

SPECIAL TOWN COUNCIL MEETING

Kiawah Island Municipal Center

Council Chambers

March 8, 2016; 1:00 PM

Minutes

- I. **Call to Order:** *Mayor Lipuma called the meeting to order at 1:00 pm.*
- II. **Pledge of Allegiance**
- III. **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.

IV. **Roll Call:**

Present: Charles R. Lipuma, Mayor
Mary Q. Johnson
John Wilson
Craig Weaver

Absent: John D. Labriola, Mayor Pro-Tempore

Also Present: Stephanie Monroe Tillerson, Town Administrator
Dennis Rhoad, Town Attorney
Petra Reynolds, Town Clerk

VIII. **New Business:**

- A. **Ordinance 2016-02** – An Ordinance to Amend Article 12, Section 12-62, Zoning Map, the Municipal Code of the Town of Kiawah Island and to Amend the Town of Kiawah Island Comprehensive Plan Land Use Element so as to Adopt a Land Use Planned Development Zoning District (PD-3) – **Second Reading**

Mayor Lipuma indicated a Public Hearing and First reading for Ordinance 2016-02 had been held prior to this second reading.

Mayor Lipuma made a motion to approve the second reading of Ordinance 2016-02 to Amend Article 12, Section 12-62, Zoning Map, the Municipal Code of the Town of Kiawah Island and to Amend the Town of Kiawah Island Comprehensive Plan Land Use Element so as to Adopt a Land Use Planned Development Zoning District (PD-3). The motion was seconded by Mr. Wilson.

Mr. Wilson conveyed concern expressed by several Planning Commissioners on the present placement of the entrance to the new Municipal Center. The concern is that vehicles leaving the Island by way of the bypass lane may not notice a vehicle slowing to turn into the entrance and may cause a significant public safety issue. Both Mrs. Johnson and Mr. Weaver agreed the driveway was too close and began an in-depth discussion of alternative options

and if the passage of this ordinance in any way limits the opportunity to address this issue at a later date. Mr. Rhoad indicated with Betsy Kerrison being a state road, the traffic study that will be required by the Department of Transportation (DOT) would review and address any possible public safety issues once completed. Mr. Nicholas Katsibas with LS3P interjected a traffic study had been completed by Santec with a determination made that no deceleration lane from the Parkway was necessary. He stated if the Town requested such a lane a request could be made to DOT in addition to the reduction in the speed limit that was already requested.

Mr. Weaver agreed the solution to the issue would require more discussion and requested that the motion reflect that ***by agreeing to the PD it does not foreclose the option for Council to reconsider this issue at a future time.***

Mrs. Johnson expressed her concern with the signage verbiage on page 6 of the PD stating “*The signage for this Planned Development shall meet the Architectural Review Board and KICA (Kiawah Island Community Association) signage standards at the time of the application*”. Her concern was the wording “shall meet” infers the ARB will have jurisdiction to review and approve signage on the new municipal site. Mayor Lipuma clarified signage was part of the staff review of the PD. With the Town not having a signage ordinance the only reference available was what was in place by ARB and KICA.

Members engaged in an in-depth discussion of the issue and eventually agreeing for the motion to include ***the permanent signage for the PD will made every effort to design signs compatible with the ARB and KICA signage standards; however, the ultimate approval on the permanent signage resides with the Town’s Planning and Zoning Director.***

Mayor called the question to approve the second reading of Ordinance 2016-02 with the amended language for signage; the permanent signage for the PD will made every effort to design signs compatible with the ARB and KICA signage standards; however, the ultimate approval on the permanent signage resides with the Town’s Planning and Zoning Director; addition of by agreeing to the PD it does not foreclose the option for Council to reconsider this issue of an additional turn lane or speed limit at a future time.

Ms. Tillerson called attention to the addition of new language in regards to fencing which was not in the original submission and asked that it would be added to the motion.

Mr. Katsibas stated current Town Ordinance does not allow for temporary fencing and requested the following language be added to the PD;

Temporary fencing and signage shall be allowed as part of the MCDP. Temporary fencing shall be erected upon start of sitework and will remain until start of landscaping provided building and materials are secure. Fencing shall be 5’ minimum and 8’ maximum with screening to obscure construction activities on site from Betsy Kerrison Parkway. A lockable gate will be provided at the construction entrance location. Temporary project signage and graphics shall be located within 100’ of either side of the construction entrance.

Members reviewed the language for the fencing along with the proposed temporary signage to be located on the surrounding fencing.

Following further discussion, Mayor called the question to approve the second reading of Ordinance 2016-02 with the amended language for signage; the permanent signage for the PD will made every effort to design signs compatible with the ARB and KICA signage standards; however, the ultimate approval on the permanent signage resides with the Town's Planning and Zoning Director; the agreement to the PD it does not foreclose the option for Council to reconsider this issue of and additional turn lane or speed limit at a future time; and Temporary fencing and signage shall be allowed as part of the MCDP. The motion was unanimously passed.

B. Award of Contract for Website Redesign

Mrs. Braswell-Edgerton stated The Town posted a Request for Proposal on November 30, 2015. Proposals were due January 14, 2016. Twelve proposals were received and reviewed by the Town Administrator and Administrative Assistant. Five proposals were selected to be presented to the Communications Committee on February 16, 2016. The five firm names, locations and proposal amounts were:

- A-Line Interactive, Spartanburg, SC \$51,000
- Civiclive Scotts, Valley, CA \$18,000
- Cobble Hill, Charleston, SC \$40,000
- Design Sensory, Knoxville, TN \$40,000
- Obviouslee, Charleston, SC \$50,000-\$67,000

Following the Communication Committee's review two firms were selected as finalists; Cobble Hill and Obviouslee Marketing.

Mrs. Braswell-Edgerton stated after a thorough review and a follow-up meeting, she made the recommendation for the Town to select Cobble Hill for the website redesign project and Town Council had approved an amount of \$40,000.00 for the website redesign in the FY 2015/2016 Budget.

Mr. Weaver made a motion to approve the proposal from Cobble Hill in the amount of \$40,000.00 for the Town's website redesign. The motion was seconded by Mr. Johnson and unanimously approved.

C. Proposed Contract for the Sale of Town Hall to the Kiawah Island Community Association

Mayor Lipuma stated the Town was in receipt of a Letter of Intent and offer from Mr. Schoenholz, Chairman of the Board of the Kiawah Island Community Association (KICA) to purchase 21/23 Beachwalker Drive. The offer of \$1,575,000.00 to purchase the current Municipal Center and property was approved and accepted by Council at the March 1st Town Council. The Mayor was also authorized to enter into a purchase agreement with KICA.

Mr. Rhoad indicated following discussions with the KICA's attorney he was hopeful that a draft purchase agreement would be completed. What was received from the Community

Association was not a contract but a more detailed Letter of Intent. He pointed out the current Letter of Intent included new items but he was agreeable to the Mayor signing the letter if Council was agreeable to the inclusions. Mr. Rhoad reminded members the Letter of Intent was not binding but as part of a contract negotiation some items may be more appropriately discussed in Executive Session.

Following discussion Mr. Wilson made a motion to have the Mayor sign the Letter of Intent hand delivered on March 7, 2016 to Mayor Charles R. Lipuma from the Kiawah Island Community Association regarding the purchase of the Beachwalker Drive Municipal Center and property. The motion was seconded by Mr. Weaver and was unanimously passed.

XIII. Citizen Comments:

Dennis McGill – 100 Pleasant Valley Drive

Mr. McGill commented on the approval of the website redesign contract stating he could not find where the Communications Committee had the power to approve the contract. He stated that by the Town's code all contracts should be first reviewed and approved by the Ways and Means Committee, then by Council. He also added the contract for the sale of the building should also be first approved by the Ways and Means Committee.

Mr. McGill commented on an item discussed at the February 23rd Ways and Means Committee meeting. Presented was the survey for drainage issues that began with the engagement of Jacobs Engineering and the need to have WK Dickson take over and complete the contract since Jacobs left the area. He questioned when a public vote was taken by the Way and Means Committee or Council to approve WK Dickson taking over the contract from Jacobs.


XIV. Council Member Comments:

None

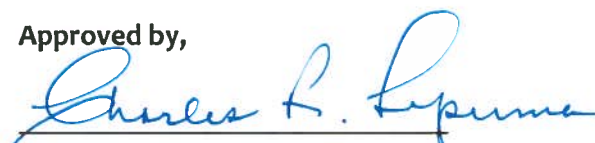
XV. Adjournment:

Mr. Wilson motioned to adjourn the meeting at 2:04 pm. The motion was seconded by Mr. Weaver and was unanimously approved.

Respectfully submitted by,


Petra S. Reynolds, Town Clerk

Approved by,


Charles R. Lipuma, Mayor

04/11/16
Date