

WAYS & MEANS COMMITTEE
Isle of Palms, South Carolina
February 20, 2007 (revised as of 3/20/07)

A regular meeting of the Ways & Means Committee was held at 5:45 p.m. on Tuesday, February 20, 2007 in Council Chambers, City Hall, 1207 Palm Boulevard. Present were Chairman Taylor, Committee members Mayor Sottile, Council members Bettelli, Buckhannon, Cronin, Hanbury, McMackin and Rice, City Administrator Tucker, Public Works Director Pitts, Recreation Director Page, Fire Chief Graham, Police Chief Buckhannon, Treasurer Suggs and City Clerk Darrow.

1. **Call to Order.** Councilman Taylor called the meeting to order and stated that members of the press and public were duly notified of the meeting in accordance with State Law. He noted that all Committee members were present except for Councilman Marino, who was absent for family reasons. On behalf of the Committee, Councilman Taylor expressed his condolences to Councilman Taylor and his family for their loss.

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

**MOTION: Councilman Cronin made a motion to approve the January 16, 2007 minutes as presented; seconded by Councilwoman McMackin;
MOTION UNANIMOUSLY PASSED.**

3. **Citizens' Comments** – None.

4. **Financial Statement**

Treasurer Suggs reviewed the Financial Statement and fund schedules: Fire Station Replacement, Hospitality Tax Report and Drainage Reserve Fund (**Exhibit A**). Councilwoman Rice asked about the Marina bond terms and Treasurer Suggs clarified that the bond ran for twenty years, starting in 1999 and ending in 2019.

5. **Old Business**

#8 and #10 Thirteenth Avenue properties – status.

Administrator Tucker reported that demolition of #8 and #10 Thirteenth Avenue would begin on February 26, 2007 and be accomplished in two (2) to three (3) days. She reported that neighbors were being advised of the demolition schedule and noted some preliminary activity should occur on the site a day or two before full demolition work commenced.

Councilman Cronin asked about the demolition of outbuildings at the Marina site. Administrator Tucker reported that the City continues to work toward the demolition of the two (2) buildings at the Marina site, but noted this demolition would be on a different schedule from the Thirteenth Avenue properties, as the City had to wait for Marina tenants to vacate the buildings. She noted that the City continues gather necessary permits and approvals with demolition anticipated later this spring. She reported the City continues to keep other Marina tenants updated on this activity.

6. **New Business.**

A. **Recommendations from Accommodations Tax Advisory Committee:**

- i. **\$2,000 from Real Property Advisory Committee for AED/cardiac Defibrillator for City Marina.**

Administrator Tucker reviewed the funding request, noting that the City Marina Manager requested the installation of an AED for added safety measures at the Marina. She noted that training would be required for the AED device, for which Marina Manager Berrigan and Fire Chief Graham have already discussed. She noted that, with all the day trippers, tourists and residents increasingly patronizing the City Marina each year, the City felt it would be appropriate to use Accommodations Tax funds to secure the AED.

Administrator Tucker further noted that the City continues to seek grant funds for additional AED devices, but the Real Property Advisory concurred with Marina Manager Berrigan that it was important to move forward in securing and training Marina personnel on the device prior to the beginning of the high tourist season this spring.

MOTION: Councilman Bettelli made a motion to approve the expenditure of \$2,000 from Accommodations Tax Funds for the purchase of an AED/cardiac defibrillator for the City Marina; seconded by Councilwoman McMackin.

Discussion:

Councilman Cronin clarified that the City would post notices that an AED device was available at the City Marina. Administrator Tucker noted signage would be installed at the City Marina and the device would be posted where citizens and employees could quickly access it, probably inside a building due to the weather exposure consideration.

Call for the question: MOTION UNANIMOUSLY PASSED.

Administrator Tucker, with concurrence from Chairman Taylor and the Committee, presented the following three (3) Accommodations Tax funding requests from the Recreation Department at one time.

- ii. **\$2,500 from Recreation Department for Piccolo Spoleto Sand Sculpting Contest (5/26/2007)**
- iii. **\$10,000 from Recreation Department for Piccolo Spoleto Goes to the Beach (6/2/2007)**
- iv. **\$8,000 from Recreation Department for Isle of Palms Beach Run (7/21/2007)**

Administrator Tucker noted that all three (3) events are annually held by the Recreation Department and traditionally funded from Accommodations Tax Funds.

MOTION: Councilwoman Rice made a motion to approve the following expenditures from Accommodations Tax Funds: (1) \$2,500 from Recreation Department for Piccolo Spoleto Sand Sculpting Contest (5/26/2007); (2) \$10,000 from Recreation Department for Piccolo Spoleto Goes to the Beach (6/2/2007); and (3) \$8,000 from Recreation Department for Isle of Palms Beach Run (7/21/2007); seconded by Councilman Cronin.

Discussion:

Councilwoman McMackin asked if the level of funding had changed from last year's requests. Administrator Tucker clarified that all funding requests remain the same this year with the exception of Piccolo Spoleto Goes to the Beach, which has been reduced.

Councilman Buckhannon noted he did not have a copy of the budget for Piccolo Spoleto Goes to the Beach in his meeting packet and Administrator Tucker apologized for the oversight. Thereafter, Recreation Director Page reviewed the proposed event budget, as follows:

\$10,000 Total Budget:

Entertainment - \$5,450 Rental equipment - \$2,000 Advertisement - \$2,000
Concessions - \$500

She noted that entertainment would include a Lewis Grizzard impersonator for older participants and a puppet show and canine show for youth, along with other youth activities like face painting.

Call for the question: MOTION UNANIMOUSLY PASSED.

Administrator Tucker, with concurrence from Chairman Taylor and the Committee, presented the following two (2) Accommodations Tax funding requests from the Public Safety Committee Department at one time.

- v. **\$11,500 from Public Safety Committee for inflatable boat and trailer at Fire Station 2.**
- vi. **\$12,000 from Public Safety Committee for ATV.**

Administrator Tucker noted that the Fire Department has one (1) inflatable boat, which was well utilized this past summer season, particularly in removing endangered people from sandbars. She further reported that the department has one (1) ATV which was used daily this past summer season as the primary tool for maneuvering on the congested beach to respond to emergency calls. She noted that the Fire Department hoped to purchase the additional boat and ATV so that each fire station had this equipment. She noted that the additional equipment would allow the Fire Department to better stage for emergency calls, increasing response time and the ability to better handle multiple concurrent beach or water rescue emergency calls.

MOTION: Mayor Sottile made a motion to approve the following expenditures from Accommodations Tax Funds: (1) \$11,500 from Public Safety Committee for inflatable boat and trailer at Fire Station 2; and \$12,000 from Public Safety Committee for an ATV; seconded by Councilman Bettelli; MOTION UNANIMOUSLY PASSED.

vi. \$1,300 to re-print 5000 additional existing City brochures.

Administrator Tucker noted that the Accommodations Tax Advisory Committee has been discussing the need for a revised, updated City brochure for inclusion in Tourist Center/Visitor's Center brochure racks, among other places. She noted that the Accommodations Tax Advisory Chair has been working to gather quotes for an ad agency to prepare revised brochures, but the City's existing brochure stock has run low. The Committee recommended purchasing additional copies of the existing brochure to allow time to prepare a revised brochure.

MOTION: Councilwoman McMackin made a motion to approve from the Accommodations Tax Fund \$1,300 to re-print 5000 additional existing City brochures; seconded by Councilwoman Rice.

Discussion:

Councilwoman McMackin recalled that Council approved the purchase of additional brochures just a few months ago. Administrator Tucker clarified that all those brochures have been dispersed to the Visitor's Centers. Councilwoman Hanbury asked how long the proposed supply of brochures would last and Administrator Tucker noted the supply would not last long. She then clarified that the Accommodations Tax Advisory Committee planned to revise the brochure on an expedited basis. Administrator Tucker noted that this brochure is the City's only representation at visitor's centers.

Call for the question: MOTION UNANIMOUSLY PASSED.

B. Recommendations from Public Safety Committee:

i. \$6,000 to purchase software to allow interfacing between the Police Department and Building Department from the Capital Projects Fund.

Administrator Tucker noted that the proposed software would allow for the Building and Police Departments to interface and share collected data, particularly related to nuisance calls and business licenses. She noted that the software would allow the two departments to better respond to research queries from Council. She commented that research on the short-term rental issue underscored the need for the two departments to better interface and information share.

MOTION: Mayor Sottile made a motion to approve \$6,000 to purchase software to allow interfacing between the Police Department and Building Department from the Capital Projects Fund; seconded by Councilman Bettelli.

Discussion:

Councilman Cronin asked if the software was “canned” or pre-written, requiring only modifications for particular City parameters. Chief Buckhannon clarified that the software would be tailor written to the City’s specifications and guidelines, merging the two systems to include a link to track rental licenses, identify rental units for nuisance complaints and other tools the Livability Court officer would need. Councilman Cronin concurred that the software would be valuable, particularly for tracking purposes, but questioned if the funding was sufficient. Chief Buckhannon noted that the City’s current software vendor, Huber and Associates, provided the quote and estimated the programming work could be accomplished in three (3) days. Administrator Tucker clarified that the FY07-08 Police Department Capital budget proposes more software expenditures for additional features for interfacing data between the two (2) departments.

Call for the question: MOTION UNANIMOUSLY PASSED.

ii. Purchase of temp trails and additional signage for emergency beach accesses.

Chairman Taylor reviewed existing emergency beach access paths with the Committee, noting that no access paths currently exist between Twenty-fifth and Fifty-third Avenues and Forty-second and Twenty-fifth Avenues. He noted that the Public Safety Committee recommended creating an emergency beach access path at Forty-second Avenue and investigating the possibility of adding one between Forty-second and Twenty-fifth Avenues. He noted that the Public Safety Committee’s goal was to provide opportunities to stage emergency equipment and increase response time to beach and water emergency calls. Chairman Taylor commented that the Public Safety Committee noticed, during its review of the beach access paths, that some of the paths required grooming and maintenance to remove overgrowing bushes and possibly widen them. Chairman Taylor noted that the Public Safety Committee recommended improved signage and installation of dedicated temp trails, strong enough to drive an emergency vehicle over, specifically identifying the trails as emergency beach access areas.

Administrator Tucker reported that staff has been gathering prices for temp trails, noting this was an ongoing endeavor. From estimates received to date, Administrator Tucker asked for the Committee to consider approving up to \$30,000 for the temp trails, noting that she did not anticipate spending the full amount. The Committee discussed the cost of temp trails purchased in the past, with Administrator Tucker noting that the last temp trails purchased cost between \$15,000 and \$18,000, but were not the wider, stronger version, which would allow for vehicle use.

Councilwoman McMackin asked if the City intended to clear brush or excavate the dunes. Chairman Taylor responded that the City would not move dunes, but would groom overgrowth brush and widen paths to a standard fifteen (15’) feet path width. Councilwoman McMackin asked if the Public Works Department would perform the temp trail work or would a vendor be used for installation, noting this might cost extra

money. Administrator Tucker noted that Marine volunteers installed the last temp trails; however, she anticipated Public Works would probably handle the installation this time.

Councilwoman Rice expressed concern with the creation of an emergency beach access path at Forty-second Avenue, noting the popularity of the existing beach access and questioning whether parking would be eliminated. Chairman Taylor assured the Committee that parking would not be eliminated at the Forty-second Avenue beach access area, noting that this area was the flattest, clearest and most straight path to the beach for an emergency access path. He further submitted that the City's efforts to create the emergency path would also afford additional maintenance to the existing pedestrian path. Mayor Sottile reiterated that staff identified Forty-second Avenue area as a good emergency access path, no parking would be eliminated and with signage and a clearly identified emergency access path, both pedestrian and emergency paths could coexist well. Chairman Taylor further noted that the Public Safety Committee was looking for ways to improve the golf cart parking at the Twenty-fifth Avenue beach access path. Councilwoman Rice suggested the Citadel Beach House area, but Mayor Sottile noted that the area was replete with rocks. Thereafter, Mayor Sottile asked from which fund the temp trail expenditures would come and Administrator Tucker clarified that the expenditure would come from the Municipal Accommodations Tax Fund.

Councilwoman Hanbury raised the issue of golf cart parking at the Twenty-fifth Avenue beach access path area, noting that the City only provides space for three (3) golf carts. Chairman Taylor responded that the City was looking for ways to reconfigure this parking area. Councilwoman Hanbury expressed grave concern with this area being the only location for golf cart parking on the beach, submitting it would be better to have no golf cart parking than for the City to make allowances for three (3) privileged golf cart owners to have parking at the beach. Chairman Taylor recalled that the existing golf cart spaces were an attempt to offer a parking compromise, with Councilwoman Rice noting that the golf cart spaces were not assigned parking, but first-come, first serve.

Councilman Cronin asked additional questions about signage and police enforcement of violators. Chief Buckhannon noted that City Council only needed to approve the additional signage and then his officers would have full enforcement rights, to include ticketing or towing.

MOTION: Mayor Sottile made a motion to approve up to \$30,000 from the Municipal Accommodations Tax Fund for signage and temp trails necessary for the City emergency beach access paths; seconded by Councilwoman McMackin; MOTION UNANIMOUSLY PASSED.

C. Recommendations from Public Works Committee:

- i. Up to \$9,900 to replace the irrigation system on Front Beach from the Bricks, Benches and Palm Tree Fund.**

Administrator Tucker noted that the irrigation system at the Front Beach has not satisfactorily met the City's needs to encourage and maintain the type of plant growth desired for the area. She noted that staff continues to gather additional prices on the irrigation system, but the quote the City obtained from a reputable, experienced vendor was a good estimate.

MOTION: Mayor Sottile made a motion to approve up to \$9,900 from the Bricks, Benches and Palm Tree Fund to replace the irrigation system on Front Beach; seconded by Councilman Bettelli; MOTION UNANIMOUSLY PASSED.

Discussion:

The Committee discussed the funding for the irrigation system, with Administrator Tucker clarifying that the Bricks, Benches and Palm Tree Fund consisted of proceeds from the sale of individual bricks, benches and palm tree markers.

Thereafter, Councilwoman McMackin commented on the condition of the beds in which the granite markers were set, with Treasurer Suggs noting that ground cover was supposed to be planted around the markers and trees. Councilwoman Hanbury expressed her disappointment in the follow up and punch list work performed by the contractors for the Front Beach. She submitted that the City needed to tighten procedures when awarding contracts to avoid the need for the City to spend additional funds to fix problems after vendors have completed work. Administrator Tucker acknowledged Councilwoman Hanbury's comments and noted that the Front Beach area was subject to heavy traffic and stress, due to cars, pedestrian and bicycle traffic as well as the beach weather. She further noted that the City has not had a good landscaping company serving as a watchdog for the City on Front Beach repairs and landscape issues, something she hoped would change with the City enrolling the Front Beach area into the recently awarded comprehensive Citywide landscape package.

Call for the question: MOTION UNANIMOUSLY PASSED.

ii. Up to \$4,300 to purchase a pressure washer, from the Capital Projects Fund.

Administrator Tucker noted that the Public Works Department's fourteen (14) year old pressure washer, utilized almost daily to maintain a clean fleet among other uses, has broken beyond repair and currently the department does not have a pressure washer.

MOTION: Councilman Bettelli made a motion to approve up to \$4,300 from the Capital Projects Fund to purchase a pressure washer for the Public Works Department; seconded by Councilman Cronin; MOTION UNANIMOUSLY PASSED.

D. Recommendation from the Recreation Committee:

\$3,300 to remove an arborist certified dead oak tree in the rear of the Recreation Department grounds from the Tree Fund.

Administrator Tucker reported that the City has made every effort to preserve the oak tree at the Recreation Center, but that an arborist has determined it is dead. She noted the Recreation Department had included the tree removal cost in its FY07-08 budget, but the Recreation Committee felt it would be prudent to remove the tree now, before the summer and hurricane season.

MOTION: Councilman Buckhannon made a motion to approve \$3,300 to remove an arborist certified dead oak tree in the rear of the Recreation Department grounds from the Tree Fund; seconded by Councilman Cronin.

Discussion:

Councilman Cronin questioned the expenditure from the City's tree fund, with Councilwoman Rice noting that the Recreation Committee recommended this fund because of its healthy balance and because this expenditure related to trees. Councilwoman McMackin asked if the City would have to plant replacement trees for the oak tree being removed. Administrator Tucker clarified that, because the oak tree is dead and deemed hazardous, replacement plantings would not be required.

Call for the question: MOTION UNANIMOUSLY PASSED.

E. Recommendation from Personnel Committee:

Up to \$30,000 for a comprehensive compensation and classification study from the Capital Projects Fund.

Administrator Tucker reported the Personnel Committee recommended a comprehensive compensation and classification study for City personnel and Council. She noted that the City has recently experienced recruitment issues in the Public Works Department, with wages and benefits being identified as possible reasons. She noted that the health insurance provided by the City is high quality and competitively priced; however, she submitted that the issue might be the City's level of cost subsidy for dependent insurance coverage. She noted that the City provided full health, dental and vision insurance coverage for employees or a monthly stipend equivalent to the cost of the employee's premium for employees who elect dependent/family health insurance coverage.

Administrator Tucker noted that she obtained a list of possible vendors who could perform a compensation study from contacts on the Municipal Association City Manager/Administrator list serve, internet research and feedback from neighboring municipalities who recently conducted compensation studies. She noted that City Clerk Darrow gathered price estimates provided to Council (**Exhibit B**) and gathered feedback on the timeframe a vendor could complete the study. Administrator Tucker noted that only one vendor indicated he could perform a compensation study within one (1) month, with most vendors requiring four (4) months for a quality product. Administrator Tucker clarified that the City would need to go through the competitive bid process, broadcasting a Request for Proposals.

Chairman Taylor recommended that the City move forward with a compensation study now to gather estimates for operational budget planning purposes. He suggested that the City could issue the RFP, engage a consultant to begin the study, provide estimates for FY07-08 budget planning purposes, with the City making budget adjustments, if necessary, after the study has been completed.

MOTION: Councilwoman McMackin made a motion to approve up to \$30,000 for a comprehensive compensation and classification study from the Capital Projects Fund; seconded by Councilman Cronin.

Discussion:

The Committee further discussed the timing for the classification and compensation study, with Committee members submitting that the City should allow four (4) months for a complete study instead of rushing the product. Councilwoman Hanbury asked about the inclusion of job descriptions in the process, with Administrator Tucker noting a review of job descriptions was usually standard practice with such studies.

Councilwoman Hanbury suggested folding this study in with a neighboring municipality, such as Mount Pleasant and Chairman Taylor replied that such an action would most likely delay the City's finished product, rather than expedite it. Councilwoman McMackin reiterated the idea of gathering from a successful vendor an interim ballpark figure for budget planning, while the full study was underway. Councilwoman Hanbury expressed her support for the Personnel Committee's recommendation, noting she did not want to wait until FY08-09 to review wage and benefits issues.

Chairman Taylor reminded Council that traditionally the goal has been to complete budget adjustments by the end of April with public advertisement of the final budget around the first of May. Councilman Buckhannon noted Administrator Tucker's time was limited and commented that someone would have to be tasked with preparing the RFP, in addition to the time needed to advertise the RFP solicitation, gather bids, award the contract and then engage in the four (4) month study. He submitted that the RFP should include language requiring budgetary estimates within eight (8) weeks due to the City's budget schedule. Mayor Sottile recalled the study process which the City engaged in about ten (10) years ago and concurred with the suggestion that the vendor provide budget estimates, noting the compensation study process would easily take four (4) months to complete.

Call for the question: MOTION UNANIMOUSLY PASSED.

F. Recommendation from the Real Property Advisory Committee:

- i. Up to \$7,000 to purchase a Point of Sale system plus expenses for electrical updates necessary to ensure proper system function, from the Marina Fund.**

Administrator Tucker reminded the Committee that the City's accounting consultants recommended a point of sale system for the marina, for record keeping efficiency and

other considerations. She noted Marina Manager Berrigan has provided the City with a quote for \$7,000 for the POS system. She noted the City needed to complete some electrical work, as a part of necessary Marina maintenance, before the POS was installed. She reported that these electrical upgrades would run approximately \$1,500.

MOTION: Councilman Bettelli made a motion to approve up to \$7,000 to purchase a Point of Sale system plus expenses for electrical updates necessary to ensure proper system function, from the Marina Fund.

Discussion:

Councilman Buckhannon questioned the electrical upgrades, questioning whether work was required within the fuel building itself. Administrator Tucker clarified that some interior work was required as the breakers appear to be tripped intermittently. Councilman Bettelli noted that when a number of boats are docked, the electrical draw they pull overloads the circuit breakers. He noted the electrical upgrades would include re-routing the electrical lines.

Call for the question: MOTION UNANIMOUSLY PASSED.

ii. Discussion regarding scope of the Marina Enhancement Project.

Chairman Taylor introduced Mr. Raih who serves on the Real Property Advisory Committee, who had some comments for the Committee. Mr. Raih provided the Committee with prepared remarks (**Exhibit C**). He spoke to the Committee about the value in formulating a master plan for the marina site, noting that the bulkhead replacement project, termination of the convenience store lease in 2008 (less than one year away) and the demolition of tenant outbuildings on the site afforded a unique opportunity for long-range planning to maximize marina site potential. He submitted that the City should develop a clear vision and mission statement for the Marina with a plan that could be implemented at a time, which Council deemed appropriate. He noted some items of consideration included: management of the convenience store and possible reconfiguration of the building; dry stack storage on the site; and possibly combining management of different operations to increase efficiency.

Councilman Bettelli noted that the Real Property Advisory Committee discussed the Marina Enhancement project and considered increasing budgeted funds if the scope of the study would be broadened. Councilwoman McMackin echoed many of the comments made by Mr. Raih and Councilman Bettelli, noting that there are many big issues to consider, to include: scope of Marina Enhancement project and its timing, review of management for marina activities, feasibility study for City managing part of marina operations, reconfiguration of buildings and structures and the layout of buildings such as the convenience store.

Mayor Sottile agreed with Councilwoman McMackin that the Marina Enhancement would be a big project and submitted that the City should delay this project until the bulkhead has been replaced. He further noted that Fire Station 2 is currently being built

near the City Marina and the City did not need to increase the impact of City construction on the neighbors by concurrently approving large Marina projects. He submitted the Real Property Advisory Committee should continue research, dialogue and consideration of the issues, some of which were mentioned tonight, and return to Council with recommendations.

Mr. Raih reiterated that the convenience store was a key component to the Marina, which prompted the Committee to bring forward to Council discussion points at this time, as some action would need to be taken regarding the expiring convenience store lease. Mayor Sottile suggested the convenience store lease could be extended for one (1) or two (2) years. Councilman Cronin asked for the notification period pursuant to the City's lease on the convenience store. Administrator Tucker noted that the City inherited the convenience store lease when it purchased the Marina, said lease running for a certain period of time with option renewals. She noted that the existing lease has run its full course, with all renewal options exhausted, and would expire January 2008. She noted that the City is required to provide ninety (90) days notice to the current tenants of its intentions regarding the lease. Councilman Cronin clarified that Council has until September 2007 to decide on the convenience store lease situation. Councilman Taylor advocated the extension of the lease for another year, with Councilman Cronin commenting that if the City intended or desired to eventually manage the convenience store itself, then the tenant should be advised sooner rather than later. Councilwoman McMackin suggested issuing a separate RFP to obtain advice on the feasibility of different options for operating the convenience store, which the Real Property Advisory Committee would discuss in its next meeting.

G. Review of Departmental Capital Budgets.

City Administrator Tucker reviewed the proposed Capital Budget (**Exhibit D**), beginning with **General Government**. Councilwoman McMackin and Councilwoman Hanbury asked for staff to research the cost for more sophisticated recording devices for the City Clerk.

Police Department - Administrator Tucker highlighted the request for additional software that would allow for mapping violations, complimenting the software that would interface between the Police Department and Building Department.

Fire Department – Councilwoman Hanbury asked how many heavy metal doors existed on the island for which the Fire Department would utilize the two (2) Hydra Rams. Administrator Tucker noted that building codes for condominiums require the installation of heavy doors.

Public Works Department – Administrator Tucker noted that the Committee approved the purchase of temp trails in the FY06-07 budget and this item would be pulled from the FY07-08 budget, provided Council passed final approval for this expense at its meeting next week.

Building Department – Administrator Tucker noted that a check scanner has been requested to expedite deposits of revenues. Additionally, she noted that the department has requested an electronic scanning device, for \$15,000, to enable staff to scan plan documents and files, noting the department has almost exhausted its current storage

space. Administrator Tucker then noted that the Building Inspector's computer needed replacement.

Recreation Department – Administrator Tucker highlighted budget requests, to include the replacement of softball and baseball field lights and re-configuration of the ball fields. She noted the request for a Z-Track mower to replace the walk-behind mower and more appropriate flooring to replace the carpet in the cardiac room. She further noted the Department was making strides to better utilize of computers within the Recreation Center, by allowing the computers to interface with each other via a server and by enabling staff to better utilize software scheduled for purchase.

Front Beach/Public Restroom Department – Administrator Tucker noted that she and City Treasurer Suggs pulled together estimates, as provided from consultant studies, to establish a budget place holder in the event Council decided to move forward with the renovation of the Public Restrooms to accommodate a Public Safety Outpost in FY07-08. As for the municipal parking lot, the City wanted to move forward with encouraging grass growth, similar to the grass parking spaces at the Isle of Palms County Park. She noted an irrigation system would be necessary to encourage grass growth.

Councilwoman Rice asked if the City could tie in the irrigation system with the Front Beach irrigation project. Administrator Tucker noted that the Front Beach irrigation system was anticipated for this fiscal year. Councilwoman McMackin asked what type of irrigation system would be installed, noting cars might run over sprinkler heads. Director Pitts clarified that the City would install a Toro system, similar to the Recreation Center ball fields, level to the ground and possibly positioned between the vehicle bumpers/stops where no vehicles would traverse.

Isle of Palms Marina – Administrator Tucker noted that the City has retained the estimate for the restrooms in the FY07-08 budget, but commented that the expenditure would most likely be for reconfigurations within the existing building. She then highlighted Marina Bulkhead Replacement costs and the Marina Enhancement Project estimates. She noted that DHEC has mandated the City upgrade the fuel system within a designated time and the estimates for this work were reflected in the FY07-08 capital budget. She also noted that if the City intended to include an irrigation system at the Marina site, the City would have to pay impact fees to Isle of Palms CPW.

Existing Debt – Administrator Tucker noted that staff has not included any potential new debt associated with moving forward on the Public Safety Building; however, if the City were fortunate enough to move forward with this project in FY07-08, the City would have to include some budget estimates for this.

Mayor Sottile asked for an update on the post office residual property. Administrator Tucker reported she spoke with Mr. Carter of the United States Postal Service today and he indicated his agency was about to sign a contract on the appraisal for the property, for which an RFP process was required. Councilwoman Hanbury asked about the estimated time frame that Council should expect a response regarding the residual post office property. She noted Council has been waiting a long time to make the important decision on the Public Safety/Fire Station 1 Building. Administrator Tucker noted that she has

clearly explained to the postal service that the City could not wait forever on a decision and that the City had other options. Councilwoman Hanbury reiterated her question, asking how many more months Council would wait on this matter and who would make the decision on the appropriate amount of delay. Chairman Taylor noted that the budget cycle would continue for another eight (8) weeks, during which time the Administrator could continue to work toward a response on the residual lot currently leased by the Post Office from The Beach Company. Councilwoman Hanbury asked how the budget related to the decision regarding the Public Safety Building/Fire Station 1. Chairman Taylor noted that the cost for purchasing additional land would factor into the cost for the building and possibly the configuration of the building, commenting that these were all budgetary considerations. Chairwoman McMackin clarified that Council considered establishing a timeline on this matter and the majority of Council voted not to have a timeline for the selection of the Public Safety site.

8. Miscellaneous.

A. Comcast Cable rate increase effective March 1, 2007

Administrator Tucker reported that Comcast Cable has announced a 3.5 percent (3.5%) rate increase effective March 1, 2007 and further noted that the company has been having difficulty negotiating with Fox broadcast and WMMP (My Life Channel) on contract issues, to date. Councilwoman Hanbury clarified that the City had no role in the decision making on this matter with Administrator Tucker noting the City has a franchise agreement with Comcast Cable.

B. Next Ways & Means Meeting – 5:45 p.m., Tuesday, February 20, 2007

Councilwoman Hanbury noted she recently read in the newspaper that the City donated \$5,000 to a turtle protection fundraising art project in downtown Charleston. She noted that Council did not discuss or vote to approve this expenditure and commented that the approval process needed to be tightened for such matters.

Administrator Tucker observed that the approval for this funding did not follow the usual funding request process and noted that it was only approved in this way because the City received the request in December and the deadline to commit participation was very short. She noted that, as City Council had limited opportunities to meet in December, approval was given in anticipation that Council would affirm the decision in the New Year. She apologized that the matter was not brought before Council for affirmation in January.

Councilwoman Rice commented that she spearheaded the decision to fund the request, submitting that she felt it was an opportunity for the City to support the education and protection of turtles, a worthy effort considering the City's active Turtle Team. Mayor Sottile then clarified that he discussed this matter with Administrator Tucker and Councilwoman Rice and authorized the expenditure due to the short response time on the

matter. Councilwoman McMackin asked for Council to be advised when the artist has been selected to create the City's contribution.

MOTION: Councilman Bettelli made a motion to affirm the expenditure of \$5,000 from Municipal Tax Funds to support the Charleston area turtle project; seconded by Councilwoman Rice; MOTION UNANIMOUSLY PASSED.

There being no further business, the meeting adjourned at 7:20 p.m.

Respectfully submitted,
Dee Taylor, Chairman