

**REAL PROPERTY COMMITTEE**  
5:00 p.m., Monday, February 6, 2012

The regular meeting of the Real Property Committee was held at 5:00 p.m. on Monday, February 6, 2012 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Buckhannon and Stone, Chair Loftus, Administrator Tucker, Assistant to the Administrator Dziuban and Clerk Copeland; a quorum was present to conduct business. Invited guests for the meeting were Steven Traynum and Haiqing Liu Kaczkowski of Coastal Science and Engineering (CSE) and Public Works Director Pitts.

1. Chair Loftus called the meeting to order and acknowledged that the press and public were duly notified in accordance with the Freedom of Information Act.

2. **Approval of Previous Meeting's Minutes**

**MOTION: Councilmember Stone moved to approve the minutes of the regular meeting of January 6, 2012 and the Special Meeting of January 30, 2012 as submitted; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.**

3. **Citizens' Comments – None**

4. **Comments from Marina Tenants – No marina tenants attended the meeting.**

5. **Old Business**

**A. Update on Beach Restoration Shoal Management Project by Steven Traynum of Coastal Science and Engineering**

Mr. Traynum's handout is attached to the historical record of the meeting.

Administrator Tucker related that, while in the process of developing the bid documents for the Shoal Management Project, Mr. Traynum had met with her to inform her of dynamics that were developing in the project area, and the Administrator wanted everyone to be aware of those dynamics because it may influence the timing of future projects.

In the presentation, Mr. Traynum reviewed the conditions prior to and after the 2008 renourishment project and described the process of erosion that occurs when a shoal attaches to the shoreline. Following an animated visual forecasting the movement of a shoal landward, Mr. Traynum explained that the shoal will be very close to the beach in a couple of years causing the area behind it to build out and the areas beside it to erode creating the need for another project.

Administrator Tucker inquired about the level of interest CSE has gotten from potential bidders on the 2012 Shoal Management Project; he responded that four (4) sets of plans had been sent out and others have said they will come to City Hall to review them. The mandatory pre-bid meeting will be Thursday, February 9.

The presentation was summarized as follows:

- Project is designed in anticipation of landward migration and attachment of an offshore shoal over the next 2-3 years;
- Sand will be moved from attachment site to adjacent site;
- Single project is not a long-term solution, rather part of a maintenance strategy; and
- Further migration may be required once the shoal approaches the beach.

Administrator Tucker emphasized the need to inform the public that the 2012 project will not cause what beach erosion occurs with the next shoal attachment in two to three (2-3) years. Assuming CSE's predictions are correct, another project will be required in a couple of years to prevent beach conditions from deteriorating to 2008 conditions. A primary focus to the public needs to be that the City is being proactive to prevent conditions on the beach from getting as severe as before the 2008 project when beachfront homes were jeopardized.

According to the Administrator, an issue that the City needs to be concerned about is that no source of funds has been identified for a renourishment project beyond the 2012 project; staff anticipates the remaining funds from the 2008 project to be exhausted with the current task.

Mr. Traynum added that each subsequent monitoring – the next one in June or July 2012 – will provide data for refining the predictions of the movement of the shoal attachment.

Councilmember Stone commented that a renourishment project on the north end of the island would be funded primarily by Wild Dunes residents; he doubted that the City could garner funds from Charleston County or the State.

Administrator Tucker expressed the opinion that this future project should be foreshadowed at the upcoming annual meeting of the Wild Dunes Community Association (WDCA); they need to be aware that funds are available for the current project, but funds must be assembled for any future project.

Mr. Traynum will be making a similar presentation to the WDCA annual meeting; Dave Kynoski, the association manager, sent Mr. Traynum the following questions to be answered:

- What amount of sand is in the project area?
- What is the configuration of the current shoal?
- What is the project?
- What are the expectations from the project?

As an aside, the Administrator informed the Committee that the bid documents do not allow for work over Easter weekend; Mr. Traynum added that no work will be allowed on Sundays and hours are restricted on Saturdays.

Chair Loftus asked if the project two or three (2-3) years hence would be similar in scope and cost to the 2012 project; Mr. Traynum replied that, if the shoal sand is accessible with land-based equipment, the project would probably be larger. He added that the larger the project, the longer it tends to last, because it tends to fix the cause more; he noted that any project should be designed for the protection of the structures and the habitat.

When Administrator Tucker asked Mr. Traynum whether DHEC had issued the permit, Mr. Traynum reported that he had spoken with their office earlier in the day and been told that the biological monitoring would not be required and that the paperwork has been passed up the chain of command. He hopes to have the permit by the time the bids are opened Friday, February 17.

#### **B. Update on Marina Dredging**

The Administrator reported that the pilings have been removed; per Assistant Dziuban, they are not stored on-site because the boat could not get access to the boat ramp to deposit them as instructed by the marina manager. The pilings remain the property of the City, but are being stored, for the time being and at no cost to the City, in McClellanville at the offices of the company that removed them.

Chair Loftus expressed concern that the pilings were not on-site as the Committee had directed.

The City has received the bill for removing them for three thousand dollars (\$3,000) as quoted; there was no charge for the relocation.

Councilmember Stone suggested that the pilings be returned to the marina for storage on-site as soon as the dredging has been accomplished.

Assistant Dziuban stated that the contract states that the project must be complete by April 10.

#### **C. Project Worksheet for Activities Related to 1207 and 1301 Palm Boulevard**

Recounting actions taken at Ways and Means, Administrator Tucker noted that fifty-five hundred dollars (\$5,500) had been approved for the project from the Tree Fund, but no action had been taken on the balance estimated to complete the project. Staff wanted to have a more accurate estimate based on the plans from the landscape architect before seeking additional funding. The staff has another planning meeting scheduled for February 7.

Chair Loftus asked about the square footage of 1301 Palm Boulevard; the Administrator indicated that she did not know. Chair Loftus expressed concern over the cost estimates because they are three times (3x) the costs of improvements to the United Methodist Church's (UMC) property when the UMC property appears to be three times (3x) the size of the City's.

Administrator Tucker repeated comments from the Ways and Means meeting that costs would not be known until the landscape architect had completed her design relative to parking and traffic flow suggestions from staff. The Administrator remarked that staff wanted to accomplish the goals for the least amount of money.

#### **D. Update on Paving Near Front Beach Compactor in Municipal Lot**

The Administrator informed the Committee that the Public Works Committee was also discussing this issue; members of both committees expressed a desire to view the area in question, and staff was asked to learn how other businesses are dealing with the issue.

In talking with other Front Beach restaurants, staff learned that businesses, other than Coconut Joe's are having problems maneuvering to the compactor; some restaurants are using the yellow wagons and are reporting problems getting through the parking lot surface.

Director Pitts got additional estimates for the concrete pad proposed at a previous meeting; the lowest bid came in at thirty-nine hundred dollars (\$3,900). The cost can be covered in the FY12 Front Beach maintenance budget from Municipal Accommodations Fees; the balance in that line is approximately forty-seven thousand dollars (\$47,000).

Chair Loftus asked when the lot had last been resurfaced; the Administrator said that the past resurfacing was done with the completion of the Public Safety Building. The previous surface was gravel and dirt, but different from what is there now.

With the flooding problems that the island experiences, Chair Loftus expressed reluctance at adding another impervious surface. He reported that he had visited the location and could imagine the problems that the restaurants are having; he thought that the surface was entirely wrong for hauling heavy volumes of garbage through. The Chair asked about scraping off the existing surface and replacing it with hard-packed gravel/shell similar to the other parking lot; that would keep the surface natural and would be more cost effective.

Director Pitts indicated that shell sand required on-going maintenance; replacing it annually would cost approximately one thousand dollars (\$1,000).

The thirty-nine hundred dollar (\$3,900) bid calls for three thousand (3,000) psi fiber re-enforced concrete six (6) inches thick with control joints.

Relative to the issues the restaurants reported, the Banana Cabana uses a yellow wagon and reports difficulty, and Huck's uses the yellow wagon and gets major reports from employees about pulling it through the lot due to the depth and unevenness of the surface material.

The Chair expressed no difficulty understanding the problems, but he wanted to find a more cost effective solution that does not require concrete. He queried whether black top would be less expensive; Director Pitts said he had gotten quotes for black top at fifty-five hundred and fifty-nine hundred dollars seventy-five dollars (\$5,500 and 5,975).

Director Pitts repeated that any type of rock surface would require future maintenance and expressed the opinion that the fiber re-enforced concrete was the cheapest solution.

Administrator Tucker stated that she and Director Pitts were in agreement that the thirty-nine hundred dollar (\$3,900) re-enforced concrete would save the City money in maintenance and, since the City has not been put on notice of a problem, in potential expenses related to an injury.

Councilmember Buckhannon noted that any action needed to be done soon because the SEWE Wildlife Expo was next week and that event has historically been the unofficial start of the tourist season.

**MOTION:** Councilmember Stone moved to approve \$3,900 from Municipal Accommodations Fees for the concrete pad and path to the Front Beach compactor; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

## 6. New Business

### A. Review of Capital Budgets for FY2012-2013 and Long Range Capital Plan

Administrator Tucker indicated that the review of capital budgets was the first step in the annual budget process; she reminded the members that capital budgets are prepared primarily on the basis of items that are expected to come up because of their position in the capital equipment rotation cycle.

#### **Front Beach Area, including Public Restrooms, Parking Meters and Parking Lots**

Replace/refurbish benches, trash receptacles, information kiosks Normal replacement	\$2,000
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#### **Facility Maintenance** – normal replacement/refurbishment

Replace street signs, parking signs, poles (approximately 75)	2,500
Maintain public restrooms, plumbing, electrical, etc.	7,500
Parking kiosk and ticketing device maintenance	7,500
ER callbox maintenance	1,650
Annual parking lot maintenance (fill material, grading)	1,000
Maintain irrigation system for parking lots & Front Beach green space	2,500
Maintain electrical systems, landscape lighting, etc.	2,500
Resurface (patching) City-owned portion of Ocean Blvd.	5,000
Sidewalk & brick repair on City-owned portion of Ocean Blvd.	5,000
Resod and refurbish green spaces	5,000

Chair Loftus questioned that the resodding and refurbishing of green spaces was in the FY12 budget; Administrator Tucker explained that items listed under “Facility Maintenance” are placeholders to have money available when the job is required to be done.

In addition, the Chair inquired about the frequency of use of the ER callbox; in this age of cell phones, he suggested that the callbox was no longer needed. The Administrator replied that the Police Department should have information on its usage and she would follow-up.

#### **Beach Restoration and Monitoring**

The Administrator commented that this budget foreshadows the future project referred to earlier in the meeting for which there is not identified source of funding. Responding to the Chair’s question as to why it is included in the FY13 budget, Administrator Tucker explained that the City could not enter into a project without money and assembling the money would have to occur in FY13 for a project in FY13 or FY14. In addition, the need to assemble funding becomes a part of the work plan for the year by its inclusion in the budget.

Councilmember Stone envisioned being in a budget preparation meeting this time next year, FY13, with a project looming in FY14; the money would need to be in place for a project to occur. The Administrator concurred; the City could not seek any type of contract – engineering or anything else – without having the money in the bank to pay for the contract.

Sand fencing and escarpment removal as necessary	2,500
Potential Post-project requirements for FY Shoal Mgmt Project	100,000
Potential focused erosion project in FY13 (funding not identified)	600,000
Ongoing monitoring of shoreline (3 yr contract = \$160,702)	61,410
Additional reserve for future beach restoration projects	100,000

Councilmember Stone asked the source of funding for the three (3) year monitoring contract; Administrator Tucker stated that this monitoring contract was paid in full by the City and encompassed the entire beach front.

### **Isle of Palms Marina**

According to the Administrator, the items included for FY13 were re-budgeted from FY12.

Design & permitting of new watersports/waverunner docks	25,000
Design & permitting for new docks (permit process takes up to 1 year)	50,000
Improve newer docks on Intercoastal Waterway	75,000

Chair Loftus stated that, from being at the marina last week and looking at the City docks on the Intercoastal Waterway, he did not see the need for improvements to them. Councilmember Stone asked if this was to extend the finger piers.

The Administrator was unsure of the reasoning behind this line item and said she would look into it for the March meeting when operating budgets are presented.

Councilmember Stone digressed and asked whether all marina tenants were current with their obligations to the City; Administrator Tucker reported that one (1) tenant is past due with January rent.

Councilmember Stone expressed the opinion that the tenant is “holding the City’s money” and that the tenant needs to be held responsible for the lease they negotiated to avoid this situation. When asked what the next step would be, the Administrator said she would send a default notice as outlined in the lease, and the tenant would have a prescribed number of days in which to respond. Administrator Tucker said that one (1) reason this action has not been taken is that the tenant will respond by bringing a check to make them current.

The Administrator added that two (2) tenants are past due in sending the City their annual gross receipts reports, on which additional rent payments are calculated, and she said that the tenants have been reminded that they are past due. The Committee agreed that these tenants should be sent default notices as well.

**B. Prioritization of Projects Greater than \$250,000**

Administrator Tucker recalled that this list was last reviewed in 2009 and, at the March meeting, staff wants the Committee to establish its top five (5) projects as a way of providing direction to staff for things to get done.

Chair Loftus questioned that green space acquisitions and a roundabout at 41<sup>st</sup> Avenue were on the list. Since the roundabout would require the City to condemn land, cost between eleven hundred thousand and thirteen hundred thousand dollars (\$1,100,000 and \$1,300,000) and the new configuration is working well, he did not understand why it had been added back to the schedule.

The Administrator explained that the primary reasons for adding items back to the list are the new composition of Council and to show the type of projects that are considered.

Chair Loftus suggested that the only way a 41<sup>st</sup> Avenue roundabout should be discussed in the future would be when the intersection is not functioning properly, and, as for the green space acquisitions, he opined that citizens of the island would question the decision –making process of City Council to see it being considered.

Assistant Dziuban stated that members should feel free to add projects to the list, for example, Director Pitts' suggestion for the replacement of the Front Beach restrooms.

Administrator Tucker stated that the priority list from each committee would be compiled for a single priority list to be announced at the March Ways and Means Committee meeting.

Chair Loftus referred to discussion at the Public Works Committee meeting in January about the need for more and improved bike lanes on the island. He asked if a conflict existed between the City's request for a bike lane on the Connector and the Committee's expression of the need for improvements to bike lanes from Breach Inlet to 57<sup>th</sup> Avenue.

The Administrator explained that, other than inquiries made by the City, part of the initiative for a bike lane on the Connector is coming from a biking organization that is pushing Charleston County and other entities for more bike paths throughout the County; the biking organization specifically referred to the IOP Connector as being in need of a bike lane. When the various configurations for a Connector bike lane were reviewed by the Public Safety Committee, certain questions came up that needed resolution before the Committee would be prepared to take a recommendation to City Council. Those concerns were the need to maintain the ten (10) foot wide center lane to accommodate emergency vehicles and a desire not to raise the height of the side railings; Richard Turner from Charleston County is in discussions with Dickie Schweers and SC DOT for a response to the Committee's concerns

On the subject of bike lanes from Breach Inlet to 57<sup>th</sup> Avenue, the topic has not been discussed by the full Council; as stated, bike lanes were discussed in the January Public Works meeting and have been advocated by another member of Council. In addition, the City Administrator has not made any approaches to funding agencies relative to that. Based on those statements, the Administrator noted that the two (2) projects could be competing for the same dollar.

Chair Loftus commented that opening up to bike traffic without the proper infrastructure on the island to handle it “would be a recipe for disaster.” The Chair believes that a serious public safety problem exists on the island already with the number of bikers on the road, and to invite more bikers without the necessary infrastructure is “putting the cart before the horse.”

The Chair asked what could be done with Green Space money “for the betterment of the island.” Administrator Tucker responded that the City has not taken any steps relative to the Green Space money since being told not to pursue the acquisition of the property located at 3206 Palm Boulevard. Chair Loftus added that the project did not have public support, and, if the City cannot find a way to use the funds, he is of the opinion that Charleston County will find a way to take the funds away from the City. He suggested that the “full weight of the City (be placed) behind one or two (1 or 2) ideas” that are acceptable to the County.

Councilmember Stone stated a desire to have someone from the County who is all-knowing about the Green Space funds to address Council and to answer questions. He indicated that Council, in general, does not understand what the acceptable uses of Green Space funds are. The Administrator said she could arrange such a presentation and urged him, in the interim, to go to the County’s Greenbelt website because it contains excellent information.

Administrator Tucker confirmed the Chair notion that the City has a finite amount of Green Space funds and that they are not going to increase.

**C. Consideration of Award of Contracts in Excess of \$10,000 – None**

**7. Miscellaneous Business**

**Marina Rents Report** – discussed earlier in the meeting

**Next Meeting Date: 5:00 p.m., Tuesday, March 13, 2012, City Hall Conference Room**

**8. Executive Session** – not needed

**9. Adjourn**

**MOTION: Councilmember Buckhannon moved to adjourn the meeting at 6:23 p.m.; Councilmember Stone seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk