

TOWN OF SEABROOK ISLAND

Community Promotion & Engagement Committee Regular Meeting
February 17, 2022 – 1:00 PM



Virtual Meeting (Zoom)
[Watch Live Stream \(YouTube\)](#)

Participate in the Meeting: Individuals who wish to participate in the meeting via Zoom may access the meeting as follows:

- [Instructions for Joining & Participating in the Virtual Meeting](#)
- **To join by computer, tablet or mobile device:**
<https://us02web.zoom.us/j/89430604200?pwd=a0pXM1B2NVJSOE9aQ2NNUIJL0pldz09>
- **To join by phone:** Call (646) 558-8656 *Please note that long distance rates may apply*
- **Meeting ID:** 894 3060 4200 **Passcode:** 685937

AGENDA

CALL TO ORDER

ELECTION OF OFFICERS

1. Nomination to elect Sharon Carter as Vice Chair
2. Nomination to elect Jean Conyers as Secretary

APPROVAL OF MINUTES

1. Regular Meeting: January 27, 2022

OLD BUSINESS ITEMS

1. Community Promotion Grants

NEW BUSINESS ITEMS

1. None

ITEMS FOR INFORMATION / DISCUSSION

1. Town Events
2. Community Information Publication

ADJOURN

TOWN OF SEABROOK ISLAND

Community Promotion & Engagement Committee

Regular Meeting

January 27, 2022 – 1:00 PM



Virtual Meeting Hosted via Zoom

[Live Streamed on YouTube](#)

MINUTES

Members Present: Patricia Fox, Sharon Carter, Jean Conyers, Larry Phillips, Kim Westberg

Members Absent: None

Guests Present: Councilwoman Jeri Finke

Staff Present: Joe Cronin

The January 27, 2022, the Community Promotions and Engagement Committee Meeting was conducted via Zoom and was simultaneously made available to the public via YouTube live stream. Chair Councilwoman Fox called the meeting to order at 1:00 PM.

GUEST PRESENTATION

1. Councilwoman Finke provided the committee with an overview of the Community Promotion Grants program and made recommendations for the 2022 grant.

ITEMS FOR INFORMATION / DISCUSSION

1. **Community Promotion Grants:** The committee discussed revisions to the 2022 grant guidelines and application. Mr. Cronin provided additional information and guidance. Ms. Fox volunteered to revise the existing documents and send the files to the committee for review by Wednesday, February 2.
2. **Discussion of Committee Responsibilities:** The committee and Mr. Cronin discussed the task and responsibilities as outlined in Ordinance 2021-15.

Election of Officers

1. Ms. Fox and Mr. Cronin explained the responsibilities of the Vice Chair and Secretary. After a discussion, the committee decided to table the vote for these officers until the next meeting.

NEW BUSINESS ITEMS

1. **FUTURE MEETING DATES:** The committee decided to meet at 1:00 pm on the third Thursday of every month for the remainder of 2022. The next meeting on February, 17th will be virtual.

There being no further business, Ms. Carter made a motion to adjourn the meeting. Ms. Conyers seconded the motion. The motion was unanimously approved and the meeting was adjourned at 2:30 pm.

Date: January 28, 2022

Prepared by: *Patricia Fox*
Chair



Town of Seabrook Island

2001 Seabrook Island Road
Seabrook Island, SC 29455
townofseabrookisland.org

Community Promotion Grant 2022

Contact Us: (843) 768-9121
jcronin@townofseabrookisland.org

Town of Seabrook Island Community Promotion Grants Program Program Guidelines

PURPOSE

Community Promotion Grants will be awarded by the Town of Seabrook Island to provide support funding for programs and activities designed to benefit the Town of Seabrook Island by promoting and enhancing community wellness, cultural and historical awareness, environmental and wildlife conservation efforts and economic development; or which improve citizen participation, satisfaction and sense of place.

ELIGIBILITY

A Community Promotion Grant may be awarded to (1) an organization operating and established as a non-profit entity under state and/or federal law; or (2) an organization established to advance a common interest or cause but prohibited by its written rules and guidelines from operating for a profit, including but not limited to, charitable associations, social clubs, trade and professional groups, or sporting clubs. An eligible organization must open its membership to all persons. Organizations formally associated with a national, state or local political party will not be eligible. All activities for which grant funding is sought must be lawful under state and federal laws and conform to all ordinances, regulations, and other rules established by the Town of Seabrook Island. Town Council always has the right to amend or limit eligibility criteria.

GRANT AWARDS

Funds will be awarded in amounts ranging from \$250.00 to \$1,500.00. The total amount of grant funds available each calendar year will be determined by, and shall not exceed, the amount included for the Community Promotion Grant Program in the annual budget ordinance approved by Town Council. Not all appropriated funds need be expended if qualifying applications are not received. Organizations may apply for more than one grant; provided, however, the total amount awarded to any organization shall not exceed \$1,500.00 in any calendar year.

APPLICATION

Organizations wishing to apply for a Community Promotion Grant must complete and submit an application form to the Town Administrator during the calendar year for which the grant funds would be expended.

For the 2022 calendar year, grant applications will be accepted starting March 1, 2022. The first review of applications will begin on March 17, 2022 and will be completed within 45 days. Applications received after the first review will be considered in the order in which they are received and will be approved or disallowed within 60 days of receipt. Applications will be accepted until the earlier of October 1, 2022, or upon the commitment of all available grant funding for 2022.

In subsequent years, grant applications will be accepted starting on the first business day after February 1st. The first review of applications will begin on the third Thursday in February. Applications received after the first review will be considered in the order in which they are received and will be approved or disallowed within 60 days of receipt. Applications will be accepted until the earlier of October 1st of each subsequent year, or upon the commitment of all available grant funding for that year.

Please return completed grant applications to:

Town of Seabrook Island
Attn: Town Administrator
2001 Seabrook Island Road
Seabrook Island, SC 29455

REVIEW

Grant applications will be reviewed, and either approved or rejected, by the town's Community Promotions and Engagement Committee. The committee shall have the authority to establish rules for reviewing applications, including asking for additional information, suggesting changes to the application to ensure it conforms with all grant criteria, and/or requesting an in-person or virtual presentation to better judge the application.

DELIVERY OF GRANT FUNDS

Organizations receiving funding from the Community Promotion Grant program shall submit to the Town Administrator all necessary documentation, including invoices and/or paid receipts, documenting the organization's commitment or expenditure of awarded grant funds. All disbursement requests will be reviewed and approved by the Town Administrator. Upon approval, a disbursement check will be issued to the organization. Disbursement requests must be received no later than December 15th of the calendar year within which the grant was awarded. Grant funds that are uncommitted or unspent at the end of the calendar year will be returned to the town's General Fund.



Town of Seabrook Island

2001 Seabrook Island Road
Seabrook Island, SC 29455
townofseabrookisland.org

Community Promotion Grant 2022

Contact Us: (843) 768-9121
jcronin@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from the Community Promotion Grants program. Community Promotion Grants will be awarded to provide support for programs and activities that are designed to benefit the Town of Seabrook Island by promoting and enhancing community wellness, cultural and historical awareness, environmental and wildlife conservation efforts and economic development; or which improve citizen participation, satisfaction and sense of place. First review of applications will begin on March 1, 2022; however, applications will continue to be accepted until the earlier of October 1, 2022, or until all available funds have been committed.

1 APPLICANT INFORMATION	
Organization Name	
Contact Person	
Mailing Address	
Phone Number	Email Address
Brief description of the organization and its membership	
What is the organization’s annual budget?	
Is this organization registered as a non-profit organization under state and/or federal law?	<input type="checkbox"/> Yes <i>If Yes, Tax ID #</i> <input type="checkbox"/> No
If this organization is NOT registered as a non-profit organization, please explain how and why the organization operates as a not-for-profit under the grant’s eligibility criteria	

2 GRANT AMOUNT	
Amount Requested (Min: \$250.00; Max: \$1,500.00)	

3 PROJECT BUDGET		
In the space below, please provide a detailed budget showing of how the requested funds will be spent if awarded		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL		\$

4 PURPOSE

In the space below, please describe how these funds will be used to benefit the Town of Seabrook Island

[Empty space for describing fund usage]

5 REIMBURSEMENT

Upon presentation of all required documentation and/or receipts, to whom should the grant check be sent to?

Note: All documentation must be submitted to the Town Administrator no later than December 15th of the grant year.

6 CERTIFICATION

I hereby certify that all information contained herein is true and accurate to the best of my knowledge. I certify that I have the authority to submit this application on behalf of the above-named organization. I acknowledge that the Town reserves the right to require additional information and that the submittal of this application is not a guarantee of grant funding. On behalf of the organization, I acknowledge that any awarded funds shall be spent in accordance with all applicable laws and shall conform to the guidelines of the grant program. Furthermore, I acknowledge that the town is not party to nor liable for any dispute associated with the expenditure of awarded funds.

Applicant Signature	
Applicant Printed Name	
Submittal Date	

Please return completed applications to: Town of Seabrook Island
Attn: Town Administrator
2001 Seabrook Island Road
Seabrook Island, SC 29455

Community Promotion & Engagement Committee

Seabrook Island Town Events

Annual Events	Dates
Shredding	Spring & Fall
Disaster Awareness Day (in conjunction with Public Safety Committee)	June
4th of July Fireworks	July 3
Holiday Party	December
Other Events in 2022	
Public Meeting on the Development Standards Ordinance	TBA
Charleston Symphony Orchestra	TBA
Future	
Possible new annual signature town event	

Current Methods to promote events and encourage engagement:

- Town
 - Website
 - YouTube
 - Facebook
 - Twitter
- Tidelines
- The Seabrooker
- Island Connection

MAZE OF K'S

Navigating Kiawah's Entities



TOKI ● Town of Kiawah Island

Incorporated in 1988, the Town is the municipal government of the Island. TOKI is financed primarily by business licenses, building permits, franchise fees and accommodations taxes. It collects no property tax from residents. Residential taxes are paid to Charleston Co. The Town owns and operates the Municipal Center, KI Parkway before the security gate, and Beachwalker Drive.

- 4475 Betsy Kerrison Pkwy
- Kiawah Island, SC 29455
- 843-768-9166
- www.kiawahisland.org
- @townofkiawahisland
- @TownofKiawahSC
- @townofkiawah
- @Town of Kiawah Island

MANAGES AND RESPONSIBLE FOR

- public safety (law enforcement, fire and EMS)
- building permits
- code enforcement
- planning & zoning services
- business licensing
- promoting tourism
- beach management & protection
- wildlife management & protection
- solid waste collection
- community outreach
- municipal court

WHAT IT'S KNOWN FOR:

- Town Council (mayor and four council members)
- Beach Patrol (currently contracted with Barrier Island Ocean Rescue)
- Contracting additional law enforcement
- Beach renourishment
- Disaster preparedness and relief
- Wildlife studies including bobcats, deer alligators and more
- Turtle Patrol
- Arts & Cultural Events
- Town Notes newsletter and other marketing communications
- Host of a Charleston Visitors Center satellite office



KICA ● Kiawah Island Community Association

Incorporated in 1976, the Kiawah Island Community Association is a non-profit corporation formed to maintain common facilities and serve as a vehicle for the administration and enforcement of covenants and restrictions. All property owners are required to be KICA members. KICA is governed by a board of directors, which consists of six directors elected by the members and one director appointed by the developer.

- 23 Beachwalker Drive
- Kiawah Island, SC 29455
- 843-768-9194 | 866-226-1770
- www.kica.us
- @KiawahIslandSC
- @Kiawah_Island
- @kiawahislandsc
- @Kiawah Island, SC

MANAGES AND RESPONSIBLE FOR

- security & island access
- owns, maintains and improves the common properties
- member education & outreach
- record management
- long-term planning
- issuance of decals and gate passes
- landscaping of common properties
- maintains roads behind main gate

WHAT IT'S KNOWN FOR:

- Maintaining the Sandcastle, Rhett's Bluff Landing, Cinder Creek, and Eagle Point Boat Launch
- Land and lakes management
- Kiawah Digest newsletter and other marketing communications
- Owns and maintains a majority of roads, drainage, boardwalks, bridges, ponds, and trails behind the main gate
- Services mosquito abatement
- Oversees community outreach program, Kiawah Cares

Kiawah Cares

Kiawah Cares is a community partnership program through the Kiawah Island Community Association. Kiawah Cares partners with non-profits from Johns and Wadmalaw Islands to celebrate the community, as well as work together to address social issues on the islands. The mission of Kiawah Cares is to create community partnerships and contribute to improving the overall quality of life on the Sea Islands.



- ISLAND NEIGHBORS. COMMUNITY PARTNERS
- KIAWAH ISLAND COMMUNITY ASSOCIATION
- 23 Beachwalker Drive
- Kiawah Island, SC 29455
- 843-768-9194
- kiawahcares@kica.us
- www.kiawahcares.org
- @KiawahCares
- @KiawahCares



KIGR ● Kiawah Island Golf Resort

Kiawah Island Golf Resort is a world-class hotel and resort known for providing luxury tourism with multiple types of lodging, five golf courses, swimming pools and recreation, complimentary transportation, a variety of dining restaurants, and more. The Resort caters to the guests that visit the Island.

- 1 Sanctuary Beach Dr.
- Kiawah Island, SC 29455
- 843-768-2121 | 800-576-1570
- www.kiawahresort.com
- @KiawahResort
- @kiawahresort
- @kiawahresort
- @Kiawah Island Golf Resort

MANAGES AND RESPONSIBLE FOR

- The Sanctuary Hotel & Spa with the Ocean Room steakhouse, Jasmine Porch, and Loggerhead Poolside Bar & Grill
- The Ocean Course with the Ryder Cup Bar and The Atlantic Room seafood restaurant
- Osprey Point Golf Course with Cherrywood BBQ & Ale House
- Turtle Point Golf Course with Turtle Point Bar and Tomasso Italian restaurant
- Cougar Point Golf Course
- Oak Point Golf Course
- Governor's Club operations

WHAT IT'S KNOWN FOR:

- Host of the 2012 and upcoming 2021 PGA championship
- Roy Barth Tennis Center
- Night Heron Park & Kamp Kiawah (wildlife education/nature tours)
- Mingo Point (oyster roast and kayak launch), boat excursions and fishing charters
- East Beach Conference Center and Town Center Market
- Special events at Resort properties such as Jazz Weekend and more
- Currently constructing a new hotel, conference center and clubhouse in West Beach, Sanctuary chapel, Ocean Course cottages, and new Night Heron facilities



The Kiawah Conservancy is a chartered non-profit, section 501(c)(3), grassroots organization established by Island residents in 1997. The Conservancy provides the vision, leadership, and resources necessary to preserve and enhance Kiawah Island's unique balance of nature and development.

- **Kiawah Conservancy**
- 80 Kestrel Court
- Kiawah Island, SC 29455
- 843-768-2029
- www.kiawahconservancy.org
- @kiawahconservancy
- @kiawahconserv
- @kiawahconservancy
- @Kiawah Conservancy

MANAGES AND RESPONSIBLE FOR

- preservation and stewardship of critical wildlife habitats
- programs to encourage and assist landowners in the protection of the unique, natural environment of Kiawah Island
- an accredited member of the Land Trust Alliance

WHAT IT'S KNOWN FOR:

- Fostering a long-term vision for land and habitat protection
- Preserving 48 properties totaling over 2,270 acres of pristine barrier island habitat
- Publishes *Naturally Kiawah Magazine*
- Providing a credible voice for land conservation on Kiawah Island
- Encouraging the preservation of natural habitat for resident and migrating wildlife species
- Conservation education programs and documentaries



Since 1988, **Kiawah Partners (KP)** has been the master planner and community developer committed to using an environmentally sensitive Master Plan as a compass, preserving and protecting the natural beauty of the Island's 10,000 acres. KP owns and operates Kiawah Island Real Estate, the private Kiawah Island Club, and manages the operation of the Architectural Review Board.

- **Kiawah Partners**
- 1 Kiawah Island Parkway
- Kiawah Island, SC 29455
- 843-768-3400
- www.kiawahisland.com

MANAGES AND RESPONSIBLE FOR

- residential community design and master planning
- development agreements and entitlements
- real estate brokerage operations
- private club design, construction, management
- architectural controls

WHAT IT'S KNOWN FOR:

- Market branding and *Legends Magazine*
- Commitment to environmental stewardship and sustainable development
- Putting hundreds of acres of land under conservation

Helpful Contacts:

Beach Patrol
843-518-2880

Freshfields Village
843-768-6491

Berkeley Electric Coop
843-559-2458 or
888-253-4232 in case of a power outage

KICA Member Services
843-768-9194

Charleston County Sheriff's Office
843-202-1700

Main Gate/Security (KICA)
843-768-5566

Fire Department

- **St. Johns Fire Dept.**
843-559-9194
- **Fire Station #4, Kiawah Island Parkway**
843-768-2664
- **Fire Station #6, Governors Drive**
843-768-2665

Kiawah Island Utility Co. (Water & Sewer)
843-768-0641

Kiawah-Seabrook Medical Center
843-768-4800

Town of Kiawah Island
843-768-9166

Turtle Patrol
www.kiawahturtle.com

KIRE (Kiawah Island Real Estate)

Kiawah Island Real Estate is the Island's primary real estate brokerage with offices on the Island and a single focus on helping buyers and sellers find a home exclusively on Kiawah Island. With an understanding of the luxury buyer, Kiawah Island Real Estate has sold over 12,000 properties in its 40+ year history and provides expertise in the local market. Sales Executives are located in three on-Island offices with an additional office in downtown Charleston.

-
- 1 Kiawah Island Parkway
- Kiawah Island, SC 29455
- 843-768-3400
- www.kiawahisland.com
- @KiawahIslandRealEstate
- @kiawahRE
- @kiawahislandrealestate
- @Kiawah Island Real Estate

Kiawah Island Club

Exclusive to Kiawah Island property owners, the **Kiawah Island Club** offers its members access to private venues, luxurious amenities, health and wellness programs and special events. Amenities include:

- oceanfront Beach Club
- marsh front Marsh House
- two of the top 100 residential courses in the U.S. (Cassique and River Course) and Golf Learning Center
- first-class spa
- 9,000 sqft. Sports Pavilion with tennis, swimming pool and training center
- 800-acre Sporting Club for Clay Target, Skeet, Trap, and Five Stand shooting
- lifestyle program GoKiawah

-
- 1 Kiawah Island Parkway
- Kiawah Island, SC 29455
- 843-768-6120
- www.kiawahislandclub.com
- @KiawahIslandClub
- @kiawahclub
- @kiawahislandclub

Architectural Review Board (ARB)

The goal of the **ARB** is to help property owners harmonize the built world of architecture within its natural setting. Using a determined set of standards and guidelines for community areas and residences in accordance with the comprehensive Master Plan, the Board enforces standards applicable to all construction and landscaping. Approval of the **ARB** must be granted before beginning any external alteration to a property.

-
- 253 Gardeners Circle, Suite 200
- Johns Island, SC 29455
- 843-768-3419 | ARB@kiawah.com
- www.arb.kiawahisland.com



SEABROOK ISLAND
Property Owners Association

DO YOU KNOW?

Who Does What?

(County, Town, SIPOA, Seabrook Island Club & Regimes)

Fire/Rescue/Sheriff (Call 911 for all)

Power – Berkeley Electric (843-559-2458)

Water/Sewer – Seabrook Island Utility Commission *includes after hours emergencies* (843-768-0102)

Charleston County (843-958-4000)

- Building Code Inspections
- Department of Health and Environmental Control: Permits and Regulations
- Department of Natural Resources: Fishing and Wildlife
- Assessor, Tax Collector
- Register of Deeds

Town of Seabrook Island (843-768-9121)

- Zoning Administration
- Business Licenses/Rental Licenses
- Town Ordinance Enforcement
- Commercial Activity outside the gate
- Beach Patrol & Beach below high water line

Seabrook Island POA (843-768-0061)

- Infrastructure (SIPOA-owned roads, storm-water drainage) maintenance and engineering
- Garbage/Yard Debris/Recycling
- Landscaping and mowing of common areas and road rights-of-way
- Operation and maintenance of amenities:
The Lake House, Oyster Catcher Community Center/Property Owners' Pool, Gate House, Administration Office, Garden Plots, Beaches (above high water mark), Boardwalks, Trails, Lakes, Crab Dock/Kayak Launch
- Security:
24/7 Access Control, Patrols, Rules Enforcement
- Architectural Review Committee:
Review of plans (new construction, remodeling, landscaping, tree removal), routine inspections of properties, and enforcement of ARC Policies & Procedures
- Communications:
Weekly *Highlights* E-blast, *Currents*, Tidelines community blog, SIPOA.org website
- Association General Operations



Seabrook Island Club (843-768-2500)

- Administration of operations, maintenance, repair, etc., related to:
 - Golf, Tennis, Equestrian, Restaurants, Beach Club, Seabrook Island Real Estate
- Boat and RV Storage



Regimes

Seabrook Island has dozens of individual condo, villa and neighborhood regimes, each with their own Covenants and Bylaws that regulate items specific to their homeowners. Most maintain common area landscaping. Many are responsible for exterior maintenance of the buildings. All have their own assessments specific to their regimes to support these expenses. Many have independent Rules and Regulations for activities on their property, and some have private swimming pools. Contact your regime manager or regime Board members for more information.

SIPOA, Town, Club, Regimes and County: Who Does What?

Do you know which entity is responsible for what? Here's a quick list to help you sort it out. Hope this helps!

Fire/Rescue/Sheriff: Call 911 for all emergencies.

Seabrook Island Property Owners Association (SIPOA) (Sipoa.org or 843-768-0061)

- Architectural Review Committee: Review of plans for new construction and remodeling, and routine inspection of properties
- Communications: SIPOA website, SIPOA pages in *The Seabrooker*, weekly *Highlights* E-blast, *Currents*, and [Tidelines](#)
- Garbage/yard debris /recycling
- Infrastructure and maintenance
- Landscaping and mowing of common areas and road rights-of-way
- Operation and maintenance of amenities: The Lake House, Oyster Catcher Community Center and Property Owners' Pool, GateHouse, beaches above the high water mark, beach bonfire permits, boardwalks, nature trails, lakes, crab dock/kayak launch, bike paths, and garden plots
- Security: 24/7 access control and patrols

Town of Seabrook Island (townofseabrookisland.org or 843-768-9121)

- Accommodations tax and tourism promotion
- Beach management and beach rules (below the high water mark)
- Beach patrol (843-718-6083)
- Business licenses
- Coordination of public safety services with Charleston County Sheriff's Office, St. Johns Fire Department and Charleston County EMS
- Code enforcement
- Emergency planning and disaster response
- Landscaping and maintenance of Seabrook Island Road and bike/pedestrian pathways (between the security gate and the traffic circle)
- Municipal Court
- Municipal records and Freedom of Information Act (FOIA) requests
- Parade and special event permits
- Utilities (Water and sewer: Owned by the town but operated by the Seabrook Island Utility Commission 843-768-0102)
- Zoning permits

Seabrook Island Club (seabrookisland.com or 843-768-2500)

- Administration of operations, maintenance, repair, etc. related to golf, tennis, equestrian, Beach Club pools, restaurants, Seabrook Island Real Estate Company (SIRE)
- Communications and Marketing: Club/SIRE Website, SIC Social Media (Facebook, Twitter, Instagram), and *Veranda* monthly newsletter
- Boat and RV Storage

Regimes and Associations

Seabrook Island has dozens of individual condo, villa and neighborhood regimes and associations, each with their own Covenants and Bylaws that regulate items specific to their homeowners. Most maintain common area landscaping. Many are responsible for exterior maintenance of the buildings. All have their own assessments specific to their regimes to support these expenses. Many have independent Rules and Regulations for activities on their property, and some have private swimming pools. Contact your regime manager or regime board members for more information.

Power: Berkeley Electric Cooperative, Inc. (843-559-2458) handles power and street light outages (888-253-4232). If reporting that a street light is out, Berkeley will need the number on the light pole.

Water/Sewer: Seabrook Island Utility Commission includes after-hours emergencies (843-768-0102).

Charleston County (charlestoncounty.org or 843-958-4000)

- Assessor and Revenue Services
- Building Code Inspections (including Flood Remediation inspections/advice)
- Mosquito Control (contact the TOSI)
- Voter Registration

–*Tidelines* Editors