



Town of James Island, Regular Town Council Meeting
July 20, 2023; 7:00 PM; 1122 Dills Bluff Road, James Island, SC 29412

IN-PERSON MEETING

(This Meeting will also be live-streamed on the Town's You-Tube Channel, <https://www.youtube.com/channel/UCm9sFR-ivmaAT3wvHdAYZqw/>)

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) Public Comment
- 3) Affordable Housing Research Update: Joe Qualey
- 4) Consent Agenda:
 - a) Minutes: June 15, 2023, Regular Town Council Meeting
- 5) Information Reports:
 - a) Finance Report
 - b) Town Administrator's Report
 - c) Public Works Report
 - d) Island Sheriff's Patrol Report
- 6) Requests for Approval by Staff:
 - a) Camp Road Tree Preservation Project: Request to Approve a Cost Increase of \$8,250 from Approved Cost of \$15,000 (total proposed cost to conduct work is \$23,250)
 - b) Town Hall Municipal Office Modifications/Expansion Feasibility Study (Liollo Architecture \$14,000)
 - c) Request to Approve Quote to Perform Electrical Work to Reinstall License Plate Reader on Folly Road
- 7) Committee Reports:
 - a) Land Use Committee

- 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

8) Proclamations and Resolutions: None

9) Ordinances up for First Reading:

- a) Ordinance #2023-05 Ordinance Instating Minimum Work Hour Requirements for Position of Mayor

10) Ordinances up for Second/Final Reading: None

11) Old Business:

12) New Business:

13) 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.

14) Return to Regular Session:

15) Announcements/Closing Comments:

16) Adjournment:

The Town of James Island held its regularly scheduled meeting on Thursday, June 15, 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 You-Tube Channel.

The following members of Council were present: Boles (via Zoom), Mignano, Milliken, Mullinax, and Mayor Woolsey, who presided. Also, Niki Grimball, Town Administrator, Merrell Roe, Finance Director, Mark Johnson, Public Works Director, Bonum Wilson, Town Attorney, Flannery Wood, Planner II, Lt. Herman Martin (for Lt. James, Island Sheriff's Patrol), Sam Snider, MPA Intern, 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 provided to the public.

Opening Exercises: Mayor Woolsey called the meeting to order at 7:00 p.m., lead Council in prayer and followed with the Pledge of Allegiance.

Public Comment:

Laura Mohan, 952 Anchor Rd: Teacher of the Learning Co-Op (homeschooling group) spoke regarding the request on tonight's agenda. Ms. Mohan explained that the Home School Co-Op started with the purpose of nature and its beauty. She said that Pinckney Park is the ideal location for the home school because of its beauty and nature. The Co-Op has secured a location for two days of the week and they hope to use Pinckney Park for the remaining two days. The Co-Op would like the children to experience nature, gardening, litter pickups, and contribute to making the park better than they found it. She asked Council to please vote in favor of this request.

John Peters, 1301 Hampshire Rd: Mr. Peters informed the Council that he sent comments to them about the 6.52 acres adjacent to Whitehouse Plantation (proposed development along Dills Bluff Road, TMS# 4251200185 and TMS #4251200298). He voiced concerns about flooding, crime, traffic, and that he propose green space as a use rather than development. He has met two people out of 100 and 98 people who do not want the development; they want green space. He is proposing green space and will push for that. Hopefully that is what it will become. Comments attached.

Sarah Purcell, 1071 Harbor View Rd: Spoke about the Short-Term Rental Ordinance and that she sent an email to Council about that. She thanked the members of Council who responded back to her on this subject. She is present tonight to represent all of the other folks who are afraid to show their faces for fear that they may get into trouble and not be able to make money by using their home as a short-term rental. She is here to stick with her fellow citizens who will be affected by this. She believes this is a case of government overreach and less government is needed; not more in their lives. She doesn't believe this is something that is a crime. It is something that doesn't affect anybody. She knows that people say "there is too much traffic" but to her personally she could have a rental for a long term guest or a short term guest with the same number of vehicles and no more traffic than any other long term rental. She thinks this is not a crime in her opinion. The only thing that she sees in the Ordinance or any short-term rental ordinance, is that it makes the little guy poorer and the big guy richer and lining the pockets of government bureaucrats. She doesn't understand the reasoning for the restrictions on short-term rentals and would love an explanation as to why. The changes to the parking requirements on her street (Harbor View Road) make it completely an eye sore, where people have to walk in the front yard. She does not understand the logic behind this. Ms. Purcell read aloud the email she sent to Council:

My name is Sarah and I have been an STR host on James Island for the last six years. After going through a divorce the last two years, Short-Term Rentals have become my main source of income and the way I support myself and my four children. I love being hospitable to my guests, sharing all my local recommendations for James Island restaurants, activities, and even other small businesses. I've made lifelong friends who've shared a drink with me over our campfire, invited me into their home when I've gone on vacation (which I've taken them up on), and just enjoyed meeting people from all walks of life and all over the world. I homeschool my kids and love that they get exposed to different peoples and cultures without even having to leave home. It has been a rich blessing to my family, something I love and cherish.

When we purchased our home on James Island in 2017, it had been rented previously by a group of “frat boys” (according to the neighbors) who had loud parties until 3 am most weekends, never once mowed their lawn in the year they lived here and did not care for the property or respect the neighbors whatsoever. We purchased the home, cleaned it up, made strict rules for our STR (no parties, quiet hours, strict parking guidance, etc). Our neighbors love the changes and have expressed how well our property is now maintained. They don’t hate that we have an Airbnb next door, they actually appreciate what it’s done for their own enjoyment of their property. If I wasn’t renting my guesthouse as a STR, I’d have a long term renter there, with the same number of vehicles, so the argument that STRs bring more traffic is silly to me. I truly believe our STR has been a blessing to our neighbors as they’ve expressed their gratefulness to me a few times over the years.

Considering this is my livelihood, it would devastate me financially if your proposed ordinances meant I couldn’t rent my place as an STR. I also believe it would affect The Town and the other small businesses, as my guests spend money on James Island while here on vacation, following my “Local Recommendations” guidance I send to all my guests. Making it harder and harder for people to find a place to stay while on James Island is not the answer. There are no hotels on the island, and STRs keep that James Island vibe in our community, with neighbors loving neighbors and welcoming visitors to our area. I truly hope you will reconsider this ordinance. I don’t see it benefiting anyone but the pockets of government bureaucrats. Thank you for your consideration.

Matt Trainum, 1164 Seaside Ln: said he owns several properties on James Island and his argument is basically the same as the others about short-term rentals. He is not sure why this is such an issue because in dealing with many contractors in Mt. Pleasant, Isle of Palms, and Charleston, they all play by the same rules but here there is a different set of rules to play by. One thing he has a hard time understanding is how Fred Hollings has the ability to have so many short-term rentals on James Island and Folly Beach. He guesses it’s not a big concern to him. He is not sure what’s going on, but he is for short-term rentals in the community because it brings a lot of funding, and supports the local community, businesses and restaurants.

Tom Krahe, Cobb, Attorney with Dill & Hammett, LLC: Attorney for Chris Benson said he was asked to attend the meeting tonight to correct the record from the last Town Council meeting. He said to his understanding and according to the transcript, Ms. Grimball said the judge dismissed the case and that is not true. He said Mr. Benson was found not guilty of violating the statute. This is a matter of public record and he has a copy of the ruling if Council would like to see it. He said there was some confusion about why Mayor Woolsey was under the impression that Mr. Benson and the Town had reached some sort of agreement. He is unsure where that came from but Mr. Benson had to file a complaint asking why the verdict hadn’t been delivered in the 90 days that was required. He said another hearing was held with him, the Town’s Counsel, and Judge Harris and they argued this same exact point that the case was not dismissed and Mr. Benson was found not guilty of violating the Home Occupation statute or the Bed and Breakfast statute. He said if this conversation is about clarification of the statute, he is not sure what that means, but he does know that Mr. Benson was found not guilty of violating both of those statutes.

David Vernon, 1429 Ft. Johnson Rd: moved to James Island in 2015 after graduating from the College of Charleston in 2012. He loves James Island and Charleston and what they represent as a whole. He is speaking in support of short-term rentals and is against some of the things proposed in the Ordinance. Short-term rentals are in every town and it creates revenue for local businesses. Most importantly it creates revenue for the citizens of this Town. With the rising costs of homeownership and inflation this is needed for people who do not have an LLC. These are small people and this helps to support them. He said to his knowledge, there are no hotels on James Island so anyone who comes here to visit do not have other options on where to stay except for Air BnB’s. The current Ordinance only allows bedrooms in homes to be rented and that effectively outlaws 99% of the current listings on James Island. Ultimately he thinks that the Council should consider a cap on whole house rentals as other towns such as Mt. Pleasant and Folly Beach. Not having whole house rentals on James Island is the only township that outlaws them. There are some proposed language in the Ordinance regarding multiple kitchens and many residences have mother-in-law suites that existed prior to their ownership that are non-conforming to the existing regulations that has been there for some time. This includes him. A comment was made by a Planning Commissioner about this in a meeting a couple months ago. We all know that they exist but

the current Ordinance would outlaw them as short-term rentals. He should be able to rent out a mother-in-law suite in his own residence, but this Ordinance would not allow that. A lot of people speak about the detriments that short-term rentals have on the community. He said this is a situation of one “bad apple ruining it for the bunch”. There is technology that can be used for noise monitoring devices and that could be required by Ordinance to detect the likeliness of parties or intrusions on the neighborhood. He said this Ordinance supplies the same regulations as a traditional Bed and Breakfasts and short-term rentals and does not reflect the various ways residents use their homes to supplement income. In this growing time of inflation and the cost of homeownership, this is essential and would be a detriment to the citizens of this Town.

Sean Oddis, 825 Fred St: supports short-term rentals. He is a local entrepreneur and has a Roofing and General Contractor business on James Island. He is a property owner and he along with his fiancé live in the property and operates an Air BnB in the backyard. He spoke about a huge misconception that is driving the changes in the verbiage and regulations of short-term rentals as a disturbance to the neighborhood and drugs and alcohol. He said not at one time has his short-term rental created such a disturbance for the neighborhood. His next door neighbor also has a short-term rental and they have never had a problem. Two doors down is another short-term rental and they have never had a problem. Having a short-term rental gives him the ability to subsidize his income for his construction business. He could rationalize getting a smaller salary out of his business and give it to his employees or hire more employees based on a small income he is provided with a short-term rental. He believes the verbiage change to the Ordinance is a quick and easy way to terminate the majority of short-term rentals including his and others that operate without a disturbance. He believes there is a better way that the verbiage could be worded to implement and regulate issues that short-term rentals may have.

Jonathan Taylor 1059 Renwood: supports short-term rentals. This has been a huge part of his life since 2015 and it supplements his income. His house looks way better than it would otherwise and he loves hosting people.

Caitlyn Ong, 1027 Grand Concourse: supports short-term rentals. The Ordinance restricts short-term rentals and infringe upon the rights of property owners. She sent Council a copy of an Impact Study on short-term rentals in SC and asked them to read it. She stated that short-term rentals provides a strong source of revenue for the Town, jobs for those living on James Island, a place for visitors to come, and it increases property values. She said these are properties that would otherwise be worked on if there wasn't somebody trying to advertise their property for short-term rentals. She mentioned statements about the neighborhood and believes it is in everyone's best interest to meet with their neighbors, especially if they have a short-term rental. She has a strong relationship with her neighbors and would never sacrifice that. She thinks there is a better route than outright banning short-term rentals and this is a strong restriction that the Town is proposing.

Brook Lyon, 669 Port Circle: provided an email in support of restrictions on short-term rentals. Email attached.

Consent Agenda:

Minutes of May 18, 2023, Regular Town Council Meeting: Councilman Milliken moved to approve the May 18, 2023, meeting minutes, Councilman Mullinax second. Passed unanimously.

Information Reports: Finance Director, Merrell Roe, provided an overview of the monthly Budget Report: Local Option Sales Tax and Hospital Tax Revenues for April. She also informed the Council of the Shred event scheduled for Friday, June 30 in the parking lot at Town Hall from 10-1 p.m.

Town Administrator Report: Town Administrator, Niki Grimball report included information that staff has received notice from FEMA on its request for public assistance for funds expended during Hurricane Ian last year. The Town will be reimbursed for all expenditures, which is roughly \$20,000. She went on by reporting that the Town received a notice of intent from Dominion Energy to terminate its Tree Protection Agreement which goes into effect July 31st. Next she reported that the Camp Road Tree Preservation project is getting off the ground. There have been some scheduling issues and delays in meeting with the DOT to assure they are in agreement with the recommended maintenance. The project is planned to begin this summer. The Stone

Post/Ocean View Drainage project is monitored by Public Works weekly. Mr. Johnson is meeting with the engineers and residents that have questions about the project.

Ms. Grimball addressed a request from Councilman Milliken about the Marsh Walk Village Planned Development (JIPSD property on Dills Bluff). She reported that the engineer has held three community workshops and one with the Town's Planning Commission. The staff has reviewed two drafts of the document and the developer has sent the final draft today. Once everything is finalized the request will be forwarded to the Planning Commission in August for consideration. The Planning Commission will then make a recommendation to the Town Council. A public hearing and two readings will be held prior to approval or denial. This project includes 21 attached dwelling units in groups of four, dedicated open space and stormwater ponds in a commercial area along Dills Bluff Road.

Councilman Milliken also asked staff to provide information on the Stone Post property subdivision. Ms. Grimball reported that a plat was originally recorded in 1958 and there are four separate lots of record. She explained that staff had received zoning applications to build single family homes on each of those lots and because they were already platted and subdivided, they are being treated as independent developments instead of a new subdivision. The lots further down will go through a more formal process for subdivision to make sure the roadways meets current standards. She said this would happen later and is not part of what is currently being built there now.

Ms. Grimball gave an overview of classes and events at the James Island Arts & Cultural Center as well as part-time staff newly hired to assist with Saturday and evening events. Councilman Milliken questioned Dominion Energy's intent to fully work with the Town. He said he is worried about that language provided in an email and asked if we could ask for a stronger commitment to work with the Town. Ms. Grimball said that she would reach out to ask about that.

Code Enforcement Data Concerning Short-Term Rentals: Ms. Grimball provided a memo in reference to the Council's request for information on code enforcement complaints of short-term rentals. She reported the following:

- 46 total cases involving Short-Term Rentals/ Bed & Breakfasts;
- 26 of the 46 total have ceased operation due to inability to comply with the ordinance;
- 8 of the 46 total have been issued Bed & Breakfast permits because they meet the requirements;
- 6 of the 46 total are now operating as long-term rentals (more than 30 day leases);
- The remaining 6 are still under investigation and/or in the process of coming into compliance or shutting down but code enforcement has not yet closed the cases.
- The majority of complaints are from folks that are uncomfortable with having "new neighbors" every weekend and feel uneasy about having transient people without an owner on site, especially if the complainants have children.
- Some complaints are about noise, parties, and excessive parked cars; these complaints are occasional.

Ms. Grimball said there were an additional 23 properties the Planning Department has received complaints about since 2019. Those complaints are outside of what became official code cases and are considered to be in addition to the 46 total code cases. Councilwoman Mignano asked how many Short-Term Rentals are in the Town and Ms. Grimball replied that about 30 legally operates with permits at this time.

Public Works Report: Public Works Director Mark Johnson, gave an overview of the monthly report. Staff participated in the SCOT/Stantec Road Safety Assessment of Folly Road. Staff met with contractors for the Seaside/Honey Hill Drainage project. Discussion is ongoing with the residents on Pauline Avenue regarding the traffic calming proposal. Quarterly Drainage Committee Meeting will be held on August 9. Staff is monitoring the Oceanview/Stonepost Drainage project. The utility location has caused some challenges for placing the new culvert under Stonepost Road. Staff met with representatives of an alternative method of pipe lining for damaged culverts. There were three new septic tank inspections, bringing the total to 63 inspected of which 11 have failed.

Island Sheriffs Patrol: Lt. Herman Martin (reported for Lt. James) provided an updated crime report that occurred during the month.

Requests for Approval by Staff:

Pinckney Park Usage for Learning Co-Op, Mondays and Tuesdays, 8:00-1:00 during 2023-2024 School Year: This item was deferred at April's meeting for additional information regarding the days of the week that were needed by the requestor. Motion in favor by Councilman Milliken, second by Councilman Mullinax. Passed unanimously.

Request to Accept Greenhill/Honey Hill Drainage Project Bid from Integrity Contracting Solutions, LLC (\$236,200.00): Ms. Grimball reported that this request was put out for bid twice. The bid that was received and qualified came in slightly under budget at \$236,000. Motion in favor by Councilman Milliken, second by Councilman Mullinax. Passed unanimously.

Request to Accept Quail Run and Woodhaven Drainage Projects Bid from IPW Construction Group, LLC (\$1,780,950): Ms. Grimball reported that these two projects were put out for bid twice. She reported that both drainage projects were bid on together and the IPW bid came in at \$1,780,950, slightly above budget. The engineering firm thought this was a good bid considering today's construction market. Motion in favor by Councilman Mullinax, second by Councilwoman Mignano. Councilman Milliken was informed that one bid was received. Passed unanimously.

Request to Approve Ross Printing Quote for History Booklet Reprint (\$4,302.04): Ms. Grimball reported that the History Booklet is depleted due to its popularity. The cost to reprint 2500 additional booklets is priced at \$4,302. Motion in favor by Councilman Milliken, second by Councilwoman Mignano. Passed unanimously.

Request to Approve Ross Printing for GoGov Mailer to all Town Properties (\$2,777.57): Ms. Grimball reported on a marketing kickoff for the GoGov app for Town residents. She gave a presentation at the last Neighborhood Council meeting and everyone was excited to learn more about this feature and wanted the general public to be aware of this new Town service. This will be a postcard mailer. Motion in favor by Councilwoman Mignano, second by Councilman Mullinax.

Councilman Milliken asked Ms. Grimball to explain the features of the GoGov App. Ms. Grimball explained this is a citizen management module that allows citizens to download (My TOJI app) to make requests, i.e., for downed street signs, code enforcement complaints, and general requests. On the staff side, depending on the category selected, the request is forwarded to the correct department for follow-up. It also allows the Administrator to review outstanding requests for follow up. She said this provides an easy and quick way to communicate between staff and residents. A code enforcement module will be implemented soon to allow staff to have a full internal system to keep abreast of code cases. She mentioned that while working to compile data on the short-term rental complaints, she was excited to realize that with GoGov, she would've only had to click two buttons to get the information. There will also be an option to apply for zoning permits and stormwater reviews through the app as well. Passed unanimously.

Requests to Approve Quotes to Remove and Reinstall Existing License Plate Reader (LPR) Camera on Folly Road to New Location: Ms. Grimball reported that the multi-use path along Folly road require the Town to move the license plate reader on Folly Road near Brantley Park. It has been proposed to move the reader to the traffic light arm at the intersection of Eugene Gibbs near Chick-Fil-A. She said the request presented tonight is the first of two quotes. The \$2,700 is the cost to take the reader down and install it at the new location. Some electrical work will be required to retrofit the traffic arm for power and that additional cost will come before Council next month for approval. Motion in favor by Councilman Milliken, second by Councilman Mullinax. Passed unanimously.

Request to Consider Partnership with JIPSD for a Social Media Manager Contract: Ms. Grimball brought forth a request for Council to consider. She reported that the PSD's strategic plan includes improved communication and outreach to its citizens. She noted, as Dave Schaeffer (PSD Manager) described the JIPSD's current social media position "it can *only get better and can't get any worse than it already is*". The PSD will be putting together a Request for Proposal and contract with an agency later this month Ms. Grimball thought this would be beneficial for the Town because often times, she and the Town Clerk posts on social media but miss opportunities due to other priority work. The PSD has budgeted \$20,000 toward this effort and if the Town would like to participate in this contract, the Council could propose how much to contribute. The contractual term and time allocated to the Town would be worked out. The PSD would manage the contract and we would pay a monthly cost to them. Motion in favor by Councilman Mullinax for discussion, second by Councilman Milliken.

Councilman Milliken recalled that the PSD sends a monthly newsletter with their billings and he always thought it would be nice for the Town to cooperate with them and put something on the other side. He said if we could work that out it would be another way to get information to our citizens.

Councilman Boles thought we should wait and see the PSD's efforts for a couple of months then decide if we want to participate. He said Council just passed expensive drainage projects which has great merit, but his vote would be to wait and see what happens. If it works well it may be something we can do, but we should have a chance to study what they are doing and monitor their success.

Councilman Boles moved to defer this request, second by Councilwoman Mignano. Councilman Milliken asked if the person would be an employee of the PSD and Ms. Grimball said it would be a contract with a private individual or company and not an employee.

Councilwoman Mignano asked if we decide to partner with the PSD, would we be locked into an annual contract or on a month-to-month basis. Ms. Grimball said she believes it would be set for a year so this request would be for an annual allocation because the PSD would need to fund this in their future budget. Mayor Woolsey reiterated that the motion on the floor is to defer the request to see if the PSD's program works out before the Town decides to participate. Councilman Milliken asked if the PSD would be amenable to the Town deferring and joining after a year's cycle. Ms. Grimball said she believes if the Town does not participate in the initial partnership the Town could enter into its own contract with whoever the PSD selected. Mayor Woolsey stated that he did not think the PSD would include the Town after they establish a contract, but that the Town could pursue its own contract later. Councilman Milliken said he believes it is time that the Town has help with things such as promotions. Mayor Woolsey called for the vote. (Councilmembers Boles, Mignano, and Mullinax voted in favor to defer); (Councilman Milliken and Mayor Woolsey voted no). Motion to defer passed.

Committee Reports:

Land Use Committee: No Report.

Environment and Beautification Committee: Councilman Milliken reported that James Island Pride hosted an Adopt-A-Highway litter pickup on June 3 with volunteers from James Island Pride, the Exchange Club and citizens and they removed 20 bags of litter from our roadways. He said it is unfortunate that the SCDOT did not uphold its end of the Adopt-A-Highway agreement to retrieve the litter. It was found out 10 days after the cleanup

that they were short staffed. He thanked the good Samaritans and Mark Johnson for disposing of the litter. Helping Hands continues to meet and care for the citizens yards who do not have the ability to do it themselves. Volunteer groups interested in partnering with Helping Hands should contact Robin Sanders at the Town Hall (843) 795-4141 for further information.

Children’s Committee: No Report.

Public Safety Committee: Councilman Mullinax announced that the next Neighborhood Council meeting will be held on Thursday, June 22 @ 7:00 p.m. at the Town Hall.

History Committee: Mayor Woolsey reported that the History Committee continues to work and is proposing to work with the state group on the 250th anniversary called SC250. The Committee hopes to have the GoGov app that will incorporate the James Island History Trails soon. History Committee meetings have been paused until September.

ReThink Folly Road: Mayor Woolsey announced that the next meeting will be held on June 28 at 5:30 p.m. at the Town Hall.

Drainage Committee: Councilman Mullinax announced that the next Quarterly Drainage Committee meeting will be held on Wednesday, August 9.

Business Development Committee: No Report.

Trees Advisory Committee: Councilman Milliken reported that the Tree Advisory Council identified a Canopy Tree Award and a Tree Steward Award winner to be announced in July.

James Island Intergovernmental Council: Ms. Grimball announced that the next meeting will be held on Wednesday, July 26 @ 7:00 p.m. at the Town Hall.

Proclamations and Resolutions: None.

Ordinances up for First Reading: None.

Ordinances up for Second/Final Reading:

Ordinance #2023-04: Proposed Amendment Changes to Accessory Structure, Driveway Setbacks and Changes to Merge Bed & Breakfasts Term with Short-Term Rentals Terms; to further define/clarify regulations; Motion in favor by Councilman Milliken, second by Councilman Mullinax.

Councilman Boles said he doesn’t know if everyone in the meeting is able to see him on YouTube but he heard all of the comments from the people who spoke and read everyone’s emails. He said there was an overwhelming number of residents that asked us not to go forward with this Ordinance as it is proposed. He commented that last month he said that we should regulate Bed and Breakfasts under one set of rules and Short-Term Rentals under an independent set of rules. He said to amend our Bed and Breakfast rules to try to capture the Short-Term Rental rules would be a mistake. Also given the amount of interest we have from our constituents; he thinks that we definitely owe it to them to take a long hard look at this and study what other municipalities around us have done and come up with something that takes into consideration the things that we heard tonight and the emails that we’ve received from our constituents. As he said last month, he asked everyone to consider not passing the Ordinance. It doesn’t mean that we give up on this issue but address it with more thought and in directed ways. He is against this and hopes Council will consider doing the same.

Councilwoman Mignano said she also read all of the emails. She asked about the language in the Ordinance that states “no kitchens” and asked if that is different; and will that be different for the Short-Term Rentals that we have now. Ms. Grimball said “no”, it already exists that you can only have one kitchen because you can only

have one dwelling unit per lot. Having two kitchens means having two dwelling units per lot. Councilwoman Mignano asked about mother-in-law suites and Ms. Grimball replied if it was something that was permitted before the Town came into effect or if it was built under the County's regulations those are essentially grandfathered in and considered as legal non-conforming. She said if that is the situation, it is looked upon on a case-by-case basis by looking at permits and the history and then staff determines if it was legally permitted then it would be considered for Short-Term Rental use as allowed by the Ordinance as it is now.

Mayor Woolsey asked Ms. Woods (Planner) if it is the case that one of the amendments to the language was that if there are two kitchens we would not allow a Bed and Breakfast or Short-Term Rental. Ms. Woods replied if it was previously permitted as a mother-in-law suite having its own kitchen separate from the main kitchen, then it would be allowed. If someone adds an additional kitchen illegally, it would not be allowed.

Councilman Boles said between our residents, Council, staff, and hearing our discussions tonight, we are not all on the same page. He urged caution before moving forward on something that doesn't appear that everyone is clear on. He said if you put it to the question of what would be the harm if we stood down right now, he hasn't heard anyone come forward and say, "if you don't immediately go forward with this there will be bad results to happen to me" and he hasn't heard anyone say that. Since he hasn't heard anyone say that, he doesn't know what harm could be in us waiting and taking a better look and come up with something that addresses a lot of the concerns people have brought up and to take older rules, that to him, reads like they're addressed for Bed and Breakfasts, which is not what Short-Term Rental is. He said to try to incorporate all of it under one umbrella would not be as helpful to our residents as it would be to say Bed and Breakfast will be regulated under a certain set of rules and Short-Term Rentals under a different set of rules, and everyone understands what those rules are. He said when you look at the lack of harm, that he is aware of, (and stands to be corrected) but there is no harm that he foresees with us waiting and looking at this a little bit longer. He does not think that we should pass the Ordinance now and we could take it up after we've had more time.

Mayor Woolsey spoke that the status quo in the Town is that Short-Term Rentals are prohibited except for a Bed and Breakfast, where the owner of the property lives on the property. That is the status quo. He said the Ordinance amendments are to clarify the Ordinance, to add language of Short-Term Rental because Short-Term Rental is something that people talk about so we are clarifying the Ordinance. He shared that in his neighborhood (Harbor Woods) there was a tremendous amount of discussions on their neighborhood email thread about the fact that someone was going to put Short-Term Rentals in the neighborhood and they had appealed the Town's staff decision that it was not allowed, and how horrible that was. He said the handful of people rounded up here, (we have 4,000 people living in the Town) and 10 people involved in Short-Term Rentals; some legal and some illegal. He does not think this is a fair poll of what the people in the Town think. He thinks most people don't want someone buying a house in the neighborhood renting it out overnight and making it into a small hotel on their street. He believes that clarifying the Ordinance is the best thing to do. If we do not clarify the Ordinance and the Town is told again that we need to make clarifications, he will instruct the Code Enforcement agent to use another judge, that would be our next step.

Councilwoman Mignano asked for explanation of the Mayor's comment and he said that we have an intergovernmental agreement with the County to find a Magistrate to interpret what the law says. Councilwoman Mignano said it sounds like the Mayor is saying if we don't pass the Ordinance, he will get a different judge and everyone will be in trouble. Mayor Woolsey explained that the judge we traditionally use asked that we clarify the Ordinance. He did not tell us that our Ordinance was invalid; he asked that we clarify it. If we do not clarify it we need to find a judge that will read the Ordinance as it is written today.

Councilman Milliken said he doesn't think it is helpful to say how to proceed but the task at hand is to clarify the language and he thinks most of the people here that spoke are in compliance with the Ordinance. It sounds to him that they are living in their property and posting the available space for the people coming. He said to him, the change is more a wording change, but everything else remains the same. He does not see it as being onerous and will support the change.

Councilwoman Mignano stated as far as the Ordinance goes, and we want it clarified, why not have the Short-Term Rental Ordinance separated from Bed and Breakfast as a compromise because she doesn't want to infringe upon people's rights when they are in compliance and does not want to take away supplemental income that helps people stay in their homes. She understands Councilman Boles' concerns with the Ordinance because she also has concerns. She asked if we could address Short-Term Rentals separately with its own language. Mayor Woolsey responded that Bed and Breakfast is currently the only legal Short-Term Rental in the Town and we are just clarifying the Ordinance.

Councilman Boles called for a point of order. He said there are two things in reverse order. He addressed Mayor Woolsey that he thinks he is right; that Bed and Breakfast under the current rule is the only lawful Short-Term Rental. So, everyone who does not operate a Bed and Breakfast, but rents out may be in violation of the Bed and Breakfast Ordinance that we have. Second, what Councilwoman Mignano said that we need (if someone want to run a Bed and Breakfast which is essentially an inn), that is different than someone who wants to rent out on the weekends the FROG over their garage or a mother-in-law suite, that is not a Bed and Breakfast, that's an entirely different animal and we need to address it accordingly. Secondly judge shopping is a big "no-no" and he is sure that it's not going to hurt Magistrate Harris' feelings to hear that we're going somewhere else; but when we go to the next Magistrate and that other resident whoever you're going after plays this YouTube clip where you declare that you're going to go judge shopping, I don't think that Magistrate is going to appreciate that either. So he does not think that is a solution and still no one in this meeting has said if we don't pass this tonight this is the harm that will immediately follow. He is not saying that we should not address Short-Term Rentals, but we should do it smartly and with its own set of rules, and not try to hang a square peg into a circle hole with Bed and Breakfast. He said we should adopt Short-Term Rental specific rules and this is not the way to do it. He said Council should not pass the Ordinance and need to come up with correct rules that addresses what the residents wants to do. We are elected to represent the people in the Town of which is closer to 12,000 than the 4,000 cited earlier. They put us here to help them and we should help them.

Councilman Mullinax asked if we could amend the Ordinance and revisit it later and Mayor Woolsey said yes. Ms. Grimboll offered clarification that no matter what it is called, Bed and Breakfast, Air BnB, or Short-Term Rental, what matters is the definition in the Ordinance. She cited as it reads today: "Bed and Breakfast is a portion of an owner-occupied dwelling unit in (residential zoning districts) or owner/innkeeper/manager-occupied dwelling unit (in non-residential zoning districts) offering transient lodging to paying guests on an overnight basis for an amount of time less than 30 days". She said the only proposed changes to the actual definition would be what Planning staff were using to determine if it met this definition. Also, removing detached accessory structure (from the definition) because that is not allowed in any zoning district and removing the clause that the definition states it is "with or without breakfast." She said if Council wishes to pursue separating them, they would need to have separate definitions but as currently written that is where they are combined and that's what makes Bed and Breakfast and Short-Term Rentals considered the same type of situation.

Councilman Boles addressed Ms. Grimboll that he heard the word "innkeeper" which she explained that an owner, innkeeper, or manager-occupied dwelling unit is allowed so it could be somebody else who has some responsibility for, and act as caretaker of the property who would be onsite when there are renters in the unit. Councilwoman Mignano questioned the definition Bed and Breakfast/Short-Term Rental when detached accessory structure is taken out, even if it was already existing, how would that work. (Example of having a garage apartment was given). Ms. Grimboll explained that if the appropriate building permits were obtained at the time it was constructed that made it a livable, habitable space and that language making it prohibited would not apply.

Mayor Woolsey called for the vote: Aye: Councilmembers: Milliken, Mullinax and Mayor Woolsey
Nay: Councilman Boles, Councilwoman Mignano. Passed 3-2.

Old Business: None.

New Business: None.

Executive Session: Mayor Woolsey announced that the Town Council will enter into an executive session in accordance with 30-4-70(a) Code of Laws of South Carolina for discussions relating to ongoing litigation and discussion of previous court cases regarding Short-Term Rentals. Motion to enter the executive session was made by Councilman Milliken, second by Councilman Mullinax. Passed unanimously. The Council entered at 8:09 p.m.

Return to Regular Session: Council returned to its regular session at 8:38 p.m. Mayor Woolsey announced that no votes were taken during the executive session.

Announcements/Closing Comments:

Members of Council thanked the staff for their hard work and the public for their input.

Adjournment: There being no further business to come before the body, the meeting adjourned at 8:40 p.m.

Respectfully submitted:

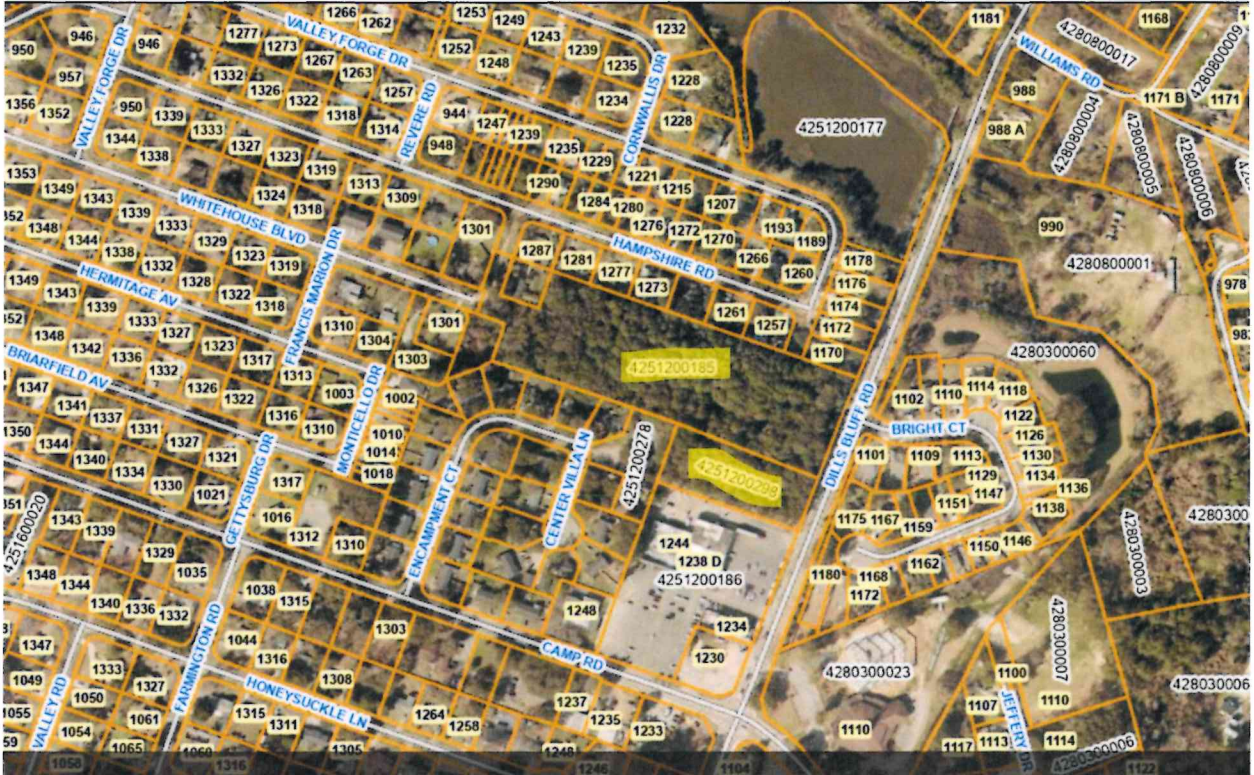
Frances Simmons
Town Clerk

Public Comment

June 14, 2023

John Peters, 1301 Hampshire Rd. Charleston, SC, 29412

Subject: Expressed Concern for the 6.52 Acres adjacent to Whitehouse Plantation under a Proposed Development along Dills Bluff Rd. identified as TMS Parcel ID: 4251200185 and TMS Parcel ID: 4251200298.



I want to address a shared concerns for James Island and this proposed development impacting flooding, traffic, our environment, over developing, increased crime, and the potential hardships it will cause the existing Whitehouse Plantation neighborhood as utilities are tapped into outdated infrastructure such as water lines and sewer systems. These concerns consist of the following:

The biggest concern for many residents is Flooding.

- The 6.52 acres of storm water will be travelling through Whitehouse Plantation, which already (like, most of the island) experiences flooding.
- The new development will have runoff ponds of which will overflow towards Whitehouse Plantation and the Camp Center Villas. If a development is built, for nature preservation reasons in this natural habitat, in leu of standard run off ponds, it is recommended a water garden be established. **Who will maintain this water garden?**

- If the developer installs stormwater pipes exiting into Whitehouse Plantation, they will add water to the streets not just the unfinished drainage ditches and trenches. Because when Whitehouse Plantation has significant rain, those ditches and trenches already fill to the top. The water flows very slowly and puddles during the significant tide and rain events.
- At the end of Whitehouse Blvd, you will find a runoff pond from the Camp Road Villas. This pond is not maintained and is grown in with Trees. This pond has a Stormwater box that houses the runoff that enters a 24-inch pipe and exits a 14 ½-inch pipe directly into a 1 ½' ditch in front of 1301 Whitehouse Blvd that sits 10ft above sea level on a slab foundation. There is concern the stormwater from this new development will overflow into this existing unmaintained stormwater pond and create other problems with the environment and flooding.
- The proposed developments stormwater will flow to the roads, trenches and ditches of Whitehouse Blvd, Hampshire Rd, Valley Forge Drive, Mount Vernon Dr, Revere Rd, Francis Marion Dr and Cornwallis Dr. You will find many old 1960's driveway stormwater pipes of 14 ½ inches either open and filled halfway with sediment or filled completely blocking the flow of water. There are 1 ½ 'to 3' deep trenches and ditches along these roads of which either retain water or allow it to flow slowly to the waterways. Not all the ditches are dug out, some have French drains while others have nothing. On the west end of Whitehouse Plantation, the tide rises through the ditches in front of the homes adjacent to the waterways. There are old 14 ½" to 40" pipes in the area of 950, 957 and 1285 Valley Forge Drive; 941 and 946 Mount Vernon Dr. On the east end of Whitehouse Plantation there are only 14' ½" driveway pipes and 1 ½'- 2' ditches that flow through the 1186 and 1212 Valley Forge Dr. area. **Are these stormwater pipes, trenches, and ditches efficient and affective enough to support the additional 6.52 acres of flow during future weather events? Please provide the residents of Whitehouse Planation proof that our established stormwater system is sufficient to support an additional 6.52 acres of flowing stormwater.**
- **Have assessments been completed to address aging infrastructure and repairs, and if so, we request the developer share these assessments with City/Town and adjacent neighborhood residents?** Additionally, once the stormwater assessment is shared, we would like to see if and how taxpayers will be impacted because we believe the stormwater system will in fact need to be brought up to code to accommodate the increased volume of water.
- **Regarding the water supply and tapping into aging infrastructure water lines, is the developer or taxpayer planning to provide a second water pressure regulation valve to each house in Whitehouse Plantation to insure we do not lose pressure or that our homes can manage the increased pressure?** Whitehouse Plantation is over 60 years old with only one water pump to my knowledge. There is no way this development will not encounter uninvited problems for the residents of Whitehouse Plantation.
- On James Island, when the flooding reaches a point of which it drains water into our sewer systems and overflows; it overflows into the streets and waterways. DHEC has proven that we have sediment, nutrients, fecal matter, and bacterial contamination in our waterways around James Island. This creates human health risks, shellfish bed closures, and an increase of drinking water costs. We can mitigate these non-point source pollutions by reducing the number of impervious surfaces and pollution we create. I encourage this land to remain as an upland vegetation buffer of which will sequester pollutants naturally through soil and vegetation.

- Just last week with high tides (no rain) some of our ditches were overflowing and flooding our streets. Many of us over the last 5 years have watched our yards disappear, by the foot, not inches. My neighbors submit request after request for City and Town maintenance of our trenches and ditches. My home, 7 feet above sea level, is adjacent to this planned development and has water and sand 6 feet under the ground. Many of us have concerns about how ineffective the storm water management will be. We believe the development planning is near sited for profit and not for long term mitigation of the problems it will cause in the future.

The next major concern for many residents is the developments Connection to Whitehouse Plantation.

- At the end of Whitehouse Blvd, the road ends into this proposed property development where it has the potential to establish a connected road or entrance of some type. We have been told repeatedly that a connection is not a concern, and that a connection will not be a part of the developing plans. However, we were also told this area will be used to run utilities and therefore we are apprehensive that this promise will not be honored and the forestation that is currently a natural privacy is going to be grossly thinned out to allow for running new water, sewer stormwater and electric lines.
- Whitehouse Plantation is private as you get towards the back streets, and we worry about how an access between these neighborhoods will be designed, and more importantly, maintained. **Will the Town of James Island or the established HOA maintain this area at the end of Whitehouse Blvd. to ensure it remains cosmetically pleasing?**
- Furthermore, depending on the access design, as many of you know we have an ATV problem on the island. These ATVs are hard to control and regulate. Currently, it is rare we see them in Whitehouse Plantation. We hear them, but connecting the neighborhoods will create a new riding area for the ATVs in the new development and Whitehouse Plantation that our residents do not want.
- I propose a solid fence (8-10 feet high) that prevents all traffic of any kind. A natural living barrier of trees should be established around this fence. An official guarantee and clear detail of this plan has yet to be provided to residents.
- As a potential compromise, I propose a solid fence (8-10 feet high) or at a minimum a gated fence that prevents any vehicle or ATV traffic but allows human and bicycle traffic to and from Whitehouse Plantations. A welcoming natural living barrier of trees should also be established around this fence and its gate. **If an HOA is dissolved, who will maintain this fence?**

This brings me to Crime as a major concern:

- I anticipate with this new proposed development that emergency calls will increase. A 5-year Freedom of Information Act (FOIA) from 01/2018-03/2023 was requested from the Charleston County 911 Dispatch Center for all the calls associated with Whitehouse Blvd, Hampshire Rd, Valley Forge Rd, Bright Ct., and Encampment Ct. They totaled, 2,738 calls, divide that by 5 years and there is an estimated annual average of 547 calls to this specific area.
- With an increase of calls, taxes will increase for local emergency services.
- Based on the 911 FOIA reports, this new development will invite more crime to our neighborhoods.

And Traffic concerns:

- It is interesting that this development was planned just under the threshold that triggers a detailed traffic study by DOT. With only one logical and reasonable entrance, and the developer noting that there is an anticipation of 70 peak hour trips, we are adding more traffic to an already busy James Island with poor road conditions and limited sidewalks.
- If a commercial area is developed, I am concerned there will not be enough parking, especially if there are business events that draw more attendees than normal. It should be anticipated the parking will overflow into the new residential development and along Dills Bluff Road, creating congestion and safety concerns. **Why are we congesting James Island?**

I am proposing Greenspace:

- According to the National Recreation and Park Association (NRPA), (a non-profit organization) the national guideline on sufficient distribution of parkland ranges from 6 acres to 19 acres per 1,000 of the population. As of 2022 the Town of James Island currently offers 8.58 acres of Park space to its 11,602 Town residences. In this statistic, using the minimum requirement of 6 acres, the Town is falling short by 62.8 acres of park space per 1,000 of its population. This means 10,466 citizens are not being properly accommodated by the Town with park space at a national standard. It is apparent the Town needs more Park Space to provide for the conservation of James Island and the wellness of its citizens. We require a park in the heart of James Island and this location is perfect.
- The 2019 Town of James Island Greenbelt Survey only had 282 people surveyed. I understood the Park survey to reflect that its citizens want greenspace, trails, playgrounds, and natural wilderness in an excellent location. Most residents want to see large, parceled properties as greenspace. This 6.52 acres on this proposed land is considered a large, parceled property on James Island. I suggest conducting a new widely advertised survey of which the James Island residence have access to so the predication of our future parks can be better determined. If we build on this land, it will no longer be available for potentially necessary greenspace. In addition to this land, you should also be considering other potential James Island developments for greenspace.
- If you look at the top left of the property, Parcel ID: 4251200185; it is shaped like an L. I recommend visiting this area at the end of Whitehouse Blvd. to see this proposed "Open Space". It is a dirt road "Easement" used by the JIPSD on a weekly basis and by residence daily. This easement on this property is an estimated 0.15 acres. This proposal has part of the new developments water supply entering, some stormwater and all the sewer exiting at this location. The property at 1285 Hampshire Rd is split into two land parcels, the parcel to the rear of 1285, TMS Parcel ID: 4251200238 has an established right of way that enters/exits from the easement. In all reality, it will continue to remain as an easement. To consider this 0.15 acres as "Open Space" for this development, would be inaccurate as it is already being used as a "right of way".
- We need more greenspace and better, protected buffers if this proceeds despite our grievances. A buffer is a thing preventing another thing from coming into contact with each other. For Developments, the distance is all that is required, not a natural living buffer. The neighbors to this development should expect grass and the select trees the developer has identified as the

buffer, nothing more. On this land, not enough trees can be saved. Saving as many grand trees as possible is what we should be aiming for going forward.

- There is an anticipated 20-yard buffer between the properties of Whitehouse Plantation and the new developments north roadway. While examining the developers drafted drawing you can see less of a distance between the properties of Whitehouse Plantation and the proposed home buildings in comparison to the distance of the north road. I would anticipate a two-story home with windows of which can see and hear their neighbors in their back yard from 17 yards away; fence or no fence, there is no privacy.
- Additionally, the Commercial Village business area is offering “Open Space” as a gathering area in the middle of the parking area that is clearly an afterthought and would be more like hanging out in a parking lot.
- Talking with many of my fellow James Island neighbors, we believe James Island needs more parks, greenspace, and places for our families to enjoy the wildlife such as hawks, falcons, foxes, owls, and deer; this wildlife, help to control our squirrel and rat problem. Taking down the trees and removing this natural habitat will only exacerbate this rodent control issue. Changing this land will affect the local environment more than any projection can anticipate. **If this land is developed, how will the noise abatement be addressed?**

Better Planning:

- It is obvious the development proposals cram as many buildings as possible onto this property only for the developer’s personal financial gain, not quality of life. At the March 29th Community Workshop, the developer mentioned their “homes are like the ones around it”. These homes are not conforming to the ones around it, if they were, we would see 10 homes or less on the proposals, not 20 homes plus and an anticipated 10-15 commercial businesses. If they were conforming, they would look like the homes in Whitehouse Plantation.
- In comparison to the neighboring developments, these proposals put 20 residence and 10 plus businesses on this 6.52 acres with 2-3 run off ponds. According to the Charleston County GSI website, https://giscweb.charlestoncounty.org/public_search/ , the Whitehouse Plantation neighborhood has an estimated 226 properties with 232 addresses on 42.59 acres. The Camp Center Villas neighborhood has an estimated 21 properties with 40 addresses on 7.58 Acres. Not including a 0.31-acre storm water pond. The Preserve neighborhood has an estimated 32 properties with 32 addresses on 5.19 acres. Not including two storm water ponds on 3.66 acres. The adjacent Business Park has 7 businesses on 3.8 acres.
- There are an estimated 15 properties directly adjacent to this proposed development with 21 resident addresses. Whitehouse Plantation has 10 properties with 10 residence addresses on 4.05 acres. The Camp Center Villas have 5 properties with 9 resident addresses on 1.91 acres. The adjacent business park has 3.5 acres to include their parking lots. These estimates do not include the acreage of roads in each development.
- The understanding of the developer’s proposal, Option A, has an estimated 20 homes on 2 acres of land, of which is a 0.10 acre each to include their driveway and yard. Option B has an estimated 25 homes in clusters of 5 homes each on possibly the same amount of land, with a smaller yard.
- Regarding maintenance, we believe that we will eventually see an increase in service fees from JIPSD to service this new development.

- If concrete is poured, make it permeable and water absorbent. Use rainwater catchments systems, solar power to reduce strain on the aging infrastructure, and make this a place that preserves the beauty that is James Island—nature, grand oaks, and useable outdoor space.
- Some of the trees located at the end of Whitehouse Blvd in the identified “Open Space” are projected to stay according to the developer. If they stay; during the digging for the stormwater, sewer and water line installation, the roots to these trees will be destroyed potentially killing the trees. The developer should identify that these trees are likely to be removed in anticipation that the trees may die after construction is complete. A developer can plan to keep something but a few years later their impacts can destroy an original plan.
- As time passes, this newly developed neighborhood will change as all neighborhoods do. It will not keep its appealing nature that it starts with. We can see this based on adjacent neighborhoods that have been present for many years. HOA’s dissolve, upkeep diminishes, and crime increases.

Recommended Land Use:

1. Many of us do not want this land to be developed. This proposed development takes away the quality of life from the environment, the wildlife, the people, and James Island. **Under your aegis, the use for these 6.52 acres in the heart of James Island, would be best as greenspace, a park, a trail, and maybe something James Island does not already have, an educational wildlife fitness trail.**
2. If the land is to be developed into homes. Make them consistent with Whitehouse Plantation, 10 homes or less with room to live in peace.
3. If businesses are built, build them on TMS Parcel ID: 4251200298 of which is adjacent to the existing business park. Establish TMS Parcel ID: 4251200185 as a park that utilizes the new businesses to enrich the park and business. Community events could be held here weekly giving the citizens, venders, and visitors a beautiful place to enjoy James Island.
4. Find out what the people of James Island want to do with this land by putting this on a voting ballot during the next election. Provide a few options for the citizens to select, such as, A Park, Other Greenspace, A Development, A Business Park, JIPSD Public Works Facilities, JI Town Farmers Market, Natural Wildlife Habitat, etc. Then use that land for what the people of James Island need.

The phrase “Less is More,” is what should be considered here. JIPSD is selling the people’s property to a private owner. Let us be responsible about this land and weigh the pros and cons of this development, the future of this land, and how it will affect our quality of life. It is my belief; this will bring Irreparable Damage and Irreparable Harm to our environment and our residents. This land is being processed through the Town of James Island, not the City of Charleston, we should manage it responsibly with respect to its current residence.

Very Respectfully,

John Peters
843-730-1901

Frances Simmons

From: lyongusts@aol.com
Sent: Thursday, June 15, 2023 3:02 PM
To: Garrett Milliken; Darren Mullinax; Cynthia Mignano; Daniel Boles; mayorwoolsey@gmail.com
Cc: Niki Grimball; Frances Simmons; James Hackett
Subject: Short Term Rentals Ordinance

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

Hi Bill, Cynthia, Garrett, Dan and Troy,

I understand the second reading for short term rentals is on the agenda for tonight and thought I better weigh in! You may or may not know, Bill and I own a duplex in the Clearview neighborhood in the Town of James Island and could make a great deal more money renting both sides out as short term rentals instead of annually. Even so, we strongly support restrictions of short term rentals in our Town.

I am sure you know, I am president of the Lighthouse Point Civic Club and over the years we have had numerous problems with illegal short term rentals. We have managed to "shut down" these illegal short term rentals with the help of James Hackett that were set up and operated against Town regulations. We had to deal with large, loud parties, aggressive dogs, parking all over the place, etc. **These problems are less likely to occur if the short term rental's owner lives on site which is what the current regulations in the Town of James Island allow.**

While I am a strong supporter of property rights, I did not buy my house that I live in to live next to a "mini hotel," and potentially have the above mentioned problems, plus the loss of permanent neighbors and sense of community. Zoning is very important and I think the current regulations are a good balance between property rights and protecting neighbors and neighborhoods. I have also observed in other areas through my travels where there are no regulations the sense of community is no more.

I hope you will consider supporting defining and clarifying the current restrictions on short term rentals. Please do not hesitate to contact me for more details or information.

Sincerely

Brook Lyon,
669 Port Circle
James Island, SC 29412
843-670-1314 - cell

Town of James Island

% FY Complete 100%

Monthly Budget Report

Fiscal Year 2022-23

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
GENERAL FUND REVENUE														
Accommodations Tax				15102.66			10,748		431	15,869	412		42,563	50,000
Brokers & Insurance Tax						3,607				4,588	9,164	692,173	709,532	870,000
Building Permit Fees				4,133	5,508		4,273	2,822		3,854	1,436	3,619	25,644	15,000
Business Licenses	2,095	49,260	(793)	58,123	6,302	42,965	8,144	34,414	20,486	65,330	68,180	106,718	461,224	380,000
Contributions/Donations-Park													-	
Grant Reimbursement													-	25,000
Franchise Fees	137,406			2,431	40,408		7,478	34,036		2,017	39,145		262,920	332,500
Interest Income	127	157	155	179	242		536	242	281	336	347		2,602	500
Alcohol Licenses -LOP											6,000		6,000	10,000
Local Assessment Fees			1,032		1,014			1,109				1,139	4,295	2,500
Local Option Sales Tax (PTCF)			225,751	106,907	100,740	106,984	101,458	118,329	93,080	99,040	114,712	110,451	1,177,451	1,270,000
Local Option Sales Tax (rev)			95,157	45,718	43,533	45,511	43,645	51,438	41,006	41,538	48,814	45,768	502,128	530,000
Miscellaneous							371		86,000		(86,000)		371	500
Planning & Zoning Fees	1,000	1,241	1,506	1,005	1,631	890	1,442	980	2,040	1,427	1,015	1,098	15,275	15,000
State Aid to Subdivisions					68,087		68,087			68,087			204,260	272,350
Telecommunications						19			11,838				11,857	17,000
Homestead Exemption Tax Receipts													-	50,000
Facility Rentals	456	1,060	152	452	299		1,062	758	910	454	606	152	6,361	5,400
Stormwater Fees	400	600	1,000	700	900	800	400	300	700	1,100	500	800	8,200	
ARP Allocation				1,854,631									1,854,631	1,854,631
	141,484	51,718	322,959	2,089,382	268,663	199,977	247,643	244,426	256,072	303,639	203,831	Total	5,295,313	5,700,381
												% of Budget		93%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
ADMINISTRATION														
Salaries	23,277	23,162	23,200	23,193	23,177	40,139	23,315	23,552	23,560	23,615	24,101	37,376	311,667	320,000
Benefits, Taxes & Fees	9,424	9,508	9,615	9,605	9,601	15,281	10,500	10,560	10,439	10,368	10,377	15,649	130,927	130,000
Copier	12	337	745	454	239	379	282	254	254	288	453	529	4,225	5,500
Supplies	151	272	639	617	848	319	134	382	688	515	349	576	5,490	5,000
Postage		214	200	214	14	100	978	200			414		2,334	6,000
Information Services	472	3,635	4,365	4,858	4,902	471	5,803	4,625	8,739	4,828	3,528	5,561	51,788	72,000
Equipment/Software/Maintenance							23,568						23,568	
MASC Membership								5,347					5,347	5,500
Insurance	17,801		1,805		13,329			18,974				15,609	67,518	50,569
Lobbying Services	2,000	2,000	2,000		4,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000	24,000
Legal & Professional Services								3,484				59,513	62,998	56,000
Town Codification					220				350		450	66	1,086	1,400
Advertising				524			285	100			87		996	3,500
Audit						12,500							12,500	12,500
Mileage Reimbursement		26	28	31	31	31	32	31		32	60	28	331	800
Employee Screening	175				41	153			60		180	303	912	
Employee Training & Wellness	270		540	2,269	405	270	270	270		540	405	270	5,608	3,800
Dues and Subcriptions		85		60		40	60			60			305	1,500
Training & Travel							5				63		68	2,000
Grant Writing Services				2,310									2,310	16,000
Employee Appreciation	47		8	180			60			49		122	465	800
Mobile Devices	34	114	85	76	76	114	114	114	114	114	114	221	1,289	2,100
Credit card (Square)	137	149	129	115	137	90	113	118	221	118	198	155	1,679	
Bank Charges (Payroll Expenses)	301	415	420	420	426	437	445	440	440	474	398	451	5,067	2,000
	54,100	40,016	43,780	44,926	57,446	72,324	67,965	70,452	46,865	43,001	43,176	Total	722,480	720,969
												% of Budget		100%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
ELECTED OFFICIALS														
Salaries	3,769	3,769	3,769	3,769	3,769	5,654	3,769	3,769	3,769	3,769	3,769	6,637	49,982	50,000
Benefit, Taxes & Fees	4,384	4,403	4,422	4,422	4,422	6,632	5,002	5,002	5,002	5,015	5,027	7,800	61,531	60,000
Mayor Expense				60	70		60			50		601	841	1,000
Council Expense													-	2,000
Mobile Devices	38	38		38	38								152	500
	8,191	8,210	8,191	8,289	8,299	12,286	8,831	8,771	8,771	8,834	8,796	Total	112,507	113,500
												% of Budget		99%

GENERAL OPERATIONS														
Salaries	23,152	23,062	23,062	23,062	22,731	44,283	27,215	28,017	28,017	26,901	24,712	39,290	333,502	366,766
Benefits, Taxes & Fees	8,688	8,810	8,925	8,913	8,844	16,135	11,335	11,547	9,785	11,001	9,834	15,616	129,433	134,593
													462,935	501,359
													% of Budget	92%

PLANNING														
Supplies						76		110	(45)	191			332	600
Advertising	38		95		136	129			353		88		838	1,500
Mileage Reimbursement													-	200
Dues and Subscriptions													-	715
Training & Travel				300	440								740	1,000
Mobile Devices													-	660
Equipment/Software	324	199	199		199	209	408	200		562	352	1,905	4,558	2,160
Uniform / PPE													-	500
Planning Commission		150					200			100			450	4,000
Board of Zoning Appeals		1,560		200	100		200		200				2,260	4,000
	362	1,909	294	500	875	415	808	310	507	853	440	Total	9,178	15,335
												% of Budget		60%

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

BUILDING SERVICES

County Contract Building Permit Tech			14,792	134		14,538			14,538			14,538	58,541	60,000
Community Outreach													-	250
	-	-	14,792	134	-	14,538	-	-	14,538	-	-		58,541	60,250
													% of Budget	97%

PUBLIC WORKS

Mileage Reimbursement													-	300
Training & Travel		280								550		275	1,105	1,925
Public Outreach													-	500
Projects	183	773	4,200	2,218		1,575	5,726	207	42	3,150	590	2,894	21,558	180,000
Signage			1,281									1,185	2,467	8,000
Mobile Devices		39											39	1,080
Uniform / PPE					307		157	257	15			111	847	700
Supplies	106	467	1,308	609	362	358	1,089	660	1,208	371	141	702	7,383	8,000
Emergency Management	892	892	4,447	6,391	24,972	12,391	(12,809)	(4,418)	1,733	(697)	5,872	9,661	49,329	20,000
Dues and Subscriptions		232						121					353	425
Asset Management	37		39	39	39	25,039	39	639	39	39	39	39	26,024	45,000
Tree Maintenance and Care			350	350				750	1,400	3,260	1,050		7,160	20,000
Groundskeeping	4,292	305	4,272	5,396	12,223		5,405	5,071	5,121	5,044	5,834	10,184	63,147	70,000
	5,510	2,987	15,898	15,003	37,903	39,363	(271)	3,166	9,559	11,718	13,527		179,412	355,930
													% of Budget	50%

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

CODES & SAFETY

Mileage Reimbursement													-	100
Equipment		960											960	900
Radio Contract		798			798			798		798			3,192	3,500
Training													-	500
Supplies				18		20							37	250
Uniform / PPE					55								55	250
Unsafe Buildings Demolition													-	10,000
Overgrown Lot Clearing													-	2,000
Animal Control													-	3,000
Crime Watch Materials													-	250
Mobile Devices													-	360
Membership/Dues													-	250
	-	1,758	-	18	853	20	-	-	798	-	798	Total	4,244	21,360
												% of Budget		20%

ISLAND SHERIFF'S PATROL

ISP Dedicated Officer Annual Expense										28,647	17,036		45,683	\$ 129,660
ISP Programs & Supplies	59	750	158	845	718	1,296	1,440	5,818	(827)	793	1,071	74	12,194	\$ 15,000
ISP Salaries	19,788	18,630	18,251	15,270	25,695	20,800	18,131	16,943	17,358	13,620	23,895	15,422	223,802	\$ 173,852
Benefits, Taxes & Fees-ISP	5,543	5,298	5,294	4,366	7,336	5,931	5,274	4,928	5,046	3,962	6,926	4,422	64,326	\$ 42,758
	25,389	24,679	23,703	20,481	33,749	28,027	24,845	27,689	21,577	47,022	48,927	Total	346,005	\$ 361,270
												% of Budget		96%

PARKS & RECREATION

JIRC Contribution													-	4,750
Park Maintenance	525	398	627	998	525	125	829	528	190	2,072	541	1,728	9,086	12,000
Special Events						933							933	5,000
Youth Sports Program						1,090							1,090	14,725
		398	627	998	525	2,148	829	528	190	2,072	541	Total	11,109	36,475
												% of Budget		30%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
FACILITIES & EQUIPMENT														
Utilities		2,775	3,149	2,324	3,695	721	2,200	2,218	2,182	2,782	1,554	2,672	26,271	35,100
Security Monitoring		76		76	301	91	152	76	76	76		151	1,075	1,000
Janitorial	1,350		1,350	1,350	1,350		1,350	1,350		2,700	1,350	2,700	14,850	16,920
Equipment / Furniture			480			919							1,399	5,700
Facilities Maintenance	345	1,750	295	75	3,160	75	2,443	1,750		5,916	75	1,401	17,286	18,500
Vehicle Maintenance Expense		348	919	316	556	101	486	98	714	1,287	388	931	6,145	10,000
Fees and Taxes													-	
Generator Maintenance						398					1,448		1,846	2,410
Street Lights		12,214	12,214	12,214	24,428		12,214	12,434	12,442	12,458	12,458	12,662	135,738	149,700
	1,695	17,163	18,407	16,355	33,491	2,305	18,845	17,926	15,414	25,219	17,273	Total	204,609	239,330
												% of Budget		85%

COMMUNITY SERVICES														
Repair Care Program						2,793				22,344			25,137	35,000
Drainage Council													-	500
History Council				176	963					425			1,565	3,780
Neighborhood Council				250								2,526	2,775	3,750
James Island Arts Council													-	3,500
Business Development Council													-	3,500
James Island Pride			102	1,913			101		342	44		185	2,688	3,500
Helping Hands			80	60				32			75		247	500
Tree Council													-	3,500
Community Tutoring Programs												3,171	3,171	12,500
Community Service Contributions					31,100				500		305		31,905	50,000
		-	182	2,399	32,063	2,793	101	32	842	22,813		Total	67,489	120,030
												% of Budget		56%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
CAPITAL PROJECTS														
<u>INFRASTRUCTURE</u>														
Dills Bluff Sidewalk Phase III-Seaside to Winborn			3000			6000				21000	906		30,906	147,514
Dills Bluff Sidewalk, Phase IV-Winborn to HBVR													-	45,000
Regatta Road Sidewalk									2501				2,501	116,000
Camp and Riverland Sidewalk (match)														100,000
Town Hall Solar Panels											52975		52,975	68,200
1129 Hillman									600	1600	265982		268,182	
Hillman Street Property			226998										226,998	
Capital Improvement Projects													-	
Secessionville to Ft. Johnson Sidewalk Connector													-	13,000
Honey Hill Road Paving													-	58,800
Nabors Phase I			3900							3500			7,400	52,400
Underground Power Lines													-	220,000
Traffic Calming Projects		64	64	64	127		9099	63	63	3738	1138	2368	16,788	50,000
Septic Tank Testing	900	2350	600		3100	600	1900	5400	4200	7700	1800	7800	36,350	100,000
James Island Creek Septic and Sewer Projects													-	1,854,630
													Total	642,099
													% of Budget	23%
<u>Capital Equipment</u>														
Audio Visual Upgrades	382										12633		13,015	70,000
ISP Dedicated Officer Initial Expenses													-	67,500
Public Works Equipment								49742	517				50,259	50,000
<u>PARK IMPROVEMENTS</u>														
Dock Street Park			500								33		533	50,000
Pinckney Park													-	
Park Projects													-	50,000
<u>DRAINAGE PROJECTS</u>														
Greenhill/Honey Hill Drainage Phase I-II				1112								5932	7,044	261,000
Oceanview Stonepost Drainage Basin -I-II				15000		15583	204	1803	36519	4546	25600	20763	120,016	417,000
Drainage Outflow Valve Devices													-	48,000
Drainage Improvement Projects								1115	4830	25601	9835	2872	44,253	100,000
James Island Creek Basin Drainage Improvements													-	145,300
Highwood Circle Drainage Improvements													-	17,900
Quail Run Drainage Improvements													-	57,675
	1,282	2,414	235,061	16,176	3,227	22,183	11,203	58,123	46,729	70,186	370,901		Total	877,219
													% of Budget	84%

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

HOSPITALITY TAX

Hospitality Tax Revenue		57,100		113,133		95,552	75,648	70,504	46,331	41,171	51,381	55,531	606,350	655,000	
Hospitality Tax Transfer In													-		
TOTAL													606,350	655,000	
														93%	
GENERAL															
The Town Market			191		300	763						225	191	1,669	2,000
Rethink Folly Phase I-III, Staff Cost-Sharing					12,109		(1,571)	(10,210)		15,699	1,983			18,009	20,000
Santee Street Public Parking Lot	15,000						15,600							30,600	33,100
James Island Arts & Cultural Center Ops	7,024	9,903	12,632	11,424	11,048	16,022	10,105	11,513	10,599	11,538	9,429	18,733	139,969	145,000	
Promotional Grants					9,000									9,000	15,000
Public Safety of Tourism Areas	8,463	8,243	8,034	6,828	11,249	9,342	8,282	9,229	7,189	15,674	16,309	6,640	115,482	129,757	
Camp and Folly Landscaping Maintenance	350		350	350	700		350	350	350	350	4,925	700	8,775	10,000	
Entrepreneur and Small Business Support	4,500					21,000							25,500	72,300	
Guide to Historic James Island														5,000	
Brantley Park OPS	275		75			300	150	150	150	150	150	300	1,700	2,050	
Community Events		2,000			419	692							3,111	5,000	
Total Non-Capital Expense	35,612												353,816	439,207	
													% of Budget	81%	
PROJECTS															
Camp/Folly Bus Shelter														-	25,000
Rethink Folly Road Phase 1														-	400,000
Wayfinding Signage									3,800					3,800	35,000
Folly Road Beautification														-	10,000
Brantley Park			105				9,021	1,550	237			2,120	13,033	171,800	
James Island Arts & Cultural Center	1,950	2,650	4,211	1,884				451			316		11,462	175,000	
James Island Arts and Cultural Center Solar Panels								35,928					35,928	75,550	
Historic Ft. Johnson														-	100,000
Decorative Banners				13,699										13,699	15,000
Park Projects														-	20,000
ISP Dedicated Officer Initial Expense														-	22,500
Intersection Improvement at Camp/Dills Bluff														-	
Folly Road Multi Use Path Wilton-Ft. Johnson														-	
Other Tourism-Related Projects														-	50,000
	73,174	22,796	25,597	34,185	44,825	48,119	41,937	11,032	60,018	43,648	33,338		Total	1,099,850	
													% of Budget	431,740	39%

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

TREE MITIGATION FUND

Tree Mitigation revenue												85,200	94,688	500
Tree Mitigation expense	-	-	-	-	-	-	-	-	-	-	-	85,200	-	1,200
Total													94,688	

JIPSD FIRE & SOLID WASTE SERVICES

JIPSD Tax Relief	105,833	105,833	105,833	105,833	105,833	105,833	105,833	105,833	105,833	105,833	105,833	105,833	1,269,996	1,270,000
Auditor Expense													-	1,000
Total													1,269,996	1,271,000
% of Budget														100%

American Rescue Plan

	21/22 Actual													
Beginning Balance		1642807	1641526	1639112	1404051	3242506	3239279	3217477	3206274	3197893	3151681	3081495	2710594	
Revenue	1,854,631				1854631									
	211824	1281	2414	235061	16176	3227	22183	11203	8381	46212	70186	370901	39735	1038784
	1,642,807	1641526	1639112	1404051	3242506	3239279	3217096	3206274	3197893	3151681	3081495	2710594	2670859	

ADMINISTRATOR'S REPORT

Jun-23

ADMIN NOTES

- 1) The Brantley Park dock repair permit was issued by SCDHEC. We will now seek estimates from contractors to stabilize the dock and make it safe for public use. We are still awaiting closeout for Phase I from the City.
- 2) The SC General Assembly granted \$1 million to the Town in its 2023-24 Appropriations Act to help fund restoration of the James Island Creek watershed. The Town will receive this funding in the fall. Thanks to Senator Campsen for helping to secure this funding at the State level.
- 3) We have welcomed two new employees in the last month; Michael Cryan has taken the Facilities Maintenance position and Ja'Dyn Sumter, a recent graduate from James Island Charter HS, has started with us as a Groundskeeper. Both are local to James Island and we are excited to expand our internal service offerings with them onboard!
- 3) Postcards went out last week to all Town properties to promote our new citizen request app, MyTOJI.
- 3) *Camp Road Tree Preservation Project* : Traffic control plans have been submitted to SCDOT for approval; if they are accepted and the additional funding is approved by Council, we can get the work scheduled as soon as possible.
- 4) *Quail Run and Woodhaven Drainage Projects* : are due to begin by the beginning of August and are set to be completed by May 31, 2024.
- 5) *Greenhill Drainage Project* : This is also set to begin by the beginning of August and will be completed by December 1, 2023.

JAMES ISLAND ARTS & CULTURAL CENTER

Continuing Classes : knitting group, watercolor group, area artist exhibits, children's art lessons, private art tutoring, princess parties, History Council meetings, Historic Pathway meetings, Palmetto Youth Choir practices, adult watercolor classes, adult acrylic classes, children's yoga.

June Events : Jazz Night on June 2 and Piccolo Spoleto Event on June 8; "Black Music Is" with Marcus Amaker. Three summer camp sessions were held through June with Ms. Janell and Ms. Chloe.

Upcoming Events : Various summer camps are scheduled throughout July and August.

CODE ENFORCEMENT

TOTAL CASES	937
ABATED	899
ACTIVE	38

RANK VEGETATION / SOLID WASTE 256
INOPERABLE VEHICLE 151
TREE CASES 61
NUISANCE PROPERTY 74

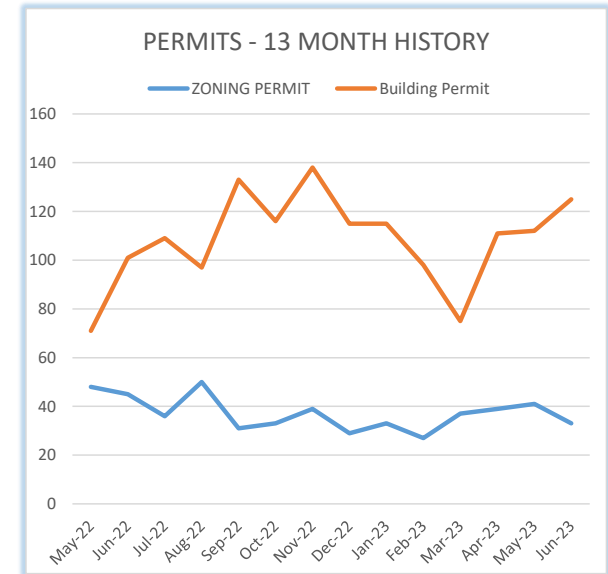
*11 new cases in June

BUILDING PERMITS ISSUED JUNE 2023: 90

PERMIT TYPE	Jun-23
ACCESSORY STRUCTURE	6
CLEARING & GRUBBING	-
DEMOLITION PERMIT	-
EXEMPT PLATS	-
FIREWORK STAND	3
HOME OCCUPATION	7
LIMITED SITE PLAN REVIEW	-
NON-EXEMPT PLAT	-
PD/ PD AMENDMENT (REZONING)	-
RESIDENTIAL ZONING	7
REZONING	-
SPR	-
SIGN PERMIT	1
SITE PLAN REVIEW	-
SPECIAL EVENT	1
SPECIAL EXCEPTION	-
TEMPORARY ZONING	-
TREE REMOVAL	11
TREE TRIMMING	-
VARIANCE	-
ZONING PERMIT	2
TOTAL	38

PUBLIC WORKS NOTES

- 1) Staff participated in the 2nd Quarter SCASM meeting in Columbia.
- 2) Staff met with other jurisdictions to discuss the City of Charleston's new Hazard Mitigation Plan.
- 3) Staff attended the 2023 South Carolina Chapter of the American Public Works Association Conference.
- 4) Staff attended the annual Debris Removal Kickoff Meeting at Charleston County.
- 5) Staff held the monthly Stormwater Managers Meeting.
- 6) The quarterly Drainage Committee meeting will be August 9th.
- 7) Staff monitored the Oceanview-Stonepost drainage project Utility locations caused challenges for placing the new culvert under Stonepost Rd.
- 8) *Septic Tank Inspections* : 13 new inspections were performed in June, one of which failed, bringing our totals to 76 inspected with 12 failed. We have 138 inspections remaining.
- 9) Staff replaced four street signs and filled two potholes in June.





Natural Directions
628 Orangeburg Rd.
Summerville, SC 29483

Proposal #15385
Created: 07/12/2023
From: Donald E. Skinner.

Proposal For

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

Location

Camp Rd
Charleston, SC 29412

Camp Road Tree Pruning

Terms
Net 30

ITEM DESCRIPTION	AMOUNT
1) PRUNING Pruning 33 grand trees along camp road to remove dead wood greater than 2", vines, and low hanging tips for clearance.	\$ 23,250.00

Client Notes

Price includes traffic control, labor, and disposal.

We will keep the road open to local traffic only, but they should be notified prior to work beginning. They will have to wait at times for debris to be cleaned out of the roadway.

We will not be heavily pruning any trees that were recommended for removal.

We will only be pruning over the right-of-way and roadway. We will not be pruning over private property.

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. Natural Directions, LLC may, in event of default, seek reimbursement for all costs associated with collection including reasonable attorney's fees. The parties agree that any controversies or disputes arising out of their contract with Natural Directions, LLC shall be governed by and construed in accordance with the jurisdiction of the courts of South Carolina and specifically Charleston County.

TOTAL	\$ 23,250.00
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Signature

x

Date:

Please sign here to accept the terms and conditions

Contacts

Niki Grimball
ngrimball@jamesislandsc.us

Assigned To

TC1
Office: [843-873-8939](tel:843-873-8939)
tc1-nd@protonmail.com

TC2
Office: [843-873-8939](tel:843-873-8939)
tc2-nd@protonmail.com

Sales Reps

Donald E. Skinner.
Mobile: [8432961581](tel:8432961581)
dskinner@naturaldirectionssc.com



July 14th, 2023

Niki Grimball
Town Administrator
Town of James Island
1122 Dills Bluff Road
James Island, SC 29412

RE: James Island Town Hall Modifications, Feasibility Study

Dear Ms. Grimball,

We are thrilled for the opportunity to continue our relationship with the Town of James Island as you continue to grow!

Based on our recent conversations, we are pleased to submit our design team's scope of professional services for a feasibility study for building modifications and expansion into the attic to create a second floor as well as address some of the first-floor adjustments you are considering, to help with the Town's planning. We understand that any subsequent work for this project will be negotiated after the feasibility study is complete.

Based on previous discussions, we understand the following are key components for the project scope:

- Second Floor Expansion
 - Review vertical circulation requirements (stair / elevator)
 - Evaluate mechanical / electrical distribution and associated modifications required
 - Determine fire protection requirements and options
 - Assess structural modifications
- Existing Building Modifications
 - Change large conference room into office
 - Change open work station area to a conference room
 - Modify corridor door location at the lobby
 - Provide glazing film at the corridor storefront and reception desk
 - Move the lobby door forward to push the entrance into the reception desk into the private corridor

FEASIBILITY STUDY

Our proposed approach is to include consultation with a structural engineer and mechanical/electrical engineer to aid in planning. We see this scope as limited to the building footprint so are not including any civil or landscape consultation at this stage.

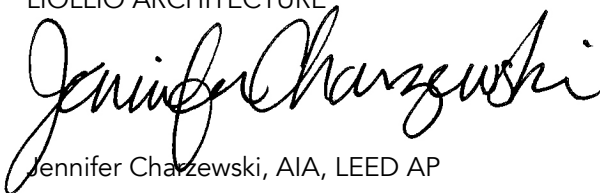
Feasibility Study deliverables include:

- One (1) client meeting to understand program, budget and general architectural direction
- One (1) client presentation to present feasibility study
- Development of floor plans test fit for review in 2D
- Design narratives / annotated drawings identifying the scope of work for cost estimating
- One (1) Construction cost estimate for proposed modifications/options for budget planning purposes and decision-making

<u>Feasibility Study Fee</u>	<u>\$14,000</u>
------------------------------	-----------------

Please call if we can provide additional information regarding this proposal or our services, and we will look forward to discussing further. Thank you for your support and confidence on this exciting project.

Sincerely,
LIOLLIO ARCHITECTURE



Jennifer Charzewski, AIA, LEED AP
Principal

Accepted by

_____	_____
Niki Grimball	Date
Town of James Island	

cc: Elissa Morrison, AIA
Lisa Gerth, File

AN ORDINANCE INSTATING MINIMUM WORK HOUR REQUIREMENTS FOR
POSITION OF MAYOR

WHEREAS, S.C. Code Sec. 5-7-170 provides that a Town Council may determine the annual salary of its members by ordinance; and

WHEREAS, by Ordinance #2021-03 dated August 19, 2021, Town Council approved by majority vote, to increase the annual salary of the Mayor to thirty-six thousand (\$36,000) dollars commencing with the next term of Mayor beginning in January 2024; and

WHEREAS, having the Town of James Island Mayor's salary being higher than most mayoral salaries across the state of South Carolina, it will be most beneficial to the Town of James Island that the person serving in the capacity of Mayor be required to work a minimum number of hours in this role in order to warrant the increase in salary; and

NOW, THEREFORE, BE IT ORDERED AND ORDAINED by the Governing Body of the Town of James Island, if found to be compliant with the State of South Carolina law, to amend Section 30.01 of the Town Code, stating that the Mayor shall dedicate at least twenty-five (25) hour per week to serving their duties as Mayor, including, but not limited to, their time in office, time spent at outside meetings, and at ceremonial and other events.

Bill Woolsey, Mayor

ATTEST:

Frances Simmons
Town Clerk

First Reading: July 20, 2023
Public Hearing/Final Reading: August 17, 2023