

# Town Council Regular Meeting

January 23, 2024 @ 2:30 PM

[Watch Live on YouTube](#)

Seabrook Island Town Hall, Council Chambers  
2001 Seabrook Island Road  
Seabrook Island, SC 29455



**Virtual Participation:** Individuals who wish to participate in the meeting via Zoom may call (843) 768-9121 or email [kwatkins@townofseabrookisland.org](mailto:kwatkins@townofseabrookisland.org) for log-in information prior to the meeting.

## AGENDA

### 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL & FOIA STATEMENT

### 2. ELECTION OF MAYOR PRO-TEMPORE

### 3. APPROVAL OF MINUTES

A. **Town Council Regular Meeting**: December 19, 2023 (4-11)

B. **Special Called Meeting**: January 4, 2024 (12-14)

### 4. PRESENTATIONS

*There are no Presentations.*

### 5. PUBLIC HEARING ITEMS

*There are no Public Hearing Items.*

### 6. CITIZEN COMMENTS

*During the first citizen comment period, any citizen may speak pertaining to any item listed on the meeting agenda which does not require a public hearing. Each speaker shall be limited to three minutes in which to make his or her comments. Town council shall allow no more than 30 minutes for citizen comments. Preference shall be given to individuals who have signed up or otherwise notified the town clerk/treasurer of a desire to speak prior to the start of the meeting.*

### 7. REPORTS OF TOWN BOARDS, COMMISSIONS AND COMMITTEES

#### A. **Advisory Committees**

- ~~Community Promotion and Engagement Committee~~

- Environment and Wildlife Committee: Gordon Weis, Chair
- Public Safety Committee: Dan Kortvelesy, Chair
- ~~Public Works Committee~~

**B. Special Committees:**

- Special Committee on Short-Term Rentals: Darryl May, Chair
- Special Committee on Finance: Raymond Hamilton, Chair
- Special Committee on ARPA Expenditures: Mayor Bruce Kleinman, Chair

**C. Ad Hoc Committees:** No report

**D. Board of Zoning Appeals:** No report

**E. Planning Commission:** No report

**F. State Accommodations Tax Advisory Committee:** No report

**G. Utility Commission:** Jim Ferland, Chair

**8. REPORTS OF TOWN OFFICERS**

**A. Mayor**

- Pending amendments to Chapter 2 (Administration) of the Town Code
- Discussion of proposed Island Park Place Medical Village (Betsy Kerrison Parkway)

**B. Town Administrator**

- Town Council Strategic Planning Meeting
- Request from BCDCOG for a letter of support on behalf of their application for NOAA Climate Resilience Regional Challenge Funding Opportunity (15-17)
- Notification from Charleston County for project requests for FY 2025 Transportation Sales Tax (TST) Annual Allocation Program (18-22)

**C. Assistant Town Administrator**

- Report of Financials for the Months of November 2023 (23-37)
- Update on new account codes for FY 2024

**D. Zoning Administrator**

- Code Enforcement Summary

**9. ORDINANCES FOR SECOND READING**

*There are no Ordinances for Second Reading.*

**10. ORDINANCES FOR FIRST READING**

*There are no Ordinances for First Reading.*

## **11. OTHER ACTION ITEMS**

### **A. Appointments to Boards, Commissions, and Committees**

- Accommodations Tax Advisory Committee (2 Vacancies)
- Board of Zoning Appeals (1 Vacancy)
- ~~Community Promotion and Engagement Committee~~
- Environment and Wildlife Committee (4 Vacancies)
- Planning Commission (3 Vacancies)
- Public Safety Committee (4 Vacancies)
- ~~Public Works Committee~~
- Special Committee on Short-Term Rentals (4-8 Vacancies)
- Special Committee on Finance (4-8 Vacancies)
- Special Committee on ARPA Expenditures (4-8 Vacancies)

## **12. ITEMS FOR INFORMATION OR DISCUSSION**

*There are no Items for Information or Discussion.*

## **13. CITIZEN COMMENTS**

*During the second citizen comment period, any citizen may speak pertaining to any town matter, except personnel matters. Each speaker shall be limited to three minutes in which to make his or her comments. Town council shall allow no more than 30 minutes for citizen comments. Preference shall be given to individuals who have signed up or otherwise notified the town clerk/treasurer of a desire to speak prior to the start of the meeting.*

## **14. EXECUTIVE SESSION ITEMS**

### **A. Discussion of items incident to proposed contractual arrangements (Town Attorney)**

*Please Note: Upon returning to open session, Council may take action on items discussed during Executive Session.*

## **15. COUNCIL COMMENTS**

## **16. ADJOURNMENT**

# TOWN OF SEABROOK ISLAND

Town Council Meeting  
December 19, 2023



[Watch Live Stream \(YouTube\)](#)

## MINUTES

### 1. Call to Order – Roll Call – Freedom of Information – Pledge of Allegiance

Mayor Gregg called the December 19, 2023, Town Council Regular Meeting to order at 2:30PM. Councilwoman Finke (virtual), Councilman Kortvelesy, Town Administrator Joe Cronin, Zoning Administrator Newman, Communications & Events Manager Robin Ochoa, and Assistant Town Administrator Katharine Watkins participated in the meeting. The Assistant Town Administrator confirmed the requirements of the SC Freedom of Information Act have been satisfied.

### 2. Approval of Minutes:

- Town Council Regular Meeting Minutes – November 28, 2023

Councilwoman Finke moved to approve the previous meeting minutes of November 28<sup>th</sup>; Councilman Kortvelesy seconded. All voted in favor.

The previous meeting minutes of November 28<sup>th</sup> were approved.

- Town Council Work Session Meeting Minutes – December 12, 2023 JF, DK all in favor

### 3. Presentations:

None.

### 4. Public Hearing Items:

- Ordinance 2023-16: An ordinance amending the Zoning Map of the Town of Seabrook Island so as to change to zoning designation for Charleston County Tax Map Number 147-06-00-015, containing approximately 0.51 +/- acres located at 2856 Cap'n Sams Road, from the Moderate Lot Single-Family Residential (R-SF2) District to the Conservation (CP) District
- Ordinance 2023-17: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article I, In General; Section 2-102, Personnel Policies and Procedures Adopted; so as to adopt an updated version of the "Town of Seabrook Island Employee Handbook"
- Ordinance 2023-18: An ordinance to adopt a budget for the Town of Seabrook Island, South Carolina for the fiscal year beginning January 1, 2024, and ending December 31, 2024

Mayor Gregg opened the public hearing at 2:32PM for Ordinances 2023-16, 2023-17 and 2023-18.

No comments were made.

Mayor Gregg closed the public hearing at 2:35PM.

**5. Citizens Comments:**

Assistant Town Administrator Watkins summarized the comments received prior to the Council Meeting. *Note: All comments received prior to the meeting are available for viewing and are subject to S.C. FOIA laws.*

**6. Reports of Town Boards, Commissions, and Committees:**

• **Advisory Committees**

- Community Promotions and Engagement Committee

Mayor Gregg noted there was no Community Promotions and Engagement Committee Meeting for December.

- Environment and Wildlife Committee

Councilwoman Finke thanked members of the Environment and Wildlife Committee and summarized the work for 2022-2023.

- Public Safety Committee

Councilman Kortvelesy summarized the Public Safety Committee meeting of December 19<sup>th</sup>.

- Public Works Committee

None.

• **Special Committees**

None.

• **Ad Hoc Committees**

Councilwoman Finke updated the council on the short-term rental ad hoc committee, and thanked everyone who assisted with the proposed short-term rental ordinance and nuisance ordinance.

• **Board of Zoning Appeals**

None.

- **Planning Commission**

None.

- **State Accommodations Tax Advisory Committee**

None.

- **Utility Commission**

Commissioner Smith-Jones noted the upcoming Seabrook Island Utility Commission will meet on December 20<sup>th</sup>.

Commissioner Ferland thanked Commissioner Smith-Jones for all her years of service to the Utility Commission.

Commissioner Ferland summarized the e financials and operations for the month of November and the year to date.

## **7. Reports Town Officers:**

- **Mayor**

- Expression of Appreciation to Council and Staff

Mayor Gregg expressed appreciation to members of council and staff.

- Confirmation that updates of Seabrook Island Property Owners Association (SIPOA) Long Range Planning Committee (LRPC) December Meeting was provided at the December Work Session

Mayor Gregg noted the next LRPC meeting will be held on January 9<sup>th</sup>.

- Update, if any, for Charleston Regional Hazard Mitigation Plan

Mayor Gregg noted there was no update on the Charleston Regional Hazard Mitigation Plan.

- Informal meetings with SIPOA, Marina, Club

Mayor Gregg noted there were no informal discussions between SIPOA, the Club, and Marina due to scheduling conflicts.

- Update on winter storm event on December 17<sup>th</sup>

Mayor Gregg updated the council on the damage on the island caused by the winter storm event of December 17<sup>th</sup>.

- **Town Administrator**

- Vehicle Purchase Update

Town Administrator Cronin updated the council on the status of the vehicle purchase.

- Employee Recognition

Town Administrator Cronin recognized Lynda Stearns, License and Permit Specialist, for her 25 years of service to the Town of Seabrook Island and will be retiring on January 2<sup>nd</sup>.

Town Administrator Cronin noted Nichole Nettles

- Updates

Town Administrator Cronin volunteer applications & RFP town attorney

- **Assistant Town Administrator**

- Report of Financials for the Month of November 2023

Assistant Town Administrator Watkins noted the financial report for November will be done during the January Town Council meeting.

- Gateway Signage Update

Assistant Town Administrator Watkins updated the council on the status of the gateway signage.

Discussions were had with members of council.

- **Town Attorney**

None.

- **Zoning Administrator**

- Code Enforcement Summary

Zoning Administrator Newman summarized the code enforcement summary since the previous Town Council meeting.

Discussions were had with members of council.

- **Communications & Events Manager**

Communications & Events Manager Ochoa updated members of council on having a potential public safety fair.

Town Administrator Cronin summarized the holiday event on December 7<sup>th</sup> and thanked Communications & Events Manager Ochoa for organizing the event.

**8. Ordinances for Second Reading:**

- Ordinance 2023-16: An ordinance amending the Zoning Map of the Town of Seabrook Island so as to change to zoning designation for Charleston County Tax Map Number 147-06-00-015, containing approximately 0.51 +/- acres located at 2856 Cap'n Sams Road, from the Moderate Lot Single-Family Residential (R-SF2) District to the Conservation (CP) District

Councilwoman Finke moved to approve Ord. 2023-16; Councilman Kortvelesy seconded. All voted in favor.

**Ord. 2023-16 passed second reading and was adopted.**

- Ordinance 2023-17: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article I, In General; Section 2-102, Personnel Policies and Procedures Adopted; so as to adopt an updated version of the "Town of Seabrook Island Employee Handbook"

Councilwoman Finke moved to approve Ord. 2023-17; Councilman Kortvelesy seconded. All voted in favor.

**Ord. 2023-17 passed second reading and was adopted.**

- Ordinance 2023-18: An ordinance to adopt a budget for the Town of Seabrook Island, South Carolina for the fiscal year beginning January 1, 2024, and ending December 31, 2024

Councilwoman Finke moved to approve Ord. 2023-18; Councilman Kortvelesy seconded. This motion was dropped.

Town Administrator Cronin summarized the second reading version of Ord. 2023-18 to reflect the extension of the gateway signage grant.

Councilwoman Finke moved to approve the second reading version of Ord. 2023-18; Councilman Kortvelesy seconded. All voted in favor.

**Ord. 2023-18 passed second reading with the second reading version and was adopted.**

**9. Ordinances for First Reading:**

- Ordinance 2023-19: An ordinance amending the zoning map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 147-06-00-070, containing approximately 0.225 +/- acres located at 2723 Old Oak Walk, from the Moderate Lot Single-Family (R-SF2) District to the Conservation (CP) District.



Councilwoman Finke moved to approve Ord. 2023-19; Councilman Kortvelesy seconded. All voted in favor.

Ord. 2023-19 passed first reading.

## 10. Other Action Items

- Resolution 2023-33: A resolution authorizing the temporary discharge of firearms by the Seabrook Island Property Owners Association (SIPOA) within the Town of Seabrook Island for the purpose of thinning the deer herd

Councilwoman Finke moved to approve Resolution 2023-33; Councilman Kortvelesy seconded. All voted in favor.

Resolution 2023-33 was approved.

- Request to approve a first amendment to the on-call debris monitoring services contract between the Town of Seabrook Island and Tetra Tech, Inc.

Town Administrator Cronin summarized the update to the on-call debris monitoring services contract between the Town of Seabrook Island and Tetra Tech, Inc.

Discussions were had with members of council.

Councilwoman Finke moved to approve a first amendment to the on-call debris monitoring services contract between the Town of Seabrook Island and Tetra Tech, Inc.; Councilman Kortvelesy seconded. All voted in favor.

The first amendment to the on-call debris monitoring services contract between the Town of Seabrook Island and Tetra Tech, Inc. was approved.

- 2024 Meeting Calendar

Town Administrator Cronin summarized the proposed 2024 Meeting Calendar.

Councilwoman Finke moved to approve the 2024 Meeting Calendar; Councilman Kortvelesy seconded. All voted in favor.

The 2024 Meeting Calendar was approved.

- 2024 Holiday Calendar

Town Administrator Cronin summarized the proposed 2024 Holiday Calendar.

Discussions were had with members of council.

Councilwoman Finke moved to approve the 2024 Holiday Calendar; Councilman Kortvelesy seconded. All voted in favor.

The 2024 Holiday Calendar was approved.

**11. Items for Information or Discussion:**

None.

**12. Citizen Comments:**

None.

**13. Executive Session**

- **Discussion of Personnel Matters (S.C. Code Sec. 30-4-70(a)(1))**

Councilwoman Finke moved to adjourn into Executive Session; Councilman Kortvelesy seconded. All voted in favor.

Town Council entered executive session at 3:33PM.

Councilwoman Finke moved to come out of Executive Session; Councilman Kortvelesy seconded. All voted in favor.

Town Council came out of executive session at 3:55PM.

Councilwoman Finke moved to approve the approval of a year-end bonuses per the schedule provided in Executive Session; Councilman Kortvelesy seconded. All voted in favor.

The year-end bonuses were approved.

**14. Council Comments**

Councilwoman Finke thanked Mayor Gregg for all his years of service to the Town of Seabrook Island.

Councilman Kortvelesy thanked Mayor Gregg and Councilwoman Finke for all their years of service to the Town of Seabrook Island.

Mayor Gregg thanked Councilwoman Finke for all her years of service to the Town of Seabrook Island.

**15. Adjournment**

Councilwoman Finke moved to adjourn the meeting; Councilman Kortvelesy seconded. All voted in favor.

The meeting adjourned at 4:00PM.

Date: December 19, 2023

Prepared by: *Katharine E. Watkins*  
Assistant Town Administrator

*Note: These minutes are not verbatim minutes. To listen to the meeting, please use the following link:*  
<https://www.youtube.com/@townofseabrookisland5287/streams>

# Town Council Special Called Meeting

January 4, 2024



## MINUTES

### 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL & FOIA STATEMENT

Mayor Kleinman called the January 4, 2024, Town Council Special Called Meeting to order at 1:00PM. Councilmen Hamilton, Kortvelesy, May, and Weis, Town Administrator Joe Cronin, Zoning Administrator Newman, and Assistant Town Administrator Katharine Watkins participated in the meeting. The Assistant Town Administrator confirmed the requirements of the SC Freedom of Information Act have been satisfied.

### 2. EXECUTIVE SESSION ITEMS

#### A. Discussion of items incident to proposed contractual arrangements (Town Attorney)

#### B. Discussion of personnel matters

*Note: no votes or minutes were taken during the executive sessions.*

Councilman Kortvelesy moved to enter executive session; Councilman Hamilton seconded. All voted in favor.

**The Council moved into executive session at 1:05 PM.**

Councilman Kortvelesy moved to close executive session; Councilman Weis seconded. All voted in favor.

**The council came out of executive session at 1:34PM.**

Councilman Kortvelesy moved to re-enter into executive session; Councilman May seconded. All voted in favor.

**The council moved into executive session at 2:00PM.**

Councilman May moved to close executive session; Councilman Weis seconded. All voted in favor.

**The council came out of executive session at 2:58PM.**

Mayor Kleinman oved to authorize the town administrator to proceed as directed in executive session for the existing RFP for town attorney services; Councilman Weis seconded. All voted in favor.

Town Administrator Cronin was authorized to proceed as directed in executive session for the existing RFP for town attorney services.

### 3. OTHER ACTION ITEMS

**A. Resolution 2024-01:** A resolution establishing a Special Committee on Short-Term Rentals

Councilman May moved to approve Resolution 2024-01; Councilman Hamilton seconded.

Councilman May summarized Resolution 2024-01.

Discussions were had with members of council and members of the audience.

Using the original motion, a vote was taken. All voted in favor.

Resolution 2024-01 was approved.

**B. Resolution 2024-02:** A resolution establishing a Special Committee on Finance

Councilman May moved to approve Resolution 2024-02; Councilman Weis seconded.

Councilman Hamilton summarized Resolution 2024-02.

Using the original motion, a vote was taken. All voted in favor.

Resolution 2024-02 was approved and adopted.

**C. Resolution 2024-03:** A resolution establishing a Special Committee on ARPA Expenditures

Councilman Weis moved to approve Resolution 2024-03; Councilman Hamilton seconded.

Mayor Kleinman summarized Resolution 2024-03.

Discussions were had with members of council and members of the audience.

Using the original motion, a vote was taken. All voted in favor.

Resolution 2024-03 was approved and adopted.

### 4. ITEMS FOR INFORMATION OR DISCUSSION

None.

### 5. ADJOURNMENT

Councilman May moved to adjourn the meeting; Councilman Weis seconded. All voted in favor.

The meeting adjourned at 3:00PM.

Date: January 4, 2024

Prepared by: *Katharine E. Watkins*  
Assistant Town Administrator

*Note: These minutes are not verbatim minutes. To listen to the meeting, please use the following link:*  
<https://www.youtube.com/@townofseabrookisland5287/streams>

**From:** [Joe Cronin](#)  
**To:** [Katharine Watkins](#)  
**Subject:** Fwd: Letter of Support Request  
**Date:** Friday, January 19, 2024 11:49:46 AM  
**Attachments:** [image001.png](#)  
[NOAA CRRC Letter of Support Template for jurisdictions.docx](#)

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**Joseph M. Cronin**

Town Administrator  
Town of Seabrook Island  
2001 Seabrook Island Road  
Seabrook Island, SC 29455  
Office: (843) 768-9121  
[www.townofseabrookisland.org](http://www.townofseabrookisland.org)

Begin forwarded message:

**From:** Ronald Mitchum <[ronald.mitchum@bcdcog.com](mailto:ronald.mitchum@bcdcog.com)>  
**Date:** January 19, 2024 at 11:03:36 AM EST  
**Subject:** Letter of Support Request

The BCDCOG has been invited to submit a full application to the [Climate Resilience Regional Challenge](#) funding opportunity from the National Oceanic and Atmospheric Administration (NOAA) to develop a Regional Water Resilience Plan (RWRP). Of the 869 letters of intent received by NOAA, the RWRP was one of 120 that were invited to submit a full application. The BCDCOG is working with partners to develop and submit the full application and is asking for your support in this collaborative regional initiative.

The RWRP will assess current and future climate and water risks, environmental asset performance, and current and future equity and environmental justice needs. This plan will be modeled after the City of Charleston's Comprehensive Integrated Water Plan, expanding that work to formulate a strategic plan for the entire region. This assessment will be used to underpin development of a comprehensive set of strategies, planning horizons, projects, project prioritization tools, land use and other policies and investment strategies to effectively address increasing and dynamic flood risks from sea level rise, stormwater, storm surge, tidal flooding, groundwater and increased rainfall intensity, duration and frequency.

In addition, the RWRP will aim to create a more equitable and inclusive region by ensuring marginalized, underserved and underrepresented communities are engaged-stakeholders and recipients of the benefits of the strategies, projects and policies that are considered, developed and implemented. The RWRP will drive and foster regional resilience collaboration, planning, and project development over its 25-year planning horizon, helping the Tri-County region to mitigate and adapt to the challenges posed by climate-related impacts ensuring the region's long-term resilience and prosperity.

We are inviting each of our member jurisdictions to join the proposed effort to develop the RWRP by providing a Letter of Support for us to include with the full application. **Please email Letters of Support to Ryan Wilcox at [ryanw@bcdcog.com](mailto:ryanw@bcdcog.com) no later than Friday, February 2, 2024.**

We greatly appreciate your support and look forward to working with you should we be awarded grant funding. Please don't hesitate to reach out if you have any questions or need additional information.

Thank you,  
Ron

**RONALD E. MITCHUM**  
**Executive Director**

Berkeley-Charleston-Dorchester Council of Governments

5790 Casper Padgett Way | N. Charleston, SC 29406

**T:** 843.529.0400 | **F:** 843.529.0305 | **TTY:** 711

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*Auxiliary aids and services are available upon request to individuals with disabilities*



[Jurisdiction Letterhead]

January XX, 2024

Subject: Letter of Support  
National Oceanic and Atmospheric Administration - Climate Resilience Regional Challenge

To whom it may concern:

On behalf of [Jurisdiction], please accept this letter of support for the Berkeley-Charleston-Dorchester Council of Governments' (BCDCOG) application for funding from the National Oceanic and Atmospheric Administration's Climate Resilience Regional Challenge to develop a Regional Water Resilience Plan (RWRP).

We look forward to supporting the BCDCOG, jurisdictions and organizations throughout the tri-county region on this initiative. This endeavor holds significant importance as it aims to foster regional consensus, effectively addressing a spectrum of challenges such as sea level rise, stormwater management, storm surge, tidal flooding, groundwater concerns, as well as the escalating intensity, duration, and frequency of rainfall. In addition, the RWRP will aim to create a more equitable and inclusive region by ensuring marginalized, underserved and underrepresented communities are engaged-stakeholders and recipients of the benefits of the strategies, projects and policies that are considered, developed and implemented. The comprehensive set of strategies developed by the RWRP will foster regional collaboration, planning, and project development over its 25-year planning horizon ensuring the region's long-term resilience and prosperity. [Include any additional supporting/pertinent information]

Should grant funding be awarded, the following staff from [Jurisdiction Name] will be available to provide support to the BCDCOG and project partners on the development of RWRP. [include multiple contacts if needed]

Name:	
Title:	
Department/Office:	
Email:	
Phone:	

Sincerely,

[Authorized Signature]  
[Jurisdiction Name]



Alex Owskiak, P.E.  
Engineering Manager – Capital Projects  
Public Works

Phone: 843.202.6155  
Fax: 843.202.6152  
aowskiak@charlestoncounty.org  
Lonnie Hamilton III Public Services Building  
4045 Bridge View Drive, Suite B309  
North Charleston, SC 29405

The Honorable John W. Gregg  
Mayor Town of Seabrook Island  
2001 Seabrook Island Road

Subject: Project Requests - FY 2025 Transportation Sales Tax (TST) Annual Allocation Program

Dear Mayor Gregg:

The Charleston County Public Works staff once again will be preparing lists of resurfacing and new construction projects to be funded under the FY 2025 Annual Allocations portion of the TST program. Prioritizing the resurfacing of existing paved roads will be done utilizing our computerized Pavement Management System which is based on the technical evaluation of the overall condition of each road. This eliminates the need for requests for resurfacing of specific roads. If you should have questions regarding the County's resurfacing program or the Pavement Management System, you may contact County staff at (843) 202-6157.

The annual allocations approved by County Council for projects includes \$4 million for resurfacing, \$2 million for Local Paving (earth road improvements), \$2 million for Intersection Improvements, and \$1 million for Pedestrian/Bike Enhancement Projects. These allocated amounts are first applied to projects that were previously approved for funding and have carryover needs. Staff has reviewed the carryover needs for all the current projects. As a result of numerous projects needing carryover funds, available funding for the categories has been reduced from the usual allocations. It is estimated that approximately \$300,000 will be available for Pedestrian/Bike Enhancement projects, \$1 Million will be available for new Intersection Improvement Projects and \$1,500,000 for new Local Paving Projects. Due the limited funding available, we are asking that each entity limit their new projects requests to no more than three (3) projects per funding category.

Beginning in 2009, the Charleston County Council adopted the use of an Objective Evaluation and Prioritization Process for the Allocation projects. This process is used to identify those projects that are most needed and will represent the best utilization of available funds. The benefits attributed to a project are compared to the cost of the project to determine a Project Rating. These Project Ratings are ranked for all projects within each of the above described Allocation Categories. The funding

available within each Allocation Category is then applied to the highest ranked projects, with the goal of accomplishing as many projects as possible.

The benefits considered within each Allocation Category vary to reflect the specific type of improvements the category is intended to address, but generally include measures relating to the number of persons served by a project, the average daily traffic on the road, the degree to which the project would address operational and/or safety problems in the area of the project, the technical difficulty of designing and/or constructing the project, whether the project will connect to similar adjacent projects, and the measure of public support for the project.

While all of the above mentioned benefits are important in evaluating the project, **we have found public support to be critical** in the successful completion of this program. We would like to ask that you provide some type of evidence that the project is supported by the citizens it is intended to serve. This could be accomplished by submitting letters of support, petitions, and/or a resolution(s) passed by your city or town council. This information is also important to demonstrate that the residents of the area affected by a project are aware of, and not opposed to, the project.

In order to assist you in preparing a request this year, we have again attached a checklist for Pedestrian/Bicycle Enhancement Projects, Intersection Improvement Projects and for Local Paving containing information we will need to process each of your requested projects.

We are asking that your request(s) for proposed new construction projects be forwarded to us on or before Friday, February 16, 2024. We ask that you submit a fully completed checklist for each project requested and include a statement from the governmental entity having jurisdiction accepting perpetual maintenance responsibilities for the project if selected. Please keep our funding limits in mind as you prepare your list of requested projects.

Public Works staff members may contact you for additional information as they complete the processing of the requested projects.

If you have any questions regarding details of the program or if any questions arise in the development of your project requests, please contact me at (843) 202-6155.

Sincerely,



Alex Owsiak, P.E.  
Capital Projects Program Manager

**PROJECT CHECKLIST**  
**CHARLESTON COUNTY TRANSPORTATION SALES TAX PROGRAM**  
**FY 2025 ANNUAL ALLOCATIONS PROJECTS**

Providing as much of the following information as is known, or is applicable, will assist the Transportation Sales Tax Staff in completing the Objective Evaluation and Prioritization Process for each project requested. The Transportation Sales Tax staff acknowledges that not all requesting entities will have access to every item listed below, but accurate and complete information for as many of the items listed as possible will ensure that the benefits of each project are computed properly when all other projects within each category are evaluated.

**GENERAL**

Requesting Agency: \_\_\_\_\_

Project Name: \_\_\_\_\_

Allocation Category Requested:

Local Paving

Intersection Improvements

Pedestrian/Bike Enhancement

Description of Project:

Brief explanation of the need for the project:

**Project Location (attach map showing location)**

Name of Municipality (if applicable): \_\_\_\_\_

County Council District: \_\_\_\_\_

Road Name: \_\_\_\_\_

Second Road Name: \_\_\_\_\_  
(if Intersection Improvement Project)

Specific Beginning point: \_\_\_\_\_  
(Intersecting street name, specific landmark, distance to closest road, etc.)

Specific Ending point: \_\_\_\_\_  
(Intersecting street name, specific landmark, distance to closest road, etc.)

**TECHNICAL PROJECT INFORMATION**

For Local Paving Projects-

Number of homes or businesses being served by the project: \_\_\_\_\_

Average Daily Traffic (VPD) using the road: \_\_\_\_\_

Does the road serve a school bus route? \_\_\_\_\_

Does project provide relief to a congested road? \_\_\_\_\_

Does the project tie to an artery? \_\_\_\_\_

Does the project tie to a local paved road? \_\_\_\_\_

Does the project impact significant right of way, known wetlands, grand trees, or other resources? \_\_\_\_\_

For Intersection Improvements-

Total number of accidents at this intersection in the last five (5) years: \_\_\_\_\_

Is the project intended to improve: \_\_\_\_\_ Safety  
\_\_\_\_\_ Capacity  
\_\_\_\_\_ Access

Does the project impact significant right of way, known wetlands, grand trees, or other resources? \_\_\_\_\_

For Pedestrian/Bike Enhancements-

Will the project tie to another similar facility? \_\_\_\_\_  
Total number of accidents at this intersection in the last five (5) years: \_\_\_\_\_  
What type of road will the project serve? \_\_\_\_\_ Artery  
\_\_\_\_\_ Collector  
\_\_\_\_\_ Neighborhood Street  
How many schools are there within the project limits? \_\_\_\_\_  
How many parks are there within the project limits? \_\_\_\_\_  
Is transit present within the project limits? \_\_\_\_\_  
Will the project connect to a Greenbelt? \_\_\_\_\_

**ADDITIONAL PROJECT INFORMATION**

If requesting more than one project, the total number of projects being requested: \_\_\_\_\_

Of the projects being requested, this project ranks as the number \_\_\_\_\_ priority.  
( 1 being the highest, 2 being the second highest, etc.)

If available, please provide any cost estimates that you may have prepared for the project for:

_____	Design Services
_____	Right of Way Acquisition
_____	Construction
_____	TOTAL

Please attach any documentation of public support for the project you may have. Also, please provide the dates of such documentation of support.  
(Letters of support, petition(s), resolution(s) by city or town council, etc.)

# **Town of Seabrook Island**

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## **Compiled Financial Statements And Supporting Schedules**

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**For the Month and Eleven Months Ended  
November 30, 2023**

**DUFFY & BASHA, CPAs  
631 ST. ANDREWS BLVD.  
CHARLESTON SC 29407**

***Accountant's Compilation Report***

Town of Seabrook Island  
Seabrook Island, South Carolina

Management is responsible for the accompanying financial statements of the Town of Seabrook Island, which comprise the balance sheet – modified cash basis as of November 30, 2023, and the related statement of revenue and expenditures – modified cash basis for the month and eleven months then ended, and the accompanying supporting schedules, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

*Duffy & Basha, LLC*

Duffy & Basha, CPAs  
Charleston, South Carolina  
December 13, 2023



**Town of Seabrook Island**  
**Balance Sheet - Primary Government**  
**Modified Cash Basis**

November 30, 2023

Assets

Current Assets	
Operating Checking Account	\$ 317,714.36
Municipal Court Checking Account	11,709.78
Petty Cash	200.00
Prepaid Expenses	1,678.88
Total Current Assets	331,303.02
Other Assets	
Investments	9,149,426.05
Total Assets	\$ 9,480,729.07

Liabilities and Net Assets

Liabilities	
Current Liabilities	
Accounts Payable	\$ 3,590.42
Unearned Revenue	0.08
Other Accrued Liabilities	6,750.00
Total Liabilities	10,340.50
Net Assets	
Restricted Fund Balances	
Accommodations Tax	379,554.30
Charleston County Accommodations Tax	48,185.86
Town Accommodations Tax	149,824.76
Municipal Court	21,938.96
Alcohol Tax	45,544.52
American Rescue Plan Act (ARPA)	914,915.00
Short-term Rental Permits	55,544.69
Total Restricted Fund Balances	1,559,963.40
Designated Fund Balances	
Emergency	2,320,834.77
Road & Drainage	1,307,989.14
Town Facilities	2,393,951.50
Vehicle Replacement	136,800.00
Conservation	50,000.00
Total Designated Fund Balances	6,209,575.41
General Fund	
Total Fund Balances	1,645,305.07
Total Liabilities and Net Assets	\$ 9,480,729.07

**Town of Seabrook Island**  
**Statement of Revenues and Expenditures**  
**Modified Cash Basis**

For the Month and Eleven Months Ended November 30, 2023

	Current Year				Prior Year-to- Date
	Current Month	Year to Date	Annual Budget	% of Annual Budget	
Revenues					
State ATAX (\$25k + 5%)	-	44,427.46	47,500.00	93.5%	45,355.49
Business Licenses	14,696.88	900,565.93	675,000.00	133.4%	663,159.55
Business Licenses - MASC	-	348,243.95	250,000.00	139.3%	280,528.96
Franchise Fees - Berkeley Elec.	-	-	170,000.00	-	-
Franchise Fees - ATT U-verse	907.34	2,900.28	5,000.00	58.0%	3,356.38
Franchise Fees - Comcast	-	48,663.50	55,000.00	88.5%	47,631.21
Contractual Reimbursements	-	-	5,000.00	-	1,175.00
Local Option Sales Tax - County	-	324,582.38	365,000.00	88.9%	338,557.74
Aid to Subdivisions - State	-	37,231.06	48,044.00	77.5%	35,690.77
Planning & Zoning Fees	6,962.49	132,741.67	75,000.00	177.0%	190,608.22
Building Permit Fees - County	-	37,158.75	25,000.00	148.6%	24,756.13
Interest - Investment Pool	39,374.93	293,240.14	125,000.00	234.6%	82,322.15
Interest - Checking Account	3.05	198.79	50.00	397.6%	107.21
Credit Card Convenience Fees	111.94	4,532.03	7,500.00	60.4%	3,649.52
Facility Rentals	-	50.00	50.00	100.0%	-
Miscellaneous Income	54.70	856.80	500.00	171.4%	999.85
Special Projects - Roadway.	-	-	-	-	300.00
Sale of Assets	-	-	100.00	-	-
Sales of Product Income	-	270.68	-	-	-
Grant Funding	-	-	25,000.00	-	-
Total Revenues	62,111.33	2,175,663.42	1,878,744.00	115.8%	1,718,198.18

**Town of Seabrook Island**  
**Statement of Revenues and Expenditures**  
**Modified Cash Basis**

For the Month and Eleven Months Ended November 30, 2023

	Current Year				Prior Year-to-Date
	Current Month	Year to Date	Annual Budget	% of Annual Budget	
Expenditures					
Salaries - Gross Wages	61,288.05	656,666.14	761,472.00	86.2%	442,347.58
Salaries - Overtime	254.11	1,561.19	2,000.00	78.1%	-
Fica	4,645.06	47,369.90	58,554.00	80.9%	33,429.74
Medical Insurance	6,614.06	81,552.26	77,781.00	104.8%	42,713.52
Sc Retirement	11,047.86	111,482.62	127,191.00	87.6%	75,608.39
Pre-Employment Expenses	-	5,435.93	1,500.00	362.4%	1,856.05
Insurance - Tort Liability	-	16,108.00	15,000.00	107.4%	13,736.00
Insurance - Fidelity Bond	-	764.00	800.00	95.5%	764.00
Insurance - Equipment	-	19,994.64	17,500.00	114.3%	15,079.45
Insurance - Workers Comp	3,231.00	3,961.00	7,500.00	52.8%	2,811.00
Insurance - Auto Liability	-	3,413.76	4,500.00	75.9%	2,444.85
Professional Services - Auditor (General Fund)	-	16,500.00	15,500.00	106.5%	14,900.00
Professional Service-Accounting	1,489.87	15,053.27	16,500.00	91.2%	13,793.05
Professional Svcs - Engineering	-	7,532.50	15,000.00	50.2%	6,701.51
Professional Services - Legal	1,058.92	22,679.54	25,000.00	90.7%	6,756.32
Professional Services - Other	274.23	8,142.91	52,000.00	15.7%	15,582.05
Maintenance - Seabrook Is. Road	-	6,460.85	20,000.00	32.3%	1,815.79
Maintenance - Town Hall	648.93	8,710.38	4,000.00	217.8%	2,458.13
Maintenance - Beach	33.04	2,361.94	5,000.00	47.2%	3,402.77
Maintenance - Vehicles	450.00	5,480.94	4,000.00	137.0%	6,822.83
Fuel Gas & Oil	394.16	7,717.77	7,200.00	107.2%	-
Office Materials And Supplies	560.86	9,770.78	9,500.00	102.9%	6,933.56
Materials & Supplies - Buildings & Grounds Manage	1,896.13	13,720.71	30,000.00	45.7%	29,748.34
Postage	-	2,797.58	4,500.00	62.2%	2,865.38
Planning And Zoning	-	28.00	500.00	5.6%	84.00
Printing And Scanning Services	150.32	10,958.82	7,500.00	146.1%	10,341.77
Uniforms	179.65	2,074.32	5,600.00	37.0%	1,290.83
Utilities	1,984.18	17,217.80	27,000.00	63.8%	19,255.09
Telecommunications	1,645.78	15,394.83	24,300.00	63.4%	15,485.24
Counsel & Committee Expense	-	606.14	1,500.00	40.4%	547.09
Furniture & Equipment	-	5,061.44	15,000.00	33.7%	15,473.81
Emergency Communications	-	-	7,500.00	-	4,788.00
Memberships, Dues & Subscriptio	867.72	23,993.17	39,150.00	61.3%	21,109.41
Election Expense	-	-	4,000.00	-	3,227.50
Bank Service Charges	91.20	1,341.63	2,500.00	53.7%	1,984.81
Square Fees	894.04	2,356.48	7,500.00	31.4%	3,422.96
Stripe Convenience Fees	-	-	-	-	3.10
Website	80.00	80.00	800.00	10.0%	80.00
Emergency Preparedness	12,587.20	24,294.47	34,000.00	71.5%	13,106.78
Equipment Rentals	1,158.73	6,548.51	21,000.00	31.2%	6,582.95
x Refunds	-	-	-	-	-
Advertising	1,351.00	15,130.16	13,100.00	115.5%	9,652.30
Special Events	-	-	3,000.00	-	-
Travel And Training	1,026.81	6,944.76	15,750.00	44.1%	2,963.43
Community Promotions	-	3,483.58	7,500.00	46.4%	2,958.21
Contingency	94.10	20,554.00	30,000.00	68.5%	19,669.07
Contracted Services - It	-	37,984.60	42,000.00	90.4%	33,008.29
Contracted Services - Landscapi	1,700.00	50,373.42	57,500.00	87.6%	22,979.13
Contracted Services - Other	2,436.43	29,022.48	18,500.00	156.9%	28,376.82
Capital Expenditures	2,443.75	2,443.75	55,000.00	4.4%	43,923.36
<b>Total Expenditures</b>	<b>122,577.19</b>	<b>1,351,130.97</b>	<b>1,722,198.00</b>	<b>78.5%</b>	<b>1,022,884.26</b>
Excess of Revenues Over (Under) Expenditures	<b>\$ (60,465.86)</b>	<b>824,532.45</b>	<b>156,546.00</b>	<b>526.7%</b>	<b>695,313.92</b>

**Town of Seabrook Island**  
**Statement of Revenues and Expenditures**  
**Modified Cash Basis**

For the Month and Eleven Months Ended November 30, 2023

	Current Year			% of Annual Budget	Prior Year-to-Date
	Current Month	Year to Date	Annual Budget		
<b>Receipts to Be Used toward Restricted Fund Balances</b>					
State Atax Fund Reserves					
State Atax (30%)	\$ -	116,564.77	135,000.00	86.3%	122,132.95
State Atax (65%)	-	252,556.99	292,500.00	86.3%	264,621.38
Interest Income	1,704.27	15,517.64	750.00	2069.0%	3,932.06
Total State Accomodation Tax	<u>1,704.27</u>	<u>384,639.40</u>	<u>428,250.00</u>		<u>390,686.39</u>
County Accomodations Tax - Charleston					
Receipts	-	52,649.29	95,000.00	55.4%	62,038.29
Interest Income	216.36	2,419.88	200.00	1209.9%	863.92
Total County Accomodations Tax - Charleston	<u>216.36</u>	<u>55,069.17</u>	<u>95,200.00</u>		<u>62,902.21</u>
Town Accomodations Tax - Charleston					
Receipts	22,485.13	174,548.08	180,000.00	97.0%	-
Interest Income	672.74	1,776.52	250.00	710.6%	-
Total County Accomodations Tax - Town	<u>23,157.87</u>	<u>176,324.60</u>	<u>180,250.00</u>		<u>-</u>
Court Fund					
Court Fines	-	8,949.01	7,500.00	119.3%	9,128.13
Law Enforcement Surcharge (State)	-	75.00	1,250.00	6.0%	-
State Assessment (County 11.16%)	-	42.00	900.00	4.7%	-
State Assessment (State 88.84%)	-	334.25	7,163.00	4.7%	-
Victim Advocate Surcharge (County)	-	75.00	1,250.00		-
Interest Income	98.51	161.08	150.00	107.4%	-
Total County Accomodations Tax - Town	<u>98.51</u>	<u>9,636.34</u>	<u>18,213.00</u>		<u>9,128.13</u>
Alcohol Tax					
Receipts	-	3,000.00	5,000.00	60.0%	5,000.00
Interest Income	204.50	1,662.55	150.00	1108.4%	495.04
Total Alcohol Tax	<u>204.50</u>	<u>4,662.55</u>	<u>5,150.00</u>		<u>5,495.04</u>
ARPA					
Receipts	-	914,915.00	-	-	-
Total ARPA	<u>-</u>	<u>914,915.00</u>	<u>-</u>		<u>-</u>
STR Permit					
Receipts	7,524.41	281,594.69	234,000.00	120.3%	-
Total STR Permit	<u>7,524.41</u>	<u>281,594.69</u>	<u>234,000.00</u>		<u>-</u>
<b>Total Restricted Fund Receipts</b>	<b>\$ 32,905.92</b>	<b>1,826,841.75</b>	<b>961,063.00</b>	<b>190.1%</b>	<b>468,211.77</b>
<b>Expenditures Used toward Restricted Fund Balances</b>					
State Atax Fund Reserves					
Tourism Promotion (30%)	\$ -	116,564.77	135,000.00	86.3%	122,132.95
Tourism Related Expenditures (65%)	2,003.69	230,376.66	390,500.00	59.0%	205,727.74
Total State Accomodation Tax	<u>2,003.69</u>	<u>346,941.43</u>	<u>525,500.00</u>		<u>327,860.69</u>
County Accomodations Tax - Charleston					
Contracted Services - Beach Patrol	-	94,999.68	140,000.00	67.9%	45,000.00
Total County Accomodations Tax - Charleston	<u>-</u>	<u>94,999.68</u>	<u>140,000.00</u>		<u>45,000.00</u>
Town Accomodations Tax - Charleston					
Contracted Services - Beach Patrol	-	40,000.05	-	-	-
Total Town Accomodations Tax	<u>-</u>	<u>40,000.05</u>	<u>-</u>		<u>-</u>
Court Fund					
Salaries - Gross Wages (Court Fund)	-	500.00	4,200.00	11.9%	1,075.00
FICA	-	-	322.00	-	-
SC Retirement	-	-	759.00	-	-
Jury Trials	-	-	1,650.00	-	-
Law Enforcement Surcharge (State)	-	1,600.00	1,250.00	128.0%	-
Professional Services - Auditor (Court Fund)	-	-	1,000.00	-	-
State Assessment (County 11.16%)	-	449.91	900.00	50.0%	532.41
State Assessment (State 88.84%)	-	2,581.47	7,163.00	36.0%	5,863.66
Travel & Training	-	-	750.00	-	-
Victim's Advocate Surcharge (County)	-	1,600.00	1,250.00	128.0%	625.00
Total Court Fund	<u>-</u>	<u>6,731.38</u>	<u>19,244.00</u>		<u>8,096.07</u>
Alcohol Tax					
Capital Expenditures	-	-	20,000.00	-	-
Total Alcohol Tax	<u>-</u>	<u>-</u>	<u>20,000.00</u>		<u>-</u>
<b>Total Used Toward Restricted funds</b>	<b>\$ 2,003.69</b>	<b>488,672.54</b>	<b>704,744.00</b>	<b>69.3%</b>	<b>380,956.76</b>

**Town of Seabrook Island**  
**Statement of Revenues and Expenditures**  
**Modified Cash Basis**

For the Month and Eleven Months Ended November 30, 2023

	Current Year			% of Annual Budget	Prior Year-to- Date
	Current Month	Year to Date	Annual Budget		
<b>Receipts to Be Used toward Designated Fund Balances</b>					
Emergency Fund					
Emergency Fund Revenues	-	195.47	-	-	-
Total Emergency Fund	-	195.47	-		-
Total Designated Fund Receipts	<u>\$ -</u>	<u>195.47</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenditures Used toward Designated Fund Balances</b>					
Road and Drainage Fund					
Capital Expenditures	8,330.00	67,056.08	-	-	25,600.00
Total Road and Drainage Fund	8,330.00	67,056.08	-		25,600.00
Town Facilities Fund					
Capital Expenditures	-	52,548.50	100,000.00	52.5%	13,500.00
Total Town Facilities Fund	-	52,548.50	100,000.00		13,500.00
Vehicle & Equipment Replacement Fund					
Vehicle & Equipment Replacement Fund Expenditures	-	-	-	-	39,000.00
Total Vehicle & Equipment Replacement Fund	-	-	-		39,000.00
Total Used Toward Designated funds	<u>\$ 8,330.00</u>	<u>119,604.58</u>	<u>100,000.00</u>	<u>119.6%</u>	<u>78,100.00</u>
<b>Other Financing Sources (Uses)</b>					
<b>Transfers</b>					
Transfers In/(Out) - General Fund	-	(2,298,725.00)	(2,065,667.00)		(1,025,000.00)
Transfers In/(Out) - State ATAX Fund	-	-	(72,902.00)		-
Transfers In/(Out) - Municipal Court	-	-	17,369.00		-
Transfers In/(Out) - ARPA Fund	-	(914,915.00)	-		-
Transfers In/(Out) - STR Permits	-	-	(225,600.00)		-
Transfers In/(Out) - Emergency Fund	-	100,000.00	100,000.00		100,000.00
Transfers In/(Out) - Road & Drainage Fund	-	50,000.00	50,000.00		750,000.00
Transfers In/(Out) - Town Facilities Fund	-	2,964,915.00	2,050,000.00		160,000.00
Transfers In/(Out) - Vehicle Replacement Fund	-	48,725.00	96,800.00		15,000.00
Transfers In/(Out) - Conservation Fund	-	50,000.00	50,000.00		-
Total Transfers	<u>\$ -</u>	<u>-</u>	<u>-</u>		<u>-</u>

## **Supporting Schedules**

**TOWN OF SEABROOK ISLAND  
ACCOMODATIONS TAX  
FYE 12/31/2023**

DATE		DUE FROM STATE	GENERAL 5%	ADVERT 30%	TOURISM 65%	TOTAL
	TOTALS 12/31/2022	67,012.58	-	-	414,758.33	414,758.33
	ADJUSTMENTS				-	-
	ADJUSTED BEGINNING BALANCE	67,012.58	-	-	414,758.33	414,758.33
Jan-23	Transfer-Out - General fund	-	-	-	(72,027.00)	(72,027.00)
	Transfer Out - Vehicle Replacement Fund	-	-	-	(875.00)	(875.00)
	Received from State	(67,012.58)	-	-	-	-
	Ck# 7719 Pyro Shows East Coast		-	-	(10,000.00)	(10,000.00)
	Interest Income		-	-	1,325.05	1,325.05
	TOTALS 1/31/2023	-	-	-	333,181.38	333,181.38
Feb-23	Ck# 7737 St. Johns Fire District		-	-	(18,500.00)	(18,500.00)
	Interest Income		-	-	1,286.15	1,286.15
	TOTALS 2/28/2023	-	-	-	315,967.53	315,967.53
Mar-23	Ck# 7763 CJM Concrete		-	-	(6,000.00)	(6,000.00)
	Ck# 7766 Scape a Lot		-	-	(2,375.00)	(2,375.00)
	Ck# 7770 Truist Bank		-	-	(511.65)	(511.65)
	Interest Income		-	-	1,259.32	1,259.32
	TOTALS 3/31/2023	-	-	-	308,340.20	308,340.20
Apr-23	Received from State		2,282.18	13,693.09	29,668.35	45,643.62
	Transfer to General Fund		(2,282.18)			(2,282.18)
	Truist Bank		-	-	(12,264.03)	(12,264.03)
	Interest Income		-	-	1,450.13	1,450.13
	TOTALS 4/30/2023	-	-	13,693.09	327,194.65	340,887.74
May-23	CK# 7803 Barrier Island Ocean Rescue		-	-	(21,268.26)	(21,268.26)
	CK# 7804 Lowcountry Marine Mammal		-	-	(851.44)	(851.44)
	Truist Bank		-	-	(5,664.69)	(5,664.69)
	CK# 7816 Charleston Area Conv Ctr		-	(13,693.09)		(13,693.09)
	Interest Income		-	-	1,315.56	1,315.56
	TOTALS 5/31/2023	-	-	-	300,725.82	300,725.82
Jun-23	CK# 7844 David Tabaka		-	-	(270.00)	(270.00)
	CK# 7840 Katharine Watkins		-	-	(54.46)	(54.46)
	CK# 7851 Lowcountry Marine Mammal		-	-	(1,316.44)	(1,316.44)
	Truist Bank		-	-	(1,196.79)	(1,196.79)
	CK# 7860 Molly Durin Music LLC		-	-	(200.00)	(200.00)
	CK# 7865 Don Colton		-	-	(150.00)	(150.00)
	CK# 7880 Don Colton		-	-	(200.00)	(200.00)
	Interest Income		-	-	1,252.15	1,252.15
	TOTALS 6/30/2023	-	-	-	298,590.28	298,590.28

**TOWN OF SEABROOK ISLAND  
 ACCOMODATIONS TAX  
 FYE 12/31/2023**

DATE		DUE FROM STATE	GENERAL 5%	ADVERT 30%	TOURISM 65%	TOTAL
Jul-23	Truist Bank		-	-	(223.41)	(223.41)
	CK# 7893 The Time Pirates				(550.00)	(550.00)
	CK# 7895 Pyro Shows East Coast				(10,000.00)	(10,000.00)
	CK# 7897 Kevin Church				(550.00)	(550.00)
	Interest Income		-	-	1,284.93	1,284.93
	TOTALS 7/31/2023	-	-	-	288,551.80	288,551.80
Aug-23	Received from State		8,931.23	53,587.37	116,105.96	178,624.56
	Transfer to General Fund		(8,931.23)			(8,931.23)
	CK# 7916 Barrier Island Ocean Rescue		-	-	(3,109.33)	(3,109.33)
	Ck# 7917 Charleston Area Conv Ctr			(53,587.37)		(53,587.37)
	CK# 7925 Lowcountry Marine Mammal				(1,859.87)	(1,859.87)
	CK# 7927 David Tabaka		-	-	(270.00)	(270.00)
	CK# 7930 Tapco				(4,419.95)	(4,419.95)
	CK# 7936 Molly Durin Music LLC				(350.00)	(350.00)
	Interest Income		-	-	1,693.04	1,693.04
	TOTALS 8/31/2023	-	-	-	396,341.65	396,341.65
Sep-23	CK# 7950 Barrier Island Ocean Rescue		-	-	(39,844.33)	(39,844.33)
	CK# 7961 Alan Fleming Tennis Tourn.				(17,000.00)	(17,000.00)
	Ck# 7963 Lowcountry Marine Mammal				(912.44)	(912.44)
	CK# 7968 The Time Pirates				(550.00)	(550.00)
	Interest Income		-	-	1,298.71	1,298.71
	TOTALS 9/30/2023	-	-	-	339,333.59	339,333.59
Oct-23	Received from State		33,214.05	49,284.31	106,782.68	189,281.04
	Transfer to General Fund		(33,214.05)			(33,214.05)
	CK# 7985 Barrier Island Ocean Rescue		-	-	(39,844.33)	(39,844.33)
	CK# 7996 Tapco				(17,706.55)	(17,706.55)
	Ck# 7998 Charleston Electric				(1,485.00)	(1,485.00)
	CK# 8002 Light it Up SC		-	-	(8,875.00)	(8,875.00)
	Ck# 7917 Charleston Area Conv Ctr			(49,284.31)	-	(49,284.31)
	Interest Income		-	-	1,648.33	1,648.33
	TOTALS 10/31/2023	-	-	-	379,853.72	379,853.72
Nov-23	Ck# 8029 Lowcountry Marine Mammal		-	-	(2,003.69)	(2,003.69)
	Interest Income		-	-	1,704.27	1,704.27
	TOTALS 11/30/2023	-	-	-	379,554.30	379,554.30



**TOWN OF SEABROOK ISLAND  
CHARLESTON COUNTY ACCOMODATIONS TAX  
FYE 12/31/2023**

DATE		DUE FROM COUNTY	REVENUES	EXPENDITURES	OTHER	TOTAL
	TOTALS 12/31/2022	-	-	-	-	88,116.37
	ADJUSTMENTS	-	-	-	-	-
	ADJUSTED BEGINNING BALANCE	-	-	-	-	88,116.37
Jan-23	Interest Income	-	-	-	157.96	157.96
	TOTALS 1/31/2023	-	-	-	157.96	88,274.33
Feb-23	Received from State	-	16,832.92	-	-	16,832.92
	Interest Income	-	-	-	216.41	216.41
	TOTALS 2/28/2023	-	16,832.92	-	157.96	105,323.66
Mar-23	Interest Income	-	-	-	349.06	349.06
	TOTALS 3/31/2023	-	16,832.92	-	507.02	105,672.72
Apr-23	Interest Income	-	-	-	371.63	371.63
	TOTALS 4/30/2023	-	16,832.92	-	878.65	106,044.35
May-23	Received from State	-	8,059.69	-	-	8,059.69
	Ck# 7803 Barrier Is. Ocean Rescue	-	-	(17,556.35)	-	(17,556.35)
	Interest Income	-	-	-	341.15	341.15
	TOTALS 5/31/2023	-	24,892.61	(17,556.35)	1,219.80	96,888.84
Jun-23	Ck# 7841 Barrier Is. Ocean Rescue	-	-	(39,844.33)	-	(39,844.33)
	Interest Income	-	-	-	192.92	192.92
	TOTALS 6/30/2023	-	24,892.61	(57,400.68)	1,412.72	57,237.43
Jul-23	Ck# 7891 Barrier Is. Ocean Rescue	-	-	(37,599.00)	-	(37,599.00)
	Interest Income	-	-	-	70.06	70.06
	TOTALS 7/31/2023	-	24,892.61	(94,999.68)	1,482.78	19,708.49
Aug-23	Received from State	-	27,756.68	-	-	27,756.68
	Interest Income	-	-	-	171.88	171.88
	TOTALS 8/31/2023	-	52,649.29	(94,999.68)	1,654.66	47,637.05
Sep-23	Interest Income	-	-	-	157.81	157.81
	TOTALS 9/30/2023	-	52,649.29	(94,999.68)	1,812.47	47,794.86
Oct-23	Interest Income	-	-	-	174.64	174.64
	TOTALS 10/31/2023	-	52,649.29	(94,999.68)	1,987.11	47,969.50
Nov-23	Interest Income	-	-	-	216.36	216.36
	TOTALS 11/30/2023	-	52,649.29	(94,999.68)	2,203.47	48,185.86

**TOWN OF SEABROOK ISLAND  
TOWN ACCOMODATIONS TAX  
FYE 12/31/2023**

DATE		DUE FROM COUNTY	REVENUES	EXPENDITURES	OTHER	TOTAL
	TOTALS 12/31/2022	-	-	-	-	-
	ADJUSTMENTS	-	-	-	-	-
	ADJUSTED BEGINNING BALANCE	-	-	-	-	-
Jan-23	Interest Income	-	-	-	-	-
	TOTALS 1/31/2023	-	-	-	-	-
Feb-23	Interest Income	-	-	-	-	-
	TOTALS 2/28/2023	-	-	-	-	-
Mar-23	Received from County	-	1,016.35	-	-	1,016.35
	Interest Income	-	-	-	3.37	3.37
	TOTALS 3/31/2023	-	1,016.35	-	-	1,019.72
Apr-23	Received from County	-	6,241.44	-	-	6,241.44
	Interest Income	-	-	-	25.54	25.54
	TOTALS 4/30/2023	-	6,241.44	-	25.54	7,286.70
May-23	Received from County	-	1,510.98	-	-	1,510.98
	Ck# 7803 Barrier Is. Ocean Rescue	-	-	(1,019.72)	-	(1,019.72)
	Interest Income	-	-	-	27.48	27.48
	TOTALS 5/31/2023	-	1,510.98	(1,019.72)	-	7,805.44
Jun-23	Received from County	-	18,177.62	-	-	18,177.62
	Ck# 7803 Barrier Is. Ocean Rescue	-	-	-	-	-
	Interest Income	-	-	-	87.87	87.87
	TOTALS 6/30/2023	-	18,177.62	-	87.87	26,070.93
Jul-23	Received from County	-	23,980.93	-	-	23,980.93
	Ck# 7871 Barrier Is. Ocean Rescue	-	-	(2,245.33)	-	(2,245.33)
	Interest Income	-	-	-	170.55	170.55
	TOTALS 7/31/2023	-	23,980.93	(2,245.33)	-	47,977.08
Aug-23	Received from County	-	26,071.86	-	-	26,071.86
	Ck# 7916 Barrier Is. Ocean Rescue	-	-	(36,735.00)	-	(36,735.00)
	Interest Income	-	-	-	135.12	135.12
	TOTALS 8/31/2023	-	26,071.86	(36,735.00)	-	37,449.06
Sep-23	Received from County	-	39,078.43	-	-	39,078.43
	Interest Income	-	-	-	241.85	241.85
	TOTALS 9/30/2023	-	39,078.43	-	241.85	76,769.34
Oct-23	Received from County	-	35,985.34	-	-	35,985.34
	Interest Income	-	-	-	412.00	412.00
	TOTALS 10/31/2023	-	35,985.34	-	412.00	113,166.68
Nov-23	Received from County	-	35,985.34	-	-	35,985.34
	Interest Income	-	-	-	672.74	672.74
	TOTALS 11/30/2023	-	35,985.34	-	672.74	149,824.76

TOWN OF SEABROOK ISLAND  
MUNICIPAL COURT  
FYE 12/31/2023

DATE	REVENUES	EXPENDITURES				TOTAL
		LE SURCHARG	COUNTY ASSESSMEN	STATE ASSESSMEN	VICTIM'S ADVOCARE	
TOTALS 12/31/2022	-	-	-	-	-	-
ADJUSTMENTS	-	-	-	-	-	-
ADJUSTED BEGINNING BALANCE	-	-	-	-	-	-
Jan-23	Transferred-In from General Fund	17,369.00				17,369.00
	Interest Income	-				-
	TOTALS 1/31/2023	17,369.00	-	-	-	17,369.00
Feb-23	Interest Income	-				-
	TOTALS 2/28/2023	17,369.00	-	-	-	17,369.00
Mar-23	Court Fines	1,083.75				1,083.75
	Ck# 4908 SC State Treasurer		(50.00)			(50.00)
	Interest Income	-				-
	TOTALS 3/31/2023	18,452.75	(50.00)	-	-	18,402.75
Apr-23	Interest Income	3.81				3.81
	TOTALS 4/30/2023	18,456.56	(50.00)	-	-	18,406.56
May-23	Court Fines	361.25				361.25
	Ck# 4910 SC State Treasurer		(75.00)			(464.76)
	Ck# 4911 County Treasurer			(53.99)	(75.00)	(128.99)
	Interest Income	3.02				3.02
	TOTALS 5/31/2023	18,820.83	(125.00)	(53.99)	(389.76)	18,177.08
Jun-23	Interest Income	2.90				2.90
	TOTALS 6/30/2023	18,823.73	(125.00)	(53.99)	(389.76)	18,179.98
Jul-23	Court Fines	6,020.26				6,020.26
	Ck# 4912 SC State Treasurer		(25.00)			(168.25)
	Ck# 4913 County Treasurer			(18.00)	(25.00)	(43.00)
	Ck# 4914 SC State Treasurer		(1,325.00)		(480.41)	(1,805.41)
	Ck# 4915 County Treasurer			(185.97)	(1,325.00)	(1,510.97)
	Interest Income	11.96				11.96
	TOTALS 7/31/2023	24,855.95	(1,475.00)	(257.96)	(1,013.42)	20,684.57
Aug-23	Interest Income	12.19				12.19
	TOTALS 8/31/2023	24,868.14	(1,475.00)	(257.96)	(1,013.42)	20,696.76
Sep-23	Court Fines	1,495.00				1,495.00
	Ck# 4910 SC State Treasurer		(125.00)			(698.02)
	Ck# 4911 County Treasurer			(71.98)	(125.00)	(196.98)
	Interest Income	12.41				12.41
	TOTALS 9/30/2023	26,375.55	(1,600.00)	(329.94)	(1,586.44)	21,309.17
Oct-23	Court Fines	515.00				515.00
	Interest Income	16.28				16.28
	TOTALS 10/31/2023	26,906.83	(1,600.00)	(329.94)	(1,586.44)	21,840.45
Nov-23	Interest Income	98.51				98.51
	TOTALS 11/30/2023	27,005.34	(1,600.00)	(329.94)	(1,586.44)	21,938.96

**TOWN OF SEABROOK ISLAND  
MISCELLANEOUS RESTRICTED FUNDS  
FYE 12/31/2023**

<b>DATE</b>	<b>Alcohol Tax</b>	<b>American Rescue Plan Act (ARPA)</b>	<b>Short-Term Rental Permits</b>
TOTALS 12/31/2022	40,881.97	-	-
ADJUSTMENTS	-	-	-
ADJUSTED BEGINNING BALANCE	<u>40,881.97</u>	-	-
Jan-23 Revenue		914,915.00	
Transferred to General Fund		-	(178,400.00)
Transferred to Vehicle Replacement Fund			(47,200.00)
Interest Income	115.50	-	-
TOTALS 1/31/2023	<u>40,997.47</u>	<u>914,915.00</u>	<u>(225,600.00)</u>
Feb-23 STR Permit Fees	-	-	3,725.00
Interest Income	124.19		-
TOTALS 2/28/2023	<u>41,121.66</u>	<u>914,915.00</u>	<u>(221,875.00)</u>
Mar-23 STR Permit Fees	-	-	1,850.00
Interest Income	136.28		-
TOTALS 3/31/2023	<u>41,257.94</u>	<u>914,915.00</u>	<u>(220,025.00)</u>
Apr-23 STR Permit Fees	-	-	133,225.00
Interest Income	145.10		488.14
TOTALS 4/30/2023	<u>41,403.04</u>	<u>914,915.00</u>	<u>(86,311.86)</u>
May-23 Received from State	3,000.00	-	-
STR Permit Fees			80,352.00
Interest Income	156.90		776.10
TOTALS 5/31/2023	<u>44,559.94</u>	<u>914,915.00</u>	<u>(5,183.76)</u>
Jun-23 STR Permit Fees			30,300.00
Interest Income	150.70		847.92
TOTALS 6/30/2023	<u>44,710.64</u>	<u>914,915.00</u>	<u>25,964.16</u>
Jul-23 STR Permit Fees	-	-	4,273.00
Interest Income	159.51		912.72
TOTALS 7/31/2023	<u>44,870.15</u>	<u>914,915.00</u>	<u>31,149.88</u>
Aug-23 STR Permit Fees	-	-	3,325.00
Interest Income	162.48		941.75
TOTALS 8/31/2023	<u>45,032.63</u>	<u>914,915.00</u>	<u>35,416.63</u>
Sep-23 STR Permit Fees			2,400.00
Interest Income	142.32		832.49
TOTALS 9/30/2023	<u>45,174.95</u>	<u>914,915.00</u>	<u>38,649.12</u>
Oct-23 STR Permit Fees	-	-	8,375.00
Interest Income	165.07		996.16
TOTALS 10/31/2023	<u>45,340.02</u>	<u>914,915.00</u>	<u>48,020.28</u>
Nov-23 STR Permit Fees	-	-	7,275.00
Interest Income	204.50		249.41
TOTALS 11/30/2023	<u>45,544.52</u>	<u>914,915.00</u>	<u>55,544.69</u>

**TOWN OF SEABROOK ISLAND  
MISCELLANEOUS DESIGNATED FUNDS  
FYE 12/31/2023**

DATE	Emergency	Road and Drainage	Town Facilities	Vehicle Replacement Fund	Conservation
TOTALS 12/31/2022	2,120,639.30	559,107.22	236,500.00	25,000.00	-
ADJUSTMENTS	100,000.00	750,000.00	160,000.00	15,000.00	-
ADJUSTED BEGINNING BALANCE	2,220,639.30	1,309,107.22	396,500.00	40,000.00	-
Jan-23	General Fund Transfers per Town Council Transferred from State ATAX Fund Transferred from STR Permit fund Ck# 7701 Machael E Karamus Architect Ck# 7703 Machael E Karamus Architect Ck# 717 ESP Associates	100,000.00 50,000.00  -  (6,720.00)	2,050,000.00   (3,250.00) (4,750.00)	48,725.00 875.00 47,200.00	50,000.00   -
TOTALS 1/31/2023	2,320,639.30	1,352,387.22	2,438,500.00	136,800.00	50,000.00
Feb-23	No Activity	-	-	-	-
TOTALS 2/28/2023	2,320,639.30	1,352,387.22	2,438,500.00	136,800.00	50,000.00
Mar-23	Ck# 7769 Machael E Karamus Architect Ck# 7776 Machael E Karamus Architect	-	(5,000.00) (2,500.00)	-	-
TOTALS 3/31/2023	2,320,639.30	1,352,387.22	2,431,000.00	136,800.00	50,000.00
Apr-23	Ck# 7792 A.H. Schwacke & Assoc ACH - ESP Associates	-	(950.00) (5,845.00)	-	-
TOTALS 4/30/2023	2,320,639.30	1,346,542.22	2,430,050.00	136,800.00	50,000.00
May-23	Received from State Ck# 7819 ESP Associates Ck# 7826 Seabrook Is. Utility Comm Ck# 7821 Michael E Karamus Architect	14,845.99  (14,650.52)	(10,320.00)   (8,250.00)	-	-
TOTALS 5/31/2023	2,320,834.77	1,336,222.22	2,421,800.00	136,800.00	50,000.00
Jun-23	No Activity	-	-	-	-
TOTALS 6/30/2023	2,320,834.77	1,336,222.22	2,421,800.00	136,800.00	50,000.00
Jul-23	Ck# 7881 ESP Associates Ck# 7889 Machael E Karamus Architect ESP Associates	- - -	(8,352.00)  (5,750.00) (4,000.00)	- - -	- - -
TOTALS 7/31/2023	2,320,834.77	1,327,870.22	2,412,050.00	136,800.00	50,000.00
Aug-23	Ck# 7919 ESP Associates Ck# 7933 ESP Associates ESP Associates	- - -	(12,135.00) (5,615.00)  (800.00)	- - -	- - -
TOTALS 8/31/2023	2,320,834.77	1,310,120.22	2,411,250.00	136,800.00	50,000.00
Sep-23	Ck# 7959 Machael E Karamus Architect Ck# 7962 ESP Associates	- -	- - (848.50) (6,500.00)	- - -	- - -
TOTALS 9/30/2023	2,320,834.77	1,310,120.22	2,403,901.50	136,800.00	50,000.00
Oct-23	Truist Bank Ck# 7999 ESP Associates ESP Associates	- - -	(897.08)  (9,950.00) (1,234.00)	- - -	- - -
TOTALS 10/31/2023	2,320,834.77	1,307,989.14	2,393,951.50	136,800.00	50,000.00
Nov-23	No Activity	-	-	-	-
TOTALS 11/30/2023	2,320,834.77	1,307,989.14	2,393,951.50	136,800.00	50,000.00