

KIAWAH ISLAND  
**COMMUNITY**  
ASSOCIATION

BOARD OF DIRECTORS

## Meeting Minutes

November 8, 2021 at 1 p.m.

Virtual Meeting - [Watch Recording](#)

### Board Members Present:

Dave Morley, Chair

Jerry McGee, Vice Chair

Alex Fernandez, Treasurer

Sandy Devine, Secretary

Brad McIlvain, Director

David DeStefano, Director

Gaye Stathis, Director

Amanda Mole, Developer Director

### Board Members Not Present:

Beth Zampino, Director

### Staff Members Present:

Shannon White - COO

Ellen Festa, Executive Assistant

Emily Jenkins – Communications Specialist

### Member Attendees: 22

#### 1. Member Comments – Agenda Topics

- Request to make Budget materials available with the agenda to membership prior to meetings so membership can review.
  - Board will increase efforts to make any materials available to membership.



- Observation on surplus – It has been accumulated over several years, previous members have contributed to this. Fairness issue in terms of using money contributed by prior members for current and future expenses. Please keep this in mind.
  - Alex will do some additional research on why some accounts have assets – will look at assignment of accounts. Dave D. indicated V-gate assets may be set aside for repairs etc.
- Appreciate new quarterly financial statements, it has helped to clarify some questions. Recommendation to postpone Board vote on 2022 Budget until December so that budget materials such as Balance Sheet and funds balance can be reviewed and understood.
  - Alex indicated that Balance sheet and Funds balance doesn't affect the 2022 Budget numbers that are up for approval. Finance Committee will be conducting discussion with community about our funds and will prepare additional documentation with more detailed explanations.

## 2. Call to Order

Chair Dave Morley called the meeting of the Kiawah Island Community Association Board of Directors to order at 1:13 pm.

## 3. Opening Comments

- Dave Morley recognized and thanked Townsend Clarkson for his 19 years of service to KICA and wished him well in his new endeavors. He welcomed Amanda Mole as our new Kiawah Island Partners appointed Director.

## 4. Administrative

### a. Approval of 9-13-21 Minutes **(Vote)**

**Vote Passed. (7) In favor** – D. Morley, J. McGee, G. Stathis, B. McIlvain,  
S. Devine, D. DeStefano, A. Fernandez

**(1) Abstain** – A. Mole (Not a Board Member in September)

**(1) Not present** - B. Zampino



## 5. Reports

### a. COO Report – Shannon White

Thanked Jane and Accounting team for all their help in getting the 2022 Budget completed.

#### COVID Update

- Recently had 2 cases in maintenance. KICA currently at 70% vaccinated. OSHA issued mandate on vaccinations and testing requirements for employers with 100+ employees, but is currently being challenged in courts - KICA will monitor these developments.
- Board approved an increase in vaccine incentives for KICA employees.

#### Projects

- Flood management and Infrastructure project work to begin:
  - Project 1 – Sea Marsh – additional pipe for added capacity
  - Project 3 – KIP and Green Dolphin Way – bowl area that holds water
  - Sea Forest Drive trail connection
  - Inlet Cove Envirolock project
  - Boardwalks currently before ARB for approval - 8b, 12, 29, 33 and 35
- 2022 - Projects 5 and 6
  - Governors at Turtle Point - maintenance
  - Phase 3 of Trumpet Creeper project at 1 Governors Drive – just past Flyway

### b. Treasurer's Report - Alex Fernandez

#### Finance Report

- First quarterly report was made available. Board believes this will help our membership to understand our finances.



- Consolidated balance sheet – reserve account has largest amount of assets. CTR balance has increased - end of 2019 \$8.3M – grew to \$12.198M at the end of 2020 and at the end of third quarter 2021 – we’re at \$13.878M.
- Funds being invested – we’re moving to having less cash sitting around.
- Operating Expenses. Revenues are up this year about \$300K. Expenses down about \$275K.

## 6. 2022 Budget

Alex again expressed his thanks to Shannon, Jane and entire accounting staff for their efforts in providing all the information for the 2022 Budget. We will continue to focus on doing better at projections. Budget is also a great tool for the Board to see how management is doing.

### **Shannon White presented the 2022 KICA Budget.**

- Provided overview of Operating and Reserve Budgets
- Reviewed 2021 vs. 2022 Budget
- 2022 Assessment Increase – 2.8% (3%)

The recommendation of the Finance Committee to the Board is as follows:

- Approve 2022 budget as presented
- 2.8% (3%) overall assessment increase for 2022
- Utilize surplus to decrease amount of assessment increase
- Continue to utilize surplus to decrease amounts of future assessment increases
- Increase storm reserve balance from \$500,000 to \$1,000,000
  - Board to ask Finance Committee to review Named Storm Policy

Dave Morley asked for a motion to accept the 2022 Budget as Alex and Shannon presented it with a 3% overall assessment increase. Alex made the motion to accept budget as presented - seconded by David DeStefano.

- David DeStefano questioned and Alex Fernandez confirmed that the 2.8% increase represents an increase of \$68.



- Brad McIlvain commented that while assessment increase is a small amount, it is the members' money that has accumulated over time. He stated he preferred that we use all of the surplus and have 0% assessment increase. We should not be holding on to members' money any longer than necessary.
  - Dave Morley indicated that the reasons for this approach was to eliminate doubling down on assessment next year. Goal is to get the operating surplus down to zero over the next few years. Board can assess what's required for next year in an effort to avoid a choppy and potentially large assessment increase.

#### Approval of 2022 Budget (Vote)

**Vote Passed (7) In favor** – D. Morley, J. McGee, G. Stathis, S. Devine,  
D. DeStefano, A. Fernandez, A. Mole  
**(1) Opposed** – B. McIlvain  
**(1) Not present** - B. Zampino

#### 7. Board Member Comments

##### Security and Enforcement Task Force Update – David DeStefano and Jerry McGee

Task Force has held three successful meetings. They will be moving forward with recommending three items at next month's Board meeting.

- Speed Limits – recommended speed limit across the major parkways will be 30 mph
- 4 way stop sign at Bufflehead and Flyway – unanimous recommendation by the Task Force is that a 4 way stop sign is not warranted following study of the issue and input from Sheriff's office.
- e-Bikes – suggests that everyone on the Task Force and the Board do a test drive of an e-bike so that we can evaluate more effectively. David DeStefano will provide more info on this.

##### Board Outreach Update – Brad McIlvain and Gaye Stathis



This is the last week for candidate submissions – application deadline is Nov 15<sup>th</sup>. We are currently at 5 candidate submissions and it's a strong group.

### **Sandcastle User Group Update** – Shannon

**Sandcastle Access** - Group is building recommendations around Sandcastle access. It's a complex issue and they are not ready to make the recommendations public yet.

**Sandcastle pool** – (5) heaters are working – (6<sup>th</sup>) will be replaced under warranty. While heaters are working, outside air temperatures can make it uncomfortable to use pool. Project has come in under budget.

### **Amenities Task Force Update** – Dave Morley and David DeStefano

Task Force has brainstormed on several ideas:

- Outdoor progressive fitness stations along bike paths.
- Kayak storage – where, how many
- Additional Services – for ex: transportation.
- Staff will look at what these ideas will actually look like.

Additional items:

- Boardwalk improvements, ramps, etc.
- Leisure trails will also be rated similar to the roads
- Overlaps with improvements on site lines for pedestrians and bikers
- Bike path/lane along Surfsong

## 8. Member Comments



- **OSHA Mandate** - Will KICA pay for weekly testing as it relates to OSHA mandate? This would assist with our employee retention and recruitment initiatives.
  - A decision has not been made on that yet.
- **Projects** - Given the large number of projects in 2022, is the KICA team in a position to execute them?
  - For many projects, we will use outside engineering firms. It will be challenging, but we will be able to handle it.
- **Assessments** - Does Board have a view of what assessments should be year over year?
  - It's something that needs to be reviewed each year. It can fluctuate based on what's going on, but there is a cap and legal restriction as to how high an assessment can be. That number will be published to the membership.
- **Communications** - What areas should be focused on in terms of communication and coordination between Town, ARB and KICA? Currently have good open lines of communication between the entities, always room for improvement but will continue to work together.
- **Bike paths** - overhanging vegetation on Ocean Course trail needs to be cleaned up.
- **Four way stop** – continue to see cars speeding, no enforcement. Don't understand lack of willingness to consider four way stop. Would like to see results and detailed reports including speeds being recorded. Flyway should not be used as a truck pass through.
  - Lots of expertise and input has been part of the discussions and recommendations for why a 4-way stop is not the best solution. Lower speed limits, increased enforcement, speeding signs are being implemented. Speeding and enforcement across the island is an issue. Sheriff's office does participate on the task force.
  - Jerry M offered to set up a meeting with this member to discuss concerns about the 4-way stop and how the task force is coming to this recommendation.
  - Gaye S. asked if there's been any discussion about a Town of Kiawah police force? Dave DeStefano didn't know of any efforts in this area.
- **Oyster Roast** - Positive comments shared about the KICA Oyster Roast and the two Board members (Brad and Alex) who attended the event and acknowledged the KICA staff who had challenges with the event due to the bad weather.



- **Eugenia Paving** - New homeowners on first part of Eugenia inquired about a 'vote' that was required to pave Eugenia.
  - Board discussed the language around any thresholds that pertain to paving. There is deed language regarding 75% of homes on Eugenia need to be KICA members before it is maintained by KICA. Shannon will research the deed to clarify this.
- **Hurricane Cleanup** – The small roads and parking areas off of Parklake Drive are in the Parkside regime. Last hurricane, they couldn't get to their home(s) due to lack of road cleanup. Are the regime(s) responsible for cleaning the road or is it KICA?
  - Shannon to look further into issue.

With no further business, the meeting was adjourned at 2:43 pm.

Respectfully submitted,

*Ellen Festa, Executive Assistant*

