue to increase the demand for medical facilities may exceed locally available resources and the private and public sector workforce may be negatively impacted by absenteeism; and

WHEREAS, health authorities, including the CDC and DHEC have recommended the use of face coverings as a means of preventing the spread of COVID- 19; and

WHEREAS, S.C. Code Ann. §5-7-250 empowers Council to enact emergency ordinances affecting life, health, safety, or property; and

WHEREAS, James Island Town Council has determined, based on the recommendations of public health authorities, an emergency exists, and responsive to a serious threat to the public health, safety, and welfare of its citizens, that it would serve the public interest to require that individuals wear face coverings in certain situations and locations within the boundaries of the Town of James Island.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF JAMES ISLAND:

Section 1 Emergency Ordinance E - 06 -2020 is hereby repealed.

Section 2. Required Face Coverings. All persons who are present within the Town of James Island are required to wear an appropriate face covering any time they are in contact with other persons who are not household members in indoor public places and indoor businesses where it is not possible to maintain a six-foot distance from others or where social distancing is not or cannot be being practiced. This includes the following:

- A. While entering or inside any retail, restaurant, office or other business location;
- B. While entering or inside any government building or facility under the jurisdiction of the Town;

All business and organizations within the Town of James Island are required to comply with this Ordinance, which is applicable to patrons and employees.

Section 3. Exemptions. Face Coverings shall not be required:

- A. in outdoor or unenclosed areas where six-foot social distancing can be maintained;
- B. for those who cannot wear a face covering for medical reasons;
- C. for children under five years old, provided that adults accompanying children age two to five shall use reasonable efforts to cause those children to wear Face Coverings where six-foot social distancing is not possible or observed;
- D. for patrons of restaurants or similar locations while seated and dining or drinking, or while standing and maintaining a six-foot social distance;
- E. in private offices;
- F. in settings where it is not practical or feasible to use a face covering;
- G. for public safety employees when it is not practical to wear a face covering.
- H. For persons traveling in their own vehicles.

Section 4. Enforcement.

1) A Uniform Ordinance Summons for violations of this Face Covering Ordinance shall be written only to businesses or organizations that fail to attempt to enforce the Face Covering requirements. Operators of businesses and organizations are entitled to rely on their customers or patrons statements about whether they are exempted from the Face Covering requirements, and businesses and organizations do not violate this Ordinance if they rely on such statements.

2) This Face Covering Ordinance may not be enforced criminally against individual persons, but if a worker, customer, or patron of a business or organization fails and refuses, without good cause or good excuse, to leave immediately upon being ordered or requested to do so by the person in possession of the property or his agent or representative, such person may be charged with a violation of S.C. Code § 16-11-620 ("Entering premises after warning or refusing to leave on request").

Section 5. Expiration of Ordinance. This Ordinance shall expire automatically as of the sixty-first day

following the date of enactment, unless sooner terminated by Town Council.

Section 5. Effective Date and Time. This Emergency Ordinance shall take effect upon approval.
Done in Council, duly assembled this 3rd day of September, 2020.



Bill Woolsey Mayor

Attest:



Frances Simmons Town Clerk

This Emergency Ordinance was extended at the March 18, 2021 Town Council Meeting which was duly assembled and is slated to expire April 15, 2021, by affirmative vote of two-thirds of the members of Council present.

ORDINANCE # 2021-02

AN ORDINANCE ADOPTING THE FISCAL YEAR 2021-2022 BUDGET FOR THE TOWN OF JAMES ISLAND, SOUTH CAROLINA

WHEREAS, the Town of James Island requires a budget to guide and direct the receipt of expenditure of revenues during Fiscal Year 2021-2022; and

WHEREAS, Section 5-7-260 South Carolina Code of Laws, 1976, as amended, requires that certain acts by Municipal Councils be done by ordinance, including the adoption of a budget; and

WHEREAS, South Carolina law requires that a duly noticed public hearing be held prior to the adoption of a municipal budget; and

WHEREAS, this duly noticed public hearing is scheduled for April 15, 2021;

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF JAMES ISLAND, SOUTH CAROLINA:

Section 1: Purpose

This Ordinance is adopted to provide the Town of James Island with an Operating Budget for Fiscal Year 2021-2022.

Section 2: Creation of the Fiscal Year 2020-2021 Budget for the Town of James Island, South Carolina

By passage of this Ordinance, the Town of James Island adopts as its Budget for Fiscal Year 2021-2022 "Exhibit A," incorporated fully herein by reference, and sets the property tax operating millage rate at 0.02 (20 mills). [EXHIBIT A](#)

Section 3: Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed valid as if such part had not been included. If said Ordinance, or any provision thereof, is held to be inapplicable to any person, group of persons, property, and kind of property, circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4: Effective Date and Duration

This Ordinance shall be effective from July 1, 2021 to June 30, 2022.

First Reading	April 15, 2021
Public Hearing	April 15, 2021
Second/Final Reading	May 20, 2021

Bill Woolsey

ATTEST

Frances Simmons
Town Clerk

TOWN OF JAMES ISLAND

Annual Budget – 2021 / 2022

Draft



TOWN OF JAMES ISLAND

Mayor Bill Woolsey

Councilmembers

Darren "Troy" Mullinax, Mayor Pro Tem

Daniel C. Boles

Dr. Cynthia Mignano

Garrett Milliken

BUDGET SUMMARY

BUDGET SUMMARY

Revenues	2019/2020 BUDGET ACTUAL	20/21 ADOPTED BUDGET	20/21 BUDGET ESTIMATE	21/22 DRAFT BUDGET	DIFFERENCE
Operating Revenues	3,644,128	3,094,968	3,634,284	3,608,678	513,710
Transfer In from Funds Balance	529,958	563,300	253,014	469,558	(93,742)
Transfer In from Reserve Fund		370,000			(370,000)
Total Revenues	\$ 4,174,086	\$ 4,028,268	\$ 3,887,298	\$ 4,078,236	49,968

Expenditures	2019/2020 BUDGET ACTUAL	20/21 ADOPTED BUDGET	20/21 BUDGET ESTIMATE	21/22 DRAFT BUDGET	DIFFERENCE
ADMIN	667,093	602,940	553,203	657,703	54,763
ELECTED OFFICIALS	105,923	102,060	99,020	102,500	440
GENERAL OPERATIONS	447,603	497,372	483,836	532,657	35,285
PLANNING	3,353	16,300	8,245	15,135	(1,165)
BLDG.INSP	2,087	4,880	2,565	4,880	-
PUBLIC WORKS	252,077	318,395	241,131	291,195	(27,200)
CODE AND SAFETY	513,817	371,000	401,245	341,815	(29,185)
PARKS AND RECREATION	15,250	38,975	13,000	36,475	(2,500)
FACILITIES & EQUIPMENT	191,043	213,120	185,989	226,030	12,910
COMMUNITY SERVICES	76,945	86,030	72,411	85,030	(1,000)
TRANSFER OUT TO CAPITAL	888,895	863,196	921,653	711,816	(151,380)
JIPSD FIRE AND SOLID WASTE	1,010,000	914,000	905,000	1,073,000	159,000
Total Expenditures	\$ 4,174,086	\$ 4,028,268	\$ 3,887,298	\$ 4,078,236	49,969

Town Funds	2019/2020 BUDGET ACTUAL	20/21 ADOPTED BUDGET	20/21 BUDGET ESTIMATE	21/22 DRAFT BUDGET	DIFFERENCE
RESERVE	1,328,484	958,484	1,328,484	1,328,484	370,000
TREE FUND	797	1,312	337	797	(515)
HOSPITALITY TAX FUND	1,474,511	750,261	723,190	1,152,590	402,329
STORMWATER FUNDS	490,945	86,155	86,155	36,155	(50,000)
UNEMCUMBERED FUND BALANCE	\$ 1,634,196	\$ 1,659,398	\$ 1,381,182	\$ 911,624	(747,774)

REVENUES

	19/20 ACTUAL	20/21 ADOPTED	YTD 1/29/21	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Revenues						
Accomodations Tax	30,851	25,000	12,075	25,000	25,000	-
Brokers and Insurance Tax	952,717	720,000	4,052	925,000	952,000	232,000
Building Permit Fees	12,141	10,000	8,118	13,618	11,000	1,000
Business Licenses	375,958	312,000	110,242	365,958	375,000	63,000
Franchise Fees*	352,884	315,000	192,412	332,848	332,500	17,500
Grants	50,000	-			-	-
Liquor Licenses	3,750	10,000	9,000	12,000	10,000	-
Local Assessment Fees	2,539	1,000	428	717	2,000	1,000
LOST Revenue Fund	421,659	385,050	191,684	460,041	442,000	56,950
LOST Property Tax Credit Fund	1,070,049	953,640	469,185	1,126,044	1,100,050	146,410
Miscellaneous	14,840	500	332,604	17,040	500	-
Planning and Zoning Fees	11,680	12,000	7,992	13,406	12,500	500
State Aid to Subdivisions	273,228	273,228	68,307	273,228	273,228	-
Telecommunications	18,437	20,000	16,982	16,982	17,000	(3,000)
Filing Fees	850					-
Donations	35					-
Tree Mitigation	-	1,000	-	-	-	(1,000)
Interest Income	1,262	550	265	444	500	(50)
Facility Rentals	-	8,000	758	1,958	5,400	(2,600)
Property Taxes*	1,296,230	1,296,230	1,296,230	1,296,230	1,318,627	22,397
Property Tax Rollback Credit	(1,070,049)	(953,640)	(469,185)	(1,126,044)	(1,100,050)	(146,410)
Property Tax Credit from Revenue Fund	(226,181)	(342,590)	(827,045)	(170,186)	(218,577)	124,013
Homestead Exemption Tax Receipts	51,250	48,000	-	50,000	50,000	2,000
TOTAL	3,644,128	3,094,968	1,424,104	3,634,284	3,608,678	513,710

EXPENDITURES

	19/20 ACTUAL	20/21 ADOPTED	YTD 2/23/21	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Administration						
Salaries	284,379	282,040	176,561	270,034	289,306	7,266
Benefits, Taxes & Fees	173,952	106,800	65,099	99,563	107,562	762
Advertising	6,043	5,000	1,526	3,500	5,000	-
Audit	16,000	16,000	12,500	12,500	15,500	(500)
Bank charges	617	2,000	758	1,137	2,000	-
Copier	4,938	5,500	3,249	4,874	5,500	-
Dues and Subscriptions	779	1,500	-	1,500	1,500	-
Employee Appreciation	2,582	800	381	800	800	-
Employee Training & Wellness	90	3,800	1,890	2,835	3,800	-
Information Services	49,030	60,200	30,097	51,747	67,800	7,600
Insurance	37,359	40,000	44,010	46,300	48,615	8,615
Legal & Professional Services	64,744	40,000	15,567	30,000	69,000	29,000
Grant Writing Services		13,000	5,100	8,000	16,000	3,000
MASC Membership	5,341	5,500	5,341	5,341	5,500	-
Mileage Reimbursement	621	800	227	600	800	-
Mobile Devices	1,747	2,300	1,324	2,414	2,620	320
Postage	5,818	6,000	4,758	5,758	6,000	-
Supplies	7,331	7,000	2,166	4,000	7,000	-
Town Codification	2,685	2,000	768	1,400	1,400	(600)
Training and Travel	863	2,000	50	900	2,000	-
TOTAL	667,093	602,940	371,372	553,203	657,703	54,763

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Elected Officials						
Salaries	50,695	50,000	33,922	50,000	50,000	-
Benefits, Taxes & Fees	53,382	46,960	31,097	47,560	49,000	2,040
Mayor Expense	738	1,000	180	500	1,000	-
Council Expenses	404	2,000	-	500	2,000	-
Mobile Devices	704	2,100	220	460	500	(1,600)
TOTAL	105,923	102,060	65,419	99,020	102,500	440

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	20/21 DRAFT	DIFFERENCE
General Operations						
Salaries	329,767	360,022	233,494	357,108	393,157	33,135
Benefits, Taxes & Fees	117,836	137,350	82,860	126,727	139,500	2,150
TOTAL	447,603	497,372	316,354	483,836	532,657	35,285

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Planning & Zoning						
Advertising	234	1,500	1,168	1,500	1,500	-
Mobile Devices	443	660	206	418	660	-
Dues and Subscriptions	267	1,040	-	715	715	(325)
Mileage Reimbursement	-	200	-	100	200	-
Equipment / Software	-	2,800	-	489	1,960	(840)
Supplies	262	600	190	400	600	-
Training and Travel	300	1,000	20	300	1,000	-
Uniform / PPE	-	500	-	250	500	-
Planning Commission	1,364	4,000	926	1,676	4,000	-
Board of Zoning Appeals	484	4,000	1,647	2,397	4,000	-
TOTAL	3,353	16,300	4,157	8,245	15,135	(1,165)

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Public Works						
Dues and Subscriptions	-	425	218		425	-
Mobile Devices	1,138	1,345	575	960	1,345	-
Emergency Management	28,535	25,000	6,575		25,000	-
Groundskeeping	85,250	61,000	43,346	65,019	70,000	9,000
Tree Maintenance and Care	-	20,000	-	5,520	20,000	-
Mileage Reimbursement	(261)	300	-	100	300	-
Public Outreach		500	-	100	500	-
Projects	129,949	145,000	49,591	99,182	145,000	-
Signage	-	-	5,027	8,000	8,000	8,000
Supplies	7,147	12,200	10,542	12,000	8,000	(4,200)
Asset Management		50,000	37,885	50,000	10,000	(40,000)
Training and Travel	222	1,925	245		1,925	-
Uniform / PPE	97	700	117	250	700	-
TOTAL	252,077	318,395	154,121	241,131	291,195	(27,200)

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Codes & Safety						
Memberships/Dues	250	250	-	250	250	-
Crime Watch Materials	250	250	-	-	250	-
Equipment	900	900	857	857	900	-
Mileage Reimbursement	(37)	100	-	-	100	-
Mobile Devices	155		266	446	360	360
Animal Control	750	500	-	-	500	-
Overgrown Lot Clearing	900	4,000	-	2,000	2,000	(2,000)
Radio Contract	1,026	1,400	-	1,400	1,400	-
ISP Salary	312,643	204,880	158,195	241,945	188,955	(15,925)
ISP Benefits, Taxes & Fees	156,646	59,660	42,611	65,170	56,270	(3,390)
ISP Programs & Supplies	40,175	14,220	8,762	19,037	15,000	780
ISP - Dedicated Officer Annual Expense		59,840	28,328	59,840	64,830	4,990
Supplies	159	250	-	100	250	-
Training	-	500	-	-	500	-
Uniform / PPE	-	250	-	250	250	-
Unsafe Buildings Demolition	-	10,000	-	9,950	10,000	-
TOTAL	513,817	371,000	239,019	401,245	341,815	(15,185)

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Building Inspection						
Mobile Devices	765	780	409	765	780	-
Dues and Subscriptions	397	800	190	400	800	-
Equipment/Software	-	300	-	-	300	-
Mileage Reimbursement	-	500	69	100	500	-
Supplies	735	600	63	100	600	-
Travel and Training	190	1,400	605	1,000	1,400	-
Uniform / PPE	-	250	-	100	250	-
Community Outreach	-	250	-	100	250	-
TOTAL	2,087	4,880	1,336	2,565	4,880	-

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Parks & Recreation						
Dock Street Park	986					
Pinckney Park	1,664					-
Park Maintenance	-	14,500	5,006	7,500	12,000	(2,500)
Special Events	4,262	5,000	486	500	5,000	-
JIRC Contribution	2,468	4,750	-	800	4,750	-
Youth Sports Program	5,870	14,725	600	4,200	14,725	-
TOTAL	15,250	38,975	6,092	13,000	36,475	(2,500)

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	20/21 DRAFT	DIFFERENCE
Facilities & Equipment						
Equipment/Furniture	5,218	5,700	3,105	5,000	5,700	-
Facilities Maintenance	4,135	6,500	1,634	2,634	6,500	-
Generator Maint.	-	1,000	-	500	2,410	1,410
Janitorial	7,166	9,420	4,452	6,678	7,920	(1,500)
Security Monitoring	912	1,000	758	800	1,000	-
Street Lights	137,456	149,000	74,146	127,107	154,000	5,000
Utilities	31,109	34,000	18,885	37,770	42,000	8,000
Vehicle Maint.Expense	5,047	6,500	4,440	5,500	6,500	-
TOTAL	191,043	213,120	107,420	185,989	226,030	12,910

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Community Services						
Community Service Contributions	52,000	30,000	23,750	30,000	30,000	-
Repair Care Program	18,103	35,000	24,549	35,000	35,000	-
CERT Program		500	-	-	500	-
Drainage Council		500	-	-	500	-
Business Development Council		3,500	31	31	3,500	-
Children's Council	1,632	500	-	-	500	-
History Council	1,781	3,780	3,843	3,380	3,780	-
James Island Pride	1,063	3,500	256	1,000	3,500	-
Helping Hands	1,697		339	500	500	500
Neighborhood Council	669	3,750	464	1,500	3,750	-
Tree Council		5,000	999	1,000	3,500	(1,500)
TOTAL	76,945	86,030	54,231	72,411	85,030	(1,000)

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
JIPSD Fire & Solid Waste Services						
Tax Relief	1,010,000	900,000	605,000	900,000	1,068,000	168,000
Admin Expense	-	9,000	-	-		(9,000)
Auditor Expense	-	5,000	5,000	5,000	5,000	-
TOTAL	1,010,000	914,000	610,000	905,000	1,073,000	159,000

SPECIAL FUNDS

	19/20 ACTUAL	20/21 APPROVED	20/21 ESTIMATE	21/22 DRAFT	Difference
Stormwater					
Stormwater Revenue	306,312	300,000	325,000	325,000	25,000
Stormwater Expense					-
Transfer Out to Capital Projects	218,545	300,000	0	700,000	400,000
Change in Balance	87,767	0	325,000	(375,000)	(375,000)
Initial Balance	403,178	386,155	86,155	411,155	25,000
Ending Balance	490,945	86,155	411,155	36,155	(50,000)

	19/20 ACTUAL	20/21 ADOPTED	20/21 YTD	21/22 DRAFT	DIFFERENCE
Tree Fund					
Tree Mitigation Revenue	3,000	500	500	500	-
Tree Mitigation Expense	3,595	500	500	500	-
Change in Balance	(595)	-	-	-	-
Initial Balance	1,392	1,312	797	797	(515)
Ending Balance	797	1,312	797	797	(515)

	19/20 ACTUAL	20/21 AMENDED	20/21 YTD	20/21 ESTIMATE	21/22 DRAFT	DIFFERENCE
Hospitality Tax Fund						
Hospitality Tax Revenue	557,071	375,000	260,192	520,384	540,000	165,000
Hospitality tax Transfer In		416,760	(160,809)	27,071	110,600	(306,160)
TOTAL		791,760	99,383	547,455	650,600	(141,160)
Hospitality Tax Expense						-
The Town Market	2,655	2,975	-	800	2,975	-
Guide to Historic James Island	17,293	10,000	-	-	-	(10,000)
ReThink Folly Rd - Staff Cost-Sharing	19,951	20,000	2,944	20,000	20,000	-
Santee St. Public Parking Lot	27,000	32,000		29,000	28,200	(3,800)
James Island Arts & Cultural Center	2,378	51,320	1,872	13,500	95,800	44,480
Promotional Grants		20,000	4,250	4,250	20,000	-
Public Safety of Tourism Areas		6,650	-	6,650	108,101	101,451
Camp and Folly Landscaping Maintenance		9,600	-	-	5,400	(4,200)
Community Events	14,327	5,000	2,000	5,000	5,000	-
TOTAL Non-Capital Expense	83,604	157,545	11,066	79,200	285,476	127,931
Hospitality Tax Transfer Out to Capital	339,993	791,760	99,383	547,455	650,600	(141,160)
TOTAL EXPENSE	507,201	1,106,850	121,515	705,855	1,221,552	114,702

CAPITAL IMPROVEMENT PLAN

FIVE YEAR CAPITAL IMPROVEMENT PLAN FY2020/2021 - FY2025/2026

	FINAL FY 19/20	ADOPTED 20/21	AMENDED 20/21	YTD FY 20/21	ESTIMATE 20/21	FY 2021/2022	FY 2022/2023	FY 2023/2024	FY 2024/2025	FY 2025/2026	5 Year Total
Infrastructure											
Quail Drive Sidewalk	61,200										-
Dills Bluff Sidewalk, PHASE II - Boardwalk	87,270										-
Dills Bluff Sidewalk, Phase III - Seaside to Winborn	26,500	174,570	174,570	13,557	16,000	174,570					174,570
Dills Bluff Sidewalk, Phase IV - Winborn to HBVR						28,000					28,000
Lighthouse Point Sidewalk and Drainage, Phase I	-	55,000	55,000	-	55,000						-
Regatta Road Sidewalk	17,000	26,500	26,500	13,400	26,500	133,500					133,500
Town Hall - Second Floor	-						45,000				45,000
Town Hall Sidewalk Completion to Camp	95,800		93,000	-	32,855						-
Traffic Calming Projects	35,501	30,000	30,000	105,937	105,937	30,000					30,000
Lighthouse Point and Ft. Johnson Intersection		38,000	38,000	-	3,250						-
Overflow Parking Lot - Camp Rd Access							30,000				30,000
Nabors Phase I						25,500	45,000	250,000			320,500
Secessionville to Ft. Johnson Sidewalk connector						13,000					
Honey Hill Road Paving							58,800				
Undergrounding Power Lines						60,636					
Town Hall Solar Panels						100,000					100,000
Other Capital Improvement Projects	100,000	25,000	25,000	-		25,000					25,000
Total	423,271	349,070	442,070	132,894	239,542	590,206	178,800	250,000	-	-	886,570

	FINAL FY 19/20	ADOPTED 20/21	AMENDED 20/21	YTD FY 20/21	ESTIMATE 20/21	FY 2021/2022	FY 2022/2023	FY 2023/2024	FY 2024/2025	FY 2025/2026	5 Year Total
Capital Equipment											
ISP - Dedicated Officer Initial Expense		75,741	75,741	5,159	75,741						156,641
License Plate Recognition Camera - HBVR						24,510					24,510
Public Works Equipment		48,625	48,625	44,935	44,935						138,495
Total	-	124,366	124,366	50,094	120,676	24,510	-	-	-	-	319,646

	FINAL FY 19/20	ADOPTED 20/21	AMENDED 20/21	YTD FY 20/21	ESTIMATE 20/21	FY 2021/2022	FY 2022/2023	FY 2023/2024	FY 2024/2025	FY 2025/2026	5 Year Total
Parks and Recreation											
Dock Street Park											-
Pinckney Park	394,638		50,000	47,893	45,500		35,000				178,393
Brantley Park	70,986		-								-
Park Projects						69,000	87,750	106,500			263,250
Park and Rec Improvements							32,500				32,500
Total	465,624	-	50,000	47,893	45,500	69,000	155,250	106,500	-	-	474,143

Drainage Projects	FINAL FY 19/20	ADOPTED 20/21	AMENDED 20/21	YTD FY 20/21	ESTIMATE 20/21	FY 2021/2022	FY 2022/2023	FY 2023/2024	FY 2024/2025	FY 2025/2026	5 Year Total
Lighthouse Point Sidewalk and Drainage, Phase I		55,000	55,000		55,000						110,000
Greenhill / Honey Hill Drainage Phase I-II	96,000	157,110	128,410	17,507	85,382	261,000					492,299
Oceanview-Stonepost Drainage Basin, Phases I-II	35,000	32,900	73,900	36,608	66,608	59,000					236,116
Woodhaven Drainage Improvements		35,000	35,000	-	10,100	29,600	208,000				282,700
Quail Run Drainage Improvements					-	35,000					35,000
Hazard Mitigation Project		150,000	150,000	120,669	140,960						411,629
Santee St. Drainage Improvements	140,870										-
James Island Creek Basin Drainage Improvements		32,000	32,000	-		145,500	80,000	80,000	80,000		417,500
Drainage Outflow Valve Devices		48,000	48,000	-	8,600	48,000					104,600
Highland Ave Drainage Improvements		159,750	118,750	27,775	92,775						239,300
Island-Wide Drainage Study			3,700	3,678	3,678						11,056
Other Drainage Improvement Projects	20,000	20,000	67,938	52,832	52,832	150,000					323,602
Total	291,870	689,760	712,698	259,069	515,935	728,100	208,000	-	-	-	2,663,802

Hospitality Tax-Funded Projects	FINAL FY 19/20	ADOPTED 20/21	AMENDED 20/21	YTD FY 20/21	ESTIMATE 20/21	FY 2021/2022	FY 2022/2023	FY 2023/2024	FY 2024/2025	FY 2025/2026	5 Year Total
Camp / Folly Bus Shelters	-					25,000					25,000
Camp/Folly Multi-use Path											-
Wayfinding Signage	-					12,000					12,000
Camp / Folly Landscaping	-		30,000		30,000						60,000
Streetscape Lighting at Camp / Dills Bluff	55,242										-
Rethink Folly Road - Phase I				-	-		400,000				400,000
Rethink Folly Road - Phase II-III							200,000	200,000			400,000
Folly Road Beautification	-	10,000	10,000	-	-	10,000					20,000
Pinckney Park Pavilion	126,796			418	12,500						12,918
Brantley Park	16,582	185,692	185,692	855	194,790	50,000					431,337
James Island Arts and Cultural Center	37,883	222,330	232,068	98,110	305,165	125,000	270,000				1,030,343
1248 Camp Center - Civil & Landscape						150,000					150,000
Decorative Banners						8,400					8,400
Intersection Improvements at Camp / Dills Bluff						55,200					55,200
Other Tourism-Related Projects	100,000	50,000	50,000	-	-	50,000					100,000
Undergrounding Power Lines		142,000	142,000		5,000		68,039	62,689	55,840	55,840	333,568
Folly Road Multi-Use Path, Wilton to Ft. Johnson	3,490	42,000	42,000			42,000					84,000
Park Projects						23,000	29,250	35,500			87,750
Fort Johnson		100,000	100,000			100,000					200,000
Total	339,993	752,022	791,760	99,383	547,455	650,600	967,289	298,189	55,840	55,840	3,410,516

Transfers In:	FINAL FY 19/20	ADOPTED 20/21	AMENDED 20/21	YTD FY 20/21	ESTIMATE 20/21	FY 2021/2022
General Fund	888,895	863,196	1,029,134	489,950	921,653	711,816
Hospitality Tax Fund	339,993	752,022	791,760	99,383	547,455	650,600
Stormwater Funds	300,000	300,000	300,000	-	-	700,000