



Town of James Island, Regular Town Council Meeting
November 16, 2023; 7:00 PM; 1122 Dills Bluff Road, James Island, SC 29412

IN-PERSON MEETING
(AMENDED 11/14/23)

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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 encourages the public to provide comments prior to its Town Council meeting. Residents wishing to address the Council will be limited to three (3) minutes and must sign in to speak. Comments may also be sent ahead of the meeting by emailing to: info@jamesislandsc.us, mail to P.O. Box 12240, Charleston, SC 29422, or placed inside the drop box outside of Town Hall at 1122 Dills Bluff Rd.

- 1) Opening Exercises
- 2) Special Order of Business: Election of Mayor Pro-Tempore
- 3) Presentation: Charleston County Urban Entitlement RFA
- 4) Public Comment
- 5) Consent Agenda:
 - a) Minutes: October 19, 2023 Regular Town Council Meeting
- 6) Information Reports:
 - a) Finance Report
 - b) Town Administrator's Report
 - c) Public Works Report
 - d) Island Sheriff's Patrol Report
- 7) Requests for Consideration by Staff:
 - a) Soils Testing for Flagpole Installation at Ellis Creek Bridge (\$5,250)
- 8) Requests for Consideration by Council:

9. Committee Reports:

- a) Land Use Committee
 - Nomination to Board of Zoning Appeals: Joshua Hayes (Mullinax)
- b) Environment and Beautification Committee
- c) Children’s Committee
- d) Public Safety Committee
- e) History Committee
- f) Rethink Folly Road
- g) Drainage Committee
- h) Business Development Committee
- i) Trees Advisory Committee
- j) James Island Intergovernmental Council

10. Proclamations and Resolutions:

11. Ordinances up for First Reading:

12. Ordinances up for Second/Final Reading:

- a) Ordinance #2023-08: Ordinance Amending the FY 2023-2024 Annual Budget

13. Old Business:

14. New Business:

- a) Request to Approve Two-Year Contract for James Island Creek TMDL Monitoring & Sampling (Town’s Portion \$43,350 (\$21,675 per year))
- b) Request to Approve James Island Creek TMDL Implementation Plan (Town’s Portion \$4,256.80)

15. Executive Session: The Town Council may enter into an Executive Session in accordance with 30-4-70(a) Code of Laws of South Carolina. Upon returning to open session the Council may act on matters discussed in the Executive Session.

16. Return to Regular Session

17. Announcements/Closing Comments:

18. Adjournment

The Town of James Island held its regularly scheduled meeting on Thursday, October 19, 2023 at 7:00 p.m. in person at the Town Hall, 1122 Dills Bluff Rd., James Island, SC. This meeting was also live streamed on the Town's YouTube Channel and on the Town's website, www.jamesislandsc.us/livestream-townmeetings.

The following members of Council were present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey, who presided. Also, Niki Grimbball, Town Administrator, Merrell Roe, Finance Officer, Mark Johnson, Public Works Director, Kristen Crane, Planning Director, Flannery Wood, Planner II, Lt. Shawn James, Island Sheriff's Patrol, Deputy Chris King, and Frances Simmons, Town Clerk. A quorum was present to conduct business. This meeting was held in accordance with the SC Freedom of Information Act and the requirements of the Town of James Island. Notification was provided to the public.

Opening Exercises: Mayor Woolsey called the meeting to order at 7:00 p.m. Councilman Milliken provided opening comments and followed with the Pledge of Allegiance.

Presentation of Community Assistance Grant Requests: No recipients requested presentation to Council.

Public Comments in Appreciation to Mayor Woolsey and Councilman Milliken:

The following persons expressed appreciation, gratitude, and shared fond memories and best wishes to Mayor Woolsey and Councilman Garrett Milliken for their service to the Town. Neither Mayor Woolsey nor Councilman Milliken are seeking reelection. Full comments are recorded on the Town's YouTube Channel at: <https://www.youtube.com/channel/UCm9sFR-ivmaAT3wvHdAYZqw/>

Scott Graule, 919 Stiles Dr., (former Director, James Island Outreach)
George Williams, 2311 Portside Way
Osia Brummett, 749 Tallwood Rd.,
Pat Hiott-Mason, 1083 Renwood Dr., (presented Mayor Woolsey with a painting of Dock Street Park)
Pat Christen, 770 Leafwood
Leroy Washington, 1001 Seaside Lane
Frederick Whittle, 871 Robert E. Lee Blvd.
John Peters, 1301 Hampshire Rd.
Ashley Kellahan
Kathleen McLeod 1207 Sea Aire Dr.
Rev. Ruth Williams, 1177 Landsdowne
Steve Jarrett, 783 Clearview Drive
Bo Wilson, 1055 Bulow Point Rd.
Inez Brown Crouch, 1149 Mariner Dr.

General Public Comments:

Alfred McDaniel, 1023 Seaside Lane; thanked Mayor Woolsey for the job he has done so well. He also thanked Mark Johnson (PW Director), staff, and Lt. Shawn James, (Island Sheriff's Patrol) for the work that they do. Mr. McDaniel asked Council to consider placing four speed humps, rather than the two proposed for Seaside Lane. He described Seaside Lane as a cut-thru and very dangerous with high vehicular traffic. He said four speed humps would help alleviate the problem there.

Matt Slonim, 643 Harbor View Rd., addressed Council about the services of the James Island PSD and concerns he has regarding their sale of the property on Dills Bluff Road for the Marsh Walk Village Development Planned Development.

Henrietta Martin- 1235 Hepburn St., thanked Mayor Woolsey on behalf of the Grace Triangle Association for the work he has accomplished in the Town. She asked Council to consider placing four speed humps on Seaside Lane rather than the two that is proposed because of heavy traffic and fear of children getting hit.

Brook Lyon, 669 Port Cir., thanked Mayor Woolsey and Councilman Milliken for their many years of service to the Town. She asked Council to please vote 'no' on the Marsh Walk Village Planned Development and try to figure out a way to get that property back to the Town.

Melissa Luby, 1330 Whitehouse Blvd., asked Council to vote 'no on the Marsh Walk Village Planned Development; to consider seeking grants and use Greenbelt funding opportunities to purchase the property.

Wendy Teal, 1290 Hampshire Rd., asked Council to vote 'no on the Marsh Walk Village Planned Development.

Frank Freeman thanked Mayor and Council for their service. He asked Council to vote no on the Marsh Walk Village Planned Development because no one wants it.

Public Comments Received via email

Sandrine Camporro, 1267 Hampshire Rd.,
Laura Chandler, Secessionville Rd.
Michele McEachern, 653 Lake Frances Dr.
Casey Buchanan, PhD, 1022 Yorktown Dr.
Edward Greene, Seaside Lane
Teri Lynn Herbert
Carol Jackson
Lisa Hayes

Consent Agenda:

Minutes of September 21, 2023, Regular Town Council Meeting: Councilman Milliken moved to approve the minutes of September 21, 2023; Councilman Mullinax seconded. Passed unanimously.

Information Reports:

Finance Report: Finance Officer Merrell Roe reported that notes have been added to the budget report to explain some expenditures. Received as information.

Town Administrator's Report: Town Administrator, Niki Grimball, reported a successful "Trunk or Treat" event with the Sheriff's Office on October 9. Staff is preparing for this year's Annual Christmas Tree Lighting celebration with the Town Market on Friday, December 1 at Town Hall. Ms. Grimball reported that a minor setback on the Camp Road Tree Preservation Project has been resolved. Work is scheduled to begin November 6-8. Upcoming events at the James Island Arts & Cultural Center includes a Night of Environmental Poetry and Workshop, October 21 from 7-9 p.m. Ms. Grimball also added that she got confirmation that the Camp Road Tree Preservation Project had been scheduled for November 7,8, and 9. She was very happy to bring this news to Council.

Councilman Milliken voiced concern about the status of some projects Council has approved and its progress moving forward. Projects such as: the Dills Bluff Sidewalk and drainage issues. Neither he nor the Mayor are seeking reelection and others may be transitioned. He asked if those projects and others would continue and Ms. Grimball confirmed that they will continue.

Public Works Report: Public Works Director, Mark Johnson, provided highlights from his report, including work continuing on the Greenhill-Honey Hill Drainage project. Punch list items will be completed by the end of next week. The SCDOT has made significant progress to the Sweet Bay/Dobester drainage system. These improvements should help with flooding issues in residents' yards. Staff monitored the Oceanview-Stonepost drainage project. An update on septic tank inspections resulted in one new inspection and one failure, bringing the total to 84 inspected and 13 failed. 130 remains to be inspected. Councilman Milliken appreciates that a schedule has been developed to clean the ditches.

Island Sheriff's Patrol (ISP) Report: Lt. James gave an updated crime report and other incidents that occurred during the month. He gave an overview of the formation of the Island Sheriff's Patrol Program that began in 2009 when we had only four deputies that were stationed at the Circle K at Camp and Folly Road manipulating the traffic lights because of heavy traffic. Lt. James boasted of how the program has evolved over the years to now having 31 deputies and Deputy Chris King is dedicated to the Town. He attributed ISP's success to Mayor Woolsey and thanked him for his service to the Town. The Town's program is the platform that other states are beginning to follow.

Requests for Consideration by Staff:

Lowcountry Local First Updates/Modifications to Storefront Challenge and Business Attraction Project: Jackie Burger, Executive Director, Lowcountry Local First, made a presentation on a revised program for the Town. Lowcountry Local First is a non-profit organization that partners with local businesses to build community wealth and well-being. Ms. Burger appeared before Council 18 months ago and a partnership was established. The Town and Lowcountry Local First conducted a successful 12 week business academy in the fall of 2022. Ms. Burger stressed the important role that Lowcountry Local First has in educating local businesses and the general public. They also partner with local municipalities: City, Mt. Pleasant, Goose Creek, and James Island.

Ms. Burger shared the revised business model for the Town. The resources that were committed to the project originally would be reinvested in commercial space for businesses wanting to establish themselves in the Town. "Wrap-around" services such as real estate, financial, and architecture services will be provided as well as the formation of a development committee that will offer support and ongoing training.

Ms. Grimball said the presentation is meant to update Council on the revised plans. Motion to approve the revised plan was made by Councilman Boles, seconded by Councilwoman Mignano. Passed unanimously.

2023-2024 Community Assistance Grant Award Recommendations: Ms. Grimball presented the staff's recommendation for the 2023-2024 Community Assistance Grants Awards, \$55,000 is allocated for community assistance and \$10,000 for hospitality services. Ms. Grimball noted that the requests allocated for community assistance funding came in under budget at \$30,500 and hospitality services totaled \$10,000.

Mayor Woolsey requested that the James Island Outreach award is voted on separately because he serves as an ex-officio member on the Board and it was granted without objection. Councilman Milliken moved for approval of all of the award recommendations as presented, excluding the request made by James Island Outreach, seconded by Councilman Mullinax. Passed unanimously.

Councilwoman Mignano moved to approve the award for James Island Outreach; seconded by Councilman Milliken. Mayor Woolsey was recused. Motion passed.

Brantley Park Dock Repair/Maintenance Bid Award: Ms. Grimball reported that the Town solicited and received four bids from licensed marine contractors for the repair and maintenance of the dock at Brantley Park. Permits through SC DHEC and OCRM have been obtained. The repairs will stabilize the existing private dock to make it safe for the public's use and meet ADA (American with Disabilities Act) requirements. She said the railings on the dock will be brought up to code with wood or an equivalent material. The low bid was received from American Dock & Marine @ \$24,198. Ms. Grimball said their bid noted having family ties to James Island so their bid is only for labor and materials and no overhead or profit would be made by them on this project. Further the Town expects the City of Charleston to contribute \$10,000 towards this project, along with \$5,000 PARD Grant the Town has received bringing the Town's portion of out-of-pocket costs to \$10,000 if this expenditure is approved by Council. Motion to approve by Councilman Mullinax, seconded by Mayor Woolsey. Councilwoman Mignano was given clarification that the repairs are need for safety to the public and also ADA compliance as it is currently closed due to safety concerns. Ms. Grimball commented that if the dock is removed or demolished, she is uncertain if a new permit to replace the dock could be obtained, noting that was the reasoning for pursuing the repair and maintenance permit. Passed unanimously.

Speed Hump Installation Bid Award: Pauline Avenue and Seaside Lane: Truluck Construction: Ms. Grimball reported that the Town advertised a combined bid for four speed humps on Pauline Avenue and two speed humps as recommended by the engineer for Seaside Lane, both projects have obtained SCDOT permits. She said Council heard during public comments that some residents of Seaside Lane believe four speed humps is more appropriate. Ms. Grimball explained that because the bid received was to cover both projects, that if Council wants to pursue adding two additional speed humps they could approve the bid as presented and have the additional speed humps added through change order. Ms. Grimball said the cost per speed hump is roughly \$7,800 and if Council is in favor, and approval is given by SCDOT, Council could give an allowance for the additional costs. Motion in favor by Councilman Mullinax, seconded by Councilman Milliken.

Councilman Boles asked if the motion should be amended to add the two additional speed humps. Ms. Grimball said that it could be amended for an additional allowance in cost increase. Councilman Boles asked if the engineer would need to do another study of the road for those placements. Mayor Woolsey suggested that Council approve the request as presented then reevaluate the two additional ones.

Laura Cabiness, Engineer with JLA, pointed out that on Seaside Lane coming off of Ft. Johnson Road is a sharp turn. This was taken into account and is where they wanted to break up the speed after that turn. She said the speed humps are placed at 1,000 feet apart, which is (about the same distance as on Pauline). She thinks if two speed humps were added it may not fit; also plans would have to be modified and the Pauline project would be held up. She also stated that the SCDOT would have to give approval. She said the idea of moving ahead with the original request and see how it affects travel is reasonable and more speed humps could be added at a later time if warranted. Councilwoman Mignano commented on speed humps that were placed on Nabors Drive and had to be removed. She would like to make sure the speed humps are placed where they would be most effective so they won't have to be removed.

Councilman Boles said the people that live on Seaside are asking for two additional speed humps and he doesn't see a problem in trying to accommodate them. Councilman Milliken said there is a precedence on streets that have long straightaways. Perhaps this could serve as a model where the other speed humps could be placed. Both Mayor Woolsey and Ms. Grimball said if the original request is not approved it would delay progress on Pauline Avenue because it would have to be put out for bid again. Councilman Milliken suggested a plan to incorporate four speed humps for Seaside Lane since we already know where the two will be placed. He asked if Council could fund the two and develop a modified plan for four. Mayor Woolsey suggested that Council should not vote the request down and go back to the drawing board while some of Council spoke of not wanting to prolong progress on Pauline. Ms. Grimball said she believes that this bid could be awarded and that staff and the engineer could pursue an amendment to the SCDOT permit to allow two additional speed humps. Staff could then request a change order to the contract if Council were to approve a particular dollar amount to negotiate adding two additional speed humps.

Councilman Boles moved to amend the motion to add an additional \$17,000 (to the \$47,100 bid) for up to two additional speed humps on Seaside Lane; Councilman Milliken seconded. Passed unanimously. Main Motion passed unanimously.

Honey Hill Road Paving: Engineering Proposal: Ms. Grimball presented a proposal from Stantec Consulting Services for engineer and design work needed to pave Honey Hill Road from the intersection of Williams Road to the existing asphalt pavement near the parking area (approximately 700 linear feet). The proposal is based on a site visit done by Stantec in January of 2021. The cost for the proposal is \$62,175). She said the cost does not include construction. Motion in favor by Councilman Milliken, Councilman Boles seconded. Councilwoman Mignano asked if the residents want this portion of Honey Hill Road paved and is everything in order with property lines and easements. Mayor Woolsey answered that is to be determined but they will survey it and purchase easements as a part of this proposal for services. He said the County has monies allocated for this project and once it is designed they will pay for the construction. Councilman Milliken asked if this would be a SCDOT road and Mayor Woolsey said a Town road. Passed unanimously.

Piccadilly Junction Box Repair: Ms. Grimball presented a request for Charleston County to repair a broken junction box on Piccadilly @ \$7,370. Motion to approve by Councilman Milliken, Councilman Mullinax seconded. Passed unanimously.

Reserve Pinckney Park Pavilion on First Friday for Educational Co-op: Councilwoman Mignano move to approve the request for an educational group to meet on the first Friday beginning in October – June, 10:00 a.m. to 12:00 N; Councilman Boles seconded. Passed unanimously.

Camp Road Tree Preservation Project Cost Increase: No action required.

Request for Consideration by Council:

Request to Hire Coyote Trapper: Councilman Boles said this request was based on an article about a lady in the Stone Post neighborhood attacked by a coyote. He does not want to overreact in this situation and does not know if there is a coyote problem and stated that this is the reasoning behind the request. Ms. Grimball said staff met with the company that provides trapping services on Sullivan’s Island having experience working with residents and municipalities. The company’s method is to place three traps in an area which are checked daily. The cost is \$550/per trap per month. Staff has asked to place three at Pinckney Park as that is what the procurement ordinance spending limit will allow without further Council approval. The next hurdle she said would be whether to put them in other residential areas but permission would need to be given from property owners to have traps set on their property. We would also need to know where coyotes were sighted or heard so that the trappers can find the best locations for trapping.

Councilwoman Mignano asked about the type of traps that are used and Ms. Grimball said they are rubber foot traps which are not supposed to hurt the animals. Councilman Milliken voiced concern about other wild animals; i.e., foxes or domesticated animals could be caught in the traps and suffer harm. His preference is a boxed type since there are other wild animals on the island. Ms. Grimball said domestic animals would be taken care of by the Charleston County Sheriff’s Office Animal Control. Councilman Boles said he doesn’t want to solve a problem that does not exist if there are no complaints. Councilman Mullinax said there is a problem in Lighthouse Point, about 6 that he has heard of, and he worries about dogs and cats getting attacked so to answer Councilman Boles’ question, there is a problem. Mayor Woolsey said there were tracks at Pinckney Park, which is one reason why the traps are being placed there. There have been some reports which all seem to stem from the Clark Sound area.

Mayor Woolsey asked that people having information about coyote sightings report it to the Town. He said the lady on Stone Post made a report to the police, but the Island Sheriff’s Patrol nor the Town were informed since it was classified as an “animal attack”. The Mayor said he found out after a reporter called to ask about it and he then inquired with the Island Sheriff’s Patrol. The Mayor stated that it is very important that sightings are reported to the Town so it can take action. The Mayor further suggested that the more reports and information that the program could be expanded. Councilmen Boles and Milliken briefly discussed how or if action should be taken and determined that the motion should be withdrawn. No action was taken on this agenda item other than Council would like to gather more information on sightings, alternative trapping methods, and costs. Ms. Grimball will provide this information at the next meeting.

Committee Reports:

Land Use Committee: Councilwoman Mignano moved for the appointment of Patrick Broderick to the Planning Commission, replacing Mark Maher, who had submitted his resignation earlier that week. Councilman Mullinax seconded. Passed unanimously.

Environment and Beautification Committee: Councilman Milliken announced that James Island Pride will host a litter pickup on Saturday during the Connector Run, from 9-11 a.m. Pizza will be served at Town Hall after the pickup.

Helping Hands will host an event on Saturday, October 28. Meet at Pinckney Park at 9:00 a.m. Anyone interested in volunteering should contact Robin Sanders at the Town Hall, (843) 795-4141.

Children's Committee: No Report.

Public Safety Committee: Councilman Mullinax moved for the appointment of Joshua Hays to the Neighborhood Council, Councilman Boles seconded. Passed unanimously. The Neighborhood Council will meet on Thursday, October 26 @ 7:00 p.m.

History Committee: Ms. Grimball announced Stamp Act Remembrance Day on Sunday October 29, 1-4 p.m. at the point on Ft. Johnson.

ReThink Folly Road: Ms. Grimball announced the ReThink Folly Road Steering Committee meeting on Wednesday, October 25 @ 6:30 p.m. at the Town Hall.

Drainage Committee: No Report.

Business Development Committee: No Report.

Trees Advisory Committee: Councilman Milliken announced that the canopy award winner will be announced. The committee is working on by-laws and planning upcoming the Arbor Day celebration. They will meet on November 14.

James Island Intergovernmental Council: The James Island Intergovernmental Council will meet on Wednesday, October 25 at 7:00 p.m. at the Town Hall.

Proclamations and Resolutions:

National Colonial Heritage Month, October 2023: Motion in favor by Councilman Boles, Councilwoman Mignano seconded. Passed unanimously.

World Pancreatic Cancer Day, November 6: Motion in favor by Councilman Milliken, seconded by Councilman Mullinax. Passed unanimously.

Association for the Blind and Visually Impaired (ABVI): Motion in favor by Councilman Milliken, seconded by Councilman Mullinax. Passed unanimously.

Ordinances up for First Reading:

Ordinance #2023-07: Proposed Zoning Map Amendment from RSL (TMS#425-12-00-185) and CC District (TMS#425-12-00-298) to the Marsh Walk Village Planned Development (PD-201): Mayor Woolsey said that he placed this on the agenda because the developer informed the Town that since no vote was taken for or against the request, that it was not disapproved. Neither he nor the Town Attorney agrees with that statement and rather than leave this as a possible avenue of litigation, he would like Council to vote on it. Mayor Woolsey moved for the adoption of the proposed zoning map amendment with the conditions approved by the Planning Commission; Councilman Milliken seconded.

Councilman Milliken said that he will vote against the request because he feels the proposed planned unit development doesn't comply with the aesthetics and character of James Island. He doesn't believe that 80% building cover with detention ponds and unusable space and paving looks like a lot of places on James Island. He doesn't think a detention pond is necessarily usable open space and it is not aesthetically pleasing. He feels we would lose our suburban character on James Island with a high density development with unusable open spaces.

Councilwoman Mignano agreed and stated that it doesn't fit the nature and character of the small family homes on James Island; the detention ponds are not a good idea; it doesn't retain the suburban character or protect the natural and historic features of the island.

Councilman Mullinax said he is opposed mainly for the homes that are in close proximity to Whitehouse Plantation and flooding. He said some residents came out tonight about the flooding issues that they already have.

Councilman Boles reiterated from the last meeting that over an acre of the land is zoned commercial and the PSD has it for sale. He said we are kicking a can down the road if it is voted down. If you don't want anything to happen, the Town is not the board to decide that. He continued that it sounds to him as if this rezoning will be voted down but it could go under contract again and someone could build on it with the allowed permitted uses and there is nothing that the Town can do about it.

Mayor Woolsey stated that he does not support the plan as proposed and Council could approve, disapprove, or approve with conditions. He said the Planning Commission recommended some conditions which he thinks were wise and he would like to propose some additional conditions and if they are approved he thinks it would be appropriate.

Mayor Woolsey presented the following conditions:

Mayor Woolsey moved that at least 2.5 acres on the east side be a park; no seconded. Motion failed.

Mayor Woolsey moved for no more than 13 dwelling units; up to five multi-family, the remainder being single family detached. Any multi-family or single family attached must be on the south end of the property. Councilman Boles seconded and asked if what is being considered for the park is downsizing. Mayor Woolsey said these are conditions for rezoning and if they pass it would reduce the housing density allowed. He thinks the part for the park is important to include, as well as a resulting number of housing. Councilman Boles said these sound like good ideas but fears being sued by the PSD for reducing the uses that are allowed. Mayor Woolsey said before Council approves a rezoning that includes a 2.5 acre park we should be prepared to spend our Greenbelt money to purchase it. Councilman Boles said all of these are good ideas but he advocates for a straight vote for what is there now, and if we decide to rezone for a park that it be a separate motion. Motion failed 4-1; (Mayor Woolsey voted in favor).

Mayor Woolsey moved that the commercial section of the property be no more than 1.27 acres; Councilman Boles seconded. Mayor Woolsey said there is currently a 1.27 acre lot and another 4.5 acre lot zoned single family residential. The proposal has 1.6 acres commercial so it expands the commercial by 25%. He thinks that is an intensification of the density and not appropriate. As a condition he propose that the commercial be reduced to a 1.27 acre area which it is today. Councilman Milliken confirmed the 1.27 acres is how it is presently and Mayor Woolsey gave an explanation and of how it is configured. Motion failed 4-1; (Mayor Woolsey voted in favor).

Mayor Woolsey moved to remove the restriction of gun sales as presented in the PD; Councilman Mullinax seconded. Mayor Woolsey said the developer has proposed to ban gun shops/sales in this development. He does not believe that is a reasonable way to address crime in the area and explained that guns are purchased legitimately but left in cars and are stolen. This restriction would become a part of the Town's zoning code to say that we are against guns. He feels this is not appropriate for the Town. Councilman Milliken said our zoning tables does not mention guns it mentions sporting goods stores in the land use table and sees no reason to bring guns into the discussion. Mayor Woolsey reiterated the PD includes a prohibition on gun shops so it would become a part of our zoning code and as a body we would be putting a prohibition on gun shops because we judge that gun shops are associated with crime. He doesn't believe that most James Islanders takes that position; Councilman Milliken commented we're not taking that decision. Mayor Woolsey provided clarification to

Councilman Mullinax on this condition and after discussion the motion failed 4-1; (Mayor Woolsey voted in favor).

Mayor Woolsey said he would only support this request with the additional conditions that he presented: 1) park, 2) most housing be single family detached; 3) commercial coverage be reduced similar to coverage area it is now; 4) the restriction that gun shops be included in the Town's code not be included, so he has to oppose. **Main Motion Failed.**

Ordinance #2023-08: Ordinance Amending FY 2023-2024 Annual Budget: Ms. Grimball reported that during the last several years, the Town reached a threshold over \$50,000 in the Accommodations Tax revenue. The Accommodations Tax is a tax the State of SC collects from all accommodations related activities. In the Town, that would be from short-term rentals tax collected through sites such as VRBO, Airbnb and others similar. The state code requires that municipalities reaching or exceeding the \$50,000 plus threshold additional, reporting is required to be used for tourism related promotion and other specific uses. The Town will be required to establish a board to review potential projects and make recommendations to Council on how to spend the funds. The proposed ed budget amendment is to add a new budget for Accommodations Tax to make it easier and for transparency. Specific projects that are recommended will be shown with a breakdown of how the funds are spent and is reported to the State. This is the first step in the process; the next is to establish a committee to review proposals and report them at year end. Another request for amendment to the additional funding to accommodate for the salary of a position that was added after the budget was approved in the spring. Motion in favor by Councilman Milliken, Councilman Mullinax seconded. Passed unanimously.

Ordinances up for Second/Final Reading:

Ordinance #2023-06: To Amend Business License #2021-09 to Update Class Schedule: Motion in favor by Councilman Milliken, Councilman Mullinax seconded. Passed unanimously.

Old Business: None.

New Business: None.

Executive Session: Not Required.

Announcements/Closing Comments:

Councilman Boles announced that it has been very interesting serving with the members of Council over last four years and wished everyone well on their next venture.

Councilwoman Mignano has learned a lot from the other members of Council over the last four years and wished everyone the very best.

Councilman Milliken has served with the Mayor going way back on the Grants Committee, Roads and Drainage and has known the Mayor for a long time. He has always been impressed with the Mayor's drive to make things better for our island. He thanked the Mayor and knows they have never been on the same side "it seems", always opposing, but they have both grown as a result of that and it has benefitted the island. He thanked the Mayor for his service. Councilman Milliken thanked the staff. Anything that he's been able to do here has been done with the help of staff and they have been wonderful in supporting everything we do and making the Town a better place. To staff, keep up the good work. To the citizens, all that he does here requires volunteers and they have been there. He thanked the citizens for all that they do and it was a pleasure to serve them.

Councilman Mullinax complimented Councilman Milliken and he will be missed for all the things he has done. Mayor Woolsey was complimented for his commitment and dedication to the Town from the beginning and without him the Town would not be where it is. He remembers going door-to-door with the Mayor so that time will be missed.

Mayor Woolsey's address included his accomplishments, past and present during his tenure as Mayor for the Town of James Island. (the full address can be found on the Town's website @: <https://www.youtube.com/channel/UCm9sFR-ivmaAT3wvHdAYZqw/>).

Below are some of the accomplishments and successes that the Town has had over the years:

Town of James Island Formation

- 4th and final incorporation of the Town
- Free James Island
- Uniting the Town
- Sen. Paul Thurmond and Rep. Peter McCoy's assistance in reuniting the Town

Property Tax

- Town does not collect property taxes
- Cost Sharing Agreement with the PSD

Town Hall

James Island Arts and Cultural Center

- County Councilwoman Honeycutt assistance in helping Town to secure the old library

Parks

- Pinckney
- Dock Street
- Brantley

Sidewalks

- Fort Johnson
- Camp Road
- Camp Road/Riverland Drive
- Folly Road

Drainage

- County Basic Drainage Allocation and Joe Qualey assistance in securing
- SCDOT's major road and neighborhoods
- Town repairs
- Monthly Stormwater Managers Meeting
- Quarterly Drainage Committee Meetings
- Island-wide Drainage Project
- Down the Island Drainage Project
- Oceanview, Quail Run, and Highwood Circle

Road Paving

- Honey Hill Road
- Ben Road
- Jeffrey and Lemon Tree Roads

Development

- 30 homes in new neighborhoods
- 40 per year individual homes in existing neighborhoods
- Commercial redevelopment on Folly Road
- Increased Stormwater Standards

- Stormwater Standards
- Tree Protection
- Accessory dwelling units; short term rentals

Mayor Woolsey thanked town staff, members of Council and his family for all they have done during his tenure as Mayor for the Town of James Island.

Adjournment: There being no further business to come before the body, the meeting adjourned at 9:25 p.m.

Respectfully submitted:

Frances Simmons
Town Clerk

Frances Simmons

From: Sandrine Ny <sandrinecamporro@gmail.com>
Sent: Wednesday, October 18, 2023 6:44 PM
To: Frances Simmons
Cc: Art Vandelay; John Peters
Subject: Opposition to Rezoning of SL (TMS#425-12-00-185) and CC District (TMS# 425-12-00-298) to the Marsh Walk Village Planned Development (PD 201)

CAUTION: This email originated from outside the Town of James Island. Maintain caution when opening external links/attachments

Dear town councils and Mayor, I will not be able to be present at the meeting on thursday 19th as I will be in a plane, however I would like to voice my opposition to the Marsh village planned development and rezoning of the same.

This motion already died last month during the town meeting where numerous neighbors including myself gave public comments in opposition to the rezoning.

So, I am not sure why it has to be voted again but I wanted to make sure that you know that I am still in opposition.

I live at 1267 Hampshire road, and until now we have beautiful woods on this TMS#425-12-00-185 and TMS#425-12-00-298) parcel with plenty of wildlife (oaks, birds, woodpeckers, lightning bugs, butterfly, etc) and plenty of healthy trees. Please consider that you are invited on my back porch anytime to have tea and enjoy those beautiful woods and the amazing wildlife.

Building this development will result in cutting all these trees and will result in an increase of flood risk for my neighborhood but also for the whole town of James Island.

The parcel is 6.5 acres. An average pine tree density is 400 to 600 trees. Let's say those woods are low density and encompass 200 trees per acre, that is an average of 1300 trees. The website of USDA tells us that 1 tree absorbs 2380 gallons of water a year.

Cutting 1300 trees will result in a lack of absorption of 3 millions of gallons of water a year. James Island cannot support absorbing 3 millions more gallons of water without increasing the flood risk for all of us.

The developer mentioned how he will comply with regulations for the townhouses in order for them to not be flooded but, during all the meetings, he never addressed how he will mitigate the impact of flood risk that he will be creating by cutting all those beautiful trees.

Those woods are good for mitigating flood risk, they are good for the wildlife, they are good for James Island.

The best use of this parcel would be to create a park for every citizen of James island to enjoy!

Please listen to the neighbors that are actively fighting against this rezoning and this development and vote in opposition of this project.

Also I would request to add my public comment to the minutes of the meeting.

Sincerely,
Sandrine Camporro
1267 hampshire road.
29412 Charleston, SC
917 244 8689

Frances Simmons

From: Laura Chandler <laura.chandler5@gmail.com>
Sent: Thursday, October 19, 2023 10:27 AM
To: Frances Simmons
Subject: Marsh Walk Village

CAUTION: This email originated from outside the Town of James Island. Maintain caution when opening external links/attachments

To Whom It May Concern,

Let me start off by thanking you so much for taking the time to read this email, I do appreciate it.

With regards to the new developments, ones like Marsh Walk and future ones, please can we stop over building on our small and already very overcrowded island. We really need to fix the issues we already have. Our roads in many neighborhoods are awful, drains in so many neighborhoods need to be redone, and hello flooding anyone..... We also do not have the infrastructure to meet the needs of more developments. I know I know, 526, if that gets built. Before places like Daniel Island were overbuilt, 526 at first, it worked and helped. As over development happened in places like Daniel Island, the traffic grew worse, and now, if there are any accidents, traffic can get backed up for hours. We will face the same fate if we do not stop the over building. We will not resolve flooding issues because over building keeps getting approved, and then dump and fill tactics are used to save money. This, as you all know, only adds to the many flooding issues, as does the over building. When is enough going to be enough? We are running out of green space and a park on Folly Rd by the Stringer Law Firm that no one really goes to is not a solution to these matters.

Again, thank you, and I hope you have a great rest of your day.

Respectfully,

L. Brinson-Chandler
Secessionville Rd
James Island

Frances Simmons

From: Michele McEachern <m.meach80@gmail.com>
Sent: Thursday, October 19, 2023 10:56 AM
To: Frances Simmons
Subject: Dills Bluff

CAUTION: This email originated from outside the Town of James Island. Maintain caution when opening external links/attachments

I'm writing to give my opinion on the proposed development on Dills Bluff Road.

Dills Bluff Road is a residential street that already has a lot of traffic on it. When I look at the proposal it seems to me that there is too much development on a small piece of land. It looks like the traffic will increase in an area that already can be congested at times of the day. I am also concerned about the flooding that we already deal with on James Island. As a Charleston native, I know that the flooding we are currently experiencing has greatly increased over the years. This land is near a tidal creek and I assume it drains into that creek.

I don't presume to say that someone doesn't have the right to use their land, but I think some smaller plan would fit that space better.

Michele McEachern
653 Lake Frances Drive
Charleston, South Carolina. 29412
303-552-8514

October 18, 2023

Dear Members of the Council,

I urge you to vote against upzoning the Dills Bluff Road property currently owned by the James Island Public Service District. I am surprised that the zoning board approved the proposed upzoning from low-density suburban and community commercial zoning district for the proposed Marsh Walk Village Planned Development, given that it is inconsistent with the Town of James Island Comprehensive Plan. On page 17 of the plan, it states that “Due to the low-lying nature of James Island, floodplains, or areas that absorb water during storm conditions, are abundant and intersect with development (...) Under the 2021 FEMA flood maps, 56% of the Town lies within a floodplain. This percentage is based on historic conditions only, and future conditions are not taken into consideration for this mapping. **It is in the Town’s best interest to evaluate the use of a property based on risk level for flooding to further resilience and longevity of the community.**”

If approved, the proposed upzoning and development of the property will absolutely increase the risk of flooding for the existing community and irrevocably harm our island’s resilience to storms. It will effectively clear-cut the existing forest and turn it into six acres of impervious surface area with a few retention ponds that will most certainly be inadequate for managing the stormwater runoff that will inevitably result from the trees being cut down and most of the land paved over, built up, or replaced with sod that is no longer porous after the first ¼” of rain.

As illustrated in Appendix A of the developer’s proposal, a substantial portion of the property in question is in a high-risk AE 11 flood zone. This portion of the property is adjacent to existing single-family homes on two sides. If the council approves the rezoning and the proposed project is developed, the retention ponds will not adequately manage the stormwater runoff, and that water will have to go somewhere. And where it will go is to the existing homes behind the proposed retention ponds and Dill’s Bluff Road. This will have a devastating impact on the homeowners in White House Plantation, not to mention the negative impact the increase in stormwater will have on nearby receiving waters and groundwater in terms of increased pollution, nutrient and sediment load, spikes in temperature, etc.

I realize Mr. Taylor has put time and money into his proposal and that the PSD wants to sell him the land to make improvements at their Signal Point Road facility. However, the proposed upzoning and development are inappropriate for the land and must not be permitted to move forward. As the town council, it is your duty to ensure that every act of governance is made in the best interests of the people of James Island. Zoning laws exist to protect the health, safety, and general welfare of the people as relates to land use. Mr. Taylor can request that the property be rezoned, but his request can and should be denied. If all rezoning requests are granted because the developer spent money to jump through the requisite hoops, then what is the point of having zoning laws and a process for upholding them? Please do the right thing and vote no to upzoning this land.

Sincerely,

Casey Buchanan, PhD
1022 Yorktown Drive
Charleston, SC 29412

Public Comment from Edward Green

Mr. Green called and asked that his comment be shared with the members of Town Council because he is out of town until Friday.

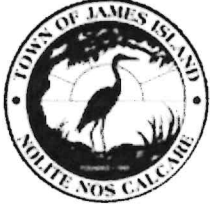
He would like Council to consider placing 4 speed humps on Seaside Lane, or a minimum of 3. He said there are 4 on Mikell Drive that has a shorter span than Seaside, and on Northshore there are 4; 2 that are on the curve where you can't go more than 10 mph.

He asked Council to please take this into consideration.

Frances Simmons

From: Niki Grimball
Sent: Thursday, October 19, 2023 9:48 AM
To: Frances Simmons
Subject: FW: comment of appreciateion

Niki R. Grimball
Town Administrator
Town of James Island
843.795.4141 | 843.795.4878 (fax)
1122 Dills Bluff Road
James Island, SC 29412
www.jamesislandsc.us



From: Herbert, Teri Lynn <herbertl@musc.edu>
Sent: Thursday, October 19, 2023 9:37 AM
To: Niki Grimball <ngrimball@jamesislandsc.us>
Subject: comment of appreciateion

CAUTION: This email originated from outside the Town of James Island. Maintain caution when opening external links/attachments

Bill Woolsey – I appreciate all your hours of service to the TOJI over the years – I am pleased you were able to get several more parks and green space on the island – especially since no one can now build apartments or hotels on those areas! And I thank you for the LOST success you fought for – it really helps my budget! I really enjoy the new Arts Center – we’ve needed something like that on James Island. Thank you for your care and service for the Town of James Island!

Teri Lynn Herbert

To: TOJI Clerk of Council

From: Carol A Jackson, Island resident

Date: October 19, 2023

Subject: My personal Thank You to Mayor Woolsey and Councilmember Milliken

Mayor Woolsey and Councilmembers,

I regret that I cannot attend to make my comments in person during Mayor Woolsey and Councilmember Milliken's last meeting in elected office. Please convey my sincere thanks and appreciation for their multi-years' dedication and service to the Town, its citizens, and surrounding neighbors on James Island. I could cite many examples of my appreciation for their vision and work to make their beloved Town a better place to live, worship, work, and play. To Mayor Woolsey, I want to say that I enjoyed our season of multi-jurisdictional collaboration and the accomplishments your leadership brought about while working in partnership with the City, County and State. Most visibly we are about to enjoy and benefit from the construction and opening of the Phase 1 Segment of ReThink Folly Road. I'm glad I'm yet capable of riding a beach bike where I look forward to testing the bike lane that will be a model for future improvements. Mayor, one of my favorite new urban planning "movements" is championed by a national non-profit and local governments association named "Placemakers". You have been and are a Place Maker for the Town of James Island—Town Hall, Arts Center, parks, sidewalks, small business incentives—all with your citizens' betterment in mind and heart.

Councilmember Milliken, I know you've been dedicated to the protection and celebration of your Town's green spaces, trees and enjoyment of a quality of life that can only come from those values. Thank you.

I wish you each God speed and engaging next steps for your "private lives".

Frances Simmons

From: Niki Grimball
Sent: Wednesday, October 18, 2023 3:51 PM
To: Frances Simmons
Subject: FW: Bill Woolsey

Please include this with the public comments!

Niki R. Grimball

Town Administrator

Town of James Island

843.795.4141 | 843.795.4878 (fax)

1122 Dills Bluff Road

James Island, SC 29412

www.jamesislandsc.us



From: Lisa Hayes <lisahayes67@gmail.com>
Sent: Wednesday, October 18, 2023 3:44 PM
To: Niki Grimball <ngrimball@jamesislandsc.us>
Subject: Bill Woolsey

CAUTION: This email originated from outside the Town of James Island. Maintain caution when opening external links/attachments

Mayor Woolsey's hard work and dedication to the Town of James Island is evident everywhere we look. I greatly appreciate his desire and work to create parks and green spaces and keep the island beautiful. Congratulations on your retirement, Bill! You are appreciated!

Lisa Hayes

	1st Quarter			2nd Quarter			3rd Quarter				
	July	August	September	October	November	December	January	February	March	TOTAL	BUDGET

HOSPITALITY TAX

Hospitality Tax Revenue		65,547	76,681	66,256	Sept.2023					208,484	680,000
Hospitality Tax Transfer In										-	
TOTAL										208,484	680,000
											31%

GENERAL

The Town Market	191									191	2,000
Rethink Folly Phase I-III, Staff Cost-Sharing										-	20,000
Santee Street Public Parking Lot	15,600									15,600	34,400
James Island Arts & Cultural Center Ops	9,288	12,581	11,671	13,839						47,379	150,000
JIAAC Projects & Events		87	474	484						1,045	15,000
Promotional Grants				250						250	10,000
Public Safety of Tourism Areas	6,209	7,154	6,753	12,910	25% Ded Officer					33,026	134,688
Camp and Folly Landscaping Maintenance		350	350	350						1,050	10,000
Entrepreneur and Small Business Support										-	
Guide to Historic James Island											5,000
Brantley Park OPS		150	150	150						450	2,400
Community Events		2,000	1,570	1,467						5,037	5,000
<i>Total Non-Capital Expense</i>	<i>31,288</i>	<i>22,323</i>	<i>20,968</i>	<i>29,450</i>	-	-	-	-	-	<i>104,028</i>	<i>388,488</i>

PROJECTS

Camp/Folly Bus Shelter										-	25,000
Rethink Folly Road Phase 1										-	400,000
Wayfinding Signage										-	35,000
Folly Road Beautification			2,500							2,500	10,000
Brantley Park				4,250	Water					4,250	100,000
James Island Arts & Cultural Center		3,429	169							3,598	150,000
Historic Ft. Johnson-MUSC NOA										-	100,000
Holiday Decorations										-	2,000
Park Projects										-	
ISP Dedicated Officer Initial Expense											22,100
Folly Road Multi Use Path Wilton-Ft. Johnson										-	42,000
Other Tourism-Related Projects										-	50,000
<i>Total Projects</i>	<i>-</i>	<i>3,429</i>	<i>2,669</i>	<i>4,250</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>10,348</i>	<i>936,100</i>
	31,288	25,752	23,637	33,700	-	-	-	-	-	114,376	1,324,588
					-	-	-	-	-		9%

	1st Quarter			2nd Quarter			3rd Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March		

TREE MITIGATION FUND

Tree Mitigation revenue										96,488	500
Tree Mitigation expense	-	-	-	-	-	-	-	-	-	-	1,200
										96,488	

JIPSD FIRE & SOLID WASTE SERVICES

JIPSD Tax Relief	107,000	107,000	107,000	107,000						428,000	1,284,000
Auditor Expense										-	1,000
										428,000	1,285,000
											33%

American Rescue Plan

Beginning Balance 7/1/2023	2650915	2650915	2640055	2578582	2288480	0		0	0
		10860	61473	290102					
	2650915	2640055	2578582	2288480		0			0

ADMINISTRATOR'S REPORT

Oct-23

ADMIN NOTES

- 1) Preparations are underway for this year's Christmas Tree Lighting in partnership with the Town Market on December 1 at Town Hall. Festivities will begin at 6:00 pm. We will have the JICHS Jazz Band, Candy House making for the kids, hot chocolate, and so much more!
- 2) Camp Road Tree Preservation Project: Is complete! We are thankful to have this corridor maintained so we can extend and preserve the lives of these Grand trees.
- 3) Brantley Park: Phase I has finally concluded. We will hold a ribbon cutting ceremony with the City of Charleston on Wednesday, Nov. 15 at 10:30 am.
- 4) Ongoing and upcoming projects: flagpole and welcome sign at Ellis Creek Bridge, Dock Street Park renovations, Brantley Park dock repairs/maintenance, James Island Arts & Cultural Center roof and exterior painting.

JAMES ISLAND ARTS & CULTURAL CENTER

Continuing Classes : knitting group, watercolor group, area artist exhibits, children's art lessons, private art tutoring, History Council meetings, Historic Pathway meetings, Palmetto Youth Choir practices (including Primo Choir, Intermezzo Choir, and Palmetto Peace Choir), adult watercolor classes, adult acrylic classes, children's yoga, kid's clay classes.

November/December Programs & Events: Shapers, A Sculptural Clay Exhibition (through Jan. 11), Audubon Society Program (Nov. 8 and Dec. 13 6-8 pm), Independent Women Network (Nov. 9 6-8 pm), Princess Party (Nov. 11 1-3 pm), Pastel Society Workshop (Nov. 17, 18), *The Ballad of Winter - A Poet Fashion Show with Rolf and Friends* (Dec. 9 6-8 pm)

CODE ENFORCEMENT

TOTAL CASE: 987
ABATED 933
ACTIVE 54

RANK VEGETATION / SOLID WASTE 272
 INOPERABLE VEHICLE 152
 TREE CASES 65
 NUISANCE PROPERTY 79

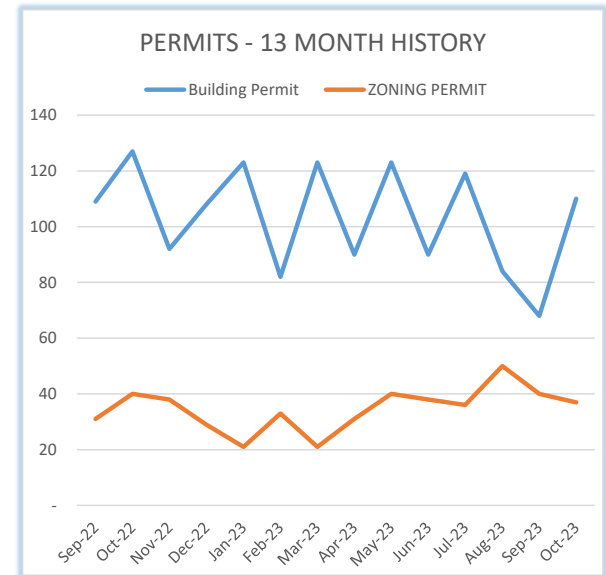
*11 new cases in October

**BUILDING PERMITS ISSUED
 OCTOBER 2023: 110**

PERMIT TYPE	Oct-23
ACCESSORY STRUCTURE	6
CLEARING & GRUBBING	-
DEMOLITION PERMIT	1
EXEMPT PLATS	4
FIREWORK STAND	-
HOME OCCUPATION	1
LIMITED SITE PLAN REVIEW	-
NON-EXEMPT PLAT	-
PD/ PD AMENDMENT (REZONING)	-
RESIDENTIAL ZONING	14
REZONING	-
SPR	-
SIGN PERMIT	-
SITE PLAN REVIEW	-
SPECIAL EVENT	1
SPECIAL EXCEPTION	-
TEMPORARY ZONING	-
TREE REMOVAL	5
TREE TRIMMING	-
VARIANCE	-
ZONING PERMIT	5
TOTAL	37

PUBLIC WORKS NOTES

- 1) Staff monitored the closeout for the Greenhill-Honey Hill project.
- 2) Staff attended the bi-monthly meeting of the Lowcountry Branch of the American Public Works Association in Walterboro.
- 3) Staff repaired a driveway culvert and replaced the apron.
- 4) Staff cleared vegetation on right of ways to improve motorists vision at intersections.
- 5) Quail Run Drainage Project contractor, IPW Construction, started construction of the new ERCP outfall at the end of Peregrine Drive.
- 6) Staff monitored the Oceanview-Stonepost drainage project which continued to move upstream from Cecil Circle.
- 7) Staff held the annual earthquake drill.
- 8) Staff attended the JIPSD Fire Expo and gave out emergency preparedness information to the public.
- 9) Staff met with a nuisance animal control contractor at Pinckney Park to discuss plans for dealing with coyotes.
- 10) Staff attended the BCDCOG initial meeting for septic tank maintenance in the region.
- 11) Septic Tank Inspections: 84 inspected with 13 failed. We have 130 inspections remaining. No new inspections in October.
- 12) Staff replaced 4 street signs in October.



ORDINANCE #2023-08

AN ORDINANCE AMENDING THE FISCAL YEAR 2023-2024 BUDGET FOR THE TOWN
OF JAMES ISLAND, SOUTH CAROLINA

WHEREAS, the Town adopted its Annual Operating Budget for Fiscal Year 23/24 with second and final reading on May 18, 2023; and

WHEREAS, the Town may find it necessary to amend its operating budget on occasion to account for unforeseen revenues and expenditures throughout the budget year; and

WHEREAS, the State of South Carolina provides municipalities with a portion of the State Accommodations Tax collected and has policies which the Town is subject to; and

WHEREAS, the Town has met the \$50,000 revenue threshold which requires the funds to be used specifically for tourism-related promotion and activities, and is required to report on these activities annually; and

WHEREAS, the Town hired an additional staff member after the approval of the current fiscal year budget which requires allocation of additional funds.

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 amend the Town of James Island's Operating Budget for Fiscal Year 2023-2024.

Section 2: Amendment of the Fiscal Year 2023-2024 Budget for the Town of James Island, South Carolina

By passage of this Ordinance, the Town of James Island amends as its Budget for Fiscal Year 2023-2024 incorporated fully herein by reference: 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 upon adoption.

First Reading: October 19, 2023
Second Reading: November 16, 2023

Mayor

ATTEST

Frances Simmons
Town Clerk

EXHIBIT A
GENERAL FUND BUDGET SUMMARY
DRAFT FOR AMENDMENT OCTOBER 19, 2023

Revenues	21/22 ACTUAL	22/23 BUDGET	22/23 ESTIMATE	23/24 BUDGET	23/24 BUDGET AMENDMENT	DIFFERENCE
Operating Revenues	3,838,490	3,845,750	3,829,965	4,075,722	4,075,722	
Transfer In from Funds Balance	343,998	235,490	144,510	76,300	149,050	72,750
Transfer In from Reserve Fund			13,000			
Transfer in from American Rescue Plan Act				2,795,955	2,795,955	
Total Revenues	\$ 4,182,488	\$ 4,081,240	\$ 3,987,475	\$ 6,947,977	\$ 7,020,727	72,750

Expenditures	21/22 ACTUAL	22/23 BUDGET	22/23 ESTIMATE	23/24 BUDGET	23/24 BUDGET AMENDMENT	DIFFERENCE
ADMIN	671,516	720,969	692,852	792,085	792,085	-
ELECTED OFFICIALS	110,965	113,500	107,974	134,778	134,778	-
GENERAL OPERATIONS	388,626	501,359	447,574	799,743	846,743	47,000
PLANNING AND ZONING	5,988	15,335	9,287	17,915	17,915	-
BUILDING SERVICES	24,809	60,250	60,000	6,100	6,100	-
PUBLIC WORKS	190,942	355,930	203,260	218,775	218,775	-
ISLAND SHERIFF'S PATROL	320,285	361,269	377,417	404,066	404,066	-
CODE AND SAFETY	17,353	21,360	9,250	22,460	22,460	-
PARKS AND RECREATION	33,074	36,475	14,173	33,500	33,500	-
FACILITIES & EQUIPMENT	218,329	239,330	210,779	242,300	242,300	-
COMMUNITY SERVICES	50,716	120,030	85,031	119,000	119,000	-
JIPSD FIRE AND SOLID WASTE	1,069,000	1,271,000	1,271,000	1,285,000	1,285,000	-
TRANSFER OUT TO CAPITAL	392,890	-	295,410	2,872,255	2,872,255	-
TRANSFER OUT TO ACCOMODATIONS TAX	-	-	-	-	25,750	23,750
Total Expenditures	\$ 3,494,492	\$ 3,816,807	\$ 3,784,008	\$ 6,947,977	\$ 7,020,727	3,203,920

Town Funds	21/22 ACTUAL	22/23 BUDGET	22/23 ESTIMATE	23/24 BUDGET	23/24 BUDGET AMENDMENT	DIFFERENCE
UNEMCUMBERED FUND BALANCE	\$ 2,440,221	\$ 1,418,084	\$ 1,273,574	\$ 2,113,421	\$ 1,964,371	149,050
RESERVE	1,328,484	1,328,484	1,328,484	1,328,484	1,328,484	-
TREE FUND	1,392	692	80,488	80,488	80,488	-
STORMWATER FUNDS	502,866	364,190	447,190	510,190	510,190	-
HOSPITALITY TAX FUND	1,936,147	500,443	2,260,348	1,615,760	1,615,760	-
ACCOMODATIONS TAX FUND	-	-	-	-	52,000	52,000
AMERICAN RESCUE FUND	\$ 1,672,408	\$ -	\$ 3,235,875	-	\$ -	\$ -

	21/22 Actual	22/23 Budget	YTD 01/31/2023	22/23 Estimate	23/24 Budget	DIFFERENCE
Revenues						
Accomodations Tax	77,485	50,000	25,748	51,495	52,000	2,000
Brokers and Insurance Tax	801,598	870,000	3,607	801,600	801,600	(68,400)
Building Permit Fees	15,529	15,000	13,914	23,853	327,812	312,812
Business Licenses	384,411	380,000	198,310	339,960	360,000	(20,000)
Franchise Fees*	320,182	332,500	187,723	321,810	309,000	(23,500)
Grants	69,718	25,000	-	-	11,000	(14,000)
Liquor Licenses	12,000	10,000		-	10,000	-
Local Assessment Fees	3,571	2,500	2,046	2,500	2,500	-
LOST Revenue Fund	524,734	530,000	273,564	547,128	547,000	17,000
LOST Property Tax Credit Fund	1,225,380	1,270,000	641,839	1,283,679	1,284,000	14,000
Miscellaneous	26,741	500	371	88,000		(500)
Planning and Zoning Fees	16,162	15,000	8,715	14,940	15,000	-
Stormwater Plan Review Fees	7,700		4,800	8,229	8,200	
State Aid to Subdivisions	263,279	272,350	136,173	272,350	272,350	-
Telecommunications	12,901	17,000	-	16,982	17,000	-
Filing Fees	-				760	760
Donations	120		120			-
Tree Mitigation	-	-	-			-
Interest Income	437	500	859	1,473	1,500	1,000
Facility Rentals	6,824	5,400	3,480	5,966	6,000	600
Property Tax (17.9 mils)	1,296,230	1,436,560	1,318,627	1,318,627	1,436,560	117,933
Property Tax Rollback Credit	(1,225,380)	(1,270,000)	(641,839)	(1,283,679)	(1,284,000)	(14,000)
Property Tax Credit from Revenue Fund	(70,850)	(166,560)	(676,788)	(34,948)	(152,560)	14,000
Homestead Exemption Tax Receipts	69,718	50,000	-	50,000	50,000	-
TOTAL	3,838,490	3,845,750	1,501,270	3,829,965	4,075,722	339,705

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Community Services						
Community Service Contributions	31,000	50,000	31,100	31,000	55,000	5,000
Repair Care Program	13,300	35,000	2,793	35,000	35,000	-
CERT Program		-	-	-	-	-
Drainage Council		500	-	-	500	-
Business Development Council		3,500		31	500	(3,000)
Children's Council		-	-	-	-	-
History Council	1,884	3,780	1,140	2,500	5,000	1,220
James Island Pride	1,902	3,500	2,116	1,000	3,500	-
Helping Hands	518	500	140	500	500	-
James Island Arts Council		3,500				(3,500)
Neighborhood Council	45	3,750	249	1,500	3,000	(750)
Tree Council	2,067	3,500		1,000	3,500	-
Community Tutoring Programs		12,500		12,500	12,500	-
TOTAL	50,716	120,030	37,538	85,031	119,000	(1,030)

	21/22 Actual	22/23 Budget	1/31/2023 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Administration						
Salaries	316,254	320,000	179,463	311,069	343,261	23,261
Benefits, Taxes & Fees	129,645	130,000	73,536	127,462	142,724	12,724
Advertising	1,816	3,500	809	1,387	3,500	-
Audit	12,500	12,500	12,500	12,500	12,500	-
Bank charges	1,533	2,000	870	1,491	2,000	-
Copier	5,562	5,500	2,448	4,196	4,500	(1,000)
Dues and Subscriptions	120	1,500	245	1,500	1,500	-
Elections						-
Employee Appreciation	1,220	800	295	800	800	-
Employee Training & Wellness	3,510	3,800	4,123	3,800	5,800	2,000
Election Expenses				8,500	8,500	8,500
Information Services	69,327	72,000	46,074	91,484	95,000	23,000
Insurance	48,162	50,569	32,935	48,161	54,500	3,931
Legal & Professional Services	41,490	80,000	11,339	52,000	80,000	-
Grant Writing Services	8,560	16,000	2,310	8,000	8,400	(7,600)
MASC Membership	5,347	5,500	-	5,800	5,800	300
Mileage Reimbursement	316	800	180	308	800	-
Mobile Devices	1,954	2,100	613	1,050	1,500	(600)
Postage	6,060	6,000	1,720	2,949	6,800	800
Supplies	4,512	5,000	2,980	5,108	5,200	200
Town Codification	4,168	1,400	220	376	1,000	(400)
Payroll Expenses	6,060		2,864	4,909	6,000	6,000
Training and Travel	1,227	2,000	-	-	2,000	-
TOTAL	671,516	720,969	375,522	692,852	792,085	71,116

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Elected Officials						
Salaries	50,884	50,000	28,269	49,000	61,250	11,250
Benefits, Taxes & Fees	58,850	60,000	33,686	58,388	70,528	10,528
Mayor Expense	690	1,000	190	326	1,000	-
Council Expenses	71	2,000	-	-	2,000	-
Mobile Devices	469	500	152	261		(500)
TOTAL	110,965	113,500	62,297	107,974	134,778	21,278

	21/22 Actual	22/23 BUDGET	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
General Operations						
Salaries	281,367	366,766	186,566	323,381	594,102	227,336
Benefits, Taxes & Fees	107,259	134,593	71,650	124,194	252,641	118,048
TOTAL	388,626	501,359	258,216	447,574	846,743	345,384

	21/22 Actual	22/23 Budget	1/31/2023 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Planning & Zoning						
Advertising	809	1,500	398	682	1,500	-
Mobile Devices	24	660		-		(660)
Dues and Subscriptions	59	715	-	715	715	-
Mileage Reimbursement	-	200	-	100	200	-
Equipment / Software	2,412	2,160	1,739	2,981	5,500	3,340
Supplies	190	600	76	131	500	(100)
Training and Travel	90	1,000	740	1,268	1,000	-
Uniform / PPE	-	500	-	-	500	-
Planning Commission	750	4,000	350	600	4,000	-
Board of Zoning Appeals	1,655	4,000	2,060	2,810	4,000	-
TOTAL	5,988	15,335	5,363	9,287	17,915	2,580

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Building Services						
County Contract Building Permit Tech	24629	60000		60,000	0	-60,000
Mobile Devices	180				600	600
Dues and Subscriptions					1,000	1,000
Equipment/Software	-		-	-	1,500	1,500
Mileage Reimbursement					500	500
Supplies					600	600
Travel and Training					1,400	1,400
Uniform / PPE	-		-		250	250
Community Outreach	-	250	-		250	-
TOTAL	24,809	60,250	-	60,000	6,100	(54,150)

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 estimate	23/24 Budget	DIFFERENCE
Public Works						
Dues and Subscriptions	238	425	353	605	725	300
Mobile Devices	621	1,080	39	67	1,100	20
Emergency Management	9,287	20,000	37,176	63,731	26,000	6,000
Groundskeeping	66,810	70,000	32,342	55,444	70,000	-
Tree Maintenance and Care	1,355	20,000	700	1,200	10,000	(10,000)
Mileage Reimbursement	23	300	23	39	300	-
Public Outreach	20	500	20	34	250	(250)
Projects	80,023	180,000	15,956	27,353	50,000	(130,000)
Signage	2,070	8,000	1,685	2,889	4,000	(4,000)
Supplies	2,771	8,000	4,300	7,371	8,000	-
Asset Management	26,569	45,000	25,231	43,252	45,000	-
Training and Travel	815	1,925	280	480	2,500	575
Uniform / PPE	339	700	464	795	900	200
TOTAL	190,942	355,930	118,569	203,260	218,775	(137,155)

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 ESTIMATE	23/24 Budget	DIFFERENCE
ISLAND SHERIFF'S PATROL						
ISP Salary	183,349	173,852	136,565	236,713	186,814	12,962
ISP Benefits, Taxes & Fees	50,752	42,758	39,043	67,674	52,102	9,345
ISP Programs & Supplies	15,597	15,000	5,266	9,027	17,250	2,250
ISP - Dedicated Officer Annual Expense	70,587	129,660		64,003	147,900	18,240
TOTAL	320,285	361,269	180,874	377,417	404,066	42,797

	21/22 Actual	22/23 Budget	01/31/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Codes & Safety						
Memberships/Dues		250		-	250	-
Crime Watch Materials	273	250		250	250	-
Equipment		900		960	1,960	1,060
Mileage Reimbursement		100		-	100	-
Mobile Devices	322	360			700	340
Animal Control	3,000	3,000		3,000	3,000	-
Overgrown Lot Clearing		2,000		500	2,000	-
Radio Contract	1,368	3,500	1,596	2,736	3,200	(300)
Supplies	940	250	997	1,710	250	-
Training		500		-	500	-
Uniform / PPE		250	55	94	250	-
Unsafe Buildings Demolition	11,450	10,000	9,950		10,000	-
TOTAL	17,353	21,360	12,598	9,250	22,460	1,100

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	22/23 Budget	DIFFERENCE
Parks & Recreation						
Dock Street Park	7,500					-
Pinckney Park						-
Park Maintenance	12,309	12,000	4,028	6,904	12,500	500
Special Events	939	5,000	940	1,611	5,000	-
JIRC Contribution		4,750	-	-		(4,750)
Youth Sports Program	12,325	14,725	3,300	5,657	16,000	1,275
TOTAL	33,074	36,475	8,268	14,173	33,500	(2,975)

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Facilities & Equipment						
Equipment/Furniture	137	5,700	1,399	2,398	5,000	(700)
Facilities Maintenance	6,444	6,500	8,143	13,960	19,800	13,300
Generator Maint.	3,384	2,410	398	682	2,000	(410)
Janitorial	9,359	7,920	6,750	11,571	12,000	4,080
Security Monitoring	4,160	1,000	696	1,194	1,500	500
Street Lights	152,868	161,700	73,285	146,570	155,000	(6,700)
Utilities	34,555	44,100	14,865	29,729	35,000	(9,100)
Vehicle Maint.Expense	7,422	10,000	2,727	4,675	12,000	2,000
TOTAL	218,329	239,330	108,263	210,779	242,300	2,970

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
JIPSD Fire & Solid Waste Services						
Tax Relief	1,068,000	1,270,000	740,831	1,270,000	1,284,000	14,000
Admin Expense	-		-	-		-
Auditor Expense	1,000	1,000	1,000	1,000	1,000	-
TOTAL	1,069,000	1,271,000	741,831	1,271,000	1,285,000	14,000

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Tree Fund						
Tree Mitigation Revenue	8,096	500		86,000	500	-
Tree Mitigation Expense		1,200		15,000	1,200	-
Change in Balance	8,096	(700)	-	71,000	(700)	-
Initial Balance	1,392	9,488	9,488	9,488	80,488	71,000
Ending Balance	9,488	8,788	9,488	80,488	79,788	71,000

	21/22 ACTUAL	22/23 BUDGET	22/23 ESTIMATE	23/24 BUDGET	Difference
Stormwater					
Stormwater Revenue	182,280	63,000	83,000	63,000	-
Stormwater Expense					-
Transfer Out to Capital Projects	0	0	0	0	
Change in Balance	182,280	63,000	83,000	63,000	
Initial Balance	118,910	301,190	364,190	447,190	146,000
Ending Balance	301,190	364,190	447,190	510,190	146,000

	23/24 Budget
Accomodations Tax Fund	
Accomodations Tax Revenue	50,000
Local Accomodations Tax Revenue	2,000
Accomodations Tax Transfer Out to General Fund (25k plus 5%)	26,250
Remaining Balance	23,750

Accomodations Current Expense	
Advertising & Promotion of Tourism (30%)	7,500
Tourism-Related Expenditures (65%)	16,250
Local ATAX Expense	2,000
TOTAL Current Expense	25,750
Current Surplus/Deficit	-

Accomodations Tax Fund Balance	
Initial Fund Balance (Carryover-only allowed 2 years)	-
End Fund Balance	-

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	DIFFERENCE
Hospitality Tax Fund						
Hospitality Tax Revenue	700,953	655,000	341,432	682,864	680,000	25,000
Hospitality Current Expense						-
The Town Market	169	2,000	1,253	747	2,000	-
Guide to Historic James Island		5,000	-	5,000	5,000	-
ReThink Folly Rd - Staff Cost-Sharing	31,149	20,000	10,538	9,462	20,000	-
Santee St. Public Parking Lot	29,400	33,100	30,600	2,500	34,400	1,300
James Island Arts & Cultural Center Operations	106,038	145,000	78,168	66,832	150,000	5,000
James Island Arts & Cultural Center Projects & Events					15,000	15,000
Promotional Grants	7,000	15,000	9,000		10,000	(5,000)
Public Safety of Tourism Areas	85,545	129,757	60,441	103,613	134,688	4,931
Camp and Folly Landscaping Maintenance	5,790	10,000	2,100	7,900	10,000	-
Community Events	4,091	5,000	3,504	1,496	5,000	-
Brantley Park Ops	800	2,050	1,025	1,025	2,400	
Entrepreneur and Small Business Support		72,300	25,500	46,800		
TOTAL Current Expense	269,981	439,207	222,129	245,375	388,488	(50,719)
Current Surplus/Deficit	430,972	215,793	119,303	437,489	291,512	75,719
Hospitality Tax Transfer Out to Capital	339,993	903,050	99,383	113,287	936,100	33,050
Transfer (out from/ in to) Hospitality Fund Balance	(90,979)	687,257	(19,920)		644,588	(42,669)
Total Hospitality Expenditures (Capital and Current)	609,974	1,342,257	321,512	358,663	1,324,588	(17,669)
Hospitality Tax Fund Balance						
Initial Fund Balance	1,463,027	1,690,431	1,690,431	1,936,147	2,260,348	
End Fund Balance	1,690,431	1,003,174	1,670,511	2,260,348	1,615,760	612,586

	21/22 Actual	22/23 Budget	22/23 YTD	22/23 Estimate	23/24 Budget	TOTALS
American Rescue Plan						
Revenue	1,854,631	1,854,631	1,854,631			3,709,262
Expense			291,164	439,920	2,795,955	3,527,039
Transfer Out to Capital Projects	182,223	0	3,467,397		2,795,955	3,527,039
Change in Balance	1,854,631	1,854,631	1,563,467	439,920	2,795,955	
Initial Balance	1,854,631	3,527,039	1,672,408	3,235,875	2,795,955	
Ending Balance	1,672,408	(1,672,408)	3,235,875	2,795,955	0	

FIVE YEAR CAPITAL IMPROVEMENT PLAN FY2023/24 - FY2027/2028

Infrastructure	Actual FY 21/22	Budget 22/23	YTD FY 22/23	ESTIMATE 22/23	FY 2023/2024	FY 2024/2025	FY 2025/2026	FY 2026/2027	FY 2027/2028	5 Year Total
Dills Bluff Sidewalk, Phase III - Seaside to Winborn	27,056			174,570						-
Dills Bluff Sidewalk, Phase IV - Winborn to HBVR		45,000	9,000	45,000	250,000					250,000
Lighthouse Point Sidewalk and Drainage, Phase I	55,000									-
Regatta Road Sidewalk	2,393	105,000			9,000					9,000
Town Hall - Second Floor					45,000					45,000
Traffic Calming Projects	142		9,417		75,000					75,000
Nabors Phase I	18,100	45,000	3,900			250,000				250,000
Camp Riverland Sidewalk (Match)		100,000								-
Secessionville to Ft. Johnson Sidewalk connector		13,000								-
Honey Hill Road Paving		58,800				58,800				58,800
Undergrounding Power Lines	-	220,000								-
Town Hall Solar Panels	31,785	53,000								-
Other Capital Improvement Projects			226,998							-
Septic Tank Testing	2,400	100,000	9,450		50,000					50,000
James Island Creek Septic and Sewer Projects	50,000	1,854,631	-		444,000					444,000
Total	194,361	2,644,431	258,765	219,570	873,000	308,800	-	-	-	1,181,800

Drainage Projects	Actual FY 21/22	FY 2022/2023	YTD FY 22/23	ESTIMATE 22/23	FY 2023/24	FY 2024/2025	FY 2025/2026	FY 2026/2027	FY 2027/2028	5 Year Total
Greenhill / Honey Hill Drainage Phase I-II	63,083	261,000	1,112		280,000					280,000
Oceanview-Stonepost Drainage Basin, Phases I-II	25,966	384,000	30,787	59,000	808,000					808,000
Woodhaven Drainage Improvements	26,200	14,500			700,000					700,000
Quail Run Drainage Improvements	\$ 22,275	45,400		-	735,000					735,000
Drainage Outflow Valve Devices	-	48,000								-
Drainage Improvement Projects		100,000			25,000					25,000
Total	352,722	852,900	31,899	59,000	2,548,000	-	-	-	-	2,548,000

Capital Equipment	Actual FY 21/22	FY 2022/2023	YTD FY 22/23	ESTIMATE 22/23	FY 2023/2024	FY 2024/2025	FY 2025/2026	FY 2026/2027	FY 2027/2028	5 Year Total
ISP - Dedicated Officer Initial Expense		67,500			66,300					66,300
License Plate Recognition Camera - HBVR	27,186									
Public Works Equipment	15,328	50,000		50,000	10,000					10,000
Audio Visual Upgrades	-	70,000	382	70,000						-
Total	42,513	187,500	382	144,510	76,300	-	-	-	-	76,300

Parks and Recreation	Actual FY 21/22	FY 2022/2023	YTD FY 22/23	ESTIMATE 22/23	FY 2023/24	FY 2024/2025	FY 2025/2026	FY 2026/2027	FY 2027/2028	5 Year Total
Dock Street Park	7,500	50,000	500	2,810	59,000	310,000				369,000
Pinckney Park	14,339			14,030		37,500				37,500
Park Projects		50,000								-
Park and Rec Improvements										-
Total	21,839	100,000	500	16,840	59,000	347,500	-	-	-	406,500

Transfers In:	Actual FY 2021/2022	FY 2022/2023	YTD FY 22/23	ESTIMATE 22/23	FY 2023/24
General Fund	392,890	235,490	382	144,510	76,300
Stormwater Funds	218,545	0		-	0
American Rescue Plan Funds	182,223	0	3,467,397	439,920	\$ 2,795,955.00

FIVE YEAR HOSPITALITY CAPITAL IMPROVEMENT PLAN

Hospitality Tax Capital Projects	Actual FY 21/22	22/23 Budget	YTD FY 22/23	ESTIMATE 22/23	2023/24 Budget	FY 2024/2025	FY 2025/2026	FY 2026/2027	FY 2027/2028	5 Year Total
Bus Shelters/Bench on Folly Road		25,000			25,000					25,000
Camp and Folly -- Signage/Flags		35,000		3,800	35,000					35,000
Camp / Folly Landscaping	30,000									-
Streetscape Lighting at Camp / Dills Bluff										-
Rethink Folly Road - Phase I	28	400,000	-	-	400,000					400,000
ISP Dedicated Officer Initial Expense		22,500			22,100					
Rethink Folly Road - Phase II-III					-					-
Folly Road Beautification	1,657	10,000	-	-	10,000					10,000
Pinckney Park	418		418	418		12,500				12,500
Brantley Park	113,027	50,000	9,126	9,126	100,000					100,000
James Island Arts and Cultural Center	122,789	100,000	10,694	10,694	150,000					150,000
James Island Arts and Cultural Center Solar Panels	24,446	75,550		75,550						75,550
Holiday Decorations	1,042	15,000	13,699	13,699	2,000					2,000
Other Tourism-Related Projects		50,000	-	-	50,000					50,000
Undergrounding Power Lines -Folly Road						68,039	62,689	55,840	55,840	242,408
Folly Road Multi-Use Path, Wilton to Ft. Johnson					42,000					42,000
Park Projects		20,000				29,250	35,500	35,500		100,250
Historic Fort Johnson		100,000			100,000					100,000
Total	293,406	903,050	33,937	113,287	936,100	109,789	98,189	91,340	55,840	1,344,708

Transfers In:	Actual FY 2021/2022	22/23 Budget	YTD FY 22/23	ESTIMATE 21/22	FY 2023/24
Hospitality Tax Fund	339,993	903,050	99,383	113,287	936,100

Scope of Services

James Island Creek Grab Sampling

November 2023-November 2025

Project Understanding

The State of South Carolina National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges from Regulated Small Municipal Separate Storm Sewer Systems (SMS4), SCRO30000 requires Charleston County, the City of Charleston, and the Town of James Island, as permittees, to implement a monitoring plan to measure pollutant levels within a Total Maximum Daily Load (TMDL) watershed. The permit requires monitoring to be conducted beginning not more than 18 months after the TMDL effective date, which was January 2020 for the James Island Creek TMDL. The permittees would like to implement a grab sampling effort within the watershed to assess the water quality.

The permittees would like to continue to collect wet weather and dry weather grab samples within the James Island Creek watershed, with funding allocated for additional sampling and testing. This project includes the collection of the grab samples, laboratory analysis for *enterococcus*, and associated reporting for a 24 month period (November 2023-November 2025).

Task 1 – Compliance (Wet Weather) Sampling

To maintain permit compliance, the permittees need to sample at least once per season (e.g. winter, spring, summer, and fall) during wet weather conditions. This task includes the collection of manual grab samples once per season during wet weather conditions at three (3) monitoring locations: Folly Road Bridge, Jim Isle Drive, and Harbor View. Wet weather conditions are characterized by a storm event that produces at least 0.25 inches of rain, following an antecedent dry period of at least 72 hours with no more than 0.1” of rainfall.

At a minimum, samples will be analyzed for the pollutant of concern in the James Island Creek TMDL, *enterococcus*. This task will require coordination during a potential approaching storm and guidance on the spacing of grab sampling during the storm event. The number of samples collected per storm event per location will be spaced at a collection interval based upon the anticipated duration of storm water runoff, but the period of time for collection during each event will be heavily influenced by inclement or dangerous weather conditions, daily tidal cycles, pollutant holding times, and/or laboratory business hours. Woolpert will collect at least two (2) wet weather samples at each of the three (3) sampling locations in a single day, at varying tidal conditions to the extent possible. As time allows based on laboratory operating hours, tidal conditions, and traffic, Woolpert will make every attempt to collect three (3) samples at each location (this fee allows for 80 samples total to be collected). The grab samples must be analyzed by a state certified lab for *enterococcus*, which is Trident Laboratory in Ladson, SC. Bacteria sample results will be sent to the County no later than one week after Woolpert receives the results from the laboratory.

Task 1 Deliverables:

- Raw laboratory data

Task 1 Fee Estimate

Task	Fee (NTE)
Manual Grab Samples and Wet Weather Monitoring	\$18,700
Reimbursables (Lab fees, mileage, etc.)	\$7,000
TOTAL FEE (2023-2025)	\$25,700

Task 2 –Dry Weather Sampling

This task includes the collection of dry weather manual grab samples up to six (6) times throughout the year, at an estimated frequency of once every other month, at the three (3) sampling locations (Folly Road Bridge, Jim Isle Drive, and Harbor View). This effort is not required for permit compliance but would provide important information about the background bacteria concentrations in the watershed at varying tidal conditions. Dry weather is characterized by an antecedent dry period, meaning less than 0.1 inches of rain has fallen in the previous 72 hours. Woolpert will collect at least two (2) dry weather samples at each of the three (3) sampling locations in a single day, at varying tidal conditions to the extent possible. As time allows based on laboratory operating hours, tidal conditions, and traffic, Woolpert will make every attempt to collect three (3) samples at each location (this fee allows for 120 samples total to be collected). The flow conditions, weather conditions, and ebb or flow of the tide will be documented at the time of sampling. At a minimum, samples will be analyzed for the pollutant of concern in the James Island Creek TMDL, *enterococcus*. The grab samples will be analyzed by Trident Laboratory in Ladson, SC. Bacteria sample results will be sent to the County no later than one week after Woolpert receives the results from the laboratory.

Task 2 Deliverables:

- Raw laboratory data

Task 2 Fee Estimate

Task	Fee (NTE)
Manual Grab Samples and Dry Weather Monitoring	\$22,000
Reimbursables (Lab fees, mileage, etc.)	\$9,800
TOTAL FEE (2023-2025)	\$31,800

Task 3 – Additional Sampling

Through previous sampling efforts, the permittees learned the value of flexibility in sampling efforts to capitalize on sampling opportunities within the watershed. To meet this desire, this scope includes a task that covers a range of optional additional sampling efforts, which may include but is not limited to, the following:

- additional wet weather sampling, to include one (1) day of wet weather sampling to collect up to three (3) samples each at the three locations designated in Task 1;
- additional dry weather sampling, to include one (1) day to collect up to three (3) dry weather samples at each of the three (3) sampling locations in a single day;
- additional locations, as dictated by the County;
- MST analysis, as dictated by the County;

These efforts may be combined or may be partial, depending on the needs and desires of the County, and may also include miscellaneous sampling tasks. For example, the County may elect to collect dry weather sampling at one of the normal sampling locations; and at one new location; and run an MST analysis on one of the samples. Additionally, Woolpert will monitor the weather and the grab sample results and will make recommendations to the permittees when additional sampling could be conducted.

At the start of this contract period, this will include collecting samples at one additional location: 1500 Relyea Avenue – samples will be collected at this location during compliance sampling and dry weather days until Woolpert is directed otherwise or until the group discusses the findings at this location and decides it does not provide value to the effort. This location will be classified as an additional location.

The estimated cost for each of these occurrences is shown in the table below, with the total not to exceed \$48,200. This task will be billed at an hourly rate, with reimbursables being a direct pass-through cost to the County as will be shown on the invoices. This task will allow the permittees to maximize sampling efforts with flexibility.

Task 3 Deliverables:

- Raw laboratory data

Task 3 Fee Estimates

Task	Fee (NTE)
Additional Wet Weather (per day)	\$2,600
Additional Dry Weather (per day)	\$2,600
Strategic Sampling (advance coordination + per day)	Up to \$2,900
MST Analysis (per sample)	\$1,100
FEE (NOT TO EXCEED)	\$48,200

Task 4 – Reporting

Woolpert will evaluate the laboratory results and compare these to the field notes taken during the sampling event. When applicable, Woolpert will also compare these results to available rainfall, tide, and flow data at nearby stations. This data will be summarized in a quarterly memo submitted to the permittees.

Task 4 Deliverables:

- Quarterly memo (8)

Task 4 Fee Estimate

Task	Fee (NTE)
Quarterly Memos (8)	\$21,800

Schedule

Woolpert will complete this work between November 2023 and November 2025.

REIMBURSABLE EXPENSES

Reimbursable expenses are direct expenses (no markup) including but not limited to the following: travel, laboratory analysis costs, equipment, shipping and copying.

Compensation

Actual billing will be on an hourly rate, as per the attached rate schedule, not to exceed \$127,500.

Woolpert Labor Category	Hourly Rate
Project Principal	\$260.00
Project Director	\$225.00
Discipline Leader	\$215.00
Senior Project Manager	\$200.00
Senior Technical Specialist	\$195.00
Senior Engineer/ Project Manager	\$175.00
GIS Professional	\$150.00
Engineer	\$145.00
Water Quality Specialist	\$130.00
Phase Manager	\$120.00
Junior Professional	\$110.00
Senior Environmental Scientist	\$105.00
EIT	\$100.00
Business Manager	\$90.00
Environmental Scientist	\$85.00
Senior Field Technician	\$90.00
Field Technician	\$85.00
Administrative Support	\$75.00

SCOPE OF SERVICES

James Island Creek TMDL Implementation Plan

INTRODUCTION

The State of South Carolina National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges from Regulated Small Municipal Separate Storm Sewer Systems (SMS4), SCR030000, requires Charleston County, as a permittee, to develop an Implementation Plan for Total Maximum Daily Load (TMDL) watersheds within 48 months of the effective date of the TMDL. The Implementation Plan should assess the monitoring data collected through the County's TMDL Monitoring Plan, prioritize areas for BMP implementation, and identify structural and nonstructural BMPs for implementation to address the pollutant of concern. The James Island Creek TMDL for *enterococcus* has an effective date of January 2020; the County will submit a TMDL Implementation Plan to SCDHEC within 48 months of this effective date, or January 2024.

Woolpert will prepare the James Island Creek TMDL Implementation Plan to be submitted to SCDHEC. Additionally, Woolpert will prepare a James Island Creek TMDL Implementation Recommendations Memo that will serve as an internal document for the County that presents options for additional efforts within the watershed to address the pollutant of concern.

TASK 1 - TMDL Implementation Plan

Woolpert will prepare a TMDL Implementation Plan for the County for the James Island Creek TMDL based on available data, results from the County's grab sampling efforts, and the TMDL document. Compliance with the NPDES permit requires the development of a TMDL Implementation Plan 48 months after the effective date (January 2020 for the James Island Creek TMDL). Woolpert will prepare a compliant TMDL Implementation Plan for submittal to SCDHEC in January 2024.

TASK 1 - TMDL Implementation Recommendations Memo

Charleston County understands the importance of compliance with the NPDES permit, and is dedicated to protecting the water quality in the community. Woolpert will prepare a secondary memo that will elaborate on the TMDL Implementation Plan. This memo will provide the County with multiple recommendations for structural and nonstructural BMPs that could be implemented in the James Island Creek TMDL. These efforts would exceed the NPDES permit requirements and may include:

- Extended public education and outreach
- Targeted monitoring, grab sampling and microbial source tracking (MST)
- SSO and septic tank investigations
- Increased IDDE efforts

Woolpert will deliver the draft memo to the County for review and will make any requested changes.

DELIVERABLES

The following deliverables will be provided by Woolpert staff:

- Draft and Final TMDL Implementation Plan, for SCDHEC
- TMDL Implementation Recommendations Memo.

SCHEDULE

Woolpert will complete this work by December 31, 2023.

REIMBURSABLE EXPENSES

Reimbursable expenses are direct expenses (no markup) including but not limited to the following: Travel, Printing, Map Generation, Shipping and Copying.

ASSUMPTIONS AND EXCLUSIONS

- The County will be responsible for delivery of the James Island Creek TMDL Implementation Plan to SCDHEC

Compensation

This task order is being executed pursuant and subject to Contract No. 5747-3 Indefinite Delivery Contract - Engineering Services for Public Works Stormwater Regulatory Program, dated December 6, 2022. This task order is part of the Contract and shall be governed by the terms and conditions stated herein and by the terms of the Contract. In the event of a conflict between the terms of this Task Order and the Contract, the provisions of the Contract shall control.

Compensation to be paid to Woolpert for providing the requested Services shall be on an hourly rate basis, not to exceed \$12,520, through monthly progress payment invoicing. Any services beyond those identified in this Agreement shall be considered Additional Services and shall require an addendum to this Agreement.

Task No.	Task Name	Fee
1	TMDL Implementation Plan for SCDHEC	\$5,110
2	TMDL Implementation Recommendations Memo	\$7,410
TOTAL FEE		\$12,520

Woolpert Labor Category	Hourly Rate
Project Principal	\$260.00
Project Director	\$230.00
Discipline Leader	\$220.00
Senior Technical Specialist	\$215.00
Senior Project Manager	\$205.00
Project Manager	\$180.00
Senior Engineer	\$170.00
Technical Specialist	\$155.00
Mid-Level Engineer	\$150.00
GIS Professional	\$140.00
Junior Engineer	\$130.00
Phase Manager	\$120.00
Junior Professional	\$115.00
Senior Environmental Scientist	\$100.00
EIT	\$105.00
Business Manager	\$100.00
Environmental Scientist	\$90.00
Senior Field Technician	\$90.00
Field Technician	\$85.00
Administrative Support	\$80.00

