

WAYS & MEANS COMMITTEE MEETING

Kiawah Island Municipal Center

Council Chambers

January 22, 2019; 2:00 pm

AGENDA

I. Call to Order: *Mr. Widuch called the meeting to order at 2:00 pm.*

II. Pledge of Allegiance

Present at the meeting: Chris Widuch
Craig Weaver
Maryanne Connelly
Dan Prickett

Absent: Klaus Said

Also Present: Stephanie Monroe Tillerson, Town Administrator
Dorota Szubert, Town Treasurer
Petra Reynolds, Town Clerk

III. Approval of Minutes:

A. Ways & Means Committee Meeting of December 7, 2018

Mr. Prickett made a motion to approve the minutes of the December 7, 2018 Ways and Means Committee Meeting. The motion was seconded by Ms. Connelly and the minutes were unanimously approved as amended.

IV. Citizens' Comments: (Agenda Items only)

None

V. Old Business:

None

VI. New Business:

A. To Consider Recommendation to Town Council to Approve Off-Duty Deputy Coverage Contract with Charleston County Sheriff's Office

Mr. Widuch explained that the contract being considered was for the Off-Duty Deputy Coverage with Charleston County Sheriff's Office (CCSO). The objective is to have two deputies for both the second and third shifts with additional deputies between Memorial Day and Labor Day. He noted the cost of the contract for the ten-month period is approximately 383,000.00 and is within budget.

Mayor Weaver made a motion to recommend to Town Council to approve the Off-Duty Deputy Coverage Contract with Charleston County Sheriff's Office. The motion was seconded by Ms. Connelly.

Mayor Weaver commented on the compensation of the coordinators in Paragraph 2 of the contract and questioned why the rate calculated went up when the number of hours should

have decreased. Ms. Szubert explained that the compensation rate had increased to \$30.00 per hour from March to June and then to \$35.00 per hour thereafter.

Following discussion, the motion was unanimously passed.

B. To Consider Recommendation to Town Council for Approval of the Island Beach Services, Beach Patrol Contract Amendment Request

Mr. Widuch gave a brief back ground on the request from Island Beach Services in which for many years Beach Patrol stored their equipment in the garage at the old Town Hall. With the sale of the building they were not able to retain that space and their equipment was moved to the garage at the new Town Hall. It became evident very quickly that the location was impractical due to the inability to get their equipment to the beach and began looking for closer facility for their equipment. A space was located behind Station 4 at a cost of \$1,800.00 over and above the cost of the existing contract with the Town approved earlier that year.

Mr. Widuch stated that Council agreed to amend the contract in June of 2018 for the additional \$1,800.00 per month until February 2019 at which time the amendment would be reviewed to make sure the new owner and the St. Johns Fire District would act in co-operation during the demolition and construction of the new fire station. Ms. Connelly confirmed that discussion at the Public Safety Commission meeting insured that both parties are comfortable.

Mr. Prickett made a motion to recommend to Town Council the approval of the Island Beach Services, Beach Patrol contract amendment. The motion was seconded by Mr. Widuch.

Mayor Weaver questioned that since Beach Patrol has expanded its services to Seabrook if any of the equipment use for Seabrook is stored at the Kiawah site. Mr. Edgerton stated that no equipment use on Seabrook is stored on Kiawah. He indicated that Seabrook has a much smaller operation and only seasonal coverage. They provided space in their parking lot for the two trucks under their Town Hall for equipment storage.

Following discussion, the motion was unanimously passed.

VII. Chairman's Report:

Mr. Widuch indicated that a notice had been sent out canceling the next Town Council meeting but there may be an issue that would require that Council meeting on February 5th and would continue to advise on the status of the meeting as the day gets closer.

VIII. Treasurer's Report:

A. Budget Report for the First Six Months ended 12/31/2018

Mrs. Szubert presented an overview of the Town's Balance Sheet as of December 31, 2018 and Budget to Actual Report for the first six months. The Budget to Actual Report is compiled on the cash basis and all the funds are consolidated.

As of December 31, 2018, the Town's governmental funds had a combined fund balance, or reserve, of approximately \$19 Million, an increase of approximately \$550,000.00 from June 30, 2018. Of this amount approximately 41%, or \$7.7 Million is in the General Fund, an unassigned fund balance, and is available for spending at the Town's discretion.

Ms. Szubert indicated that overall, for the first six months the Town's revenues appear reasonable for this time of the year and in line with the budget expectations. Consolidated revenues of \$3.9 Million were approximately \$20,000.00 more than what was budgeted.

Ms. Szubert noted there were several negative variances that are attributable to the timing of the monthly collection of the Local Option, Accommodations and Hospitality Taxes. The Town has only collected five months of taxes but have accrued six months of taxes. Those variances are offset by positive variance in Interest revenue related to the continuous growth of the return rate on the Town's investments. This positive variance is projected to carry throughout the year. The Town also has received a restitution from former Administrator in the amount of \$105,011.00 and three installments from former Treasurer in the amount of \$1,650.00 that are included in Other Revenues and were not budgeted. She also indicated that there would be a positive variance in the interest income, with a steady growth at 2.4%, a 1% increase from last year.

Ms. Szubert stated that with 50% of the year lapsed at the end of December, expenditures to date are approximately \$3.3 million or 42% of total budgeted expenditures and are in line with budgeted spending. The small variances are mostly related to timing and Capital expenditures are in line with the budget.

IX. Citizen Comments:

None

X. Committee Member's Comments:

None

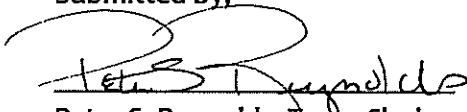
XI. Executive Session:

None


XII. Adjournment:

Ms. Connelly motioned to adjourn the meeting at 2:16 pm. The motion was seconded by Mr. Prickett and carried unanimously.

Submitted by,


Petra S. Reynolds, Town Clerk

Approved by,


Chris Widuch

3-7-19
Date