

TOWN COUNCIL
Budget FY2008-2009 Workshop
KIAWAH ISLAND MUNICIPAL CENTER
2nd FLOOR CONFERENCE ROOM
MONDAY, APRIL 21, 2008, 2:00PM

Minutes

- I. **Call to Order:** Mayor Wert called the meeting to order at 2:00 PM.
- 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
Council: Don McIver
Charles R. Lipuma

Also Present: Tumiko Rucker, Town Administrator
Kenneth Gunnells, Town Treasurer
Catherine Wilson, Town Clerk

Absent: Alan L. Burnaford, Mayor Pro Tem
G. Steven Orban

IV. **Budget FY2008-2009 Workshop**

Mr. McIver opened the meeting by stating that the meeting was to review the 1st draft of the budget prepared by Mr. Gunnells and Mrs. Rucker along with the help of staff (copy attached).

Mr. McIver stated that he would review the draft budget by focusing on the major items with less emphasis on those routine items with little or no changes. If need be, any item that members would like to discuss in detail would be addressed. Mr. McIver addressed revenues first.

Revenues:

Mr. McIver stated that \$9,000 for fines and forfeitures looked too high. Mr. Gunnells stated that he expected over \$5,000 in revenues. Mayor Wert suggested dropping the projection to \$5,000

in order to have a conservative estimate. After discussion, Fines and forfeiture projection was changed to \$5,000 in revenues.

General Fund:

Mr. McIver stated that salaries for employees and deputies both increased. The deputy's salary increase is anticipatory of a raise of their hourly pay to \$27.50. The employee increase includes a 4% Cost of Living Adjustment estimate. Mr. McIver noted that all related payroll expenses were budgeted higher because of their relationship.

After discussion, Mayor Wert stated that at the next Town Council meeting he will propose giving each employee a .50 cent per hour pay raise in order to offset the rising cost of gas prices. Mr. Lipuma suggested that the raise be for a limited time period in the case that gas prices drop. Mr. McIver stated that the budget will be able to cover the increase even if it is for a year because it is prepared assuming that the vacant position will be filled on July 1.

Mr. McIver noted that the attorney budget covers salary and nearly \$40,000 for other legal costs if the need arises.

Mr. McIver stated that expenditures on the item Computers and Software-Minor seemed too low because the Town had already spent \$4,000. After discussion the item Computers and Software-Minor changed to \$5,000.

Mr. Lipuma suggested showing the Arts Council budget at \$115,000 which would not be an increase, but it would be showing \$20,000 to the Charleston Symphony Orchestra. The Arts Council proposed budget changed to \$115,000.

Community Events-Other changed to \$13,000 with the rearrangement of the CSO funds to the Arts Council budget. The Town's 20th Anniversary celebration was changed to \$50,000 to cover all associated costs including: printing, advertising, food and beverage, venue, entertainment, etc.

Mayor Wert stated that Town Staff is in the process of preparing a Town Community Outreach policy which would outline the process of Town donations. The Mayor stated that a three person committee will be in charge of meeting on a bi-annual basis to review requests for funding and they will make decisions based on criteria described in the policy. Mr. McIver stated that Community Outreach should remain budgeted at \$100,000 with the idea that a charitable fund policy is being established. Mayor Wert placed the

Coastal Crisis Chaplaincy under the "other" category in community outreach. Community Outreach remained budgeted at \$100,000.

Mrs. Rucker explained that in 06/07 the bridge insurance expenditures were higher because it included insurance for both the building and the bridge.

Mr. Gunnells noted that the item under Printing and binding-other printing is lower because the \$20,000 cost of the guest map and guide is now included in the SATAX fund.

Mayor Wert questioned the need for additional garbage bay construction and requested that Town Staff bring a detailed request to the next Ways and Means meeting in order to justify the construction.

Mrs. Rucker explained that \$21,600 was budgeted under Computer Major- Business License Automation in order to automate the business license renewal process. After discussion the Mayor suggested that the item be left until the next Ways and Means committee meeting.

Mayor Wert removed the item Service Module from Equipment Major. The Computer Major budget changed to \$28,100.

After discussion, members cut \$5,000 from Equipment Major-Kiosk for Lobby and removed \$1,500 from Equipment Major-Refrigerator/Dishwasher. Mayor Wert recommended that a consultant be used in order to look at the existing kitchen and break room area in order to upgrade it in the most economical way. The Budget Category "Building Improvements" was changed to "Building Programs". The Equipment Major budget changed to \$40,000.

SATAX Fund:

The Committee discussed the 23 SATAX applications and made changes as they deemed necessary.

Mr. McIver stated the budget shows the breakdown of requests received by the SATAX Committee and their recommended amounts for the various entities.

Mr. McIver stated that he did not feel the National Telecast of “The Curious Mr. Gatsby” met the state requirement for SATAX funds. The committee members agreed. The committee removed the funding for the National Telecast and changed the Kiawah Island Parkway Project to \$265,000.

County ATAX:

No discussion

Local ATAX:

No discussion

Beverage Permits:

After discussion, committee members changed the proposed Total Revenues to \$24,000 and the reserved contingency to \$24,000.

Hospitality Tax:

After discussion the committee members changed the name of “Parkway Planning and Development” to “Roadway Planning and Development” and increased the proposed item budget to 300,000. This reflects a \$322,000 decrease in the fund balance.

Enterprise Fund:

No changes.

V. Adjournment

Mr. Lipuma motioned to adjourn the meeting at 3:23 PM; motion seconded by Mr. McIver. Motion carried unanimously.

Submitted by:

Catherine Wilson, Town Clerk

APPROVED: _____

William G. Wert, Mayor

DATE: _____

CC: Town Council