

**Town of Sullivan's Island**

**Council Workshop  
(6:00PM), Monday, November 2, 2015  
Town Hall, 2050-B Middle Street**

- 1. Administrator's Report – Available Monday, November 2, 2015**
- 2. Finance Committee**
- 3. Water and Sewer Committee**
- 4. Public Safety Committee**
- 5. Recreation Committee**
- 6. Public Facilities Committee**
- 7. Land Use & Natural Resources Committee**
- 8. Administration Committee**

**FINANCE  
COUNCIL WORKSHOP  
November 2, 2015**

**Chairman Mayor Pat O'Neil  
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**

- A. Second Reading and Ratification, Ordinance 2015-06, An Ordinance Amending Section 10-20 of the Code of Ordinances for the Town of Sullivan's Island, to Revise Business License Fees

**II. Matters for Discussion by Council**

- A. Financial Reports:
  - 1. September 2015 Financial Statements

**III. New Matters Presented to Council**

**IV. Matters Pending By Council**

- A. Island Club Improvements
- B. Park Foundation Projects
- C. New Revenue Sources

**ORDINANCE 2015-06**

**AN ORDINANCE AMENDING SECTION 10-20 OF THE CODE OF ORDINANCES FOR THE TOWN OF SULLIVAN'S ISLAND TO REVISE BUSINESS LICENSE FEES**

**WHEREAS**, Title 5 Section 7 Paragraph 30 of the South Carolina Code of Law provides each municipality of the State the authority to levy a business license tax on gross income, in addition to other taxes and fees, when it appears to be necessary to preserve health, peace, order and general welfare; and

**WHEREAS**, the members of Town Council have recognized a need to increase the business license tax in 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 10-20 of the Sullivan's Island Code of Ordinances shall be and are hereby amended to read specifically as follows:

Sec. 10-20. Classification Rate Schedule. (12/16/08) (12/18/12) (11/19/13) (12/16/14)

The license fee for each Class of business shall be computed in accordance with the following rates. The major groups of businesses included in each Class are listed with the major group number according to the Standard Industrial Classification Manual (SIC). The License Inspector shall determine the proper class for a business according to the SIC. (12-15-92)

<u>CLASS</u>	<u>INCOME: 0 - \$2,000</u> MINIMUM	<u>RATES</u>
		<u>ALL OVER \$2,000</u> Rate per thousand (for portion round off to next thousand)
1	\$48.75	\$2.44
2	\$60.83	\$2.63
3	\$72.86	\$2.78
4	\$84.68	\$3.00
5	\$97.55	\$3.15

6	\$109.26	\$3.37
7	\$122.19	\$3.52
7a	\$1,000.00	See Rate Schedule Below
8	See individual business in Class.	

NON-RESIDENT RATES

**Unless otherwise specifically provided, all minimum fees and rates shall be doubled for non-residents and itinerants having no fixed principal place of business within the municipality. In order for the business to be considered a resident business, the location must be the only location for the business or the location must generate at least eighty-five percent (85%) of the total income for the business.**

CLASS 7a Rates (11/17/09)

	<u>Base Rates</u>	
	<u>RESIDENTS</u>	<u>NON-RESIDENTS</u>
Gross income less than \$10,000	\$1,000.00	\$1,500.00
Gross income of \$10,000 or more	\$1,000.00	\$2,000.00

Rate Structure

Gross income less than \$20,000 ..... Base rate

Gross income of \$20,000 to \$30,000.....Base rate and \$10 per thousand

Gross income of \$30,001 to \$50,000.....Base rate and \$20 per thousand

Gross income of more than \$50,000.....Base rate and \$30 per thousand

**Per thousand rate shall not be doubled for non-residents under Class 7a.**

CLASS 8 RATES

(Each SIC Number designates a separate subclassification. The businesses in this section are treated as separate and individual subclasses due to provisions of State Law, regulatory requirements, service burdens, tax equalization considerations, etc., which are deemed to be sufficient to require individually determined rates. Non-residents rates do not apply except where indicated. Businesses listed in this ordinance which are not permitted under the Zoning Ordinance may not be licensed.)

SIC 15, 16 & 17 Contractors, construction, all types.

	<u>Income</u>	<u>Minimum</u>	<u>Per \$1,000 or fraction</u>
A. Having permanent place of business within the municipality			
<b>FIRST \$2,000 .....</b>		<b>\$121.87</b>	<b>plus</b>
<b>EACH ADDITIONAL \$1,000 .....</b>			<b>\$3.53</b>
 B. Itinerant (no permanent place of business within the municipality or non-resident)			
<b>FIRST \$2,000 .....</b>		<b>\$243.74</b>	<b>plus</b>
<b>EACH ADDITIONAL \$1,000 .....</b>			<b>\$7.06</b>

A trailer at the construction site, a home office or structure in which the contractor resides is not a permanent place of business under this ordinance.

The total fee for the full amount of the contract shall be paid prior to commencement of work and shall entitle the contractor to complete the job without regard to the normal license expiration date.

No contractor shall be issued a business license until all state and municipal qualification examination and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying the contractor with the job.

Sub-contractors shall be issued a business license until all state and municipal qualification examination and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying the contractor with the job.

Sub-contractors shall be licensed on the same basis as general or prime contractors for the same job, and no deductions shall be made by a general or prime contractor for value of work performed by a sub-contractor.

No contractor shall be issued a business license until all performance and indemnity bonds required by the Building code have been filed and approved. Zoning permits must

be obtained when required by the Zoning Ordinance.

Each prime contractor shall file with the License Inspector a list of subcontractors furnishing labor or materials for each project.

<u>SIC</u>	<u>License Fee</u>
40 - <u>Railroad Companies</u> - (See Code Sec. 12-23-210)	\$75.00

4121 -	<u>Taxicabs</u> - On gross income --- Rate Class 7 (proof of insurance required.)
--------	--

481 -	<u>Telephone Companies not occupying public street pursuant to Franchise</u> - on gross receipts from customers' premises, telecommunications equipment, intrastate long distance tolls, service work charges, directory, miscellaneous and supplemental services billed to customers located within the municipality. Charges billed to customers located within the municipality shall be deemed to have been apportioned by the company according to services rendered within the municipality.
-------	--

On gross receipts not exceeding \$25,000 .....	\$250.00
On the next \$175,000 per \$1,000 .....	5.00
Over \$200,000 per \$1,000 .....	1.00

Telephone companies occupying public streets  
pursuant to franchise may pay fee in lieu of a business license,  
OR receive credit for business license fees as provided by the  
franchise agreement.

4841 -	<u>Television, Cable or Pay</u> .....	Franchise
--------	---------------------------------------	-----------

491 -	
-------	--

493 -	<u>Electric and Gas Companies</u> .....	Franchise
-------	---	-----------

<u>Income</u>	<u>Minimum</u>	<u>Per \$1,000 or Fraction</u>
5093 -	<u>Junk or Scrap Dealers</u> (non-resident rates apply)	
First \$2,000 .....	\$116.00 PLUS	
Over \$2,000 .....		\$3.21
55 -	<u>Automotive and Motor Vehicle Dealers and Farm Machinery, Retail</u> -	
First \$2,000 .....	\$ 41.00 PLUS	

Over \$2,000 ..... \$1.95

One sales lot not more than 400 feet from main showroom may be operated under this license provided that proceeds from sales thereafter included in gross receipts at main office when both are operated under the same name and ownership.

Gross receipts for this classification shall include full sales price without deduction for trade-ins. Dealer transfers shall not be included in gross receipts.

<u>SIC</u>	<u>Income</u>	<u>Minimum</u>	<u>Per \$1,000</u> <u>or Fraction</u>
5812/5813 -	<u>Restaurants, retail food businesses, convenience stores or other similar establishments, which sell or serve alcoholic beverages or permit the consumption of alcoholic beverages on the premises, and general food establishments -</u>		
	First \$2,000 .....	\$165.99	PLUS
	Over \$2,000 .....		\$3.30
5932 -	<u>Pawn Brokers - All Types</u>		
	First \$2,000 .....	\$118.32	PLUS
	Over \$2,000 .....		\$3.26
5962 -	<u>Vending Machines and all other coin operated Automatic Merchandising Machines (Not included in Business Gross Income): \$12.75 stamp per machine required PLUS</u>		
	First \$2,000 .....	\$70.00	PLUS
	Over \$2,000 .....		\$2.66
5963 -	<u>Peddlers, Solicitors, Canvassers, Door-To-Door Sales, direct retail sales of merchandise.</u>		
	(Non-resident rates apply)		
	(a) Regular activities (not more than two sales periods of more than three days each per year)		
	First \$2,000 .....	\$93.00	PLUS
	Over \$2,000 .....		\$3.00
	(b) Seasonal activities (not more than two sale periods of not more than three days each year, separate license required for each sale period)		
	First \$2,000 .....	\$ 5.81	PLUS
	Over \$2,000 .....		\$3.00

Section 1.

SIC      NAICS  
CODE or CODE

63            5241

Insurance Companies: Except as to fire insurance, “gross premiums” means gross premiums written for policies for property or a risk located within the municipality. In addition, “gross premiums” shall include premiums written for policies that are sold, solicited, negotiated, taken, transmitted, received, delivered, applied for, produced or serviced by (1) the insurance company’s office located in the municipality, (2) the insurance company’s employee conducting business within the municipality, or (3) the office of the insurance company’s licensed or appointed producer (agent) conducting business within the municipality, regardless of where the property or risk is located, provided no tax has been paid to another municipality in which the property or risk is located based on the same premium. (12-6-04) (11-20-12)

Solicitation for insurance, receiving or transmitting an application or policy, examination of a risk, collection or transmitting of a premium, adjusting a claim, delivering a benefit, or doing any act in connection with a policy or claim shall constitute conducting business within the municipality, regardless of whether or not an office is maintained in the municipality. (11-20-12)

As to fire insurance, “gross premiums” means gross premiums (1) collected in the municipality, and/or (2) realized from risks located within the limits of the municipality. (11-20-12)

Gross premiums shall include all business conducted in the prior calendar year. (11-20-12)

Gross premiums shall include new and renewal business without deductions for any dividend, credit, return premiums or deposit.

Declining rates shall not apply. (11-20-12)

631-632 52411      Life, Health and Accident ..... 0.75% of Gross Premiums

633-635 524126      Fire and Casualty ..... 2% of Gross Premiums

636            524127      Title Insurance ..... 2% of Gross Premiums

Section 2.

Notwithstanding any other provisions of this ordinance, license taxes for insurance companies shall be payable on or before May 31 in each year without penalty. The penalty for delinquent payments shall be 5% of the tax due per month, or portion thereof, after the due date until paid. (11-20-12)



Section 3.

Any exemptions in the business license ordinance for income from business in interstate commerce are hereby repealed. Gross income from interstate commerce shall be included in the gross income for every business subject to a business license tax. (11-20-12)

Section 4.

Pursuant to S.C. Code Ann. Sections 38-45-10 and 38-45-60, the Municipal Association of South Carolina is designated the municipal agent for purposes of administration of the municipal broker's premium tax. The agreement with the Association for administration and collection of current and delinquent license taxes from insurance companies as authorized by S.C. Code Section 5-7-300 and administration of the municipal broker's premium tax in the form attached hereto is approved and the mayor is authorized to execute it. (11-20-12)

All ordinances in conflict with this ordinance are hereby repealed. (11-20-12)

- 7993 - Amusement Machines, Coin Operated.
- A. Music machines, kiddie rides, and amusement machines licensed pursuant to S. C. Code S23-21-2720 (A) (1) and (A) (2):  
**\$14.50 per machine PLUS**  
**First \$2,000 income ... minimum \$116.00 PLUS**  
**Over \$2,000 .... \$3.63 per thousand or portion thereof.**
  - B. Video poker and amusement machines licensed pursuant to S. C. Code S12-21-2720 (A)(3):  
**\$173.00 per machine PLUS**  
**First \$2,000 income ... minimum \$127.50 PLUS**  
**Over \$2,000 .... \$3.63 per thousand or portion thereof. (1-18-94)**
- 7999 - Billiard or Pool Rooms. All types.  
**\$58.15 stamp per table required PLUS**  
**First \$2,000 income ... \$11.58 PLUS**  
**Over \$2,000 .... \$3.63**
- 7999 - Carnivals and Circuses  
**First \$2,000 income .... \$11.58 PLUS**  
**Over \$2,000 .....\$3.63**

## RATE CLASSIFICATION INDEX

### RATE CLASS 1

<u>SIC</u>	<u>Business Group</u>
47	- Travel Agencies
53	- General Merchandise Stores
54	- Food Stores
553-554	- Auto Supply Stores and Gasoline Service Stations
56	- Apparel and Accessory Stores
58	- Eating Places
636-639	- Insurance Companies (Except Life, Health, Fire & Casualty)
86	- Membership Organizations

### RATE CLASS 2

<u>SIC</u>	<u>Business Group</u>
01	- Agricultural Production - Crops
02	- Agricultural Production - Animals
20	- Food and Kindred Products
22	- Textile Mill Products
23	- Apparel & Other Finished Products from Fabrics and Similar Materials
25	- Furniture and Fixtures
30	- Rubber and Miscellaneous Plastic Products
31	- Leather and Leather Products
32	- Stone, Clay, Glass & Concrete Products
33	- Primary Metal Industries
34	- Fabricated and Metal Products (Except Machinery and Transportation Equipment)
37	- Transportation Equipment
39	- Miscellaneous Manufacturing Industries
50	- Wholesale Trade - Durable Goods
51	- Wholesale Trade - Nondurable Goods
52	- Building Materials, Hardware, Garden Supply and Mobile Home Dealers
57	- Furniture, Home Furnishings & Equipment Stores
70	- Hotels, Rooming Houses, Camps and Other Lodging

RATE CLASS 3

<u>SIC</u>	<u>Business Group</u>
07	- Agricultural Service
24	- Lumber and Wood Products (Except Furniture)
26	- Paper and Allied Products
29	- Petroleum Refining and Related Industries
36	- Electrical and Electronic Machinery, Equipment and Supplies
42	- Motor Freight Transportation & Warehousing
44	- Water Transportation
45	- Transportation by Air
59	- Miscellaneous Retail (Except vending machines, peddlers and pawnbrokers)
61	- Credit Agencies other than Banks
75	- Automotive Repair, Services and Garages
78	- Motion Pictures
79	- Amusement and Recreation Service (Except Motion Pictures, Amusement Machines and Carnivals)
89	- Miscellaneous Services

RATE CLASS 4

<u>SIC</u>	<u>Business Group</u>
27	- Printing, Publishing & Allied Products
28	- Chemicals and Allied Products
35	- Machinery, Except Electrical
48	- Communication (Except Telephone)
76	- Miscellaneous Repair Services

RATE CLASS 5

<u>SIC</u>	<u>Business Group</u>
09	- Fishing, Hunting and Trapping
14	- Mining - Minerals
38	- Measuring, Analyzing and Controlling Instruments; Photographic, Medical and Optical Goods; Watches and Clocks
41	- Local & Suburban Transit & Interurban Highway Passenger Transportation
62	- Security & Commodity Brokers, Dealers, Exchanges and Services
73	- Business Services

RATE CLASS 6

<u>SIC</u>	<u>Business Group</u>
49	- Sanitary Services
72	- Personal Services

RATE CLASS 7

<u>SIC</u>	<u>Business Group</u>
08	- Forestry
10	- Mining - Metals
21	- Tobacco Manufacture
46	- Pipelines (Except natural gas)
64	- Insurance Agents, Brokers and Service
65	- Real Estate
67	- Holding and Other Investment Offices
80	- Health Services
81	- Legal Services
82	- Educational Services
83	- Social Services
87	- Engineering, Accounting, Research, Management and Related Services

RATE CLASS 7a

<u>SIC</u>	
651	- Vacation Rental as described in Chapter 21 of the Town's Ordinances

RATE CLASS 8

<u>SIC</u>	<u>Business Group</u>
15,16,17	- Contractors, Construction, All Types
40	- Railroad Companies
4111	- Local and Suburban Transit
4121	- Taxi Cabs
481	- Telephone Communication
491-493	- Electric & Gas Services
5093	- Junk and Scrap Dealers
55	- Automotive and Motor Vehicle Dealers and Farm Machinery Retail (Except Auto Supply Stores - 553 and Gasoline Service Stations - 554)

- 5813 - Drinking Places (Alcoholic Beverages)
- 5932 - Pawnbrokers
- 5962 - Vending Machines (Automatic Merchandising)
- 5963 - Peddlers

RATE CLASS 8 (CONT).

- 631-635 - Insurance Companies, Fire and Casualty, Life and Health
- 6411 - Brokers for Non-admitted Insurers]
- 7993 - Amusement Machines, Coin Operated
- 7999 - Billiard or Pool Tables, All Types
- 7999 - Carnivals and Circuses

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 17th DAY OF NOVEMBER 2015.

\_\_\_\_\_  
Patrick M. O'Neil, Mayor

Attest:

Attest to form:

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

\_\_\_\_\_  
Lawrence Dodds, Town Attorney

First Reading: October 20, 2015

Second Reading and Ratification: November 17, 2014

Finance  
Points of Interest  
September 2015

**Revenue**

1. Building permit and business license revenue is more than expected due to the increase in construction projects. The Town has received close to 50% of the projected revenue for building permits as of September 30<sup>th</sup>. Construction is also driving business license revenue.
2. Water and Sewer revenue remained strong through September.

**Expenditures**

1. A new F-350 was purchased for the Fire Department. The purchase price was more than budgeted due to the need for a larger truck to pull the new boat. One more truck has been ordered for the Maintenance Department which is the last budgeted large equipment purchase agreement. The loan which will fund the purchases closed at the beginning of October. Payments will start next fiscal year and the last payment will be made in FY 2019.
2. The cost of the relocation and operation of the temporary Town Hall as of September 2015 was \$393,000. The cost of the temporary Town Hall is approximately \$4,000 per month.
3. The Town paid approximately \$194,000 to Hill during September as progress payments for the new Town Hall. Transfers are being made from the 2014 GO Bond Money Market account into the Operating account as construction payments are made.

**September 30, 2015  
Cash & Investment Balances**

---

<b>CHECKING ACCOUNTS</b>	<b>\$ 8,546,816.71</b>
<b>MONEY MARKET - 2014 GO BOND FUNDS</b>	<b>2,744,433.68</b>
<b>SC LOCAL GOVERNMENT INVESTMENT POOL</b>	<b>204,310.73</b>
<b>INVESTMENTS</b>	<b>150,022.55</b>
<b>CASH ON HAND</b>	<b><u>600.00</u></b>

**TOTAL CASH & INVESTMENTS: \$ 11,646,183.67**

---

**Unassigned:**

Operating	\$ 1,089,949.50
2014 GO Bond Funds	2,744,433.68
Land Sale Proceeds	3,720,635.50
Capital Improvements Reserve	414,500.00
Emergency Reserve	1,075,000.00

**Assigned:**

William Bradley Memorial Fund	20,000.00
-------------------------------	-----------

**Committed:**

-

**Restricted:**

County Accommodations Tax Funds - County Deputies	70,085.00
Land Trust Fund	35,118.25
Confederate Memorial Fund	451.84
Victim's Rights Fund	<u>67,046.58</u>

Total Cash & Investment Accounts **\$ 9,237,220.35**

**PETTY CASH:**

Petty Cash	<u>\$ 400.00</u>
------------	------------------

**TOTAL GENERAL FUND \$ 9,237,620.35**

---

Operating	\$ 260,072.36
SRF - Debt Service Retirement	90,665.72
SRF - Debt Service Reserve Fund	22,626.78
Capital Improvement Fund Sewer	107,876.53
Sewer Depreciation Fund	<u>36,362.88</u>

**Total Sewer Fund \$ 426,938.55**

Operating	\$ 809,085.90
Capital Improvement Fund Water	187,109.81
CWS CIP Improvements Fund	355,197.97
Water Depreciation Fund	46,167.97
Petty Cash	<u>200.00</u>
<b>Total Water Fund</b>	<b>\$ <u>1,397,761.65</u></b>

Unreserved	<u>\$ 456,340.80</u>
<b>Total Hospitality Tax Fund - Restricted</b>	<b>\$ <u>456,340.80</u></b>

Unreserved	<u>\$ 72,674.69</u>
<b>Total Local Accommodations Tax Fund -</b>	<b>\$ <u>72,674.69</u></b>

Tree Bank Fund - Committed	<u>\$ 54,847.63</u>
<b>Total Tree Fund</b>	<b>\$ <u>54,847.63</u></b>

**TOTAL CASH & INVESTMENTS: \$ 11,646,183.67**

1% Firemen's Fund - First Federal Money Market	<u>\$ 166,187.06</u>
<b>Total 1% FIREMEN'S FUND</b>	<b>\$ <u>166,187.06</u></b>



**Investment Income**  
**Month Ended September 30, 2015 and YTD**

<u>Bank</u>	<u>Interest Rate</u>	<u>Interest Earned Current Month</u>	<u>Interest Earned Year-to-Date</u>
Investment Pool	0.3479%	62.40	169.63
South State Bank Money Market	0.20%	911.89	2,842.88
South State Bank MM - Bond	0.20%	289.44	921.41
South State Investment Services	0.01%	<u>1.23</u>	<u>3.77</u>
		<u>\$ 1,264.96</u>	<u>\$ 3,937.69</u>

**Interest Earned by Fund**

	<u>Month Ended</u>	<u>YTD</u>
General Fund	\$ 977.26	\$ 3,096.50
Sewer Fund	68.00	220.16
Water Fund	150.89	424.85
State A-Tax Funds	-	-
Local A-Tax Funds	8.34	23.89
Hospitality Tax Fund	54.59	154.65
Tree Fund	<u>5.88</u>	<u>17.64</u>
Total Earned	<u>\$ 1,264.96</u>	<u>\$ 3,937.69</u>

FY 2015-2016

TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND

CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 10 GEN FUND					
Revenue					
10-3000-1000 PROCEEDS FROM CAPITAL LE	55,000.00	0.00	0.00	55,000.00	100
10-3000-3300 INTEREST EARNED	6,000.00	977.26	3,096.50	2,903.50	48
10-3000-6000 POLICE ACCIDENT REPORTS	200.00	5.00	45.00	155.00	78
10-3000-8000 TRANSFER FROM WATER FUN	200,000.00	0.00	0.00	200,000.00	100
10-3000-9100 LICENSES	683,000.00	37,565.93	95,147.28	587,852.72	86
10-3000-9110 DOG PERMITS	75,000.00	2,998.00	11,861.00	63,139.00	84
10-3000-9120 BOAT PERMITS	0.00	0.00	15.00	-15.00	0
10-3000-9130 BD. OF ZONING APPEALS APP	2,000.00	220.00	220.00	1,780.00	89
10-3000-9140 DESIGN REVIEW BOARD FEES	11,000.00	-559.00	3,367.00	7,633.00	69
10-3000-9150 PLANNING COMMISSION FEES	1,000.00	0.00	250.00	750.00	75
10-3000-9300 BUILDING PERMITS	250,000.00	52,737.26	117,192.06	132,807.94	53
10-3000-9350 TRIMMING & PRUNING INCOM	10,250.00	0.00	0.00	10,250.00	100
10-3000-9400 PROPERTY TAXES - OPERATIN	1,970,000.00	9,842.71	17,205.62	1,952,794.38	99
10-3000-9401 PROPERTY TAX REVENUE - G	304,700.00	0.00	0.00	304,700.00	100
10-3000-9410 HOMESTEAD EXEMPT REFUN	10,000.00	0.00	0.00	10,000.00	100
10-3000-9510 FINES COLL - RECORDER	50,000.00	1,348.27	26,912.67	23,087.33	46
10-3000-9690 AID TO SUBDIVISIONS	35,000.00	0.00	9,155.24	25,844.76	74
10-3000-9710 VICTIMS RIGHTS FUND	8,000.00	0.00	0.00	8,000.00	100
10-3000-9750 BEVERAGE TEMP. PERMITS	24,000.00	0.00	0.00	24,000.00	100
10-3000-9760 FRANCHISE FEES - CELL TOW	45,100.00	3,851.33	11,553.99	33,546.01	74
10-3000-9765 FRANCHISE FEES - OTHER	430,000.00	9.20	25,597.99	404,402.01	94
10-3000-9770 STATE ACCOMMODATIONS T	26,000.00	0.00	12,072.36	13,927.64	54
10-3000-9778 TRANSFER LOCAL A-TAX	30,000.00	5,000.00	7,500.00	22,500.00	75
10-3000-9779 TRANSFER FROM HOSP. TAX	320,000.00	54,000.00	81,000.00	239,000.00	75
10-3000-9780 L.O.S.T. PROP.ROLLBACK	130,000.00	0.00	25,976.47	104,023.53	80
10-3000-9781 L.O.S.T. REVENUE FUND	82,000.00	0.00	19,133.40	62,866.60	77
10-3000-9900 MISCELLANEOUS INCOME	205,000.00	18,447.35	58,946.54	146,053.46	71
10-3000-9901 PROCEEDS-SALES OF ASSETS	4,000.00	0.00	0.00	4,000.00	100
Fund: Fund: 10 GEN FUND					
Total Revenue	4,967,250.00	186,443.31	526,248.12	4,441,001.88	0.00

FY 2015-2016

TOWN OF SULLIVAN'S ISLAND  
 BUDGET REPORT BY FUND

CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 11 SEWER FUND					
Revenue					
11-3000-2000 TRANSFER FR. DEPRECIATION	102,500.00	0.00	0.00	102,500.00	100
11-3000-3300 INTEREST EARNED	1,000.00	68.00	220.16	779.84	78
11-3000-4110 SEWER SERVICE CHARGES	886,965.75	77,104.34	269,855.06	617,110.69	70
11-3000-4111 PENALTIES	5,500.00	0.00	870.00	4,630.00	84
11-3000-4112 ADMINISTRATIVE ACCOUNT I	1,300.00	0.00	920.00	380.00	29
11-3000-4500 SERVICE CALLS	500.00	0.00	0.00	500.00	100
11-3000-4600 INSPECTION FEES	1,500.00	150.00	400.00	1,100.00	73
11-3000-4900 MISCELLANEOUS	200.00	0.00	0.00	200.00	100
11-3000-9200 TRANSFER FROM GENERAL F	125,000.00	0.00	0.00	125,000.00	100
Fund: Fund: 11 SEWER FUND					
Total Revenue	1,124,465.75	77,322.34	272,265.22	852,200.53	0.00

FY 2015-2016

TOWN OF SULLIVAN'S ISLAND  
 BUDGET REPORT BY FUND

CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 12 WATER FUND					
Revenue					
12-3000-2000 TRANSFER FR. DEPRECIATION	120,000.00	0.00	0.00	120,000.00	100
12-3000-3300 INTEREST EARNED	2,000.00	150.89	424.85	1,575.15	79
12-3000-4110 WATER SALES	992,454.30	87,385.05	327,708.93	664,745.37	67
12-3000-4111 PENALTIES	5,500.00	-4.86	865.14	4,634.86	84
12-3000-4112 ADMINISTRATIVE ACCOUNT	8,000.00	810.00	1,680.00	6,320.00	79
12-3000-4114 HYDRANT METER PERMITS	200.00	0.00	250.00	-50.00	-25
12-3000-4300 METER CONNECT & RENEWA	7,000.00	5,260.00	22,419.00	-15,419.00	-220
12-3000-4400 METER REPAIRS	500.00	0.00	0.00	500.00	100
12-3000-4500 SERVICE CALLS	500.00	60.00	120.00	380.00	76
12-3000-4600 INSPECTION FEES	250.00	0.00	0.00	250.00	100
12-3000-4610 BACKFLOW TESTING	700.00	0.00	280.00	420.00	60
12-3000-4900 MISCELLANEOUS	100.00	18,630.00	18,630.00	-18,530.00	-18,530
Fund: Fund: 12 WATER FUND					
Total Revenue	1,137,204.30	112,291.08	372,377.92	764,826.38	0.00

FY 2015-2016

TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND

CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 13 HOSPITALITY TAX					
Revenue					
13-3000-3300 INTEREST EARNED	0.00	54.59	154.65	-154.65	0
13-3000-9779 HOSPITALITY TAX	0.00	46,299.08	134,423.09	-134,423.09	0
Fund: Fund: 13 HOSPITALITY TAX					
Total Revenue	0.00	46,353.67	134,577.74	-134,577.74	0.00
Fund: 17 LOCAL A-TAX					
Revenue					
17-3000-3300 INTEREST EARNED	0.00	8.34	23.89	-23.89	0
17-3000-9777 2% COUNTY A-TAX	0.00	0.00	5,862.87	-5,862.87	0
17-3000-9778 1% LOCAL A-TAX	0.00	2,861.17	9,491.26	-9,491.26	0
Fund: Fund: 17 LOCAL A-TAX					
Total Revenue	0.00	2,869.51	15,378.02	-15,378.02	0.00
Fund: 19 TREE FUND					
Revenue					
19-3000-3300 TREE FUND INTEREST	0.00	5.88	17.64	-17.64	0
19-3000-9310 TREE PERMITS	0.00	513.00	513.00	-513.00	0
Fund: Fund: 19 TREE FUND					
Total Revenue	0.00	518.88	530.64	-530.64	0.00
<b>Report Total Revenue</b>	<b>0.00</b>	<b>49,742.06</b>	<b>150,486.40</b>	<b>0.00</b>	<b>-150,486.40</b>

FY 2015-2016

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION**  
CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Function: 5000 FIRE DEPARTMENT					
Expenditure					
10-5000-0100 SALARIES & WAGES	580,000.00	46,028.19	142,157.20	437,842.80	75
10-5000-0200 FD PRT SOCIAL SECURITY	43,000.00	3,331.83	10,270.31	32,729.69	76
10-5000-0210 FD PRT HEALTH INSURANCE	90,000.00	7,389.95	19,439.58	70,560.42	78
10-5000-0220 FD PRT POL OFF RETIREMENT	82,000.00	6,211.48	19,658.65	62,341.35	76
10-5000-0300 FD GAS & OIL	12,000.00	610.71	2,634.91	9,365.09	78
10-5000-0310 FD DIESEL	6,500.00	199.05	1,211.04	5,288.96	81
10-5000-0400 FD VEHICLE REPAIRS	20,000.00	1,090.61	1,764.02	18,235.98	91
10-5000-0600 FD SUPPLIES & MATERIALS	20,000.00	2,758.45	5,839.30	14,160.70	71
10-5000-0700 FD TELEPHONE	10,000.00	500.93	1,499.86	8,500.14	85
10-5000-0800 CO. WIDE RADIO SYSTEM	18,000.00	7,410.50	9,576.50	8,423.50	47
10-5000-0900 FD POWER & LIGHTS	11,000.00	1,033.68	2,958.08	8,041.92	73
10-5000-1000 FD INSURANCE	55,000.00	1,926.97	12,301.91	42,698.09	78
10-5000-1200 FD SYSTEM REPAIRS & MAINT	11,000.00	-141.79	996.28	10,003.72	91
10-5000-1203 UNIFORMS & CLOTHING	10,000.00	0.00	0.00	10,000.00	100
10-5000-1300 FD DUES & CERTIF FEES	1,000.00	0.00	0.00	1,000.00	100
10-5000-1400 FD TRAINING & SEMINARS	9,500.00	1,567.50	1,702.50	7,797.50	82
10-5000-3000 FD MISCELLANEOUS EXPENSES	8,500.00	0.00	1,297.48	7,202.52	85
10-5000-3100 FD PROPERTY & EQUIP PURCHASE	0.00	1,844.50	2,324.15	-2,324.15	0
10-5000-3101 FD - DEBT FUNDED EQUIPMENT	30,000.00	48,016.00	48,016.00	-18,016.00	-60
10-5000-3102 FD-CAPITAL LEASE PRINCIPAL	45,745.00	30,633.76	30,633.76	15,111.24	33
10-5000-3110 PROP & EQUIP < \$5000	7,500.00	0.00	0.00	7,500.00	100
10-5000-3120 FD BUILDING REPAIRS	10,000.00	0.00	0.00	10,000.00	100
10-5000-3200 FD DISPATCHING SERVICES	22,500.00	1,832.00	5,496.00	17,004.00	76
Function: Function: 5000 FIRE DEPARTMENT					
Total Expenditure	1,103,245.00	162,244.32	319,777.53	783,467.47	0.00

FY 2015-2016

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION**  
CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Function: 6000 POLICE DEPARTMENT					
Expenditure					
10-6000-0100 PD SALARIES & WAGES	495,000.00	38,561.51	117,705.92	377,294.08	76
10-6000-0200 PD PRT SOCIAL SECURITY	37,000.00	2,765.18	8,450.17	28,549.83	77
10-6000-0210 PD PRT HEALTH INS	73,000.00	5,903.88	17,663.60	55,336.40	76
10-6000-0220 PD PRT POL OFF RETIRE	66,000.00	5,039.23	15,296.03	50,703.97	77
10-6000-0250 COUNTY SHERIFF DEPUTIES	40,000.00	3,800.00	12,125.00	27,875.00	70
10-6000-0300 PD GAS & OIL	35,000.00	2,034.13	6,700.22	28,299.78	81
10-6000-0320 PD DIESEL FUEL	1,200.00	0.00	85.60	1,114.40	93
10-6000-0400 PD VEHICLE REPAIR & MAINT	12,000.00	0.00	1,853.02	10,146.98	85
10-6000-0600 PD SUPPLIES & MATERIALS	12,000.00	385.78	1,468.54	10,531.46	88
10-6000-0700 PD TELEPHONE	9,500.00	559.44	2,030.32	7,469.68	79
10-6000-0800 CO. WIDE RADIO SYSTEM	16,700.00	7,410.50	9,348.50	7,351.50	44
10-6000-0900 PD POWER & LIGHTS	4,200.00	367.04	1,130.16	3,069.84	73
10-6000-1000 PD INSURANCE	44,000.00	2,127.13	11,717.39	32,282.61	73
10-6000-1200 PD SYSTEM REPAIR & MAINT	8,000.00	319.25	790.21	7,209.79	90
10-6000-1203 UNIFORMS & CLOTHING	8,000.00	229.48	324.40	7,675.60	96
10-6000-1300 PD DUES & CERTIF FEES	500.00	0.00	0.00	500.00	100
10-6000-1400 PD TRAINING & SEMINARS	6,000.00	0.00	0.00	6,000.00	100
10-6000-3000 PD MISCELLANEOUS EXPENS	1,000.00	0.00	0.00	1,000.00	100
10-6000-3102 PD-CAPITAL LEASE PRINCIPA	55,382.00	56,122.04	56,122.04	-740.04	-1
10-6000-3110 PROP & EQUIP < \$5000	7,000.00	0.00	0.00	7,000.00	100
10-6000-3200 PD DISPATCHING SERVICES	22,500.00	1,832.00	5,496.00	17,004.00	76
Function: Function: 6000 POLICE DEPARTMENT					
Total Expenditure	953,982.00	127,456.59	268,307.12	685,674.88	72.00

FY 2015-2016

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION**  
CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Function: 7000 MAINTENANCE					
Expenditure					
10-7000-0100 MD SALARIES & WAGES	172,000.00	10,732.40	35,913.10	136,086.90	79
10-7000-0200 MD PRT SOCIAL SECURITY	13,000.00	796.58	2,674.03	10,325.97	79
10-7000-0210 MD PRT HEALTH INSURANCE	25,000.00	1,341.40	4,024.20	20,975.80	84
10-7000-0220 MD PRT S. C. RETIREMENT	15,000.00	1,098.53	3,400.16	11,599.84	77
10-7000-0300 MD VEHICLE GAS & OIL	12,000.00	411.90	2,178.25	9,821.75	82
10-7000-0310 MD DIESEL FUEL	3,500.00	209.23	676.84	2,823.16	81
10-7000-0400 MD VEHICLE REPAIRS	7,500.00	0.00	0.00	7,500.00	100
10-7000-0600 MD SUPPLIES & MATERIALS	20,000.00	826.20	5,077.23	14,922.77	75
10-7000-0700 TELEPHONE	660.00	55.00	165.00	495.00	75
10-7000-0900 MD POWER & ELECTRICITY	40,000.00	3,147.09	9,442.97	30,557.03	76
10-7000-1000 MD INSURANCE	18,000.00	583.43	3,537.29	14,462.71	80
10-7000-1200 MD SYSTEMS REPAIRS & MAINT	15,000.00	1,598.69	3,099.62	11,900.38	79
10-7000-1203 UNIFORMS & CLOTHING	3,000.00	0.00	0.00	3,000.00	100
10-7000-3000 MD MISCELLANEOUS EXPENSES	1,000.00	0.00	0.00	1,000.00	100
10-7000-3100 MD PROP & EQUIP PURCHASE	0.00	9,950.00	9,950.00	-9,950.00	0
10-7000-3101 MD-DEBT FUNDED EQUIPMENT	25,000.00	0.00	0.00	25,000.00	100
10-7000-3102 MD-CAPITAL LEASE PRINCIPAL	7,917.00	7,916.29	7,916.29	0.71	0
10-7000-3400 MD GARBAGE DISPOSAL CONTRACT	197,000.00	14,093.30	42,879.90	154,120.10	78
10-7000-3500 CAUSEWAY MAINTENANCE	2,000.00	0.00	0.00	2,000.00	100
10-7000-3600 CONTAINER SERVICING	11,000.00	547.62	840.54	10,159.46	92
10-7000-3700 BEACH PATH MAINTENANCE	50,000.00	0.00	1,173.60	48,826.40	98
Function: Function: 7000 MAINTENANCE					
Total Expenditure	638,577.00	53,307.66	132,949.02	505,627.98	79.00



FY 2015-2016

TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION  
CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Function: 8000 RECREATION					
Expenditure					
10-8000-0900 RD POWER & LIGHTS	7,500.00	988.34	2,175.23	5,324.77	71
10-8000-1000 RD INSURANCE	4,300.00	395.86	1,187.58	3,112.42	72
10-8000-1300 RD RECREATION AREA MAIN	15,000.00	0.00	4,462.70	10,537.30	70
10-8000-1400 SPECIAL EVENTS	25,000.00	0.00	5,940.33	19,059.67	76
10-8000-3100 RD PROPERTY & EQUIP PURC]	120,000.00	598.15	55,651.60	64,348.40	54
Function: Function: 8000 RECREATION					
Total Expenditure	171,800.00	1,982.35	69,417.44	102,382.56	0.00

FY 2015-2016

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION**  
CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Function: 9000 ADMIN					
Expenditure					
10-9000-0100 AD SALARIES & WAGES	421,000.00	32,044.74	99,034.81	321,965.19	76
10-9000-0200 AD PRT SOCIAL SECURITY	33,000.00	2,589.11	7,994.86	25,005.14	76
10-9000-0210 AD PRT HEALTH INSURANCE	47,000.00	6,965.44	16,987.76	30,012.24	64
10-9000-0220 AD PRT S. C. RETIREMENT	47,000.00	3,816.51	11,535.97	35,464.03	75
10-9000-0600 AD OFFICE SUPPLIES	24,000.00	5,133.05	9,548.66	14,451.34	60
10-9000-0610 AD TRAVEL - RECORDER	700.00	0.00	0.00	700.00	100
10-9000-0620 AD SUPPLIES - RECORDER	1,000.00	0.00	0.00	1,000.00	100
10-9000-0700 AD TELEPHONE	17,000.00	1,165.37	6,039.80	10,960.20	64
10-9000-0900 AD POWER & LIGHTS	9,000.00	968.86	2,915.30	6,084.70	68
10-9000-1000 AD INSURANCE	66,000.00	6,434.62	22,200.85	43,799.15	66
10-9000-1200 AD SYSTEMS REPAIR & MAIN	40,000.00	1,256.80	16,444.38	23,555.62	59
10-9000-1300 AD DUES & CERTIF FEES	4,500.00	160.00	515.00	3,985.00	89
10-9000-1400 AD TRAINING & SEMINARS	6,000.00	536.80	1,698.28	4,301.72	72
10-9000-1800 AD PROFESSIONAL SERVICES	90,000.00	845.00	4,426.52	85,573.48	95
10-9000-1840 PLANNING EXPENSE	1,000.00	0.00	0.00	1,000.00	100
10-9000-1870 COUNCIL EXPENSES	6,000.00	31.19	31.19	5,968.81	99
10-9000-1880 GENERAL ADVERTISING EXPI	10,000.00	458.64	1,815.52	8,184.48	82
10-9000-1900 AD LEGAL & ACCOUNTING	100,000.00	11,732.09	42,121.83	57,878.17	58
10-9000-1910 ACCRETED LAND - LAWSUIT I	70,000.00	12,538.08	30,193.08	39,806.92	57
10-9000-1920 ACCRETED LAND MANAGEM	0.00	858.49	858.49	-858.49	0
10-9000-3000 AD MISCELLANEOUS EXPENS	20,000.00	2,763.41	5,153.11	14,846.89	74
10-9000-3105 CAPITAL PROJECT	0.00	202,601.57	561,172.93	-561,172.93	0
10-9000-3110 PROP & EQUIP < \$5000	7,000.00	0.00	0.00	7,000.00	100
10-9000-3130 TOWN HALL RELOCATION EX	50,000.00	5,155.64	13,588.28	36,411.72	73
10-9000-4000 VICTIMS RIGHTS FUND	8,000.00	0.00	0.00	8,000.00	100
10-9000-5000 WATER BOND REPAYMENT	200,000.00	189,862.75	189,862.75	10,137.25	5
10-9000-6000 2014 GO BOND DEBT SERVICE	428,800.00	37,720.00	37,720.00	391,080.00	91
10-9000-9000 FUND BALANCE REPLENISHM	80,546.00	0.00	0.00	80,546.00	100
10-9000-9500 INTEREST EXPENSE	0.00	-126,982.05	0.00	0.00	0
Function: Function: 9000 ADMIN					
Total Expenditure	1,787,546.00	398,656.11	1,081,859.37	705,686.63	0.00

FY 2015-2016

**TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUNCTION**  
CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Function: 9500 BUILDING					
Expenditure					
10-9500-0100 BD SALARIES & WAGES	202,000.00	15,065.89	44,996.94	157,003.06	78
10-9500-0200 BD PRT SOCIAL SECURITY	16,000.00	1,106.99	3,305.63	12,694.37	79
10-9500-0210 BD PRT HEALTH INSURANCE	25,000.00	0.00	3,611.88	21,388.12	86
10-9500-0220 BD PRT S.C. RETIREMENT	25,000.00	1,827.05	5,458.95	19,541.05	78
10-9500-0300 BD GAS & OIL	2,600.00	0.00	260.32	2,339.68	90
10-9500-0600 BD OFFICE SUPPLIES	3,000.00	0.00	139.81	2,860.19	95
10-9500-0630 BD SUPPLIES BLDG INSPECT	2,000.00	0.00	0.00	2,000.00	100
10-9500-0700 BD TELEPHONE	4,000.00	285.23	703.59	3,296.41	82
10-9500-0900 BD POWER & LIGHTS	1,000.00	50.86	165.19	834.81	83
10-9500-1000 BD INSURANCE	1,000.00	1,859.39	1,966.29	-966.29	-97
10-9500-1200 BD SYSTEMS REPAIRS & MAINT	3,000.00	0.00	0.00	3,000.00	100
10-9500-1300 BD DUES & CERTIF FEES	2,000.00	0.00	0.00	2,000.00	100
10-9500-1400 BD TRAINING & SEMINARS	3,000.00	0.00	0.00	3,000.00	100
10-9500-1820 BZA EXPENSES	2,000.00	59.94	408.29	1,591.71	80
10-9500-1830 DRB EXPENSES	5,000.00	663.50	1,612.32	3,387.68	68
10-9500-1850 TREE COMMISSION	1,500.00	17.50	17.50	1,482.50	99
10-9500-2500 TRIMMING & PRUNING EXP.	9,000.00	0.00	0.00	9,000.00	100
10-9500-3000 BD MISCELLANEOUS	0.00	0.00	56.10	-56.10	0
10-9500-3110 PROP & EQUIP < \$5000	5,000.00	0.00	0.00	5,000.00	100
Function: Function: 9500 BUILDING					
Total Expenditure	312,100.00	20,936.35	62,702.81	249,397.19	80.00

FY 2015-2016

TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND

CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 11 SEWER FUND					
Expenditure					
11-4000-0100 SALARIES & WAGES	174,282.54	12,494.15	37,394.28	136,888.26	79
11-4000-0200 PRT - SOCIAL SECURITY	13,332.62	885.48	2,649.68	10,682.94	80
11-4000-0210 PRT - HEALTH INSURANCE	28,368.63	2,316.14	5,764.24	22,604.39	80
11-4000-0220 PRT - S C RETIREMENT	18,412.53	1,381.87	3,975.17	14,437.36	78
11-4000-0300 GAS & OIL - VEHICLES	7,000.00	340.31	1,491.43	5,508.57	79
11-4000-0310 DIESEL FUEL	3,300.00	0.00	1,926.56	1,373.44	42
11-4000-0320 DIESEL EQUIPMENT	5,000.00	0.00	1,883.53	3,116.47	62
11-4000-0400 REPAIRS - VEHICLES	5,000.00	0.00	28.71	4,971.29	99
11-4000-0600 SUPPLIES & MATERIALS	10,000.00	1,155.28	1,826.67	8,173.33	82
11-4000-0610 TOOLS	2,000.00	109.95	109.95	1,890.05	95
11-4000-0620 OFFICE SUPPLIES	8,700.00	608.70	1,670.19	7,029.81	81
11-4000-0630 LAB SUPPLIES	3,700.00	369.54	3,150.32	549.68	15
11-4000-0700 TELEPHONE	5,600.00	404.67	1,598.96	4,001.04	71
11-4000-0900 POWER & ELECTRICITY	58,000.00	5,663.28	15,687.07	42,312.93	73
11-4000-1000 INSURANCE	19,000.00	1,211.24	5,050.22	13,949.78	73
11-4000-1200 SYSTEMS REPAIRS & MAINT	60,000.00	2,876.45	5,293.59	54,706.41	91
11-4000-1201 SLUDGE DISPOSAL	50,000.00	679.25	1,738.92	48,261.08	97
11-4000-1202 GRIT DISPOSAL	1,400.00	117.13	285.32	1,114.68	80
11-4000-1203 UNIFORMS & CLOTHING	1,500.00	182.77	346.42	1,153.58	77
11-4000-1210 CAPITAL IMPROVEMENTS	374,500.00	29,885.30	56,512.02	317,987.98	85
11-4000-1300 DUES & CERTIFICATION	8,000.00	97.00	1,507.00	6,493.00	81
11-4000-1400 TRAINING & SEMINARS	5,000.00	0.00	0.00	5,000.00	100
11-4000-1900 PROF SERVICES - AUDIT	5,000.00	5,000.00	5,000.00	0.00	0
11-4000-2000 PROFESSIONAL - ENGINEERN	15,000.00	0.00	0.00	15,000.00	100
11-4000-3000 MISCELLANEOUS	1,124.82	0.00	0.00	1,124.82	100
11-4000-3100 PROP & EQUIPMENT PURCHA	31,000.00	0.00	3,188.63	27,811.37	90
11-4000-3500 ADMIN OF SEWER BOND	72,000.00	30,972.50	30,972.50	41,027.50	57
11-4000-3510 LEASE PAYMENTS	29,568.98	4,376.89	35,349.39	-5,780.41	-20
11-4000-3600 WASTEWATER ANAL - LAB SV	9,000.00	810.00	2,648.33	6,351.67	71
11-4000-3700 CHEMICALS	11,000.00	2,101.23	4,323.85	6,676.15	61
11-4000-4000 SRF - SEWER LINE REHAB	0.00	0.00	284,085.97	-284,085.97	0
11-9000-0100 ADMIN SALARIES	42,095.10	3,706.37	11,042.25	31,052.85	74
11-9000-0200 PRT - SOCIAL SECURITY	3,220.28	278.92	832.26	2,388.02	74
11-9000-0210 PRT - HEALTH INSURANCE	3,771.88	369.95	989.35	2,782.53	74
11-9000-0220 PRT - S C RETIREMENT	4,588.37	409.92	1,221.26	3,367.11	73
11-9000-9000 REVENUE OVER/(UNDER) EXF	35,000.00	0.00	0.00	35,000.00	100
Fund: Fund: 11 SEWER FUND					
Total Expenditure	1,124,465.75	108,804.29	529,544.04	594,921.71	0.00

FY 2015-2016

TOWN OF SULLIVAN'S ISLAND  
BUDGET REPORT BY FUND

CURRENT PERIOD: 09/01/2015 TO 09/30/2015

IDEAL REMAINING PERCENT: 75 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 12 WATER FUND					
Expenditure					
12-4000-0100 SALARIES AND WAGES	174,282.54	12,494.13	37,394.18	136,888.36	79
12-4000-0200 PRT - SOCIAL SECURITY	13,332.62	885.48	2,649.67	10,682.95	80
12-4000-0210 PRT - HEALTH INSURANCE	28,368.63	2,316.14	5,764.24	22,604.39	80
12-4000-0220 PRT - S C RETIREMENT	18,412.53	1,381.87	3,975.17	14,437.36	78
12-4000-0300 GAS & OIL - VEHICLES	7,000.00	340.31	1,491.44	5,508.56	79
12-4000-0310 DIESEL - VEHICLES	3,300.00	0.00	0.00	3,300.00	100
12-4000-0320 DIESEL EQUIP. REPAIRS & MA	2,000.00	0.00	1,883.52	116.48	6
12-4000-0400 REPAIRS - VEHICLES	5,000.00	0.00	48.71	4,951.29	99
12-4000-0600 SUPPLIES & MATERIALS	10,000.00	1,507.11	5,690.73	4,309.27	43
12-4000-0610 TOOLS	1,500.00	235.20	235.20	1,264.80	84
12-4000-0620 OFFICE SUPPLIES	8,700.00	503.88	1,634.10	7,065.90	81
12-4000-0630 LAB SUPPLIES	2,200.00	23.60	913.84	1,286.16	58
12-4000-0700 TELEPHONE	5,600.00	404.66	1,598.97	4,001.03	71
12-4000-0900 POWER & ELECTRICITY	3,500.00	298.14	881.91	2,618.09	75
12-4000-1000 INSURANCE	17,000.00	991.27	4,390.31	12,609.69	74
12-4000-1200 SYSTEMS REPAIRS & MAIN.	38,000.00	15.50	11,721.26	26,278.74	69
12-4000-1203 UNIFORMS & CLOTHING	1,500.00	182.76	346.42	1,153.58	77
12-4000-1210 CAPITAL IMPROVEMENTS	182,500.00	2,759.99	21,951.01	160,548.99	88
12-4000-1300 DUES & CERTIFICATION	9,000.00	0.00	4,355.00	4,645.00	52
12-4000-1400 TRAINING & SEMINARS	4,500.00	675.00	675.00	3,825.00	85
12-4000-1900 PROFESSIONAL SER.- AUDIT	5,000.00	5,000.00	5,000.00	0.00	0
12-4000-2000 PROFESSIONAL-ENGINEERIN	35,000.00	0.00	0.00	35,000.00	100
12-4000-3000 MISCELLANEOUS	1,564.35	0.00	0.00	1,564.35	100
12-4000-3100 PROP & EQUIPMENT PURCHA	11,000.00	0.00	3,188.63	7,811.37	71
12-4000-3500 TRANSFER TO GF - BOND PM	198,500.00	0.00	0.00	198,500.00	100
12-4000-3510 LEASE PAYMENTS	29,568.00	8,211.44	39,183.94	-9,615.94	-33
12-4000-3600 WATER ANALYSIS	1,200.00	0.00	0.00	1,200.00	100
12-4000-3700 CHEMICALS	8,000.00	0.00	0.00	8,000.00	100
12-4000-3900 H2O PAYMENT OPERATION	123,000.00	12,756.48	45,431.04	77,568.96	63
12-4000-4000 CPW IMPROVEMENTS	73,000.00	0.00	0.00	73,000.00	100
12-9000-0100 ADMINISTRATION SALARIES	42,095.10	3,706.40	11,042.29	31,052.81	74
12-9000-0200 PRT-SOCIAL SECURITY	3,220.28	278.90	832.20	2,388.08	74
12-9000-0210 PRT - HEALTH INSURANCE	3,771.88	369.96	989.36	2,782.52	74
12-9000-0220 PRT - SC RETIREMENT	4,588.37	409.94	1,221.32	3,367.05	73
12-9000-9000 REVENUE OVER/(UNDER) EXF	62,000.00	0.00	0.00	62,000.00	100
Fund: Fund: 12 WATER FUND					
Total Expenditure	1,137,204.30	55,748.16	214,489.46	922,714.84	0.00

**TOWN HALL CONSTRUCTION PROJECT**  
**September 30, 2015**

**Surveying and Architectural Costs**

Thomas & Hutton Engineering - Survey of Area	\$ 4,733.21
Terracon Consultants, Inc.	7,500.00
URS Corporation	16,068.78
Hill Construction	12,529.84
Creech & Associates	<u>377,864.64</u>
<b>Total Engineering &amp; Architectural Costs</b>	<b>\$ <u>418,696.47</u></b>

**Construction Costs**

Hill Construction	550,152.89
Eadies Construction Co, Inc	123,608.00
Chandler Constr. Services	<u>3,700.00</u>
<b>Total Construction Costs</b>	<b>\$ <u>677,460.89</u></b>

**TOTAL TOWN HALL CONSTRUCTION PROJECT** **\$ 1,096,157.36**

Town Hall Expenses - Relocation & Operation  
As of September 30, 2015

Land Preparation and Trailer Set-up Expenses:	\$ 138,892.81
Sewer Tank Expenses:	69,784.28
Trailer Lease	116,373.84
Consultants	26,361.00
Miscellaneous Expenses:	<u>41,349.72</u>
	<u>\$ 392,761.65</u>

**WATER AND SEWER REPORT  
COUNCIL WORKSHOP  
November 2, 2015**

**Committee Chair:** Susan Middaugh

**Committee Members:** Mark Howard, Bachman Smith

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

**Monthly Report from Mr. Gress:**

**I. Matters for Action by Council**

None

**II. Matters for Discussion by Council**

1. Presentation to Council by W&S Committee Chair
  - A. Outcome Report for Phase I of I&I Reduction program
  - B. Plan & Funding for Phase II of I&I reduction program

**III. New Matters Presented to Council**

1. W&S Committee meeting is scheduled for Thursday, November 19, 2015, 8:30 AM

**IV. Pending Items**

1. FEMA Grant Review
2. Pre-Disaster Mitigation Grant for Submersible Pumps
3. Improvements to fencing at the Water Treatment Site





Town of Sullivan's Island  
Water & Sewer Department  
Manager Greg Gress  
843-883-5748

Monthly Water Report  
For  
October 2015

*FLOW:* Distributed 8.081 MG this month, with a daily average flow of .252 MG and a Daily Max of .339 MG

*SALES:* 6.520 MG billed (*all water*) with a daily average of .217 MG. (7.374 MG billed in October last year with a daily average of 0.238 MG).

*RED WATER:* no red water calls this month.

*DISTRIBUTION SYSTEM:* One water main break at Station 26 and Ion.

*WATER LINE PROJECT:* Sidewalk repairs complete. Driveway and road patches are complete. crews will be working along Atlantic from Station 16 to Station 17 and then along Station 16 from Poe to Atlantic. Communicating with W. Walsh Company to reline 2900 feet on Middle St from Station 12 to Star of The West beginning in February 2016 for FY16 budget. Anticipating a 60 day timeline.

*WATER PLANT:* No operational problems. Still waiting for cost estimate to demo old clarifier.

*WORK ORDERS:* 2 check for leaks; 0 frozen pipes; 2 monthly rereads; 0 misc. customer complaint; 0 replace customer shut off; 0 turn on; 2 turn off; 59 locates; 3 install irrigation meter; 0 remove irrigation meter; 0 irrigation quote; 11 read meter; 1 meter box repairs; 0 disconnect delinquent acct; 0 reconnect delinquent acct; 0 pulled meter for demo; 2 reinstall meter from demo; 0 backflow inspection



# Town of Sullivan's Island Water & Sewer Department

Manager Greg Gress  
843-883-5748

*CHEMICALS:* Used 43 gallons of phosphate.

*OTHER:* Committee meeting held on 10/2/2015 at 8:30 am in Water and Sewer Department conference room.



Town of Sullivan's Island  
Water & Sewer Department  
Manager Greg Gress  
843-883-5748

Monthly Sewer Report  
For  
October 2015

*COLLECTION SYSTEM:* Flooded. Five SSO points in the collection system after record rain fall. SSO's were discovered Saturday 10/3 and continued through Thursday 10/8. Two continued as of 10/12. All have been cleaned and disinfected.

*SEWER LINE PROJECT:* Continue condition assessment of sewer mains and laterals along the path of water line replacement to determine repair or replacement needs. This work will be done after waterlines are replaced. Building I&I Reduction Project Phase II scope of work. Phase II will begin with some capital rehab and replacements from Phase I grouting project.

*LIFT STATIONS:* All pumps have been running nonstop since 10/3. LS#2 came down first on 10/6 then LS#5 & LS#1 came down on 10/8. The remaining Lift Station wet wells remained high and were pumping at max capacity throughout the flood event.

*FLOW:* Processed 25.995 Million Gallons this month, with a daily average of 0.839 MG and a maximum weekly average of .966 MG. Rainfall total was 20.46 inches.

*SALES:* 5.185 MG billed this month with a daily average of .167 MG. (5.530 MG billed in October last year with a daily average of 0.178 MG).

*HEADWORKS:* No operational problems.

*OXIDATION DITCH:* No change since last report.



## Town of Sullivan's Island Water & Sewer Department

Manager Greg Gress  
843-883-5748

*CLARIFIER:* Scheduling these to be sand blasted and painted this fall.

*OUTFALL:* No operational problems.

*BIOSOLIDS:* 0 cu yd. dry to landfill. 88,000 gallons liquid sludge hauled.

*CHEMICALS:* 544 lbs. of chlorine and 310 lbs. of sulfur dioxide used for the month.

*COMPUTER SYSTEMS:* No operational problems.

*WORK ORDERS:* 59 locates; 1 pool filling permit inspection; 0 sewer connection inspection (first time); 0 sewer connection inspection (sewer replacement); 0 sewer reconnect inspection (reconnect from a demo); 0 sewer disconnect inspection (disconnect for a demo); 0 grease trap inspection; 0 install new tap; 0 repair cleanout; 0 back up; 1 sewer adjustment app.

*OTHER:* Committee meeting held on 10/2/2015 at 8:30 am in Water and Sewer Department conference room.

# **PUBLIC SAFETY COUNCIL WORKSHOP**

**November 2, 2015**

**Chairman Chauncey Clark  
Members Pat O'Neil and Sarah Church**

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**
  
- II. Matters for Discussion by Council**
  - A. Managed Parking — Staff update on managed parking plan
  
- III. New Matters Presented to Council**
  
- IV. Matters Pending Further Action By Council**

Type of Incident	Total Incidents
Structure Fire	
Alarm Malfunction	2
Unintentional Alarm	
Emergency Medical	8
Water Rescue	1
Citizen Assist	7
Hazardous Condition	3
Automobile Fire	
Trash, Rubbish, or Grass Fire	1
Smoke Scare	1
Other Misc.	7
<b>Total Responses</b>	<b>30</b>

<b>Beach Calls</b>
3
<b>Contacts</b>
3

<b>Incidents Where Aid was Given</b>	
Mutual Aid	
Automatic Aid	

**Fire Department Activities:**

Fire Department performed 15 prefire plan updates

Tours given to 113 adults and 326 children.

**Training:**

Volunteer drill held on 10/14 and 10/28.

**SULLIVAN'S ISLAND POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
OCTOBER 2015**

10/01 – Officer received a request to locate a subject threatening suicide while parked on Sullivan's Island, the vehicle was located with the subject inside, the subject was transported to the hospital for evaluation.

10/04 – Officers responded to a report of a traffic accident, on arrival they located a vehicle which had left the roadway and struck a house, while conducting the investigation it was learned that the driver had been drinking alcohol and was driving at a high rate of speed. The driver was arrested and lodged in the county jail.

10/05 – A complainant reported that while walking her dog another dog charged out of its yard and attacked the complainant's dog unprovoked. All parties agreed to damage payments and charges were deferred.

10/06 – A complainant reported that while doing yard work at two residence someone entered the cargo area of two his vehicle and removed a piece of equipment at two different locations.

10/07 – A vehicle pulling a boat struck several mailboxes, the driver repaired the damaged mailboxes.

10/10 – Officers responded to a boat beached at Station 12, officers found the boat and tried to locate the owner. The owner was located and was found to be intoxicated and unable to operate the boat; a capable operator was located and removed the boat.

10/10 – SIPD officers were requested to assist IOP officers with a dispute between several subjects, SIPD stood by until the IOP officers rectified the situation and cleared the scene.

10/12 – A complainant reported that several television were missing from a rental house that they manage.

10/13 – A complainant reported that someone had entered under his residence and removed a chain saw.

10/13 – Officers received a report from a complainant who stated that a family member had call making suicidal threats, the phone was pinged and found to be in North Charleston, North Charleston Police were notified and located the subject.

10/16 – A complainant reported that they observed a vehicle parked on the side of the road was picked up by a black tow truck, the vehicle was never reported stolen or missing and it is believed that it may have been a flooded vehicle from the storm.

**SULLIVAN'S ISLAND POLICE DEPARTMENT  
MONTHLY REPORT SUMMARY  
OCTOBER 2015**

10/19 – A vehicle was stopped for a traffic violation and while conducting the stop it was learned that the driver was in possession of illegal drugs. The driver was arrested and lodged in the county jail.

10/22 – A complainant reported that he believed his ex-wife had trespassed on his property and wished to place her on Trespass Notice, she was contacted and notified,

10/23 – Officers along with the fire department responded to a missing woman with dementia, a command post was set up and resources from the county were requested. A Nixle alert was broadcast with numerous responses including one reporting that the caller had the subject.

10/29 – A complainant reported that she found a female subject in her house moving items around, when confronted the subject stated she was from the cleaning crew and must have the wrong house and left the area, The complainant noticed some medication and a knife missing.

10/30 – Officers located two subjects trespassing on a dock at a residence under construction. The male subject had a connection to the company conducting the construction but due to the after work hours was advised that he was trespassing. The subjects were released due to inability to contact the home owners.

10/30 – Officers responded to a report of a domestic dispute between a husband and wife. On arrival the officers learned that the husband had assaulted the wife and left the scene, the husband was later found in the business district where he was arrested and lodged in the county jail.

10/31 – A complainant reported a vehicle blocking his driveway, officer responded and had the vehicle towed.



SLED Inhouse Code / Description			Last Year	This Year
<b>ALCOHOL CRIMES</b>				
90D	90D	DRIVING UNDER THE INFLUENCE	3	
90E	90E	DRUNKENNESS		2
90G	90G	LIQUOR LAW VIOLATIONS	2	1
<b>Total for Category:</b>			5	3
<b>ARSON/SUSPICIOUS FIRE</b>				
200	200	ARSON		
978	978	SUSPICIOUS FIRE	1	
<b>Total for Category:</b>			1	0
<b>ASSAULTS</b>				
100	100	KIDNAPING / ABDUCTION		
11A	11A	RAPE - FORCIBLE	1	
11B	11B	SODOMY - FORCIBLE		
11C	11C	SEXUAL ASSAULT WITH AN OBJECT	1	
11D	11D	FONDLING - FORCIBLE		
13A	13A	ASSAULT - AGGRAVATED		
13A	CDA	CDV - AGG ASSAULT		
13B	13B	ASSAULT - SIMPLE	5	3
13B	CDV	CDV - SIMPLE ASSAULT		5
13C	13C	ASSAULT - INTIMIDATION		
36A	36A	INCEST		
36B	36B	RAPE - STATUTORY		
36C	36C	INDECENT EXPOSURE (SEXUAL NATURE)		3
753	753	TELEPHONE CALLS - OBSCENE, HARASSING		1
<b>Total for Category:</b>			7	12
<b>DRUG CRIMES</b>				
35A	35A	DRUG / NARCOTIC VIOLATIONS	8	6
35B	35B	DRUG EQUIPMENT VIOLATIONS	6	3
<b>Total for Category:</b>			14	9
<b>HOMICIDE CRIMES</b>				
09A	09A	MANSLAUGHTER		
09B	09B	NEGLIGENT MANSLAUGHTER		
09C	09C	JUSTIFIABLE HOMICIDE		
<b>Total for Category:</b>			0	0
<b>INFORMATION ONLY REPORTS - NRP</b>				
NRP	90T	ALL TRAFFIC EXCEPT DUI & FAILURE TO STOP	13	12
NRP	NRP	INCIDENT NOT REPORTED	45	72
<b>Total for Category:</b>			58	84
<b>LARCENY CRIMES</b>				
120	120	ROBBERY	1	
210	210	EXTORTION / BLACKMAIL		
220	220	BURGLARY / BREAKING & ENTERING	3	4
23A	23A	POCKET-PICKING		
23B	23B	PURSE-SNATCHING		
23C	23C	SHOPLIFTING		
23D	23D	THEFT FROM BUILDING	1	
23E	23E	THEFT FROM COIN OPERATED MACHINE		
23F	23F	THEFT FROM MOTOR VEHICLE	7	13
23G	23G	THEFT OF MOTOR VEHICLE PARTS OR ACCESSORIES	1	
23H	23H	LARCENY - ALL OTHER	12	14

SLED	Inhouse Code / Description	Last Year	This Year
<b>LARCENY CRIMES</b>			
240	240 MOTOR VEHICLE THEFT		
250	250 COUNTERFEITING / FORGERY		
26A	26A FRAUD / CONFIDENCE GAME / BREACH OF TRUST	1	1
26B	26B TELLER MACHINE FRAUD		
26C	26C IMPERSONATION	2	4
26D	26D WELFARE FRAUD		
26E	26E WIRE FRAUD		1
270	270 EMBEZZLEMENT		
280	280 STOLEN PROPERTY OFFENSES		
756	756 USING MOTOR VEHICLE WITHOUT CONSENT		
90A	90A BAD CHECKS		
<b>Total for Category:</b>		28	37
<b>OTHER CRIMES</b>			
370	370 PORNOGRAPHY / OBSCENE MATERIAL		
520	520 WEAPON LAW VIOLATIONS	1	
64A	64A HUMAN TRAFFICKING / COMMERCIAL SEX ACTS		
64B	64B HUMAN TRAFFICKING / INVOLUNTARY SERVITUDE		
90B	90B CURFEW / LOITERING / VAGRANCY VIOLATIONS		
90C	90C DISORDERLY CONDUCT	10	3
90F	90F FAMILY OFFENSES, NONVIOLENT	4	2
90H	90H PEEPING TOM		
90I	90I RUNAWAY		
90J	90J TRESPASS OF REAL PROPERTY	7	3
90K	90K INCORRIGIBLE		
90L	90L TRUANCY		
90N	90N RESISTING ARREST	4	
90P	90P CONTRIBUTING TO DELINQUENCY OF A MINOR		
90Z	90Z ALL OTHER OFFENSES	7	9
979	979 MISSING PERSONS	1	1
980	980 SUICIDES	2	4
992	992 PROWLER		
<b>Total for Category:</b>		36	22
<b>OTHER MONEY CRIMES</b>			
39A	39A BETTING / WAGERING		
39B	39B ASSISTING GAMBLING		
39C	39C GAMBLING EQUIPMENT VIOLATIONS		
39D	39D SPORTS TAMPERING		
510	510 BRIBERY		
<b>Total for Category:</b>		0	0
<b>PROSTITUTION</b>			
40A	40A PROSTITUTION		
40B	40B ASSISTING OR PROMOTING PROSTITUTION		
40C	40C PURCHASING PROSTITUTION		
<b>Total for Category:</b>		0	0
<b>VANDALISM/DAMAGE</b>			
290	290 VANDALISM OF PROPERTY	12	6
<b>Total for Category:</b>		12	6
<b>Total for Reporting Period:</b>		161	173

**OFFENSES REPORTED**

Inhouse Code	Current		Previous		
	Monthly Total	Year To Date	Monthly Total	Year To Date	
11A RAPE - FORCIBLE	0	0	0	1	
11C SEXUAL ASSAULT WITH AN OBJECT	0	0	0	1	
120 ROBBERY	0	0	0	1	
13B ASSAULT - SIMPLE	0	3	0	5	
220 BURGLARY / BREAKING & ENTERING	2	4	0	3	
23D THEFT FROM BUILDING	0	0	0	1	
23F THEFT FROM MOTOR VEHICLE	2	13	0	7	
23G THEFT OF MOTOR VEHICLE PARTS OR ACCESSORIES	0	0	0	1	
23H LARCENY - ALL OTHER	1	14	1	12	
26A FRAUD / CONFIDENCE GAME / BREACH OF TRUST	0	1	0	1	
26C IMPERSONATION	0	4	0	2	
26E WIRE FRAUD	0	1	0	0	
290 VANDALISM OF PROPERTY	1	6	0	12	
35A DRUG / NARCOTIC VIOLATIONS	1	6	0	8	
35B DRUG EQUIPMENT VIOLATIONS	0	3	0	6	
36C INDECENT EXPOSURE (SEXUAL NATURE)	0	3	0	0	
520 WEAPON LAW VIOLATIONS	0	0	0	1	
753 TELEPHONE CALLS - OBSCENE, HARASSING	0	1	0	0	
90C DISORDERLY CONDUCT	0	3	0	10	
90D DRIVING UNDER THE INFLUENCE	0	0	0	3	
90E DRUNKENNESS	0	2	0	0	
90F FAMILY OFFENSES, NONVIOLENT	0	2	1	4	
90G LIQUOR LAW VIOLATIONS	0	1	0	2	
90J TRESPASS OF REAL PROPERTY	2	3	0	7	
90N RESISTING ARREST	0	0	0	4	
90T ALL TRAFFIC EXCEPT DUI & FAILURE TO STOP	2	12	0	13	
90Z ALL OTHER OFFENSES	0	9	0	7	
978 SUSPICIOUS FIRE	0	0	0	1	
979 MISSING PERSONS	0	1	0	1	
980 SUICIDES	1	4	0	2	
CDV CDV - SIMPLE ASSAULT	1	5	0	0	
NRP INCIDENT NOT REPORTED	8	72	2	45	
<b>TOTALS</b>		21	173	4	161

**NRP Breakdown  
For Period 10/2015**

<b>Case Number</b>	<b>Date</b>	<b>Description</b>
15-00172	10/01/2015	SUICIDAL SUBJECT
15-00174	10/05/2015	DOG ATTACK (DOG VS DOG)
15-00178	10/08/2015	AGENCY ASSISIT
15-00180	10/10/2015	SUSPICIOUS/ABANDONED WATERCRAFT
15-00181	10/10/2015	AGENCY ASSIST (IOPPD)
15-00188	10/16/2015	INFORMATION REPORT
15-00193	10/23/2015	MISSING PERSON / FOUND MISSING PERSON
15-00197	10/31/2015	VEHICLE TOWED /BLOCKING DRIVEWAY

11/01/2015

**VICTIMS REPORTED**

Inhouse Code		Current		Previous	
		Monthly Total	Year To Date	Monthly Total	Year To Date
11A	Rape - Forcible	0	0	0	1
11C	Sexual Assault with an Object	0	0	0	1
120	Robbery	0	0	0	2
13B	Assault - Simple	0	5	0	8
220	Burglary / Breaking & Entering	2	4	0	3
23D	Theft from Building	0	0	0	1
23F	Theft from Motor Vehicle	2	16	0	7
23G	Theft of Motor Vehicle Parts or Accessories	0	0	0	1
23H	Larceny - All Other	1	15	1	12
26A	Fraud / Confidence Game / Breach of Trust	0	1	0	1
26C	Impersonation	0	4	0	2
26E	Wire Fraud	0	1	0	0
290	Vandalism Of Property	1	8	0	12
35A	Drug / Narcotic Violations	1	6	0	8
35B	Drug Equipment Violations	0	3	0	6
36C	Indecent Exposure (Sexual Nature)	0	3	0	0
520	Weapon Law Violations	0	0	0	1
753	Telephone Calls - Obscene, Harassing	0	1	0	0
90C	Disorderly Conduct	0	3	0	10
90D	Driving Under the Influence	0	0	0	3
90E	Drunkenness	0	2	0	0
90F	Family Offenses, Nonviolent	0	3	2	6
90G	Liquor Law Violations	0	1	0	2
90J	Trespass of Real Property	2	3	0	7
90N	Resisting Arrest	0	0	0	4
90T	ALL TRAFFIC EXCEPT DUI & FAILURE TO STOP	1	6	0	11
90Z	All Other Offenses	0	10	0	7
978	Suspicious Fire	0	0	0	1
979	Missing Persons	0	1	0	0
980	Suicides	1	4	0	2
CDV	CDV - SIMPLE ASSAULT	1	7	0	0
NRP	Incident Not Reported	2	29	0	30
<b>TOTALS</b>		14	136	3	149

**PERSONS ARRESTED**

**Total Individuals Arrested for Month: 3 With 3 Counts**

**Total Individuals Arrested for Year: 29 With 41 Counts**

**The Total Arrests Codes will probably be more than the Total Individuals Arrested.  
Each Individual can have as many as Three (3) Arrest Codes Associated.**

Type	Total Arrest Codes for Month				Total Arrest Codes for Year To Date			
	Male	Female	Male	Female	Male	Female	Male	Female
1 - Adults	2	0	18	12				
2 - Juveniles	0	0	0	0				
3 - Narc - Adults	1	0	5	2				
4 - Narc - Juveniles	0	0	2	2				
<b>TOTALS</b>	<b>3</b>	<b>0</b>	<b>25</b>	<b>16</b>				

**Race/Sex Breakdown for Arrested  
For Period 10/2015**

	<b>For Period</b>	<b>So Far This Year</b>
<b>White</b>		
Male	<b>3</b>	<b>16</b>
Female	<b>0</b>	<b>8</b>
<b>Black</b>		
Male	<b>0</b>	<b>3</b>
Female	<b>0</b>	<b>2</b>
<b>Other</b>		
Male	<b>0</b>	<b>0</b>
Female	<b>0</b>	<b>0</b>

Monthly Report for October 2015  
**PERSONS ARRESTED**

	<b>This Month</b>	<b>This Year To Date</b>
<b>Juveniles</b>	<b>0</b>	<b>3</b>
<b>Adults</b>	<b>3</b>	<b>26</b>



**Monthly Report for November 2015**

**PROPERTY VALUES**

11/01/2015

Page 1

<b>Type</b>	<b>Total for Month</b>	<b>Total for Year</b>
Burglary Stolen	0.00	342.00
Larceny Stolen	0.00	215067.00
Criminal Damage	0.00	61075.00
MVT Stolen	0.00	0.00
Other Stolen	0.00	0.00
Burglary Recovered	0.00	0.00
Larceny Recovered	0.00	1900.00
MVT Recovered	0.00	0.00
Other Recovered	0.00	66.00
<b>Total Stolen</b>	<b>0.00</b>	<b>215409.00</b>
<b>Total Recovered</b>	<b>0.00</b>	<b>1966.00</b>
<b>Total Seized</b>	<b>0.00</b>	<b>532.00</b>

**RECREATION  
COUNCIL WORKSHOP  
November 2, 2015**

**Chairwoman Sarah Church  
Members Rita Langley 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**

**II. Matters for Discussion by Council**

1. Bamboo on the Mound — Review of options for controlling overgrowth of bamboo
2. Drainage and Erosion Study for the Mound- Review scope of work and request for estimates
3. Farmer's Market — Update on work by the Advisory Board
4. Island Club — Update on request for estimates on basic repairs and some improvements.

**III. New Matters Presented to Council**

1. Battery Gadsden Cultural Center — update on request for assistance with humidity and flooding issues in facility.

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

1. Battery Gadsden Grounds — Requests received by Grounds Committee involve recognition and support of volunteers at the park in front of Battery Gadsden. Awaiting further information regarding function of well pump and liability options.

2. Park Waste and Recycle Containers — The Park Foundation is proposing a weather proof and aesthetic enhanced container for the waste and recycle 95 gallon rolling bins. (awaiting further information from the Park Foundation)

**PUBLIC FACILITIES  
COUNCIL WORKSHOP**

**November 2, 2015**

**Chairman Bachman Smith IV  
Members Chauncey Clark and Mark Howard**

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

**Monthly Construction Report Presented by Mr. Robinson (if needed).**

**I. Matters pending discussion in Committee**

**(may include items currently for discussion by Council)**

- A. Station 17 Street Water Plant surrounding fence — From W&S budget next year. Should the fence be 6' or 8' (coordinate with W&S)
- B. Planning for public facilities and historic structure aesthetic improvements to grounds and the need for a Budget line item (next year)
- C. Review of Space Needs Reports from all departments (11/2/2015)

**II. Matters for Action by Council**

- A. None

**III. Matters for Discussion by Council**

- A. Customized brick sales as a fundraiser to offset costs of or pay for hardscaping around the flag pole to include the flag pole itself- this would be a community based effort with coordination help from Staff and Council. Delivery deadline will be 3/1/2016
- B.

**IV. New Matters Presented to Council**

- A. Flood Damage Prevention Ordinance- Randy Robinson has been working on a text amendment pursuant to discussion with SC DNR. Possible first reading at November Council meeting. (11/2/2016)

**V. Matters Pending Further Action by Council  
(other than mention these will not be discussed until additional info is received)**

- A. Raven Drive Extension —possible name change.
- B.

**I. Recently Resolved (these items will remain for one full month after resolution)**

- A.
- B.

# Flood Damage Prevention Ordinance: Changes Required by SCDHEC Flood Mitigation Division

## DEFINITIONS

**Accessory Structures:** Structures that are typically located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. Accessory structures should be designed to have minimal flood damage potential. An accessory structure may be allowed without a principal building on the property if the accessory structure meets the requirements of **Sec 21-00 or allowed by another section of the Town Codes**. Examples of Accessory Structures are storage sheds, garages, gazeboes, pole sheds, open dock structures.

**Freeboard:** A safety factor usually expressed in feet above flood level or Base Flood Elevation to minimize flood damage

**Primary Frontal Dune:** A continuous or nearly continuous mound or ridge of sand with relatively steep seaward and landward slopes immediately landward of and adjacent to the beach.

## AGENCY CHANGE FROM COASTAL COUNCIL TO SCDHEC/OCRM

Sec 5-80 K Any alteration, reconstruction or improvement to a building seaward of SCDHEC/OCRM 40 year setback line or within SCDHEC/OCRM critical area shall satisfy SCDHEC/OCRM regulations governing such activity.

## FREEBOARD IN AE ZONE

Sec 5-81 A Residential Construction. New construction or substantial improvement of any structure (or manufactured home) shall have the lowest floor including basement elevated not lower than **one foot above** the minimum base flood elevation requirement.

## FREEBOARD IN VE ZONE

Sec 5-81 E 2 All buildings shall be elevated so that the bottom of the lowest horizontal structural member (excluding piles or columns) is located no lower than **one foot above** the Base flood Elevation.

## SEC 5-81 (F): STANDARDS FOR ACCESSORY STRUCTURES.

1. A detached accessory structure of \$3,000 or less is allowed to be placed in the Zone A or AE if the following criteria is met:
  - a. Accessory structures are to be completely open structures or must be limited to 200 square feet of enclosed space.
  - b. Accessory structures shall be designed to have a minimal flood damage potential.

# **Flood Damage Prevention Ordinance: Changes Required by SCDHEC Flood Mitigation Division**

- c. Accessory structures shall be constructed and placed on the site so as to offer the minimum resistance to flood waters.
  - d. Accessory structures shall be firmly anchored to prevent flotation, collapse and lateral movement of the structure. Tie down system must be designed to meet the requirements of the currently adopted International Building Code.
  - e. Service equipment such as electrical or water supply must be minimal and designed to prohibit the accumulation of flood waters from entering or accumulating in the equipment. Sanitary sewer lines are prohibited from entering the structure.
  - f. Openings to relieve hydrostatic pressure during a flood shall be provided one foot above grade and the entire vent must be located below the Base Flood Elevation. Venting shall comply with Sec. 5-81 C 1.
  - g. Accessory structures shall be built with flood resistant materials in accordance with FEMA Technical Bulletin 2 with a rating of class 4 or 5.
2. A detached accessory structure or garage of more than \$ 3,000 to be placed in Zone A or AE must comply with the requirements as outlined in FEMA's Technical Bulletin 7-93 wet flood proofing requirements or be elevated or dry flood proofed.
  3. A detached accessory structure or garage placed in the VE flood zone must be built with the lowest horizontal structural member placed one foot above Base Flood Elevation. The structure must be designed, and finished construction certified, by a design professional. All walls below lowest horizontal structural member must be of a breakaway design and have hydrostatic vents installed as required by Sec. 5-81 C 1. An Elevation Certificate must be provided at the placement of the lowest structural member and at the end of construction. All materials below Base Flood must be Class 4 or 5 as defined in FEMA Technical Bulletin 2.

## **OTHER STAFF RECOMMENDATIONS:**

The Building Official and Zoning Administrator would like permission to change the duties of administering the Flood Ordinance from the zoning administrator to the building official.

Upon reviewing the Flood Ordinance there were several small wordage errors; for instance, the ordinance states the applicant for a permit must supply documents in duplicate. We are headed into a paperless world and trying to go to digital submittals.

Also, there is nothing in the Flood Ordinance requiring an Elevation Certificate at the end of construction, or requiring a non-conversion agreement at the end of construction.

**BUILDING/ BUSINESS LICENSE REPORT****October 2015**

				<b>Fiscal</b>	<b>Previous</b>
	<b>Oct 2015</b>	<b>Sept. 2015</b>	<b>Oct 2014</b>	<b>Year to date</b>	<b>Year to date</b>
<b>TOTAL PERMITS ISSUED</b>	37	30	22	137	111
<b>TOTAL C.O. ISSUED</b>	2	3	2	9	4
<b>NEW HOME PERMITS</b>	4	1	1	9	4
<b>COST OF CONSTRUCTION</b>	3,680,000	2,138,295	946,199	11,112,849	3,709,006
<b>PERMIT FEES COLLECTED</b>	54,138.84	50,063.76	34,627.00	168,607.40	102,670.80
<b>Budget amount</b>				250,000.00	250,000.00
				67.44%	41%
<b>DEMOLITIONS/MOVING</b>	0	0	0	2	2
<b>INSPECTIONS</b>	93	83	44	280	220
<b>OTHER SITE VISITS</b>	88	35	23	201	118
<b>BUSINESS LICENSE</b>	42,837.74	32,992.81	20,397.00	132,223.28	162,884.00



# LAND USE AND NATURAL RESOURCES COUNCIL WORKSHOP

November 2, 2015

**Chairman Rita Langley**  
**Members Chauncey Clark and Pat O'Neil**

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**

- A. Second Reading, Ordinance 2015-08, An Ordinance Amending Chapter 21 The Zoning Ordinance Sections 21-20.C.(5); 21-137.B(2); and, 21203 to Provide for a Use Change on Residentially Zoned Lots, Specifically Stand-Along Structures and Other Recreational Uses

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

- A. Discussion of Second Reading for Ordinance 2015-08.
- B. Historic District Design Standards
- C. ALMP: Establish Meeting date with SC Forestry Fire representative and Chief Stith

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

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

No pending matters at this time.

**OCTOBER 2015**  
**LAND USE AND NATURAL RESOURCES COMMITTEE**  
BOARD, COMMISSION & ZONING UPDATE

---

From: Building and Zoning Department  
Prepared For: Land Use and Natural Resources Committee  
Regarding: Board, Commission, & Zoning Update

---

**ZONING PROJECT UPDATE:**

- Program for Public Information (PPD)-FEMA Community Rating System: Under Planning Commission review
- Beachfront Management Plan- Preliminary Draft Complete (Pending DHEC-OCRM review)
- Historic District Design Guidelines- Under Design Review Board review- Study Group recommendations pending October 23, 2015 meeting
- Short-term Illegal Rental Enforcement-Ongoing
- DNR Floodplain Management Ordinance updates- rewrite ongoing
- Protected Land Tree Survey- Online GIS application

**PLANNING COMMISSION: OCTOBER 14, 2015**

NO MEETING HELD

**BOARD OF ZONING APPEALS: OCTOBER 8, 2015**

NO MEETING HELD

**DESIGN REVIEW BOARD: OCTOBER 21, 2015**

C. CERTIFICATES OF APPROPRIATENESS– HISTORIC PROPERTIES

1. 2402 Myrtle Avenue: Beau Clowney Architects, applicants, request conceptual approval of a bedroom addition and pool for a property designated as a Sullivan’s Island Landmark. Applicants request historic exemptions in principal building square footage and coverage with side setback relief of 25%. (TMS# 529-06-00-064)

**TREE COMMISSION: OCTOBER 26, 2015**

NO MEETING HELD

## **ORDINANCE 2015-10**

### **ORDINANCE TO AMEND ZONING ORDINANCES REGARDING CONSERVATION EASEMENT USES AND STRUCTURES WITHIN THE RS-DISTRICT: SECTIONS 21-203 “DEFINITIONS,” 21-137.B.(2) “ACCESSORY USES AND STRUCTURES,” 21-20.C.(5) “SPECIAL EXCEPTIONS IN THE RS-DISTRICT.”**

WHEREAS, Chapter 21 of the Town of Sullivan’s Island Ordinance which is cited as “The Zoning Ordinance” was originally enacted in 1977; and

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

WHEREAS, the Planning Commission of Sullivan’s Island has studied, discussed and received public feedback related to establishment of conservation easements on residential properties during regular Commission meetings between April 18, 2015 and September 9, 2015; and

WHEREAS, the Planning Commission held a public hearing on September 9, 2015 regarding proposed Zoning Ordinance text changes, at which time the Commission recommended to Council approval of proposed text changes; and

WHEREAS, Town Council deliberated and discussed recommendations for this issue at the following public meetings: Land Use and Natural Resources Committee on October 8, 2015 and October 12, 2015 Town Council Workshop; and

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND TOWN COUNCIL IN MEETING DULY ASSEMBLED, that the following sections of the Town’s Zoning Ordinance be amended as follows:

ARTICLE 21: SECTION 21-203: DEFINITIONS

---

**Conservation Easement.** A conservation easement is a nonpossessory interest of a holder in real property imposing limitations or affirmative obligations, the purposes of which include one or more of the following:

- (a) retaining or protecting natural, scenic, or open-space aspects of real property;
- (b) ensuring the availability of real property for agricultural, forest, recreational, educational, or open-space use;
- (c) protecting natural resources;
- (d) maintaining or enhancing air or water quality;
- (e) preserving the historical, architectural, archaeological, or cultural aspects of real property;

ARTICLE 21: SECTION 21-203: DEFINITIONS

---

**Conservation Easement Uses and Structures.** A recreational use or open-air structure (gazebo, cabana, pergola, arbor, or other open-air structure) designed specifically to enjoy the natural, scenic, or open-space aspects of real property, which is only permitted as a principal use by special exception from the Board of Zoning Appeals through the establishment of a conservation easement.

ARTICLE 21: SECTION 21-137.B (2): ACCESSORY USES AND STRUCTURES - RESTRICTIONS

---

B. Restrictions.

- (1) The above accessory uses and/or structures are permitted within any zoning district on Sullivan's Island, subject to restrictions provided herein.
- (2) No accessory use and/or structure shall be permitted without the existence of a permitted Principal Building or use on the same lot; provided however notwithstanding the definition of the term "accessory use or structure" contained in Section 21-203, fences are expressly allowed on lots without the existence of a permitted Principal Building or use on the same lot. (08-15-06) Conservation easement uses and structures may only be permitted as a principal use (without the existence of a Principal Building) by special exception from the Board of Zoning Appeals and through the establishment of a conservation easement.
- (3) In the RS-Residential District, accessory uses and/or structures are confined to the personal, noncommercial use of the property owner or renter, except as otherwise provided.
- (4) In the CC-Community Commercial District, accessory uses and/or structures may be used for commercial or office enterprises related to the commercial use.
- (5) All accessory uses and/or structures shall meet the yard Setback requirements of the zoning districts in which they are located unless otherwise provided herein.

ARTICLE 21: SECTION 21-20.C. (5): SPECIAL EXCEPTIONS IN THE RS-DISTRICT:

---

C. Special exceptions in the RS-District.

1. Conservation Easement Uses as defined in Section 21-203 Definitions.

(a) Purpose. It is the purpose of this section to recognize that all properties on Sullivan's Island are part of a dynamic and ever-changing barrier island environment, vulnerable to erosion and catastrophic flooding events. Whereas all Island properties in close proximity to marshes, beaches and waterways are predisposed to erosion, loss of critical dune vegetation and structural damage during large storm events, the Town recognizes a need to develop innovative methods to incentivize the protection of open space, preserve view-shed corridors, and reduce the intensity of residential land uses.

(b) Applicability. As an incentive to preserving environmentally sensitive properties zoned for residential purposes (RS District), property owners (grantor) may establish certain recreational uses and structures as part of a permanent conservation easement. These non-residential uses must include retaining or protecting natural or open-space values of real property, assuring its availability for noncommercial agricultural, forestal, recreational, or open-space use, protecting natural resources, maintaining or enhancing air or water quality, or preserving the historical, architectural or archaeological aspects of real property.

(c) General Conditions.

- i. Prior to issuance of a building permit the property owner must remove any previously constructed structures, driveways, recreational structures (pools, courts, sheds, etc.), pervious or impervious surfaces, and utilities associated with any previous residential or commercial development.
- ii. Use of the property for commercial or rental activity is expressly prohibited.
- iii. The use of the property shall be limited to owners and guests, not to exceed twenty-four (24) individuals at any given time.

(d) Structures.

- i. Size. One open-air structure (gazebo, cabana, pergola, arbor, or other open-air structure) not exceeding in square footage, five (5) percent of the parcel's total upland area, or two hundred fifty (250) square feet, whichever is less. A potential increase of two (2) percent will be allowed to the structure's square footage, with a 450 square foot maximum, if an existing residential structure has been removed from the parcel.
- ii. Height. Structure may not exceed a maximum height of ten (10) feet from natural grade as measured from the center point of the proposed structure to the highest point of the

roof. Height may be extended to thirteen (13) feet where the majority pitch of the structure's roof is 4/12 or more. An increase in height may be allowed if the roof's lowest horizontal structural member must be constructed above the Base Flood Elevation (BFE), however, under no circumstances may roof height exceed 3 feet over BFE.

- iii. Storage. The structure may contain no more than thirty (30) percent of the total allowed square footage as enclosed area designated for storage space. Enclosed area may include one shower stall and must be constructed with breakaway walls and designed in accordance with FEMA National Flood Insurance Program (NFIP) regulations and the Town of Sullivan's Island Flood Prevention Ordinance.
- iv. No rooftop seating or use will be permitted.
- v. Structure may not contain sewer facilities or portable sewage collection or disposal devices. Following the removal of any existing sewer facilities, all the requirements of Town Code of Ordinance Chapters 18 and 20 shall be met (Water and Sewer Utility Regulations).
- vi. Lighting. There shall be no exterior site or structural lighting. Interior lighting shall be designed and arranged to prevent glare on adjoining properties, adjacent *Recreation and Conservation Area Districts*, or any other area of the beach or marsh.
- vii. Building setback. Fifteen (15) foot setbacks are required from all property lines and must meet the approval of the South Carolina Department of Health and Environmental Control and Ocean and Coastal Resource Management (DHEC-OCRM) agencies prior to submitting an application for Special Exception consideration. The Board of Zoning Appeals may adjust the setback requirement in instances where severe erosion, historic structures, natural topography, or trees and vegetation poses an unnecessary hardship for meeting the required fifteen (15) foot setback.

(e) Parking

- i. A maximum of two vehicles will be permitted on the subject property.
- ii. All parking surfaces must remain in its natural state or turf grass. No additional impervious or engineered surfaces will be permitted.
- iii. No temporary outdoor storage of vehicles, recreational vehicles, boats, camping facilities, temporary event structures, machinery, or beach equipment shall be permitted except during the daytime use of the property.

(f) Open Storage. No permanent outdoor storage permitted. Outdoor storage is defined as the keeping within an unroofed and unenclosed area any foods, materials, merchandise, or vehicles.

(g) Neighborhood Compatibility. The Design Review Board must review all proposed conservation easement structures to ensure design compatibility with the surrounding neighborhood and ensure an environmentally sensitive, low scale design, which maximizes public view corridors. No structure height, square footage, or massing increases will be permitted by the Design Review Board.

(h) Legal Instrument for Permanent Protection. The instrument of permanent protection shall be a permanent conservation easement recorded by the Charleston County Register of Mesne Conveyance Office (RMC), concurrent with the issuance of a Town of Sullivan's Island Building Permit and land disturbance permit:

- i. A land trust or similar conservation-oriented non-profit organization (grantee) with legal authority to accept such easements. The organization shall be bona fide and in perpetual existence and the conveyance instruments shall contain an appropriate provision for retransfer in the event the organization becomes unable to carry out its functions, and;
- ii. The Town shall receive a copy of the Annual Conservation Easement Inspection Report, and;
- iii. The Town of Sullivan's Island shall reserve a third-party right of enforcement in the conservation easement agreement.

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.

Approved by the Town of Sullivan's Island Council on the \_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
Patrick M. O'Neil, Mayor

Attest:

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

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

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

Ratification: \_\_\_\_\_

Attest to Form:

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



Building Coverage Area, Principal. The Lot Area covered by the Principal Building measured vertically downward from the Principal Building's exterior walls to the ground, but excludes (1) accessory structures not readily useable as living space; (2) exterior porches and decks; and, (3) exterior stairs.

Building Envelope. A three-dimensional space created by required setbacks, heights, coverage and slope angles within a lot.

Building Envelope, Front Yard. A theoretical line through which the Principal Building's front façade shall not cross.

Building Floor Area. See "Building Square Footage, Principal."

Building Footprint. See "Building Coverage Area, Principal."

Building Height. A vertical distance measured in a straight line from the highest point of the Building or Structure, excepting any chimney but including any other vertical improvement, to the natural ground elevation at the center point of the Building or Structure.

Building Line. A line that represents the distance a building or structure shall be set back from a lot boundary line or a street right-of-way line or a street centerline according to the terms of this Zoning Ordinance. In all cases, the building lines of a lot shall be determined to run parallel to and set back the appropriate distance required within the district in which the lot is located from street right-of-way lines, street center lines or other lot boundary lines. Also called Front, Side or Rear Building Line.

Building Permit. A permit issued by the Building Official for the construction of a building or structure.

Building, Principal. A building in which the principal use of the lot is conducted.

Building Square Footage, Principal. The entire square footage of the principal building or buildings measured from the outside of the exterior walls, specifically including more than one dwelling on the same lot and historic structures used as accessory dwelling units, but not including (1) interior space not useable as living space (attic or parking area beneath Principal Building); (2) structures that are not used as living space; (3) exterior porches and decks; and, (4) exterior stairs. (12-17-13)

Category I Tree. Also known as a "Significant" tree, this tree has a DBH of at least sixteen (16) inches at a height of at least forty (40) feet. A Category I tree has the highest level of protection based on its total value to the island environment.

Category II Tree. Also known as a "Protected" tree or species, this tree has a DBH of at least six (6) inches. All Sabal Palmetto (Cabbage Palm, herein called "Palmetto") shall be given special protection as a "Protected Species."

Certificate of Appropriateness. The official document issued by the Design Review Board, on the recommendation of the Historic Preservation Design Review Subcommittee, approving and/or concurring in any application for permit for erection, demolition, moving, reconstruction, restoration or alteration of any structure designated historic property.

Certificate of Occupancy. A certificate issued by the Zoning Administrator or Building Official stating that the proposed use of the building or land conforms to the requirements of the Town's Code of Ordinances.

Certificate of Zoning Compliance, Temporary. A certificate issued by the Zoning Administrator to confirm that a temporary improvement or use is in conformity with the Zoning Ordinance.

Certificate of Zoning Compliance. A certificate issued by the Zoning Administrator to confirm that an improvement or use is in conformity with the Zoning Ordinance.

Clinic. An establishment where medical or dental patients, who are not lodged overnight, are admitted for examination or treatment.

Conditional Use. A permitted land use that has specified conditions, restrictions or limitations that are in addition to the restrictions applicable to all land uses in the zoning district.

Conservation Easement. A conservation easement is a nonpossessory interest of a holder in real property imposing limitations or affirmative obligations, the purposes of which include one or more of the following:

- (a) retaining or protecting natural, scenic, or open-space aspects of real property;
- (b) ensuring the availability of real property for agricultural, forest, recreational, educational, or open-space use;
- (c) protecting natural resources;
- (d) maintaining or enhancing air or water quality;
- (e) preserving the historical, architectural, archaeological, or cultural aspects of real property.

**Comment [JH4]:** "Conservation Easement" defined - Draft language per Sept. 9-2015 Planning Commission.

Conservation Easement Uses and Structures. A recreational use or open-air structure (gazebo, cabana, pergola, arbor, or other open-air structure) designed specifically to enjoy the natural, scenic, or open-space aspects of real property, which is only permitted as a principal use by special exception from the Board of Zoning Appeals through the establishment of a conservation easement.

**Comment [JH5]:** "Conservation Easement Use and Structures" defined - Draft language per Sept. 9-2015 Planning Commission.

Construction. The creation or erection of structure(s) or improvements.

Day Care Facility. The use of a building or premises for the care and supervision of children or elderly adults who do not reside on the property, for periods of less than 12 hours.

Deck. An unenclosed, unroofed horizontal structure, whether or not elevated above grade in any manner.

DBH. Diameter of tree at breast height or the diameter at four and a half (4½) feet above grade.

Density. The number of dwelling units per acre of land developed or used for residential purposes. Unless otherwise clearly stated, density requirements in this Zoning Ordinance are expressed in dwelling units per net acre, that is, per acre of land devoted to residential use exclusive of land utilized for streets, alleys, parks, playgrounds, school grounds or other public uses, or contained in the RC 1 and 2 areas.

Design Guideline. Preferred design features or approaches recommended as guidelines only and not imposed as requirements.

Design Standard. Design Standards are regulation governing the design, orientation, and elevation of buildings and the treatment of site lighting.

Determination of Tree Size. Tree size made by measuring the diameter of the tree at four and a half (4½) feet above grade (DBH).

District. The term applied to various geographical areas of the Town of Sullivan's Island for the purpose of interpreting the provisions of this Zoning Ordinance. The terms "district" and "zoning district" are synonymous and are used interchangeably throughout this Zoning Ordinance.

Dwelling. A building or portion of a building arranged or designed to provide living quarters for a single family, with no structural features impeding free access throughout the entire structure by all members of the family.

Dwelling, Attached Single Family. No more than three single-family Principal Buildings constructed adjacent to one another and sharing a common building wall intended to be purchased as single-family Principal Buildings, also known as "Attached Single Family Residential."

Dwelling, Single Family. A detached Principal Building other than a mobile home designed for or occupied exclusively by a single family on a single lot.

Dwelling, Upper Story. An attached dwelling constructed as an integral part of a non-residential Principal Building located on the second floor.

Extended Lot Line.

Exterior. The outside walls of a structure.

Enclosed Portion. A Principal Building's living area (or other areas sheltered from the elements that may be used for living space).

Erosion Control Structure. Device or material placed on property intended to minimize erosion of soil from wind or rain events.

Elevation, Ground. The existing elevation of the earth, without modification by filling or removal of soil.

Facade, Primary Front. The largest front facing surface of a Principal Building that is parallel or nearly parallel to the front yard street frontage and is considered to be the front of the structure.

Facade, Side. The side-facing surface of a Principal Building that is parallel or nearly parallel to the side lot line.

Family. One or more persons occupying a single Principal Building living and cooking together as a single housekeeping unit with no such family containing over six persons unless all members are related by blood or marriage or unless there is some custodial responsibility for the unrelated family member.

FEMA. Federal Emergency Management Agency.

Fence. Any created unroofed barrier that blocks or impedes the flow of people or animals; a fence may be a wall or other structure that prohibits physical or visual access across a lot, but does not include vegetation.

## ARTICLE XV. Accessory Uses and Structures.

### Sec. 21-136. Intent.

An accessory use or structure is subordinate to the Principal Building on a lot and is used for purposes customarily incidental to the main or principal use or building and located on the same lot. Its purpose is for the enhanced utilization of the principal use of the property but would not exist independent of the principal use.

An accessory use or structure is permitted on a property in conjunction with a principal use. The size of accessory structures should bear a relation to the size of the principal structure. Proper location of accessory structures is important to their impact on adjacent homes and businesses.

### Sec. 21-137. Accessory uses/structures permitted/restricted.

#### A. Permitted accessory uses/structures:

- (1) Deck or patio;
- (2) Fence;
- (3) Garage for personal use;
- (4) Gazebo or cabana;
- (5) Greenhouse for personal use;
- (6) Historic structure;
- (7) Home occupation;
- (8) Kennel for personal pets;
- (9) Parking and outdoor storage;
- (10) Personal storage building, shed, tool room or workshop;
- (11) Recreational facilities for personal use (pool, tennis or basketball court, large playground equipment, etc);
- (12) Satellite dish;
- (13) Signs; and,
- (14) Temporary uses, limited to those defined herein.

#### B. Restrictions.

- (1) The above accessory uses and/or structures are permitted within any zoning district on Sullivan's Island, subject to restrictions provided herein.
- (2) No accessory use and/or structure shall be permitted without the existence of a permitted Principal Building or use on the same lot; provided however not withstanding the definition of the term "accessory use or structure" contained in Section 21-203, fences are expressly allowed on lots without the existence of a permitted Principal Building or use on the same lot. (08-15-06) Conservation easement uses and structures may only be permitted as a principal use (without the existence of a Principal Building) by special exception from the Board of Zoning Appeals and through the establishment of a conservation easement.
- (3) In the RS-Residential District, accessory uses and/or structures are confined to the personal, non-commercial use of the property owner or renter, except as otherwise provided.
- (4) In the CC-Community Commercial District, accessory uses and/or structures may be used for commercial or office enterprises related to the commercial use.
- (5) All accessory uses and/or structures shall meet the yard Setback requirements of the zoning districts in which they are located unless otherwise provided herein.

#### C. Approvals required.

A Certificate of Zoning Compliance issued by the Zoning Administrator shall be required for all Accessory Uses and Structures. The Design Review Board shall also approve all Accessory Structures that require a building

**Comment [JH3]:** Draft language per Sept. 9-2015 Planning Commission.

**B. Conditional uses in the RS-District.**

- (1) Accessory use in compliance with the provisions in article XV.
- (2) Customary home occupation established under the provisions in article XV.
- (3) Modular building unit as a single family detached dwelling provided it meets all requirements of the South Carolina Modular Building Construction Act.
- (4) Lots containing two occupied dwellings:
  - (a) Documentation that since August 1, 1977, both dwellings have been continually occupied by a family member or under a long-term rental agreement;
  - (b) If one or both buildings remain unoccupied or not rented for a period of more than one (1) year, then the right to occupy one of the two buildings shall be terminated; and,
  - (c) If rented, a current rental agreement must be on file with the Town.
- (5) Electrical and water meters:
  - (a) Only one electrical and/or water meter shall be allowed per residentially zoned lot.
  - (b) An owner shall be permitted to maintain additional meters if the additional meters were lawfully installed on a legally authorized dwelling for which a Certificate of Occupancy was duly issued at the time of the original ratification of the Zoning Ordinance in 1977; provided, such additional meter's use has not been discontinued as evidenced by a lack of use for a period of at least one (1) year. In the event any additional meter is removed, no additional electrical and/or water meter shall be reinstalled in place thereof.
- (6) Attached additions that do not share heated space with the principal dwelling provided
  - (a) No kitchen facilities are allowed, and
  - (b) Deed restrictions are placed on the property prohibiting rental as a separate dwelling, and
  - (c) Any attached addition with an established connection to the principal building, shall be located under one roof and retain a permanent floor constructed above grade. The length to width ratio of the proposed connection may not exceed a two to one (2:1) dimension ratio, with a minimum width of four (4) feet, a maximum length of twenty (20) feet, and shall be visually and architecturally integrated with the existing principal building; said structures, as conditional uses, being reviewed and aesthetically approved by the Design Review Board. (9/17/2013)

**C. Special exceptions in the RS-District.**

- (1) Definition and approval.
  - (a) A use permitted in a zoning district that possesses characteristics that require certain controls in order to ensure compatibility with other uses in the district within which they are proposed for location and therefore shall be approved by the Board of Zoning Appeals.
  - (b) In addition to requiring the approval of the Board of Zoning Appeals, special exceptions in the RS-Single Family District are subject to specific conditions that are enumerated by type of use.
- (2) Historic structure used as accessory dwelling unit.

As an incentive to preserve historic structures and avoid their demolition, a second dwelling may be constructed on the same lot as an historic structure, and the historic structure may be used as an accessory dwelling, when all of the following conditions are met:

- (a) Prior use shall have been used as a dwelling; and
- (b) The size of the historic structure is less than twelve hundred (1200) square feet of heated space at the time of its designation as historic and is listed as an historic property as described in Section 21-94 Historic Property Designation Criteria; provided, however, that a structure reduced to less than 1200 square feet of heated space after its designation as historic may qualify for special exception approval for an additional dwelling on the same lot, but only if the Design Review Board review determines and specifies in findings, that: (5-15-07)

a. Special circumstances justify such reduction in square feet based on the criteria listed in Section 21-94D. (1-8); and (5-15-07)

b. The portions removed from the historic property were added less than fifty (50) years ago and/or obscured an earlier feature of the historic house which contributed substantially to the most important elements of its historic character, definition and integrity. Examples of the latter instance include the removal of an enclosure of a porch when the open porch had been characteristic of a particular type of Island structure, or removal of an addition which covered a distinctive feature of the structure that is shared by neighboring structures. (5-15-07)

These provisions shall supersede any inconsistent provisions contained in other portions of Chapter 21 relating to the use of historic structures as accessory dwellings, including but not limited to Section 21-140. (5-15-07)

- (c) In the event the historic structure does not meet current FEMA elevation requirements, the Design Review Board finds that bringing it into compliance would significantly impair the historic and architectural character of the structure; and
  - (d) In the event the historic structure meets current FEMA elevations requirements, the Design Review Board finds that there is no feasible design solution for an addition to the historic structure that would not significantly impair the historic and architectural character of the structure; and
  - (e) No separate utility service meters shall be permitted; and
  - (f) The bottom elevation of the new second structure's first story floor joists shall be no greater than two (2) feet above the FEMA base flood elevation; and
  - (g) The Design Review Board must find that the height, scale, mass and placement of the second structure are appropriate to and compatible with the lot on which it is sited, the character of the historic structure and surrounding neighborhood. When necessary to achieve such appropriateness and compatibility, the Design Review Board may impose stricter limits on height, setback, size and coverage than those of the zoning standards; and
  - (h) Permission to build a second structure and to use the historic structure as an accessory dwelling is approved as a special exception by the Board of Zoning Appeals; and
    - (i) The following conditions as covenants running with the property shall be placed on the real estate title to the property by the owner of the lot by recording deed restrictions for the benefit of the Town of Sullivan's Island on the owner(s) title and recording the same in the RMC office for Charleston County before a building permit is issued:
      - (i) The lot shall remain in single ownership; more specifically, regardless of the type of ownership every owner, member, partner, shareholder, or unit owner, must have the same percentage of ownership in the historic structure as in any additional structure(s); and
      - (ii) Every owner, member, partner, shareholder or unit owner must have the same amount of control over the use of the historic structure as over any additional structure(s); and
  - (j) Discretionary increases by the Design Review Board in principal building coverage, impervious surface coverage and square footage may not be granted to properties with a second structure.
  - (k) If the historic structure used as an accessory dwelling is destroyed, it may not be replaced
  - (l) The historic structure used as an accessory dwelling may be used as a long-term rental, but only so long as the principal structure is occupied by an owner of the property as primary residence and a current business license is held on the same property. Primary residence is defined as a dwelling where the owner or owners reside on a permanent basis and are assessed at the four percent (4%) assessment rate on their ad valorem property tax.
- (3) Religious institution:
- (a) Limited to one building per lot;
  - (b) Housed in a permanent building;
  - (c) Located on a lot not less than one-half (½) acre in area;
  - (d) Provides off-street location for picking-up and dropping-off adults and children;

# Draft Print

10/19/2015 3:12:59 PM

- (e) Provides adequate off-street parking, in accordance with article XVI; and,
  - (f) Meets the Setback and lot coverage standards of the RS District.
- (4) Public utility substation:
- (a) Shall be fenced or enclosed to provide adequate safety with a plan approved by the Design Review Board;
  - (b) Does not provide office, operational functions or storage of vehicles or equipment beyond the required utility equipment to provide service at that location;
  - (c) Meets the Setback and lot coverage standards of the RS District.
- (5) Conservation Easement Uses as defined in Section 21-203 Definitions.
- (a) Purpose. It is the purpose of this section to recognize that all properties on Sullivan's Island are part of a dynamic and ever-changing barrier island environment, vulnerable to erosion and catastrophic flooding events. Whereas all Island properties in close proximity to marshes, beaches and waterways are predisposed to erosion, loss of critical dune vegetation and structural damage during large storm events, the Town recognizes a need to develop innovative methods to incentivize the protection of open space, preserve view-shed corridors, and reduce the intensity of residential land uses.
  - (b) Applicability. As an incentive to preserving environmentally sensitive properties zoned for residential purposes (RS District), property owners (grantor) may establish certain recreational uses and structures as part of a permanent conservation easement. These non-residential uses must include retaining or protecting natural or open-space values of real property, assuring its availability for noncommercial agricultural, forestal, recreational, or open-space use, protecting natural resources, maintaining or enhancing air or water quality, or preserving the historical, architectural or archaeological aspects of real property.
  - (c) General Conditions.
    - i. Prior to issuance of a building permit the property owner must remove any previously constructed structures, driveways, recreational structures (pools, courts, sheds, etc.), pervious or impervious surfaces, and utilities associated with any previous residential or commercial development.
    - ii. Use of the property for commercial or rental activity is expressly prohibited.
    - iii. The use of the property shall be limited to owners and guests, not to exceed twenty-four (24) individuals at any given time.
  - (d) Structures.
    - i. Size. One open-air structure (gazebo, cabana, pergola, arbor, or other open-air structure) not exceeding in square footage, five (5) percent of the parcel's total upland area, or two hundred fifty (250) square feet, whichever is less. A potential increase of two (2) percent will be allowed to the structure's square footage, with a four hundred fifty (450) square foot maximum, if an existing residential structure has been removed from the parcel.
    - ii. Height. Structure may not exceed a maximum height of ten (10) feet from natural grade as measured from the center point of the proposed structure to the highest point of the roof. Height may be extended to thirteen (13) feet where the majority pitch of the structure's roof is 4/12 or more. An increase in height may be allowed if the roof's lowest horizontal structural member must be constructed above the Base Flood Elevation (BFE), however, under no circumstances may roof height exceed 3 feet over BFE.
    - iii. Storage. The structure may contain no more than thirty (30) percent of the total allowed square footage as enclosed area designated for storage space. Enclosed area may include one shower stall and must be constructed with breakaway walls and designed in accordance with FEMA National

Flood Insurance Program (NFIP) regulations and the Town of Sullivan's Island Flood Prevention Ordinance.

- iv. No rooftop seating or use will be permitted.
  - v. Structure may not contain sewer facilities or portable sewage collection or disposal devices. Following the removal of any existing sewer facilities, all the requirements of Town Code of Ordinance Chapters 18 and 20 shall be met (Water and Sewer Utility Regulations).
  - vi. Lighting. There shall be no exterior site or structural lighting. Interior lighting shall be designed and arranged to prevent glare on adjoining properties, adjacent Recreation and Conservation Area Districts, or any other area of the beach or marsh.
  - vii. Building setback. Fifteen (15) foot setbacks are required from all property lines and must meet the approval of the South Carolina Department of Health and Environmental Control and Ocean and Coastal Resource Management (DHEC-OCRM) agencies prior to submitting an application for Special Exception consideration. The Board of Zoning Appeals may adjust the setback requirement in instances where severe erosion, historic structures, natural topography, or trees and vegetation poses an unnecessary hardship for meeting the required fifteen (15) foot setback.
- (e) Parking
- i. A maximum of two vehicles will be permitted on the subject property.
  - ii. All parking surfaces must remain in its natural state or turf grass. No additional impervious or engineered surfaces will be permitted.
  - iii. No temporary outdoor storage of vehicles, recreational vehicles, boats, camping facilities, temporary event structures, machinery, or beach equipment shall be permitted except during the daytime use of the property.
- (f) Open Storage. No permanent outdoor storage permitted. Outdoor storage is defined as the keeping within an unroofed and unenclosed area any foods, materials, merchandise, or vehicles.
- (g) Neighborhood Compatibility. The Design Review Board must review all proposed conservation easement structures to ensure design compatibility with the surrounding neighborhood and ensure an environmentally sensitive, low scale design, which maximizes public view corridors. No structure height, square footage, or massing increases will be permitted by the Design Review Board.
- (h) Legal Instrument for Permanent Protection. The instrument of permanent protection shall be a permanent conservation easement recorded by the Charleston County Register of Mesne Conveyance Office (RMC), concurrent with the issuance of a Town of Sullivan's Island Building Permit and land disturbance permit:
- i. A land trust or similar conservation-oriented non-profit organization (grantee) with legal authority to accept such easements. The organization shall be bona fide and in perpetual existence and the conveyance instruments shall contain an appropriate provision for retransfer in the event the organization becomes unable to carry out its functions, and;
  - ii. The Town shall receive a copy of the Annual Conservation Easement Inspection Report, and;
  - iii. The Town of Sullivan's Island shall reserve a third-party right of enforcement in the conservation easement agreement.

**Comment [JH1]:** Conservation Easement Uses and Structures draft language per Sept. 9-2015 Planning Commission.

**D. Prohibited uses in the RS-District.**

- (1) Residences that contain less than one thousand (1,000) square feet of enclosed living area;
- (2) Erosion control structures.

## POTENTIAL CHANGE

### APPLYING MORE RESTRICTION VIA BZA REVIEW

- (a) **Applicability.** As an incentive to preserving environmentally sensitive properties zoned for residential purposes (RS Zoning District), ~~property owners (grantor) may establish certain recreational uses and structures as part of a~~ the Board of Zoning Appeals may authorize a conservation easement structure or use by identifying one or more findings of an unusual physical circumstance or topographical hardship along with the establishment of a **permanent conservation easement**: 1) finding of physical and topographical hardship due to erosion 2) increased risk of erosion 3) existence of heritage trees or other unusual natural feature 4) an extraordinary or exceptional condition pertaining to the small size or unique shape of a parcel. Establishment of a *Conservation Easement Use or Structure* may not be of a substantial detriment to adjacent property or to the public good, and the granting of the use will not harm the character of the district. Additionally, such uses shall **include retaining or protecting natural or open-space values of real property, assuring its availability for noncommercial agricultural, forestal, recreational, or open-space use, protecting natural resources, maintaining or enhancing air or water quality, or preserving the historical, architectural or archaeological aspects of real property.**



# **ADMINISTRATION COUNCIL WORKSHOP**

**November 2, 2015**

**Chairman Mark Howard**

**Members Sarah Church 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**

- A. First reading, by title only, Ordinance 2015-7 amending Section 2-27 of the Town Code of Ordinances to increase the number of ordinance readings from two to three readings and ratification.

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

- A. Information and Discussion on "Establishing Procedures"
  - 1. Discussion of Term Limits for Boards and Commissions
  - 2. Review of Second Reading Ordinance to Require Third Reading (Ord 2015-7)

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

- A. Personnel
  - 1. Personnel Report

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

- A. Archiving Old Records

A vendor has been retained to digitize and archive Town documents. Work will be conducted in the near future.
- B. Town Communications Plan

Staff is developing an RFP for a municipal website, anticipating release for bid within a month. Audio/video technical requirements have been identified and incorporated in the new Town Hall/Police Station project, with the goal of improving public communications.

**Ordinance 2015-07**

**ORDINANCE TO AMEND SECTION 2-27, ADMINISTRATION, OF THE  
ORDINANCES FOR THE TOWN OF SULLIVAN'S ISLAND**

**WHEREAS**, the Town Council finds that it is in the best interest of the Town to expedite the procedure for the passage of Ordinances; and,

**WHEREAS**, the Town Council further finds that it is **in** the best interest of the Town to provide ample time for consideration and input during the introduction of or amendment to ordinances, Section 2-27, Administration, of the Town's Ordinance should be amended to effect the same;

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

That Section 2-27 shall be amended in its entirety to read as follows:

**Sec. 2-27. Introduction, passage and ratification of ordinances;-resolutions. etc.**

- A. All laws passed by the Council shall be in the form of ordinances, which shall receive three readings. The first reading shall be by title only, for information; no amendment shall then be in order. The bill thus presented shall be recorded as part of the official proceedings, and lie over until the next meeting of the Council. No notice shall be necessary for the introduction of the ordinance.
- B. The style of all ordinances shall be "Be it ordained by the Town Council of Sullivan's Island, in Meeting Assembled."
- C. Discussion and debate on an ordinance shall be had in connection with its second reading. After the ordinance shall have been read and all amendments and privileged motions (if any) disposed of, the question shall be "Shall this ordinance be ordered to a third reading?" If the decision is in the affirmative, the ordinance shall be accordingly ordered to a third reading; a decision in the negative shall be a rejection.
- D. At its third reading, the ordinance shall be read by its title only, unless any member shall call for the reading of the entire ordinance. After the ordinance shall have been so read, the question shall be, "Shall this ordinance be ordered to be engrossed for ratification?"

**Upon the third reading of an ordinance, no amendment shall be offered, except by unanimous consent or previous notice.**

- E. After an ordinance shall have passed its third reading and shall have been ordered to be engrossed for ratification it shall be ratified in open meeting by being signed by the Mayor and Town Clerk. An ordinance having passed its third reading cannot at a subsequent meeting be considered, except by unanimous consent, two-thirds of the members of the Town Council being present at the meeting. It shall be the duty of the Town Clerk to have an ordinance which has passed its third reading engrossed and ready for ratification at the first regular meeting held after it has passed its third reading, and neither the Town Clerk nor the Town Council shall have power to withhold its ratification, except by unanimous consent of the Town Council, two-thirds of the Council being present.**
  
- F. Any member of Council presenting a proposed ordinance, resolution, report or other paper shall endorse his name thereon. Only the Mayor, a Council Member or a Council Committee may introduce a resolution or proposed ordinance or a report. When introduced, a proposed ordinance or resolution shall be in writing and shall be in the form required for final adoption.**

**Attest:** \_\_\_\_\_

**Ellen Miller, Town Clerk**

\_\_\_\_\_

**Pat M. O'Neil, Mayor**



**Attest to Form:**

\_\_\_\_\_

**Lawrence Dodds, Esq., Town Attorney**

**First Reading:**

**Second Reading:**

f. **Administrative Position - Delete**

Administrator Benke advised an additional administrative position has been added in General Admin/Town Hall this year.

Housekeeping items:

Administrator Benke advised the Town's goal is to be paperless for Council meetings by October. Council will receive I-Pads in the near future to use for their meetings, eliminating paper reports and items given to Council at their meetings.

Committee discussed rules of procedure for Council meeting agenda items and methods to get earlier access to meeting packet information. Administrator Benke noted the key to finalizing Council meeting packets is for Committee Chairs to turn in reports and meeting information to Town Hall by 12Noon the Friday before either Council Workshops or Regular Meetings.

**III. Boards and Commissions – Discussion of Term Limits**

Chair Howard noted Council asked this Committee to review and discuss the concept of term limits for Board/Commission members.

Committee discussed benefits and consequences of establishing a firm term limit: new ideas and public participation, retaining institutional knowledge, need for expertise, accounting for new member learning curves, retaining flexibility and authority for Council to make the best appointments as deemed by the majority of Council, lifetime service limits for an individual to serve on a given board, and, whether a break in service is necessary for a resident to move from one board to another.

Committee acknowledged that Council needs to deliberate these issues, but reached consensus on the following points:

**Potential policy – Term Limits**

**1. Twelve (12) year term limit for resident on a given board:**

Four (4) – three (3) year terms: BZA, DRB and Tree Commission

Six (6) – two (2) year terms: Planning Commission

Two (2) – six (6) year terms: Municipal Election Commission

**2. An individual may be recalled or appointed to fill a vacant position on a board/commission (despite term limit being reached), at the will of Council.**

**3. Resident is eligible to move from one board to another without a required break in Town service. Prior service on Town Council is irrelevant to this term limit proposal.**

Committee will include this item on its October Council Workshop agenda as "Matters for Council Discussion."



## PERSONNEL REPORT November 2015

Activity as of Monday, November 2, 2015

**HIRINGS/RESIGNATIONS:** N/A

**CURRENT OPENINGS:**

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

**PERSONAL DAY HOLIDAY/VACATIONS:**

**Department Heads:** None  
**Town Hall Staff:** Kat Kenyon – Nov 2-6, 2015 (Mon-Fri) and  
Nov 23-25, 2015 (Mon-Wed)  
Ellen Miller – Nov 19, 2015 (Thurs)

**Training/Conferences:**

Jason Blanton – Nov 3<sup>rd</sup> (Tues) – CPE  
Lisa Darrow – Nov 5<sup>th</sup> (Thurs) – CPE (Myrtle Beach) and  
Nov 12<sup>th</sup> (Thurs) – RMI Annual Meeting (Columbia)

**STAFF WELLNESS ACTIVITY:**

Annual Town flu inoculations remain available, on a walk-in basis at Durst Family Medical Center, until Friday, November 13, 2015. Inoculation is available for Council, Staff and volunteer fire personnel, and their family members. Contact Lisa Darrow with questions.

**TOWN HOLIDAYS:**

Town Hall offices close for two holidays in November:

**Veteran's Day – Wednesday, November 11, 2015**

All Town offices re-open at 8AM on Thursday, November 12, 2015

**Thanksgiving – Thursday – Friday, November 26-27, 2015**

All Town offices re-open at 8AM on Monday, November 30, 2015

Essential services continue and those departments remain fully staffed

**Recycling Collection Change: Thursday, November 12, 2015 (due to Veteran's Day holiday)**

No changes to other collection schedules



**TOWN OF  
SULLIVAN'S ISLAND, SC  
NOTICE TO  
RESIDENTS & VISITORS:**

**Town Hall offices will be closed on  
Wednesday, November 11, 2015  
in observance of Veteran's Day**

Regular office hours resume at 8:00am on  
Thursday, November 12, 2015

No change in garbage collection schedule  
Recycling (Holiday): Thursday, November 12<sup>th</sup>

**Essential services will remain available and  
those departments will remain fully staffed**

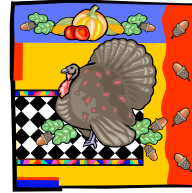
Emergencies: **911**

County non-emergency: (843) 743-7200

SI Fire Admin: (843) 883-9944

SI Police Admin: (843) 883-3931

Other News/Info: [www.sullivansisland-sc.com](http://www.sullivansisland-sc.com)



**TOWN OF  
SULLIVAN'S ISLAND, SC  
NOTICE TO  
RESIDENTS & VISITORS:**

**Town Hall offices will close in observance  
of Thanksgiving:**

**Thursday, November 26, 2015**

**Friday, November 27, 2015**

Regular office hours resume at 8:00am on  
Monday, November 30, 2015

No change in the garbage collection schedule for this  
week. Recycling: Wednesday, November 25, 2015

**Essential services will remain and those  
departments will remain fully staffed**

Emergencies: **Dial 9-1-1**

County non-emergency: (843) 743-7200

SI Fire Admin: (843) 883-9944

SI Police Admin: (843) 883-3931

More News & Info: [www.sullivansisland-sc.com](http://www.sullivansisland-sc.com)