

WAYS AND MEANS COMMITTEE
5:00pm, Tuesday, November 19, 2019
City Hall Council Chambers
1207 Palm Boulevard, Isle of Palms, South Carolina

MINUTES

1. Call to Order

Present: Mayor Carroll, Council members Ward (Chair), Ferencz, Rice, Kinghorn, Bell, Smith, Moye

Staff Present: Administrator Fragoso, Asst. City Administrator Hanna, Treasurer Suggs, City Department Heads

2. Approval of Previous Meeting's Minutes

Mayor Carroll made a motion to approve the minutes of the October 15, 2019 meeting, and Council Member Bell seconded the motion. The minutes passed unanimously.

3. Citizen's Comments – none

4. Financial Report – Treasurer Debbie Suggs

Treasurer Suggs gave the monthly Financial Report. She reports the City's budget is on track as expected for this time in the fiscal year. \$14M of the \$19M budget has yet to be collected due to property taxes not yet being received from the County. She noted that while expenditures are a little under budget to date, the personnel costs for Fire and Police are up due to Hurricane Dorian. Administrator Fragoso added that she has met with FEMA about reimbursement for Public Works and Public Safety personnel costs related to Hurricane Dorian. She said that Public Works personnel costs associated with debris removal should be reimbursed 75% and only overtime costs incurred in Public Safety will be reimbursed.

Treasurer Suggs said no significant trends have been noted to date but that significant, planned expenditures have not yet been incurred. Council Member Bell pointed out that Morgan Creek Grill has still not paid the rent due to the City and the impact of that should be looked at moving forward. Administrator Fragoso noted the new fire truck will arrive in January, the older tower truck in in Florida for repairs, and payment on both are due upon delivery.

Treasurer Suggs pointed out the ATAX trends, stating they are up for the State ATAX but down for the County ATAX. She said this is most likely due to AirBNB not paying county taxes are they are supposed to. While she expects the County will work that issue out with AirBNB, the City will likely never recover the money it is due.

Lastly, she noted there were no changes to the Phase III Drainage project worksheet, but a new worksheet for the Public Safety Building renovation has been added.

5. **Old Business** – none

6. **New Business**

A. Recommendation from the Accommodations Tax Advisory Committee for the City of approve sponsorship request from the IOP Turtle Team and the IOP Exchange Club for the Isle of Palms Turtle Hatching Scavenger Hunt in the amount of \$6,000 [State ATAX, General Government, Programs/Sponsorships - \$85,000 p. 22, ln. 20]

Kitty Riley, Chair of the Community Service Committee for the Exchange Club, gave an overview of the Turtle Hatching Scavenger Hunt and its goals. She expressed gratitude for the teamwork between the Exchange Club, the City, and the island businesses in bringing this effort to fruition. The Exchange Club plans to have the hunt ready for the Front Beach Festival in March. She hopes to expand the Hunt to the Marina and Recreation Center in the future.

MOTION: Council Member Rice made a motion to approve the request for funding, and Council Member Smith seconded the motion. The motion passed unanimously.

B. Recommendation from the Public Safety Committee to approve unbudgeted expenditure in an amount not to exceed \$10,000 for the purchase and installation of a safety camera at Breach Inlet

Council Member Buckhannon said this camera is to aid in providing a quicker response to incidents at Breach Inlet. Council Member Kinghorn suggested referring to the camera as a “safety camera” and not a “surveillance camera.” Administrator Fragoso said this camera will be monitored by police and fire personnel as are the other cameras. She also said that while this is an unbudgeted expense, she would like to use the money saved on the vehicle purchases to secure the camera.

MOTION: Council Member Bell made a motion to approve the request and Council Member Rice seconded the motion. The motion passed unanimously.

C. Recommendation from the Public Safety Committee to implement a Reserve Officer Program in the Police Department

Administrator Fragoso stated this request comes as a recommendation from Chief Cornett. A recently retired IOP officer meets the qualifications for a reserve officer and he would like to continue to serve the City on a volunteer basis. The only cost to the City is \$184/year for Worker’s Compensation as the officer has the uniform and training requirements needed. Chief Cornett said there is no plan at this time to expand the program, but should the need arise, he will look into other areas of the Public Safety budget for funding.

MOTION: Council Member Buckhannon made a motion to approve, and Council Member Bell seconded the motion. The motion passed unanimously.

D. Recommendation from the Real Property Committee to apply to the Greenbelt Program to use the City’s allocation for the construction of an ADA-Compliant Beach Walkover and Observation Deck at 42nd Avenue

Council Member Bell explained the City has approximately \$149,000 in allocated Greenbelt Funds from the County to use, and the Real Property Committee has recommended those funds be used to build a beach walkover and observation deck made of ipe wood at the 42nd Avenue beach access. He noted there is one handicap spot there at this time, and he would like to see that increased to four handicap spots.

MOTION: Council Member Ferencz made a motion to approve, and Council Member Rice seconded the motion.

When asked if other projects had been considered, Administrator Fragoso said these funds are usually used to purchase land, which is not available on the island. She also noted the Real Property Committee's desire to increase handicapped access to the beach. She shared that the City expects to receive \$40-45,000 each year into this fund and other projects will be considered in the future as the monies can only be used on new initiatives.

VOTE: The motion passed unanimously.

E. Consideration of an award to Insight Group, LLC in the amount of \$26,840 for construction management services for the Public Safety Building Repair Project [Capital Projects, Police, Capital Outlay - \$1,209,000, pg. 16, ln. 29; Capital Projects, Fire, Capital Outlay - \$2,324,500, pg. 16, ln. 41]

MOTION: Mayor Carroll made a motion to approve the request, and Council Member Ferencz seconded the motion.

Administrator Fragoso stated the budget for the Public Safety Building Rehabilitation project included monies for an owner's representative. She said that Insight Group has worked with Trident Construction in the past, and Trident recommends them. She pointed out the contract is based on a number of hours, which may need to be revised depending on how the project moves forward. When asked about guarantees, Administrator Fragoso said that Insight maintains insurance. She also shared that Director Kerr and Chief Graham approve of the selection of Insight Group.

VOTE: The motion passed unanimously.

F. Consideration of approval of an amount not to exceed \$100,000 for the 12-month rental of one (1) double-wide and one (1) triple-wide temporary offices for the Police and Fire Departments to use during the rehabilitation of the Public Safety Building [Capital Projects, Police, Capital Outlay - \$1,209,000, pg. 16, ln. 29; Capital Projects, Fire, Capital Outlay - \$2,324,500, pg. 16, ln. 41]

MOTION: Council Member Bell made a motion to approve, and Council Member Rice seconded the motion.

Administrator Fragoso said the City had received pricing from the same company that is currently leasing them the trailer for the Fire Department staff. As those costs exceeded the approval threshold for the City Administrator or Council to award without a competitive bidding process. She noted, "Due to time constraints since Council is not meeting in December and we

cannot wait really until the end of January to award a contract, we are requesting you all to approve a not-to-exceed amount.”

She stated the City will still go through the competitive bidding process as required by code. The plan is to have the trailers in place in the first part of February so they are hooked up to power and the Internet prior to staff moving in. The trailers are commercially graded and secured to the ground but could be moved in the event of a storm. However, there are no guarantees they could be moved ahead of a storm. Chief Graham shared that one set of trailers had been moved off the island during a past storm, but they were not moved for Hurricane Dorian. Administrator Fragoso said the trailers are meant to support all operations of the Police department except for IT and the Evidence Room, which will remain where they are during construction.

VOTE: The motion passed unanimously.

7. **Miscellaneous Business**

The next meeting of the Ways and Means Committee will be Tuesday, January 21, 2020 at 5:00pm in City Hall.

8. **Executive Session** – none needed

9. **Adjournment**

The meeting was adjourned at 5:38pm.

Respectfully submitted,

Nicole DeNeane
City Clerk