

PUBLIC SAFETY COMMITTEE

Isle of Palms, South Carolina

April 11, 2007

A regular meeting of the Public Safety Committee was held at 5:30 p.m. on Tuesday, April 11, 2007 in Council Chambers, City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Present were Committee Chairman Marino, Committee Member Mayor Sottile, City Administrator Tucker, Fire Chief Graham and Police Chief Buckhannon and City Treasurer Suggs.

1. Call to Order and Welcome Chairman Marino called the meeting to order and stated that members of the press and the public had been duly notified in accordance with State Law.

2. Approval of Minutes: March 13, 2007 meeting

MOTION: Mayor Sottile made a motion to approve the minutes from the March 13, 2007 Public Safety meeting, as presented; seconded by Councilman Marino; MOTION UNANIMOUSLY APPROVED.

3. Citizen Comments

There were no citizen comments.

4. Old Business

A. Island-wide parking study – RFP (Status)

Administrator Tucker stated that the draft is complete and has been reviewed by the Attorney. Chief Buckhannon noted that the proposals are due on May 7th with approval on May 15, 2007.

B. Public Safety Complex Review

Administrator Tucker welcomed Mark Shoemaker and David Arrends from Cole + Russell. She presented a financial sheet to be used to determine probable expenses for the Public Safety building in the #1 location, which is adjacent to the Post Office. It was used to plug in debt service numbers for the FY07-08 budget. She noted that she and Treasurer Suggs needed policy guidance at this point concerning whether or not to move forward with these debt service numbers in the budget as they are, and include a corresponding millage increase to help service that debt; or guidance from this Committee and the Ways and Means Committee to offer refinements to the long list of expenses, and decide about the millage increase. As an update on the lot adjacent to the Post Office, Administrator Tucker offered that she talked with Mr. Carter of the United States Postal Service, and he indicated that he did not believe the Postal Service would pursue trying to purchase the excess property from the property owner, and then selling to the City. But, they have approached the property owner about a reduction in their

lease, then that would allow the City to negotiate with the property owner for the purchase of the excess property. The owner told the Postal Service it would be two to three weeks before he would get a response in writing. Administrator Tucker mentioned one item to think about in making the budget decision to give direction to City Treasurer and herself is the City might consider rebuilding the Public Safety Building on the existing site, and consider pursuing this extra property for the future as a parking lot or garage; then the degree of urgency no longer exists. Administrator Tucker stated that Mark Shoemaker and David Arrends from Cole + Russell Architects came to review the current facility under construction, and to share thoughts related to the Public Safety building and the Public Safety outpost with the Committee tonight.

Mr. Shoemaker presented information regarding adding Council Chambers, a courtroom, conference room for a jury, a judge chamber, restrooms and lobby area to the Public Safety building plan. The net result was 3,400 additional square feet, with a grossing factor as far as circulation, equal to 4,300 square feet. The original plan was 21,500 square feet; therefore, the total square feet would be approximately 25,000 square feet.

Mr. Shoemaker presented a plan for how the additional space would actually fit into the building itself. He presented two schemes for the Fire Station #1 site. The first scheme is the second option that was looked at in the additional study Cole + Russell completed last year, which incorporates possibly a parking structure and some commercial space. He presented a floor plan concept of that scheme. The floor plan concept would call for the living space for the Fire Department and the Council Chambers and support space on the third floor. The Council Chamber needs to be a taller space, as it would seat 150 people, so placing on the second floor would present a challenge of the misalignment of floors. Another challenge would be the 40-foot height limit. Negative aspects of this plan include the loss of exterior window space and public meeting space on the third floor. The Council Chamber on the third floor concept could work with some modifications at the Post Office site, but a second floor Council Chamber concept would not, however. He noted that the net cost would be about \$1.1 - \$1.2 million additional for a rough estimate of 4,000 square feet.

Mr. Shoemaker then gave a comparison of the site options. Fire Station #1 option: The major advantage is that the City already owns this property. With the increased meeting space, more parking would be needed and would be available at this location. An intangible advantage is it could be an anchor for future development. Post Office option: There is uncertainty if and when it would be available, and the property line is not known. There is risk to start designing if it cannot be bought. These factors delay the project. An advantage is this site leaves parking available at the beachfront; its purchase could be used for future parking. If building at Fire Station #1 option site, perhaps use the post office area for temporary parking for displaced parking due to construction, or move the trailer there while the Public Safety building is being built.

There was discussion regarding a site option previously considered where the Public Works and Building Permit buildings are located. Councilman Marino stated the City has purchased two additional lots behind that area, so there is a large piece of property.

He stated that Council previously was concerned it would be difficult for the fire trucks to easily get in and out of this area; and inquired if the additional property purchase might be able to make it easier for the fire trucks to get out of this area. Mr. Shoemaker stated the provision of those two lots being purchased was included in its initial study of that site. Administrator Tucker reminded the Committee that the traffic study is currently underway.

Mayor Sottile stated that in his opinion the city needed to wait the three weeks to hear back regarding the property next to the Post Office, or at least wait until the Ways & Means Committee meeting to discuss since Councilman Taylor could not be at the meeting tonight.

Mr. Shoemaker presented information regarding methods to proceed such as design/bid/build and design/build; and timelines. He stated the big advantage to design/build is it can usually be built more quickly. The disadvantage is that the owner loses some control because the architect is actually working for the contractor. Projects work well with design/build when there is a clearly defined scope of work, but not with a custom design such as a fire station or public safety building. Under the design/bid/build method, the architects would have more control because the architect is working on behalf of the owner.

Mr. Arrends stated that Cole + Russell operates under all types of delivery systems. Once Council makes a site decision, they need to think about the delivery system. The public safety building would probably be a 12-16 month construction schedule.

Administrator Tucker suggested perhaps the City may soon be in a position to look at the design component of design/bid/build while the site decisions are being made, because some items of the design might translate to either site. Mr. Shoemaker stated with the design/bid/build method there is less at risk to go ahead and start looking at design; however, with design/build you almost have to know on which site is being used.

Beach Outposts – With regard to the beach outpost, Administrator Tucker and Treasurer Suggs had compiled a rough estimate for budget purposes of \$199,000. Mr. Shoemaker stated it would be approximately 2/3 more than that, or more. He stated if the definitive budget was \$199,000, then they may need to back into the number. As far as getting the outpost designed and built before the busy season of 2008, Mr. Shoemaker stated it could be built one year from today; however, that is a very aggressive schedule. It would probably take 12 – 13 months.

MOTION: Mayor Sottile made a motion to recommend to the Ways and Means Committee to move forward with the design process of the outpost and award Cole + Russell as sole source, seconded by Councilman Marino, MOTION UNANIMOUSLY PASSED.

Administrator Tucker reminded the Committee, as stated earlier this evening, that they need Council's guidance regarding the project, and to review the list of expenses in order

to determine the millage. Councilman Marino stated to figure the debt service into this budget cycle, and it will be discussed further at the Ways and Means Committee.

C. Fire Station 2 Construction Update

Administrator Tucker stated that the construction schedule is behind about one to two weeks. Normally the crew works four days a week, but this has been increased to five days a week in order to get back on schedule.

D. Update on City Wireless Net

Administrator Tucker stated there is another option to consider, and it is encouraging because it is on state purchasing. She stated that because of the cost and the technicality of the subject, it is difficult to write the RFP for this. Chief Buckhannon gave an overview of the new option. It is by Motorola, and is called Motormesh. The starter kit is the backbone to the system, with antennas being added for the system to branch out. The antennas set up a network that talks to the next antenna, and so on. He said it has both a public and private side. The private, or government, side would have a bandwidth. However, there could be some degradation on the public side if a lot of people are on there at the same time. The range would be approximately one-half mile depending on trees and buildings. There is the capability to add cameras and/or voice IP. Chief Buckhannon had a couple of introductory informational packets containing a short DVD regarding the public safety aspect of its use in California. An engineering study would need to be completed. The cost is in line with other companies, although this system is different than the system being installed in Walterboro. To his knowledge, this system is not yet being used in South Carolina. Mayor Sottile asked Administrator Tucker to check with the Municipal Association.

E. Livability Matters (Status): Court, Officer and Hotline

Administrator Tucker stated that the first Livability Court was last week, with more cases to be heard next month. The livability officer position has not yet been filled, but the police officers are doing an excellent job. Committee member Marino stated that he spoke with Judge Malony, and feels confident with this process.

F. Summer Season 2007 Preparedness: Additional emergency accesses to beach and temporary fencing (Status)

Chief Graham reported that John Wade has completed the survey and the permit application has been submitted to OCRM. Ads have been placed in the paper by the City and by OCRM. There is a thirty-day time frame for people to respond. If 20 or more people submit opposition, then a public hearing will be held. It should be ready by mid-to-late May. Currently the departments are cutting to the 40-year line, until the permit is approved by OCRM to cut further. The temp trail was too expensive, so sandshell is being used. Committee member Marino inquired about the use of sand fencing for corridors for four-wheelers, especially to layout on busiest weekends such as July 4th and

Labor Day. Chief Graham responded that because the high tides come almost to the dunes, it probably would not be possible because they might have to drive in the dunes. There is also the possibility of the sand fencing getting washed away and actually becoming a hazard.

(5) New Business

A. Consideration to begin purchasing replacement 800 MHZ radios in FY06-07

Administrator Tucker stated that the initial order of Public Safety radios has been placed. Chief Graham presented information concerning additional radios to be potentially purchased for the Recreation, Public Works, Fire and Police Departments. She is recommending the XTS2500 for the Recreation Department staff. These radios are one step above the entry level, as the entry-level machines cannot switch back and forth between analog and digital. The XTS2500 can work analog or digital, it has a display, and it is considered a public safety radio. For all non-Public Safety supervisors, she recommends the XTS5000 which works analog or digital, has a full keypad, can be submersed in water, and has type 3 encryption. It can be upgraded and has data capabilities. She recommends purchasing 25 of these; 15 for volunteer fire fighters, and additional ones for the Fire and Police departments (every fire fighter currently has his/her own radio). The difference in cost from the original plan prepared two years ago is \$96,124. This figure is already plugged into the pink budget.

Councilman Marino inquired why the Recreation Department staff would need these radios; perhaps only the Director needs a radio. Administrator Tucker stated that the center of the discussion of these radios was if they were operating in a post-storm event. In that case, all the supplies would be at the Recreation Department building.

Mayor Sottile stated that this information can be dispersed at the Ways and Means Committee meeting for consideration.

B. Review of Operating Budget for FY2007-2008

Administrator Tucker highlighted the changes since the last review of the budget. While previously the health insurance increase was estimated, the increased has been confirmed at 14%, which is now included. The \$25 per month radio charge is included in the telephone line item for seven months. Most importantly, there is a \$400,000 deficit in this budget because it includes the Fire Station #1 debt service; however, it does not yet include the corresponding allowable millage increase to service the debt.

C. No Wake Zone

Administrator Tucker stated a letter had been sent to the Department of Natural Resources indicating that a no wake zone needs to be reconsidered. They have responded that they will be monitoring the conditions.

6. Highlights of Department Reports

A. Fire Department Monthly Report. Fire Chief Graham gave a brief summary of the February 2007 report (**Exhibit A**) and noted she was available to answers questions.

B. Police Department Monthly Report. Police Chief Buckhannon gave a brief summary of the February 2007 report (**Exhibit B**) and noted he was available to answer questions. Councilman Marino inquired how the changes to the animal control ordinance were working. Chief Buckhannon stated they were working well. There was an incident of a locked dog in a car, and they were able to take care of the problem.

7. Miscellaneous

A. Increased parking for motorcycles in front of the Windjammer

Administrator Tucker noted there was a comment that there is not enough motorcycle parking in front of the Windjammer, and there are a couple of spaces that could be restriped for motorcycle parking. Chief Buckhannon stated he will look at the spaces.

Other Miscellaneous - Administrator Tucker stated she, the Mayor, and Chief Buckhannon attended the meeting concerning county consolidation of telecommunications. The real costs and implementation time line have not yet been determined. The City needs to plan on having a new telecommunications center at the new building at this time.

Mayor Sottile inquired as to the status of the Taste of the Islands to be held on May 5th. Administrator Tucker stated portions of the road will be closed from Friday to Sunday. The City is in charge of the road closings and for the Ferris Wheel. The PTA is in charge of the entertainment.

B. Set Date for Next Meeting

The next meeting will be Wednesday, May 9th at 5:30 p.m. in Council Chambers.

There being no further business, the Committee adjourned at 7:30 p.m.

Respectfully submitted,

John Marino, Chairman