



Public Services & Facilities Committee

9:30 a.m., Thursday, February 13, 2024

1207 Palm Boulevard

City Hall Council Chambers

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address and topic to Nicole DeNeane, City Clerk, at nicoled@iop.net no later than **3:00 p.m. the day before the meeting**. Citizens may also provide written public comment here:

<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** and acknowledgment that the press and the public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Citizens' Comments** – All comments have a time limit of three (3) minutes.
3. **Approval of previous meeting's minutes** – January 11, 2024
4. **Old Business**
Discussion of parking reconfiguration layout options for the Intracoastal side of marina parking lot
5. **New Business**
Review of 10-year capital plan for Public Works Department, Recreation Department, Drainage, Front Beach, Beach and Marina
6. **Miscellaneous Business**
Next meeting date: First Tuesday of the month at 9:00 a.m. – March 5th
7. **Adjournment**



Public Services & Facilities Committee Meeting
9:00am, Thursday, January 11, 2024
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to Order

Present: Council members Miars, Hahn, Pierce

Staff Present: Administrator Fragoso, Director Kerr, Director Pitts, Director Ferrell

2. Election of Chair and Vice Chair

Council Member Pierce nominated Council Member Miars as Chair of the Public Services & Facilities Committee. There being no other nominations, a vote was taken and the motion passed.

Council Member Miars nominated Council Member Pierce as Vice Chair of the Public Services & Facilities Committee. There being no other nominations, a vote was taken and the motion passed.

Council Member Miars will serve as Chair and Council Member Pierce will serve as Vice Chair of the Public Services & Facilities Committee.

3. Approval of Previous Meeting's Minutes – September 21, 2023

MOTION: Council Member Miars made a motion to approve the minutes of the September 21, 2023 meeting. The motion passed.

4. Citizen's Comments -- none

5. Old Business

Discussion of parking reconfiguration layout options for the Intracoastal side of marina parking lot

Administrator Fragoso brought the new Committee members up to date on the efforts to create an effective parking plan for the shared parking lot at the marina. They reviewed the latest iteration of a proposed parking lot layout that includes 10 boat trailer parking spaces, the inclusion of 43 additional spaces assuming the covering of the ditch along 41st Avenue, 16 resident-only spaces, and a handicap parking space that can be expanded to two spaces. There are no dedicated golf-cart parking spaces. The plan does not clearly separate City parking from restaurant parking, but that could be addressed with proper signage.

The plan has been provided to the restaurant owners and the City is awaiting their feedback. Committee members would like to see an additional handicap spot in the City parking lot.

6. **New Business**

A. **Discussion of temporary license agreement between the City and Islander 71 for temporary use of portion of the employee lot for construction staging**

Administrator Fragoso said the temporary agreement between the City and Islander 71 has been signed by Islander 71. This agreement will accommodate the contractor piping the ditch along 41st Avenue who needs the space for materials. The agreement abates the rent of Islander 71 by \$1200 for two months and allows them to use some of the resident-only spaces for employee parking. In addition, employees parking along the construction area will be protected from potential damages and the contractor will be required to return the space to preconstruction conditions. This same area will be used when dock construction begins.

B. **Discussion and consideration of change order proposal from The Bastion Group in the amount of \$478,000 for pipe remaining part of open channel at 41st Avenue ditch**

Administrator Fragoso said this change order will cover extending the 41st Avenue ditch 170 additional feet to the headwall. Director Kerr will get a further breakdown of the components of the change order from the contractor prior to Council approval. Administrator Fragoso noted the \$20,000 decrease in the originally posted cost is due to a credit from some materials provided in the current project.

Administrator Fragoso said the cost of this change order could be covered by the remaining bond proceeds (approximately \$600,000) unused from the bond secured for the projects at 30th, 36th, and 41st avenues.

Council Member Hahn expressed concern about the pipes not being covered in such a way to prevent children from entering the pipes. Director Kerr said he would verify with the contractor there will be no way for anyone to enter the pipes.

Administrator Fragoso said a recommendation from the Committee and approval by Council at this time would allow the contractor to install the pipes while working on the headwall.

MOTION: Council Member Hahn made a motion to recommend to City Council the approval of the change order to the Bastion Group in the amount of \$478,000 for piping the remaining part of the open channel at the 41st Avenue ditch contingent upon a cost breakdown. Council Member Pierce seconded the motion.

A brief discussion ensued as to whether or not the parking plan needs to be approved in conjunction with the change order. The Committee agreed to set a time for a Special Meeting to discuss the parking lot plan, but that the plan did not need to be approved before moving forward with the change order.

VOTE: A vote was taken with all in favor.

C. Discussion of policy initiatives and projects for the committee to pursue in 2024

Administrator Fragoso said the 10-year capital plan for Public Works and Recreation will be discussed at the next regular Committee meeting. She added one issue that needs to be addressed is safer garbage collection in light of the rising costs of using temporary labor to collect garbage. The Committee will need to discuss what City operations look like if they could no longer use temporary labor.

Discussion with Director Pitts about debris and garbage removal schedules revealed the need to review the City's ordinances so they reflect current practices. Administrator Fragoso said that modifying the ordinances will help manage the public's expectations.

Director Ferrell said building maintenance and maximizing the use of the athletic fields need to be discussed. Administrator Fragoso said the need for a covered walkway and entrance to the recreation building also should be discussed as they are part of the Master Plan for the building.

Director Kerr shared that the contractor and architect for the City Hall project are working on understanding the needs of City operations so they can provide size and massing options for the Committee to consider. Pros, cons, and pricing of the options should be available in a few weeks.

Council Member Pierce said City road sign maintenance also needs to be addressed. Administrator Fragoso would like to see some City branding included in any new signage.

7. Miscellaneous Business

The next regular meeting of the Public Services & Facilities Committee will be Thursday, February 8, 2024 at 9am.

Administrator Fragoso will reach out to the restaurant about having a meeting on January 18 or January 22 at 3pm to discuss the parking lot plan.

8. Adjournment

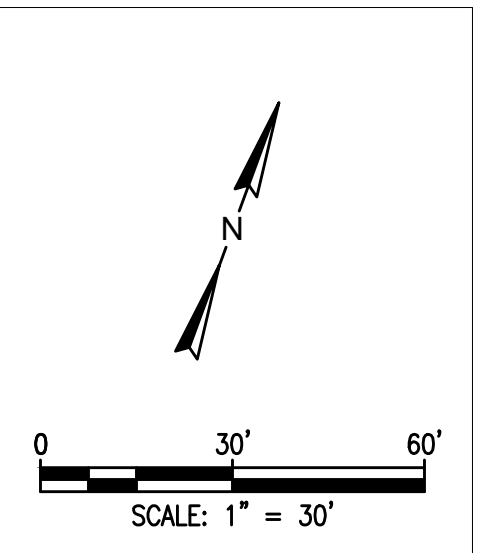
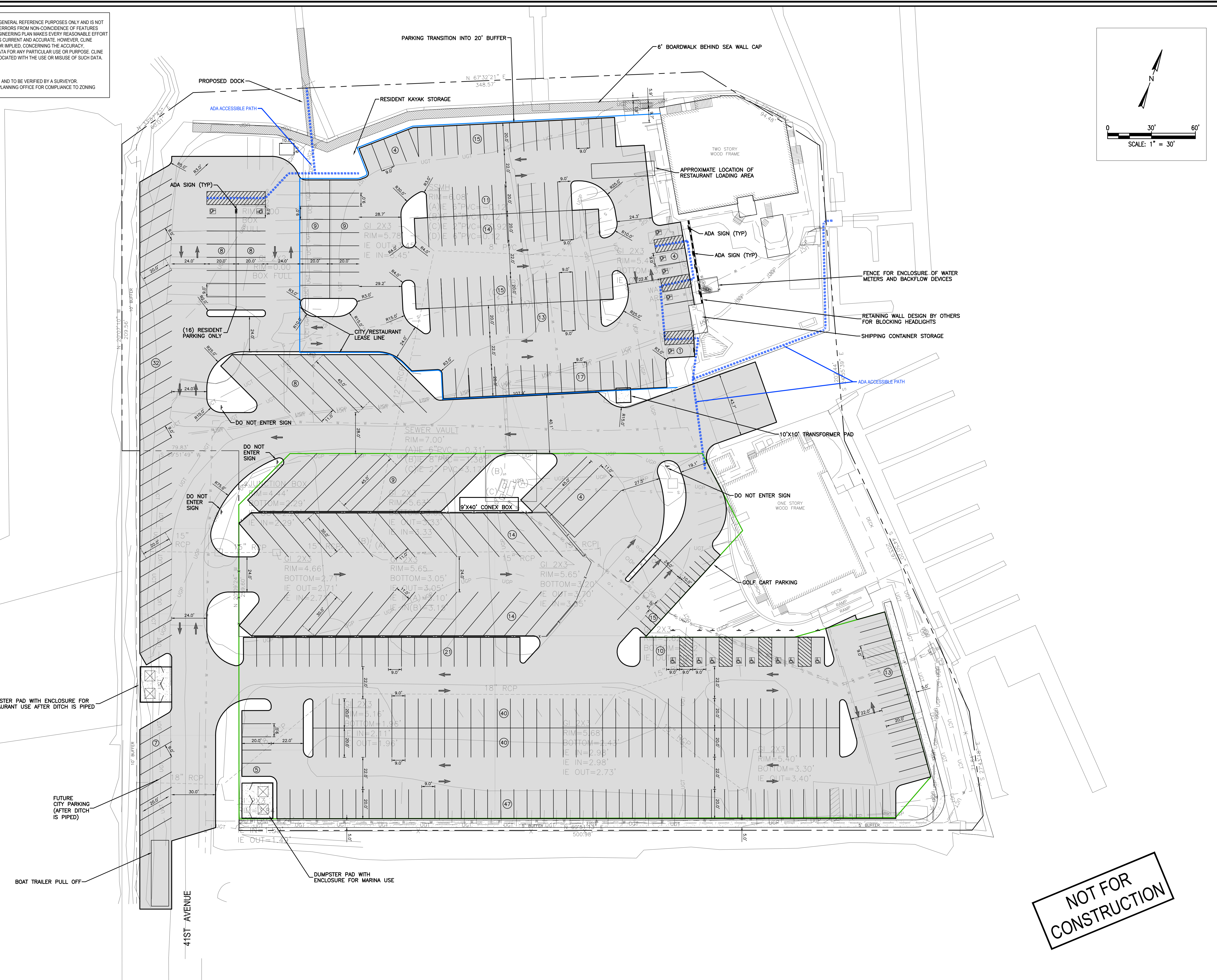
Council Member Miars made a motion to adjourn and Council Member Pierce seconded the motion. The meeting was adjourned at 10:17am.

Respectfully submitted,
Nicole DeNeane
City Clerk

THIS DRAWING AND ASSOCIATED CONTENTS ARE INSTRUMENTS OF SERVICE AND THE PROPERTY OF CLINE ENGINEERING, INC. AND SHALL NOT BE USED OR REPRODUCED IN ANY OTHER MANNER WITHOUT THE WRITTEN CONSENT OF CLINE ENGINEERING, INC.


DISCLAIMER
 INFORMATION DEPICTED IN THIS PLAN IS PROVIDED FOR GENERAL REFERENCE PURPOSES ONLY AND IS NOT TO BE CONSTRUED AS A SURVEY OR LEGAL DOCUMENT. ERRORS FROM NON-COINCIDENCE OF FEATURES FROM DIFFERENT SOURCES MAY BE PRESENT. CLINE ENGINEERING PLAN MAKES EVERY REASONABLE EFFORT TO ENSURE THAT THE INFORMATION PROVIDED HEREIN IS CURRENT AND ACCURATE. HOWEVER, CLINE ENGINEERING PROVIDES NO WARRANTIES, EXPRESSED OR IMPLIED, CONCERNING THE ACCURACY, COMPLETENESS, RELIABILITY, OR SUITABILITY OF THIS DATA FOR ANY PARTICULAR USE OR PURPOSE. CLINE ENGINEERING ASSUMES NO LIABILITY WHATSOEVER ASSOCIATED WITH THE USE OR MISUSE OF SUCH DATA.

- CONCEPT DESIGN NOTES**
1. PLAN IS NOT FOR CONSTRUCTION.
 2. ALL DIMENSIONS TO BE CONSIDERED APPROXIMATE AND TO BE VERIFIED BY A SURVEYOR.
 3. LAYOUT TO BE VERIFIED AND REVIEWED BY LOCAL PLANNING OFFICE FOR COMPLIANCE TO ZONING CODE.



**NOT FOR
CONSTRUCTION**

REV.	DATE	DESCRIPTION	DRAWN	APPV.

**CLINE
ENGINEERING**
 PROFESSIONAL DESIGN CONSULTING

IOP MASTER PLAN

SITE PLAN
 50 41ST AVENUE
 ISLE OF PALMS, SOUTH CAROLINA

PROJECT MANAGER	MEC
DRAWN BY	ASR
PROJECT DATE	AUGUST 2022
SHEET NUMBER	224



	A	D	E	F	G	I	J	K	L	M	N	O	P	Q
1	City of Isle of Palms 10-Year Capital Plan													
2	Expenditures for assets or projects > \$5000 **Expenditures less than \$5,000 are included in operating budgets**													
3														
4														
5	Fleet													
6	Count													
7														
8														
322														
323														
324														
325	Bonded Debt Service- Principal & Interest													
326														
327		2003 Rec Expansion GO Bond - principal (20 Yrs, refi 1.68%)												
328		2003 Rec Expansion GO Bond - interest (20 Yrs, refi 1.68%)												
329		2006 Fire Station #2 GO Bond - principal (20 Yrs, refi 1.88%)		265,000		275,000								
330		2006 Fire Station #2 GO Bond - interest (20 Yrs, refi 1.88%)		10,152		5,170								
331		2008 Public Safety Building GO Bond - principal (20 Yrs, 4.14%)		375,000		425,000	450,000	450,000						
332		2008 Public Safety Building GO Bond - interest (20 Yrs 4.14%)		70,380		54,855	37,260	18,630						
333		2020 75' Ladder Truck Muni Lease - principal (10Yrs @ 1.83%)		83,947		85,483	87,048	88,641	90,263					
334		2020 75' Ladder Truck Muni Lease - interest (10Yrs @ 1.83%)		7,967		6,431	4,867	3,274	1,652					
335		2021 Drainage Ph 3 w/ Waterway Blvd path principal (15 Yrs @ 1.71%)		218,000		222,000	226,000	230,000	234,000	238,000	242,000	246,000	250,000	
336		2021 Drainage Ph 3 w/ Waterway Blvd path interest (15 Yrs @ 1.71%)		44,785		41,057	37,261	33,396	29,463	25,462	21,392	17,254	13,047	
337		2020 Marina Dock Replacement Bond - principal (15 Yrs @ 2.16%)		264,000		269,000	275,000	281,000	287,000	293,000	300,000	306,000	313,000	
338		2020 Marina Dock Replacement Bond - interest (15 Yrs @ 2.16%)		69,854		64,152	58,342	52,402	46,332	40,133	33,804	27,324	20,714	
339		2021 Fire Engine & SCBA Muni Lease - principal (10Yrs @ 1.6%)		84,076		85,421	86,788	88,177	89,588	91,021	92,477			
340		2021 Fire Engine & SCBA Muni Lease - interest (10Yrs @ 1.6%)		9,881		8,536	7,169	5,780	4,369	2,936	1,480			
341		2022 Police Axon Camera GASB87 SBIT - principal		39,715		41,025	42,385	43,788	45,237	46,735	48,282			
342		2022 Police Axon Camera GASB87 SBIT - interest		10,131		8,821	7,468	6,065	4,616	3,118	1,571			
343														
344		Debt Totals by Year		1,552,889		1,591,952	1,319,587	1,301,152	832,520	740,405	741,006	596,578	596,762	-
345				1,219,034		1,258,800	986,245	967,751						
346														
347		SUMMARY BY CATEGORY												
348														
349		Total Capital Items		5,480,571		6,781,000	2,421,000	3,558,000	4,656,000	1,500,000	1,508,000	1,022,000	2,850,000	4,080,000
350		Total Facility Maintenance		511,664		2,012,665	1,077,372	657,372	667,372	657,372	667,372	627,372	627,372	657,372
351		Total Drainage		2,295,804		798,668	797,804	795,804	798,668	797,804	795,804	795,804	795,804	-
352		Total Beach Maintenance		1,560,000		60,000	17,285,000	85,000	60,000	60,000	60,000	60,000	60,000	60,000
353		Total Assignments of Fund Balance for Future Projects		75,000		75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
354		Total Bond and Loan Payments		1,552,889		1,591,952	1,319,587	1,301,152	832,520	740,405	741,006	596,578	596,762	-
355		Total all expenditures on this schedule		11,475,928		11,319,284	22,975,763	6,472,328	7,089,560	3,830,580	3,847,182	3,176,754	5,004,937	4,872,372
356				0		(0)	(0)	(0)	(0)	0	-	(0)	(0)	(0)