



**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 41<sup>st</sup> 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 41<sup>st</sup> 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 41<sup>st</sup> 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 30<sup>th</sup>, 36<sup>th</sup>, and 41<sup>st</sup> 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 41<sup>st</sup> 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