

**WAYS AND MEANS COMMITTEE MEETING  
KIAWAH ISLAND MUNICIPAL CENTER  
JUNE 29, 2010 at 9:00am**

**MINUTES**

- I. Call to Order:** Mr. Orban called the meeting to order at 9:00am.
- II. FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.
- III. Roll Call:**  
**Present:**               **G. Steven Orban, Chair**  
                                  **William G. Wert, Mayor**  
                                  **Alan L. Burnaford**  
                                  **Charles R. Lipuma**  
                                  **Harry M. McHugh**
- Also Present:**       **Tumiko Rucker, Town Administrator**  
  **Ken Gunnells, Town Treasurer**  
  **Cathy Wilson, Town Clerk**
- IV. Approval of Minutes:**  
**A. Minutes of May 25, 2010**  
Mayor Wert motioned to approve the minutes. Mr. Burnaford seconded the motion. Mr. Orban asked if AT&T had provided a diagram depicting cross-connect boxes. Mrs. Rucker explained that there are 14 existing boxes and 10 additional junction boxes will be installed. The motion carried unanimously.
- V. Old Business:**  
None
- VI. New Business:**  
**A. Preliminary Fourth Quarter Financial Report**  
Mr. Gunnells presented the preliminary fourth quarter financial report and explained that the projection is a surplus of \$605,000 but that it may be closer to \$500,000. Final reports will not be available until mid-August. Mr. Gunnells explained that he is unable to project an amount that will accurately reflect the receipt of the Municipal Association check for telephone franchise payments and that the check is not received until July. Council members discussed the projection methodology at length and it was decided that different forecasting models may be used in the future.

### **B. Auditor Contract Extension**

Mr. Gunnells stated that staff recommends an extension of the current auditor contract for an additional three years at the following rate schedule: \$26,220 for 2011, \$27,000 for 2012 and \$27,810 for 2013. The fees reflect a 3% increase based on the CPI.

**Mayor Wert motioned to extend the contract with Webster Rogers through 2013. Mr. Lipuma seconded the motion. The motion carried unanimously.**

### **C. Parkway Striping**

Mrs. Rucker stated that staff was originally requested to obtain quotes for thermostriping for parts of the Parkway and the entirety of Beachwalker Drive. They were also requested to obtain quotes for rumble striping on the center line and outside lines on the Parkway and Beachwalker Drive.

**Mayor motioned to add rumble strips on the side and thermoplastic down the middle. Mr. Lipuma seconded the motion.** Mr. Rucker recommended Tars and Stripes for the thermoplastic striping and Peek Construction for the rumble striping because Southeastern Thermoplastic has notified the Town that they can no longer provide the materials. The total amount will be near \$14,000. **The motion carried unanimously.**

### **D. Parkway Financial Closeout**

Mr. Orban stated that the total construction costs to date are \$2,765,440.48. The Town is withholding payment of \$20,000 for Thomas and Hutton and \$30,000 for KDP until issues with the 24 - month guarantee are remedied.

Mr. Lipuma stated that there are a number of dead Palmetto trees along the Parkway. Mr. Orban stated that there is an 18-month warranty on the work and those issues will be addressed.

Mr. Lipuma asked about the Parkway benches. Mrs. Rucker stated that the Town is currently awaiting ARB approval on the design.

Final payments will not be issued to the Greenery until after the removal of silt fencing which is dependent upon inspections.

### **E. AT&T Franchise Fee Recommendation**

Mrs. Rucker suggested a 3% franchise fee for AT&T's proposed franchise authority to provide video service on Kiawah Island. This amount will be consistent with the current franchise fee established for Berkeley Electric Cooperative. Mayor Wert asked that staff verify the fees for Comcast and AT&T are consistent.

**Mr. Orban motioned to approve the AT&T Franchise fee at 3% and to set fees that are consistent among competitors. Mr. Lipuma seconded. The motion carried unanimously.**

**F. Saturday Backdoor Recycling Service**

Mr. McHugh explained that rental agencies have requested a Saturday-Backdoor service for recycling. This option will correspond with guest check-out. The price will be \$13.50 per participant to include the canister. Mr. McHugh stated that he recommends making the service mandatory for all rental units at a cost of \$15.00 per month. The additional charge will cover the ongoing costs that are difficult to project accurately until the service begins. Rental owner bills will increase from \$350 to \$530 annually.

**Mr. McHugh motioned to adopt Saturday Backdoor collection of recyclables as a mandatory service for rental homes on the Island at a charge of \$15 a month to be billed to the property owner. Mayor Wert seconded the motion. The motion was approved unanimously.**

**G. Auditor Disclosure Letter**

The letter was presented for information only. The audit will begin approximately on August 15, 2010 and a report issued on September 30, 2010.

**H. July Meeting Discussion**

The July Ways and Means meeting was rescheduled to August 3, 2010 at 9:00am.

**VII. Chairman's Report**

None

**VIII. Treasurer's Report**

Mr. Gunnells stated that auditors will be in during August and finished within two weeks. Statements will be presented in September. The CAFR will be finalized prior to the October Town Council meeting.

**IX. Citizen Comments:**

Mayor Wert stated that Mr. Laurie Burpee's letter in the last issue of KPOG's publication was "spot-on."

**X. Committee Member Comments:**

Mr. Lipuma,

Mr. Lipuma discussed an email regarding "Welcome to Kiawah" site and stated that he had received complaints on the information available and the timeliness of the information on the site.

Mayor Wert and Mr. Burnaford will meet with Kelly Bragg for discussion on the information available on the site.

**XI. Executive Session:**

**Mr. Burnaford motioned to enter into executive session for personnel matters. Mayor Wert seconded the motion. The motion carried unanimously.**

**No votes or actions were taken in executive session.**

**XII. Adjournment:**

**The meeting adjourned at 11:00am.**

**Submitted by,**

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**Catherine Wilson, Town Clerk**

**Approved by,**

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**G. Steven Orban, Chairman**

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**Date**