

**Sullivan's Island Town Council**  
**2050-B Middle Street**  
**March 18, 2014**  
**6:00 p.m.**

Welcome

Pledge of Allegiance and Invocation

**I. Format:** 20 minutes for general comments from the floor

**II. Council Action Items**

1. Approval of Minutes from December 17, 2013 regular meeting and February 18, 2014 regular meeting.
2. Resolution of State Revolving Fund Loan – A Resolution by Council approving the application process for a loan from the South Carolina Water Quality Revolving Fund Authority for Phase I of the Inflow and Infiltration Reduction Program.
3. Second Reading and Ratification, Ordinance No. 2013-09, An Ordinance Amending Section 14-25 of the Code of the Ordinances for the Town of Sullivan's Island to Revise Franchise Fees for Filming, Video Taping, and Still Photography for Commercial Purposes; and, to Add Language Prohibiting Filming of Any Type within the RC-1/RC-2 Zoning Districts or on the Beach.
4. First Reading, Ordinance No. 2014-01, An Ordinance Amending Section 5-12B of the Code of Ordinances for the Town of Sullivan's Island to specify holidays that work, construction or otherwise, is prohibited.

**III. Reports and Communication**

1. General and New Correspondence
2. Attorney's Report
3. Boards and Commissions Reports
  - a) Planning Commission
  - b) Board of Zoning Appeals
  - c) Design Review Board
  - d) Tree Commission
  - e) Municipal Elections Commission

**IV. Committee Reports – Discussion Items**

1. Finance Committee
2. Public Safety Committee
3. Water and Sewer Committee
4. Administration Committee
5. Land Use and Natural Resources Committee
6. Public Facilities Committee
7. Recreation Committee

**(continued)**

**V. Executive Session**

1. Legal Advice, CM at Risk Contract and Terms and Conditions
2. Legal Advice, Contractual Matter on Lot Sales

**V. Adjourn**

December 17, 2013

The regular meeting of Town Council was held on the above date at 6:00 p.m. at Town Hall, all requirements of the Freedom of Information Act having been satisfied:

Present were: Mike Perkis, Mayor  
Jerry Kaynard, Mayor Pro Tem  
Chauncey Clark, Councilman  
Hartley Cooper, Councilwoman  
Susan Middaugh, Councilwoman  
Pat O'Neil, Councilman

Mayor Perkis led the Pledge of Allegiance, followed by the prayer by Councilman Clark. There were fourteen members in the audience, including one member of the media.

**I. FORMAT** - Mayor Perkis opened the floor for comments.

Paul Boehm, 3209 Middle Street, presented information to Council regarding erosion on the northern end of the island. He stated over 250 feet of land has eroded in the last 50 years; and 17 lots were lost due to that erosion. Mr. Boehm stated it is not a good idea to sell Town lots in the area.

Wayne Stelljes, 3104 I'on Avenue, thanked Town Council, Town departments and staff for their efficient and effective government service.

Hal Coste, 322 Station 19, stated he was concerned about Council's use of electronic devices during the meetings, and suggested it stop.

Gigi Runyon, 2923 I'on Avenue, inquired what the game plan was for dealing with the coyotes. Mayor Perkis stated the situation is being monitored. The program is a two-fold action plan: 1) Observation – determine how many coyotes we have on the island and where they are; and 2) Identify the coyotes that become a nuisance and capture them through a process administered by the Police Department and trappers. Chief Howard stated the Police Department has been keeping track of coyote sightings since November 13<sup>th</sup>, and there have been 27 actual sightings.

**II. COUNCIL ACTION ITEMS**

1. Motion was made by Councilman Kaynard, seconded by Councilman O'Neil, to approve the Minutes of the Regular Council meeting on November 19, 2013; Special Council Meeting on November 19, 2013; Special Council Meeting on December 9, 2013; Special Council Meeting on December 11, 2013; and Special Council Meeting on December 13, 2013, carried unanimously.

Motion was made by Councilwoman Middaugh, seconded by Councilman Kaynard, to have consultant Jim Shelton of Arcadis present information to Council at this time rather than at the Water & Sewer Committee Report later in the meeting, carried unanimously.

Administrator Benke introduced Jim Shelton, the National Technical Director for buried infrastructure for Arcadis. Mayor Perkis stated the purpose of his presentation was to determine how to help resolve the inflow and infiltration (I&I) of the sewer system. The sewer treatment plant processes approximately 500,000 gallons a day; however, the Town only uses about 200,000 gallons of water a day. Therefore, about 300,000 gallons a day is seeping into the system.

Mr. Shelton stated the goal was to reduce the leakage into the system so we reduce the likelihood of a regulatory action. We need to be in control of our own circumstances, and be pro-active in a fiscally responsible long-term effective matter. Secondary goals are to reduce our energy cost, and to set ourselves up for a long-term sewer program that focuses on sustainability. He stated he was asked to look at two different technologies for this problem: grouting (also called test and seal); and lining. The grouting is all remote; no digging (trenchless technology) low invasive. Grouting uses chemical grout that pumps immediately around the pipe to stabilize it. Grouting is a good use for structurally sound pipes and laterals, it is good for sandy soils, it gives moderate reductions in I&I at around 40%, and it is the cheapest technology.

Lining is basically building a new pipe inside, and it is used when there is broken pipe and badly damaged laterals. The I&I reduction rates are 60-70%, and it is expensive. He presented financial information of the cost benefit for each method. He stated that Arcadis recommended the grouting method for Sullivan's Island.

**2. Motion was made by Councilman Kaynard, seconded by Councilman Clark, to have First Reading of Ordinance No. 2013-14, An Ordinance to Amend Section 16-16, Personnel Code, for the Town of Sullivan's Island, regarding Cash-out or Carry-over of Accrued Vacation due to Special Circumstances.**

Motion was made by Councilman O'Neil, seconded by Councilman Kaynard to amend the motion to insert the word "additional" before "accrued vacation". The amended ordinance would read:

**1. Up to the equivalent of three (3) work weeks of unused vacation earnings may be carried forward from one (1) calendar year to the next. The Administration Committee of Council may approve cash vacation payout or the carry-over of additional accrued vacation based upon special circumstances."**

Motion to amend carried unanimously. Motion to have First Reading of Ordinance No. 2013-14, as amended carried unanimously.

**3. Motion was made by Councilman Kaynard, seconded by Councilwoman Middaugh, to have First Reading of Ordinance No. 2013-15, An Ordinance by the Town of Sullivan's Island, South Carolina, to Provide for the Issuance and Sale of the General Obligation Bond of 2014 of the Town of Sullivan's Island, South Carolina in the Amount of Three Million Nine Hundred Thousand Dollars (\$3,900,000); to Prescribe the Purposes for Which the Proceeds Shall be Expended; to Provide for the Payment Thereof; and Other Matters Relating Thereto, carried unanimously.**

**4. Motion was made by Councilman O'Neil, seconded by Councilman Clark, to approve Second Reading and Ratification of Ordinance 2013-11, An Ordinance to Amend Section 21-108 of the Zoning**

**Ordinance for the Town of Sullivan’s Island Regarding Membership Requirements for the Design Review Board by Removing the “Real Property Ownership” Condition, carried unanimously.**

**5. Motion was made by Councilman O’Neil, seconded by Councilman Clark, to have Second Reading and Ratification of Ordinance 2013-12, An Ordinance to Amend Section 21-203; Section 21-27B (4); and Section 21-27A (2) Amending Various Sections of the Zoning Ordinance to Allow the Single-Family Use of any Existing Residential Buildings That Are Over 5600 Square Feet (Principal Building Square Footage), carried unanimously.**

**6. Motion was made by Councilman Kaynard, seconded by Councilman Clark, to defer Second Reading and Ratification of Ordinance No. 2013-09, An Ordinance Amending Section 14-25 of the Code of Ordinances for the Town of Sullivan’s Island to Revise Franchise Fees for Filming, Video Taping, and Still Photography for Commercial Purposes; and, to Add Language Prohibiting Filming of Any Type within the RC-1/RC-2 Zoning Districts or on the Beach, until the next meeting, carried unanimously.**

**7. Motion was made by Councilwoman Middaugh, seconded by Councilman Kaynard, to approve proceeding with the application for State Revolving Fund funding for inflow and infiltration reduction program based on the recommendation of the Arcadis proposal report, carried unanimously.**

**8. (a) and (b) Motion was made by Councilman Kaynard, seconded by Councilman Clark, to approve the full-time status of employees Joe Henderson and Stephen Poole, who completed their probation period in early December 2013, carried unanimously.**

**(c) Water & Sewer employee Brian Jenerou has completed the Class B Wastewater certification. Motion was made by Councilman Kaynard, seconded by Councilman Clark, to approve compensation consistent with the license scale, carried unanimously.**

**(d) Motion was made by Councilman Kaynard, seconded by Councilman O’Neil to carry-over to 2014 the excess vacation days that Water & Sewer employee Darrell Noisette was unable to use due to departmental staffing issues, carried unanimously.**

### **III. REPORTS AND COMMUNICATIONS**

**1. General and New Correspondence – Correspondence was received from Nancy Fortier, Laurie Arthur, and Manda Poletti expressing their concern about coyotes on the island. Correspondence was also received from Jim Marianski about town government; and from SCE&G that they will be trimming trees in January around the power lines.**

**2. Attorney Report - No report.**

**3. Boards and Commissions - Report rendered from Chairman of Planning Commission.**

### **IV. COMMITTEE REPORTS**

**Finance Committee – Mayor Perkis. Monthly report rendered. Discussion continues on the proposed ordinance concerning the revision of franchise fees for filming and photography.**

**Public Safety Committee – Councilman Clark.** Monthly reports rendered. Chief Howard reported that the department was preparing for the Polar Bear Swim.

**Water and Sewer Committee – Councilwoman Middaugh.** Monthly reports rendered. The next Committee meeting will be January 15, 2014.

**Administration Committee – Councilman Kaynard.** Monthly report rendered. There was discussion regarding the Polar Bear Swim, in particular the hours to close the streets. **Motion was made by Councilman Kaynard, seconded by Councilman Clark, to set up the barricades to close Middle Street and Station 22-1/2 Street for the Polar Bear Event on January 1, 2014 at 10:00 am with the discretion of the Police Chief of when to re-open the streets, no later than 5:00 pm, carried unanimously.**

**Land Use and Natural Resources Committee – Councilman O’Neil.** Monthly report rendered. Biggert-Waters Act - Councilman O’Neil reported that a bill was in the U.S. Senate that would have deferred many of the worse aspects of the Act for about four years; however, the bill was blocked.

**Public Facilities Committee – Councilwoman Cooper.** Monthly report rendered.

**Recreation Committee – Councilwoman Middaugh for Councilwoman Watson.** Councilwoman Middaugh reported that the Gingerbread House holiday party had a great crowd of children making gingerbread houses.

**Motion was made by Councilman Clark, seconded by Councilman Kaynard, to go into Executive Session at 7:20 pm for the purpose of contractual, legal advice, and personnel, carried unanimously.**

Town Council returned to Regular Session at 8:37. Administrator Benke stated that no votes or action were taken in Executive Session.

**Motion was made by Councilman Kaynard, seconded by Councilman Clark, to not accept any of the bids for the three Town lots for sale, carried unanimously.**

**Motion was made by Councilman Kaynard, seconded by Councilman Clark, to authorize the Administrator to open negotiations with Hill Construction on a contract for construction of a new Town Hall with a delivery method of CM at Risk, carried unanimously.**

**Motion was made by Mayor Perkis, seconded by Councilwoman Middaugh, to ask the Ethics Commission for an informal and formal opinion regarding Rusty Bennett’s involvement in the zoning question for cafes, carried by a vote of five, with Councilman Kaynard recusing himself.**

**Attorney Dodds stated the question is two-fold: Can Mr. Bennett participate at all in the business district and/or can he participate when dealing with food and beverage decisions.**

**Council asked the Administrator to get appraisals on the lots at the end of Middle Street, with numbers ending in 22 and 21.**

**Motion was made by Mayor Perkis, seconded by Councilman Clark, to adjourn at 8:50 pm, carried unanimously.**

Respectfully submitted,

Ellen Miller

February 18, 2014

The regular meeting of Town Council was held on the above date at 6:00 p.m. at Town Hall, all requirements of the Freedom of Information Act having been satisfied:

Present were: Jerry Kaynard, Mayor Pro Tem  
Chauncey Clark, Councilman  
Hartley Cooper, Councilwoman  
Susan Middaugh, Councilwoman  
Mary Jane Watson, Councilwoman

The National Anthem and Pledge of Allegiance was led by second graders from Sullivan's Island Elementary School, followed by the invocation by Councilwoman Watson. Town Hall was filled with parents and children, as well as one member of the media. Mayor Pro-Tem Kaynard thanked the children for their participation and answered questions from the students.

**I. FORMAT** – Mayor Pro-Tem Kaynard opened the floor for comments.

Wayne Stelljes, 3104 I'on Avenue, suggested a public comment time also take place at the beginning of Council Workshops. Mark Howard, 1820 Central Avenue, added that perhaps after each item at the Workshop, five minutes be provided for questions.

Bill Dunleavy of Dunleavy's Pub stated that Council had discussed closing Middle Street only until 6pm on Saturday, March 15<sup>th</sup> for St. Patrick's Day celebration. Because the peak hours are 4-9 pm, he requested Council consider changing the time until 8:00pm.

## **II. COUNCIL ACTION ITEMS**

**1. Motion was made by Councilwoman Middaugh, seconded by Councilman Clark, to defer approval of the minutes from the December 17, 2013 Council regular meeting until the next meeting, carried by a vote of 4-1, with Councilwoman Watson abstaining.**

**Motion was made by Councilwoman Middaugh, seconded by Councilman Clark, to approve the minutes of the January 21, 2014 Council regular meeting, carried unanimously.**

**Motion was made by Councilwoman Middaugh, seconded by Councilman Clark, to approve the minutes of the February 3, 2014 Council Special meeting, carried unanimously.**

**2. Motion was made by Councilwoman Middaugh, seconded by Councilman Clark, to defer Second Reading and Ratification of Ordinance No. 2013-09, An Ordinance Amending Section 14-25 of the Code of Ordinances for the Town of Sullivan's Island to Revise Franchise Fees for Filming, Video Taping, and Still Photography for Commercial Purposes; and, to Add Language Prohibiting Filming of Any Type within the RC-1/RC-2 Zoning Districts or on the Beach, in order to receive information from Councilman O'Neil who is absent this evening, carried unanimously.**

**3. Motion was made by Councilwoman Cooper, seconded by Councilman Clark, to defer First Reading of Ordinance 2014-01, Ordinance to Amend Section 5-12B of the Code of Ordinances for the Town of Sullivan's Island, to specify holidays that work, construction or otherwise, is prohibited; carried**

unanimously. Councilwoman Cooper stated the Public Facilities Committee will review this and make a recommendation to Council.

### **III. REPORTS AND COMMUNICATIONS**

**1. General and New Correspondence** – Correspondence was received from Wayne Stelljes and David Fortiere regarding the coyotes; and from Tim Stone of the National Park Service regarding the closure of Middle Street on March 15, 2014 for St. Patrick’s Day.

**2. Attorney Report** - no report.

**3. Boards and Commissions** - no reports.

### **IV. COMMITTEE REPORTS**

**Finance Committee** – Mayor Pro-Tem Kaynard for Mayor Perkis. Monthly report rendered. Mayor Perkis signed the General Obligation Bond 2014 last week. The interest rate obtained was 1.8% from First Federal. Comptroller Blanton prepared an amortization schedule which will be updated for the next meeting. Revenues and expenditures are as expected in the January financial report.

**Public Safety Committee** – Councilman Clark. Monthly reports rendered.

**Fire Department** - The bid proposal for the ladder truck is being revised and will be put out for open bids. The Fire and Rescue Squad’s oyster roast on February 15<sup>th</sup> was successful.

**Police Department** - Chief Howard distributed a letter and application to approximately 20 companies that trap coyotes. The applications are due by the end of February for consideration. The cameras to observe areas for possible coyotes have been received, and residents will be notified when the cameras are installed. Six coyotes have been killed to date.

**Water and Sewer Committee** – Councilwoman Middaugh. Monthly reports rendered. The Special Revenue Fund application for inflow and infiltration funding was approved for green designation, which will save approximately \$200,000 over the life of the loan.

**Administration Committee** – Mayor Pro-Tem Kaynard. Monthly report rendered.

#### **1. Special Event Applications**

a. St. Patrick’s Day – Saturday, March 15, 2014 and Monday, March 17, 2014. After discussion, motion was made by Councilwoman Middaugh, seconded by Councilwoman Cooper, that on March 15, 2014 Station 22-1/2 Street between Middle St. and I’on Avenue be closed to traffic from 12:00 noon to 8:00 pm; and Middle Street from Station 22-1/2 to Station 22 be closed to traffic from 12:00 noon to 6:00pm, carried unanimously.

Motion was made by Councilman Clark, seconded by Councilwoman Cooper, to close Station 22-1/2 between Middle Street and I’on Avenue to traffic from 12:00 noon to 8:00pm on Monday, March 17, 2014, carried unanimously.

b. Run for Adela – April 12, 2014. Motion was made by Councilwoman Cooper, seconded by Councilwoman Watson, to approve the application for Run for Adela as submitted, carried unanimously.

#### **2. Personnel**

a. Monthly report rendered

- b. Council agreed to advertise the opening on Board of Zoning Appeals due to the resignation of Susan Romaine.
- c. **Motion was made by Councilwoman Middaugh, seconded by Councilman Clark, to approve the fulltime status of employee Kim Griffin, carried unanimously.**
- d. The Ethics Commission will render a formal opinion regarding large class/small class exemption of Planning Commission member on March 19, 2014.
- e. Council was reminded that electronic Statement of Economic Interest forms are due not later than March 30, 2014.

**Land Use and Natural Resources Committee – Mayor Pro-Tem Kaynard for Councilman O’Neil.**  
Monthly report rendered. Mayor Pro-Tem Kaynard stated that there is an unconfirmed report of a company interested in providing private residential and commercial flood insurance. This could be another alternative for flood insurance at this time.

**Public Facilities Committee – Councilwoman Cooper.** Monthly report rendered.

Town Hall project - The Committee held a meeting with David Creech and members of the ad hoc design committee on February 14, 2014. In addition to the project design discussion, an article written by Prentiss Finley of the Post and Courier was discussed. Mr. Finley reported that the Town was approving an amphitheater in the park as part of the plan. Scott Parker of the DesignWorks group designed the park plan and it is labeled as a “performance lawn.” It is simply a lawn with sidewalk that faces between the Band Stand and Town Hall. The Town Hall stairs of the side porch facing the park might be slightly terraced out so people can enjoy sitting there; however, there is no amphitheater.

Elementary School – A tour of the elementary school building can be conducted probably toward the end of March, when it is safe to tour.

**Recreation Committee – Councilwoman Watson.** The RFP for engineering for one tennis court and one multi-purpose court will be advertised on February 22<sup>nd</sup>. The Topping Ceremony for Sullivan’s Island Elementary School will take place on Saturday, February 22, 2014 at 10:00am. On Friday, February 21, 2014 at 3:00pm, the beam will be available to be signed.

**Motion was made by Councilwoman Watson, seconded by Councilwoman Cooper, to go into Executive Session at 7:20 pm, carried unanimously.**

Council returned to regular session at 7:57 p.m. Mayor Pro-Tem Kaynard stated no action or votes were taken in Executive Session.

**Motion was made by Councilwoman Middaugh, seconded by Councilman Clark, to approve the service agreement with Dunes Properties LLC with Tim Reese as agent as modified, carried unanimously.**

**Motion was made by Councilman Clark, seconded by Councilwoman Middaugh to adjourn at 8:00pm, carried unanimously.**

Respectfully submitted,

Ellen Miller

**A RESOLUTION**

**BY THE TOWN COUNCIL OF THE TOWN OF SULLIVAN'S ISLAND, SOUTH CAROLINA, APPROVING THE APPLICATION FOR A LOAN FROM THE SOUTH CAROLINA WATER QUALITY REVOLVING FUND AUTHORITY AND THE PLEDGE OF COMBINED WATER AND SEWER UTILITY REVENUE FOR REPAYMENT OF THE LOAN FOR THE PHASE I WASTEWATER COLLECTION SYSTEM INFLOW AND INFILTRATION REDUCTION PROGRAM**

**WHEREAS**, the South Carolina Water Quality Revolving Fund Authority (the "State Authority") provides low-interest loan financing for the construction and repair of publicly owned wastewater treatment facilities and collection systems from the Water Pollution Control Revolving Fund (the "Fund") pursuant to the Federal Clean Water Act and Title 48, Chapter 5, Code of laws of South Carolina, 1976, as amended; and

**WHEREAS**, the Town of Sullivan's Island is a legally constituted municipal corporation in the State of South Carolina and is authorized to incur debt pursuant to Title 6, Chapter 21, Code of Laws of South Carolina, 1976, as amended; and,

**WHEREAS**, the Town of Sullivan's Island has determined that it is in the best interest of the Town to apply to the State Authority for a loan from the Fund:

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Sullivan's Island, South Carolina (the "Council"), in a meeting duly assembled:

1. That the Council hereby authorizes the Town Administrator and Utility Manager to complete, and the Mayor to execute and submit an application to the State Authority for a loan from the Fund in the amount of approximately \$1,600,000 to finance the costs of inflow and infiltration reduction to the collection system. The Town Administrator and Utility Manager are authorized to take such actions as may be necessary or convenient to complete the application process.
2. That the Town will grant to the State Authority a pledge of, and lien on, all revenues of the Town combined water and sewer utility for repayment of the loan.

3. That the final terms and conditions of the loan and the loan documents shall be subject to the approval of this Council.

ADOPTED, this 18<sup>th</sup> day of March, 2014.

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Michael Perkis, Mayor  
Town of Sullivan's Island

Attest:

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Ellen Miller – Town Clerk

**ORDINANCE 2013-09**

**AN ORDINANCE AMENDING SECTION 14-25 OF THE CODE OF ORDINANCES FOR THE TOWN OF SULLIVAN'S ISLAND TO REVISE FRANCHISE FEES FOR FILMING, VIDEO TAPING, AND STILL PHOTOGRAPHY FOR COMMERCIAL PURPOSES, AND TO ADD LANGUAGE PROHIBITING FILMING OF ANY TYPE WITHIN THE RC-1/RC-2 ZONING DISTRICTS OR ON THE BEACH**

**WHEREAS**, the Town of Sullivan's Island has become a popular destination for filming and photography over the past years; and

**WHEREAS**, the members of Town Council have recognized a need to increase the franchise fees for filming, video taping, and still photography for commercial purposes and the need to restrict commercial activities within RC-1 and RC-2 zoning districts and the beaches of the Town;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Town Council of the Town of Sullivan's Island, in Council assembled, that Section 14-25 of the Sullivan's Island Code of Ordinances shall be and are hereby amended to read specifically as follows:

**Sec. 14-25. Franchise Fee for filming, video taping and still photography for commercial purposes.**

The Town of Sullivan's Island imposes a permit fee of \$1,500 (one thousand five hundred dollars) or 1% (one percent) of gross expenditures, whichever is greater, per day for the filming of all, or parts thereof, of major motion pictures, made for television movies, television series, and other commercial uses. Still photography shall be subject to a permit fee of \$500.00 (five hundred dollars) per day.

Such activities as listed above are prohibited in the RC-1 and RC-2 zoning districts and the beaches of the Town. All activities must be conducted within guidelines and requirements as set forth by the Town.

Violators of the Town's permit shall be subject to the payment of required fees plus \$500.00 (five hundred dollars) per day, each day being a separate offense. (1-19-93, 9-23-97)

If a term or portion of this ordinance is invalid the remaining ordinance remains valid,

THIS ORDINANCE SHALL BE EFFECTIVE UPON RATIFICATION.

SIGNED, SEALED AND DELIVERED THIS      DAY OF

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Michael Perkis, Mayor

Attest:

Attest to form:

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Ellen Miller, Town Clerk

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Lawrence Dodds, Town Attorney

First Reading: October 15, 2013

Second Reading and Ratification:

## ORDINANCE 2014- 01

### ORDINANCE TO AMEND SECTION 5-12B OF THE CODE OF ORDINANCES FOR THE TOWN OF SULLIVAN'S ISLAND

WHEREAS, Chapter 5 of the Town of Sullivan's Island Ordinance which is cited at BUILDINGS was originally enacted in 1977; and,

WHEREAS, the Town of Sullivan's Island has, from time to time, amended certain sections of the Ordinance; and,

WHEREAS, Article III and Section 5-12 set forth conditions for Building Permits and establish work periods that protect the peace, tranquility and quiet repose of the residential nature of Sullivan's Island; and,

WHEREAS, Section 5-12B prohibits work on "Holidays"; and,

WHEREAS, the Town wishes to specifically identify holidays when no work is permitted;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL IN MEETING DULY ASSEMBLED,

That Section 5-12B be amended to read as follows:

#### Section 5-12 Requirements for New Construction and Improvements

B. CONSTRUCTION HOURS: Construction hours apply to all contractors, sub-contractors, landscapers, suppliers and vendors.

8:00 AM to 6:00 PM Monday through Friday.

10:00 AM to 4:00 PM Saturday.

No work will be allowed on Sundays and *the following Holidays:*

January 1 New Year's Day; Memorial Day (last Monday in May); July 4<sup>th</sup> Independence Day; Labor Day (first Monday in September); Thanksgiving Day (fourth Thursday in November); and, Christmas Day December 25<sup>th</sup>.

(Exception) Approval for performing emergency repairs may be granted for working outside of the hours stated above. A home owner or members of their immediate family may perform

maintenance or work on their own property at any time provided all other Sullivan's Island ordinances are being adhered to.

(Exception) Notwithstanding the above, approval for work outside of the construction hours set forth above may be granted by the Chair of the Public Facilities Committee and the Town Administrator for construction by or for the benefit of Federal, State, County, Town or governmental agencies to promote public safety or the public interest. (9/17/2013)

Section 5-12 A, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q and R shall remain unchanged.

That should any part of this Ordinance be held invalid by a court of competent jurisdiction, the remaining parts shall be severable and shall continue to be in full force and effect.

That this Ordinance takes effect and be in full force immediately.

\_\_\_\_\_  
Mike Perkis, Mayor

Attest:

\_\_\_\_\_  
Ellen Miller, Town Clerk

First reading: \_\_\_\_\_

Second reading: \_\_\_\_\_

Attest to Form:

\_\_\_\_\_  
Lawrence Dodds, Esq. Town Attorney

**March 13, 2014**

**Sullivan's Island, SC Planning Commission  
Gary Visser, Chair**

**Report to Council  
For March 18, 2014 Council Meeting**

Planning Commission held its regular monthly meeting at 6:30PM, Wednesday, March 12, 2014 at Town Hall, 2050-B Middle Street with approximately 9 audience members present. No meeting held in February (cancelled/weather). **Next meeting: 6:30PM Wednesday, April 9, 2014 at Town Hall.**

Chair Visser noted all Commissioners were present; Staff: Zoning Administrator Henderson and Asst. to Administrator Darrow present. Absent: Building Official Robinson (work related).

**Meeting Highlights:**

**One (1) New Potential Text Amendment:**

1. **Cafés and Food Service Establishments:** Review of text amendments that would allow café uses and define other food service establishments within the Community Commercial Zoning District. Proposed, are Zoning Ordinance text amendments to Section 21-203, "Definitions"; Section 21-50A.(1)(B), "Permitted Uses;" Section 21-50B(1), "Conditional Uses;" Section 21-50C(1), "Special Exceptions;" Section 21-50.D.(1) "Prohibited Uses."

  - This item was deferred to April pending ruling by SC Ethics Commission on potential conflict of interest by Commissioner Bennett on this issue.

**ACTION: Further study and discussion; Commission retains on February agenda.**

**Other Business:**

1. **Battery to Beach: Battery to Beach project update and review of staff implementation strategy for signage along approved route.**

  - Pat Sullivan with Charleston Moves (local, non-profit bicycle advocacy group) provided additional background on this organization, its role in the Battery to the Beach (B2B) project and the B2B project in general. Completed project will:
    - Provide bicycle and pedestrian access to/from downtown Charleston to local beaches.
    - B2B will be 32 miles long from end-end.
    - Cost-benefit studies have identified potential \$40million in tourist revenue from B2B.
    - Signs identifying B2B routes will be posted only for roads deemed satisfactorily safe by transportation engineering standards (level of service C minimum).
    - Identified potential Sullivan's Island route as being at least C level.
    - Riders would identify B2B route by unique B2B logo (will be on marketing material too).
  - Zoning Administrator Henderson reviewed Staff recommendations for Sullivan's Island portion of B2B trail.
    - Staff developed trail which would be as safe as possible for recreational bikers of all ages while being scenic. Administration Staff endorse this route:

March 13, 2014

Sullivan's Island, SC Planning Commission  
Gary Visser, Chair

Report to Council  
For March 18, 2014 Council Meeting

**Entering Town from Ben Sawyer Bridge and exiting from Breach Inlet Bridge:**

- Proceed on Causeway/Hwy703 to Jasper Boulevard
  - Right on Jasper Boulevard to Station 22
  - Left onto Station 22 to Atlantic Avenue (use marked crosswalk for Middle Street)
  - Left on Atlantic Avenue to Station 28
  - Right onto Station 28, proceed to merge with Marshall Boulevard
  - Proceed Marshall Boulevard to Station 32
  - Left Station 32 to Middle Street
  - Right Middle Street to Jasper Boulevard intersection
  - Right onto Jasper Boulevard exiting Town to Isle of Palms over Breach Inlet bridge
- Staff recommends the Town follow Mt. Pleasant's lead on signage: incorporate B2B logo onto existing road signs whenever possible.

Commission discussion and public input was given on the route. Commission suggestions:

1. Consider two B2B paths for the Island:
  - Staff recommended path through Town for those entering from Mt. Pleasant and
  - Second path for B2B bikers entering Town from Isle of Palms: proceeding down Jasper Boulevard and traveling portions of Goldbug Avenue and Myrtle Avenue, exiting onto Causeway/Hwy703 by a right turn off Myrtle Avenue (safer and different scenery)
2. Study potential turn onto Myrtle Avenue instead of Jasper Boulevard for bikers entering Town from Mt. Pleasant on Staff endorsed route (shorten time spent on Hwy 703).

**ACTION: Commission recommends Staff suggested route with additional study and consideration to use Myrtle Avenue turn off of Hwy 703 instead of Jasper Boulevard. (Motion passed 6 to 1)**

2. **Bike Path and Marshwalk at Patriot Street: Commission discussion regarding feasibility of constructing a bike path or marshwalk to provide pedestrian access from Ben Sawyer Boulevard to the Patriot Street termination.**
  - Initiated at November meeting and continued in December 2013 and January 2014 – path would initiate at entrance to Sullivan's Island on Ben Sawyer Boulevard, traverse by boardwalk over small marsh area linking to one of two options:
    - Option 1: Marshwalk would lead to the Patriot Street right-of-way to Myrtle Avenue to Station 22 to Middle Street (travel along road right of ways);
    - Option 2: Marshwalk would lead to Station 22 termination and continue to the Town owned parcel TMS# 529-05-00-080. The path would traverse the vacant parcel and route bikes and pedestrians through the park property and around the Mound. Possible connections would be established with Gull Drive and Central Avenue via Station 20.5

- Zoning Administrator reviewed current regulations and issues for consideration.
  - All public infrastructure projects require Town Council approval;
  - Public input would be needed from area residents along proposed route;
  - **TOSI Comprehensive Plan:** Transportation Element encourages pedestrian and bicycle transport along low-speed residential streets and sidewalks (Continuation of East Coast Greenway).
  - **Z.O. Section 21-75:** Ordinance prohibits construction of any dock across marshland in the RC-2 Zoning District from Station 18 to Station 27 (See enclosed map of prohibited area);
  - Would require approval of encroachment permits from U.S. Corps of Engineers, the Department of Health and Environmental Control/Office of Ocean and Coastal Resource Management (DHEC/OCRM).

Commission discussion and public input given on the concept. Commission tasked Staff with additional research for report at April meeting:

- Coordinate with SCDHEC/OCRM on design requirements for the boardwalk and what would comply with their regulations for a water-dependent public interest (as implied in Regulation 30-12(F)(2)(f)).
- Confer with Town Attorney for legal opinion on whether an amendment to ZO Section 21-75 will be needed.

**ACTION: Further study and discussion; Commission retains on April agenda.**

### 3. Planning Commission Rules of Procedure

**ACTION: Commission re-affirmed existing Rules of Procedure, with no changes, for 2014 (Motion passed unanimously).**

### 4. Staff Update on Town Projects: Ongoing monthly report to Planning Commission

**New:** Staff is developing a flow plan for Planning Commission issues and activities, tied to Comprehensive Plan goals and Town Council Committees or governmental departments, to assist Commission, Council and public with identifying progress and status of various projects/issues. **Commission consensus this flow plan was desirable and helpful for retaining institutional knowledge, increasing public transparency and governmental accountability, and making the 10-year update of the Comprehensive Plan easier to accomplish.**

### 5. Correspondence – no written correspondence

### 6. Next meeting: Two items in this report will be on the April agenda.

**Meeting adjourned at 8:20p.m.**

# **FINANCE COUNCIL MEETING**

**March 18, 2014**

**Chairman Mike Perkis; Co-Chairman Jerry Kaynard  
All Members of Council**

All matters connected with Town finances, taxes and licenses. The Committee shall prepare and submit an annual operating budget and capital improvement program to Council.

## **I. Matters for Action by Council**

No action Items at this time.

## **II. Matters for Discussion by Council**

1. Second Reading, An Ordinance amending Section 14-25 of the Code of Ordinances for the Town to revise Franchise Fees for filming, video-taping, and still photography for commercial purposes; and, to add language prohibiting such activity within the RC-1/RC-2 Zoning Districts or on the beach.
2. FY 2014 Capital Projects - The Finance Committee continues to review a list of capital projects for both Government and Water and Sewer for consideration of the FY 2014 budget in light of recent discussion about potential changes in the bond market.
3. CWS response to capital charges for West Ashley Booster Pump

## **III. New Matters Presented to Council**

No new matters presented to Council at this time.

## **IV. Matters Pending By Council**

1. Review and Analysis of Litigation Expenses – General discussion of non-budgeted expenses resulting from Bluestein et al. v. Sullivan’s Island et al. Expenses outlined as of October 30, 2011.
2. Permit Fees for Special Events and Beach Fires – General discussion of permit fees for special events and beach fires.



P.O. Box B  
Charleston, SC 29402  
103 St. Philip Street (29403)  
(843) 727-6800  
www.charlestonwater.com

REC'D MAR 10 2014

**Board of Commissioners**  
Thomas B. Pritchard, Chairman  
David E. Rivers, Vice Chairman  
William E. Koopman, Jr., Commissioner  
Mayor Joseph P. Riley, Jr. (Ex-Officio)  
Councilmember Dean C. Riegel (Ex-Officio)

**Officers**  
Kin Hill, P.E., Chief Executive Officer  
Dorothy Harrison, Chief Administrative Officer  
Wesley Ropp, CMA, Chief Financial Officer  
Andy Fairey, Chief Operating Officer  
Mark Cline, P.E., Capital Projects Officer

March 7, 2014

The Honorable Mike Perkis  
Mayor of the Town of Sullivan's Island  
Post Office Box 427  
Sullivan's Island, SC 29482

Re: Response to your letter regarding CWS Capital Charges for Charleston Water System (CWS)  
Water Supply

Dear Mayor Perkis:

This letter is in response to your October 24, 2013 correspondence requesting a review of CWS's proposed 2013 capital charges for the Town of Sullivan's Island as it relates to our 1994 water supply contract. We apologize for the delay in our response. Nonetheless, after a thorough review with our in-house staff and several in-depth consultations with our rate consultants and a recent meeting with Gregg Gress and Jason Blanton, we have developed a resolution to the issues raised which we hope you will find acceptable, fair, and contractually accurate. We would also like to use this opportunity to hopefully clarify our contract requirements for any similar situations in the future, and to offer some alternatives for your consideration.

The essence of our proposed solution to this matter as follows:

1) Elimination of West Ashley Booster Station Capital Charges:

CWS will delete all capital charges for its newly-constructed West Ashley Booster Pumping Station as requested. This reduces the total capital charge to Sullivan's Island by \$262,500.00. The justification for this deletion is based on Section C.2(c) on Page 9 in the referenced contract, which we interpret as allowing future capital charges to be applied only for required capital improvements and replacements to CWS facilities that are included in Exhibit "A" of our contract namely: Pen. 1, 2, 3, and 4 transmission mains; Harborview Road Storage Complex; 24-inch Fort Johnson Road water main (also known as Pen 5); water mains to and thru Sullivan's Island (mis-labeled as 16-inch in Exhibit A, but actually of 20-inch diameter), and the Water Treatment Plant (which includes supply, treatment, storage, pumping and related facilities).

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2) SCADA Meter Charges to remain:

CWS will charge Sullivan's Island for the capital cost of the three (3) SCADA meter installations as shown in our earlier correspondence, namely \$120,824.00 for these facilities. The justification/rationale for this decision is again per the contract; Section C.3 on Page 10, which specifically provides for such payment by Sullivan's Island. This now becomes the only capital charge component for 2013 applicable to Sullivan's Island. This charge is to be billed this coming July.

3) Prior Capital Payments by Sullivan's Island:

As far as prior capital payments made to CWS by Sullivan's Island since 1994 when the contract was initially executed, CWS staff has reviewed the project listings (and Sullivan's Island pro-rata capacity-share costs), and have determined that each project charged does meet the contractual requirement of CWS-owned facilities included in Exhibit "A" of the original contract as all such projects fall under the listed item "Water Treatment Plant". (See copy of Exhibit "A" attached). Therefore, we believe that these past charges (and corresponding payments by Sullivan's Island) are appropriate and in conformance with our agreement.

4) Clarification of Future Capital Costs:

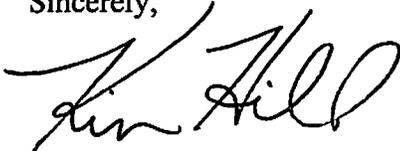
Going forward, we believe it is in our mutual best interests to clarify the intent of the contract as it relates to future capital improvements to CWS facilities. Specifically, we believe that the only capital costs that can be applied to the Town of Sullivan's Island under our reading of contract Section C.2(c) are those for improvements, replacements, upgrades, rehabilitations, etc. to the CWS facilities currently recognized in Exhibit "A". Hopefully you, your council, and your public works staff will agree with this clarifying approach. If so, we would greatly appreciate your written concurrence of such. That way, potential future misunderstandings or misinterpretations regarding future capital charges as called for in our contract may be avoided. Also, CWS will endeavor to provide Sullivan's Island with as much advanced notice of their projected share of capital costs each year, so as to assist your staff in their budget preparations.

5) Optional Alternative Basis for Payment of Future Capital Charges:

If the historical practice of paying the Town's share of capital costs for applicable annual capital improvements in a single lump-sum payment should become too burdensome in the future, we are open to considering possible alternative payment options should you so desire. For example, for capital charge obligations exceeding a specified threshold level, the CWS might be willing to allow Sullivan's Island to finance, i.e. amortize, these costs for payment over a longer period of time. Also, should you wish, CWS could consider incorporating these costs into the existing volume based charge currently used to recover operating expenses. Section C. 2(c) of the existing service agreement currently provides, in part, that volume charges may be increased to recognize such costs. Although this is not the most preferred method, should you wish to consider this option further, we would welcome your thoughts concerning the terms that you might want to see incorporated into such an option, e.g., capital cost threshold, repayment period, interest rates, recovery as a volume charge or as a fixed amount per month or year, etc.

We trust you can appreciate our position in this matter and look forward to your timely response. If we can help answer any other questions or concerns please feel free to call me or Wesley Ropp, our Chief Financial Officer at (843) 727-6862. Also, if you would like to schedule a meeting to discuss in more detail, we would be happy to accommodate such a request. We continue to regard the Town as one of our most valued East Cooper wholesale customers and consequently look forward to continuing our long-standing professional and cordial relationship.

Sincerely,



Kin Hill, CEO  
Charleston Water System

Attachment: Exhibit "A"

cc: Andy Benke, Town Administrator  
Greg Gress, Manager, Water & Sewer Department  
Jason Blanton, Comptroller  
Anna White, Black & Veatch  
Lucas Padgett, McNair Law Firm  
CWS Officers  
Anne Moye

**COMMISSIONERS OF PUBLIC WORKS**  
**DISTRIBUTION SYSTEM USE VALUE CALCULATION**  
**WHOLESALE: TOWN OF SULLIVANS ISLAND**  
**EXHIBIT 'A'**

COMPONANT	MAIN LENGTH	MAIN CAPACITY	AGE	REPRODUCTION VALUE	PERCENT DEPRECIATION	RCLD	MAIN CAP. USED	% MAIN CAP. USED	% X RCLD USED
48" PEN I	14,400	58	8	\$2,474,311	95.6	\$2,365,441	0.75	1.29	\$30,588
48" PEN II	23,700	58	3	\$7,303,022	98.7	\$7,208,083	0.75	1.29	\$93,208
42" AND 36" PEN III	30,600	43	3	\$13,331,725	98.7	\$13,158,413	0.75	1.74	\$229,507
30" PEN IV	20,700	18	3	\$2,400,534	98.7	\$2,369,327	0.75	4.17	\$98,722
HARBORVIEW ROAD STO. COM	N/A	13	2	\$1,942,586	98.7	\$1,917,332	0.75	5.77	\$110,815
24" FORT JOHNSON RD MAIN	17,600	13	3	\$820,512	98.7	\$809,845	0.75	5.77	\$46,722
NEW 16" MAINS TO SULL. IS.	23,400	6	0	\$4,559,800	100	\$4,559,800	0.75	12.50	\$569,975
NEW 16" MAIN THRU SULL. IS.	8,000	6	0	\$482,000	100	\$482,000	0.75	12.50	\$60,250
SUBTOTAL MAINS									\$1,239,587
WATER TREATMENT PLANT		118					0.75	0.64	\$746,620
TOTAL VALUE									\$1,986,216

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 7

**Finance  
Points of Interest  
February 2014**

**Revenue**

1. For February 2014, revenue was as expected.
2. The Town has received approximately \$1.35 million in property tax revenue as of February 28<sup>th</sup>.
3. The Town has received approximately \$796,000 in business license revenue as of February 28<sup>th</sup>.

**Expenditures**

1. All other expenses were as expected.
2. The cost of the relocation and operation of the temporary Town Hall as of February 2014 was \$305,360. The cost of the temporary Town Hall is approximately \$4,000 per month. A spreadsheet is attached to this report with a description of all the expenses incurred.
3. The cost for the design and construction of the Town Hall as of February 2014 was approximately \$44,000. A spreadsheet is attached to this report with a description of the expenditures.

**Other**

1. The Town is receiving an interest rate of .2% from 1<sup>st</sup> Federal in the Money Market accounts and .1331% in the SC Local Government Investment Pool.
2. The budget process is underway. A budget schedule will be available for the Council Workshop in April.

February 28, 2014  
Cash & Investment Balances

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CHECKING ACCOUNTS	\$ 5,309,316.45
MONEY MARKET - 2014 GO BOND FUNDS	4,100,337.00
SC LOCAL GOVERNMENT INVESTMENT POOL	203,620.23
INVESTMENTS	151,091.13
CASH ON HAND	<u>600.00</u>

**TOTAL CASH & INVESTMENTS: \$ 9,764,964.81**

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<b>Unassigned:</b>	
Operating	\$ 2,265,191.69
2014 GO Bond Funds	4,100,000.00
Capital Improvements Reserve	336,500.00
Emergency Reserve	1,025,000.00

<b>Assigned:</b>	
William Bradley Memorial Fund	20,000.00

**Committed:** -

<b>Restricted:</b>	
County Accommodations Tax Funds - County Deputies	45,855.00
Land Trust Fund	35,118.25
Confederate Memorial Fund	3,151.84
Victim's Rights Fund	<u>59,547.25</u>

Total Cash & Investment Accounts **\$ 7,890,364.03**

<b><u>PETTY CASH:</u></b>	
Petty Cash	<u>\$ 400.00</u>

**TOTAL GENERAL FUND \$ 7,890,764.03**

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Operating	\$ 170,596.37
Capital Improvement Fund Sewer	72,177.29
Sewer Depreciation Fund	<u>36,315.25</u>

**Total Sewer Fund \$ 279,088.91**

Operating	\$ 833,779.81
Capital Improvement Fund Water	177,317.14
CWS CIP Improvements Fund	176,778.27
Water Depreciation Fund	46,108.86
Petty Cash	<u>200.00</u>

**Total Water Fund \$ 1,234,184.08**

Unreserved	<u>\$ 263,967.71</u>
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**Total Hospitality Tax Fund - Restricted \$ 263,967.71**

Unreserved	<u>\$ 62,409.22</u>
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**Total Local Accommodations Tax Fund - \$ 62,409.22**

Tree Bank Fund - Committed	<u>\$ 34,550.86</u>
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**Total Tree Fund \$ 34,550.86**

**TOTAL CASH & INVESTMENTS: \$ 9,764,964.81**

1% Firemen's Fund - First Federal Money Market	<u>\$ 142,984.72</u>
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**Total 1% FIREMEN'S FUND \$ 142,984.72**

**Investment Income**  
**Month Ended February 28, 2014 and YTD**

<u>Bank</u>	<u>Interest Rate</u>	<u>Interest Earned Current Month</u>	<u>Interest Earned Year-to-Date</u>
Investment Pool	0.1331%	20.92	241.46
1st Federal Money Market	0.20%	602.87	4,557.92
1st Federal MM - Bond	0.20%	337.00	337.00
1st Southeast Investor Services	2.00%	<u>258.09</u>	<u>2,064.72</u>
		<u>\$ 1,218.88</u>	<u>\$ 7,201.10</u>

**Interest Earned by Fund**

	<u>Month Ended</u>	<u>YTD</u>
General Fund	\$ 927.06	\$ 4,755.30
Sewer Fund	43.48	374.11
Water Fund	192.16	1,561.49
State A-Tax Funds	-	-
Local A-Tax Funds	9.70	86.59
Hospitality Tax Fund	41.10	375.31
Tree Fund	<u>5.38</u>	<u>48.30</u>
Total Earned	<u>\$ 1,218.88</u>	<u>\$ 7,201.10</u>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING</u>	
	<u>REVENUE</u>	<u>REVENUE</u>	<u>REVENUE</u>	<u>BALANCE</u>	<u>PCT</u>
10-3000-2000 PROCEEDS FROM BOND	0.00	4,100,000.00	4,100,000.00	-4,100,000.00	0
10-3000-3300 INTEREST EARNED	6,000.00	973.92	4,024.01	1,975.99	33
10-3000-6000 POLICE ACCIDENT REPORTS	200.00	35.00	270.00	-70.00	-35
10-3000-8000 TRANSFER FROM WATER FUND	198,500.00	0.00	0.00	198,500.00	100
10-3000-9100 LICENSES	1,024,500.00	226,323.55	796,111.12	228,388.88	22
10-3000-9110 DOG PERMITS	75,000.00	10,635.00	41,525.00	33,475.00	45
10-3000-9120 BOAT PERMITS	0.00	0.00	30.00	-30.00	0
10-3000-9130 BD. OF ZONING APPEALS APPLIC FEE	2,000.00	400.00	1,050.00	950.00	48
10-3000-9140 DESIGN REVIEW BOARD FEES	11,000.00	0.00	6,005.00	4,995.00	45
10-3000-9150 PLANNING COMMISSION FEES	1,000.00	250.00	750.00	250.00	25
10-3000-9300 BUILDING PERMITS	245,000.00	23,275.60	204,836.10	40,163.90	16
10-3000-9350 TRIMMING & PRUNING INCOME	12,000.00	4,000.00	10,500.00	1,500.00	13
10-3000-9400 AD VALOREM PERS PROP TAX	1,700,000.00	676,073.25	1,348,798.09	351,201.91	21
10-3000-9410 HOMESTEAD EXEMPT REFUND	8,000.00	0.00	0.00	8,000.00	100
10-3000-9510 FINES COLL - RECORDER	55,000.00	2,664.85	41,571.31	13,428.69	24
10-3000-9600 FEE SIMPLE TITLES	100.00	0.00	25.00	75.00	75
10-3000-9690 AID TO SUBDIVISIONS	33,000.00	64.76	32,976.24	23.76	0
10-3000-9710 VICTIMS RIGHTS FUND	10,000.00	302.98	6,168.86	3,831.14	38
10-3000-9750 BEVERAGE TEMP. PERMITS	21,000.00	0.00	3,650.00	17,350.00	83
10-3000-9760 FRANCHISE FEES - CELL TOWER	43,000.00	3,665.76	27,187.72	15,812.28	37
10-3000-9765 FRANCHISE FEES - OTHER	450,000.00	23,443.85	28,192.82	421,807.18	94
10-3000-9770 STATE ACCOMMODATIONS TAX	25,000.00	0.00	14,951.00	10,049.00	40
10-3000-9778 TRANSFER LOCAL A-TAX	30,000.00	2,500.00	20,000.00	10,000.00	33
10-3000-9779 TRANSFER FROM HOSP. TAX	250,000.00	20,834.00	166,612.00	83,388.00	33
10-3000-9780 L.O.S.T. PROP.ROLLBACK	120,000.00	11,108.27	80,531.20	39,468.80	33
10-3000-9781 L.O.S.T. REVENUE FUND	55,000.00	6,640.15	46,305.71	8,694.29	16
10-3000-9900 MISCELLANEOUS INCOME	130,000.00	10,059.13	56,859.12	73,140.88	56
10-3000-9901 PROCEEDS-SALES OF ASSETS	4,000.00	0.00	2,000.00	2,000.00	50
<b>3000</b>	<b>4,509,300.00</b>	<b>5,123,250.07</b>	<b>7,040,930.30</b>	<b>-2,531,630.30</b>	<b>-56</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>SEWER FUND</b>					
11-3000-3300 INTEREST EARNED	1,000.00	46.93	298.82	701.18	70
11-3000-4110 SEWER SERVICE CHARGES	731,914.93	51,225.88	483,660.50	248,254.43	34
11-3000-4111 PENALTIES	5,500.00	795.00	4,335.00	1,165.00	21
11-3000-4112 ADMINISTRATIVE ACCOUNT FEES	1,300.00	200.00	550.00	750.00	58
11-3000-4300 TIE-IN FEES & INSTALL	0.00	0.00	4,530.00	-4,530.00	0
11-3000-4500 SERVICE CALLS	500.00	0.00	0.00	500.00	100
11-3000-4600 INSPECTION FEES	1,500.00	0.00	900.00	600.00	40
11-3000-4900 MISCELLANEOUS	200.00	0.00	3,227.83	-3,027.83	-1,514
11-3000-9900 INCREASE TO RESERVE	-30,800.00	0.00	0.00	-30,800.00	100
<b>11 SEWER FUND</b>	<b>711,114.93</b>	<b>52,267.81</b>	<b>497,502.15</b>	<b>213,612.78</b>	<b>30</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>WATER FUND</b>					
12-3000-3300 INTEREST EARNED	3,000.00	207.43	1,268.58	1,731.42	58
12-3000-4110 WATER SALES	936,191.47	61,325.96	603,937.91	332,253.56	35
12-3000-4111 PENALTIES	5,500.00	795.00	4,335.00	1,165.00	21
12-3000-4112 ADMINISTRATIVE ACCOUNT FEES	8,000.00	290.00	6,760.00	1,240.00	16
12-3000-4114 HYDRANT METER PERMITS	200.00	0.00	600.00	-400.00	-200
12-3000-4300 METER CONNECT & RENEWALS	7,000.00	100.00	19,224.24	-12,224.24	-175
12-3000-4400 METER REPAIRS	500.00	0.00	1,760.00	-1,260.00	-252
12-3000-4500 SERVICE CALLS	500.00	0.00	330.00	170.00	34
12-3000-4600 INSPECTION FEES	250.00	0.00	0.00	250.00	100
12-3000-4610 BACKFLOW TESTING	700.00	0.00	320.00	380.00	54
12-3000-4900 MISCELLANEOUS	100.00	0.00	3,458.55	-3,358.55	-3,359
12-3000-9000 ADDITION TO FUND BAL	-48,435.00	0.00	0.00	-48,435.00	100
<b>12 WATER FUND</b>	<b>913,506.47</b>	<b>62,718.39</b>	<b>641,994.28</b>	<b>271,512.19</b>	<b>30</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>HOSPITALITY TAX</b>					
13-3000-3300 INTEREST EARNED	0.00	44.35	297.09	-297.09	0
13-3000-9779 HOSPITALITY TAX	0.00	26,262.09	149,677.01	-149,677.01	0
<b>13 HOSPITALITY TAX</b>	<u>0.00</u>	<u>26,306.44</u>	<u>149,974.10</u>	<u>-149,974.10</u>	<u>0</u>
<b>LOCAL A-TAX</b>					
17-3000-3300 INTEREST EARNED	0.00	10.47	69.17	-69.17	0
17-3000-9777 2% COUNTY A-TAX	0.00	5,047.60	5,550.46	-5,550.46	0
17-3000-9778 1% LOCAL A-TAX	0.00	1,654.38	12,640.75	-12,640.75	0
<b>17 LOCAL A-TAX</b>	<u>0.00</u>	<u>6,712.45</u>	<u>18,260.38</u>	<u>-18,260.38</u>	<u>0</u>
<b>TREE FUND</b>					
19-3000-3300 TREE FUND INTEREST	0.00	5.81	38.64	-38.64	0
19-3000-9310 TREE PERMITS	0.00	0.00	4,600.00	-4,600.00	0
<b>19 TREE FUND</b>	<u>0.00</u>	<u>5.81</u>	<u>4,638.64</u>	<u>-4,638.64</u>	<u>0</u>
	<u>0.00</u>	<u>33,024.70</u>	<u>172,873.12</u>	<u>-172,873.12</u>	<u>0</u>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>FIRE DEPARTMENT</b>					
10-5000-0100 SALARIES & WAGES	565,000.00	39,703.33	355,731.70	209,268.30	37
10-5000-0200 FD PRT SOCIAL SECURITY	41,000.00	2,821.03	25,765.82	15,234.18	37
10-5000-0210 FD PRT HEALTH INSURANCE	93,000.00	6,417.00	51,703.14	41,296.86	44
10-5000-0220 FD PRT POL OFF RETIREMENT	73,000.00	5,015.71	44,945.38	28,054.62	38
10-5000-0300 FD GAS & OIL	10,000.00	1,215.82	7,886.25	2,113.75	21
10-5000-0310 FD DIESEL	8,000.00	224.43	3,913.27	4,086.73	51
10-5000-0400 FD VEHICLE REPAIRS	20,000.00	4,429.55	15,907.54	4,092.46	20
10-5000-0600 FD SUPPLIES & MATERIALS	20,000.00	765.01	18,546.74	1,453.26	7
10-5000-0700 FD TELEPHONE	10,000.00	514.78	4,159.51	5,840.49	58
10-5000-0800 CO. WIDE RADIO SYSTEM	53,000.00	3,635.39	35,377.07	17,622.93	33
10-5000-0900 FD POWER & LIGHTS	9,500.00	851.58	6,789.33	2,710.67	29
10-5000-1000 FD INSURANCE	55,000.00	2,123.40	34,396.20	20,603.80	37
10-5000-1200 FD SYSTEM REPAIRS & MAINT	11,000.00	179.42	8,060.74	2,939.26	27
10-5000-1203 UNIFORMS & CLOTHING	10,000.00	2,058.74	6,950.92	3,049.08	30
10-5000-1300 FD DUES & CERTIF FEES	1,000.00	0.00	920.00	80.00	8
10-5000-1400 FD TRAINING & SEMINARS	9,500.00	899.55	7,169.03	2,330.97	25
10-5000-3000 FD MISCELLANEOUS EXPENSE	8,500.00	0.00	6,324.90	2,175.10	26
10-5000-3100 FD PROPERTY & EQUIP PURCH	24,000.00	0.00	0.00	24,000.00	100
10-5000-3102 FD-CAPITAL LEASE PRINCIPAL	23,000.00	0.00	19,688.81	3,311.19	14
10-5000-3110 PROP & EQUIP < \$5000	15,000.00	0.00	25,737.78	-10,737.78	-72
10-5000-3120 FD BUILDING REPAIRS	10,000.00	0.00	765.72	9,234.28	92
10-5000-3200 FD DISPATCHING SERVICES	23,000.00	1,832.00	15,855.39	7,144.61	31
<b>5000 FIRE DEPARTMENT</b>	<b>1,092,500.00</b>	<b>72,686.74</b>	<b>696,595.24</b>	<b>395,904.76</b>	<b>36</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>POLICE DEPARTMENT</b>					
10-6000-0100 PD SALARIES & WAGES	464,500.00	30,691.51	307,342.93	157,157.07	34
10-6000-0200 PD PRT SOCIAL SECURITY	34,300.00	2,256.59	22,763.30	11,536.70	34
10-6000-0210 PD PRT HEALTH INS	65,000.00	5,553.26	38,624.30	26,375.70	41
10-6000-0220 PD PRT POL OFF RETIRE	59,000.00	3,933.71	38,200.19	20,799.81	35
10-6000-0250 COUNTY SHERIFF DEPUTIES	40,000.00	0.00	16,765.00	23,235.00	58
10-6000-0300 PD GAS & OIL	43,200.00	3,387.64	24,390.73	18,809.27	44
10-6000-0320 PD DIESEL FUEL	1,200.00	0.00	480.38	719.62	60
10-6000-0400 PD VEHICLE REPAIR & MAINT	16,000.00	610.00	6,340.02	9,659.98	60
10-6000-0600 PD SUPPLIES & MATERIALS	12,000.00	633.85	7,488.71	4,511.29	38
10-6000-0700 PD TELEPHONE	12,000.00	736.48	5,887.59	6,112.41	51
10-6000-0800 CO. WIDE RADIO SYSTEM	51,000.00	1,938.00	34,258.66	16,741.34	33
10-6000-0900 PD POWER & LIGHTS	5,800.00	374.33	2,544.89	3,255.11	56
10-6000-1000 PD INSURANCE	44,300.00	1,823.14	27,291.12	17,008.88	38
10-6000-1200 PD SYSTEM REPAIR & MAINT	8,000.00	369.96	4,372.01	3,627.99	45
10-6000-1203 UNIFORMS & CLOTHING	9,000.00	0.00	509.68	8,490.32	94
10-6000-1300 PD DUES & CERTIF FEES	500.00	90.00	170.00	330.00	66
10-6000-1400 PD TRAINING & SEMINARS	6,500.00	0.00	2,328.21	4,171.79	64
10-6000-3000 PD MISCELLANEOUS EXPENSES	1,500.00	0.00	229.10	1,270.90	85
10-6000-3100 PD PROPERTY & EQUIP PURCH	13,000.00	0.00	13,095.95	-95.95	-1
10-6000-3102 PD-CAPITAL LEASE PRINCIPAL	33,134.00	0.00	33,874.95	-740.95	-2
10-6000-3110 PROP & EQUIP < \$5000	7,000.00	3,055.17	3,163.32	3,836.68	55
10-6000-3200 PD DISPATCHING SERVICES	23,000.00	1,832.00	14,386.00	8,614.00	37
<b>6000 POLICE DEPARTMENT</b>	<b>949,934.00</b>	<b>57,285.64</b>	<b>604,507.04</b>	<b>345,426.96</b>	<b>36</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>MAINTENANCE</b>					
10-7000-0100 MD SALARIES & WAGES	163,000.00	11,297.17	100,299.85	62,700.15	38
10-7000-0200 MD PRT SOCIAL SECURITY	12,500.00	830.40	7,539.80	4,960.20	40
10-7000-0210 MD PRT HEALTH INSURANCE	19,000.00	1,471.23	11,514.84	7,485.16	39
10-7000-0220 MD PRT S. C. RETIREMENT	14,000.00	1,197.50	8,083.20	5,916.80	42
10-7000-0300 MD VEHICLE GAS & OIL	12,000.00	716.34	7,095.21	4,904.79	41
10-7000-0310 MD DIESEL FUEL	4,000.00	0.00	1,340.71	2,659.29	66
10-7000-0400 MD VEHICLE REPAIRS	7,500.00	0.00	8,721.61	-1,221.61	-16
10-7000-0600 MD SUPPLIES & MATERIALS	25,000.00	0.00	10,850.24	14,149.76	57
10-7000-0700 TELEPHONE	660.00	55.00	440.00	220.00	33
10-7000-0900 MD POWER & ELECTRICITY	39,000.00	3,188.68	25,481.42	13,518.58	35
10-7000-1000 MD INSURANCE	16,000.00	573.68	8,788.80	7,211.20	45
10-7000-1200 MD SYSTEMS REPAIRS & MAIN	15,000.00	0.00	16,758.73	-1,758.73	-12
10-7000-1203 UNIFORMS & CLOTHING	3,000.00	0.00	1,979.54	1,020.46	34
10-7000-3000 MD MISCELLANEOUS EXPENSES	1,000.00	0.00	0.00	1,000.00	100
10-7000-3100 MD PROP & EQUIP PURCHASE	13,000.00	0.00	13,208.79	-208.79	-2
10-7000-3102 MD-CAPITAL LEASE PRINCIPAL	5,256.00	0.00	7,916.29	-2,660.29	-51
10-7000-3400 MD GARBAGE DISPOSAL CONTR	170,000.00	14,064.00	115,362.00	54,638.00	32
10-7000-3500 CAUSEWAY MAINTENANCE	2,000.00	0.00	1,141.81	858.19	43
10-7000-3600 CONTAINER SERVICING	13,000.00	571.00	4,204.74	8,795.26	68
10-7000-3700 BEACH PATH MAINTENANCE	10,000.00	0.00	104,062.37	-94,062.37	-941
<b>7000 MAINTENANCE</b>	<b>544,916.00</b>	<b>33,965.00</b>	<b>454,789.95</b>	<b>90,126.05</b>	<b>17</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>RECREATION</b>					
10-8000-0900 RD POWER & LIGHTS	7,500.00	573.92	4,376.38	3,123.62	42
10-8000-1000 RD INSURANCE	2,500.00	241.08	1,997.03	502.97	20
10-8000-1300 RD RECREATION AREA MAINT	7,500.00	0.00	6,984.50	515.50	7
10-8000-1400 SPECIAL EVENTS	15,000.00	1,186.96	8,454.40	6,545.60	44
10-8000-3100 RD PROPERTY & EQUIP PURCH	130,000.00	0.00	9,900.00	120,100.00	92
10-8000-3110 PROP & EQUIP < \$5000	10,000.00	0.00	7,245.00	2,755.00	28
10-8000-3200 RECREATIONAL PROJECTS	14,500.00	0.00	0.00	14,500.00	100
<b>8000 RECREATION</b>	<b>187,000.00</b>	<b>2,001.96</b>	<b>38,957.31</b>	<b>148,042.69</b>	<b>79</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>ADMIN</b>					
10-9000-0100 AD SALARIES & WAGES	376,000.00	32,552.53	268,483.56	107,516.44	29
10-9000-0200 AD PRT SOCIAL SECURITY	30,000.00	2,550.16	21,056.05	8,943.95	30
10-9000-0210 AD PRT HEALTH INSURANCE	42,500.00	3,845.26	29,271.29	13,228.71	31
10-9000-0220 AD PRT S. C. RETIREMENT	40,000.00	3,726.41	30,450.37	9,549.63	24
10-9000-0600 AD OFFICE SUPPLIES	24,000.00	1,650.81	16,697.70	7,302.30	30
10-9000-0610 AD TRAVEL - RECORDER	500.00	0.00	673.67	-173.67	-35
10-9000-0620 AD SUPPLIES - RECORDER	1,000.00	0.00	303.98	696.02	70
10-9000-0700 AD TELEPHONE	14,500.00	1,275.60	10,947.62	3,552.38	24
10-9000-0900 AD POWER & LIGHTS	6,500.00	907.50	5,366.05	1,133.95	17
10-9000-1000 AD INSURANCE	62,000.00	4,271.63	40,387.04	21,612.96	35
10-9000-1200 AD SYSTEMS REPAIR & MAINT	40,000.00	239.96	48,027.29	-8,027.29	-20
10-9000-1300 AD DUES & CERTIF FEES	3,200.00	91.25	2,486.05	713.95	22
10-9000-1400 AD TRAINING & SEMINARS	6,000.00	139.46	2,095.54	3,904.46	65
10-9000-1800 AD PROFESSIONAL SERVICES	35,000.00	165.00	3,320.00	31,680.00	91
10-9000-1810 AD FEE SIMPLE DEED COSTS	100.00	0.00	0.00	100.00	100
10-9000-1840 PLANNING EXPENSE	2,000.00	0.00	62.39	1,937.61	97
10-9000-1870 COUNCIL EXPENSES	13,000.00	0.00	4,360.29	8,639.71	66
10-9000-1880 GENERAL ADVERTISING EXPENSES	8,000.00	51.60	11,316.36	-3,316.36	-41
10-9000-1900 AD LEGAL & ACCOUNTING	95,000.00	33,221.31	103,395.16	-8,395.16	-9
10-9000-1910 ACCRETED LAND - LAWSUIT EXPENSES	35,000.00	20,741.69	38,360.39	-3,360.39	-10
10-9000-1920 ACCRETED LAND MANAGEMENT	100,000.00	0.00	2,600.00	97,400.00	97
10-9000-3000 AD MISCELLANEOUS EXPENSES	12,250.00	17,428.74	30,939.96	-18,689.96	-153
10-9000-3100 AD PROPERTY & EQUIP PURCH	7,000.00	991.20	10,560.90	-3,560.90	-51
10-9000-3105 CAPITAL PROJECT	200,000.00	13,002.10	44,166.56	155,833.44	78
10-9000-3110 PROP & EQUIP < \$5000	7,500.00	497.96	10,798.16	-3,298.16	-44
10-9000-3130 TOWN HALL RELOCATION EXPENSES	50,000.00	3,450.00	32,904.64	17,095.36	34
10-9000-4000 VICTIMS RIGHTS FUND	10,000.00	0.00	0.00	10,000.00	100
10-9000-5000 WATER BOND REPAYMENT	198,500.00	0.00	181,446.25	17,053.75	9
<b>9000 ADMIN</b>	<b>1,419,550.00</b>	<b>140,800.17</b>	<b>950,477.27</b>	<b>469,072.73</b>	<b>33</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

ACCOUNT	BUDGETED EXPENDITURE	CURRENT EXPENDITURE	YEAR TO DATE EXPENDITURE	REMAINING BALANCE	PCT
<b>BUILDING</b>					
10-9500-0100 BD SALARIES & WAGES	195,000.00	14,124.82	120,586.56	74,413.44	38
10-9500-0200 BD PRT SOCIAL SECURITY	14,400.00	1,034.36	8,874.79	5,525.21	38
10-9500-0210 BD PRT HEALTH INSURANCE	22,400.00	1,750.80	14,650.01	7,749.99	35
10-9500-0220 BD PRT S.C. RETIREMENT	21,000.00	1,625.14	13,718.06	7,281.94	35
10-9500-0300 BD GAS & OIL	2,600.00	172.04	1,216.24	1,383.76	53
10-9500-0600 BD OFFICE SUPPLIES	3,000.00	0.00	1,690.77	1,309.23	44
10-9500-0630 BD SUPPLIES BLDG INSPECT	2,000.00	0.00	462.65	1,537.35	77
10-9500-0700 BD TELEPHONE	3,600.00	265.35	2,336.94	1,263.06	35
10-9500-0900 BD POWER & LIGHTS	1,300.00	92.19	473.13	826.87	64
10-9500-1000 BD INSURANCE	5,000.00	51.86	414.88	4,585.12	92
10-9500-1200 BD SYSTEMS REPAIRS & MAINT	2,700.00	0.00	1,707.50	992.50	37
10-9500-1300 BD DUES & CERTIF FEES	1,500.00	405.00	670.00	830.00	55
10-9500-1400 BD TRAINING & SEMINARS	3,000.00	0.00	1,034.26	1,965.74	66
10-9500-1820 BZA EXPENSES	2,000.00	0.00	260.45	1,739.55	87
10-9500-1830 DRB EXPENSES	9,000.00	0.00	2,868.83	6,131.17	68
10-9500-1850 TREE COMMISSION	1,500.00	0.00	64.96	1,435.04	96
10-9500-2500 TRIMMING & PRUNING EXP.	11,400.00	5,400.00	8,400.00	3,000.00	26
10-9500-3100 BD PROPERTY & EQUIPMENT	11,000.00	0.00	0.00	11,000.00	100
10-9500-3110 PROP & EQUIP < \$5000	3,000.00	497.96	1,899.50	1,100.50	37
<b>9500 BUILDING</b>	<b>315,400.00</b>	<b>25,419.52</b>	<b>181,329.53</b>	<b>134,070.47</b>	<b>43</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>SEWER FUND</b>					
11-4000-0100 SALARIES & WAGES	159,165.62	8,818.07	83,142.87	76,022.75	48
11-4000-0200 PRT - SOCIAL SECURITY	12,176.17	622.24	6,006.18	6,169.99	51
11-4000-0210 PRT - HEALTH INSURANCE	23,361.17	1,540.78	13,007.40	10,353.77	44
11-4000-0220 PRT - S C RETIREMENT	16,871.56	860.32	8,201.64	8,669.92	51
11-4000-0300 GAS & OIL - VEHICLES	7,000.00	440.65	4,323.83	2,676.17	38
11-4000-0310 DIESEL FUEL	3,300.00	10.50	3,344.18	-44.18	-1
11-4000-0320 DIESEL EQUIPMENT	5,000.00	0.00	789.07	4,210.93	84
11-4000-0400 REPAIRS - VEHICLES	5,000.00	750.74	5,296.29	-296.29	-6
11-4000-0600 SUPPLIES & MATERIALS	10,000.00	217.22	11,950.08	-1,950.08	-20
11-4000-0610 TOOLS	2,000.00	448.27	2,102.24	-102.24	-5
11-4000-0620 OFFICE SUPPLIES	8,700.00	762.30	2,081.12	6,618.88	76
11-4000-0630 LAB SUPPLIES	3,700.00	270.90	3,774.53	-74.53	-2
11-4000-0700 TELEPHONE	5,600.00	454.30	3,638.32	1,961.68	35
11-4000-0900 POWER & ELECTRICITY	48,000.00	4,037.87	36,207.88	11,792.12	25
11-4000-1000 INSURANCE	19,000.00	1,147.74	12,395.92	6,604.08	35
11-4000-1200 SYSTEMS REPAIRS & MAINT	40,000.00	578.23	65,111.36	-25,111.36	-63
11-4000-1201 SLUDGE DISPOSAL	17,000.00	21,509.28	37,794.05	-20,794.05	-122
11-4000-1202 GRIT DISPOSAL	1,400.00	51.06	672.76	727.24	52
11-4000-1203 UNIFORMS & CLOTHING	1,500.00	60.22	1,250.33	249.67	17
11-4000-1210 CAPITOL IMPROVEMENTS	141,000.00	6,795.00	60,141.20	80,858.80	57
11-4000-1300 DUES & CERTIFICATION	8,000.00	0.00	4,482.15	3,517.85	44
11-4000-1400 TRAINING & SEMINARS	5,000.00	485.00	1,371.92	3,628.08	73
11-4000-1900 PROF SERVICES - AUDIT	5,000.00	0.00	5,000.00	0.00	0
11-4000-2000 PROFESSIONAL - ENGINEERNG	5,000.00	9,000.00	11,595.18	-6,595.18	-132
11-4000-3000 MISCELLANEOUS	1,124.82	0.00	246.58	878.24	78
11-4000-3110 PROP & EQUIP < \$5000	6,000.00	0.00	0.00	6,000.00	100
11-4000-3500 ADMIN OF SEWER BOND	68,304.00	0.00	5,841.00	62,463.00	91
11-4000-3510 LEASE PAYMENTS	14,255.61	0.00	13,568.98	686.63	5
11-4000-3600 WASTEWATER ANAL - LAB SVC	9,000.00	745.00	6,378.00	2,622.00	29
11-4000-3700 CHEMICALS	9,000.00	1,346.71	11,314.05	-2,314.05	-26
11-9000-0100 ADMIN SALARIES	40,067.66	2,990.14	26,075.71	13,991.95	35
11-9000-0200 PRT - SOCIAL SECURITY	3,065.18	225.09	1,949.64	1,115.54	36
11-9000-0210 PRT - HEALTH INSURANCE	3,275.98	320.65	2,298.65	977.33	30
11-9000-0220 PRT - S C RETIREMENT	4,247.17	316.97	2,764.01	1,483.16	35
<b>11 SEWER FUND</b>	<b>711,114.94</b>	<b>64,805.25</b>	<b>454,117.12</b>	<b>256,997.82</b>	<b>36</b>

FY 2013-2014

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND  
CURRENT PERIOD: 02/01/2014 TO 02/28/2014**

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
<b>WATER FUND</b>					
12-4000-0100 SALARIES AND WAGES	159,165.62	8,818.04	83,142.45	76,023.17	48
12-4000-0200 PRT - SOCIAL SECURITY	12,176.17	622.24	6,006.10	6,170.07	51
12-4000-0210 PRT - HEALTH INSURANCE	23,361.17	1,540.78	10,500.09	12,861.08	55
12-4000-0220 PRT - S C RETIREMENT	16,871.56	860.32	8,201.62	8,669.94	51
12-4000-0300 GAS & OIL - VEHICLES	7,000.00	440.66	4,323.88	2,676.12	38
12-4000-0310 DIESEL - VEHICLES	3,300.00	10.50	457.23	2,842.77	86
12-4000-0320 DIESEL EQUIP. REPAIRS & MAINT.	2,000.00	0.00	0.00	2,000.00	100
12-4000-0400 REPAIRS - VEHICLES	5,000.00	750.75	4,963.50	36.50	1
12-4000-0600 SUPPLIES & MATERIALS	10,000.00	17.88	13,376.33	-3,376.33	-34
12-4000-0610 TOOLS	1,500.00	0.00	592.61	907.39	60
12-4000-0620 OFFICE SUPPLIES	8,700.00	762.30	2,211.17	6,488.83	75
12-4000-0630 LAB SUPPLIES	2,200.00	256.89	1,224.09	975.91	44
12-4000-0700 TELEPHONE	5,600.00	454.31	3,638.35	1,961.65	35
12-4000-0900 POWER & ELECTRICITY	2,800.00	285.03	2,259.61	540.39	19
12-4000-1000 INSURANCE	17,000.00	942.32	10,753.56	6,246.44	37
12-4000-1200 SYSTEMS REPAIRS & MAIN.	38,000.00	1,325.50	24,501.98	13,498.02	36
12-4000-1203 UNIFORMS & CLOTHING	1,500.00	60.22	1,250.33	249.67	17
12-4000-1210 CAPITOL IMPROVEMENTS	55,000.00	0.00	10,686.39	44,313.61	81
12-4000-1300 DUES & CERTIFICATION	9,000.00	0.00	3,207.14	5,792.86	64
12-4000-1400 TRAINING & SEMINARS	4,500.00	421.00	1,945.96	2,554.04	57
12-4000-1900 PROFESSIONAL SER. - AUDIT	5,000.00	0.00	5,000.00	0.00	0
12-4000-2000 PROFESSIONAL-ENGINEERING	7,000.00	0.00	0.00	7,000.00	100
12-4000-3000 MISCELLANEOUS	1,564.35	0.00	35.27	1,529.08	98
12-4000-3500 TRANSFER TO GF - BOND PMT.	198,500.00	0.00	0.00	198,500.00	100
12-4000-3510 LEASE PAYMENTS	14,255.61	0.00	13,568.98	686.63	5
12-4000-3600 WATER ANALYSIS	1,200.00	0.00	0.00	1,200.00	100
12-4000-3700 CHEMICALS	7,000.00	2,341.20	4,938.51	2,061.49	29
12-4000-3900 H2O PAYMENT OPERATION	125,000.00	6,346.44	74,875.06	50,124.94	40
12-4000-4000 CPW IMPROVEMENTS	118,656.00	0.00	538.00	118,118.00	100
12-9000-0100 ADMINISTRATION SALARIES	40,067.66	2,990.16	26,075.91	13,991.75	35
12-9000-0200 PRT-SOCIAL SECURITY	3,065.18	225.09	1,949.64	1,115.54	36
12-9000-0210 PRT - HEALTH INSURANCE	3,275.98	320.62	2,298.59	977.39	30
12-9000-0220 PRT - SC RETIREMENT	4,247.17	316.97	2,764.01	1,483.16	35
<b>12 WATER FUND</b>	<b>913,506.47</b>	<b>30,109.22</b>	<b>325,286.36</b>	<b>588,220.11</b>	<b>64</b>

## TOWN HALL CONSTRUCTION PROJECT

### Surveying and Architectural Costs

Thomas & Hutton Engineering - Survey of Area      \$ 4,733.21

Creech & Associates      9,126.25  
17,305.00  
13,002.10

**Total Engineering & Architectural Costs    \$ 44,166.56**

### Construction Costs

**Total Construction Costs    \$ -**

**TOTAL TOWN HALL CONSTRUCTION PROJECT    \$ 44,166.56**

**Town Hall Expenses - Relocation & Operation  
As of February 28, 2014**

<b>Land Preparation and Trailer Set-up Expenses:</b>	<b>\$ 138,892.81</b>
<b>Sewer Tank Expenses:</b>	<b>42,184.28</b>
<b>Trailer Lease</b>	<b>72,373.84</b>
<b>Consultants</b>	<b>26,361.00</b>
<b>Miscellaneous Expenses:</b>	<b><u>25,547.92</u></b>
	<b><u><u>\$ 305,359.85</u></u></b>

# **PUBLIC SAFETY COUNCIL MEETING**

**March 18, 2014**

**Chairman Chauncey Clark  
Members Pat O'Neil and Mary Jane Watson**

All matters relating to the Police and Fire Departments, and other matters regarding emergency preparedness.

## **Monthly Report by Chiefs Howard and Stith**

### **I. Matters for Action by Council**

No action items for Council at this time.

### **II. Matters for Discussion by Council**

1. Ladder Truck Request for Proposal – Update by Chair of Ladder Truck discussion at Public Safety Committee meeting held 03-18-14.
2. Coyote Program – Update by Chief Howard on research and establishment of a coyote program.

### **III. New Matters Presented to Council**

### **IV. Matters Pending Further Action By Council**

1. Electronic Control Devices – The Department has completed training conducted by the Charleston County Sheriff's Department on Electronic Control Devices. Chief Howard has circulated a revised "Use of Force" policy to the Police Committee and Administrator for review. Chief Howard has completed electronic control device training.
2. Beach Fires and Parties – Previous beach fire permits have resulted in large gatherings in excess of 100 people. The Turtle Team has expressed concern about potential damage to turtle nests. General discussion regarding beach gatherings with fire permits.

**WATER AND SEWER REPORT  
TOWN COUNCIL MEETING  
MARCH 18, 2014**

**Committee Chair: Susan Middaugh**

**Committee Members: Jerry Kaynard, Chauncey Clark**

**Committee Charge: All matters relating to the Water and Sewer Department and systems.**

**Monthly Report from Mr. Gress**

**I. Matters for Action by Council**

**Action Item:** Council Approval of Resolution to approve the application to the South Carolina Revolving Fund for Phase I of the Inflow and Infiltration Reduction Program.

**II. Matters for Discussion by Council**

1. Update on application for SRF funding for I&I reduction project.

2. Water & Sewer Committee Meetings:

Draft minutes for the January 15, 2014 W&S Committee are available.  
The next Committee meeting: to be scheduled.

**III. New Matters Presented to Council**

1. Charleston Water System: West Ashley Pump & Booster

**IV. Matters Pending by Council**

1. Capital Projects: Engineering studies to support FEMA Grant application.

2. Middle St. project (CCOD #1 & CCOD #2): Ready for bid.



Town of Sullivan's Island  
Water & Sewer Department  
843-883-5748  
[ggress@sullivanisland-sc.com](mailto:ggress@sullivanisland-sc.com)



March 5, 2014

Ms. Melanie Hall  
Compliance Officer  
Water Pollution Enforcement Section  
2600 Bull Street  
Columbia, SC 29201

Dear Ms. Hall,

The Discharge monitoring report for the period from February 1, 2014 to February 28, 2014 is enclosed. Should you have any questions, please contact me at (843)-883-5748.

Respectfully,

A handwritten signature in cursive script, appearing to read "Greg Gress".

Greg Gress  
Water & Sewer Manager  
Town of Sullivan's Island

PERMITTEE NAME/ADDRESS:

NAME: SULLIVAN'S ISLAND TOWN OF  
 ADDRESS: P.O. BOX 427  
 SULLIVAN'S ISLAND, SC 29482

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

SC0020052  
 PERMIT NUMBER

001 1  
 DISCHARGE NUMBER

MINOR

FACILITY: SULLIVAN'S ISLAND WWTF

LOCATION: AT 2051 GULL DRIVE

MONITORING PERIOD						
YEAR	MO	DAY	TO	YEAR	MO	DAY
14	02	01		14	02	28

19 TR

FINAL LIMITS

DMR VALID: 08/01/2013-07/31/2018

NOTE: Read instructions before completing this form.

PARAMETER	X	QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
00300 LAB ID: 10005 Dissolved Oxygen MLOC=1	SAMPLE MEASUREMENT	*****	*****	*****	5.6	*****	*****		0	01/01	GR
	PERMIT REQUIREMENT	*****	*****	****	4.0 INST MIN	*****	*****	MG/L		01/01	GR
00310 LAB ID: 10122 BOD - 5 DAY (20 DEGREES C) MLOC=1	SAMPLE MEASUREMENT	10	13		*****	2	3		0	01/07	24
	PERMIT REQUIREMENT	143 MO AVG	215 WKLY AVG	LBS/DAY	*****	30 MO AVG	45 WKLY AVG	MG/L		01/07	24
00530 LAB ID: 10005 Total Suspended Solids (TSS) MLOC=1	SAMPLE MEASUREMENT	16	23		*****	4	5		0	01/07	24
	PERMIT REQUIREMENT	143 MO AVG	215 WKLY AVG	LBS/DAY	*****	30 MO AVG	45 WKLY AVG	MG/L		01/07	24
00610 LAB ID: 10122 Ammonia-Nitrogen Total as N MLOC=1 NNYYYYYYYYYNN	SAMPLE MEASUREMENT	NA	NA		*****	NA	NA	MG/L	NA	01/07	24
	PERMIT REQUIREMENT	9 MO AVG	14 WKLY AVG	LBS/DAY	*****	1.8 MO AVG	2.7 WKLY AVG			01/07	24
00610 LAB ID: 10122 Ammonia-Nitrogen Total as N MLOC=1 YNNNNNNNNNY	SAMPLE MEASUREMENT	0.6	0.9		*****	0.1	0.2		0	NA	NA
	PERMIT REQUIREMENT	16 MO AVG	24 WKLY AVG	LBS/DAY	*****	3.3 MO AVG	4.95 WKLY AVG	MG/L		01/07	24
50050 LAB ID: 10005 Flow in Conduit or Thru Treatment Plant MLOC=1	SAMPLE MEASUREMENT	0.52	0.54		*****	*****	*****	*****	0	01/01	CN
	PERMIT REQUIREMENT	REPORT MO AVG	REPORT WKLY AVG	MGD	*****	*****	*****	*****		01/01	CN
50060 LAB ID: 10005 Total Residual Chlorine MLOC=1	SAMPLE MEASUREMENT	*****	*****	*****	*****	0.00	0.00		0	01/01	GR
	PERMIT REQUIREMENT	*****	*****	****	*****	0.035 MO AVG	0.061 DAILY MX	MG/L		01/07	GR
NAME / TITLE PRINCIPAL EXECUTIVE OFFICER		I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.					TELEPHONE		DATE		
Mike Perkis Mayor TYPED OR PRINTED							843-883-3198		14   03   05		
		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT					Area Code NUMBER		YEAR   MO   DAY		

W-54M

COMMENT AND EXPLANATION OF ANY VIOLATIONS

(Reference all attachments here)

Permit limits are based on an average design flow of 0.57 MGD. MLOC O, P=See permit conditions. "Conditional Monitoring Not Required" under specific circumstances. 24-Hr. reporting required when FC daily max. exceeds 43/100 ml, per part II.L.5.a of the permit

PERMITTEE NAME/ADDRESS:

NAME: SULLIVAN'S ISLAND TOWN OF  
 ADDRESS: P.O. BOX 427  
 SULLIVAN'S ISLAND, SC 29482

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)  
 DISCHARGE MONITORING REPORT (DMR)

SC0020052  
 PERMIT NUMBER

001 1  
 DISCHARGE NUMBER

MINOR

FACILITY: SULLIVAN'S ISLAND WWTF  
 LOCATION: AT 2051 GULL DRIVE

MONITORING PERIOD						
YEAR	MO	DAY	TO	YEAR	MO	DAY
14	02	01		14	02	28

19 TR

FINAL LIMITS

DMR VALID: 08/01/2013-07/31/2018

NOTE: Read instructions before completing this form.

PARAMETER	X	QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
51040 LAB ID: 10122 E. COLI (MPN/100ML) MLOC=O	SAMPLE MEASUREMENT	*****	*****	*****	*****	4.7	21		0	01/07	GR
	PERMIT REQUIREMENT	*****	*****	****	*****	35 30DAVGEO	501 DAILY MX	# PER 100ML		01/07	GR
51040 LAB ID: 10122 E. COLI (MPN/100ML) MLOC=P	SAMPLE MEASUREMENT	*****	*****	*****	*****	NA	NA		NA	NA	NA
	PERMIT REQUIREMENT	*****	*****	****	*****	35 30DAVGEO	800 DAILY MX	# PER 100ML		01/07	GR
74055 LAB ID: 10005 Fecal Coliform General MLOC= 1	SAMPLE MEASUREMENT	*****	*****	*****	*****	1.9	2.0		0	01/07	GR
	PERMIT REQUIREMENT	*****	*****	****	*****	REPORT 30 DAVGEO	REPORT DAILY MX	# PER 100ML		01/07	GR
81010 LAB ID: 10005 BOD, 5-DAY Percent Removal MLOC=K	SAMPLE MEASUREMENT	*****	*****	*****	*****	97%	*****		0	01/30	CA
	PERMIT REQUIREMENT	*****	*****	****	*****	85 MO AV MN	*****	PER- CENT		01/30	CA
81011 LAB ID: 10005 Solids, Suspended Percent Removal MLOC=K	SAMPLE MEASUREMENT	*****	*****	*****	*****	96%	*****		0	01/30	CA
	PERMIT REQUIREMENT	*****	*****	****	*****	85 MO AV MN	*****	PER- CENT		01/30	CA
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
NAME / TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.							TELEPHONE	DATE		
Mike Perkis Mayor TYPED OR PRINTED	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT							843-883-3198	14   03   05		
COMMENT AND EXPLANATION OF ANY VIOLATIONS							Area Code	NUMBER	YEAR   MO   DAY		

W/S-14

(Reference all attachments here)

Permit limits are based on an average design flow of 0.57 MGD. MLOC O, P=See permit conditions. "Conditional Monitoring Not Required" under specific circumstances. 24-Hr. reporting required when FC daily max. exceeds 43/100 ml, per part II.L.5.a of the permit

PERMITTEE NAME/ADDRESS: (Include Facility Name/Location if different)

NAME: SULLIVAN'S ISLAND TOWN OF  
 ADDRESS: P.O. BOX 427  
 SULLIVAN'S ISLAND, SC 29482

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

SC0020052  
 PERMIT NUMBER

001 2  
 DISCHARGE NUMBER

MINOR

FACILITY: SULLIVAN'S ISLAND WWTF

LOCATION: AT 2051 GULL DRIVE

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
14	02	01	14	02	28

19 TR

INTERIM LIMITS

DMR VALID: 08/01/2013-06/30/2018

NOTE: Read instructions before completing this form.

PARAMETER	X	QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
00400 LAB ID: 10005 PH Standard Units MLOC=1	SAMPLE MEASUREMENT	*****	*****	*****	7.1	*****	7.6		0	01/01	GR
	PERMIT REQUIREMENT	*****	*****	****	6.0 MINIMUM	*****	8.5 MAXIMUM	SU		01/01	GR
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
NAME / TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.							TELEPHONE	DATE		
Mike Perkis Mayor TYPED OR PRINTED								843-883-3198	14   03   05		
	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT							Area Code NUMBER	YEAR   MO   DAY		

COMMENT AND EXPLANATION OF ANY VIOLATIONS

(Reference all attachments here)

W+S-15

REC'D MAR 10 2014



Catherine B. Templeton, Director

*Promoting and protecting the health of the public and the environment*

March 4, 2014

Gregg Gress  
Town of Sullivans Island  
Water and Sewer Department  
PO Box 427  
Sullivans Island, SC 29482

RE: **Water System Sanitary Survey**  
Town of Sullivans Island, WS# 1010003  
Charleston County

Dear Mr. Gress,

A sanitary survey of the above referenced potable water system was conducted on February 25, 2014. The intent of a survey is to evaluate a public water system's ability to provide a continuous supply of safe drinking water to its customers following guidelines established by the State Primary Drinking Water Regulations (R.61-58).

Attached for your reference is a copy of the form used while conducting the sanitary survey. Any deficiencies are noted by "I" for needs improvement or "U" for unsatisfactory. Other items are provided for informational purposes. Please review this report for clarity and accuracy and notify this Department of any discrepancies that should be addressed.

### **System Description**

Drinking water is provided to the town by way of three master metered connections with Charleston Water System (CWS). Surface water enters the Sullivans Island distribution system through three separate meter pits, each of which contain an 8-inch and a 2-inch meter. The location of each meter is as follows: Station 12 at Middle Street, Station 14 at Middle Street and Quarter Street at Jasper Boulevard. The Town of Sullivans Island is currently contracted to receive 0.75 million gallons per day (MGD) from CWS. Based on records provided during the survey, the average daily demand on the town's water system in 2013 was 0.223 Million Gallons per Day (MGD), with a peak daily demand of approximately 0.405 MGD.

A chemical feed station is located at each master metered connection with CWS. Each feed station injects Aqua Mag, which is a blended phosphate, in order to sequester oxidized iron in the distribution system. Each feed station is housed within a lockable fiberglass enclosure and the injection point locations are within each concrete meter vault.

The system maintains two unblended wells for emergency use. Each well is exercised on a monthly basis, with the waste directed to a nearby storm drain. Deep Well 1-A is located at Station 17 near the intersection of Middle Street and Thompson Street. This well is 12-inches in diameter, 1,950-foot deep and equipped with a 75

WS-16

HP vertical turbine pump. Existing records indicate that Deep Well 1-A has a capacity of approximately 380 gpm. Deep Well 2 is located on Quarter Street and is 12-inches in diameter, 2,018-feet deep and is equipped with a 75 HP vertical turbine pump. Deep Well 2 has a capacity of approximately 600 gpm. The wells are currently classified as emergency wells and may only be used if a Boil Water Advisory is issued prior to sending groundwater into the distribution system.

The town owns and operates a 100,000-gallon elevated tank that is located on Quarter Street next to Deep Well 2. This tank is not online with the distribution system, but is maintained for emergency storage or pressure along with the two deep wells that serve as emergency sources of water. The elevated tank is under contract for maintenance and upkeep. The tank is washed out and visually inspected every two years.

Sullivans Island also has a six-inch metered connection with the Isle of Palms (IOP) water system. This interconnect is located at Palm Blvd and Charleston Blvd, and will allow the IOP to supply water to the town's distribution system in the event that the primary water supply (CWS) is disrupted.

There are currently 950 total active taps. Approximately 18 of these taps are non-residential taps. The active residential meters serve a population of approximately 2,100 people. This is based on 2010 US Census figures, which provide a per capita average in Charleston County of 2.25 persons per household. The service population assumes all residential services are occupied year round and does not consider populations served by rental or seasonal dwellings.

### Survey Results

**Item #6: Chemical Storage & Handling "S"**

Containers of blended phosphate were present at each plant. Regulations require that adequate secondary containment capable of receiving and containing spills and overflows be provided. Since the previous survey, the system has added pallets underneath the drums of phosphate to provide secondary containment, therefore this item has been upgraded to satisfactory.

**Item #13: Cross Connection Control "S"**

The Town has a written policy in place, which states that the minimum acceptable device for a residential lawn sprinkler system is a reduced pressure principle assembly. There are approximately 95 testable backflow prevention devices and notification letters are sent to customers 30 days in advance of the deadline for the annual inspection. It is the responsibility of the customer to have their backflow prevention device tested by a SCDHEC certified tester. If a customer fails to comply with this requirement then the town hires a certified inspector to perform the test. All backflow prevention devices that require annual testing are up to date. Additionally, residential dual check valves are installed at every meter box.

**Item #14: Fire Flow "S"**

W+S-17

The Fire Department is responsible for conducting the flow tests and all hydrants were last tested in 2013. All hydrants must be capable of flowing at least 500 gpm and maintain a residual pressure not less than 20 psi.

**Item #15: Valve and Hydrant Maintenance "S"**

**Item #16: Flushing Program "S"**

Unidirectional flushing is conducted on an annual basis by the Water Department. This flushing usually occurs during periods of low flow. Additionally, valves and hydrants are exercised during the flushing process. Records of this program are maintained.

**Item #17: Leak Detection and Repair "S"**

Leaks are sought out if a significant increase in water usage is observed through the master meters. Additionally, leaks are located through routine visual inspection of the system or by customer complaints. The system has replaced substantial amounts of old pipe, which has helped to reduce water loss.

**Item #18: Water Audit "S"**

This item has recently been added to the Department's Sanitary Survey Report. The purpose of this item is to ensure that the water system: (1) has a water audit program in place to properly account for the amount of water it distributes as being either consumed or lost, and (2) uses its audit program to control its water loss. The preferred audit methodology is the Water Audit Methodology as developed by the International Water Association and the American Water Works Association. This methodology uses a water balance approach. Water systems are encouraged to download and use the AWWA free water audit software to aid in completing and interpreting water audits. The free software can be found at: <http://tinyurl.com/auditsoftware>. For guidance on using the free software and comprehensive auditing procedures, AWWA has published M36, *Water Audits & Loss Control Programs*.

This system currently uses a spreadsheet to conduct water audits. The average amount of unaccounted water is approximately 5%.

**Item #30: Testing Equipment "S"**

Total Phosphate Residual Monitoring: Regulations require that phosphate residuals be monitored at each treatment plant a minimum of once every two weeks. The town currently has Trident Labs conduct the required testing for phosphate residual. Trident Labs is certified under the Safe Drinking Water Act to test phosphate for compliance purposes. Phosphate can be tested by the treatment operators for process control.

**Item #31: Sample Siting Plan "S"**

Based on the Town's population of 2,100 persons, this system is required to collect two samples per month. Sullivans Island Water and Sewer Department currently collects one sample per week. All sample sites are

recorded on a system map and are representative of the system. Each of the twelve sampling points is sampled every three (3) months.

**Item #41: Certified Operator "S"**

The current Sullivans Island Water and Sewer Department certified operators are listed below:

<b>Operator</b>	<b>Water Treatment License</b>	<b>Water Distribution Operator</b>
Gregg Gress	B-#7876	B-#1520
Darrell Noisette	B-#7322	C-#1708
John White	D-#8328	B-#2386
Brian Jenerou	D-#8994	C-#4119

**Water Treatment Operator:** Blended phosphate is utilized as a sequestering agent within this system. Treatment of this nature requires a water treatment operator licensed at least at the "D" level by SC LLR. This requirement is easily met.

**Water Distribution Operator:** A Level C distribution operator certified by South Carolina Labor, Licensing, and Regulation (SC LLR) is required for Group III distribution systems. This requirement is also easily met.

**Certified Laboratory:** Sullivans Island Water and Sewer Department operates an Environmental Laboratory (Certification #10005001), located at the wastewater treatment plant. This lab is certified under the Safe Drinking Water Act for Total Coliform/E.Coli (Colitag method), residual chlorine, temperature and pH.

**Special Note:**

During the inspection the water system inquired about changing the status of the two emergency wells to stand-by wells. The State Primary Drinking Water Regulation states the following in R.61-58.7.D:

(14) Stand-by wells must be exercised and sampled for total coliform on at least a quarterly basis. In addition, stand-by wells must be sampled annually for nitrate and nitrite. This monitoring is conducted by the water system and records must be maintained for Department inspection. Whenever a stand-by well is put in service, the system must notify the Department as soon as possible, but in no case later than the end of the next business day.

(15) Emergency wells must be exercised on an annual basis to ensure that they are operable. Whenever an emergency well is placed into service, the system must notify the Department as soon as possible, but in no case later than the end of the next business day. In addition, the system must immediately issue a Boil Water Advisory for all portions of the system being served by the emergency well.

If the system would like to reclassify the wells, please contact the Lowcountry EQC Region- Charleston office. In addition, the system must start sampling quarterly for total Coliform and annually for nitrate and nitrite.

March 4, 2014

Page 5 of 5

Please remember that a copy of this report must be maintained for a period of not less than ten years and made available for inspection at the request of the Department or the public. Please notify the Department in the event of ownership change or if your contact information should change. Also note that any upgrades to the well, storage tanks or expansion of the current distribution system would require a DHEC construction permit and approval through the Water Facilities Permitting Division.

The Department has issued an overall rating of **Satisfactory** for this system.

If you have any questions or need additional assistance, please contact me at 843-953-0186.

Sincerely,



Jeff Cook

Lowcountry EQC Region- Charleston

cc: Marty Chaney, Bureau of Water  
File

W+S-20

# **ADMINISTRATION COUNCIL MEETING**

**March 18, 2014**

**Chairman Jerry Kaynard**

**Members Mary Jane Watson and Susan Middaugh**

All matters relating to oversight of implementation of the following Town administrative functions: personnel; licensing; Town Attorney; court; rules; solicitation for Boards and Commissions; administrative infrastructure; communications and community outreach.

## **I. Matters for Action by Council**

No Action Items at This Time.

## **II. Matters for Discussion by Council**

### **1. Personnel**

#### **a) Personnel Report**

- Brian Jenerou – Completed Class “B” Water Distribution Certification Exam. Department Manager is recommending salary adjustment according to scale.

#### **b) Ethics Commission Hearing – The Ethics Commission will render a formal opinion regarding large class/small class exemption of Planning Commission member on March 19, 2014.**

#### **c) Statement of Economic Interest – Reminder to Council that Statements of Economic Interest are due not later than March 30, 2014.**

### **2. Correspondence**

#### **a) Ed Allen – 956 Osceola Avenue, 02-24-14; Film Fees**

#### **b) Charleston Water System, 03-10-14; CWS Capital Charges**

### **3. Special Event Request –**

#### **a) Park Foundation - “Round on the Mound”: April 5, 2014**

#### **b) Charleston Running Club - ‘Floppin Flounder Race: June 7, 2014**

### **4. Commercial District Operational Issues – The Town has been working with the commercial district business owners group to address and resolve various issues surfaced by nearby residents. Attached is a list of solutions proposed by the owners. To date it has not been possible to schedule a meeting with the residents. The Administrator and Chief Howard met with food and beverage operators on**

Thursday September 19, 2013 to further discuss operational hours. A revised delivery agreement is attached.

5. Breach Inlet Historical Marker – General discussion regarding the edits to sign language.
6. Committee Meeting Schedule – General discussion regarding committee meetings scheduled at various dates during the month.
7. Town Communications Plan – General discussion by Council regarding resident outreach and communications plan.

### **III. New Matters Presented to Council**

No new matters presented to Council at this time.

### **IV. Matters Pending Further Action by Council**

#### **1. Archiving Old Records**

Initial estimate for paper files is approximately \$82,000, construction drawings approximately \$79,000 and pictures/miscellaneous files \$4,800 (subtotal \$86,800 exclusive of construction drawings). The estimate for software, license, installation and training is \$35,000. It should be noted that staff is locating and identifying other vendors and anticipates better pricing.



## PERSONNEL REPORT March 2014

Activity as of Monday, March 17, 2014

### HIRINGS/RESIGNATIONS:

Maintenance Vacancy: Reshard Hicks (as of February 17, 2014)

### CURRENT OPENINGS:

**General Administration:** None  
**Water & Sewer:** One – Operator (FT)  
**Maintenance:** One - Laborer (FT)  
**Police Department:** None  
**Fire Department:** None

### Employee Anniversaries & Benchmarks

**Admin:** Brian Jenerou – 6 month anniversary (probation) March 27, 2014  
**Manager Gress** recommends regular full-time status

### PERSONAL DAY HOLIDAY/VACATIONS:

**Department Heads:** None  
**Town Hall Staff:** Andy Benke: March 15<sup>th</sup>-16<sup>th</sup> (Sat/Sun) off-Island  
Maria LoRusso: March 18<sup>th</sup>-20<sup>th</sup> (Tues-Thurs)

### PROFESSIONAL DEVELOPMENT/TRAINING:

**Admin/Town Hall:** Lisa Darrow, MASC Risk Management Training, Florence (Tues, March 11, 2014). She is on track to complete 2-year RMI certification program in 2014 (Town receives SCMIT Worker's Compensation participation credit for this training).

### TOWN SERVICES/NOTES:

Municipal Jury Trials are Monday – Wednesday, March 31 – April 2, 2014  
Venue: Island Club, 1453 Hennessy Street, Sullivan's Island

### BOARDS & COMMISSION VACANCIES:

**One (1) out-of-cycle seat on Board of Zoning Appeals (term expires Sept 2015)**  
**Deadline for applications: 2:00PM Thursday, April 3, 2014**

**Advertisement:** Town website (February 20, 2014) & E-Newsletters (March 2, 17 & 30, 2014)  
Island Eye News (small block ad) on February 28, 2014 and March 14, 2014

**LAND USE AND NATURAL RESOURCES  
COUNCIL MEETING**

**March 18, 2014**

**Chairman Pat O'Neil  
Members Mike Perkis and Jerry Kaynard**

All matters relating to the zoning and building ordinances and their implementation, and natural resources including Town-owned land.

**Monthly Zoning Report Presented by Mr. Henderson  
Monthly Boards and Commission Reports Attached**

**I. Matters for Action by Council**

No Action Items .

**II. Matters for Discussion by Council**

1. Biggert Waters 2012 – Update
2. LUNR Committee Meeting – Review of March 14, 2014 Committee meeting.

**III. New Matters Presented to Council**

1. General discussion and review of the Planning Commission recommendations for updating the Comprehensive Plan at the April 2014 Committee Workshop.
2. General discussion and review of suggestions for the Accreted Land Management Plan to be discussed at the April 2014 Committee Workshop.

**IV. Matters Pending Further Action by Council**

No pending matters at this time.



**Request for Proposals:  
Station 16 Nature Trail Boardwalks and Decks**

Opening of candidate packages summary  
Wednesday, March 12, 2014  
Town Hall, 2050-B Middle Street, Town of Sullivan's Island

Town Administrator Benke acknowledged it as being 2:00 p.m., E.S.T., Wednesday, March 12, 2014, the deadline for candidate submittals from contractors to build a series of boardwalks and decks throughout the Station 16 Nature Trails beach paths.

Present: Administrator Benke and Asst. to Administrator Darrow (Staff); Jon Parfrey and Jarred Parfrey of Cove Industries and G.H. Brown and Robert Chambers of Chambers & Associates. No other public or media present.

**The Town received four (4) submittals:**

- 1.) Chambers & Associates/GH Brown (\$19.96/sf)**
- 2.) Coastline Services (\$79,560)**
- 3.) Cove Industries (\$89,000)**
- 4.) Imperial Docks (\$96,382)**

There being no other candidates, Administrator Benke announced the receipt of candidate packets closed at 2:10 p.m.

# **PUBLIC FACILITIES COUNCIL MEETING**

**March 18, 2014**

**Chairwoman Hartley Cooper  
Members Pat O'Neil and Chauncey Clark**

All matters relating to construction, maintenance and improvements of streets, beach paths and Town-owned buildings; sanitation services including trash and garbage; stormwater management; and energy and resource conservation programs.

**Monthly Construction Report Presented by Mr. Robinson.**

**I. Matters for Action by Council**

**II. Matters for Discussion by Council**

1. Construction Manager at Risk RFQ – Council has contracted with a Construction Manager at Risk on Town Hall, Police Station and Park Improvement Project for Pre Construction services.
2. Construction Work Hours – General discussion by Council regarding Ordinance 2014-01 amending Section 5-12 by defining specific no work holidays.
3. Committee Workshop Meeting – The Public Facilities Committee and the Town Hal Design Committee will meet on March 25, 2014 at 8:30 AM with the architect to continue work on the conceptual design of Town Hall.

**III. New Matters Presented to Council**

**IV. Matters Pending Further Action by Council**

# **RECREATION COUNCIL WORKSHOP**

**March 18, 2014**

**Chairwoman Mary Jane Watson  
Members Hartley Cooper and Susan Middaugh**

All matters relating to the creation, expansion or improvement of facilities and programs in the area of parks and recreation; and community wellness programs.

## **I. Matters for Action by Council**

1. Tennis Courts at Citadel and Middle Streets – Cost estimates provided for tennis court replacement or rehabilitation. RFP for engineering services to be advertised on February 22, 2014.
2. Tree removal – Stith Park – Joe Henderson

## **II. Matters for Discussion by Council**

1. Topping Ceremony at School – Review of Ceremony.
2. Park Foundation Minutes – Meeting February 17, 2014:
3. St. Patrick's Day Family Festival – March 15, 2014 10:00 – 12:00
4. Round on the Mound – Park Foundation April 5, 2014

## **III. New Matters Presented to Council**

## **IV. Matters Pending Further Action by Council**

1. Moultrie News 50<sup>th</sup> Anniversary Celebration – The Moultrie News would like to celebrate its 50<sup>th</sup> anniversary with Island residents on or about October 17, 2014 with an event in the Park.

**From:** Elizabeth Murray Austin Young <[murrayayoung@gmail.com](mailto:murrayayoung@gmail.com)>  
**Date:** March 14, 2014 at 7:20:26 AM EDT  
**To:** kaye smith <[kayessmith@comcast.net](mailto:kayessmith@comcast.net)>  
**Cc:** Diana Browder <[dianabrowder@yahoo.com](mailto:dianabrowder@yahoo.com)>, manda poletti <[mpoletti@comcast.net](mailto:mpoletti@comcast.net)>, Mary Jane Watson <[maryjane.watson99@yahoo.com](mailto:maryjane.watson99@yahoo.com)>, Melissa Kelly <[melissakelly4@me.com](mailto:melissakelly4@me.com)>, Lynn.Rutledge@wellsfargo.com, Lawrence Ulmer <[laurie@scyardworks.com](mailto:laurie@scyardworks.com)>, Stephen Zoukis <[szoukis@ravenclyffco.com](mailto:szoukis@ravenclyffco.com)>, Billy Matthews <[bcmatt7007@gmail.com](mailto:bcmatt7007@gmail.com)>, Elizabeth Boyle <[eboyle504d@gmail.com](mailto:eboyle504d@gmail.com)>, ELIZABETH FULLER <[betsyfuller@mac.com](mailto:betsyfuller@mac.com)>, Anna Schoderbek <[brooksah@yahoo.com](mailto:brooksah@yahoo.com)>, "Katherine A. Morgan" <[morganka@musc.edu](mailto:morganka@musc.edu)>, "<[barkerklemm@sbcglobal.net](mailto:barkerklemm@sbcglobal.net)>" <[barkerklemm@sbcglobal.net](mailto:barkerklemm@sbcglobal.net)>, Andrea Hawk <[ajbroyles@gmail.com](mailto:ajbroyles@gmail.com)>, Jay Brown <[JayLBrown@me.com](mailto:JayLBrown@me.com)>, Rhonda <[rhondacpa@rhondacpa.com](mailto:rhondacpa@rhondacpa.com)>  
**Subject:** Edited version of the minutes from Monday's meeting.

Attending: Kaye Smith, Manda Poletti, Mary Jane Watson, Katie Morgan, Lynn Rutledge, Billy Mathews, Laurie Ulmer, Ryan Zirneklis, Murray Young, Diana Browder

The objective of this meeting was to discuss, brainstorm, and devise a plan or potential options for what the park foundation would like to see regarding improvements to the mound.

Mary Jane Watson and Ryan Zirneklis discussed the current and future tree plan for the park.

The members agreed that they would like to see at least one slide built flush to ground, with turns (to decrease speed), and a terrace for climbing and practical use of the mound. The members also agreed that they would like to see a simple track (for walking/running) built around the perimeter of the mound and possibly snaking behind the mound and into the bamboo forest. Members also discussed the placement of bronze markers highlighting/directing to all historical monuments on the island. The placement of benches on the top of the mound was also discussed.

The board discussed liability coverage for the slide and making the mound ADA compliant.

Laurie Ulmer will contact Scott Parker and set up a meeting for Laurie and Mary Jane Watson to discuss tentative plans for the mound. Laurie will also discuss plans with Joe Henderson.

Mary Jane Watson will contact Andy Benke and Mark Yodice regarding commencement of the engineer study.

We discussed options for cleaning up muddy areas surrounding the picnic area and the tot park. Members agreed that grass would be the most ideal option. The board agreed and gave Laurie “the go ahead” to plant grass.

Board members addressed the need for routine maintenance for the park.

Mary Jane Watson updated the board members with the current status of the sand box area. The volleyball court was removed and the new sandbox is currently being constructed.

Mary Jane Watson reported that the soccer & Lacoste field would not be a designated irrigated field in the future. Board members discussed other functional options for this area.

Board members reviewed the Trash Can Study completed by Anna Schoderbek. Billy Mathews is going to contact his family member about the possibility of constructing 32 gallon aluminum trash cans & recycling bins with wheels and water bonnets.

The Board will meet again Monday March 17, 2014 at 6:30.



**Request for Qualifications:  
Citadel Street Tennis Court & Playground**

Opening of candidate packages summary  
Friday, March 14, 2014  
Town Hall, 2050-B Middle Street, Town of Sullivan's Island

Asst. to Town Administrator Darrow acknowledged it as being 2:00 p.m., E.S.T., Friday, March 14, 2014, the deadline for candidate submittals for a licensed architect/engineer to provide design through construction administration services for two tennis courts with fencing at the Citadel Street playground. No additional staff or public present.

**The Town received two (2) submittals:**

- 1.) Thomas & Hutton**  
682 Johnnie Dodds Blvd Suite 100  
Mt. Pleasant, SC 29464
  
- 2.) URS Corporation**  
4016 Salt Pointe Parkway Suite 200  
North Charleston, SC 29405

There being no other candidates, Asst. to Administrator Darrow announced the receipt of candidate packets closed at 2:03p.m.