



Town of James Island, Regular Town Council Meeting
December 18, 2014; 7:00 PM; 1238-B Camp Road, James Island, SC 29412

Notice of this meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

1. Opening Exercises
2. Public Hearing: Charleston County Community Services - Urban Entitlement Program: 2015 Allocation
Johnna Murray, Community Development Director
3. Public Comments
4. Modification to Municipal State Highway Project Agreement for Harbor View Road Improvements
Project: Molli LeMin, Charleston County Transportation Sales Tax
5. Presentation of Town Emergency Plan
Scott Cave, Atlantic Business Continuity Services
6. Public Comments
7. Consent Agenda
 - a. Minutes of November 20, 2014 Regular Town Council Meeting
 - b. Approval of 2015 Town Meeting and Holiday Schedule
8. Information Reports
 - a. Finance Report
 - b. Town Administrator's Report
 - c. Island Sheriffs' Patrol Report
9. Requests for Approval
 - Town Hall Sign Estimate
10. Committee Reports
 - Land Use Committee
 - Environment and Beautification Committee
 - Public Safety Committee
 - Children's Commission
 - Business Development Council
11. Resolutions
 - a. Resolution# 2014-32: Amendment to Municipal State Highway Project Agreement for Harbor View Road -
 - b. Resolution# 2014- 33: Resolution to Name the Town Park – Pinckney Park
12. Ordinances up for Second Reading: None
13. Ordinances up for First Reading: None
14. New Business
15. Adjournment



**CHARLESTON COUNTY COMMUNITY SERVICES DEPARTMENT
URBAN ENTITLEMENT PROGRAM
COUNTYWIDE PUBLIC HEARINGS FOR THE PROGRAM YEAR 2015 ALLOCATION**

NOTICE OF PUBLIC HEARING

**Town of James Island
Thursday, December 18, 2014 - 7:00 PM**

As a designated Urban Entitlement community in good standing, Charleston County anticipates receiving Program Year (PY) 2015 funding from United States Department of Housing and Urban Development (HUD) to support community development activities countywide. Although there are no preliminary estimates to date indicating the amount of funds that may become available for PY 2015, which spans from July 1, 2015 to June 30, 2016, it is anticipated that funding will be received for the Community Development Block Grant (CDBG) Program, HOME Investment Partnerships Grant (HOME) Program, and the Emergency Solutions Grant (HESG) Program through a direct allocation from HUD to Charleston County.

In preparation of entering a grant agreement with the United States Department of Housing and Urban Development (HUD) for PY 2015 grant funds, Charleston County's Urban Entitlement Program will conduct a series of countywide public hearings to encourage citizen participation in the development of the PY 2015-2016 Annual Action Plan.

These public hearings will be held during the months of October - December 2014 in the council chambers of participating jurisdictions that partner with the County's Urban Entitlement Program. The purpose of each public hearing is as follows:

1. to provide an update on the Community Development Consolidated Plan goals,
2. to give citizens an opportunity to make comments and ask questions regarding the Urban Entitlement Program,
3. to allow the County to announce the funding cycle and upcoming Request for Application (RFA), and
4. to solicit support from the public to encourage viable entities to respond to the RFA and to assist Charleston County to achieve its Consolidated Plan Goals and Annual Action Plan activities.

All interested individuals and organizations are invited to attend any of the public hearings to obtain information, ask questions, and to express their views regarding the Urban Entitlement Program to ensure that consideration is given to issues of immediate and long range concern impacted by the Urban Entitlement Program.

Written comments may be sent by January 15, 2015 to:

Johnna Murray, Community Development Director
Charleston County Community Services Department
Lonnie Hamilton III Public Service Building (PSB)
4045 Bridge View Drive, Suite C216
North Charleston, South Carolina 29405-7464



The Town of James Island held its regular meeting at 7:00 p.m. in Council Chambers, 1238-B Camp Road, James Island, SC on Thursday, November 20, 2014. The following members of Council were present: Mayor Pro Tem, Leonard Blank, Garrett Milliken, Darren “Troy” Mullinax, Joshua P. Stokes, and Mayor Bill Woolsey, who presided. A quorum was present to conduct business.

Also present: Ashley Kellahan, Town Administrator, Jane Hale, Senior Finance Clerk, Kristen Crane, Senior Town Planner, Mark Johnson, Public Works Coordinator, Bo Wilson, Town Attorney, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order. He opened in prayer and followed with the Pledge to the Flag. FOIA: This meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

Public Comments: The following person addressed Council:

William Hamilton: a resident of Mount Pleasant was invited to speak at the James Island Pride Committee meeting held earlier where he spoke as an advocate for public transportation. Mr. Hamilton wished the Town well and expressed confidence that James Island Pride will work with the community to help improve bus service on James Island.

Presentation of Fiscal Year 2013-2014 Annual Audit: Henry Wilson, Wilson & Quirk, LLC, presented the Fiscal Year 2013-2014 Annual Audit. At the end of June 30, the Town’s net asset was slightly above \$3 million. Councilman Blank asked what the material weaknesses were and Mr. Wilson explained that it was a lack of segregation of duties in the general ledger function when the Town was not fully staffed. This matter has been resolved and the deficiency no longer exists. Councilman Blank noted a typographical error under Assets on page 5; that Tire Mitigation should be Tree Mitigation. Council thanked Mr. Wilson for the presentation.

Consent Agenda:

- a. Minutes of October 16, 2014 Regular Town Council Meeting: a motion to approve was made by Councilman Blank, seconded by Councilman Stokes and passed.

Information Reports:

- a. Finance Report: Finance Clerk, Jane Hale, presented the October Budget Report. The Town is currently at 33% in the fiscal year; revenues are 24% of the budget; and expenditures year-to-date is at 15%.
- b. Town Administrator’s Report: Town Administrator, Ashley Kellahan, shared highlights from the Administrator’s Report: Greenbelt application for the new Park at 461 Fort Johnson Road was approved by the Greenbelt and Parks and Recreation Committees. This request will go before County Council on December 9th. Town Council members will be sent a reminder about the meeting. Website: a training session for the new website was held with staff today and the plan is to go “live” in January. 2015-2016 Budget Schedule: Mrs. Kellahan asked Council to inform her if they have conflicts with any of the dates for the upcoming budget process. The schedule is basically the same as last year, with the exception of returning the completed budget forms to the Administrator were slightly moved up. Mrs. Kellahan gave an update of each departmental activity.
- c. Island Sheriffs’ Patrol Report: Sergeant James announced that he has taken over the Crime Lab and is the Forensic Sergeant. He presented the crime report for October and asked citizens to exercise caution, especially during this time of the year. Sergeant James reported that the Island Sheriffs’ Patrol made 667 vehicle stops last month and worked over 400 hours.

Requests for Approval:

Planting of Trees at Lighthouse Point Indian Mound: Mrs. Kellahan reported that the Lighthouse Point Neighborhood Association has asked the Town to plant four (4) Oak Trees on their Indian Mound. Hyams Nursery has offered a discount on the purchase of the trees and to plant them. Staff recommends approval from the Town's Tree Fund for \$720.00. A motion to approve was made by Councilman Blank, seconded by Councilman Stokes. Councilman Milliken said at the entrance of Lighthouse Point (in the right-of-way area) there are a number of large oak trees that has vines growing on them. He asked if the Town would eventually consider getting rid of the vines as it would make the entrance to the neighborhood look more beautiful. He asked if we could come up with a way to deal with these types of things that are in right-of-ways. Councilman Milliken said he is in favor of planting trees on the Indian Mound but would also like to consider other beautification. The motion passed unanimously.

Landscaping around Town Sign: Mrs. Kellahan referred Council to the drawing of the landscape around the Town signs on Folly and Harbor View Roads. Mrs. Kellahan said she received suggestions from the Beautification Committee and others for the type of plantings that are best suited for those areas. The \$96.00 for the Confederate Jasmine (on lattice) has been removed from the quote. Mrs. Kellahan noted that our landscaper has a water truck and has agreed to water the plants once a week when they are on Folly Road – there is no irrigation on Folly Road. However, Mrs. Kellahan said the types of plants we will have do not require a substantial amount of water. Councilman Blank moved to approve, seconded by Councilman Mullinax and the motion passed unanimously.

Revision to Employee Handbook: Mrs. Kellahan reported that Mayor Woolsey and Councilman Blank asked that she review the Employee Handbook's policy on leave of absence. She and another employee will soon be on leave and they wanted to be sure that our policy allows for maternity leave. Mrs. Kellahan said our policy was reviewed by a Labor Attorney and it includes what it should; however, the attorney recommended several minor changes to be included into the policy. (Revision provided to Council). Motion to approve was made by Councilman Blank, seconded by Councilman Stokes. Councilman Milliken noted several grammatical edits and will provide them to Mrs. Kellahan for correction. The motion passed unanimously.

Committee Reports:

Land Use Committee: Councilman Blank reported that the Oasis Bar on Folly Road has been sold and the new owner plan to reopen it as a Bar/Lounge, "The Break". The building is in the process of being renovated. Councilman Blank said no outside activities will be allowed behind the building.

Environment and Beautification Committee: Councilman Milliken reported a successful litter pickup in November and another event is tentatively scheduled for mid-January. Arbor Day Celebration will be held on December 5th from 1-2 p.m. at Fort Johnson Middle School. Trees purchased by the Town will be planted and performances will be held by the School Band and the Choir. The 10,000 Trees Committee will host an event on December 18th on James Island. The James Island Arts Auction is scheduled for February 28.

Public Safety Committee: Councilman Mullinax reported that the next meeting of the Neighborhood Council will be held on Thursday, December 4th at 7:00 p.m. This meeting date was changed due to the Christmas holiday. The regular date and will resume in January.

Children's Commission: Councilman Stokes reported that the Children's Commission is in the process of being reconstituted. He recommended the appointment of Eric Stewart and Susannah Sheldon to serve two (2) year terms; and Robin Crisp to serve for one (1) year.

Mayor Woolsey moved to appoint Eric Stewart to a two (2) year term; seconded by Councilman Milliken and passed unanimously.

Mayor Woolsey moved to appoint Susannah Sheldon to a two (2) year term; seconded by Councilman Blank and passed unanimously.

Councilman Stokes moved to appoint Robin Crisp to a one (1) year term; seconded by Mayor Woolsey and passed unanimously.

Councilman Stokes also reported that the Children's Commission will host a Tree Lighting Ceremony on Thursday, December 11th at 7:00 p.m. at the Town Hall. He has been working with the Town Administrator on some of the events that need approval by Council. Mrs. Kellahan gave an update on the activities planned: lighted tree on the roof of Town Hall; caroling by James Island Charter High School Choir, Santa, and the Town is collecting new, unwrapped toys to donate to Toys for Tots. The sponsors are Paisano's Pizza, Smokey Oak Taproom, James Island Exchange Club, and James Island Charter High School. A motion to approve the activities was made by Councilman Stokes, seconded by Councilman Milliken and passed unanimously.

Business Development Council: Councilman Stokes reported that he is in the process of establishing this committee and he asked each member of Council to nominate someone to serve. He asked Council to talk to the person they would like to nominate so that appointments can be made at the December Council meeting. Councilman Blank asked what the committee's function is. Councilman Stokes answered that it has a two-fold purpose: 1) to help develop businesses in the Town and the Island; 2) to develop a relationship between the public and private sector. He said these are the stated goals, which could change over time depending upon what the Committee is able to do and feel is a good use of their time. Councilman Blank recommended that the committee work closely with Planning so that we don't make an effort to bring in a business that is not allowed in certain types of zoning.

Resolutions:

- a. Resolution #2014-30: FY 2016 Transportation Sales Tax Annual Allocation – Camp Road Sidewalk, Phase II: Mrs. Kellahan reported that Stantec has completed the Town's preliminary plan. Staff has met with Stantec and the SC Department of Transportation (SCDOT) this week and the DOT has made a few minor changes. The total estimated cost of the project is \$165,000 and the Town's estimated portion is \$82,500. She said that the construction projects for inclusion in Charleston County's FY 2016 Transportation Sales Tax Allocation Program are due by January 1, 2015. A motion to approve applying for FY 2016 Transportation Sales Tax funding was made by Councilman Blank, seconded by Councilman Stokes and passed unanimously.
- b. Resolution #2014-31: Resolution Designating An Annual Community Arbor Day Observance and Celebration: Councilman Milliken read the Resolution# 2014-31 into the record. Copy attached. A motion to approve was made by Councilman Milliken, seconded by Councilman Mullinax and passed unanimously.

Ordinances up for Second Reading:

- a. Ordinance# 2014-12: An Ordinance to Amend Zoning and Land Development Regulations, §9.4.1.B.2 Tree Protection and Preservation, Exemptions, "g" invasive tree species: A motion to approve was made by Councilman Blank, seconded by Councilman Stokes. There was no discussion, and the motion passed unanimously.

Ordinances up for First Reading: None

New Business: Mayor Woolsey brought forth an item of new business. He noted that this is not an order under the Town's current rules but the information was unable to be included in the Town Administrator's report.

- a. Information from SCDOT regarding S-94 (Fort Johnson Road) at S-387 (Secessionville Road) Traffic Review: Mrs. Kellahan reported that communication was received today from the SCDOT that they have reviewed the Town's request for intersection improvements at Fort Johnson and Secessionville Roads. The DOT stated in the letter that traffic volume count in those areas does not warrant a traffic signal at this time. Mayor Woolsey added that the letter stated that if a traffic signal is warranted in the future; that left turn lanes will need to be constructed on both approaches of Fort Johnson Road prior to signalization. Councilman Blank made comments about the SCDOT's statement about collision history and it did not reveal a pattern. Councilman Milliken spoke about the SCDOT's lack of being proactive. He said there are over 500 units being built at the end of Secessionville Road that will create additional pressure, and without a traffic light, people will get desperate and there will be more collisions. He asked why we have to wait for collisions to happen.

Executive Session: Not needed

Adjourn: There being no further business to come before the body, the meeting adjourned at 7:30 p.m.

Respectfully submitted:

Frances Simmons
Town Clerk

**2015 Town of James Island
Holiday Schedule**



The Town of James Island will observe the following holidays in 2015:

New Year's Day	Thursday, January 1
Martin Luther King, Jr. Birthday	Monday, January 19
President's Day	Monday, February 16
National Memorial Day	Monday, May 25
Independence Day	Friday, July 3
Labor Day	Monday, September 7
Veterans Day	Wednesday, November 11
Thanksgiving Day	Thursday, November 26
Day after Thanksgiving	Friday, November 27
Christmas Eve	Thursday, December 24
Christmas Day	Friday, December 25
Day after Christmas	Monday, December 28

**Town of James Island
2015 Town Council Meeting Schedule**

Thursday, January 15	Thursday, August 20
Thursday, February 19	Thursday, September 17
Thursday, March 19	Thursday, October 15
Thursday, April 16	Thursday, November 19
Thursday, May 21	Thursday, December 17
Thursday, June 18	
Thursday, July 16	

Town Council meetings are held on the third Thursday of each month. All regularly scheduled meetings are held at 7:00 p.m. at the Town Hall, 1238-B Camp Road, James Island, SC 29412. For further information, please contact the Town of James Island at (843) 795-4141; Fax (843) 795-4878; www.jamesislandsc.us

TOWN OF JAMES ISLAND

**STATEMENT OF NET POSITION AT:
NOVEMBER 30, 2014**

**BUDGET REPORT
NOVEMBER 2014**

GENERAL FUND	\$ 1,013,937.73
PROPERTY TAX CREDIT FUND	\$ 1,643,383.66
BEN ROAD PROJECT FUND	\$ 180,000.00
TREE FUND	\$ 12,107.62
TOTAL FUNDS (4 Banks)	\$ 2,849,429.11
Less November liabilities	\$ 13,633.28
NET ASSETS	\$ 2,835,795.83

**PERCENT OF FY YEAR COMPLETED:
42%**

REVENUE	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
L.O.S.T. PROPERTY TAX CREDIT		\$ 205,972	841,060	24%
L.O.S.T. MUNI. REVENUE FUND		\$ 77,779	327,080	24%
STATE AID TO SUBDIVISIONS		\$ 138,917	256,060	54%
FRANCHISE FEES	\$ 59,827	\$ 287,528	390,500	74%
TELECOMMUNICATIONS		\$ -	25,000	0%
ACCOMMODATIONS TAX		\$ 257	5,000	5%
BROKER'S & INSURANCE TAX		\$ 832	356,300	0%
BUSINESS LICENSES	9,203	\$ 38,400	190,000	20%
BUILDING PERMIT FEES	1,050	\$ 3,229	10,000	32%
PLAN REVIEWS		\$ 400	1,300	31%
ALCOHOL LICENSES		\$ 6,000	7,000	86%
TREE PERMITS	50	\$ 375	1,500	25%
REZONINGS		\$ 1,391	300	464%
BOARD OF ZONING APPEALS	250	\$ 500	500	100%
ZONING REQUESTS	400	\$ 2,325	500	465%
DONATIONS-J.I. PRIDE	15	\$ 105		
DONATIONS-CHILDREN'S COMM.		\$ -		
INTEREST INCOME		\$ 386		
TREE MITIGATION	125	\$ 10,723		
MISCELLANEOUS	50	\$ 1,513	500	303%
TRANSFER FUNDS BALANCE		\$ -	570,000	
		\$ -		
		\$ -		
TOTAL REVENUE	\$ 70,970	\$ 776,631	2,982,600	26%

EXPENDITURES				
<i>ADMINISTRATION</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Salaries	\$ 16,462	\$ 84,496	\$ 198,040	43%
Fringe Benefits	5,801	31,382	68,500	46%
Copier	383	1,736	5,300	33%
Supplies	787	7,248	12,700	57%
Postage	201	1,391	6,000	23%
Mobile Devices	170	461	900	51%
Information Services	7,565	10,185	25,000	41%
MASC Membership	5,341	5,341	5,500	97%
Insurance		\$ 12,142	15,000	81%
Legal Services		\$ 25,717	60,000	43%
Town Codification		\$ 3,985	5,000	80%
Advertising	447	\$ 1,783	5,000	36%
Audit	12,000	\$ 12,000	14,000	86%
Elections		\$ -	5,000	0%
Mileage Reimbursement	66	\$ 193	800	24%
Bonding		\$ -	2,150	0%
Employee Screening		\$ -	200	0%
Dues and Subscriptions		\$ 245	1,000	25%
Training and Travel		\$ 60	2,460	2%
Children's Commission		\$ -	1,000	0%
		\$ -		
TOTAL ADMINISTRATION	\$ 49,223	\$ 198,364	\$ 433,550	46%
<i>ELECTED OFFICIALS</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Salaries	\$ 3,769	\$ 15,077	\$ 50,000	30%
Fringe Benefits	1,194	4,198	36,500	12%
Mayor Expense	31	231	2,000	12%
Council Expenses		\$ 100	4,000	3%
Mobile Devices		\$ 232	1,180	20%
		\$ -		
TOTAL ELECTED OFFICIALS	\$ 4,995	\$ 19,837	\$ 93,680	21%

<i>GENERAL OPERATIONS</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Salaries	\$ 10,971	\$ 68,417	\$ 207,715	33%
Fringe Benefits	3,053	\$ 16,942	58,500	29%
		\$ -		
TOTAL GENERAL OPERATIONS	\$ 14,023	\$ 85,359	\$ 266,215	32%
<i>PLANNING</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Supplies		\$ 224	\$ 500	45%
Advertising		\$ 64	4,000	2%
Mileage Reimbursement		\$ -	200	0%
Dues and Subscriptions		\$ -	325	0%
Training and Travel		\$ -	1,000	0%
Cell Phone	\$ 53	\$ 267	660	40%
Uniform/PPE		\$ -	250	0%
Planning Commission		\$ 195	1,000	20%
Board of Zoning Appeals	\$ 27	\$ 27	1,000	3%
		\$ -		
TOTAL PLANNING	\$ 81	\$ 777	\$ 8,935	9%
<i>BUILDING INSPECTION</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Mileage Reimbursement		\$ 9	200	5%
Cell Phone	\$ 53	\$ 267	660	41%
Supplies		\$ 19	500	4%
Uniform/PPE		\$ -	250	0%
Dues and Subscriptions		\$ 50	800	6%
Travel and Training		\$ 336	1,000	34%
		\$ -		
TOTAL BUILDING INSPECTION	\$ 53	\$ 681	3,410	20%
<i>PUBLIC WORKS</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Mileage Reimbursement		\$ -	\$ 300	0%
Training		\$ -	1,000	0%
Projects	\$ 4,093	\$ 113,410	780,000	15%
Engineering Services		\$ -	25,000	0%
Permits		\$ -	1,000	0%
Cell Phone	53	\$ 267	660	40%
Traffic Control Devices		\$ 120	25,000	0%
Uniform/PPE		\$ -	250	0%
Supplies	15	\$ 116	2,000	6%
Emergency Management		\$ 9,658	12,000	80%
Groundskeeping		\$ 3,760	30,000	13%
TOTAL PUBLIC WORKS	\$ 4,162	\$ 127,331	\$ 877,210	15%

<i>CODE & SAFETY</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Cell Phone	\$ 53	\$ 268	\$ 660	41%
Mileage Reimbursement		\$ 64	300	21%
Emergency Equipment		\$ -	1,000	0%
Radio Contract	342	\$ 684	3,700	18%
Training		\$ 99	1,000	10%
Supplies	42	\$ 54	500	11%
Uniform/PPE		\$ -	250	0%
Sheriff's Office Contract	8,693	\$ 50,528	165,000	31%
Unsafe Buildings Demolition		\$ -	7,000	0%
Overgrown Lot Clearing		\$ -	1,200	0%
Crime Watch Materials		\$ -	500	0%
Neighborhood Council		\$ 144	1,000	14%
		\$ -		
TOTAL CODE & SAFETY	\$ 9,130	\$ 51,841	\$ 182,110	28%
<i>PARKS AND RECREATION</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
James Island Pride	\$ 90	\$ 688	\$ 2,000	34%
Recreation	15,000	\$ 16,275	5,000	326%
Special Events	12	\$ 12	7,500	0%
James Island Youth Sports Program		\$ 2,000	14,000	14%
Tree Fund	515	\$ 515		
Donations		\$ -	15,000	0%
TOTAL PARKS AND RECREATION	\$ 15,618	\$ 19,490	\$ 43,500	45%
<i>FACILITIES AND EQUIPMENT</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
Utilities	\$ 902	\$ 5,860	\$ 14,000	42%
Rent	6,173	\$ 30,063	73,240	41%
Security Monitoring	117	\$ 234	1,380	17%
Janitorial	440	\$ 2,688	6,620	41%
Equipment/Furniture		\$ 1,277	3,000	43%
Building Maintenance	249	\$ 530	12,000	4%
Vehicle Maintenance	62	\$ 555	3,000	18%
Generator		\$ -	750	0%
Street Lights		\$ -	120,000	0%
		\$ -		
		\$ -		
TOTAL FACILITIES AND EQUIPMENT	\$ 7,943	\$ 41,207	\$ 233,990	18%
<i>COMMUNITY SERVICES</i>	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
		\$ 10,000	\$ 40,000	
		\$ -		
TOTAL COMMUNITY SERVICES	\$ -	\$ 10,000	\$ 40,000	25%
PROPERTY TAX CREDITS			\$ 800,000	
TOTAL EXPENDITURES	NOVEMBER 2014	FYTD	AMENDED BUDGET	PERCENT OF BUDGET
	\$ 105,229	\$ 554,888	\$ 2,982,600	19%

Town Administrator's Report

Town Council Meeting 12/18/14

1. Administration
 - a. Our Greenbelt application for our new Park at 461 Fort Johnson Rd was given final approval by County Council on Dec. 9th. We now have to complete a Phase I Environmental Assessment and are working towards a closing date in January.
 - b. Landscaping at the intersection of Dills Bluff and Camp has been completed. Additional landscaping work at Dock Street Park has also been completed.
 - c. Testing phase for our new IT system is beginning on Dec. 16th and will last approximately 2 weeks.
2. Building Services
 - a. 15 Inspections for October performed by Town (81 overall for James Island)
 - i. 9 Building inspections
 - ii. 3 Re-inspections
 - iii. 3 Investigations into work without permit
3. Codes enforcement and Safety
 - a. Cases Opened in October – 4
 - b. Cases Closed in October - 10
4. Planning and Zoning
 - a. Issued 14 Zoning permits for the month of October
 - i. 5 Zoning Permits
 - ii. 4 Temporary Zoning Permits
 - iii. 2 Tree Removal Permits
 - iv. 2 Sign permits
 - v. 1 BZA application
5. Public Works
 - a. DOT approval for traffic cushions on Willowlake have been received and we are now working on DOT encroachment permit
 - b. Preliminary plans for the Camp Road sidewalk have been submitted to DOT for permit approvals.
 - c. PW Coordinator attended 2 days for FEMA emergency management training
 - d. Requests for lowering the Speed limits on Santee, West Madison, Pauline and Bradford have been resubmitted to DOT with an Engineer's Report provided by Stantec Engineering.



TOWN OF JAMES ISLAND

FOUNDED 1992

Outside The Box Signs & Designs

Office: 843.847.6675 email: jsawadske@otbsandd.com
 Trenholm Dr. James Island SC, 29412

1320

Estimate

Customer

Name Ashley Kellahan
 Address 1328-B Camp Rd.
 City James Island SC 29412
 Phone 843.795.4141

Misc

Date 12/1/2014

Qty	Description	Unit Price	TOTAL
1	Custom backlit sign with routed push thru acrylic letters as seen in conceptual drawings (4'-0" x 15'-0"). Sign cabinet also to have an oval backlit capsule with the town logo (3'-3" x 5'-6") as seen in the conceptual drawing. All colors used in the manufacturing of the sign to be approved by the town before manufacturing is started. All materials used in the manufacturing of the sign are rated for exterior use.	\$5,150.00	\$ 5,150.00

Payment

Deposit _____
 Trade Out _____
 Balance Due _____

Tax Rate(s)

SubTotal	\$	5,150.00
Shipping		
TOTAL	\$	5,150.00

Office Use Only

Client Signature _____ OTBSD Signature _____

WE LOOK FORWARD TO DOING BUSINESS WITH YOU!!!

AMENDMENT ONE TO THE HARBOR VIEW ROAD
MUNICIPAL STATE HIGHWAY PROJECT AGREEMENT

STATE OF SOUTH CAROLINA)
)
COUNTY OF CHARLESTON) RESOLUTION #2014-32

Road/Route **Harbor View Road (S-1028)**
File **10.036994A**
Project **Harbor View Road (S-1028) Widening and Improvements from James Island Creek to Fort Johnson Road (S-94)**
PIN **36994 RD01**

WHEREAS, the Town of James Island (“the Town”) approved the Project Plans and consented to the construction of improvements to Harbor View Road in accordance with Town Resolution 2013-07 dated June 20, 2013.

WHEREAS, the Town now wishes to authorize a modification to the Project Plans to add a dedicated left turn lane on the westbound approach of Harbor View Road at Mikell Drive to the Project (“the Modified Project Plans”).

WHEREAS, the dedicated left turn lane on the westbound approach of Harbor View Road at Mikell Drive shall be designed in accordance with South Carolina Department of Transportation (SCDOT) and Federal Highway Administration (FHWA) standards.

NOW THEREFORE, BE IT RESOLVED that, pursuant to S.C. Code Ann. §57-5-820 (1976, as amended), the Town does hereby consent to the construction of improvements to Harbor View Road within its corporate limits in accordance with the Modified Project Plans, and further, the Town does hereby approve said Modified Project Plans as provided for in Code §57-5-830.

BE IT FURTHER RESOLVED that all other terms and conditions of Town Resolution 2013-07 remain in effect.

IN WITNESS WHEREOF, this Resolution is adopted and made a part of the Municipal records this _____ day of _____, 20____, and the original of this Resolution will be filed with the South Carolina Department of Transportation at Columbia and Charleston County in North Charleston.

Dated: Town of James Island, South Carolina Municipality

ATTEST: By: _____ Mayor

Clerk

MUNICIPAL STATE HIGHWAY PROJECT AGREEMENT

STATE OF SOUTH CAROLINA

COUNTY OF CHARLESTON

)
)

RESOLUTION: 2013-07

Road/Route **Harbor View Road (S-1028)**
 File **10.036994A**
 Project **Harbor View Road (S-1028) Widening and Improvements from James Island Creek to Fort Johnson Road (S-94)**
 PIN **36994 RD01**

WHEREAS, Charleston County ("the County") and the South Carolina Department of Transportation ("SCDOT") propose to construct, reconstruct, alter, or improve the certain segments of the highway(s) in the State Highway System referenced above which are located within the corporate limits of the Town of James Island (hereinafter, "the Town"); and

WHEREAS, the Town wishes to authorize the construction and improvements of the aforesaid highway(s) in accordance with plans prepared by the SCDOT and the County ("the Project Plans").

NOW THEREFORE, BE IT RESOLVED that, pursuant to S.C. Code Ann. §57-5-820 (1976, as amended), the Town does hereby consent to the construction or improvements of the aforesaid highway(s) within its corporate limits in accordance with the Project Plans, and further, the Town, having reviewed the plans for said construction, does hereby approve said plans as provided for in Code §57-5-830.

BE IT FURTHER RESOLVED, that the foregoing consent shall be the sole approval necessary from the Town for SCDOT and the County to complete the project under the Project Plans and constitutes a waiver of any and all other requirements with regard to construction within the Town's limits. Further, any Town ordinances, or amendments thereto, enacted after the date of this agreement, shall be inapplicable to the project. The foregoing waiver and consent shall also extend to the benefit of utility companies engaged in relocating utility lines on account of the project.

BE IT FURTHER RESOLVED, that the Town shall exempt all existing and new right-of-way and all other properties purchased in connection with right-of-way for the highway(s) from any general or special assessment against real property for municipal services.

BE IT FURTHER RESOLVED, that the Town will be responsible for the perpetual maintenance of all landscaping and irrigation installed within the highway(s) right-of-way within the municipal boundaries of the Town in accordance with the Project Plans.

BE IT FURTHER RESOLVED, that the Town will assist SCDOT and the County in causing all water, sewer and gas pipes, manholes, or fire hydrants, and all power or telephone lines or poles located within the existing right-of-way to be relocated at the utility company's expense, except where the utility can demonstrate a prior right of occupancy. To the extent that Town-owned utilities are to be relocated in accordance with the project plans, those utility pipes, lines, or hydrants may be replaced upon the new highway right-of-way at such locations as may be approved by SCDOT and the County. The Town agrees to indemnify and hold harmless SCDOT and the County to the fullest extent allowed by law against any and all claims or actions brought against it arising out of the placing, maintenance, or removal of any utilities by the Town or its contractors. Future utility installations by the Town within the limits of the new right-of-way after project completion shall be pursuant to a standard utility encroachment permit obtained in the normal course and issued pursuant to SCDOT's "A Policy for Accommodating Utilities on Highway Rights-of-Way", August 2005, as revised.

BE IT FURTHER RESOLVED, that the Town hereby signifies its intention to faithfully observe the provisions of Chapter 5, Title 56, Code of Laws of South Carolina, 1976, and all amendments thereto relating to the regulation of traffic on the street, or streets, to be constructed, reconstructed, altered or improved as hereinabove identified and further agrees to refrain from placing or maintaining any traffic control devices upon any section of said street, or streets, without having first obtained written approval of the South Carolina Department of Transportation as required in S.C. Code §56-5-930 (1976, as amended), nor enacting any traffic regulation ordinances inconsistent therewith.

IN WITNESS WHEREOF, this Resolution is adopted and made a part of the Municipal records this 20th day of June, 2013, and the original of this Resolution will be filed with the South Carolina Department of Transportation at Columbia and Charleston County in North Charleston.

Dated: June 20, 2013

Town of James Island, South Carolina
Municipality

ATTEST:

By: W.W. Way
Mayor

Frances W. Summers
Clerk