



Town of James Island, Regular Town Council Meeting  
September 21, 2017; 7:00 PM; 1238-B Camp Road, James Island, SC 29412

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.

Members of the public addressing Council during the Public Comment period must sign in. Comments should be directed to Council and not the audience. Please limit comments to three (3) minutes.

1. Opening Exercises
2. Public Comment
3. Consent Agenda
  - a. Minutes: August 17, 2017 Regular Town Council Meeting
4. Information Reports
  - a. Finance Report
  - b. Administrator's Report
  - c. Public Works Report
  - d. Island Sheriffs' Patrol Report
5. Requests for Approval:
  - Authorizing up to \$100,000 from Public Works budget to spend on Emergency Maintenance of drainage within DOT Right-of-Way
  - Pedestrian Crosswalks/Pavement Markings for Camp and Folly Intersection Improvement Project - \$69,000 from Hospitality Tax Fund
6. Committee Reports
  - Land Use Committee
  - Environment and Beautification Committee
  - Children's Commission
  - Public Safety Committee
  - History Commission
7. Proclamations/Resolutions
  - Breast Cancer Awareness Month
  - Resolution #2017-12: Resolution in Support of FEMA Pre-Disaster Mitigation Grant
  - Resolution #2017-13: Resolution for MASC Economic Development Grant
  - Resolution #2017-14: Resolution of Town Council Response to Flooding from Hurricane Irma
8. Ordinances up for Second Reading
  - a. Ordinance #2017-10 to Amend Ordinance #2012-07: An Ordinance to Introduce Procedures, General Government and Administration

9. Executive Session: The Town Council may/will enter into an Executive Session in accordance with 30-4-70(a) Code of Laws of South Carolina.

10. Return to Regular Session

11. Adjournment:

The Town of James Island held a regular meeting at 7:00 p.m. in Council Chambers, 1238-B Camp Road, James Island, SC on Thursday, August 17, 2017. The following members of Council were present: Mayor Pro-Tem Leonard Blank, Garrett Milliken, Darren “Troy” Mullinax, Joshua P. Stokes, and Mayor Bill Woolsey, who presided. Also, Bonum S. Wilson, Town Attorney, Merrell Roe, Finance Officer, Mark Johnson, Public Works Director, Sergeant Shawn James, Island Sheriff’s Patrol, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order and led the Pledge of Allegiance. FOIA: This meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

Public Comment:

Nancy Winton, 1193 Valley Forge Drive: Ms. Winton announced a Plant Edibles event at the Lowe’s on James Island, Sunday, September 17 from 2-6 p.m. Those attending will learn how to create sustainable food gardens, plant shrubs, bushes and trees. Visit the website for more information at [www.plantedibles.net](http://www.plantedibles.net).

Consent Agenda:

- a. Minutes: Special Meeting, July 13, 2017
- b. Minutes: July 13, Regular Town Council Meeting

Councilman Milliken moved to approve the consent agenda; Councilman Mullinax seconded. Passed unanimously.

Information Reports:

- a. Finance Report: Finance Officer, Merrell Roe presented the Finance Report adding that the process for the 2016-2017 Annual Audit has begun. The Town received a franchise fee from SCE&G; this fee is paid to the Town once a year.
- b. Administrators’ Report: Mayor Woolsey announced that Town Administrator, Ashley Kellahan was on vacation and reviewed highlights from the Administrator’s report.
- c. Public Works Report: Public Works Director, Mark Johnson presented the Public Works Report. In addition, he announced the next CERT Committee meeting on Wednesday, September 20 at 7:00 p.m. Topic of discussion will be Disaster and First-Aid Training.
- d. Island Sheriffs’ Patrol: Sergeant James presented the crime statistics and Island Sheriffs’ Patrol report. He noted a decrease in crime during the month of July. Sergeant James gave an update on the radar speed sign and its effectiveness by being placed at various locations in the Town.

Requests for Approval:

Award of RFP #2-2017 On-Call Stormwater Infrastructure Work: Mayor Woolsey reported that the Town requested and received six (6) proposals for On-Call Stormwater services. The Evaluation Committee recommends an award to the three (3) highest scoring companies: Utility Asset Management, Southeast Pipe, and Eadies Construction. All three companies will be used on a rotating basis to test their effectiveness. Mayor Woolsey added that the Town mainly uses Charleston County; however, we would like to have private companies work for us when the County is unavailable. Motion in favor by Councilman Stokes, seconded by Councilman Milliken. No discussion. Passed unanimously.

Award of RFP #3-2017 On-Call Landscaping Services: Mayor Woolsey reported that one proposal was received from Heart Pine Landscapes. The Town uses this company on a regular basis. Mayor Woolsey asked for approval. He said we intend to continue to seek other providers, especially those that provide tree service because this provider does not. Motion in favor by Councilman Stokes, seconded by Councilman Milliken. No discussion. Passed unanimously.

Approval of Grimsley Drive Drainage Work: Mayor Woolsey reported this is a drainpipe at the end of Grimsley Drive. He said during the massive floods, the drain was clogged and all of Grimsley Drive was under water. Mayor Woolsey said this has not been a problem lately but the drain needs repair and Charleston County Stormwater has urged the Town to fix it. The recommendation is to award the contract to Eadies Construction. Motion in favor by Councilman Milliken, seconded by Councilman Stokes. No discussion. Passed unanimously.

JLA Task Order #4: Dills Bluff Boardwalk Permitting/Bid Documents: Mayor Woolsey reported this is Phase II of the Dills Bluff project; it is the area of the marsh going between the two sidewalks. The engineering firm, JLA, has been providing the permitting and construction documents. Motion in favor by Councilman Blank, seconded by Councilman Mullinax. No discussion. Passed unanimously.

10-Year Lease for Public Parking Lot on Folly Road: Mayor Woolsey reported this is a proposal for the Town to lease what is currently a dirt parking lot on Santee Street. The parking lot is located behind the Sweetwater Café and Gillie's Restaurant. He said this property had been leased by some of the area businesses but the Town would like to have it as a public parking lot to be used for all businesses - - also, as part of the project for sidewalks (Folly Road from Camp to Ellis Creek) to improve the area. Motion in favor by Councilman Blank, seconded by Councilman Stokes. Councilman Blank asked if the parking lot could be used by restaurant employees so the front parking is available to patrons. Mayor Woolsey said yes, the parking lot is open for anyone to use. He said the Town would come back to Council with proposals for improvements to the lot.

Councilman Milliken asked if the cost for each lot is \$2,000; Mayor Woolsey said it is the cost for both lots. Councilman Milliken commented that \$250,000 over ten years is a lot of money and he asked about the possibility of leasing the lot with option to purchase. Mayor Woolsey said we posed that to the owner and he was not interested in doing that. Mayor Woolsey said \$2,000 a month seems high, however; that is what the owner was getting for it. Councilman Milliken asked if we knew the purchase price. Mayor Woolsey said the price was not quoted, but he would get back to Council. Councilman Milliken said locking in a 10-year deal for that amount of money if we have option to purchase, that he would rather make that a consideration than paying rent. Mayor Woolsey commented that coming up with a quarter of a million dollars all at once would be challenging and he would prefer to pay a little more if we ended up with ownership in the end, but the lease was our first preference.

Councilman Stokes said cars are already parked there and asked if they belong to restaurant employees. Mayor Woolsey said we are allowing people to park there. We intend to have signage and rules if this request is approved. The Town has leased the lot for one month to keep it from being leased to anyone else. Councilman Milliken asked about liability for the cars parked on the lot and Attorney Wilson said the liability and insurance was negotiated in the lease. Motion passed unanimously.

#### Committee Reports:

Land Use Committee: Councilman Blank announced that Brook Lyon was elected Chair and Jason Gregorie Vice-Chair at the August 15 Board of Zoning Appeals meeting for one-year terms. There was brief discussion regarding the moratorium. Councilman Milliken asked who would represent the Town and attend meetings during Mrs. Crane's absence. Mayor Woolsey said Town Administrator, Ashley Kellahan.

Environment and Beautification Committee: Councilman Milliken announced the Poetry Workshop at Town Hall on Saturday, September 9, 2-4 p.m. featuring Dr. Gary Jackson. Dr. Jackson will also perform poetry reading on Sunday, September 10, 2-4 p.m. at McLeod Plantation. Dr. Jackson is an author who teaches at the College of Charleston. Councilman Milliken congratulated Arts Chair, Katherine Williams for receiving the National Endowment of the Arts (NEA) Award for future poetry readings and workshops. Helping Hands Chair, Mary Beth Berry, was successful in helping six clients last month; 20 young people

and 5 adults participated. Next Adopt-A-Highway trash pickup will be held on Saturday, September 9, 9-11 p.m., pizza lunch serve afterwards. Plans are underway for Arbor Day on Friday, December 1.

Children's Commission: Councilman Stokes announced that plans are underway for the Annual Lights On event. This event is held in conjunction with the Kaleidoscope after school program and planned for the last Saturday in October or the first Saturday in November. The next Children's Commission meeting will be held on Thursday, September 14 at 5:00 p.m. at the Town Hall.

Public Safety Committee: Councilman Mullinax thanked everyone that participated in the National Night Out event on August 1 especially Sergeant James, Allen Laughlin, Zennie Quinn, and Mark Johnson. The next Neighborhood Council meeting will be held on Thursday, August 24 at 7 p.m. at the Town Hall.

History Commission: Mayor Woolsey reported that the History Commission is discussing plans to participate in Victory Day, (the day the British soldiers evacuated Charleston) in December 2018. Date and location to be announced. The installation of the Battle of Dills Bluff marker may be commemorated in conjunction with this event.

Resolutions:

- a. Resolution #2017-10: Resolution to Restore America's Parks: Motion in favor made by Councilman Blank, seconded by Councilman Mullinax. Councilman Milliken asked if the Resolution had to do with the cuts to the National Park Service. Mayor Woolsey said they were concerned about the cuts and asked the Town to pass a Resolution. Councilman Milliken asked if the Resolution pass, would copies be forwarded to our Congressional Representatives and Mayor Woolsey confirmed that it would. Motion passed unanimously.
- b. Resolution #2017-11: ISP Officer of Second Quarter: Mayor Woolsey called forward Deputy Samuel Venning and read the Resolution that qualified him as the ISP Second Quarter winner. Motion in favor by Councilman Stokes, seconded by Councilman Milliken. Motion passed unanimously.

Ordinances up for First Reading:

- a. Ordinance #2017-10: Amend Ordinance #2012-07 – An Ordinance to Introduce Procedures, General Government and Administration: Motion in favor by Councilman Blank, seconded by Councilman Stokes. Mayor Woolsey proposed an amendment to add the sentence under (I) New Business: **Items brought forward by the Mayor or member of Council at the meeting that does not require final action may be considered upon majority vote.** This will allow the Town Administrator to add items to the agenda 24 hours before a meeting (Wednesday) and publicize it to the media, on the website, etc. These would be regular items to be considered under New Business and Council will have to vote by majority to consider it. If approved, the item would be considered as a regular item (such as it was placed on the agenda and included in the meeting packet the previous Friday). During the meeting, an agenda item that was not noticed, i.e., something that came up during public comments could be placed on the agenda by a majority vote if it does not require final action, i.e., an ordinance for first reading, or a resolution.

Items that were brought forward by the Mayor or member of Council at the meeting requiring final action (i.e., an emergency) by two-thirds can be considered and voted on for final action at the meeting. Mayor Woolsey said these rules are consistent with the new changes in State Law.

Mayor Woolsey moved to amend the main motion to add; **Items brought forward by the Mayor or member of Council at the meeting that does not require final action may be considered upon majority vote**, seconded by Councilman Stokes. After discussion, the amendment passed unanimously to include the sentence as indicated above. Mayor Woolsey called for further discussion on the **Main Motion**; no discussion. Passed unanimously as amended.

Adjournment: There being no further business to come before the body, the meeting adjourned at 7:35 p.m.

Respectfully submitted:

Frances Simmons  
Town Clerk

DRAFT

# Town of James Island

% FY Complete 17%

## Monthly Budget Report

Fiscal Year 2017/2018

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		

### GENERAL FUND REVENUE

Accommodations Tax													-	2,500	
Brokers & Insurance Tax													-	580,000	
Building Permit Fees		2,411											2,411	11,000	
Business Licenses	2,335	26,090											28,425	281,200	
Grant													205,000		
Contributions/Donations-Park		100											2,150		
Franchise Fees	161,405												161,405	440,000	
Interest Income													-		
Alcohol Licenses -LOP													-	10,000	
Local Assessment Fees													-	1,850	
Local Option Sales Tax (rev)													-	370,000	
Miscellaneous													-	1,000	
Planning & Zoning Fees	1,180	1,048											2,228	12,000	
State Aid to Subdivisions													-	252,256	
Telecommunications													-	43,000	
Transfer In from Funds Balance													0	326,439	
		29,650	-	-	-	-	-	-	-	-	-	-	Total	401,619	2,331,245
													% of Budget		17%

### ADMINISTRATION

Salaries	17,798	26,882											44,680	237,700	
Fringe Benefits	6,191	9,300											15,491	83,800	
Copier	74	396											470	5,300	
Supplies	156	1,011											1,166	10,000	
Postage	350												350	6,700	
Information Services	2,986	3,139											6,125	56,520	
MASC Membership													-	5,500	
Insurance		13,151											13,151	29,950	
Legal Services	425	300											725	70,000	
Town Codification		179											179	3,000	
Advertising	675												675	5,000	
Audit													-	13,000	
Elections													-		
Mileage Reimbursement	117	158											274	800	
Bonding													-	2,150	
Employee Training / Screening													-	850	
Dues and Subscriptions													-	1,100	
Training & Travel	710												710	2,500	
Employee Appreciation	128	76											204	500	
Mobile Devices	73	122											195	2,230	
Bank Charges	120	145											265	1,000	
		54,861	-	-	-	-	-	-	-	-	-	-	Total	84,661	537,600
													% of Budget		16%

### ELECTED OFFICIALS

Salaries	3,769	5,654												9,423	50,000
Fringe Benefits	2,122	3,123												5,245	32,000
Mayor Expense	278	256												534	2,000
Council Expense	608													608	4,000
Mobile Devices		114												114	2,100
		<b>9,146</b>	-	-	-	-	-	-	-	-	-	-	-	<b>15,924</b>	<b>90,100</b>
														<b>% of Budget</b>	<b>18%</b>

### GENERAL OPERATIONS

Salaries	20,861	30,638												51,499	310,900
Fringe Benefits	7,191	10,763												17,954	126,150
		<b>41,401</b>	-	-	-	-	-	-	-	-	-	-	-	<b>69,453</b>	<b>437,050</b>
														<b>% of Budget</b>	<b>16%</b>

### PLANNING

Supplies														-	600
Advertising		94												94	1,500
Mileage Reimbursement														-	200
Dues and Subscriptions														-	325
Training & Travel														-	1,800
Mobile Devices	36	27												64	660
Uniform / PPE														-	250
Planning Commission		200												200	4,000
Board of Zoning Appeals		394												394	4,000
		<b>716</b>	-	-	-	-	-	-	-	-	-	-	-	<b>752</b>	<b>13,335</b>
														<b>% of Budget</b>	<b>6%</b>

### BUILDING INSPECTION

Mileage Reimbursement		257												257	200
Mobile Devices	55	55												110	660
Supplies														-	1,000
Equipment / Software		307												307	1,500
Uniform / PPE														-	250
Dues & Subscriptions														-	1,000
Travel & Training	761													761	1,500
		<b>618</b>	-	-	-	-	-	-	-	-	-	-	-	<b>1,434</b>	<b>6,110</b>
														<b>% of Budget</b>	<b>23%</b>

### PUBLIC WORKS

Mileage Reimbursement														-	150
Training & Travel														-	1,000
Projects														-	200,000
Mobile Devices	55	55												110	660
Traffic Control Devices														-	30,000
Uniform / PPE														-	500
Supplies	35													35	2,000
Emergency Management														-	15,000
Dues and Subscriptions		200												200	200
Groundskeeping	1,491	1,341												2,832	40,000
		<b>1,596</b>	-	-	-	-	-	-	-	-	-	-	-	<b>3,177</b>	<b>289,510</b>
														<b>% of Budget</b>	<b>1%</b>





# ADMINISTRATOR'S REPORT

Aug-17

## ADMIN NOTES

- Audit work underway for FY 16/17
- Having bi-weekly site mtgs for New Town Hall. Schedule with earthquake drains was pushed and currently being installed wk of 15th. Working with Liollo on finalizing furniture / AV options
- Rethink Folly Rd staff mtg 9/25
- Dills Bluff Rd sidewalk Precon mtg was held - awaiting traffic control plan approval before start date
- Mayor spoke at CARTA mtg regarding plans for stop improvements on Folly Rd
- Working with Scott Cave on Updates to Hurricane and Recovery Plan
- Repair Care: Revised application. Have waiting list for Fall 2017, but accepting applications for 2018
- Accepting apps for Community Assistance Grants

**TOTAL Business Licenses 53**

\*27 of those processed at Town hall

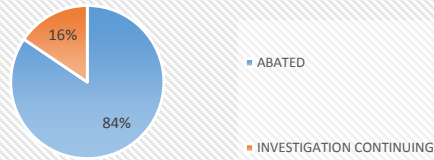
## Code Enforcement Cases

<b>TOTAL CASES</b>	<b>328</b>
<b>ABATED</b>	<b>277</b>
<b>INVESTIGATION CONTINUING</b>	<b>51</b>
RANK VEGETATION / SOLID WASTE	84
NUISANCE PROPERTY	50
TREE CASES	29
INOPERABLE VEHICLE	29

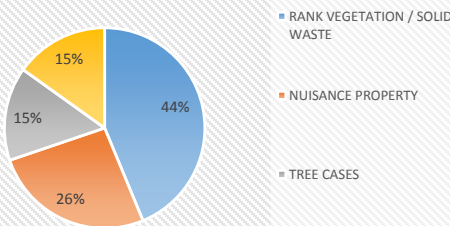
## Building Permits

<b>BUILDING PERMITS ISSUED</b>	<b>171</b>
Building	80
Electrical	36
Plumbing	27
Mechanical	14
Gas	14
Pool	
Roofing	
Fire System	
Sign	
Trades	
Previous Month	164

## Code Enforcement - Case Status



## Code Enforcement - Case Type



PERMIT TYPE	Aug-17
ACCESSORY STRUCTURE	
CLEARING & GRUBBING	
DEMOLITION PERMIT	2
EXEMPT PLATS	
FIREWORK STAND	
HOME OCCUPATION	7
LSPR	2
NON-EXEMPT PLAT	
PD AMENDMENT (REZONING)	
RESIDENTIAL ZONING	15
REZONING	
SPR	1
SIGN PERMIT	1
SITE PLAN REVIEW	
SPECIAL EVENT	
SPECIAL EXCEPTION	
TEMPORARY ZONING	
TREE REMOVAL	11
TREE TRIMMING	
VARIANCE	
ZONING PERMIT	
<b>TOTAL</b>	<b>39</b>

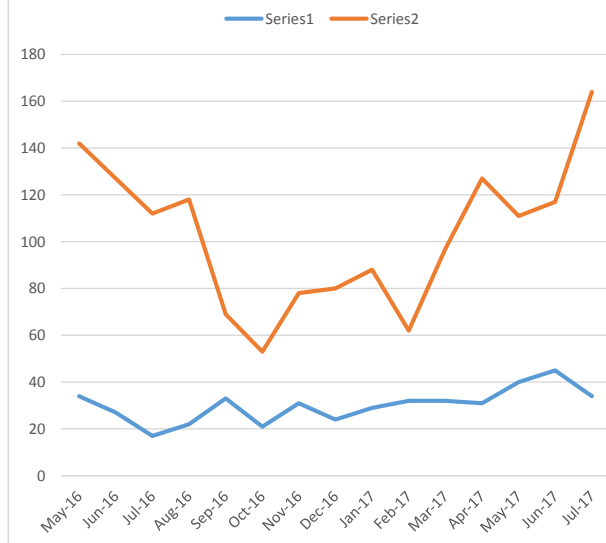
## PUBLIC WORKS NOTES

- 1) Attended final meeting for Hurricane Matthew debris management
- 2) Radar sign deployed on various streets with good results. Residents and Deputies continue to approve of this device.
- 3) Identified three on-call stormwater contractors to provide additional service
- 4) Camp-Folly project continued with pavement overlays and shoulder work.
- 5) Attended Lowcountry Branch of SC APWA meeting.
- 6) Had meeting with residents of Stonepost neighborhood concerning drainage easement acquisitions. Charleston County engineers answered resident questions.
- 7) Met with American Dock and Marine at Dock Street Park to discuss renovations and maintenance to the dock.
- 8) Held preconstruction meeting for the next phase of the Dills Bluff sidewalk project.
- 9) Ongoing progress meetings for Town Hall construction.
- 10) Met with Professor Evan Shephard of Trident Tech to discuss aerial photography project for Town parks. He will produce aerial videos for the Town at no cost.
- 11) Met with Stantec Engineers to discuss public parking lot on Santee Street.
- 12) Continued to perform Stormwater Plan Reviews / various requests for service.

## Island Sheriff's Patrol

Forthcoming

## PERMITS - 13 MONTH HISTORY



## Town of Fort Mill and City of Tega Cay

The Town of Fort Mill and City of Tega Cay are separated by about half a mile, both situated near the North Carolina border and both experiencing rapid growth. In 2014, officials decided to cooperate on a shared challenge. Officials in both municipalities agreed to create a new joint training program, which allows their planning and zoning officials to fulfill their state-mandated training requirements.

Before, there were few options available to officials of Tega Cay and Fort Mill to get their training. Day-long and multi-day sessions offered by other organizations meant travelling expenses for 21 appointed officials from Fort Mill and 14 from Tega Cay, a costly endeavor. Now the new joint training program is growing. Starting this year, training sessions opened to appointed officials and staff from the City of Rock Hill and Lancaster and York counties.

Future plans may include offering an academy for interested residents and extending the reach of the training by broadcasting it on YouTube and local cable access channels.

Contact Joe Cronin at [jcronin@fortmillsc.gov](mailto:jcronin@fortmillsc.gov) or 803.547.2034 ext. 257 or Susan Britt at [sbritt@tegacaysc.gov](mailto:sbritt@tegacaysc.gov) or 803.548.3513.

## City of Greenville

It's not easy to change the way 16,000 households have been recycling for 13 years. But the City of Greenville had a plan. Officials informed residents that a "Big Blue" 95-gallon roll cart would arrive on their curb, and that the process was changing from dual-stream to single-stream with new categories of plastics accepted. What's more, residents would no longer be able to recycle glass.

Greenville officials used a teaser billboard and advertised on garbage trucks and other equipment that had public exposure, updated their website with the news and produced a video skit featuring city councilmembers. The city captured video messages from city councilmembers and even one official accompanying a 100-year-old resident to the curb with his bin. The outreach was so successful that city officials may now expand the campaign to include an incentive program called "It Pays to Recycle in the City of Greenville," a spinoff of the original campaign, aimed at attracting non-recyclers.

Contact Allison Brockman at [abrockman@greenvillesc.gov](mailto:abrockman@greenvillesc.gov) or 864.467.8300.

## City of Greenwood

The Greenwood Chamber of Commerce started the city's Festival of Flowers in 1968. But in the mid-2000s, there was no centralized focus on Uptown Greenwood, and attendance was declining. In 2007, a pivotal trip to Epcot Center inspired festival volunteers and the horticulture coordinator at Piedmont Technical College to create 13 topiaries.

The Self Family Foundation provided the initial money for topiary frames. Staff of the city, chamber and technical college worked together on the topiaries with help from Lakelands Master Gardeners volunteers. The program was growing. In 2011, the city began managing the program, which now includes four city employees, a greenhouse, and 42 topiaries arranged on the square in Uptown Greenwood in June and July as part of the Festival of Flowers.

Consider the numbers — Greenwood's hospitality tax revenue in the Uptown Greenwood Special Tax District increased from 2008 to 2016 by 253 percent for the month of June and 337 percent for July. Business licenses have also grown for the Uptown Square by nearly 18 percent from 2008 to 2016.

Contact Charlie Barrineau at [charlie.barrineau@gwdcity.com](mailto:charlie.barrineau@gwdcity.com) or 864.942.8410.

## City of Greer

The Greer Police Department worked with a local TV station, WYFF, on a campaign to show law enforcement in a positive light in 2016. The campaign also offered safety tips to residents about the "100 deadly days of summer," a period when teen drivers have a higher rate of automobile-crash fatalities.

The series, which continued in 2017 as WYFF's "4 Your Safety," aired 36 segments, which were about a minute long. They covered topics such as the importance of yielding the right of way while driving, how to spray a fire extinguisher and how to clean out a lint trap in a dryer to prevent fires. While the Greer Police Department received positive feedback, WYFF's viewers began calling and emailing with segment ideas. WYFF also shared stories on Facebook Live, garnering thousands of views. The results? Labor Day passed with zero traffic deaths in the city.

Contact Steve Owens at [sowens@cityofgreer.org](mailto:sowens@cityofgreer.org) or 864.416.0121.

## Town of Hollywood

After the devastating shooting at the Emanuel AME Church in Charleston in 2015, residents of Hollywood, which had connections to three of the victims, were stricken.

So town officials decided to create a place for healing and reflection where the community could gather to remember the victims. The resulting project: Serenity Garden, which overlooks the Stono River. It features a brick path leading to a bubbling water statue, a swing overlooking the river and nine glass hummingbirds, one for each of the shooting victims. Town leaders plan to hold a yearly activity at the garden; formalize a list of enhancements to the site, such as restrooms; and establish a stakeholder committee tasked with maintaining the memorial and surrounding gardens.

The garden was funded half by the town and half by donations. It came together with the help of 20 volunteers, 10 businesses and seven churches. More than 200 people attended the dedication in 2016.

Contact Jacquelyn Heyward at [mayorheyward@aol.com](mailto:mayorheyward@aol.com) or 843.889.3222.

## Town of James Island

Some of James Island's neediest residents live in their homes and pay taxes but have no clear record of ownership, which makes it difficult for the residents to receive aid for home improvements.

Town officials decided to help. To assist with critical home repairs, the Town of James Island and Sea Island Habitat for Humanity teamed up to repair four homes each in 2015 and 2016. Repairs included handicap ramps, roofs, window replacements and other improvements.

Public involvement was key. Town officials advertised the program in local churches and spread the word through community events and neighborhood council leaders. The outreach helped attract volunteers and connected those in need — including residents who hoped to "age in place" in a structurally sound home — with available assistance. After this success, the town plans to expand its home-repair partners to include Operation Home and Homeworks.

Improving the housing stock protects against blight and also generates tax revenue that can be reinvested into the community.

Contact Ashley Kellahan at [akellahan@jameslandsc.us](mailto:akellahan@jameslandsc.us) or 843.795.4141.

## City of Manning

The City of Manning, like most rural cities and towns, struggled to attract retail businesses, which are important for a broad tax base and a source of jobs for residents. Determined to be proactive, Manning officials attended trade shows of the International Council of Shopping Centers and used a retail marketing consultant's custom demographic research, gap analysis and marketing guide to target specific retailers and retail concepts that have succeeded in similar markets.

Funding to pay for consulting fees and staff training and travel to trade shows came from the City of Manning and a Hometown Economic Development Grant from the Municipal Association. Since announcing the initiative, three new retailers have been announced. Manning officials are not stopping there.

They are receiving additional training and will update the city's marketing information and prospects list, while studying regional and national retail trends.

Contact Scott Tanner at [stanner@cityofmanning.org](mailto:stanner@cityofmanning.org) or 803.825.9008.

## City of Marion

In 2011, a fire in the City of Marion consumed several downtown buildings, damaged others and displaced businesses. But city leaders were determined not to give up on the area, leading them to ask residents and organizations what they should do with three empty lots on Main Street. The property owners sold two lots to the Historic Marion Revitalization Association. Proceeds from the sale of one donated building helped create a new downtown venue.

From the gaping space left by the fire, emerged the Main Street Commons, an outdoor gathering place with electricity and elevated stage for music entertainment, health fairs, farmers' markets and other events.

# CARTA

CHARLESTON AREA REGIONAL TRANSPORTATION AUTHORITY

## CARTA BOARD MEETING

August 16, 2017

1:00 PM

Lonnie Hamilton III Public Service Building  
4045 Bridgeview Drive, Room B-225  
North Charleston, SC 29405

## AGENDA

1. Call to Order
2. Consideration of Board Minutes – July 19, 2017 Meeting
3. James Island Shelter Project (Camp & Folly Roads) – Mayor Bill Wooley
4. Financial Status Report – Ron Mitchum
5. Contractor Oversight Policy – Request for Approval – Ron Mitchum
6. Policy to Promote Safe and Efficient Transit – Request for Approval – Amy Jenkins
7. Tel-A-Ride Paratransit Service Riders Guide Amendment – Request for Approval – Andrea Kozloski
8. Procurement Policies & Procedures Revision – Request for Approval – Ron Mitchum
9. Marketing/Outreach Report - Daniel Brock
10. Executive Director's Report
11. Other Business, If Any
12. Public Comments, If Any
13. Board Comments, If Any
14. Adjournment

Please note that the next **regularly scheduled** meeting of the CARTA Board will be WEDNESDAY, September 20, 2017 in Room B-225 of the Lonnie Hamilton III Public Service Building, 4045 Bridgeview Drive, North Charleston, SC 29405. Notice, including agenda documentation, will be sent to Board Members in advance of the meeting, as well as posted on [www.ridecarta.com](http://www.ridecarta.com).

  
**TrafficPatternsXD™**  
A TrafficScapes™ Solution by Ennis-Flint

# DESIGN MANUAL



**ENNIS-FLINT**  
A Traffic Safety Solutions Company

# APPLICATION OVERVIEW

Applications are performed by Certified Applicators only. The 2 ft. x 2 ft. sheets of material are positioned on the non-stamped, prepared asphalt surface. The material is heated to allow proper embedment of the anti-skid elements. A specialized grid gently stamps a pattern into the material and just into the top layer of the asphalt.

## 1. APPLY SEALER & POSITION



## 2. HEAT MATERIAL



## 3. STAMP WITH WIRE GRID



### TrafficPatternsXD Photos



Offset Brick



Ashlar Slate



Diagonal Herringbone



Diagonal Herringbone



Square Tile



Square Tile

Town of James Island  
A Proclamation to Observe Breast Cancer Awareness Month  
October 2017

WHEREAS, October 2017 marks 32 years that National Breast Cancer Awareness Month has educated women about early breast cancer detection; and

WHEREAS, National Breast Cancer Awareness Month is dedicated to increasing public knowledge about the importance of early detection of breast cancer; and

WHEREAS, breast cancer is the most common cancer among American woman; and

WHEREAS, the American Cancer Society estimates that about 12.4% of American woman will develop breast cancer during their lifetimes; and

WHEREAS, approximately 231,840 new cases of invasive breast cancer will be diagnosed in women this year; and

WHEREAS, this year about 40,290 women will die from breast cancer; and

WHEREAS, breast cancer ranks second among cancer deaths in women after lung cancer; and

WHEREAS, approximately 2,350 new cases of invasive breast cancer will be diagnosed in men this year; and

WHEREAS, through research and advocacy, significant advances have been made in the fight against breast cancer, including significant decreases in mortality; and

WHEREAS, the more than 2.8 million breast cancer survivors living in the United States today are a testament to courage, as well as to the importance of promoting awareness about breast cancer, providing information, funding research, following recommended screening guidelines and offering treatment to those who are affected.

NOW, THEREFORE, be it proclaimed that the Town Council of the Town of James Island, South Carolina does hereby recognize the month of October 2017 as Breast Cancer Awareness Month and ask all residents to join in this worthwhile cause, to celebrate successes and memorialize lost battles.

Enacted this the 21st day of September, 2017.

\_\_\_\_\_  
Bill Woolsey, Mayor

\_\_\_\_\_  
Leonard Blank, Mayor Pro Tem

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Darren "Troy" Mullinax, Councilman

\_\_\_\_\_  
Garrett Milliken, Councilman

\_\_\_\_\_  
Joshua Stokes, Councilman

ATTEST

Frances Simmons, Town Clerk \_\_\_\_\_

RESOLUTION #2017-12

RESOLUTION IN SUPPORT OF AN APPLICATION FOR FEMA PRE-DISASTER  
MITIGATION GRANT

**Whereas**, James Island has been subject to major flooding problems, and;

**Whereas**, there are three governmental entities with responsibility regarding stormwater, and;

**Whereas**, the drainage infrastructure on the Island frequently crosses and then recrosses the boundaries of these three governmental entities, and;

**Whereas**, the Federal Emergency Management Agency (FEMA) provides Pre-disaster Mitigation grants for planning;

**Now, Therefore, Be it Resolved**, that James Island Town Council supports a joint application by the City of Charleston, Charleston County and the Town of James Island for a FEMA Pre-Disaster Grant to fund a drainage study for all of James Island. Council authorizes funding a share of the required 25 percent local match.

Enacted this 21<sup>st</sup> day of September, 2017

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Bill Woolsey  
Mayor

ATTEST

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Frances Simmons  
Town Clerk

RESOLUTION 2017-13

RESOLUTION COMMITTING THE TOWN OF JAMES ISLAND TO PROVIDE A LOCAL MATCH FOR A MUNICIPAL ASSOCIATION OF SOUTH CAROLINA HOMETOWN ECONOMIC DEVELOPMENT GRANT

**BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF JAMES ISLAND** here assembled on this 21<sup>st</sup> day of September, 2017, that the Town Council hereby commits to provide a local cash/in-kind match of at least \$3,750, which equals the minimum 15 percent local match required by the Municipal Association of South Carolina to support the Town of James Island's application for a \$ 25,000 application for a Hometown Economic Development Grant. These grant and local matching funds will be used for the **Pinckney Park Shelter**. This resolution is made in regard to the submission of an application for Hometown Economic Development Grant funds to the Municipal Association of South Carolina on or before September 29, 2017.

Enacted this 21<sup>st</sup> day of September, 2017

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Bill Woolsey  
Mayor

ATTEST

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Frances Simmons  
Town Clerk

RESOLUTION #2017-14

A RESOLUTION OF TOWN COUNCIL RESPONSE TO FLOODING FROM HURRICANE IRMA

The Council of the Town of James Island resolves:

The Town is authorized to spend up to \$100,000 from the public works budget on routine inspection and emergency maintenance of drainage within DOT right-of-way, including Fort Johnson Road and Harbor View Road.

The Town is authorized to seek an intergovernmental study to devise a recurring annual timetable for inspection and maintenance of drainage facilities including those found on Harbor View Road and Fort Johnson Road.

The Town is authorized to spend up to \$ 25,000 from the public works budget on an engineering drainage study of Fort Johnson Road (from Folly Road to Harbor View Road).

Further, the Town must obtain the following before the next regular meeting of Town Council in October:

1. Bids/requests for engineering study to define drainage map for Piccadilly Circle
2. Bids/request for plan for ditch maintenance and storm water pipe maintenance for Fort Johnson Road
3. Bids/request for plan for regular inspection and maintenance of drainage system on Harbor View Road.
4. Bids/request for plan for street sweeping and gutter maintenance on Harbor View Road

Enacted this 21<sup>st</sup> day of September, 2017

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Bill Woolsey, Mayor

ATTEST

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Frances Simmons, Town Clerk

ORDINANCE 2017-10

AN ORDINANCE AMENDING THE TOWN OF JAMES ISLAND ORDINANCE TO INTRODUCE PROCEDURES, GENERAL GOVERNMENT AND ADMINISTRATION, #2012-07

WHEREAS, Section 5-7-260, South Carolina Code of Laws, 1976, as amended, requires that certain acts of the municipal council be done by ordinance; and

WHEREAS, this ordinance establishes amended policies and procedures for the government and administration of the Town of James Island;

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF JAMES ISLAND AS FOLLOWS:

30.19: ORDER OF BUSINESS; AGENDA

(a) Order of business. The order of business for all regular meetings of the Council shall be as follows; provided, however, that when it appears to be in the best interest of the public, the order of business may be changed for any single meeting by ~~four-fifths~~ two-thirds vote. ~~Exception: The Mayor may set the agenda based on the time constraints, expert witnesses, counsel, elected officials, or visitors.~~

(1) Opening exercises (includes call to order, prayer, ~~roll call~~, pledge of allegiance, ~~announcements, and proclamations~~);

(2) ~~Reports of boards, commissions, committees, and~~ presentations by outside agencies (~~includes town boards and commissions, and non-profit agencies~~);

(3) Public Hearings

(4) Public comment;

(5) Consent agenda (includes approval of minutes and adoption of routine resolutions, ~~and items of business requiring Council action~~);

(6) Special orders of business.

(7) Information reports and announcements (items that require no Council action);

(8) Reports of Town Boards, Commissions, and Committees.

~~—(6) Special orders of business (includes consideration of items deferred from the consent agenda and any action items which require a selection among options, consideration of matters of special importance to the Council, and management reports);~~

~~—(7) Public hearings (includes deliberations, and deliberations from hearings held over from previous meetings). Exception: The Mayor may move public hearings to the front of the agenda or at any point within the agenda to assure the public has had the opportunity to be seated;\~~

- (9) Request for approval by Council.
- (10) Resolutions
- (11) Ordinances receiving first reading.
- (12) Ordinances receiving second reading.
- (13) New business
- (14) Executive Session.

(B) Agendas. The Town Clerk shall prepare an agenda for every regular and special meeting. Agendas and informational material for regular meetings shall be distributed to the Council no later than the Friday preceding the meeting.

(C) Placement of items on the agenda.

- (1) The Mayor may place routine items and items referred by staff on the agenda.
- (2) Any item placed on the consent agenda or matter raised during public comment may be placed on a subsequent agenda as a “special order of business” upon majority vote of the Council.
- (3) Any member of Town Council requesting that an item requiring a vote or other action by Council, such as an ordinance or resolution, be placed on the agenda must submit a written request, along with motions needed, not later than close of business on the Wednesday in the week preceding the Council meeting.

(D) Public comment. Citizens of the town and other members of the public may share their concerns and make comments about town affairs. While questions may be asked, this is a time for Mayor, Council, and town officials to listen rather than respond. The total time allotted will be 30 minutes and each comment should be limited to three minutes. Council may extend these times by ~~four-fifths~~ two-thirds vote. ~~In response to a concern raised during public comments, a member of Council may move to add a special order of business to the agenda of a subsequent meeting.~~

(E) Consent agenda. In order to expedite the Council’s business, the approval of minutes and other routine agenda items shall be placed on the consent agenda. All items on the consent agenda will be approved by a single motion, unless the item is pulled for further consideration. Any item on the consent agenda may be removed for separate consideration by any member of the Council. For the purposes of this rule, SEPARATE CONSIDERATION means any proposal to adopt a different course of action than that recommended in the staff report, or a determination that debate on a proposed course of action is deemed desirable, any questions to staff on any item, and any item where a Council member must declare a conflict of interest.

(F) Information reports/announcements. The Town Administrator, other town officials, the Mayor and members of Council may provide reports and make announcements during this period.

Members of Council may ask questions regarding reports and other town business, including matters raised during public comment. ~~In response to a concern raised during information reports/announcements, a member of Council may move to add a special order of business to the agenda of a subsequent meeting.~~

(G) Special orders of business. Except otherwise required by these rules, items removed from the consent agenda for separate consideration shall be considered as a special order of business and part of the next scheduled item on the agenda. ~~Agenda items that are deferred from the consent agenda, Council call up of land use decisions, business that requires the selection from among options, that are of special importance to the Council, or that are a special management report as determined by the Mayor shall be treated as special orders of business. Items Council has voted to place on the agenda at a previous meeting are included as special orders of business.~~

(H) Public hearings. Public hearings shall commence no later than 7:45 p.m., and any pending order of business shall be deferred until such time as the hearing has concluded. Unless otherwise required by law or Council motion, public hearings shall be scheduled by the Town Clerk, and may be rescheduled without further action by the Council.

(I) New business. ~~The agenda shall provide a time when the Mayor or any Town Council member may bring before the Council any matter not requiring immediate vote or other action. Any Town Council member requesting an item of new business be placed on the agenda should provide it to the Town Clerk by the close of business on Tuesday before the meeting. Items added to the agenda by the Town Administrator after the Friday before the meeting but for which 24-hour public notification has been provided may be considered by Council upon a majority vote. Items may be added to the agenda at the meeting for reasons including concerns raised during public comment or information reports by staff. Items brought forward by the Mayor or member of Council at the meeting that does not require final action may be considered upon majority vote. Items brought forward by the Mayor or member of Council at the meeting requiring final action may be considered upon two-thirds vote in accordance with SC Code of Laws 30-4-80 (A), the Town of James Island may consider an item in this manner if it finds that an emergency or exigent circumstances does or will exist if the item is not added to the current meeting agenda for the Council's consideration and desired action before the conclusion of the meeting.~~

First Reading: 08/17/2017

Second Reading: 09/21/2017

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Bill Woolsey Mayor

ATTEST

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Frances Simmons, Town Clerk