

WAYS & MEANS COMMITTEE MEETING
Kiawah Island Municipal Center
Council Chambers
January 30, 2014; 2:00 PM

MINUTES

- I. Call to Order:** *Mr. Labriola called the meeting to order at 2:00 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:** **John D. Labriola, Mayor Pro Tempore**
 Charles R. Lipuma, Mayor
 Mary Q. Johnson
 Lauren N. Patch
 Richard D. Murphy
- Also Present:** **Tumiko Rucker, Town Administrator**
 Ken Gunnells, Town Treasurer
 Petra Reynolds, Town Clerk

Since there was a Committee member with a limited time schedule and there were several representatives in attendance to speak on behalf of the various charitable organizations, Mr. Labriola requested to advance to the New Business Item B, Charitable Contributions Applications, to the next item on the agenda.

- V. Approval of Minutes:**
- A. Minutes of the Ways & Means Committee Meeting of November 26 , 2013

Mayor Lipuma motioned to approve the minutes of the November 26, 2013 Ways and Means Committee Meeting. The motion was seconded by Mr. Patch and the minutes were approved unanimously as amended.

- VI. Citizens' Presentations or Comments:**
- None

- VII. Old Business:**
- A. None

- VIII. New Business:**
- A. Budget Calendar**

Mr. Gunnells stated that the main goal of the budget calendar was to make sure that prior to July 1st the Town has an approved budget.

Mr. Murphy made a motion to approve the Budget Calendar. Mr. Patch seconded the motion and was unanimously passed.

B. Charitable Contributions

Mr. Labriola reported that the Town had received a total of twenty-two Grant and Charity Application requests. He explained that each application would be discussed individually, asking the representatives from the organization or supporters limit their comments to two minutes. A recommendation motion would then be made by the Committee and asked that Committee Members limit their discussion to three minutes.

Mr. Labriola stated that Mr. Gunnells prepared a listing of all the applicants which included the three prior year awards. He noted that the time line, grouping and dollars amounts followed the changes made to the Charitable Giving Policy by Town Council last year.

Charitable Contributions Applicants

Our Lady of Mercy Outreach

Requested: \$25,000.00
Recommended: \$20,000.00

Mr. Labriola recused himself from voting on the request from Our Lady of Mercy as he is on the Board of Directors for the organization. (see attached recusal statement).

Mrs. Johnson motioned to recommend the approval of \$20,000 for Our Lady of Mercy Outreach. The motion was seconded by Mr. Murphy. The Committee voted 3-1 to pass the motion. Mr. Patch voted No. Mr. Labriola recused himself from voting.

St. Johns Athletics

Requested: \$20,000.00
Recommended: \$5,000.00

Mr. Brad Bows, Head Coach at St. Johns High School, stated that the football team was in need of new uniforms and equipment. He stated that most of the equipment now being use was beyond the legal time limit for usage or not able to be reconditioned. Mr. Bows noted that the school received no funding from the Charleston County School System and relies on ticket sales and money that is raised by the school staff.

Mr. Murphy motioned to recommend the approval of \$5,000 for St. Johns Athletics. The motion was seconded by Mr. Patch.

Mrs. Johnson stated she was not in favor of contributing money for uniforms for one school. Mr. Patch noted that St. Johns was the local high school, was an *at risk* school and that team sports build character and integrity in the students that participate.

Following discussion, the Committee voted 3-2 to pass the motion. Mayor Lipuma and Mrs. Johnson voted No.

Sea Island Habitat for Humanity

Requested: \$10,000.00
Recommended: \$10,000.00

Mayor Lipuma stated that he had served on the Habitat Board for six year and his service ended on December 31, 2013. Because the application process was already in progress, he recused himself from voting on the request from Sea Island Habitat for Humanity. (see attached recusal statement).

Mr. Patch motioned to recommend the approval of \$10,000 for the Sea Island Habitat for Humanity. The motion was seconded by Mr. Murphy and the motion was unanimously passed. Mayor Lipuma recused himself from voting.

Lowcountry Local First

Requested: \$2,500.00
Recommended: \$2,500.00

Mr. Murphy motioned to recommend the approval of \$2,500 for Lowcountry Local First. The motion was seconded by Mr. Patch.

Mrs. Johnson questioned if any of the other member had spoken to any representatives of this organization as to their program. Mr. Murphy stated that this was a teaching and mentoring program.

Following discussion the Committee voted 3-2 to pass the motion. Mayor Lipuma and Mrs. Johnson voted No.

Angel Oak Elementary School

Requested: \$2,000.00
Recommended: \$2,000.00

Ms. Terry Weaver and Ms. Theresa Widuch, volunteers from the Kiawah Island Women’s Group stated that the group supported the program. They stated that their group partnered with Angel Oak Elementary School and Communities in Schools to provide weekend meals and snacks for fifty-five children in need.

Mr. Labriola was told that if funded, 100 percent of the funding would go to the purchase of food. Mrs. Johnson was told that the Community Association, Kiawah Cares program had also given a grant of \$500.00 along with support from Harris Teeter.

Wendy Kulick – 38 Marsh Edge Lane – strongly encouraged the Committee to recommend the entire requested amount of \$2000. She stated that there are so many kids in the district that don’t get a hot decent meal and need help.

Mayor Lipuma motioned to recommend the approval of \$2,000 for Angel Oak Elementary School. The motion was seconded by Mr. Patch.

Mrs. Johnson stated that she had been concerned that Community in Schools’ request was for the same program, but would support this program if it was not a duplicate.

Following discussion, Mr. Labriola called the question and the Committee voted unanimously to pass the motion.

Rural Mission, Inc.

Requested: \$25,000.00
Recommended: \$10,000.00

Mayor Lipuma motioned to recommend the approval of \$10,000 for Rural Mission, Inc. The motion was seconded by Mrs. Johnson and the motion was unanimously passed.

Charleston Symphony Orchestra

Requested: \$50,000.00
Recommended: \$30,000.00

Mr. Labriola reminded Committee Members that the Charleston Symphony Orchestra (CSO) had a request under Charitable and another under Grants. He stated that the grant was for educational programs on Johns Island and would be considered in that category.

Mr. Michael Smith, the new Executive Director of the CSO, stated that it was his understanding that past charitable contributions had been placed in the CSO General Operating Fund. Mr. Smith stated that this year the application was written to include an appreciation concert on the Island. The concert would be specific to the residents of Kiawah as a gesture for all the support that the Town and residents have given the CSO in the past. Mr. Labriola asked Mr. Smith if the request was for the concert. Mr. Labriola wanted to confirm with Mr. Smith that the contribution, if approved by Council, would be to the General Fund of the CSO and not for a concert. Mr. Smith acknowledged that the request was for the General Fund to continue to secure the financial stability of the CSO. Mayor Lipuma stated that the confusion stemmed from the submission of two requests and noted that the CSO already does a concert on Kiawah with ATAX funds. Mr. Smith stated that previous funds received by the CSO went to the General Fund and did not include a concert specific to Kiawah. He stated that in completing the application he remembered a question asking "What would be done on Kiawah". He indicated that was the reason a concert specific to Kiawah was added and was not contingent on the contribution.

Mayor Lipuma motioned to recommend the approval of \$30,000 for the Charleston Symphony Orchestra. The motion was seconded by Mrs. Johnson.

Committee Members engaged in an in-depth discussion of the confusion with the submission of the two separate requests and tried to come to an agreement as to how to divide funding for the financial wellbeing of the CSO as well as the educational request.

Following discussion, Mr. Labriola called the question and the Committee voted unanimously to pass the motion.

Full Faith Ministries

Requested: \$15,000.00
Recommended: \$5,000.00

Sidney Frasier, Pastor of Full Faith Ministries, stated that the Ministry conducts a *Boys to Men* program on Wadmalaw and Johns Islands. He thanked the Town for its support in previous years and noted that the last contribution allowed the Ministry to purchase a van for transportation and an addition to the meeting

building. Pastor Frasier stated that the request for funding this year would be for a park project to be completed by the boys and for community use. He stated that the Ministry's goal is to keep boys, mainly from single family homes, in school, out of trouble and on the right track.

Mr. Labriola was informed by Pastor Frasier that there are approximately 20 boys in the program now with a goal of 100, ranging for elementary to high school ages.

Mr. Murphy motioned to recommend the approval of \$10,000 for Full Faith Ministries. The motion was seconded by Mr. Labriola.

Mr. Patch expressed his concern, as with the earlier request, that it is not appropriate for a Municipal Government to give money to a church.

Following discussion, Mr. Labriola called the question and the Committee voted 2 to 3. Mr. Patch, Mrs. Johnson and Mayor Lipuma voted No. The Motion failed.

Mayor Lipuma motioned to recommend the approval of \$5,000 for Full Faith Ministries. The motion was seconded by Mr. Murphy. The Committee voted 4-1 to pass the motion. Mr. Patch voted No.

Barrier Island Free Medical Clinic

Requested: \$25,000.00
Recommended: \$25,000.00

Mayor Lipuma stated that the Clinic does wonderful work that goes a long way in this Lowcountry area.

Mayor Lipuma motioned to recommend the approval of \$25,000 for Barrier Island Free Medical Clinic. The motion was seconded by Mr. Patch and the motion was unanimously approved.

Coastal Crisis Chaplaincy

Requested: \$6,500.00
Recommended: \$00.00

American Red Cross

Requested: \$20,100.00
Recommended: \$00.00

Total Charitable Contributions \$109,500.00

Committee members discussed alternatives as to how to address the \$9,500 that exceeded the budgeted amount and agreed to defer the discussion to the Town Council Meeting the following week.

Grant Applicants

Operation Sight

Requested: \$5,000.00
Recommended: \$2,500.00

Mayor Lipuma motioned to recommend the approval of \$2,500 for Operation Sight. The motion was seconded by Mrs. Johnson. The Committee voted 4-1 to pass the motion. Mr. Patch voted No.

Low Country Open Land Trust

Requested: \$100,000.00
Recommended: \$20,000.00

Mr. Rutledge Young, President and Ms. Elizabeth Haygood, Executive Director of the Open Land Trust spoke on behalf of the Trust, for a one time request for funding to purchase an additional 18.7 parcel which would give the Trust a 35 acre preserve around the Angel Oak. Ms. Haygood added that the purchase of the additional parcel was not only to protect the Angel Oak but also was a community project with the opportunity to do educational and outreach programs for the schools in close proximity.

Mr. Patch was informed that the parcel of land was in the City of Charleston. Members discussed what kind and how educational programs would be conducted.

Mrs. Johnson motioned to recommend the approval of \$20,000 for Low Country Open Land Trust. The motion was seconded by Mayor Lipuma.

Mr. Patch stated the he felt it was not an appropriate expenditure for the Town to give money to purchase land in another municipality. Mayor Lipuma responded by saying that he looked at it more broadly as an area preserve which could have any number of benefits including a reduction in development. He also noted that the Town would merely make a donation to the purchase; the Land Trust would own the property. Mr. Murphy stated that he agreed with Mr. Patch's comments. Mrs. Johnson stated that with the residents of Kiawah supporting the project she felt that they would want the Town to support funding the project.

Following discussion, Mr. Labriola called the question and the Committee voted 3 to 2 to pass the motion. Mr. Patch and Mr. Murphy voted No.

Charleston Area Children's Garden

Requested: \$15,000.00
Recommended: \$3,000.00

Ms. Darlena Goodwin — Executive Director of the Charleston Area Children's Garden Project stated that the program is conducted in four schools on Johns Island and Wadmalaw. She explained to Committee Members that the presented vision map was to show members that the program is not just a garden project but use the gardens as a vehicle and a venue. Ms. Goodwin stated that the goal is to reach each child in their responsibility and accountability using principals, values, team work, growing one's own food, addressing food security and education about nutrition working with the teachers, students and the parents.

Marilyn Blizzard – 736 B Virginia Rail Road – Mrs. Blizzard stated that she had worked with the Children's Garden Project for the past five years and feels that what the program teaches the children is a gift for many

generations to come. She stated that the children of the community benefit greatly from the program and asked that the Committee give the project its consideration for funding.

Wendy Kulick – 38 Marsh Edge Lane – Mrs. Kulick stated that she personally has had the pleasure of watching children participate in this program. She felt the greatest benefit was what the children take on a larger scale by going home and talking about the lesson they have learned. She explained these lessons are not just science and math, but also culture. Mrs. Kulick stated that she could not recommend funding of the project strongly enough.

Mr. Murphy motioned to recommend the approval of \$3,000 for Charleston Area Children’s Garden. The motion was seconded by Mayor Lipuma.

Mrs. Johnson stated her concern that the funds that are raised by the Charleston Area Children’s Garden had limitations and very little community support. She felt that the funding should go to other organizations.

Following discussion, Mr. Labriola called the question and the Committee voted 4 to1 to pass the motion. Mrs. Johnson voted No.

Community in Schools in the Charleston Area

Requested:	\$5,000.00
Recommended:	\$3,000.00

Wendy Kulick – 38 Marsh Edge Lane – Mrs. Kulick stated that she was not representing Community in Schools but she did want to speak favorably about their mission because she had witnessed the benefits and results of the program. She stated that the program is totally hands on, and the program provided support for “at risk” students and parents.

Mrs. Johnson motioned to recommend the approval of \$3,000 for Community in Schools in the Charleston Area. The motion was seconded by Mayor Lipuma.

Mr. Patch stated that he was uncomfortable supporting funding of the Community in Schools program only because resources are being moved away from John’s Island schools to other schools. Committee members discussed where funding would be spent and if the programs are still in the Johns Island Schools.

Following discussion, Mr. Labriola called the question and the Committee voted unanimously to pass the motion.

Charleston Symphony Orchestra

Requested:	\$25,000.00
Recommended:	\$10,000.00

Mr. Michael Smith, Executive Director of the CSO, stated that the Grant application is to bring the arts specifically to the schools on Johns Island. He stated that the program is based on one that has been very successful in N. Charleston.

Mayor Lipuma motioned to recommend the approval of \$10,000 for the Charleston Symphony Orchestra. The motion was seconded by Mrs. Johnson.

Mrs. Johnson discussed the advantages of having an arts program in schools and that they are very valuable to the students.

Following discussion, Mr. Labriola called the question and the Committee voted 3-2 to pass the motion. Mr. Patch and Mr. Murphy voted No.

Kiawah Conservancy

Requested: \$75,000.00
Recommended: \$50,000.00

Ms. Hutchinson, Board of Directors of the Kiawah Island Conservancy stated that the Conservancy for the past fifteen years had been the advocate for maintaining the natural beauty of Kiawah while the Island had been developed. The Conservancy was named the “Conservation Partner” of the Town and supports the Town in numerous activities and programs and asked that the Town continue its support of the Conservancy’s efforts.

Mr. Patch motioned to recommend the approval of \$50,000 for the Kiawah Conservancy. The motion was seconded by Mr. Murphy.

Following discussion, Mr. Labriola called the question and the Committee voted 3-2 to pass the motion. Mayor Lipuma and Mrs. Johnson voted No.

International African American Museum

Requested: \$50,000.00
Recommended: \$00.00

Gibbes Museum of Art

Requested: \$25,000.00
Recommended: \$20,000.00

Mayor Lipuma motioned to recommend the approval of \$20,000 for the Gibbes Museum of Art. The motion was seconded by Mr. Patch.

Mr. Patch stated that the request was for educational programs in schools. He noted that the contribution that was made last year was for the Capital Campaign to reconfigure the Gibbes to include classrooms for art programs. Mrs. Johnson added that the Gibbes worked in conjunction with Creative Minds Program.

Following discussion, Mr. Labriola called the question and the Committee voted unanimously to pass the motion.

Teacher’s Supply Closet

Requested: \$5,000.00
Recommended: \$5,000.00

Ms. Marcia Wolfe, Board Chairman of Teacher’s Supply Closet stated that it provided over \$32,000 in free school supplies to the students of John’s Island schools. The teachers are invited to the Supply Closet once a semester and serve over 300 teachers every shopping cycle to provide \$500 to \$800 of supplies for free. Ms. Wolfe stated that the need is so great that average teacher spends on average over \$1000 per year of their own money to purchase supplies for their students.

Mrs. Wendy Kulick stated that she herself had a Teacher’s Closet in her home and stated that without a program like Teacher’s Supply Closet she did not know if the wish list of teachers could be fulfilled.

Mr. Murphy motioned to recommend the approval of \$5,000 for the Teacher’s Supply Closet. The motion was seconded by Mr. Patch and was unanimously passed.

Lowcountry Food Bank

Requested: \$10,500.00
Recommended: \$5,000.00

Mrs. Johnson motioned to recommend the approval of \$5,000 for the Lowcountry Food Bank. The motion was seconded by Mayor Lipuma and the motion was unanimously passed.

Palmetto Project/Begin with Books

Requested: \$5,000.00
Recommended: \$00.00

Total Grants \$118,500.00

Total Funds to be awarded \$228,000.00

Mr. Labriola stated that the Total Funds to be awarded was \$28,000 over the targeted budget.

C. SATAX Committee Appointment

Mr. Labriola requested that the SATAX appointments be postponed to the Town Council meeting.

D. Special Events Procedure Forms and Fees

Mr. Bruce Spicher, Town Building Official, stated the Special Event Form was a process to make sure all Public Safety agencies are notified when special events that are held on Kiawah. He stated that in the past some entities were informed at the last minute or in some cases not at all.

Mr. Spicher noted that the form may be lengthy but is a streamlined process that will only require one form to notify seven different agencies of a special event. Mr. Patch questioned if the Island entities had approved of the streamlined process. Mr. Spicher responded by stating that the formal presentation would be done once the form was presented and approved by Council. He stated that a sample form had been filled out by the Resort and returned to him along with comments.

Mrs. Johnson asked if there was a way to reduce the form length, to which Mr. Spicher stated that the form was designed to cover every event possible, but allowed the applicant to skip sections that do not apply to his/her specific event. He also noted that it eliminates the requirement to fill out several different forms and contacting the individual agencies.

Committee members discussed that the form required more consolidation, editing and the possibility of negative feedback for the entities. Mrs. Rucker stated that the form had been significantly streamlined and would not want to further eliminate items that are required. She stated due to instances in the past where there has been a potential safety risk to the event organizer or attendees, she recommended that the Committee formalize a procedure where inspections are preformed and organizations that approval authority are properly notified and involved. Committee members also discussed the fee structure.

Mr. Murphy made motion to recommend approval of the Special Events Procedure Forms and Fees. The motion was seconded by Mr. Labriola and unanimously passed.

E. Kiawah Bridge Joint Contractor Selection

Mr. Labriola stated that Town staff recommended the lowest bid proposal from Applied Polymerics in the amount of \$37,250 to complete the Kiawah Bridge Joint Project.

Mr. Damon Pelligrini with Collins Engineering confirmed that the most qualified competitive bidder to be Applied Polymerics. Mr. Labriola questioned if the product being used would of long lasting quality. Mr. Pelligrini stated that the joint product had been used in several areas around Charleston on small bridges that did not see a lot of movement.

Mayor Lipuma questioned what the longevity of the repair would be. Mr. Pelligrini stated that the joint product had a five year manufactures warranty, but should last well beyond that time.

Mr. Murphy made a motion to recommend the approval of the proposal from Applied Polymerics for \$37,250 to complete the Kiawah Bridge Joint Project. The motion was seconded by Mr. Patch and unanimously passed.

IX. Chairman's Report

Mr. Labriola stated that he wanted to make two comments relative to the Charitable Contributions and Grants discussion. He stated that there had been \$200,000 in the FY13/14 budget process; 1) the \$28,000 overage is consistent with what the Town approved in 2013, 2) There were nine awards in 2013 and eighteen recommendations this year.

X. Treasurer's Report

Mr. Gunnells stated that the Town received its second quarter SATAX check in the amount of \$209,000 and will go onto the financial statement. He stated that everything else was on target.

Mr. Labriola questioned if the audit of the Resort had been completed. Mr. Gunnells responded that the audit has been completed and that the resolution of some problems was in process.

XI. Citizen Comments

None

XII. Committee Member's Comments

None

Mayor Lipuma made a motion to move to Executive Session to discuss a contractual matter related to the acquisition of the KIU and to receive legal advice on the same. The motion was seconded by Mrs. Johnson and was unanimously passed.

XIII Executive Session:

A. To discuss a contractual matter related to the acquisition of the KIU and to receive legal advice on the same.


Mayor Lipuma made a motion to return form Executive Session. The motion was seconded by Mrs. Johnson and was unanimously passed.

Returning from executive session, Mr. Labriola stated that no decisions were made and no votes were taken.

XIV. Adjournment


Mr. Labriola made a motion to adjourn the meeting at 4:52 pm. Mr. Murphy seconded the motion and it passed unanimously.

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



John D. Labriola, Mayor Pro Tempore

3/4/2014

Date

Recusal Statement

Member Name: Mayor Charles R. Lipuma

Meeting Date: January 30, 2014

Agenda Item: Section VIII **Number:** B

Topic: Charitable Contributions and Grants

The Ethics Act, South Carolina Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37.) A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.

Justification to Recuse:

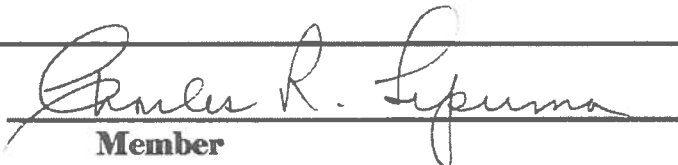
Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Sitting or Previous Board Member of the requesting organization

Other: _____

Date: 01-30-2014



Member

Approved by Parliamentarian: _____

Recusal Statement

Member Name: John D. Labriola

Meeting Date: January 30, 2014

Agenda Item: **Section** VIII **Number:** B

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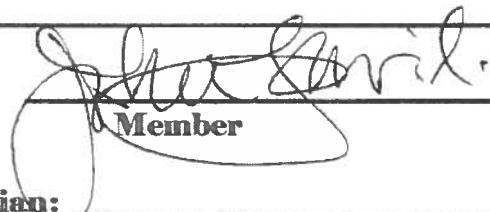
Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Sitting or Previous Board Member of the requesting organization

Other: _____

Date: 01-30-2014



Member

Approved by Parliamentarian: _____