

**WAYS AND MEANS COMMITTEE MEETING  
KIAWAH ISLAND MUNICIPAL CENTER  
MARCH 30, 2010; 9:00AM**

**MINUTES**

- I. Call to Order: Mayor Wert 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:** William G. Wert, Mayor  
Alan L. Burnaford  
Charles R. Lipuma  
Harry M. McHugh
- Also Present:** Kenneth Gunnells, Town Treasurer  
Catherine Wilson, Town Clerk
- Absent:** G. Steven Orban  
Tumiko Rucker, Town Administrator
- IV. Approval of Minutes:**  
A. Ways and Means Minutes of January 26, 2010  
**Mr. Burnaford motioned to approve the minutes of January 26, 2010. Mr. McHugh seconded the motion. Mr. Lipuma changed the word “base” to “basis” on page three. With that change, the minutes were approved unanimously.**
- V. Old Business:**  
  
**None**
- VI. New Business:**  
**A. Compensation Classification Study**  
Mayor Wert stated that is to authorize Mayor Wert and Tumiko Rucker to recommend a firm to conduct the Town’s Compensation Study in an amount not to exceed \$10,000. One proposal has been received and all are due by April 1, 2010.
- Mr. Burnaford motioned to authorize Mayor Wert and Tumiko Rucker to recommend a firm to conduct the Town’s Compensation Study in an amount not to exceed \$10,000. Mr. Lipuma seconded the motion.**

Mr. McHugh asked how much the previous study cost. Mr. Gunnells stated that it was between \$5,000 and \$6,000 in 2006.

**After discussion, the motion carried unanimously.**

### **B. QS1 Software**

Mr. Gunnells stated that QS1 is the Town's current court system and their costs for the annual year will be less than Logics current software costs. Mr. Gunnells also stated that the Town has had performance issues with the current financial software.

Mayor Wert stated that Logics has had issues and the Dunn & Bradstreet financial report shows questionable financial and customer service strength.

**Mayor Wert motioned to recommend to Town Council the replacement of Logics software by the QS1 financial software. Mr. Burnaford seconded the motion.**

Mr. Burnaford asked if QS1 will replace all aspects of the Logics Software. Mr. Gunnells responded yes and that the cost will include training. The total savings will be \$11,820 per year.

Mr. McHugh asked the connection between the expertise in court reporting software and financial software. The QS1 representative stated that there is very little connection between the two and that QS1 finds their expertise and main focus to be anything related to the general ledger. He stated that the Court Reporting is one of their legacy products and they do not see it as a major revenue stream. He explained that QS1 is focused on the general ledger, payroll, utility billing and other items of that nature.

**After discussion, the motion carried unanimously.**

### **C. Approval of ATAX Funding Recommendations-FY 2011**

Mayor Wert stated that the ATAX Committee met on March 24, 2010 to review and recommend funding for various applications. He explained that he attended the meeting and that the Committee did a very thorough review of the applications before making recommendations. Mayor Wert stated that the Ways and Means Committee will approve the final budget during the budget workshop.

**Mayor Wert motioned to recommend the ATAX Committee's funding recommendations to Town Council for approval. Mr. Lipuma seconded the motion.**

Mayor Wert noted that the Charleston Ballet Theatre, 2012 PGA Championship and Kiawah Island Triathlon did not have representatives present at the ATAX

meeting. He explained that applicants are required to be present for approval. Those applicants without representation did not have funding recommended. Mr. McHugh questioned the allocation of \$25,000 to the Charleston Symphony Orchestra in light of their recent financial trouble. Mayor Wert stated that the CSO may reorganize and that just because the item is budgeted, does not mean that it will be spent. Mr. Lipuma agreed with the allocation of the CSO funds.

The ATAX Committee agreed to review the funding in January and reconvene if there are additional funds available for disbursement. The ATAX Committee agreed that the 2012 PGA would receive first priority if additional funds become available.

Mr. Burnaford asked how ATAX receipts are tracking compared to the budget. Mr. Gunnells stated that the receipts are tracking at near the budget but that Mr. Roger Warren, KIGR, stated that their bookings are increasing.

**After discussion, the motion carried unanimously.**

**VII. Chairman's Report:**

No report.

**VIII. Treasurer's Report:**

The Town is in the process of formulating the budget to present to the Ways and Means Committee for the budget workshop. The Town received the award for excellence financial reporting for the sixth year in a row for the Comprehensive Annual Financial Report.

Mr. Burnaford asked if the results for the Compensation Study will be discussed during the Budget Workshop. Mr. Gunnells responded that those bids are due prior to the second reading of the budget and the recommendations will be discussed.

Local Option Sales Tax and Hospitality receipts are just a bit over budget. Business license receipts are a bit below budget. He does not anticipate being over budget.

Mr. McHugh asked how the FY 2009-2010 budget appears and if it appears the Town will contribute to reserves. Mr. Gunnells stated that the Town may contribute to reserves but that it will be much less than in the past. He explained that the County Accommodations Tax receipts were cut by 50% by the County. The Town budgeted those revenues at \$200,000 and actually received \$100,000. The beach patrol service is budgeted from the County Accommodations Tax fund.

Mr. Burnaford asked about the status of the Greenbelt funds. Mr. Gunnells stated that there have been no identified uses for the funds.

Mayor Wert stated that the KI Conservancy wanted to apply for the funds but that the Town will not support their application because it does not meet the public use requirement.

**IX. Citizen's Comments:**

**A. Wendy Kulick, 38 Marsh Edge Lane**

Mrs. Kulick had the following questions:

- 1) During the ATAX Committee Meeting a member stated that if an application hadn't been funded before it wouldn't be funded. She asked if that was a rule to not fund an application because it had not been funded in the past. Mr. Gunnells stated that someone on the Committee did make a recommendation to not fund items that had not received approval before, but that it was a suggestion and not a rule.
- 2) Greenbelt Funds-She asked what the Conservancy wants to do with the Greenbelt funds. Mayor Wert stated that the Conservancy wants to use Greenbelt funds for property purchase behind the gate and the Town does not support that use for the Greenbelt Funds as it will not be "public property."

**X. Committee Member's Comments:**

Mayor Wert stated that if the Arts Council plans to have a ballet they will have to fund the performance out of their operating fund. Mr. Lipuma stated that the Arts Council had anticipated that and budgeted to provide one ballet performance.

**XI. Adjournment:**

**Mr. Burnaford motioned to adjourn the meeting at 9:52am. Mr. Lipuma seconded the motion. The motion carried unanimously.**

Submitted by,

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Catherine Wilson, Town Clerk

Approved by,

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William G. Wert, Mayor

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Date