



# Town Administrator's Report

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## Town Employees

Tumiko Rucker,  
Town Administrator

Stephanie Braswell,  
Administrative Assistant

Kenneth Gunnells, Treasurer

Stacey Truesdale,  
Finance Clerk II

Jim Jordan, Wildlife Biologist

Aaron Given, Wildlife  
Assistant

Rusty Lameo,  
Code Enforcement II

Juan Martin,  
Code Enforcement I

Kathy McLerren,  
Customer Service

Cathy Wilson, Town Clerk

## Important Dates

**February 5th:** Island-wide  
Recycling Initiative Meeting

**March 3rd:** Council Meeting  
and Presentation from St.  
Johns High School.

**March 4th:** TOKI Planning  
Commission Meeting

**April 1st:** Town Council, 2pm

**April 17th:** Volunteer Appreciation  
Luncheon, Sandcastle

**April 22nd:** Document Shredding  
Day and E-Waste Disposal at Town Hall

**April 24th:** Palmetto Pride  
Highway Clean up

**June 5th:** Disaster Awareness  
Day with Seabrook at the  
Sandcastle

## Introduction

The goal of this newsletter is to increase the communication between the staff and Town Council. This increased communication is expected to provide greater insight into the goals/objectives of Town Staff and detailed updates on the activities or projects being undertaken by the Town. This report will give more details than those provided in the brief Town Administrator's report given during Town Council. Also, it will include in each issue important dates and reminders of upcoming events. Keep in mind that this information is also available on our Town website and Newsletter, *Town Notes*. Updates on projects are also given during committee meetings. If there are questions about the status of a project, please do not hesitate to contact me.

Since our productive Planning Session on January 13th, staff has been hard at work on the zoning map updates; soliciting grants, Parkway Bike Path Project, wildlife projects, planning for the FY2010 budget, updating ordinances and planning upcoming events, which are listed on this page. Details on each of these projects can be found on page 2 on this report.

## SCCMA Meeting

In late January, I attended the South Carolina City County Managers Association meeting in Rock Hill, SC. The focus of the meeting was the economy and how it impacts local governments. The analyses presented were national and regional trends including home and retail sales; personal income and expenditures; consumer price indexes and unemployment. The effects on local government will likely include, decreased real property tax revenue and reductions in other revenue streams. This outlook prompts, administrators like myself, to recommend fiscal conservatism in the upcoming fiscal years. This approach focuses on showing decreased revenues and concurrently reduced expenditures. For the Town of Kiawah, I am recommending that the Town adopt the Government and Finance Officers Association model budget format for FY2010 that details by department the specific line items. This places greater emphasis on accountability at the lowest level of budgetary control. Further, it provides greater clarity in reporting and monitoring.

In addition, the conference recommended a collaborative approach to the use of GIS technology. Using a case study from the City of Rock Hill, this collaboration with County government allows for the integration of services including tax collection; emergency 911 dispatch; solid waste, planning/zoning and utility services. These collaborative efforts can increase efficiency, and reduce costs across the organization. The Town has a GIS system, that is underutilized and could be leveraged to assist with the solid waste/recycling program, infrastructure and planning/zoning. This will be discussed in the budget process.

## Town Projects and Initiatives

### Zoning Map Updates

After several meetings with the Planning Commission, Charleston County staff, and a collaborative effort of Town staff, over 1900 letters were mailed to property owners notifying them of the recommended changes to the zoning map. In addition, over 50 signs were posted throughout the island on affected parcels and numerous calls from property owners were answered. The public hearing held on January 22<sup>nd</sup> was well attended as a result of this effort and yielded numerous comments about the proposed map. I would like to commend both County and Town staff for their cooperative efforts on this project.

### Soliciting Grants

The Town has actively applied for qualifying grants in the last few years. These grant revenues are used to supplement or fund projects within the Town. We are limited in that a number of services typically provided by local governments are provided by the Community Association and or by contracts with other agencies like the Charleston County Sheriff's Department. The Town is further limited by the types of grants for which we are qualified because most grantors require grants be used on public property, and in the Town's case the main gates prohibits this access. However, we have been successful, even with these constraints, in receiving grants from Palmetto Pride for 3 consecutive years with a recent grant of \$4000 for beautification along Beachwalker Drive and the Parkway. The Palmetto Pride Grant will be used for beautification and signage along Beachwalker Drive and the installation of "doggie" boxes along the walking trail. A quarterly highway clean-up will be held on Friday, April 24th along the Parkway and Beachwalker Drive; all supplies will be furnished by Palmetto Pride. The Town has also received funding from other State agencies including the Department of Health & Environmental Control with a grant of \$40,000.

The Town has sent in a letter requesting funding from the Charleston County Transportation funds for fiscal year 2010 in the amount of \$200,000 to offset the anticipated increased expenditures associated with the current work plan for the Parkway project. If approved, this will provide a grand total of \$600,000 from the County for this project.

As a proactive measure, staff will be attending a grant workshop on January 24th designed to assist local governments in better identifying grant funding for their jurisdictions. The meeting is being sponsored by the Municipal Association of South Carolina in partnership with the Berkeley-Charleston-Dorchester Council of Governments.

### Island-wide Recycling Initiatives

In 2007 the Town in conjunction with the Environmental Committee commissioned a feasibility study to determine if the Town's recycling services could be expanded to non-participating units on the Island. Since that time, Town staff has been working with the consultant, Wayman Pearson of WJP, Inc., Penny Waring of Suburban Disposal, David Bevacqua of Fennel Disposal and rental property managers to develop this expanded program. On Thursday, February 5th the Town hosted a meeting in Council Chambers to unveil the conceptual plan for the island. Once fully implemented, the Town will develop a marketing and information program to inform and educate the community, residents and visitors about the program. Once completed, the expanded recycling program will be submitted for the Outstanding Program Award provided by the Municipal Association of South Carolina.

### 2010 Census and Town Ordinances

In 2007, the Town began the required updates for the 2010 census and this information gathering and sharing continues as requests are received from the Census Bureau. State funding available to the Town is based on our published population and it is critical that this information is updated as requested. To date the Town has been compliant with the requirements of the Census Bureau. Also, Town ordinances have been updated to reflect ordinance amendments from 2006 to present.

### Community Outreach

As directed during our Planning Retreat, a Public Information Officer, Stephanie Braswell, has been designated and she is actively working on developing a listing of all churches on Johns and Wadamalaw Islands and establishing contacts with the Post & Courier to develop a positive public relations dialogue.

### Wildlife Projects

The Wildlife staff has been preparing extensively for the third year of the Bobcat GPS study. To date all the traps have been received and are in the field. Four of the thirteen collars have been received at this time. Trapping began on Thursday, February 5th and is projected to conclude by March 31st. Recently staff completed the biannual deer survey that yielded an average density of 50 deer per square mile. This is an ideal deer density for the island and numbers have been stable at this level for the last 5 years.

### All American City Award

The necessary research has begun to submit an application for the All American City Award. The application is due on March 16th. This will be the Town's first attempt at this award, and a committee consisting of employees, residents, and Council members will be formed to assist with the application.