



Town of James Island, Regular Town Council Meeting  
November 16, 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. Presentation of FY 2016/2017 Financial Statement, Henry Wilson, Wilson & Quirk, CPA
3. Public Comment
4. Consent Agenda
  - a. Minutes: October 19 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:
  - Award to Blanchard Construction for Town Hall Overflow Parking Lot
  - Fort Johnson Culvert and Junction Box Repair
  - Santee Street Public Parking Lot Design Improvements
7. Committee Reports
  - Land Use Committee
  - Environment and Beautification Committee
  - Children's Commission
  - Public Safety Committee
  - History Commission
8. Proclamations/Resolutions
  - Resolution #2017-16: Resolution in Support of Complete Streets Application for Improvements Along Folly Road
9. Ordinances up for Second Reading
10. Ordinances up for First Reading
11. New Business
12. 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
13. Return to Regular Session:
14. Adjournment:

The Town of James Island held its regular meeting at 7:00 p.m. in Council Chambers, 1238-B Camp Road, James Island, SC on Thursday, October 19, 2017. The following members of Council were present: Mayor Pro-Tem Leonard Blank, Garrett Milliken, Darren “Troy” Mullinax, and Mayor Bill Woolsey, who presided. Absent: Councilman Joshua P. Stokes (gave notice). Also, Ashley Kellahan, Town Administrator, 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. A quorum was present to conduct business.

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 Comments: The following persons addressed Council:

Annie Purvis, 1,000 Fort Johnson Road, thanked Mayor and Council for allowing her to apply for the Community Assistance Grant for the James Island Charter High School National Art Honors Society (NAHS) and the Art Club. Ms. Purvis shared some of the students’ successes. They created a mural, sculptures, and mosaics for the community and school campus; worked with James Island Pride and the Arts Committee on various projects; developed a “Keep it Creative” Sculpture Garden that won the Bosch Stewardship Award for recycling. This year the group planned an Art in New York trip for the students who have served on the Art Club and the NAHS for four years. Collectively the students worked a total of 4,330 hours of community service.

Megan McLellan, 1,000 Fort Johnson Road, thanked Mayor and Council for considering James Island Charter High School Band Backers for a Community Assistance Grant. She is a parent, volunteer, and is affiliated with the band. She announced that Colt Campbell, the new Band Director, is bringing about new enthusiasm and has great ideas. One success is in-house private lessons to students needing financial assistance. She said the band has won 12 awards over the last three competitions and will travel to Lexington on Saturday for Lower State. Ms. McLellan said the cost to compete could be over \$1,000 per competition. While businesses have been very generous, it is still hard to do everything that is needed. Next year the band will increase to 40, doubled the size. She invited Council to the first concert on November 13 at 7 p.m. at the High School.

Shannon Goodwin, James Island Youth Soccer Club, is a Board member and parent at the Soccer Club. James Island Soccer Club is the oldest Soccer Club that offers quality soccer training for local youths. The Soccer Club is involved in the community and offers their parking lot for sandbag distributions during hurricanes; they have hosted two tournaments that brought thousands of people to James Island; they sponsor the weekly Town Market; and the Soccer Club is a program that helps to keep youths out of trouble. She said a grant would continue to help children learn to play soccer through scholarships. She thanked the Town for its past donations.

Katie Qualls, 1652 Dexter Lane, Program Director, Reading Partners of SC. Reading Partners is located in 17 schools across the low country. This is their first year in a school on James Island. Ms. Qualls said she is excited to see this program expand. She said volunteers from the community partners with students one-on-one that are behind in reading instruction to help bring their reading to grade level. Reading Partners SC had the highest results in the country last year and the Principal at James Island Elementary asked them to come to her school. There have close to 30 students participating and a grant would help to provide curriculum, books, and tutors. The students are able to take books home each week and during the summer so they do not fall behind. Volunteers tutor one hour a week. Council was invited to volunteer.

Ernest Byers, 922 W. Oceanview Rd., asked the Town to enforce its ordinance on storage and repair of inoperative motor vehicles. He had spoken with the Town Administrator and this may have been looked

into. He said the end of W. Oceanview Road looks like a junk yard. Google Earth counted 18 cars on the property and none appears to be operable; or he guesses they are inoperable because they have not been moved in a long time. He said the Town Ordinance requires vehicles to be screened by a fence, wall, building or vegetative buffer to shield the vehicles from view. He said the person living there does repairs in his driveway. He does not know if he has a license; but suspects that he does not. This is a bad situation. He asked the Town to look into it.

Hal Hanvey, 783 LaRoche St., God bless James Island. Mr. Hanvey, Board member at James Island Outreach thanked the Town for its generous support over the years. He said Outreach would distribute 150 meals on November 18 for Thanksgiving. They also plan to distribute meals for Christmas. Mr. Hanvey said they appreciate the Town's support because the cost of turkeys has gone up. In addition to donations, the cost could be somewhere around \$6,500 to \$7,500 to prepare a good meal. He hopes the Town will continue to support James Island Outreach for many years to come.

Sandy Byers-Williams, 918 W. Ocean View Rd., is the daughter of Ernest Byers and lives directly adjacent to 916 W. Ocean View Rd. She said her house is up for sale and she is having difficulty with keeping a buyer because the neighbor is a problem. She said from the time the property was listed, buyer after buyer commented they would not live next to that situation. She has lived in her house for 14 years and tried to ignore the problem to get along, but there is a point where that cannot continue because it is affecting her family's welfare. She asked the Town to step up and enforce the ordinance. She spoke to Mr. Hackett, and understand it is difficult; but, what is going on next door to her is untenable and it is affecting her family's future.

Edward Greene, 1115 Seaside Lane, thanked Mayor and Council for doing a good job. Mr. Green expressed concern about overhanging tree limbs on Fort Johnson (toward Folly Road and down Seaside Lane). He said the wires is supposed to be 18-22 feet above the highway. He shared that a City truck came down Seaside Lane and it knocked a big limb onto the highway preventing cars from passing. On Fort Johnson Road, just pass the soccer field (Bayview Farms) trucks have to drive through the center of the highway to prevent knocking tree limbs down. Another matter he discussed was building on James Island. There are three government entities on James Island and when something is built, those entities do not check with each other to see if whatever it is can be built. He thinks there should be communication among the entities before something is built. This is happening on Central Park Road. He would appreciate the Town looking into this.

#### Consent Agenda:

- a. Minutes: September 21, 2017 Regular Town Council Meeting: Councilman Milliken moved to approve the consent agenda; Councilman Mullinax seconded. No changes. Passed unanimously.

#### Information Reports:

- a. Finance Report: Written Report presented by Finance Officer, Merrell Roe, and received as information.
- b. Administrator's Report: Written Report presented by Town Administrator, Ashley Kellahan, and received as information.
- c. Public Works Report: Written Report presented by Public Works Director, Mark Johnson, and received as information.
- d. Island Sheriffs' Patrol (ISP) Report: In addition to the crime report and ISP statistics, Sergeant James told Mr. Byers and Mrs. Williams that the Sheriffs' Office is looking into their situation on W. Ocean View. He gave a brief update on the collision that occurred on Folly Road. An update was given regarding the intersection at North Shore and Harbor View Rd. where illegal left turns are being made. He said tickets are being issued and signs will be posted to warn motorists of the illegal turn.

Requests for Approval:

- New Town Hall Emergency Generator: Mrs. Kellahan said this was originally a change order. She said over the last several years, and especially during Hurricane Irma, we have had to order parts for our current generator. The generator is five years old and we are unsure how often parts will need to be replaced. Mrs. Kellahan said the contractor was able to honor the price of \$70,000 that was originally quoted. She said the new generator will have more capacity; will run on mechanical, is diesel operated, and operates by a transfer switch to turn on automatically when power goes out. Motion in favor was made by Councilman Blank, seconded by Councilman Mullinax.

Councilman Milliken asked if \$70,000 is the cost of the generator only or if it includes facility retrofitting in the structure of the building. Mrs. Kellahan replied that we had already included the electrical upgrade for the New Town Hall knowing that one day we would need an upgraded one. She said all of that is included as well as the transfer switch in the price. Councilman Milliken asked where the generator would be located. He said the College of Charleston has four backup generators; three are on the ground, which does not help with storm surges, and one is elevated. He asked if this generator would be elevated or located some place high to prevent a storm surge. Mrs. Kellahan said this had been discussed but a specific location has not been determined. The thought was to wait until the building is further along then decide where to place the pad. She said the generator would be placed on a concrete pad. Councilman Milliken said his point was that it is not on the ground, it is elevated. Mayor Woolsey said the Town Hall is raised, but the generator would be too heavy for the roof. He and Mrs. Kellahan will be looking into where it is best to place it. Councilman Milliken asked if there would be a service contract. Mayor Woolsey said the current generator is checked regularly; however, a service contract would also provide routine maintenance or repairs; and that is a good point. No further discussion. Motion passed unanimously.

- 2017-2018 Community Assistance Grant Requests: Motion in favor was made by Councilman Blank, seconded by Councilman Mullinax. Councilman Blank spoke that all of the other requests were met except JI Charter HS Band Backers Assn., reduced from \$6,000 to \$4,000. He said the band has little resources and anything they do is through fund-raisers and he would like Council to grant their full request of \$6,000.

Councilman Blank amended the motion to change the request from \$4,000 to \$6,000; Councilman Mullinax seconded. Councilman Milliken addressed the Mayor that he will recuse himself from vote because of a conflict of interest. He submitted a recusal to the Town Clerk for the record. Discussion was held regarding where the additional \$2,000 could be taken. It was suggested that the budget could be amended to accommodate the request. Mrs. Kellahan stated that the band had been fully awarded in previous years. She said this year's grants have been very competitive with new groups applying. She said most requests are funded at \$2,000, and JI Charter HS band would receive twice the amount of the others. Councilman Blank explained his reasons for wanting to award the full amount. He said money is needed for band trips, cost of competition, equipment, and the band is expected to be twice the size next year, and, we need to support our kids. Mrs. Kellahan said the budget did not have to be amended and money could be moved within department. Mayor Woolsey called for the vote: Amendment passed 2-1; Mayor Woolsey voted in opposition. The request for JI Charter HS Band Backers Assn. was changed to \$6,000. Mayor Woolsey called for the vote on the Main Motion and it passed.

- Honey Hill/Greenhill Drainage Easement Acquisition Project: Mrs. Kellahan said the Town has been working with Charleston County Engineering on this project for some time. Designs have been put together for 36 parcels through the Honey Hill area where easements are lacking. Primacq,

one of the Town's right-of-way acquisition firms, will require the right-of-way for drainage easements so the Town can provide proper maintenance. Motion in favor was made by Councilman Blank, seconded by Councilman Milliken and passed unanimously.

- Sinkhole Repair in Lynwood Neighborhood: Mrs. Kellahan reported this \$14,000 project is on Woodside Drive where a sinkhole is forming. Southeast Pipe, one of the Town's procured firms, will perform the service. Council approval is needed because the cost is over \$10,000. Motion in favor was made by Councilman Milliken, seconded by Councilman Mullinax. No discussion. Motion passed unanimously.

Committee Reports:

Land Use Committee: No report

Environment and Beautification Committee: Councilman Milliken announced the James Island Pride Poetry Workshop on Saturday, October 21 at 2 p.m. at Town Hall with Cave Canem Fellow, Kwoya Fagin Maples and Sunday, October 22, at 2 p.m. Poetry Reading at McLeod. James Island Pride Litter Pick-up will be held on Saturday November 4 at 9 a.m. Pizza served afterwards. Plans are underway for the Arbor Day Celebration on Friday, December 1 at Camp Road Middle School.

Children's Commission: No report

Public Safety Committee: Councilman Mullinax announced the next meeting on Thursday, October 26 at 7 p.m.

History Commission: Mayor Woolsey announced that Saturday, November 11, 10 a.m. is a gathering at Town Hall to dedicate the Battle of Dills Bluff Historical Marker. After the gathering, all will go to the site on Dills Bluff Rd. for the dedication. Councilman Milliken asked the location of the site and Mayor Woolsey said it is on the sharp curve near the cul-de-sac.

- Historic Sites Map/Booklet: Mrs. Kellahan introduced Rachel Bragg with Brockington Associates. Ms. Bragg met with the History Commission at its last meeting and did a presentation for a proposal to develop a historic site map/booklet for James Island. Ms. Bragg did a Power Point Presentation to Town Council and answered questions. Mayor Woolsey asked for a motion to approve the Historic Sites Map/Booklet for \$4,700. Mrs. Kellahan said the funds would come from Hospitality Tax. Motion was made by Councilman Milliken, seconded by Councilman Blank. Passed unanimously.

Proclamations/Resolutions

Resolution #2017-15: Support of Island-wide Drainage Study and The James Island Stormwater Managers' Committee: Motion in favor was made by Councilman Blank, seconded by Councilman Milliken. Mayor Woolsey stated this is the Town's resolution in support of the one passed by the James Island Intergovernmental Council at its last meeting. Motion passed unanimously.

Ordinances up for Second Reading: None

Ordinances up for First Reading: None

Executive Session: Mayor Woolsey asked for a motion to enter an executive session in accordance with 30-4-70 (a) Code of Laws of SC for personnel matters regarding the Town Administrator's Contract Renewal. Motion to enter was made by Councilman Blank, seconded by Councilman Mullinax. Passed unanimously. Council entered the executive session at 7:48 p.m.

Return to Regular Session: Town Council returned to regular session at 7:59 p.m. Mayor Woolsey announced that no votes were taken while in executive session. Mayor Woolsey said the Town Administrator's contract is on the table for renewal. Councilman Blank made the motion to renew Town Administrator, Ashley Kellahan contract with a \$3,000 pay increase; seconded by Councilman Milliken. No discussion. Motion passed unanimously.

Adjournment: There being no further business to come before the body, the meeting adjourned at 8:02 p.m.

Respectfully submitted:

Frances Simmons  
Town Clerk

DRAFT

# Town of James Island

% FY Complete 33%

## 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		
<b>GENERAL FUND REVENUE</b>														
Accommodations Tax				4195.11									4,195	2,500
Brokers & Insurance Tax													-	580,000
Building Permit Fees		2,411	1,640	1,118									5,170	11,000
Business Licenses	2,335	26,090	15,457	13,931									57,813	281,200
Grant													205,000	
Contributions/Donations-Park		100		350									2,150	
Franchise Fees	161,405			5,614									167,019	440,000
Interest Income													-	
Alcohol Licenses -LOP													-	10,000
Local Assessment Fees													-	1,850
Local Option Sales Tax (rev)		32,563		62,727									95,290	370,000
Miscellaneous													-	1,000
Planning & Zoning Fees	1,180	1,048	1,020	868									4,116	12,000
State Aid to Subdivisions				65,074									65,074	252,256
Telecommunications													-	43,000
Transfer In from Funds Balance													0	326,439
		<b>62,213</b>	<b>18,117</b>	<b>153,877</b>									<b>605,827</b>	<b>2,331,245</b>
													<b>% of Budget</b>	<b>26%</b>

<b>ADMINISTRATION</b>														
Salaries	17,798	26,882	17,804	18,024									80,508	237,700
Fringe Benefits	6,191	9,300	6,191	6,208									27,890	83,800
Copier	74	396		629									1,100	5,300
Supplies	156	675	3,793	427									5,051	10,000
Postage	350		2,017	246									2,613	6,700
Information Services	2,986	3,139	4,099	6,010									16,234	56,520
MASC Membership													-	5,500
Insurance		13,151											13,151	29,950
Legal Services	425	300		2,097									2,822	70,000
Town Codification		179		297									476	3,000
Advertising	675		404										1,079	5,000
Audit													-	13,000
Elections													-	
Mileage Reimbursement	117	158	26	25									325	800
Bonding			350										350	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	144	167									506	2,230
Bank Charges	120	145	93	93									451	1,000
		<b>54,525</b>	<b>34,921</b>	<b>34,224</b>									<b>153,471</b>	<b>537,600</b>
													<b>% of Budget</b>	<b>29%</b>

**ELECTED OFFICIALS**

Salaries	3,769	5,654	3,769	3,769										16,961	50,000
Fringe Benefits	2,122	3,123	2,122	2,072										9,440	32,000
Mayor Expense	278	256												534	2,000
Council Expense	608													608	4,000
Mobile Devices		114	114	104										333	2,100
		<b>9,146</b>	<b>6,006</b>	<b>5,946</b>	-	-	-	-	-	-	-	-	-	<b>27,876</b>	<b>90,100</b>
														<b>% of Budget</b>	<b>31%</b>

**GENERAL OPERATIONS**

Salaries	20,861	30,638	19,649	19,649										90,797	310,900
Fringe Benefits	7,191	10,763	7,125	7,125										32,203	126,150
		<b>41,401</b>	<b>26,774</b>	<b>26,774</b>	-	-	-	-	-	-	-	-	-	<b>123,000</b>	<b>437,050</b>
														<b>% of Budget</b>	<b>28%</b>

**PLANNING**

Supplies														-	600
Advertising		94	76	53										223	1,500
Mileage Reimbursement														-	200
Dues and Subscriptions														-	325
Training & Travel				25										25	1,800
Mobile Devices	36	27	37	37										137	660
Uniform / PPE														-	250
Planning Commission		200	250											450	4,000
Board of Zoning Appeals		394	450											844	4,000
		<b>716</b>	<b>813</b>	<b>114</b>	-	-	-	-	-	-	-	-	-	<b>1,679</b>	<b>13,335</b>
														<b>% of Budget</b>	<b>13%</b>

**BUILDING INSPECTION**

Mileage Reimbursement		257												257	200
Mobile Devices	55	55	55	55										220	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>55</b>	<b>55</b>	-	-	-	-	-	-	-	-	-	<b>1,544</b>	<b>6,110</b>
														<b>% of Budget</b>	<b>25%</b>

**PUBLIC WORKS**

Mileage Reimbursement													-	150
Training & Travel													-	1,000
Projects			2,842										2,842	200,000
Mobile Devices	55	55	55	55									220	660
Traffic Control Devices													-	30,000
Uniform / PPE													-	500
Supplies	35			11									46	2,000
Emergency Management			5,383	313									5,696	15,000
Dues and Subscriptions		200											200	200
Groundskeeping	1,491	1,341	1,445	3,385									7,662	40,000
		<b>1,596</b>	<b>9,724</b>	<b>3,764</b>									<b>16,666</b>	<b>289,510</b>
					-	-	-	-	-	-	-	-	<b>Total</b>	
													<b>% of Budget</b>	<b>6%</b>

**CODES & SAFETY**

Mileage Reimbursement													0	300
Equipment													0	500
Radio Contract			1368										1368	1400
Training													0	1000
Supplies			41										41.41	500
Uniform / PPE													0	250
Sheriff's Office Contract	9066	12275	8916	11975									42231.74	165000
Deputy Fringes	2162	2981	2126	2987									10256.63	40000
Unsafe Buildings Demolition													0	20000
Overgrown Lot Clearing													0	1800
Crime Watch Materials													0	250
Membership/Dues														250
		15256	12452	14961.85									<b>Total</b>	<b>53897.78</b>
													<b>% of Budget</b>	<b>0.233071481</b>

**PARKS & RECREATION**

JIRC Contribution													-	15,000
Parks														8,000
Special Events	185		674	1,083									1,942	15,000
Youth Sports Program													-	11,500
		-	<b>674</b>	<b>1,083</b>									<b>Total</b>	<b>1,942</b>
													<b>% of Budget</b>	<b>4%</b>

**FACILITIES & EQUIPMENT**

Utilities	1,213	2,159	1,457	1,481									6,310	17,500
Rent	6,976	6,974	7,284	7,284									28,518	86,640
Security Monitoring													-	430
Janitorial		440	478	465									1,383	6,000
Equipment / Furniture	127	127	138	268									660	2,500
Facilities Maintenance	441			65									506	5,620
Vehicle Purchase													-	28,000
Vehicle Maintenance Expense	141	424	472	118									1,154	5,000
Generator Maintenance		129	1,774										1,903	500
Street Lights	10,246	10,206	10,299	10,265									41,016	130,000
	<b>19,144</b>	<b>20,460</b>	<b>21,902</b>	<b>19,945</b>									<b>Total</b>	<b>81,450</b>
													<b>% of Budget</b>	<b>29%</b>





# ADMINISTRATOR'S REPORT

Oct-17

## ADMIN NOTES

- a. MASC Econ. Dev grant though our application ranked 17th out of 53 received (top 10 funded)
- b. Town Hall foundation has been poured and framing on Council chambers is scheduled to begin shortly - working with design team to finalize furniture package
- c. Finalized contract documents with all drainage work firms and engaged SouthEast on a sinkhole repair
- d. Dills Bluff Rd sidewalk construction is ongoing and still scheduled for completion by Dec. 21st
- CTC FY18 funding match request - Seaside Lane sidewalk approved at 165k (request was 204k)
- e. Upcoming neighborhood mtgs include Tallwood drainage project and Harbor Woods Traffic Calming
- f. ReThink Folly Rd Steering Committee met and discussed joint application - 100% attendance
- g. Tree lighting 11/30. Christmas Party 12/8

**TOTAL Business Licenses 37**

\*14 of those processed at Town hall

## Code Enforcement Cases

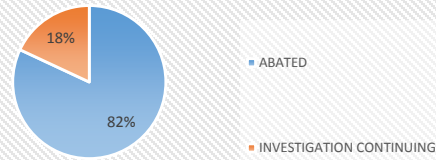
<b>TOTAL CASES</b>	<b>349</b>
<b>ABATED</b>	<b>286</b>
<b>INVESTIGATION CONTINUING</b>	<b>63</b>
RANK VEGETATION / SOLID WASTE	90
INOPERABLE VEHICLE	52
TREE CASES	29
NUISANCE PROPERTY	31

\*18 New Cases for October

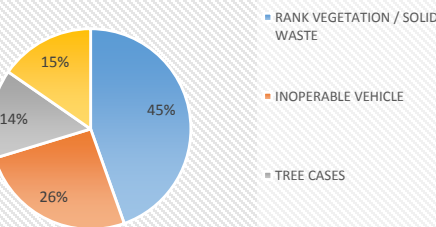
## Building Permits

<b>BUILDING PERMITS ISSUED</b>	<b>203</b>
Building	83
Electrical	44
Plumbing	45
Mechanical	20
Gas	11
Pool	
Roofing	
Fire System	
Sign	
Trades	
Previous Month	84

## Code Enforcement - Case Status



## Code Enforcement - Case Type



PERMIT TYPE	Oct-17
ACCESSORY STRUCTURE	
CLEARING & GRUBBING	
DEMOLITION PERMIT	
EXEMPT PLATS	2
FIREWORK STAND	
HOME OCCUPATION	
LSPR	1
NON-EXEMPT PLAT	1
PD AMENDMENT (REZONING)	
RESIDENTIAL ZONING	8
REZONING	
SPR	
SIGN PERMIT	1
SITE PLAN REVIEW	
SPECIAL EVENT	
SPECIAL EXCEPTION	1
TEMPORARY ZONING	1
TREE REMOVAL	10
TREE TRIMMING	
VARIANCE	
ZONING PERMIT	1
<b>TOTAL</b>	<b>26</b>

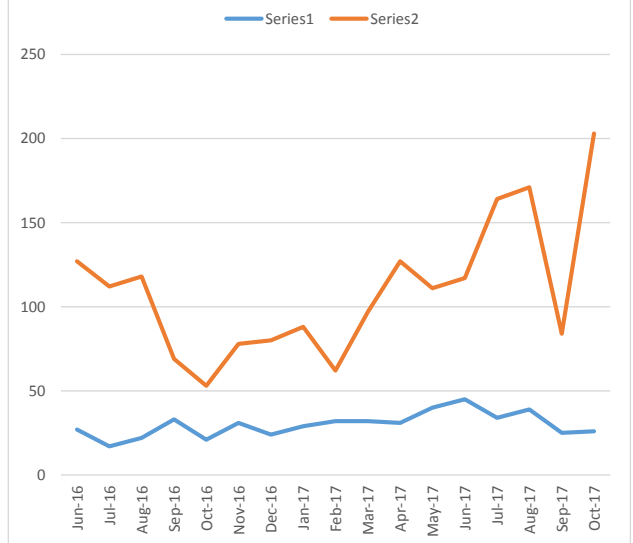
## PUBLIC WORKS NOTES

- 1) 4 new requests for service in October, 3 of which were non-stormwater related roadway issues. September requests for Irma related issues being prioritized and handled by agencies or contractors.
- 2) Water fountain was installed at Pinckney Park.
- 3) Had meeting with Utility Asset Management for stormwater maintenance contract and reviewed several specific jobs to get quotes on.
- 4) Had meeting with candidate for Facilities Maintenance Technician.
- 5) Attended Long Range transportation planning meeting at the COG.
- 6) Participated in Lowes Contractor Event with Town Building Official and Code Enforcement Officer. Event was to provide contractors and public with information on building codes, stormwater related construction codes and Town livability codes.
- 8) Participated in the Citadel Engineering Career Fair as part of the SC American Public Works Association Chapter and to promote the statewide engineering internship program.
- 9) Assisted with utility conflict on Dills Bluff Sidewalk Project along with other agencies.
- 10) Participated in final inspection of Harbor View Road Project

## Island Sheriff's Patrol

Forthcoming

## PERMITS - 13 MONTH HISTORY



BID TABULATION FOR  
TOWN OF JAMES ISLAND  
OVERFLOW PARKING LOT

PROJECT NUMBER:  
15102

October 26, 2017  
2:00PM  
PAGE 1

NAME OF BIDDER	BID SECURITY	ADDENDA ACKNOWLEDGED (2)	BASE BID	ELECTRICAL CONTRACTOR	SITework CONTRACTOR
BLANCHARD CONSTRUCTION COMPANY	X	X	\$398,565	Hunter Brothers	Landscape Pavers
BLU TIDE MARINE HUNTER BROTHERS ELECTRICAL CORPORATION					
IPW CONSTRUCTION GROUP	X	X	\$496,217	IPW Construction Corp.	Eadies Divad
SOUTHERN SITEWERX					
AOS Specialty Contractors	X	X	\$670,600	DNB Electrical	AOS Specialty Contractors

Witnessed by: 





Quote No. SC17175\_JR05

November 9, 2017

To: Town of James Island  
 PO Box 12240  
 James Island, SC 29422

Attn: Mark Johnson

Scope: 485 Fort Johnson  
 Replace JB and Fit to Existing Drainage Grade

Item #	Description	Qty	UM	Unit \$	Total \$
A-4	Pumping	2	Days	\$ 2,824.00	\$ 5,648.00
H-5	4' x 4' Box Replacement: Labor, tools, equipment, expendables, materials, licensing and insurance to remove existing box and replace manhole, pour floor and fit new lid	1	EA	\$ 6,780.00	\$ 6,780.00
A-9	Mobilization (no charge)	1	LS	\$ 2,000.00	\$ 2,000.00
<b>Job Request Total</b>					<b>\$ 14,428.00</b>

Schedule: November 30th - January 15th, or within 30 days of receipt of NTP.

Sincerely,

Anita Clyne  
 President  
 Utility Asset Management, Inc.

WBE CERTIFICATIONS:

GDOT • FLDOT • SCDOT • City of Atlanta • Fulton County • Dekalb County • City of Charleston  
 • North Carolina HUB Zone

**Corporate Office:**

1831 Macon Highway ♦ Perry, Georgia, 31069  
 Office: 478-847-2301 ♦ E-Fax : 678-623-0282  
 www.uamonline.com



**Stantec Consulting Services Inc.**

4969 Centre Pointe Drive, Suite 200, North Charleston SC 29418-6952

November 6, 2017

Ashley Kellahan  
Town Administrator  
Town of James Island  
1238-B Camp Road  
James Island, SC 29412  
(843) 795-4141

**Reference: Santee Street Parking Lot Improvements**

Dear Ashley:

Stantec Consulting Services Inc. (Stantec) is pleased to submit this proposal to the Town of James Island (Client) for surveying and conceptual parking improvements behind the Sweetwater Café / Roadside Seafood at the corner of Folly Road and Santee Street in James Island. This letter proposal is based on the field meeting we attended on November 1, 2017.

**SCOPE OF SERVICES**

Task 1 – Topographic Surveys

Stantec will use Atlas Surveying as our subconsultant for topographic surveys. Field surveys will be performed in the boundaries shown in the included attachment.

The survey inside the yellow hatched region will include locating and providing elevations for all fixed objects in the project area such as structures, pavement, pipe sizes, material, and inverts, planted areas, trees specified and sized (minimum of 6" diameter at breast height), field evident utilities including PUPS markings, and property lines.

Drainage system surveys will extend beyond the survey limits to include the next upstream / downstream drainage structure.

Full boundary surveys are required only for the following properties: TMS# 452-02-00-187, 425-02-00-161, 425-02-00-165, 425-02-00-163, 425-02-00-164.

Stantec will provide a survey notification letter. Surveying personnel will carry copies of the letter at all times.

All horizontal information will be tied to State Plane Coordinates. All vertical information will be based on NAVD-88 datum.



### Task 2 – Concept Plans

Using the field surveys developed in Task 1, Stantec will develop conceptual parking layouts with up to three (3) options. The concept plans will be presented as a color plot. We will submit the concept plan to the Town for review and address any comments.

### **PROPOSED FEE**

Stantec will perform the services described in the Scope of Services in accordance with the attached terms and conditions and for the following lump sum fees:

Task	Fee
1 – Topographic Surveys	\$7,950.00
2 – Concept Plans	\$5,600.00
<b>Project Total</b>	<b>\$13,550.00</b>

### **CLOSING**

We appreciate the opportunity to offer these services to the Town and look forward to working with you on this project. Your signature below will serve as our notice to proceed. If you have any questions, please do not hesitate to call me at (843) 740-6348.

Sincerely,

**STANTEC CONSULTING SERVICES INC.**

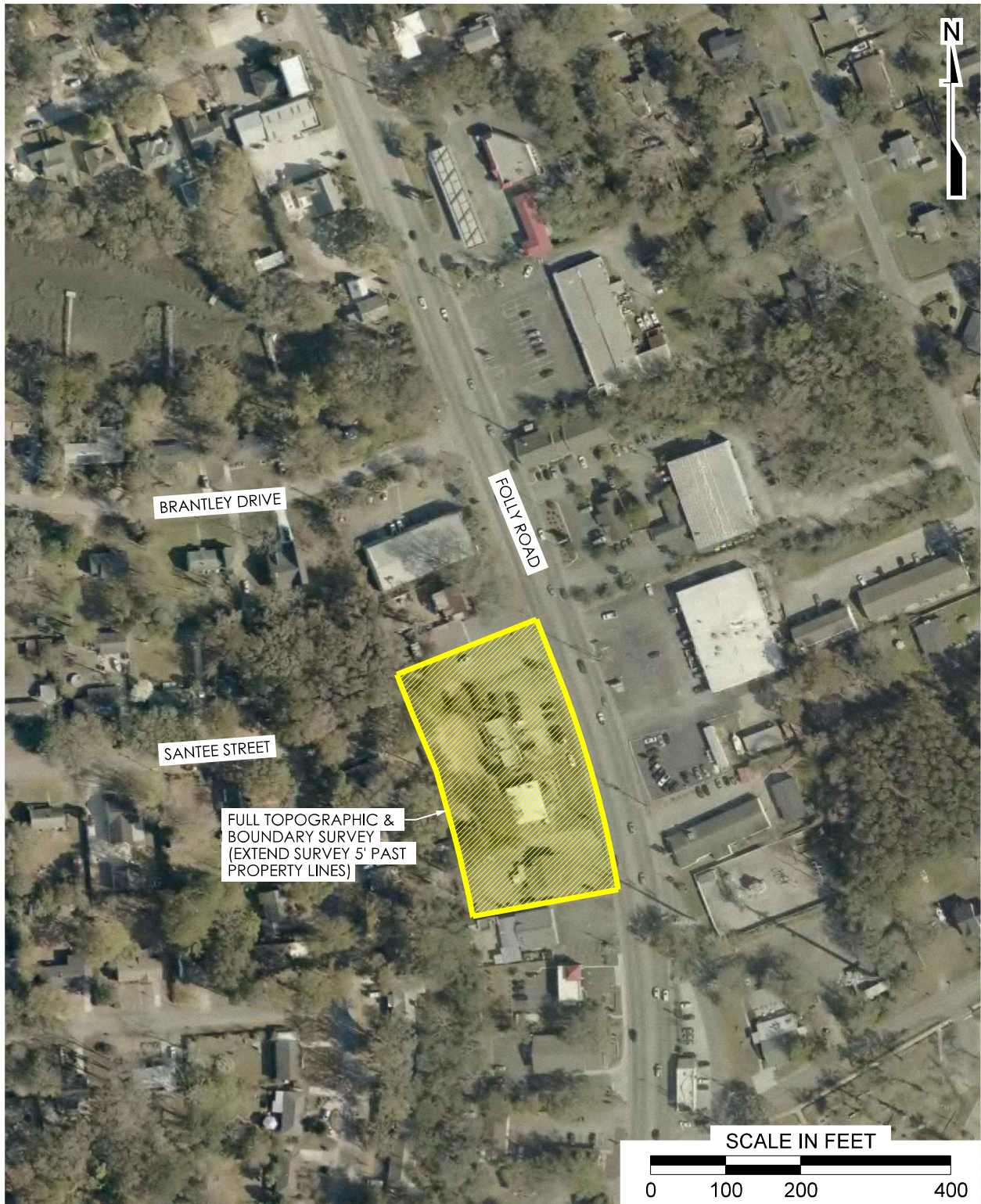
A handwritten signature in blue ink that reads "Bret Gillis".

Bret Gillis, P.E.  
Sr. Associate, Transportation  
Phone: (843) 740-6348  
Fax: (843) 740-7707  
bret.gillis@stantec.com

**TOWN OF JAMES ISLAND**

\_\_\_\_\_  
Approved by (Please Print)

\_\_\_\_\_  
Signature



4969 Centre Pointe Drive, Suite 200  
 North Charleston, SC 29418  
 www.stantec.com

Project  
 SANTEE STREET PARKING LOT

Figure No.  
 1.0

Title  
 SURVEY LIMITS

**CTC FY 2018 Small Project Construction Program**

<b>Project Name</b>	<b>Requestor</b>	<b>Priority</b>	<b>Description</b>	<b>Allocated Funding</b>
Sullivan's Island Crosswalks	Town of Sullivan's Island		Carry Over Funding - Sidewalk	\$20,000.00
Emergency Operations Center (EOC) Turn Lanes on Palmetto Commerce Pkwy	Emergency Operations Center		Carry Over Funding - Turn Lane Construction	\$280,000.00
Pinckney Street Boardwalk over Jeremy Creek	Town of McClellanville	1	Project to be administered by the BCD COG	\$100,000.00
Grand Oaks / West Ashley Circle Connector Road	City of Charleston - Transfer of Funds	1	Project to be administered by the City of Charleston. Funding for design and permitting.	\$100,000.00
Woodland Shores Complete Streets Design	Charleston County Public Works	1	Funding to begin the design process	\$100,000.00
Seacoast Parkway Sidewalk	Town of Mt. Pleasant	1	Sidewalk - Design and construction	\$385,000.00
Northside Drive Sidewalk	City of North Charleston	1	Sidewalk - Design and construction	\$400,000.00
Seabrook Island Road Drainage	Town of Seabrook Island - Transfer of Funds	1	To be administered by the Town of Seabrook Island. Funding to conduct roadway drainage maintenance.	\$125,000.00
IOP Connector to Palm Blvd Path Connection	City of Isle of Palms	1	Sidewalk - funding to begin design	\$25,000.00
Seaside Lane Sidewalk	Town of James Island	1	Sidewalk - matching funds for construction	\$165,000.00

**FY 2018 Pavement Management Program**

CTC FY 2018 Pavement Management	County Wide (including municipalities)		Resurfacing of Secondary Roads	\$4,387,500.00
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RESOLUTION #2017-16

A RESOLUTION BY THE TOWN OF JAMES ISLAND COUNCIL SUPPORTING A JOINT APPLICATION BY THE CITY OF FOLLY BEACH, THE CITY OF CHARLESTON, AND CHARLESTON COUNTY FOR A COMPLETE STREETS APPLICATION FOR IMPROVEMENTS ALONG FOLLY ROAD

**WHEREAS**, The City of Charleston, City of Folly Beach, Charleston County, the Town of James Island and the Berkeley Charleston Dorchester Council of Governments (BCDCOG) collectively established a multi-jurisdictional Vision for the Folly Road Corridor known as the Rethink Folly Road Plan (the “Plan”); and

**WHEREAS**, the Vision of the Plan is to be accomplished through implementation actions identified in the Plan that address issues related to improving safety and operational efficiency of all modes of travel; and

**WHEREAS**, The participating jurisdictions have agreed to prepare a Complete Streets grant application to implement improvements consistent with the Rethink Folly Road Plan; and

**WHEREAS**, The Plan builds on and coordinates with previous and ongoing planning development activities from the public and private sectors, and community-based organizations.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of James Island expresses its support of a joint Complete Streets grant application to be submitted by the Town, City of Charleston, City of Folly Beach, and Charleston County for Folly Road improvements.

Enacted, this 16<sup>th</sup> day November, 2017

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Bill Woolsey  
Mayor

ATTEST

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Frances Simmons  
Town Clerk