

REAL PROPERTY COMMITTEE

4:00 p.m., Tuesday, May 5, 2009

The regular meeting of the Real Property Committee was held at 4:00 p.m. on Tuesday, May 4, 2009 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilwoman Rice, Councilman Taylor, Mayor Cronin, Administrator Tucker, Assistant to the Administrator Dziuban, Marina Manager Berrigan, Carla Pope and Jay Clarke of Morgan Creek Grill and City Clerk Copeland.

1. Mayor Cronin called the meeting to order and acknowledged that the press and the public had been duly notified of the meeting in accordance with the Freedom of Information Act.

2. Approval of Previous Meetings' Minutes

MOTION: Councilman Taylor moved to approve the minutes of the regular meeting of April 7, 2009 and the special meetings of April 15 and April 28, 2009 as submitted; Councilwoman Rice seconded and the motion PASSED UNANIMOUSLY.

3. Citizens' Comments

Mayor Cronin stated that an engineering class at the Citadel had taken, as their class project, a study of improving and increasing parking at the marina. Twenty-five (25) cadets had participated in the project and they were present to give the preliminary results of their efforts; the young men made a PowerPoint presentation of their findings. A copy of the presentation is attached to the permanent record of the meeting. The bulk of the information they provided was statistical, such as the average number of vehicles that come to the marina in a day, the length of stay at the marina, etc. The cadets had done their on-site work in October and November, which are slower months at the marina, but they had tried to arrive at more accurate figures by getting traffic counts from SC DOT.

Their preliminary findings were the following:

- Existing lot provides approximately 147 parking spaces;
- During summer peak (July-August), 15,000 vehicles per week are entering/exiting the site;
- On Sunday, the marina generates the most traffic; Morgan Creek Grill generates the most traffic the rest of the week;
- The peak day is Sunday with an approximate average of 2,000 vehicles per day;
- Reconfiguration of the lot will result in additional spaces;
- Paving the parking lot will create defined spaces and allow more efficient use of available space.

The plan for completing the study includes the following:

- Receive feedback from Mayor, Council and public;
- Collect additional data during summer 2009;
- Develop and evaluate 3 proposed layouts for site improvement;
- Present study finds to Mayor and Council in September 2009.

Marina Manager Berrigan noted that paving the parking lot would require a retention pond; therefore, he wanted to know if there would be a plan presented that did not include paving.

Mayor Cronin stated that it will be interesting to see if any of their findings change after site visits in peak season. He stated that the City has a traffic counter that the cadets could use at the marina if they need it; he also informed the cadets that the City has traffic counters installed at the Connector and Breach Inlet that would provide more accurate counts than SDCOT.

Administrator Tucker commented that, if they were interested in getting a broader survey, they could leave copies of the survey at the marina store and at Morgan Creek Grill; she said it could also be put on the City's website. As the Administrator is a forward-thinking person, she asked the cadets if they could look into the possibility of multi-level parking that could possibly include vehicles and a dry stack.

All members of the Committee were very complimentary of the job the cadets had done and offered any assistance they could provide over the summer.

4. Marina Manager's Report – Brian Berrigan

Mr. Berrigan reported that SCE&G had put in the new transformer at the marina; work was underway to replace the fuel line; and the rock fill had been placed at the end of the boat ramp. He stated that he had been very pleased with the turnout for the 10th anniversary celebration; Ms. Pope commented that approximately four hundred (400) people had attended; the gross receipts were approximately four thousand dollars (\$4,000) and nine hundred dollars (\$900) had been collected for the MUSC Children's Hospital.

5. Morgan Creek Grill Report – Carla Pope

Jay Clarke, owner of Morgan Creek Grill, expressed the need for irrigation to maintain the grassy areas around the restaurant; he presented the Committee with an email he had received from the Isle of Palms Water and Sewer Commission stating that there would be impact fees of four thousand eight hundred dollars (\$4,800) to re-activate the old water meter.

Ms. Pope informed the Committee that a ninety (90) year old woman had fallen in the marina parking lot at approximately 8:30 p.m. on Monday, April 27. She said the insurance adjuster had been to the site gathering information and was interviewing persons who were working that evening; she has been informed that the injuries include a broken clavicle, three (3) broken ribs and internal bleeding and an attorney has been retained.

Ms. Pope has kept the City informed as events unfold, and the City has made the necessary notifications.

As for other general information relative to the restaurant, Ms. Pope was pleased with the assistance she got from the Fire Department to replace one of the lights in the parking lot. The restaurant will be filming a commercial on May 14. Mr. Clarke has arranged to get a load of sand to place around the front of the restaurant. He also reported that there has been damage to the guttering on the IntraCoastal Waterway side of the restaurant where the wood has bowed

significantly; he questions if it occurred as a result of the vibrations involved in the bulkhead replacement.

6. Old Business

A. Update on Beach Restoration Project

Administrator Tucker said the permits had been obtained for the sand fencing and vegetation planting; the fencing will be done before there is any planting.

She informed the Committee that negotiations are continuing with the Department of Fish and Wildlife over the benthic monitoring report..

B. Update on Bulkhead Replacement Project

The Administrator noted that the final payment had been made to Misener Marine and the as-built drawings and survey arrived today. She continues to work on getting a signed easement agreement with Dewees homeowners.

Councilwoman Rice referred to comments made at the April meeting regarding the City's incurring insurance expense relative to the easement; she stated her opinion that any such expenses the City incurs should be paid by Jon Guerry Taylor, not the City. Mayor Cronin asked that, if not done already, the final invoicing from Jon Guerry Taylor should not be paid until this matter is resolved.

C. Status of Kayak Hut

Councilman Taylor verbally reviewed the minutes of the special meeting of April 28 to confirm his understanding of what had transpired. There has been no action on the kayak hut since that meeting.

7. New Business

A. Review of Estimates for Painting Interior and Exterior of Public Restrooms

Mayor Cronin explained that the estimates would not require action at this meeting because employees of Keller-Williams Realty have volunteered their services to paint the exterior of the structure on May 14. The City will provide that the paint and brushes.

B. Schedule of Tenant Rents and Management Agreement Fees

Mayor Cronin informed the Committee that the Treasurer had not compiled this data because she had been involved in more time-sensitive projects for the City.

8. Miscellaneous Business

Administrator Tucker distributed the questions/concerns expressed by members of Council and staff's responses to them about the Marina Management RFP. After each question/concern, there are lines available for recommendations or suggestions for the RFP based on the response. She pointed out the fact that, if the Committee were to decide to have a lease agreement rather than a management agreement, there would be no need for the RFP; according to the City's procurement code, a lease can be negotiated without going through the bidding process. The Administrator stated her intention to distribute this information electronically to the balance of Council after this meeting

Due to the volume of information contained in the handout, Mayor Cronin suggested that Committee members study it for a couple of days and to hold a special meeting to discuss each item and its relevance; the special meeting was scheduled for 5:00 p.m., Thursday, May 7 at a location to be determined.

Councilman Taylor asked when the RFP was to be made available to bidders; Administrator Tucker said that it was on hold until she received feedback from Council on the handout. Once the feedback is received, appropriate changes will be made to the RFP and it will be executed.

Mayor Cronin asked that she inform the balance of Council of the special meeting set for May 7 and to ask that they relay any questions to members of the Real Property Committee before the meeting. He stated that he wanted the RFP to be available to bidders by June 1 with a bid opening set for July 15.

MOTION: Councilman Taylor moved to make the final recommendations for the Marina Management RFP at the special meeting of May 7, 2009; that the RFP be amended based on the recommendations from that meeting and that the RFP be made available to the public no later than June 1, 2009 with the return date of July 15, 2009; Councilwoman Rice seconded and the motion PASSED UNANIMOUSLY.

The next meeting was scheduled for 4 p.m., Tuesday, June 9, 2009.

9. Adjourn

MOTION: Councilwoman Rice moved to adjourn the meeting at 5:27 p.m.; Councilman Taylor seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk