



Town of James Island, Regular Town Council Meeting
December 19, 2024; 7:00 PM; 1122 Dills Bluff Road, James Island, SC 29412

IN-PERSON MEETING

****NEW**** Watch Live and Meeting Recordings: <https://www.jamesislandsc.us/livestream-town-meetings>
Watch Archived Recordings on the Town's YouTube Channel: <https://www.youtube.com/channel/UCm9sFR-ivmaAT3wyHdAYZqw>

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.

The Town encourages the public to provide comments prior to its Town Council meeting. Residents wishing to address the Council will be limited to three (3) minutes and must sign in to speak. Comments may also be sent ahead of the meeting by emailing to: info@jamesislandsc.us, mail to P.O. Box 12240, Charleston, SC 29422, or placed inside the drop box outside of Town Hall at 1122 Dills Bluff Rd.

- 1) Opening Exercises: (Councilman Dodson)
- 2) **Public Hearing: Ordinance #2024-12** Proposed Zoning Map Amendment on Properties located at 1129 Hillman Rd. and 0 Dills Bluff Rd. from Low-Density Suburban Residential (RSL) Zoning District to Residential Office (OR) Zoning District for Government Offices as an accessory use (TMS# 428-03-00-049, - 062)
- 3) **Presentation:** Charleston County Urban Entitlement (RFA) 2025-2026 Program Year
- 4) Public Comment:
- 5) Consent Agenda:
 - a) Minutes: **Town Council Regular Meeting, November 21, 2024**
 - b) **2025 Town Council Meeting Schedule**
 - c) **2025 Town Holiday Schedule**
- 6) Information Reports:
 - a) **Finance Report**
 - b) Island Sheriff's Patrol Report
 - c) **Public Works Report**
- 7) Requests for Consideration by Staff:
- 8) Requests for Consideration by Council:
 - **Request to Use PP Pavilion:** James Island Learning Co-op (Revised Dates)
 - **Request to Use Council Chambers** for Camelia Club for 2025

- Request to Fund Trophies for Football Banquet
- Repair Care @ 1135 Hillman St: Floors/Foundation
- Repair/Replace Entrance Doors at Town Hall Council Chambers
- Flock Cameras Revised Contract

9) Committee Reports:

- a) Land Use Committee
- b) Environment and Beautification Committee
- c) Children’s Committee
- d) Neighborhood Council
 - Appointment of Bobbi Lyon, Representing Lynwood Subdivision
- e) History Committee
- f) Rethink Folly Road
- g) Drainage Committee
- h) Business Development Committee
- i) Trees Advisory Committee
- j) James Island Intergovernmental Council
- k) Accommodations Tax Committee

10) Proclamations and Resolutions:

- Proclamation for Interfaith Harmony Month
- Resolution 2024-06: Request to apply for SC Opioid Recovery Fund Grant
- Resolution 2024-07: Request to apply for a Performing Arts Summer Grant

11) Ordinances up for First Reading:

12) Ordinances up for Second/Final Reading:

Ordinance # 2024-12: Proposed Zoning Map Amendment on Properties located at 1129 Hillman Rd. and 0 Dills Bluff Rd. from Low-Density Suburban Residential (RSL) Zoning District to Residential Office (OR) Zoning District for Government Offices as an accessory use (TMS# 428-03-00-049, -062)

13) Old Business:

14) New Business:

15) Executive Session: The Town Council may enter into an Executive Session in accordance with Code of Laws of South Carolina 30-4-70 (A) (2) regarding discussion of proposed contractual matters for new Arts & Cultural Center, and the receipt of legal advice regarding litigation matters regarding KT Properties, LLC vs. Town of James Island. Upon returning

to Open Session the Council may act on matters discussed in the Executive Session.

16) Return to Regular Session:

17) Announcements/Closing Comments:

18) Adjournment:

ORDINANCE 2024-12

AN ORDINANCE REZONING REAL PROPERTY LOCATED AT 1129 HILLMAN STREET (TMS# 428-03-00-062) AND 0 DILLS BLUFF ROAD (TMS# 428-03-00-049) FROM THE LOW-DENSITY SUBURBAN RESIDENTIAL (RSL) ZONING DISTRICT TO THE RESIDENTIAL OFFICE (OR) ZONING DISTRICT (EXHIBIT A).

WHEREAS, properties located at 1129 Hillman Street, identified as Tax Map Number 428-03-00-062, and 0 Dills Bluff Road, identified as Tax Map Number 428-03-00-049 and referenced on the attached exhibit are currently zoned as Low-Density Suburban Residential (RSL) Zoning District; and

WHEREAS, the applicant requests these parcels be zoned to the Residential Office (OR) Zoning District for government offices; and

WHEREAS, the applicant has submitted a complete application for Zoning Map Amendment (rezoning) pursuant to Section 153.043 of the Town of James Island Zoning and Land Development Regulations Ordinance (ZLDR); and

WHEREAS, the Town of James Island Planning Commission has reviewed the proposed Zoning Map Amendment and adopted a resolution, by majority vote of the entire membership, and recommended that the Town of James Island Council (Town Council) approve the proposed Zoning Map Amendment based on the Approval Criteria of Section 153.043 F of the ZLDR; and

WHEREAS, upon receipt of the recommendation of the Planning Commission, Town Council held at least one public hearing and after close of the public hearing, Town Council approved the proposed Zoning Map Amendment based on the Approval Criteria of Section 153.043 F of the ZLDR; and

WHEREAS, Town Council has determined the Zoning Map Amendment meets the following criteria;

- A. The proposed amendment is consistent with the Comprehensive Plan and the stated purposes of the Ordinance;
- B. The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;
- C. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;
- D. The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tracts or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife and natural resources; and
- E. The subject properties are suitable for the proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of natural resources and amenities.

NOW, THEREFORE, be it ordained by the Town of James Island Town Council, in meeting duly assembled, finds as follows:

SECTION 1. FINDINGS INCORPORATED

The above recitals and findings are incorporated herein by reference and made a part of this Ordinance.

SECTION II. REZONING OF PROPERTY

- A. Town of James Island Council rezones the properties located at 1129 Hillman St, identified as Tax Map Number 428-03-00-062 and 0 Dills Bluff Road, identified as Tax Max Number 428-03-00-049, and referenced on the attached “Exhibit A”, from the Low-Density Suburban Residential (RSL) Zoning District to the Residential Office (OR) Zoning District; and
- B. Any and all development of the subject parcel must comply with the ZLDR and any and all other applicable ordinances, rules, regulations, and laws; and
- C. The Zoning Map of Tax Map Numbers 428-03-00-062 and 428-03-00-049 referenced on the attached “Exhibit A”, are amended to Residential Office (OR) in accordance with Section 153.043 H of the ZLDR.

SECTION III. SEVERABILITY

If, for any reason, any part of this Ordinance is invalidated by a court of competent jurisdiction, the remaining portions of this Ordinance shall remain in full force and effect.

SECTION IV. EFFECTIVE DATE

This Ordinance shall become effective immediately upon approval of Town Council following second reading.

ADOPTED AND APPROVED in meeting duly assembled this 19th day of December 2024.

TOWN OF JAMES ISLAND COUNCIL

By: _____
Brook Lyon
Mayor of the Town of James Island

ATTEST:

By: _____
Frances Simmons
Town Clerk of the Town of James Island

First Reading: November 21, 2024
Public Hearing: December 19, 2024
Second Reading: December 19, 2024



**ZONING/PLANNING
DEPARTMENT**

Zoning Map Amendment

PC: November 14, 2024

Case Summary: ZOR-10-24-016

Request to rezone from the Low-Density Suburban Residential (RSL) Zoning District to the Residential Office (OR) Zoning District

FIRST READING: NOVEMBER 21, 2024

SECOND READING: DECEMBER 19, 2024

History and Overview:

The subject properties are located adjacent to the Town of James Island Town Hall off Dills Bluff Road, and in between Fort Johnson Road and Camp Road. The properties have no structures located on them. The parcels included in the current Zoning Map Amendment Requests have a combined acreage of 0.99 acres (0.51 + 0.48) and both parcels are in the RSL Zoning District. The parcels are considered legal conforming lots.

The applicant, The Town of James Island, is seeking to rezone from the RSL Zoning District to the Residential Office (OR) Zoning District to potentially enable the use of the properties as government office space as an accessory use while maintaining the residential character, which is allowed with an OR zoning designation according to Use Table 153.110. The Town of James Island is the current owner of both parcels.

Adjacent Zoning:

Surrounding properties on the south and east sides of the subject properties are in the residential zoned in the Town of James Island. Property to the north is zoned OR in the Town and is the location of Town Hall. To the west is residential property in the City of Charleston.

Approval Criteria:

According to Section §153.043 of the *Zoning and Land Development Regulations Ordinance (ZLDR)*, applications for Zoning Map Amendment (Re-zoning) may be approved only if Town Council determines that the following criteria are met:

- 1. The proposed amendment is consistent with the *Comprehensive Plan* and the stated purposes of this Ordinance;**

Staff's response: The proposed zoning map amendment is consistent with the intent of the Comprehensive Plan, Priority Investment Element Strategies, which states, "*Continue to coordinate with adjacent jurisdictions*

and agencies to balance adequate public facilities/services and protection of the Town's suburban residential character as well as its natural, cultural, and historic resources". The Land Use Element Goal states, "The Town of James Island will encourage the orderly and environmentally sound development of the land with special consideration to maintaining the suburban character and natural ecosystems of the area." by "implementing sustainable and flexible development guidelines and integrate development with growth to maintain the suburban character of the Town". Additionally, The Community Facilities Element of the Comprehensive Plan states that one of the Town's strategies is to "begin planning stages for expansion of additional offices into Town Hall".

2. The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;

Staff's response: Nearby properties range from OR zoning and uses to residential, with the immediate adjacent properties being mixed between these two zoning classifications as well. If approved, the subject properties will be combined to create a use that is compatible and similar to the adjacent Town of James Island Town Hall. Therefore, the proposed amendment may be compatible with existing uses and zoning of nearby properties.

3. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;

Staff's response: One of the subject properties has previously been serviced by public facilities. The Town and other service providers will be able to provide and continue facilities and services while maintaining adequate levels of service to existing development.

4. The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tract or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife and natural resources; and

Staff's response: The applicant will be required to complete Site Plan Review for any development that occurs on the site, which will include planting additional landscaping to buffer neighboring properties, complying with the Town's Supplemental Stormwater Standards, and complying with tree preservation requirements. In addition, the Town intends to preserve and protect the existing natural resources on the properties to the highest extent possible.

5. The subject property is suitable for proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of resources and amenities.

Staff's response: The subject properties are legal conforming lots in their current zoning designation of RSL. The subject properties also meet the minimum standards for the OR zoning designation including parcel size and

parcel configuration and will also meet all standards once combined. There is currently direct access from Dills Bluff Road. The intent is to place any buildings, gardens, and/or structures associated with the use amongst the existing natural landscape.

Planning Commission Meeting: November 14, 2024

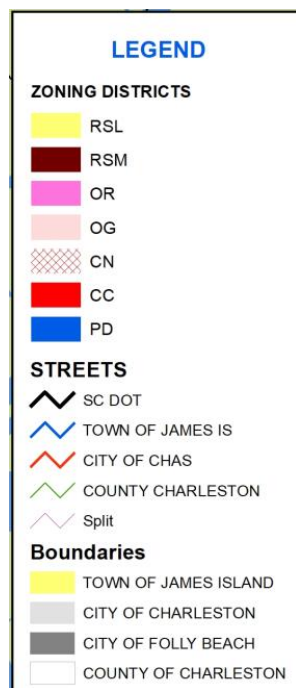
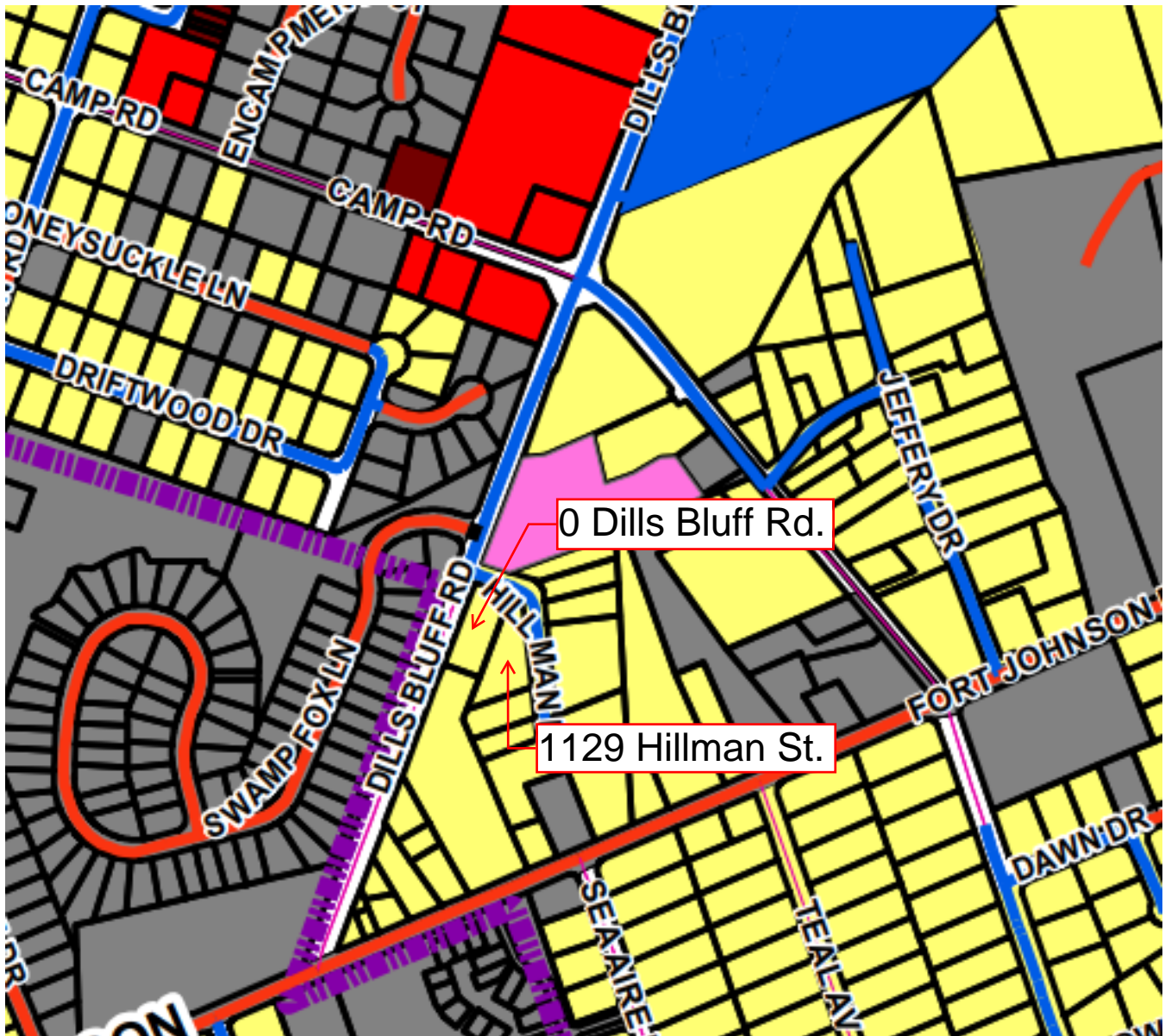
Planning Commission Recommendation: Approval

Speakers in Support: none

Speakers in Opposition: none

Notifications:

Notification letters and emails will be sent to owners of property within 300 feet of the boundaries of the proposed zoning map amendments and to the James Island Interested Parties List on December 4, 2024. Additionally, this request will be noticed in the Post & Courier on December 4, 2024, and the property will be posted on December 4, 2024. The meeting notice for both Council meetings and the Planning Commission meeting was also sent to the Town News email recipients and was posted on the Town's Facebook page and website.



CHARLESTON COUNTY COMMUNITY DEVELOPMENT & REVITALIZATION

PY 2025-2026 URBAN ENTITLEMENT

Town Hall Information



Community Development and Revitalization

What we do:	Our department is the fiscal agent for both Treasury, ARPA Grant Funds, and HUD Urban Entitlement Funds.
What is Urban Entitlement (UE)?	Funding from the U.S. Department of Housing and Urban Development (HUD) split into three different programs: <ul style="list-style-type: none">• Community Development Block Grant (CDBG)• Home Investment Partnership Program (HOME)• Emergency Solutions Grant (ESG)
What does UE do for the County?	Urban Entitlement funds are targeted at supporting low-to-moderate income individuals and households in Charleston County and its participating jurisdictions.
How are UE funds used?	Urban Entitlement funds are granted to nonprofit organizations and participating jurisdictions through an annual Request for Applications (RFA). Sub-recipients then use the funds to establish programs that address priority needs within Charleston County.

CONSOLIDATED PLAN

- **The Consolidated Plan:**
 - Dictates project priorities for the County for PY 2021-2025; and,
 - Is the guide by which point values are assigned for project scoring.
 - Priorities will be discussed in further detail by funding program (HESG, CDBG, HOME, CHDO)
- **Purpose of funding**
- **Jurisdictions**
(outside the City of Charleston)

PARTICIPATING JURISDICTIONS

Charleston County (Unincorporated Areas)

City of North Charleston

City of Isle of Palms

Town of Awendaw

Town of Hollywood

Town of James Island

Town of Lincolnton

Town of McClellanville

Town of Mount Pleasant

Town of Ravenel

Town of Sullivan's Island

URBAN ENTITLEMENT FUNDING SOURCES

CDBG

Development of viable communities

- Provides safe, decent, and sanitary housing;
- Provides suitable living environments; and
- Expands economic opportunities, principally for persons of low and moderate income

HOME

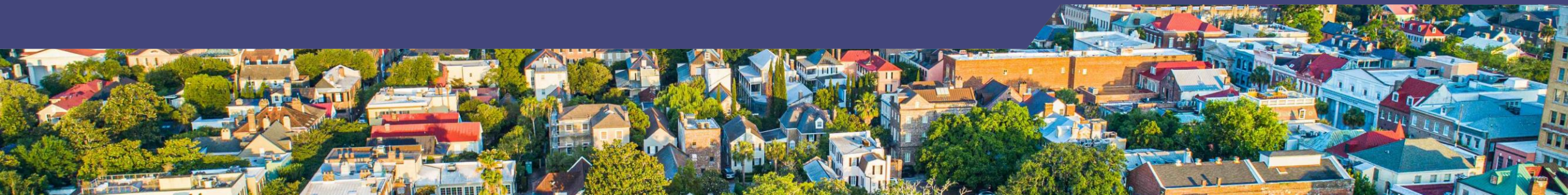
Create affordable housing for low-income households

- Strengthens the ability of state and local governments to provide housing and leverage private-sector participation.

HESG

Provide programs & services for homeless individuals and families

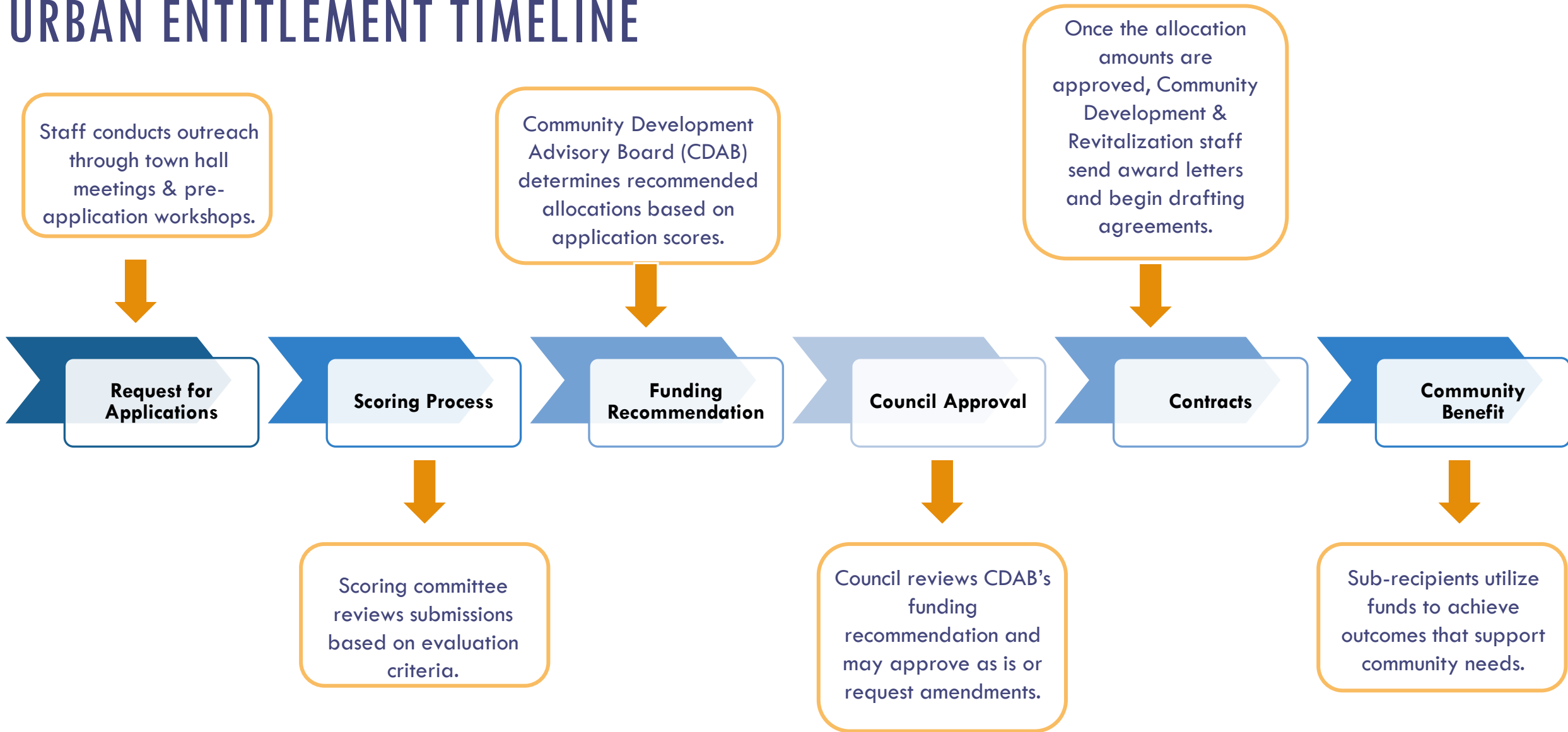
- Help individuals or families living in shelters or in places not meant for human habitation move as quickly as possible into permanent housing and achieve stability in that housing.



2025 Request for Applications

Who can apply?	Participating jurisdictions and non-profit organizations with a 501(c)3 designation may apply for CDBG, HOME, and/or ESG funds. Developers who have a mission of providing affordable housing also have the option of applying for HOME funds.	
RFA Period:	Application opens on November 25, 2024 – Neighborly Platform – No paper applications accepted	
Optional Pre-Application Workshops:	<p> Tuesday, December 3, 2024, 10am-11:30am EST Montague Room, 2nd Floor City of North Charleston City Hall 2500 City Hall Ln North Charleston, SC 29406 </p> <p> Thursday, December 5, 2024, 10am-11:30am EST Lonnie Hamilton III Public Services Building Charleston County Council Chambers 4045 Bridge View Drive, 2nd Floor North Charleston, SC 29405 </p>	<p> Tuesday, December 10, 2024, 1pm- 2:30pm EST Lonnie Hamilton III Public Services Building Charleston County Council Chambers 4045 Bridge View Drive, 2nd Floor North Charleston, SC 29405 </p> <p> Thursday, December 12, 2024, 10am-11:30am EST Buist Room, 3rd Floor City of North Charleston City Hall 2500 City Hall Ln North Charleston, SC 29406 </p>
	Application closes on Monday, January 6, 2025 at 12:00pm EST* *Applications and materials submitted after the deadline <u>will not</u> be accepted.	
How to apply:	Applications and required attachments must be submitted online at: https://portal.neighborlysoftware.com/charlestoncountysc/participant Instructional video available Community Development Department (charlestoncounty.org) under Urban Entitlement	
How are UE funds used?	Urban Entitlement funds are allocated to organizations and participating jurisdictions through an annual <u>Request for Applications (RFA)</u> .	

URBAN ENTITLEMENT TIMELINE



Purpose:

The Charleston County Community Development & Revitalization Advisory Board (CDAB) provides guidance on the allocation of Urban Entitlement Funds. Annually, the CDAB makes a funding recommendation to be considered by County Council for approval. The CDAB is comprised of representative from each of the 10 participating jurisdictions, as well as four non-governmental members (financial, legal, construction, community-based).

COMMUNITY DEVELOPMENT ADVISORY BOARD





Please contact Charleston County's Community Development & Revitalization department with any questions.

<https://www.charlestoncounty.org/departments/community-development/>

843-202-6960

3660 W Montague Avenue
North Charleston, SC 29418

The Town of James Island held its regularly scheduled meeting on Thursday, November 21, 2024, at 7:00 p.m. in person at the Town Hall, 1122 Dills Bluff Rd., James Island, SC. This meeting was also live-streamed on the Town's website: www.jamesislandsc.us/livestream-townmeetings and was held in accordance with the SC Freedom of Information Act and the requirements of the Town of James Island.

The following members of Council were present: Dan Boles, Lewis Dodson, Cynthia Mignano, Troy Mullinax, and Mayor Brook Lyon, who presided. Also, Brian Quisenberry, Town Attorney, Michael Hemmer, Executive Assistant to the Mayor, Becky Heath, Finance Director, Keith LaDeaux, Public Works Coordinator/Project Manager, Kristen Crane, Planning Director, Lt. Shawn James, and Deputy Chris King, Island Sheriff's Patrol, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Lyon called the meeting to order at 7:00 p.m. Councilman Dan Boles welcome everyone and asked Council to share in a moment of silence. The Pledge of Allegiance followed.

Mayor Lyon announced that the meeting was being held in accordance with the SC Freedom of Information Act and the requirements of the Town of James Island.

Public Hearing: Ordinance #2024-10: Proposed Amendment to the Zoning and Land Development (ZLDR) to Remove Wording that Allows Administrative Approval for Setback Reductions in Order to Instead Require Board of Zoning Appeals (BZA) Approval for Setback Reductions: No one signed up to speak.

Special Order of Business:

Election of Mayor Pro-tempore: Mayor Lyon thanked Councilman Mullinax for his service as Mayor Pro-tempore for the past year. A new Councilmember is up to serve for a one (1) year. Mayor Lyon recalled that appointments were made last year in the order of the Council's experience; however, now everyone is seasoned. Councilman Boles moved to appoint Councilwoman Mignano to serve as Mayor Pro Tempore, Councilman Mullinax seconded. No discussion. Motion passed unanimously. Mayor Lyon congratulated Councilwoman Mignano who accepted the appointment.

Commission of Code Enforcement Officer (Keith LaDeaux): Mayor Lyon said staff wears a lot of hats at Town Hall. She said Keith LaDeaux, Public Works Director, helps with code enforcement issues and should be ordained. Keith was called forward and Mayor Lyon read the Oath of Office commissioning him as a Code Enforcement Officer for the Town.

Volunteer of the Year Award: Mayor Lyon announced this is a special honor that we have been looking forward to do recognizing the Town of James Island Volunteer of the Year. She does not know what we would do without this person. Whenever help is needed, he is available. He is involved in many areas of the Town: James Island Pride, Helping Hands, The Town Market, sandbag operations, phone coverage, special projects, and the list goes on and on. He is the first person that Council, staff, and the residents calls upon when help is needed and we would not know what to do without him.

Mayor Lyon called Stan Kozikowski forward to recognize him as the Town of James Island Volunteer of the Year, 2024. She read a proclamation in his honor and presented him with a plaque to show our appreciation for his service to the Town. Stan accepted the award by thanking everyone and committed to keeping it going.

Public Comments: Mayor Lyon asked those making comments to please speak into the mic for the recording of the minutes. Councilman Boles manned the timer to allow each speaker three (3) minutes to make comments.

The following persons addressed the Council: **there were issues with the microphones and some comments were inaudible**

Holly Heaton, 1734 Camp Road: *(Ms. Heaton read this letter into the record)* Hi, my name is Holly Heaton, soon to be a resident of 1734 Camp Road. Will, the owner of the property, is my boyfriend. I wanted to start off by telling you a quick story. When Will and I decided together that I would move back to Charleston to be closer to him, the first thing that I worried about was not being able to find a pottery studio. The reason being was when I lived in Charleston a few years ago the few studios with pottery memberships had wait lists a mile long, I blame TikTok for that. Will loves many things but I would say two things pretty close to the top of the list are me and solving a problem. He immediately got to work trying to figure out how I could be close to him and not sacrifice accessibility to my art. Ultimately our conversations came down to this. Pottery has changed my life. It has pulled me out of the depths of some of the hardest and loneliest points in my life. It is a gift to have found it, and if we had the space and the resources why wouldn't we share that with the people of James Island? Somehow in the span of a few weeks, this dream and expression of love has turned into petitions and long angry letters and door-to-door solicitation of signatures of opposition based on misinformation. To say I am shocked that I am standing here defending mine and my partner's desire to open a pottery studio out of our own home would be an understatement. We offered to meet with the primary opposing neighbor with the hope of easing these concerns and addressing them directly, but they declined. As such, and I ask this earnestly, can someone claim that they have gathered almost unanimous opposition about a project in which they are not fully informed. To address you directly Town Council members, I urge you today not to set a precedent in which anyone can spread mistruths.

Meghan Fashjian, 1741 Combahee: JI resident since 2016 lives on Combahee Street with her husband and son. Expressed opposition for rezoning from residential to commercial because it is not consistent with the values of the community. The community is a small thoroughfare where there are young children, a middle school, and traffic issues. She said there are eight (8) commercial buildings for rent or lease in James Island for a business. The reason they moved to James Island was for the community's residential aspect. If she wanted to live next to a business she would have chosen to live in downtown or Mt. Pleasant. Her understanding is that an expression of support for this rezoning came from letters from people in Mt. Pleasant. But, in the interest of her community and what they think is best, would be to target one of the places for a business so buildings aren't going to waste or become derelict..

Whitney Goltz, 1734 Combahee: expressed the sentiments of the previous speaker. She said there is so much opportunity on Folly Road for businesses and it is disappointing for this one to come into a well-established neighborhood where children walk to school, people walk their dogs and all the traffic in that area.

Robin Guerin, 1733 Combahee: identified herself as the person that went door-to-door because of the Town's responsibility to send notices to the people within 300 feet of the area. Most of the neighbors were unaware of this because of that requirement so they were alerted. Some reasons why there is unanimous opposition is because Centerville is an established neighborhood; that is why people choose to live there, not where a business is behind them. She stated that her first opposition letter showed the property values are very different. She paid \$680,000 for her home and a similar home in that area would cost \$180,000 less having a business behind it. She resounds the sentiments of setting a precedence: if you have a business, you can resell it. But, when you capitalize on buying a home and rezone it into a business, to whom can you sell it? This is something that we can control at the beginning, but maybe not at the end. She hears clearly this is a passion project and it was a passion project for Sarah, owner of the Pluff Pottery who signed the opposition letter. Sarah is a resident in the neighborhood but has her business in a commercial area. She noted there are about 10 commercial areas that are ready to rent on James Island. There will be traffic issues and noise and spoke of a child that was hit by a car and asked if someone has to die before this is taken seriously by having the area as a cut-thru to Folly. We said we are doing ReThink Folly; are we going to do

a ReThink Camp Rd next because that is what it would look like if we keep putting businesses up and down Camp Road. While the applicants say they reached out, they had a chance to come back and respond in any way they wanted. She never said not to respond to her or not to email her. She and her husband work in health and safety and this is not only environmental issue; what about wastewater, fire hazards, and ventilation? She said this request does not meet the character of the neighborhood; it will be the outlier and the only business in the neighborhood. When will this stop? Can others come and use this as a precedence to open a different business? 30 letters of opposition to the request were received.

Jace Guerin, 1733 Combahee: opposed to the rezoning for safety issues. He said that during school hours a lot of traffic backs up onto their street. They do not want additional traffic and is concerned about property values. They do not want businesses coming into their neighborhood; this is why they choose to live there. He feels this decision should be made by the residents of James Island; not by another locations.

William Albrecht, 1734 Camp Rd: introduced himself as the owner of 1734 Camp Rd. He appreciates everyone expressing their concerns about property rights and agrees with rights as a property owner himself. He addressed the issue of setting precedence to be most valid. He said the only house in his neighborhood, in his opinion, this would apply to would be the neighbor toward Folly Road. He is asking for the rezoning because they are on the main road. If they were on an interior road, he would not be here tonight and would sign the letter as well. He talked about traffic data and that this information was shared with the Council. He said a studio elsewhere that is owned by a friend has more than double the size of his member count, likely it is tripled, and they see an average user onsite between 1 and 3 at a time with a maximum on site of 7 people.

Consent Agenda:

Minutes of Town Council Regular Meeting of October 17, 2024, and Minutes of Town Council Special Meeting of November 14, 2024: Motion to approve the October 17 and November 14 minutes were made by Councilman Dodson, seconded by Councilman Boles. Passed unanimously.

Information Reports

Finance Reports: Monthly Finance and Budget Report submitted to Council in meeting packet. Finance Director, Becky Heath, made an amendment under the Capital Projects for a dump trailer under Public Works and earnest money deposited for Park Acquisitions. Councilwoman Mignano complimented Ms. Heath for providing thorough reports.

Island Sheriff's Patrol: Lt. James gave an update of recent crimes that occurred in the Town last month. He also gave an update on a pilot who was injured in a helicopter accident. Lt. James visited Tennessee recently where he assisted in the purchase of a new helicopter for Charleston County.

Public Works Report: Public Works Coordinator/Project Manager, Keith LaDeaux, gave an overview of the Public Works Report. He added that staff and the AmeriCorps volunteers are working in the Lynwood neighborhood cleaning the ditches in the area. Councilman Boles asked Keith to attend the next Neighborhood Council meeting and give an update of the project.

Requests for Consideration by Staff:

Repair Drainage Box at 1461 Kentwood Circle: Mr. LaDeaux explained the request is to repair a collapsed drainage box at 1461 Kentwood Circle in need of extensive repair. The repair will be done by Charleston County Public Works at \$12,669.67. Information was provided to the Council that specified service of the repair. Mayor Lyon asked for a motion and a second for discussion. Councilman Boles moved for approval, seconded by Councilwoman Mignano. No discussion. Motion passed unanimously.

End Agreement with DataMax Corp: Ms. Heath reported that the Town had entered into an agreement with the DataMax Corporation in 2020 for the purpose of collecting business license fees. During that time, some businesses in the Town were unaware that they needed a business license to operate. Ms. Heath said non-payments for business licenses has slowed down and the need for this service is no longer required. However, based on the agreement the Town is obligated to pay 50% of the fees they have collected. Ms. Heath commented that an email was forwarded to her from someone who received notification of owing money from DataMax that was harsh and sounded as if it came from a collection agency for the Town. The request is to terminate the agreement with DataMax Corp because it is no longer needed or cost effective. The Town would still owe fees from businesses they initially reached out to and collected renewals from for two (2) years. Mayor Lyon called for a motion and a second for discussion. Councilman Dodson moved to terminate the agreement with DataMax Corp, seconded by Councilwoman Mignano. No discussion. Motion passed unanimously.

Requests for Consideration by Council:

2024-2025 Community Assistance Grant Award Recommendations (Tabled at 10/17 Meeting): Mayor Lyon explained from last month's meeting that the Town had budgeted \$35,000 for Community Service Grants and \$10,000 for Promotional Grants. The total amount of grants we received was \$35,500 for Community Services, and \$10,000 for Promotional. Mayor Lyon resumed discussion by asking a member of Council to make a motion and for a second to discuss. Councilman Boles moved to approve all of the applications at 75% of their requested amount; Councilman Dodson seconded. (Total requested, \$43,500. 75% paid is \$32,625).

Councilman Boles said that he did not want to say 'no to any of the organizations but asked staff for clearer guidance for next year's requests. Councilman Dodson agreed it being fair to help everyone and also asked staff for clearer guidance.

Vote

Councilman Boles	Aye
Councilman Dodson	Aye
Councilwoman Mignano	Aye
Councilman Mullinax	Aye
Mayor Lyon	Aye
Passed Unanimously	

Security Proposal for Reception Area (Tabled at 10/17 Meeting): Mayor Lyon asked Deputy King to come forward to speak on the security proposal request. Deputy King stated that he contacted companies for security options for the Front Office area at Town Hall. He then explained and gave an overview of the proposals that he received. The in-state companies were more expensive due to the type of materials that they would supply. An out-of-state company in California's proposal was less. Deputy King commented that the Town Hall is a beautiful facility but the security level should be better. Councilwoman Mignano had a number of questions which Deputy King answered. She noted that if the pricing is close, she would vote for a local company. Deputy King noted that he may be able to obtain additional pricing from the out-of-state company. Mayor Lyon stated that she met with Deputy Delmer Powell, (a security expert with the Sheriff's Office) who did an overview of what he recommended for the Front Office and overall tour of Town Hall and suggested that we consider a local company as issues may arise that require quick attention as well as training and safety. After further discussion, Councilman Dodson moved for the approval of Palmetto State Glass Company \$51,320.00, seconded by Councilman Mullinax.

Vote

Councilman Boles	Aye
Councilman Dodson	Aye

Councilwoman Mignano Aye
Councilman Mullinax Aye
Mayor Lyon Aye
Passed Unanimously

Committee Reports:

Land Use Committee: Mayor Lyon reported on the Planning Commission meeting that was held earlier this month. The request for the zoning change for the Hillman lot was unanimously approved. The Board of Zoning Appeals did not meet this month.

Environment and Beautification Committee: No Report.

Children's Committee: No Report.

Neighborhood Council: Councilman Boles provided an overview from the October 24 meeting. At that meeting, Town Facilities staff, Lauton Sutley, gave an update on Town Parks and Neighborhood Council's Co-chair Bill Lyon, invited everyone to the Neighborhood Council and Town Christmas drop-in, which is scheduled for Thursday, December 5.

Appointment to Neighborhood Council: Mayor Lyon called for a motion to appoint Adrienne Meisner to the Neighborhood Council, representing Lighthouse Point. Councilman Boles moved for the appointment, seconded by Councilman Mullinax. No discussion. Passed unanimously.

History Committee: Mike Hemmer, Executive Assistant to the Mayor, reported that the Voices of the Revolution Driving Tour was launched on November 10. The tour was combined with the Stamp Act commemoration at Fort Johnson. The Stamp Act commemoration was well attended and the committee is talking about adding to it for next year. The History Committee will meet on Tuesday, December 10 at 6:00 p.m. at the Town Hall.

Appointments to the History Committee: Councilman Mullinax moved to amend the agenda to appoint Bill Lyon and Tom Robinson to the History Committee. The motion to amend the agenda was seconded by Councilman Boles. No discussion. Passed unanimously.

Councilman Mullinax moved to appoint Tom Robinson and Bill Lyon to the History Commission, seconded by Councilman Boles. No discussion. Passed unanimously.

ReThink Folly Road: No Report. Mayor Lyon announced that the next meeting will be held on Wednesday, December 11 at 3:00 p.m. at the Town Hall.

Drainage Committee: No Report.

Business Development Committee: No Report.

Appointments to Business Development Committee: None made.

Trees Advisory Committee: Mayor Lyon reported that the Trees Advisory Committee will have a booth at the Town Market for the Tree Lighting event on December 6. We will give away 100 Redbud trees and 50 White Dogwood trees. The Committee spent Saturday morning with the AmeriCorps volunteers potting the trees and will take care of them until they are given away. Three (3) Magnolia trees will be raffled during the Town Market. There will be no meeting in December. Mayor Lyon informed Council about a new tree brochure produced by Planning Director, Kristen Crane and Natalie Rumph, member of the Trees Advisory

Council. The brochure contains information on the Town’s tree size, protected trees, and general tree maintenance. Brochures will be given away with the trees at the Town Market.

James Island Intergovernmental Council: Mayor Lyon announced that the Intergovernmental Council met on October 30. A presentation was given by Charleston County on updated Public Works projects. Mayor Lyon shared from that meeting that a reasonable bid was not offered for the stoplight at Secessionville and will be rebid. There is discussion of combining this with the round-about at Camp and Fort Johnson but is not definite. The round-about should go out to bid in early spring. Councilwoman Mignano was elected Chair for next year and Councilman Mullinax, Vice Chair. Mayor Lyon congratulated both on their appointments.

Accommodations Tax Committee: Councilman Dodson reported that the Accommodations Tax Committee met on November 13 and finalized the Grant Application which should be available soon for businesses to apply. The application meeting will be held in January and presented to Council in February. Councilman Dodson thanked Becky Heath and Mayor Lyon for their efforts bringing the committee into compliance. Mayor Lyon thanked Councilman Dodson for his hard work in putting the committee together and for getting good people to serve.

Proclamations and Resolutions:

Proclamation Recognizing Town of James Island Community Arbor Day Observance: Mayor Lyon called David Tomblin, Chair, Trees Advisory Committee, and Keith LaDeaux forward and read the Proclamation Recognizing Friday, December 6, 21024 as Community Arbor Day. Mr. Tomblin thanked the Town for its continued support and care of trees. He said 150 trees will be given away in support of promoting native species trees and Town of James Island is one of 43 cities recognized as a Tree City. This is town’s 6th time being recognized as a Tree City. Keith LaDeaux stated that we have planted a tree for Arbor Day that will be known as the Town’s Christmas Tree.

Ordinances up for First Reading:

Ordinance #2024-12: Proposed Zoning Map Amendment on Properties located at 1129 Hillman Road, and 0 Dills Bluff Road from Low-density Suburban Residential (RSL) Zoning District to Residential Office (OR) Zoning District for Governmental Offices as an Accessory use (TMS#428—3-00-049,062):

Mayor Lyon introduced Ordinance #2024-12 up for First Reading by title and called for a motion to approve and a second for discussion. Councilman Boles moved for approval, seconded by Councilman Dodson. No discussion.

Vote

Councilman Boles	Aye
Councilman Dodson	Aye
Councilwoman Mignano	Aye
Councilman Mullinax	Aye
Mayor Lyon	Aye
Passed Unanimously	

Ordinances up for Second/Final Reading:

Ordinance #2024-09: Proposed Zoning Map Amendment on Property located at 1734 Camp Road (TMS# 452-02-00-152) from Low-density Suburban Residential (RSL) to Residential Office (OR) for a Personal Improvement Use (Pottery Studio): Mayor Lyon introduced Ordinance# 2024-09 up for its Second and Final Reading by title and called for a motion to approve and a second for discussion. Councilman Dodson moved for approval, seconded by Councilman Mullinax.

Mayor Lyon stated that 30 persons sent in letters in opposition and had 15 in support last month and a number of those were not in the Town or the neighborhood and tonight we had two (2) additional in favor and four (4) in opposition.

Councilman Dodson spoke that this has been weird, all this opposition heard now because it goes to the Planning Commission to “hash” it out before it comes before the Council. We have had the first reading and now there is strong opposition. He is unsure about what to do and has some issues about it personally. He went on to say a part of this is there is commercial property nearby but it’s going into residential/office which has a massive amount of restrictions. What is not restricted in low-density suburban residential is short-term rentals. He questioned whether this approval would be setting a precedence and asked Ms. Crane what happens with a change of use. Ms. Crane replied that it would require a site plan review. He also asked what happens if the request is not voted on and she replied that the property is zoned residential use and the applicants could re-file in a year but could be waived if agreed by Council.

Councilwoman Mignano spoke about the location of the house to Walgreens. She is for property rights but also want to consider the people that live in the neighborhood and can see both sides. Councilman Dodson added that he did not think this would have the impact as some people think it might have. Councilwoman Mignano added that James Island is losing its character bit by bit and ask if the only option is to work out of the home, also questioned school and traffic in the neighborhood. Mayor Lyon stated she was conflicted. Pottery studios are great. She recalled an old BZA case about a veterinary service in a neighborhood. Mayor Lyon asked Council if they wanted to vote on the request or table. Councilwoman Mignano spoke of being comfortable in casting a vote.

Vote

Councilman Boles	Nay
Councilman Dodson	Aye
Councilwoman Mignano	Nay
Councilman Mullinax	Nay
Mayor Lyon	Nay

Motion failed 4-1

Ordinance# 2024-10: Amending Zoning and Land Use Regulations Ordinance #2013-07: Exhibit A); Wetlands, Waterways, and OCRM Critical Line: Section 153.337A1B: Section 153.337 A1C: Measurements, Computations and Exceptions: Dimensional Standards Defined: Section 153.066 B3, and Proposed Amendments to the Zoning and Land Development (ZLDR) to remove wording that allows administrative approval for setback reductions in order to instead require Board of Zoning Appeals (BZA) approval for setback reductions: Mayor Lyon introduced Ordinance #2024-10 up for Second/Final Reading by title and called for a motion to approve and a second for discussion. Councilman Boles moved for approval, seconded by Councilman Dodson. No discussion.

Vote

Councilman Boles	Aye
Councilman Dodson	Aye
Councilwoman Mignano	Aye
Councilman Mullinax	Aye
Mayor Lyon	Aye

Passed Unanimously

Ordinance #2024-11: An Ordinance Authorizing the Mortgage of Real Estate and Security Agreement and Promissory Note to Mill Point, LLC in the Principal Sum of Two Million Four Hundred Thousand and 00/100 (2,400,000.00) Dollars: Mayor Lyon introduced Ordinance #2024-11 up for Second/Final Reading

by title and called for a motion to approve and a second for discussion. Councilwoman Mignano moved for approval, seconded by Councilman Dodson. No discussion.

Vote

Councilman Boles	Aye
Councilman Dodson	Aye
Councilwoman Mignano	Aye
Councilman Mullinax	Aye
Mayor Lyon	Aye
Passed Unanimously	

Old Business: None.

New Business: Mayor Lyon reminded everyone they are invited to attend the Neighborhood Council and Town Christmas drop-in on Thursday, December 5 at 6:00 p.m. and the Town Market/Tree Lighting Ceremony on Friday, December 6 at 6-8 p.m.

Executive Session: Mayor Lyon announced that the Town Council may enter into an Executive Session in accordance with Code of Laws of South Carolina 30-4-70 (A) (2) regarding discussion of proposed contractual matters and the proposed purchase of the Mill Point property, TMS #428-010-0048, and TMS#427-03-00-028, and the receipt of legal advice regarding litigation matters, including KEBO v. Town of James Island & Charleston County, and KT Properties, LLC vs. Town of James Island. Upon returning to Open Session the Council may act on matters discussed in the Executive Session.

Mayor Lyon asked for a motion to enter into the executive and a second. Councilman Boles moved to enter and Councilwoman Mignano seconded. No discussion. Passed unanimously. Council entered at 8:32 p.m.

Return to Regular Session: Mayor Lyon announced that no votes were taken during the executive session and asked for a vote to return to regular session. Councilman Boles moved to return to regular session at 9:15 p.m., seconded by Councilwoman Mignano. Passed unanimously.

Councilwoman Mignano moved that the Town close the James Island Arts and Cultural Center by no later than January 31, 2025, when parking for the current building will end, to avoid future disputes over parking at that location and to avoid future costs associated with upkeep of the current building and authorize the Mayor to explore options for construction of a new Art and Cultural Center building on the Hillman lot. Motion was seconded by Councilman Dodson.

During discussion, Councilman Dodson stated this was a difficult decision to make because there is a lot of history in the building but the Town does not own it and there is no parking there. Mayor Lyon stated that we have an exciting opportunity to build our own Arts and Cultural Center next door to Town Hall and it will be in close proximity and will add a great dimension to the lives of our citizens. This could be a multi-purpose building used for arts, meetings, and other functions.

Councilman Mullinax spoke that he was very conflicted over this and may abstain from voting. He said that he worked for five years to get the Cultural Center and to not allow the public to have input is wrong. He is not going to vote “no” because Brian (Quisenberry) did a lot of work on this and he is not upset about its merits, but because the public did not have any input. He will not vote no because he does not want to upset the people in this room but he will abstain.

Mayor Lyon thanked him for his words and input. She said it is always important to have transparency and public input and is something that they all ran on . She thinks when legal matters are involved it affects

decisions that has to be made and we need to keep that in mind. She said we will have a lot of public input when we explore getting a new facility for our citizens. Councilman Mullinax addressed Town Attorney Quisenberry that this is not disrespectful to him because he brought them out of a bad situation. Mayor Lyon further stated that we will be able to move most of the activities from the Arts and Cultural Center to Town Hall temporarily while we work towards getting a new facility next door. Councilwoman Mignano said she understands the closure is temporary and looks forward to having the Arts and Cultural Center closer to Town Hall.

Vote

Councilman Boles	Aye
Councilman Dodson	Aye
Councilwoman Mignano	Aye
Councilman Mullinax	Abstain
Mayor Lyon	Aye

Passed 4 Ayes; 1 Abstention

Councilman Dodson moved to approve the settlement counteroffer to resolve the litigation mater with KT properties, LLC vs. the Town of James Island as discussed in the executive session; seconded by Councilman Boles. No discussion.

Vote

Councilman Boles	Aye
Councilman Dodson	Aye
Councilwoman Mignano	Aye
Councilman Mullinax	Aye
Mayor Lyon	Aye

Passed Unanimously

Announcements/Closing Comments:

Councilman Dodson spoke about his decision on the vote of the Pottery Studio and that he wants to support local businesses. He is looking forward to the Town Market and congratulated Stan as the Volunteer of the Year.

Councilwoman Mignano thanked everyone for the jobs that they do. Councilman Boles wished everyone a Happy Thanksgiving. Councilman Mullinax thanked Brian Quisenberry for his hard work. Mayor Lyon thanked Brian Quisenberry and Frances Simmons for their hard work.

Adjournment: There being no further business to come before the body, the meeting adjourned at 9:34 p.m.

Respectfully submitted:

Frances Simmons
Town Clerk

2025 Town of James Island Meeting Schedule

Meeting date/time subject to change

2025 Town Council Meeting Schedule @ 7:00 PM

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

2025 Planning Commission Meeting @ 5:00 PM

Thursday, January 9	Thursday, July 10
Thursday, February 13	Thursday, August 14
Thursday, March 13	Thursday, September 11
Thursday, April 10	Thursday, October 9
Thursday, May 8	Thursday, November 13
Thursday, June 12	Thursday, December 11

2025 Board of Zoning Appeals Meeting @ 5:00 PM

Tuesday, January 21	Tuesday, July 15
Tuesday, February 18	Tuesday, August 19
Tuesday, March 18	Tuesday, September 16
Tuesday, April 22	Tuesday, October 21
Tuesday, May 20	Tuesday, November 18
Tuesday, June 17	Tuesday, December 16

2025 Town of James Island Holiday Schedule



New Year's Day	Wednesday, January 1
Martin Luther King, Jr. Birthday	Monday, January 20
*President's Day	Monday, February 17
Good Friday	Friday, April 18
Memorial Day	Monday, May 26
Juneteenth Observance	Thursday, June 19
Independence Day	Friday, July 4
Labor Day	Monday, September 1
Veterans Day	Tuesday, November 11
Thanksgiving Day	Thursday, November 27
Day after Thanksgiving	Friday, November 28
Christmas Eve	Wednesday, December 24
Christmas Day	Thursday, December 25
Day after Christmas	Friday, December 26

*President's Day Added

Town of James Island

% FY Complete 42%

Monthly Budget Report

Fiscal Year 2025 - November 2024

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
GENERAL FUND REVENUE														
Accommodations Tax (allowable percentage)													-	27,500
Brokers & Insurance Tax		155,885	1,845										157,730	765,000
Building Permit Fees	1,238	1,357		2,039	1,087								5,720	26,000
Business Licenses	33,727	2,422	11,165	8,888	2,722								58,925	480,000
Contributions/Donations-Park/Community Programs	25	170	20										215	
Grants	9,600												9,600	17,192
Filing Fees													-	500
Franchise Fees		34,665		1,275	30,331								66,271	320,000
Interest Income													-	187,000
Alcohol Licenses -LOP	3,000												3,000	6,000
Local Assessment Fees	46,147	1,461											47,607	2,700
Local Option Sales Tax (PTCF)	115,948	234,405	113,292		216,870								680,514	1,360,000
Local Option Sales Tax (MUNI)	48,601	106,965	51,105		100,280								306,952	580,000
Miscellaneous													-	100
Planning & Zoning Fees	1,081	2,007	1,532	2,631	3,662								10,913	16,200
State Aid to Subdivisions		75,066		75,066									150,131	300,266
Telecommunications			89										89	16,000
Homestead Exemption Tax Receipts													-	48,000
Facility Rentals	150	600	599	1,500	150								2,999	7,500
Stormwater Fees													-	8,000
	259,516	615,003	179,648	91,399	355,101	-	-	-	-	-	-	-	1,500,667	4,167,958
													% of Budget	36%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
ADMINISTRATION														
Salaries	27,067	28,530	28,030	42,096	28,020								153,743	353,000
Benefits, Taxes & Fees	11,582	11,965	12,169	17,765	12,316								65,798	155,500
Copier	707		546	54	264								1,570	4,500
Supplies	1,144	497	588	1,325	245								3,799	5,500
Postage	233	10	35	314	12								604	7,000
Information Services	6,326	5,777	6,009	7,121	5,690								30,923	116,680
Equipment/Software/Maintenance			852										852	400
MASC Membership													-	5,400
Insurance	23,217		2,435		26,014								51,666	70,000
Legal & Professional Services	45,833	11,250	30,096	43,932	46,350								177,461	90,000
Legal Settlement													-	
Town Codification				176	66								241	1,000
Advertising			377	544	95								1,016	3,500
Audit					7,500								7,500	13,500
Mileage Reimbursement	32	32	33	34	33								165	800
Employee Screening		135	120	138									393	149
Employee Training & Wellness	154			1,925	69								2,148	5,600
Dues and Subscriptions		336	175										511	1,000
Training & Travel		95											95	2,400
Grant Writing Services													-	4,000
Employee Appreciation	70	162		81	207								520	2,800
Mobile Devices	114	114	114	114	114								570	1,500
Credit card (Square & QB)	73	56	75	35	55								294	1,500
Bank Charges (Other)	86				132								115	300
Payroll Processing	487	460	552	356	551								2,406	6,000
	117,125	59,419	82,207	116,008	127,733	-	-	-	-	-	-	-	502,390	852,029
													% of Budget	59%
ELECTED OFFICIALS														
Salaries	5,385	5,385	5,385	8,077	5,385								29,616	70,000
Benefit, Taxes & Fees	5,695	5,695	5,695	8,543	5,695								31,324	80,092
Mayor Expense	318												318	1,000
Council Expense		47	57	67	102								272	2,000
	11,398	11,127	11,137	16,687	11,182	-	-	-	-	-	-	-	61,530	153,092
													% of Budget	40%
GENERAL OPERATIONS														
Salaries	38,576	39,062	35,367	55,670	36,563								205,239	478,000
Benefits, Taxes & Fees	15,194	15,322	14,353	21,878	14,740								81,488	191,000
													286,726	669,000
													% of Budget	43%
ZONING/PLANNING & PERMITTING/LICENSING														
Supplies	16												16	700
Advertising													-	1,500
Community Outreach					577								577	200
Mileage Reimbursement													-	200
Dues and Subscriptions					180								180	1,525
Training & Travel		95		1,020									1,115	2,100
Mobile Devices													-	600
Equipment/Software	178	221	199	199									797	4,800
Uniform / PPE													-	700
Planning Commission				300	250								550	3,800
Board of Zoning Appeals		196	600		2,800								3,596	3,800
	194	512	799	1,519	3,807	-	-	-	-	-	-	-	6,831	19,925
													% of Budget	34%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		

PUBLIC WORKS

Charleston County Stormwater Reimbursement Fund				24,274									24,274	747,600
Stormwater Expenses for Reimbursement	3,617	24,274	6,270	25,210	45,080								104,451	104,451
														643,149
Mileage Reimbursement														100
Training & Travel		285											285	1,500
Public Outreach			96										96	300
Projects		3,800	4,704	9,623									18,127	38,000
Signage	413		220	1,676	39								2,348	4,000
Mobile Devices													-	-
Uniform / PPE	547	377		122	109								1,155	1,200
Stormwater Professional Fees													-	5,000
Supplies	93	504	626	1,013	1,140								3,376	6,000
Emergency Management	381	4,565	281	4,106	4,069								13,402	20,000
Dues and Subscriptions	39	39											78	725
Asset Management	15,000												15,000	15,000
Tree Maintenance and Care	3,400	6,050	3,350	2,406									15,206	10,000
Groundskeeping	4,153	10,600	8,673	2,222	5,560								31,207	45,000
	24,026	26,220	17,950	21,168	10,917	-	-	-	-	-	-	-	100,281	146,825
													% of Budget	68%

CODES & SAFETY

Mileage Reimbursement													-	-
Equipment													-	1,000
Radio Contract													-	3,200
Training		178											178	800
Supplies	65		109	25									199	250
Uniform / PPE		48											48	250
Unsafe Buildings Demolition													-	8,000
Overgrown Lot Clearing													-	750
Inoperable Vehicle Towing													-	200
Animal Control													-	2,500
Crime Watch Materials													-	200
Mobile Devices													-	-
Membership/Dues													-	250
	65	225	109	25	-	-	-	-	-	-	-	-	Total	425
													% of Budget	2%

ISLAND SHERIFF'S PATROL

ISP Dedicated Officer Annual Expense					19,291								19,291	\$ 86,254
ISP Programs & Supplies	119	135	41	162	7,087								7,543	\$ 46,575
ISP Salaries	20,666	21,512	22,848	40,510	27,535								133,071	\$ 270,967
Benefits, Taxes & Fees-ISP	5,971	6,215	6,601	11,703	7,955								38,445	\$ 78,282
													198,349	\$ 482,078
													% of Budget	41%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
PARKS & RECREATION														
Dock Street Park Maintenance													-	1,000
Pinckney Park Maintenance														1,000
Park Maintenance	141	12,603	1,514	556	1,384								16,199	18,000
Special Events	52												52	2,000
Youth Sports Program													-	12,000
	193	12,603	1,514	556	1,384	-	-	-	-	-	-	-	16,251	34,000
													% of Budget	48%
FACILITIES & EQUIPMENT														
Utilities	3,776	3,695	2,584	2,843	525								13,423	27,000
Security Monitoring	458	76	76	316									927	1,500
Janitorial	3,549		4,850	2,300	1,650								12,349	15,000
Equipment / Furniture	4,637	1,888	2,379	77									8,982	4,000
Facilities Maintenance	3,557	18,880	2,944	956	1,210								27,547	31,000
Vehicle & Equipment Maintenance	1,713	433	3,148	1,241	3,274								9,809	12,000
Generator Maintenance													-	2,000
Street Lights	12,675	12,321	13,322	13,940									52,259	145,000
	30,366	37,292	29,304	21,673	6,659	-	-	-	-	-	-	-	125,295	237,500
													% of Budget	53%
COMMUNITY SERVICES														
Repair Care Program													-	40,000
Drainage Council													-	500
History Council													-	5,000
History Council_Grant - Audio Driving Tour			9,550	605	1,639								11,793	12,000
Neighborhood Council				76									76	2,800
Business Development Council													-	500
James Island Pride			74	71	88								232	5,000
Helping Hands		27	101	85	106								320	1,500
Tree Council					131								131	5,000
Community Tutoring Programs		1,814											1,814	12,000
Community Service Contributions													-	50,000
	-	1,841	9,725	837	1,963	-	-	-	-	-	-	-	14,366	134,300
													% of Budget	11%

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			TOTAL	BUDGET
	July	August	September	October	November	December	January	February	March	April	May	June		
CAPITAL PROJECTS														
INFRASTRUCTURE														
Regatta Road Sidewalk													-	125,000
Honey Hill Road Paving													-	58,800
Nabors Phase I													-	235,000
Traffic Calming Projects	132		131	41									304	30,000
Septic Tank Testing													-	10,000
RIA Sewer Project (Connections)													-	1,500,000
James Island Creek Septic and Sewer Projects													-	444,000
<i>Total Infrastructure</i>		0	131	41	0	0	0	0	0	66	0		304	2,402,800
OTHER CAPITAL EXPENSES														
Audio Visual Upgrades													-	1,000
Public Works Equipment				8,526									8,526	1,000
Vehicle Purchase			47,399										47,399	50,000
Dock Street Park Improvements					11,841								11,841	130,000
Pinckney Park Improvements													-	10,000
Park Acquisitions				36,284	6,420								42,704	370,000
<i>Total Other Capital Projects</i>	0	0	47,399	44,810	11841	0	0	0	0	0	0	0	104,050	562,000
DRAINAGE PROJECTS - ARPA FUNDED														
Greenhill/Honey Hill Drainage Phase I-II				7,088									7,088	
Oceanview Stonepost Drainage Basin -I-II			6405		160,617								167,022	
Drainage Improvement Projects		11,930											11,930	25,000
James Island Creek Basin Drainage Improvements													-	15,000
Woodhaven Drainage Improvements				235,181	22,445								257,626	
Quail Run Drainage Improvements				23,560									23,560	5,000
<i>Total Drainage Projects</i>	0	11,930	6,405	265,828	183,062	0	0	0	0	0	0	-	467,226	45,000
		11,930	53,935	310,679	194,903	0	0	0	0	66	0	571,514	571,579	3,009,800
												% of Budget		19%



Monthly Finance & Budget Report **November 2024**

This monthly financial summary report is for the period ending November 30, 2024. This represents 5 months into FY25 and 42% of the total budget for this fiscal year. Although some departments are over budget, most are under budget and expected to even out through the remainder of the fiscal year.

Highlighted items within the associated monthly table:

Zoning/Planning & Permitting/Licensing

- Board of Zoning Appeals – cost associated with arborist consultations. A separate line item to distinguish these costs will be established in next year's budget.

Capital Projects

- Dock Street Park Improvements – costs related to PARD grant project to make the park accessible.

Budget

- The mid-year budget review will be presented at the January meeting.

Additional details can be provided upon request.

Becky Heath
Finance Director
Report date: 12/11/2024.

www.JamesIslandSC.us

Public Works Report for Town Council Meeting December 19, 2024

Oceanview Project: Landscape Pavers Contractor

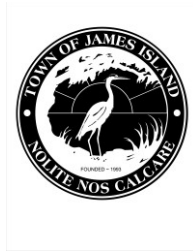
- The project is in the punch list and clean up phase
- The project should be complete on schedule

CECIL CIRCLE PROJECT:

- Engineering drawings are complete, so we are moving ahead with the Cecil Circle project to replace the broken pipe and create an outfall in the existing drainage ditch.
- Currently are working with Hunter Quinn Contractors to gain an easement on one of their lots to help with the construction.

General Information:

- Melissa and I are continuing to answer citizen calls and requests
- Still trying to coordinate with DOT to get Mikell Drive dried up and flowing at the “Lake” in front of the school
- Currently working Lynwood neighborhood plan with our AmeriCorps crew
- We are working with Wendy Shelton on trying to procure funding for some of the projects we would like to accomplish through some grants that may be available to us.



James Island Learning Co-op
Laura Mohan
Laura.jamesislandlearningcoop@gmail.com

Request: change learning date from Wednesdays to Thursday for 2025/
The following dates are requested:

January 9, 16, 23, 30

February 6, 13, 20, 27

March 6, 13, 20, 27

April 3, 10, 17, 24

May 1, 8, 15, 22, 29

Robin Sanders
Community Specialist
Town of James Island
rsanders@jamesislandsc.us

2025 Camelia Club Schedule

David Whitaker, President of the Camelia Club, is requesting to hold their 2025 meetings on the following dates:

January 12

February 16

March 16

April 20

May (to be determined – usually holds a picnic at Magnolia Gardens)

August 17

September 21

October 19

November 16

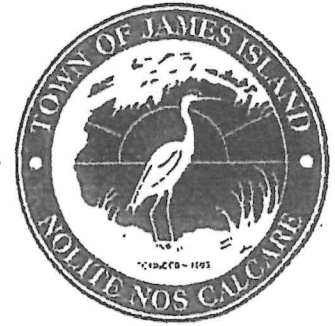
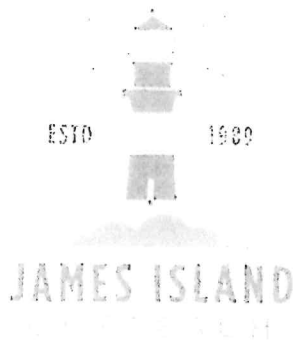
December 14

*No meetings in June or July

*Meetings are from 1:30 to 5:00 p.m. includes setup and cleanups

*David Whitaker: whitakerjd61@gmail.com

*Jan Hillis: janhillis@gmail.com



APPLICATION REPAIR CARE PROGRAM

*Please note that application submission does not guarantee work will be performed. Eligibility requirements have to be met and requested home repairs have to be assessed.

Date: 12/5/2024 (married couples must apply as co-applicants)

Name: Benjamin Ladson Co Applicant Name: _____

Address: 1135 Hillman St. Phone: 843-442-8551

City, State, Zip: Charleston, SC 29412

Monthly Income (add all sources from all family members in household): \$1268.00

Family Size: 1 Referred By: _____

Length of time in home: 53-57 years? Do you own your home? Yes

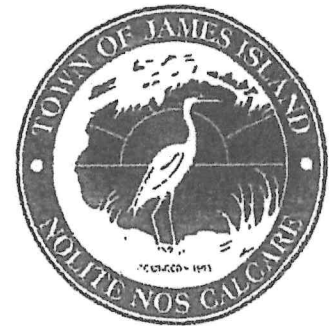
Is your home insured? Yes Is your home a mobile home? No

Veteran? Yes No

*Only accessibility repairs can be made on mobile homes for this program.

James Island Outreach
1860 Camp Road
Charleston, South Carolina 29412
843-762-3653

Town of James Island
PO Box 12240 · James Island, SC 29422
843.794-4141 · F: 843-795-4878
www.jamesislandsc.us



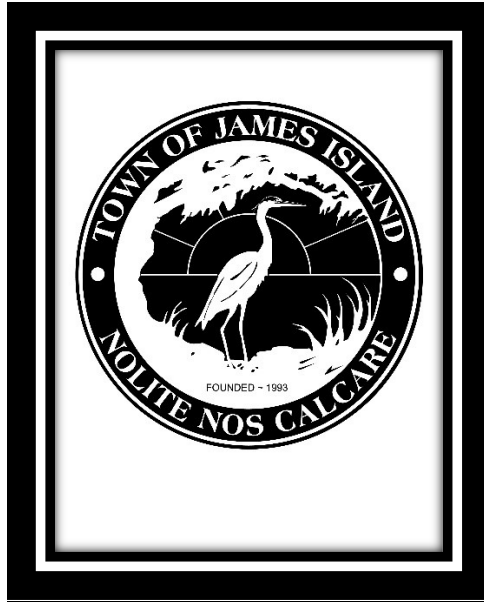
Type of Repairs (check all that apply)

WEATHERIZATION	CRITICAL REPAIR
<input type="checkbox"/> Exterior Door repair or replacement	<input type="checkbox"/> Accessibility (Wheelchair ramp, rails)
<input type="checkbox"/> Window repair	<input type="checkbox"/> Roofing
<input type="checkbox"/> Caulking/foaming cracks and gaps	
<input checked="" type="checkbox"/> Interior Floor Repair	

FOR OFFICE USE ONLY – OWNERSHIP VERIFICATION UPON APPROVAL
<input type="checkbox"/> Proof of Ownership _____
<input type="checkbox"/> Proof of Income _____
<input type="checkbox"/> Proof of Residency _____

James Island Outreach
 1860 Camp Road
 Charleston, South Carolina 29412
 843-762-3653

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 PO Box 12240 · James Island, SC 29422
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PROCLAMATION

- WHEREAS,** throughout the history of our towns, cities, and nation, we have intended to fully welcome people with diverse backgrounds and beliefs, many of whom were seeking relief from religious persecution, and to respect their freedom to practice their faith without fear, acknowledging that at times we succeeded and at other times failed; and
- WHEREAS,** the municipalities represented today respect the equality of rights and privileges of the residents from all its diverse communities and encourages dialogue among different faiths in order to enhance mutual understanding, harmony and cooperation among its people; and
- WHEREAS,** open communication, mutual respect, common dignity, sincere understanding and unilateral cooperation play a vital role in the promotion of peace and goodwill among all people; and
- WHEREAS,** this month is observed by many cities and towns across South Carolina, spreading the message of interfaith harmony, each according to their own religious traditions or convictions; and
- WHEREAS,** proclaiming our commitment to interfaith harmony, religious liberty and tolerance for diverse traditions and beliefs contributes to our continued strength and prosperity; and
- WHEREAS,** municipalities across the Lowcountry acknowledge the valued contributions that the Charleston Interreligious Council, in partnership with many different religious communities, makes to strengthen our society and transcend religious, ideological and national differences; and
- WHEREAS,** residents of the Tri-county area are encouraged to work together to foster appreciation for the different faiths, beliefs and cultures found throughout the Lowcountry, and to take

part in the full slate of interfaith events exploring the topic of Faith and Healing during the month of January.

NOW THEREFORE, I, Brook Lyon, Mayor and the members of Council of the Town of James Island, South Carolina, do hereby proclaim the month of January 2025:

CHARLESTON INTERFAITH HARMONY MONTH

IN WITNESS WHEREOF, I do hereby set my hand and cause the seal of the Town of James Island to be affixed, this _____ day of January in the year of 2025.

Brook Lyon
Mayor

ATTEST

Frances Simmons
Town Clerk

RESOLUTION #2024-06

A RESOLUTION AUTHORIZING THE TOWN OF JAMES ISLAND TO APPLY FOR GRANT THROUGH THE SOUTH CAROLINA OPIOID RECOVERY FUND

WHEREAS the allocation of SC Opioid Recovery Funds (SCORF) available to the Town of James Island is \$51,138; and;

WHEREAS the Town of James Island desires to help address and remediate the impact of the opioid epidemic in South Carolina; and

WHEREAS, in accordance with the SCORF Board, the Town of James Island must submit a grant application for the release of these funds; and

WHEREAS the Town of James Island desires to work with the Charleston County Opioid Initiative Department to submit a grant to secure funding;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the members of Council of the Town of James Island, duly assembled, that the Town approves the submittal of a Grant Application to the State of SC to request the funding for Opioid Recovery Program.

This Resolution shall become effective upon adoption by the Town Council.

Done this _____, 2024.

Brook Lyon
Mayor

ATTEST

Frances Simmons
Town Clerk

A RESOLUTION FOR A PERFORMING ARTS SUMMER GRANT

WHEREAS, the Town of James Island recognizes the importance of arts education in fostering creativity, personal growth, and academic achievement among students; and

WHEREAS, the South Carolina Arts Commission is offering a grant to support quality arts education programs for preschool (3K-4K) and/or K-12 students, with a focus on summer activities for 2025; and

WHEREAS, the goal of this grant is to expand student access to arts education, complement and advance standards-based arts instruction, and provide meaningful arts experiences that meet the educational, developmental, and social needs of students; and

WHEREAS, arts education plays a vital role in enriching the academic experience of students, aligning with South Carolina's 2017 College and Career Ready Standards for Visual and Performing Arts Proficiency, and for preschool programming, aligning with the South Carolina Profile of the Ready Kindergartener; and

WHEREAS, this grant provides an opportunity for the Town of James Island to partner with arts organizations and other community-based organizations such as social service, health, and educational entities, to provide quality arts education programming to students during the summer of 2025, including in the areas of visual arts, performing arts, media arts, design arts, folk and traditional arts, and creative writing; and

WHEREAS, this grant aligns with the Town's commitment to enhancing educational opportunities, supporting local arts organizations, and creating enriching programs for young learners; and

WHEREAS, the Town of James Island believes that expanding access to arts education can significantly contribute to the development of well-rounded and culturally aware students, as well as foster greater community engagement.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of James Island, that:

1. The Town Council authorizes staff to proceed with the preparation and submission of a grant application for the 2025 Arts Education Grant, with a focus on providing quality arts education programs for preschool (3K-4K) and/or K-12 students.
2. The Town Council supports the inclusion of arts education programming that meets the criteria of the grant, including but not limited to, expanding access to arts education opportunities, complementing and advancing standards-based arts instruction, and ensuring quality experiences in visual arts, performing arts, media arts, design arts, folk and traditional arts, or creative writing.
3. The Town Council recognizes the importance of aligning the programming with South Carolina's 2017 College and Career Ready Standards for Visual and Performing Arts Proficiency and, where applicable, the South Carolina Profile of the Ready Kindergartener for preschool programming.
4. The Town Council authorizes the submission of all required documents and works collaboratively with local arts and community organizations to ensure the success of this initiative.

5. The Town Council directs staff to report back on the status of the grant application process and potential collaborations at future Town Council meetings.

This Resolution shall be effective immediately upon its adoption.

Adopted this 19th day of December

Brook Lyon
Mayor of James Island

ATTEST

Frances Simmons
Town Clerk

ORDINANCE 2024-12

AN ORDINANCE REZONING REAL PROPERTY LOCATED AT 1129 HILLMAN STREET (TMS# 428-03-00-062) AND 0 DILLS BLUFF ROAD (TMS# 428-03-00-049) FROM THE LOW-DENSITY SUBURBAN RESIDENTIAL (RSL) ZONING DISTRICT TO THE RESIDENTIAL OFFICE (OR) ZONING DISTRICT (EXHIBIT A).

WHEREAS, properties located at 1129 Hillman Street, identified as Tax Map Number 428-03-00-062, and 0 Dills Bluff Road, identified as Tax Map Number 428-03-00-049 and referenced on the attached exhibit are currently zoned as Low-Density Suburban Residential (RSL) Zoning District; and

WHEREAS, the applicant requests these parcels be zoned to the Residential Office (OR) Zoning District for government offices; and

WHEREAS, the applicant has submitted a complete application for Zoning Map Amendment (rezoning) pursuant to Section 153.043 of the Town of James Island Zoning and Land Development Regulations Ordinance (ZLDR); and

WHEREAS, the Town of James Island Planning Commission has reviewed the proposed Zoning Map Amendment and adopted a resolution, by majority vote of the entire membership, and recommended that the Town of James Island Council (Town Council) approve the proposed Zoning Map Amendment based on the Approval Criteria of Section 153.043 F of the ZLDR; and

WHEREAS, upon receipt of the recommendation of the Planning Commission, Town Council held at least one public hearing and after close of the public hearing, Town Council approved the proposed Zoning Map Amendment based on the Approval Criteria of Section 153.043 F of the ZLDR; and

WHEREAS, Town Council has determined the Zoning Map Amendment meets the following criteria;

- A. The proposed amendment is consistent with the Comprehensive Plan and the stated purposes of the Ordinance;
- B. The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;
- C. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;
- D. The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tracts or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife and natural resources; and
- E. The subject properties are suitable for the proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of natural resources and amenities.

NOW, THEREFORE, be it ordained by the Town of James Island Town Council, in meeting duly assembled, finds as follows:

SECTION 1. FINDINGS INCORPORATED

The above recitals and findings are incorporated herein by reference and made a part of this Ordinance.

SECTION II. REZONING OF PROPERTY

- A. Town of James Island Council rezones the properties located at 1129 Hillman St, identified as Tax Map Number 428-03-00-062 and 0 Dills Bluff Road, identified as Tax Max Number 428-03-00-049, and referenced on the attached “Exhibit A”, from the Low-Density Suburban Residential (RSL) Zoning District to the Residential Office (OR) Zoning District; and
- B. Any and all development of the subject parcel must comply with the ZLDR and any and all other applicable ordinances, rules, regulations, and laws; and
- C. The Zoning Map of Tax Map Numbers 428-03-00-062 and 428-03-00-049 referenced on the attached “Exhibit A”, are amended to Residential Office (OR) in accordance with Section 153.043 H of the ZLDR.

SECTION III. SEVERABILITY

If, for any reason, any part of this Ordinance is invalidated by a court of competent jurisdiction, the remaining portions of this Ordinance shall remain in full force and effect.

SECTION IV. EFFECTIVE DATE

This Ordinance shall become effective immediately upon approval of Town Council following second reading.

ADOPTED AND APPROVED in meeting duly assembled this 19th day of December 2024.

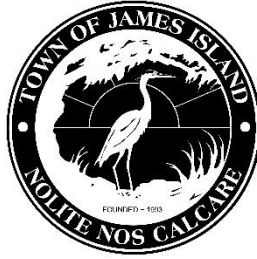
TOWN OF JAMES ISLAND COUNCIL

By: _____
Brook Lyon
Mayor of the Town of James Island

ATTEST:

By: _____
Frances Simmons
Town Clerk of the Town of James Island

First Reading: November 21, 2024
Public Hearing: December 19, 2024
Second Reading: December 19, 2024



**ZONING/PLANNING
DEPARTMENT**

Zoning Map Amendment

PC: November 14, 2024

Case Summary: ZOR-10-24-016

Request to rezone from the Low-Density Suburban Residential (RSL) Zoning District to the Residential Office (OR) Zoning District

FIRST READING: NOVEMBER 21, 2024

SECOND READING: DECEMBER 19, 2024

History and Overview:

The subject properties are located adjacent to the Town of James Island Town Hall off Dills Bluff Road, and in between Fort Johnson Road and Camp Road. The properties have no structures located on them. The parcels included in the current Zoning Map Amendment Requests have a combined acreage of 0.99 acres (0.51 + 0.48) and both parcels are in the RSL Zoning District. The parcels are considered legal conforming lots.

The applicant, The Town of James Island, is seeking to rezone from the RSL Zoning District to the Residential Office (OR) Zoning District to potentially enable the use of the properties as government office space as an accessory use while maintaining the residential character, which is allowed with an OR zoning designation according to Use Table 153.110. The Town of James Island is the current owner of both parcels.

Adjacent Zoning:

Surrounding properties on the south and east sides of the subject properties are in the residential zoned in the Town of James Island. Property to the north is zoned OR in the Town and is the location of Town Hall. To the west is residential property in the City of Charleston.

Approval Criteria:

According to Section §153.043 of the *Zoning and Land Development Regulations Ordinance (ZLDR)*, applications for Zoning Map Amendment (Re-zoning) may be approved only if Town Council determines that the following criteria are met:

- 1. The proposed amendment is consistent with the *Comprehensive Plan* and the stated purposes of this Ordinance;**

Staff's response: The proposed zoning map amendment is consistent with the intent of the Comprehensive Plan, Priority Investment Element Strategies, which states, "*Continue to coordinate with adjacent jurisdictions*

and agencies to balance adequate public facilities/services and protection of the Town's suburban residential character as well as its natural, cultural, and historic resources". The Land Use Element Goal states, "The Town of James Island will encourage the orderly and environmentally sound development of the land with special consideration to maintaining the suburban character and natural ecosystems of the area." by "implementing sustainable and flexible development guidelines and integrate development with growth to maintain the suburban character of the Town". Additionally, The Community Facilities Element of the Comprehensive Plan states that one of the Town's strategies is to "begin planning stages for expansion of additional offices into Town Hall".

2. The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;

Staff's response: Nearby properties range from OR zoning and uses to residential, with the immediate adjacent properties being mixed between these two zoning classifications as well. If approved, the subject properties will be combined to create a use that is compatible and similar to the adjacent Town of James Island Town Hall. Therefore, the proposed amendment may be compatible with existing uses and zoning of nearby properties.

3. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;

Staff's response: One of the subject properties has previously been serviced by public facilities. The Town and other service providers will be able to provide and continue facilities and services while maintaining adequate levels of service to existing development.

4. The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tract or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife and natural resources; and

Staff's response: The applicant will be required to complete Site Plan Review for any development that occurs on the site, which will include planting additional landscaping to buffer neighboring properties, complying with the Town's Supplemental Stormwater Standards, and complying with tree preservation requirements. In addition, the Town intends to preserve and protect the existing natural resources on the properties to the highest extent possible.

5. The subject property is suitable for proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of resources and amenities.

Staff's response: The subject properties are legal conforming lots in their current zoning designation of RSL. The subject properties also meet the minimum standards for the OR zoning designation including parcel size and

parcel configuration and will also meet all standards once combined. There is currently direct access from Dills Bluff Road. The intent is to place any buildings, gardens, and/or structures associated with the use amongst the existing natural landscape.

Planning Commission Meeting: November 14, 2024

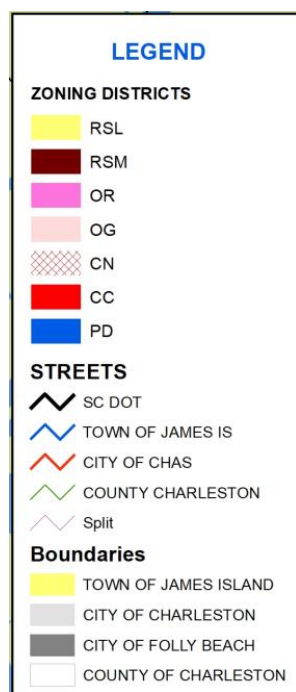
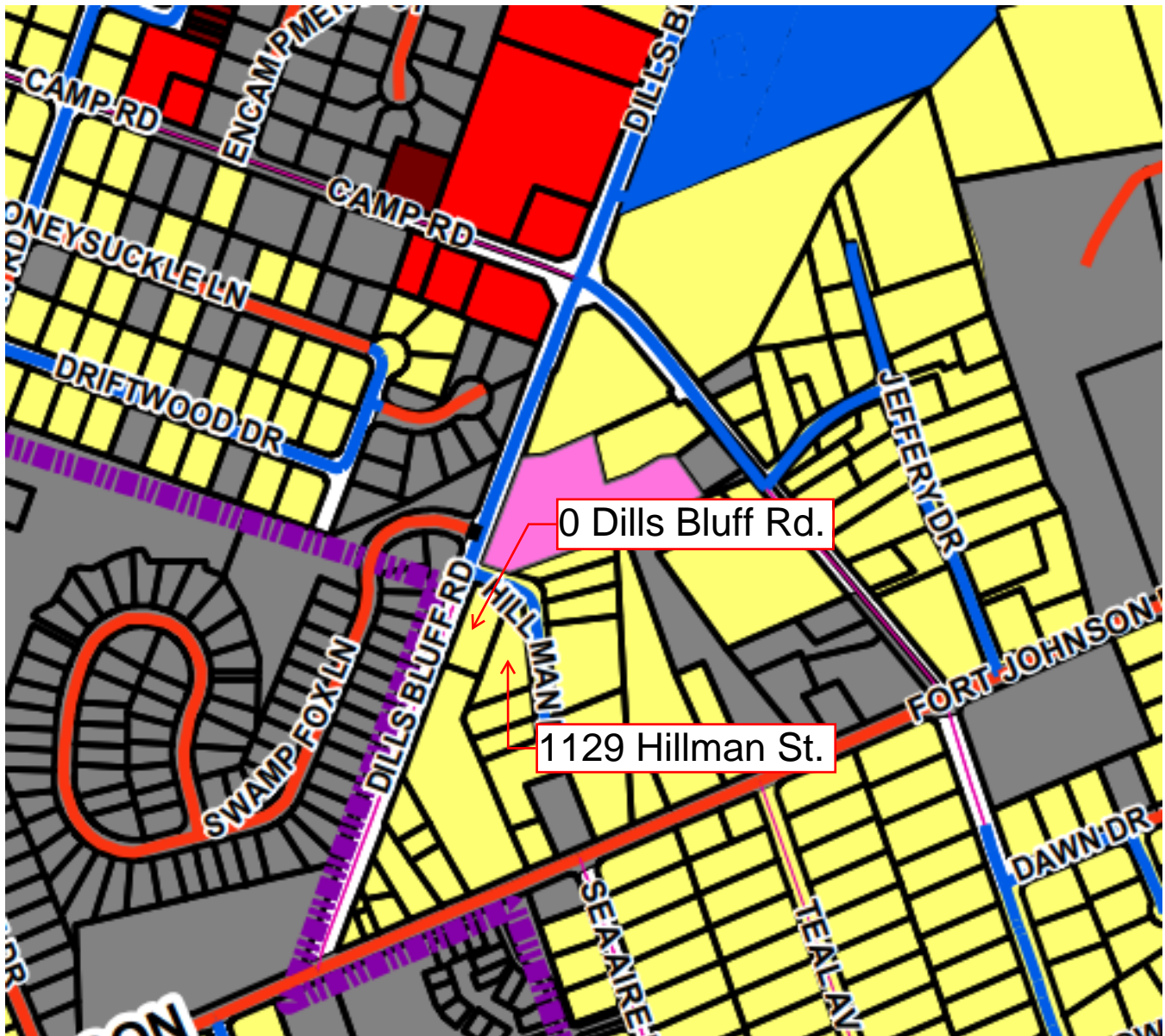
Planning Commission Recommendation: Approval

Speakers in Support: none

Speakers in Opposition: none

Notifications:

Notification letters and emails will be sent to owners of property within 300 feet of the boundaries of the proposed zoning map amendments and to the James Island Interested Parties List on December 4, 2024. Additionally, this request will be noticed in the Post & Courier on December 4, 2024, and the property will be posted on December 4, 2024. The meeting notice for both Council meetings and the Planning Commission meeting was also sent to the Town News email recipients and was posted on the Town's Facebook page and website.



RKO Total Graphics
 720 Dupont Rd
 Ste C
 Charleston, SC 29407-6092
 (843)723-9334

Sales Order

Date	S.O. No.
11/18/2024	70776

Name / Address
Coach Matthew 843-568-5216

Ship To

P.O. No.	Terms	Due Date
	Prepaid	11/18/2024

Line	Description	Ordered	Rate	Amount
	COACHES PLAQUES 6" x 8" FULL COLOR PLAQUE WOOD FINISH PERSONALIZED AND INDIVIDUAL BAGGED	42	18.00	756.00T
	2 hole base trophies 18" tall	151	16.00	2,416.00T
	Double column trophies Runner up, defense and offense 2ft tall	30	25.00	750.00T
	Balance \$3,757.23			

ALL CLAIMS FOR QUALITY ISSUES OR ITEMS NOT RECEIVED, MUST BE MADE WITHIN 30 DAYS AFTER RECEIPT.

• FOR ORDERS \$2,000.00 AND MORE, THERE IS A 3% FEE WHEN PAYING WITH CREDIT CARD.

Subtotal	\$3,922.00
Sales Tax (9.0%)	\$352.98
Total	\$4,274.98