



Ways and Means Committee

6:00 p.m., Tuesday, October 20, 2020
1207 Palm Boulevard, Isle of Palms, South Carolina

Virtual Meeting Due to COVID-19 Pandemic:

The public may join the virtual meeting by clicking here: <https://www.youtube.com/user/cityofisleofpalms>

Public Comment:

Citizens may provide 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. **Approval of previous meeting's minutes**
Regular Meeting – September 15, 2020
3. **Citizens' Comments** – Citizens may submit written comments here:
<https://www.iop.net/public-comment-form> Comments received prior to the meeting will be entered into the record.
4. **Financial Statements** – Treasurer Debbie Suggs
Financial Reports and Project Worksheets
5. **Old Business**
Discussion and consideration of marina restaurant lease proposal from the IOP Families Investment Group
6. **New Business**
 - a. Discussion and consideration of roof repairs to the Public Works workshop to address ceiling condensation issues in an amount not to exceed \$23,000
 - b. Consideration of increasing the approved provision for Builder's Risk insurance for the marina dock rehabilitation project by an amount not to exceed \$35,000
7. **Miscellaneous Business**
Next meeting date: 6:00 p.m., Tuesday, November 17, 2020
8. **Executive Session** – If needed. Upon returning to open session, the Committee may take action on matters discussed in Executive Session.
9. **Adjournment**



**Ways & Means Committee Meeting
6:00pm, Tuesday, September 15, 2020
Virtual Meeting via Zoom call due to COVID-19 Pandemic
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Pounds, Streetman, Popson, Bell, Buckhannon, Smith, Moye, Ward, and Mayor Carroll

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

Also present: Kirby Marshall, ATM

2. Approval of previous meeting's minutes – August 18, 2020

Council Member Streetman made a motion to approve the minutes and Mayor Carroll seconded the motion. The motion passed unanimously by consent.

3. Citizen's Comments

City Clerk DeNeane read one comment from Jesse Malan, 25 41st Avenue, regarding a downed stop sign on Marginal Road.

4. Financial Statements – Treasurer Suggs

Treasurer Suggs reviewed the financial reports with Committee members. She noted there was not a lot of change on the revenue side, and expenditures from the General Fund are exactly the same as they were last year at this time. Cash balances come to just under \$20M.

She then reviewed the tourism schedules. Municipal ATAX collections are ahead of projections but less than last year. Hospitality Tax beat budget projections in July but were down in August.

One payment was made on the Public Safety Building Rehabilitation project in August, and two were made on the Phase III Drainage project. Administrator Fragoso reported that both change orders to the Public Safety Building project approved by City Council last month were paid for from the contractor's 10% contingency. She also shared that the City has applied for \$500,000 to the Rural Infrastructure Grant Authority for drainage funding. The City did receive this money for Phase II, and she anticipates receiving it again. There were no changes to the Marina Dock Rehabilitation worksheet in August.

5. **Old Business**

Discussion and consideration of marina restaurant lease proposal from the IOP Families Investment Group

Council Member Pounds said this matter will be discussed in more detail during Executive Session.

6. **New Business**

A. Consideration of award of a contract to Nicholson Business Systems for the Records Management system in the amount of \$38,990 [FY21 Budget; Capital Projects Fund; Police Department; Capital Outlay, \$30,000, pg. 17, ln. 20]

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

Chief Cornett said the City currently spends \$19,000/year for their RMS, and this contract will reduce that to \$4,000/year. He noted that the \$38,990 is higher than what was budgeted (\$30,000), but they are working on lowering that number by eliminating the conversion of data from the old RMS to the new RMS. Administrator Fragoso added, "We do want Council to consider approving to \$38,000 not to exceed even though it is over the budgeted amount of \$30,000 knowing that there may be some opportunities to reduce the cost."

Council Member Bell cautioned against maintaining two databases. Chief Cornett said the intent is to convert the data, if possible. Council Member Ward asked where the money will come from should the expense be over the budgeted amount. Administrator Fragoso said, "It may just come out at the end of the year as over budget on that line item. Oftentimes we do well in other things, and we can kind of come up with a difference. We are still early on in the budget process for FY21, so I couldn't necessarily say exactly where it would come from, but I am sure that we can find some savings like we usually do during the year." Council Member Ward said he would like any additional expense to come out of the police department's budget. Administrator Fragoso said she will identify a line item in the budget where the difference can be accommodated.

VOTE: The motion passed unanimously.

B. Consideration of purchase of beach services 4WD pickup truck, State contract pricing in the amount of \$26,870 [FY21 Budget; Hospitality Tax Fund; Police Department; Capital Outlay, \$30,000, pg. 21, ln. 21]

MOTION: Council Member Streetman made a motion to approve, and Council Member Moyer seconded the motion.

Administrator Fragoso said, "This is a truck that is budgeted to be replaced for the Beach Service officers. This is the truck that is going to have the license plate reader that is also budgeted in our FY21 [budget] that is going to be used for enforcement of paid parking next year."

Chief Cornett added that the remaining budgeted funds not used to purchase the vehicle will be spent to upfit the vehicle, but staff will attempt to use the light bar from the truck that is being replaced.

VOTE: The motion passed unanimously.

C. Consideration of award of a contract to Salmon's Dredging Corporation for the marina dock rehabilitation project [FY21 Budget; Marina Fund; Debt Proceeds, \$3,209,000, pg. 29-30]

MOTION: Council Member Moye made a motion to approve, and Council Member Streetman seconded the motion.

Council Member Pounds reviewed the timeline of the marina project that has brought City to approving this contract. Three proposals were received, the lowest of which was from Salmon's Dredging. Mr. Kirby Marshall of ATM said that Salmon's bid has been vetted, and all information included is "good." He then reviewed the bid and the construction adds that also bid as a potential part of the larger project. ATM recommends the Committee consider adding the IPE Decking (\$86,000), the Builder's Risk insurance (\$15,000), the fuel hut (\$100,000), and a 15% contingency (\$440,732) to the project cost.

Options for recoating the bulkhead was also discussed at length. Administrator Fragoso noted that work on the bulkhead had been bid out previously, and the bids came in much higher than anticipated. As the City was not intending to borrow money at that time, the bids were put to the side. Completing the bulkhead recoating during the dock rehabilitation process will be much easier and less intrusive and damaging to a new dock. Council Member Moye said the proposal appears to be preserving the City's asset and reducing future expenses and maintenance. Mr. Marshall said sustainable materials are being used where they can be throughout the project.

Should this contract be approved with the suggested adds, Council Member Pounds noted that the amount of the bond will need to be increased by \$1M. Administrator Fragoso said that the larger bond amount would add approximately \$59,000 to the annual debt service payment assuming a 2.5% bond interest rate for 15 years. Options for 10, 12, and 15-year bonds will be considered.

Mayor Carroll said he would like to see a boat lift at the Marina for the Police Department. Mr. Marshall agreed it is a good idea, but it will need a dedicated space and would also need to be permitted. He suggested putting a fireboat on the jet dock. Council Member Ward expressed concern about the increase in project cost due to the adds. Council Member Popson said that doing this now is necessary since the maintenance has been deferred for so long.

MOTION: Council Member Bell made a motion to amend by recommending to City Council the approval of the \$4,304,008 cost of Marina Dock Rehabilitation project to include IPE Decking, the builder's risk insurance, the fuel hut, a 15% contingency, and bulkhead recoating (\$804,000 option). Mayor Carroll seconded the motion. A vote was taken as follows:

Ayes: Smith, Moye, Bell, Streetman, Popson, Buckhannon, Carroll, Pounds
Nays: Ward

The motion passed 8-1.

VOTE: A vote was taken on the amended motion with all in favor.

D. Discussion of 2020 reassessment and millage rollback

Committee members discussed options and the impact of increasing the millage rate. Council Member Moye emphasized the importance of communicating the impact of any tax increase to the citizens and what portion of their tax bill is related to City taxes. He said he would be in favor of any of the three options presented “so long as we as a Council and a government are directing those funds towards capital infrastructure improvements.”

Administrator Fragoso said, “The FY21 budget includes a debt service millage increase just to generate enough funds to cover the debt service on the Phase III Drainage Project, so not the Marina Dock Rehabilitation project that is contemplated to be serviced by rent revenue and tourism funds.”

Council Member Streetman said he would like to see the Council take a conservative approach to any tax increase. Mayor Carroll agreed that a smaller increase is a good idea and to let the residents know that Council is trying to keep their taxes low.

A final decision on the matter will come at the September 22 City Council meeting.

E. Discussion of updated City of Isle of Palms General Obligation Bond Financing Schedule

Council Member Pounds shared the bond financing schedule, noting that they are on track to have it closed by November 24 with a 60-day challenge period to take advantage of lower interest rates.

7. Miscellaneous Business

The next meeting of the Ways & Means Committee will be Tuesday, October 20, 2020 at 6:00pm.

8. Executive Session

MOTION: Mayor Carroll made a motion to go into Executive Session in accordance with §30-4-70 of the Freedom of Information Act for discussion of contractual negotiations related to the marina restaurant lease proposal and to receive legal advice. Council Member Bell seconded the motion. The motion passed unanimously.

The Ways & Means Committee moved into Executive Session at 7:46pm.

The Ways & Means Committee returned from Executive Session at 8:20. Council Member Pounds said no decisions were made.

9. Adjournment

Council Member Streetman made a motion to adjourn and Council Member Moye seconded the motion. The meeting was adjourned at 8:20pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

City of Isle of Palms
Financial Statement Summary as of September 30, 2020
(Dollars in Thousands)

	REVENUES						TRANSFERS IN / (OUT)						EXPENDITURES						YTD Actual Net Rev & Exp
	YTD Actual	Annual Budget	Remaining to Collect	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	YTD Actual	Annual Budget	Remaining to Transfer	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	YTD Actual	Annual Budget	Remaining to Spend	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	
General	\$ 1,908	\$ 10,663	\$ 8,755	18%	\$ 10,663	\$ -	\$ -	\$ 693	\$ (693)	0%	\$ 693	\$ -	\$ 2,487	\$ 11,356	\$ 8,869	22%	\$ 11,356	\$ -	(579)
Capital Projects	5	3,280	3,275	0%	3,280	-	-	184	(184)	0%	184	-	929	7,535	6,606	12%	7,535	-	(924)
Muni Accom Tax	171	829	658	21%	829	-	-	(291)	291	0%	(291)	-	202	1,384	1,182	15%	1,384	-	(31)
Hospitality Tax	110	640	530	17%	640	-	-	(218)	218	0%	(218)	-	73	1,058	985	7%	1,058	-	37
State Accom Tax	1	1,460	1,459	0%	1,460	-	-	(584)	584	0%	(584)	-	178	1,655	1,477	11%	1,655	-	(177)
Beach Prserv Fee	172	832	660	21%	832	-	-	-	-	-	-	-	5	294	289	2%	294	-	167
Marina	130	297	167	44%	297	-	-	216	(216)	0%	216	-	64	1,105	1,041	6%	1,105	-	66
Disaster Recovery	2	52	50	4%	52	-	-	-	-	-	-	-	-	10	10	0%	10	-	2
All Other	158	165	7	96%	165	-	-	-	-	-	-	-	128	162	34	79%	162	-	30
Total All Funds	\$ 2,657	\$ 18,218	\$ 15,561	15%	\$ 18,218	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ 4,066	\$ 24,559	\$ 20,493	17%	\$ 24,559	\$ -	\$ (1,409)

General Fund YTD Revenues							
	FY21 YTD Actual	FY21 Budget	% of FY21 Budget	FY20 YTD Actual	% of Prior YTD	Current Annual Forecast	Forecast Above/ (Below) Budget
Prop Tax	\$ 69	\$ 4,757	1%	\$ 35	197%	\$ 4,757	-
LO Sales Tax	88	641	14%	-		641	-
Business Lic	128	1,012	13%	178	72%	1,012	-
Rental Lic	847	750	113%	669	127%	750	-
Other Lic (Insurnce/Utilities)	1	1,281	0%	4		1,281	-
Build Pmts	102	338	30%	98	104%	338	-
From State	-	215	0%	-		215	-
Parking	474	1,211	39%	452	105%	1,211	-
All Other	199	458	43%	191	104%	458	-
Total	\$ 1,908	\$ 10,663	18%	\$ 1,627	117%	\$ 10,663	\$ -

General Fund YTD Expenditures (YTD target = 25%)							
	FY21 YTD Actual	FY21 Budget	% of FY21 Budget	FY20 YTD Actual	% of Prior YTD	Current Annual Forecast	Forecast (Above)/ Below Budget
Mayor/Council	\$ 24	\$ 145	17%	\$ 27	89%	\$ 145	\$ -
General Govt	272	2,041	13%	256	106%	2,041	-
Police	623	2,707	23%	590	106%	2,707	-
Fire	838	3,286	26%	860	97%	3,286	-
Public Works	323	1,391	23%	323	100%	1,391	-
Build & Lic	93	422	22%	99	94%	422	-
Recreation	229	1,038	22%	230	100%	1,038	-
Judicial	54	224	24%	47	115%	224	-
BSOs	31	102	30%	28	111%	102	-
Total	\$ 2,487	\$ 11,356	22%	\$ 2,460	101%	\$ 11,356	\$ -

City of Isle of Palms Supplemental Financial Information as of September 30, 2020 *(Dollars in Thousands)*

Cash Balances		
	9/30/2020	9/30/2019
General Fund	3,837	4,501
As a % of GF Exp (target is > 30%)	34%	40%
Capital Projects	4,633	3,986
Disaster Recovery	2,732	2,495
Marina	663	724
Tourism Funds	3,909	5,059
Beach Preservation	3,621	2,842
Other Restricted	169	168
Total All Cash	19,564	19,775
Deposits at LGIP (.5%)	18,001	92%
Deposits at BBT	1,563	8%
RESTRICTED CASH	7,699	39%

Fund Balances				
Fund	6/30/2020 UNAudited Fund Balance (Note 1)	FY21 YTD Actual Net Revenues & Transfers Less Expenses	Current Actual Fund Balance	6/30/21 Budgeted Fund Balance
General Fund	\$ 4,330	\$ (579)	3,751	\$ 4,330
Capital Projects	5,550	(924)	4,626	1,479
Muni Accom Tax	1,284	(31)	1,253	438
Hospitality Tax	1,113	37	1,150	477
State Accom Tax	1,681	(177)	1,504	902
Beach Funds	3,454	167	3,621	3,992
Marina (See Note 1)	639	66	705	47
Disaster Recovery	2,718	2	2,720	2,760
All Other	139	30	169	142
Total All Funds	\$ 20,908	\$ (1,409)	\$ 19,499	\$ 14,567

Note 1: The comparable amount for the Marina Enterprise Fund is not Fund Balance, but Net Position. To be consistent with the presentation of the other funds, the amount included here for the Marina is the Unrestricted Net Position, which does not include \$6,000,000 of net fixed assets. Unrestricted net position is approx = cash for the Marina.

September Notes:

- Total City YTD revenues are \$2,657,000 vs \$3,012,000 for the prior year. The \$355,000 decline is due entirely to reductions in tourism revenues resulting from Covid-19.
- Total City YTD expenditures are \$4,066,000 vs \$3,144,000 in the prior year. The \$922,000 increase in expenditures relates primarily to spending on the Public Safety Building repair. So far this fiscal year, \$1,132,000 has been spent on the PSB repair project.
- The City's General Fund revenues and expenditures are generally in line with the budget. Business license revenues are down from prior year levels but rental license revenue is ahead. Rental license revenue has already exceeded the FY21 annual budget by \$97,000.
- General Fund expenditures are \$27,000 ahead of the prior year, primarily due to increased professional services (strategic planning & council minutes) and insurance costs.

City of Isle of Palms Revenue w/ Forecasted Declines Related to Covid-19

Municipal Accommodations Fee

	FY16	FY17	FY18	FY19	FY20	FY21	FY21 BUDGET
JUL	162,862	161,068	139,501	199,724	195,287	172,336	146,465
AUG	191,759	218,620	235,007	209,600	213,067	169,596	159,800
SEPT	150,212	136,141	157,274	152,535	152,561		114,421
OCT	90,691	77,500	75,353	79,534	75,506		56,629
NOV	61,918	57,777	64,256	63,444	65,882		49,412
DEC	33,233	36,937	32,877	40,182	34,301		25,726
JAN	25,309	28,217	28,859	25,836	32,335		24,251
FEB	20,313	15,332	18,317	13,666	18,596		13,947
MAR	16,918	20,485	21,562	19,983	9,690		14,987
APR	51,082	51,166	53,213	53,685	26,422		40,264
MAY	70,954	92,529	88,875	90,800	7,181		68,100
JUNE	94,270	95,768	94,112	97,999	55,311		73,499
Deduct last July	(162,862)	(161,068)	(139,501)	(199,724)	(195,287)	(172,336)	(146,465)
Add next July	161,068	139,501	199,724	195,287	172,336		146,465
Total Fiscal Year	967,728	969,974	1,069,429	1,042,551	863,187	169,596	787,500
	Incr from FY15 -4%	Incr from FY16 0%	Incr from FY17 10%	Incr from FY18 -3%	Incr from FY19 -17%	Incr from FY20 -16%	Incr from FY20 -9%

**Heads in
Beds in**

JUN
JUL
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY

100% reduction
75% reduction
50% reduction
25% reduction

Assume normal
tourism activity
resumes by July
2021 (FY22)

JUN

City of Isle of Palms Revenue w/ Forecasted Declines Related to Covid-19

State Accommodations Tax (Tourism-Related Only)

	FY16	FY17	FY18	FY19	FY20	FY21	FY21 BUDGET
Sept Qtr	518,796	520,784	518,028	546,269	580,306		435,230
Dec Qtr	179,446	178,830	202,803	203,067	181,550		136,162
Mar Qtr	66,294	61,586	71,773	103,097	88,638		66,479
June Qtr	364,938	407,460	413,234	445,779	242,893		334,334
Total Fiscal Yr	1,129,474	1,168,660	1,205,838	1,298,212	1,093,387	-	972,204
	1.7% Incr from FY15	3.5% Incr from FY16	3.2% Incr from FY17	7.7% Incr from FY18	-15.8% Incr from FY19	Incr from FY20	-11.1% Incr from FY20

**Heads in
Beds in**

Jun-Aug
Sept-Nov
Dec-Feb
Mar-May

100% reduction
75% reduction
50% reduction
25% reduction

**Assume normal
economic activity
resumes by July
2021 (FY22)**

Chas County ATax Pass-Through

	FY16	FY17**	FY18	FY19	FY20	FY21	FY21 BUDGET
1st Payment	276,704	520,000	327,750	381,000	370,500	-	-
2nd Payment	208,390	-	109,250	127,000			-
Total Fiscal Yr	485,093	520,000	437,000	508,000	370,500	-	-
	1% Incr from FY15	7% Incr from FY16	-16% Incr from FY17	16% Incr from FY18	-27% Incr from FY19	Incr from FY20	-100% Incr from FY20

Charleston County has notified the City that no distributions will be included in the County's budget for the remainder of FY20 or FY21. Staff did commit to revisiting distributions if the County's revenues came in stronger than anticipated.

City of Isle of Palms Revenue w/ Forecasted Declines Related to Covid-19

Hospitality Tax

**Food/Bev
Sold in**

	FY16	FY17	FY18	FY19	FY20	FY21	FY21 BUDGET
JUL	83,038	85,051	89,309	104,681	88,238	66,947	44,119
AUG	87,110	93,123	98,883	101,031	106,673	59,353	80,005
SEPT	70,725	77,619	81,373	78,014	78,129	49,484	58,597
OCT	66,113	68,348	56,439	69,394	76,033		57,025
NOV	40,576	46,488	70,905	65,210	66,929		50,197
DEC	61,052	40,557	41,260	38,440	56,591		42,443
JAN	24,864	27,883	19,085	31,905	28,058		21,043
FEB	29,443	27,947	28,826	27,373	27,574		20,681
MAR	27,586	39,785	49,744	40,741	21,853		30,556
APR	50,531	57,961	66,633	66,425	12,956		49,819
MAY	71,297	85,246	79,870	85,134	15,429		63,851
JUNE	79,858	92,137	87,753	100,621	46,102		75,466
Deduct last July	(83,038)	(85,051)	(89,309)	(104,681)	(88,238)	(66,947)	(44,119)
Add next July	85,051	89,309	104,681	88,238	66,947		66,179
Total Fiscal Year	694,206	746,402	785,452	792,527	603,275	108,837	615,860
	Incr fr FY15 1%	Incr fr FY16 8%	Incr fr FY17 5%	Incr fr FY18 1%	Incr fr FY19 -24%	Incr fr FY20 -35%	Incr fr FY20 2%

JUN
JUL
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY

100% reduction
75% reduction
50% reduction
25% reduction

Assume normal
tourism activity
resumes by July
2021 (FY22)

JUN

City of Isle of Palms Revenue w/ Forecasted Declines Related to Covid-19

Beach Preservation Fee

	FY16	FY17	FY18	FY19	FY20	FY21	FY21 BUDGET
JUL	162,228	161,068	192,666	199,724	195,287	172,336	172,336
AUG	191,610	218,620	181,842	209,600	213,067	169,596	159,800
SEPT	149,350	136,141	157,274	152,535	152,561		114,421
OCT	90,398	77,500	75,353	79,534	75,506		56,629
NOV	61,647	57,777	64,256	63,444	65,882		49,412
DEC	33,233	36,937	32,877	40,182	34,301		25,726
JAN	25,309	28,217	28,859	25,836	32,335		24,251
FEB	20,313	15,332	18,317	13,666	18,596		13,947
MAR	16,918	20,485		19,983	9,690		14,987
APR	51,082	51,166	53,213	53,685	26,422		40,264
MAY	70,954	92,529	88,875	90,800	7,181		68,100
JUNE	94,270	95,768	94,112	97,999	55,311		73,499
Deduct last July	(162,228)	(161,068)	(139,501)	(199,724)	(195,287)	(172,336)	(172,336)
Add next July	161,068	139,501	199,724	195,287	172,336		146,465
Total Fiscal Year	966,152	969,974	1,047,867	1,042,551	863,187	169,596	787,500

Incr from FY16 0%	Incr from FY17 8%	Incr from FY18 -1%	Incr from FY19 -17%	Incr from FY20 -16%	Incr from FY20 -9%
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**Heads in
Beds in**

JUN
JUL
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY

100% reduction
75% reduction
50% reduction
25% reduction

Assume normal
economic activity
resumes by July
2021 (FY22)

JUN

City of Isle of Palms Revenue w/ Forecasted Declines Related to Covid-19

Local Option Sales Tax

	FY18	FY19	FY20	FY21	FY21 BUDGET
AUG	83,614	88,713	93,221	87,833	69,916
SEPT	73,671	72,557	83,456		62,592
OCT	61,352	63,829	62,752		47,064
NOV	61,040	61,435	65,514		49,135
DEC	49,732	54,748	59,951		44,964
JAN	55,282	57,483	64,996		48,747
FEB	43,314	48,026	53,263		39,947
MAR	47,589	49,240	50,882		36,930
APR	60,349	65,794	43,070		49,346
MAY	77,153	85,394	56,012		64,046
JUNE	70,879	78,238	74,078		58,678
JULY	88,382	92,504	92,789		69,378

Total Fiscal Year

772,357	817,962	799,984	640,742
Incr from FY17	Incr from FY18 5.9%	Decr from FY19 -2.2%	Change from FY20 -5.8%
			Incr from FY20 -19.9%

When Sales
Occurred

JUL
AUG
SEPT
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY
JUN

100% reduction
75% reduction
50% reduction
25% reduction

Assume normal
economic activity
resumes by July
2021 (FY22)

City of Isle of Palms
Public Safety Building Repair

FY19 Spending (Phase I)	105,092
FY20 Spending (Phases II and III)	2,272,838
FY21 Capital Project Fund Budget	3,039,374
FY21 Muni Atax Fund Budget	432,040
FY21 State Atax Fund Budget	432,040
Total Project Cost Estimate	6,281,385
Contracts/Change Orders/Relocation	(5,528,266)
Estimated Remaining Contingency	(714,004)
Budget Funds Remaining	39,114

Contracts and Change Orders Received:

Trident Construction Phase I	Investigative work & scope development
Trident Construction Phase II	Design and Engineering
Trident Construction Phase III	Permit Set Pricing w/ flat roof awning (no portico)
William Scotsman, Extra Space Storage, etc	3 Construction trailers for personnel, storage units, supplies
Insight Group	Owners Representative
City Contingency remaining	

Investigation & Design	Construction Admin	Construction	Owners' Rep	Relocation Costs	City's Conting	Total
95,267						95,267
395,647						395,647
33,828	37,851	4,788,833				4,860,512
				150,000		150,000
			26,840			26,840
					714,004	714,004
524,742	37,851	4,788,833	26,840	150,000	714,004	6,242,270

Project Expenditures:

Invoice Date	Payee	Description of Work
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5/8/19	Trident Construction	Phase I - Pay App #1	86,420	86,420
6/30/19	Trident Construction	Phase I - Pay App #2	8,847	8,847
10/30/19	Trident Construction	Phase II - Pay App #1	131,049	131,049
1/9/20	Trident Construction	Phase II - Pay App #2	136,142	136,142
1/27/20	Dominion Energy	secondary utility pole for trailers		832
1/21/20	Lowe's	storage boxes		47
FY19	Williams Scotsman	rent on construction trailer		9,825
FY20	Williams Scotsman	rent on construction trailers		64,614
FY20	Extra Space Storage	storage unit rent		1,634
FY21	Williams Scotsman	rent on construction trailers		14,897
FY21	Extra Space Storage	storage unit rent		1,296
2/1/2020	Home Depot/Amazon	parts for trailer setup PD		479
2/10/20	MJK Electric	setup 400Amp electrical meter base		4,150

Public Safety Building Repair Project Expenditures continued:

Invoice Date	Payee	Description of Work
2/17/20	Trident Construction	Phase II - Pay App #3
2/21/20	Royall Hardware	shower for FD trailer
2/24/20	Lowe's	parts for trailer setup
3/3/20	MJK Electric	electrical hookup for 3 trailers
3/31/20	Various	supplies & furnishing for trailers
3/16/20	Bishop & Sons Plumbing	plumbing hookout for 3 trailers
3/20/20	MJK Electric	hookup for stove and water heater trailer
3/16/20	SC Muni Insurance Rsv Fund	builders risk coverage for PSB
4/3/20	Technology Solutions	wiring, accessories & labor for moving IT svc to trailers
4/10/20	Miles Pearson	installed 2 fax lines in PD trailer
4/13/20	Office Depot	power supply
4/1/20	Home Depot	supplies and storage totes
4/13/20	Bishop & Sons Plumbing	plumbing hookout for 3 trailers
5/1/20	Trident Construction	Phase III Pay App #4
5/1/20	Trident Construction	Phase III Pay App #5
5/7/20	Insight Group, LLC	3rd Party Inspector
5/7/20	Homemedics	air purifiers for Police trailer
6/1/20	Trident Construction	Phase III Pay App #6
6/3/20	Lowe's, HomeDepot, etc	supplies for trailers
6/19/20	Insight Group, LLC	3rd Party Inspector
6/22/20	Service Master of Charleston	sanitize and transport furnishings from PSB
6/30/20	Trident Construction	Phase III Pay App #7
7/25/20	Costco/Lowe's	13x13 Canopy Shelters for equipment
7/31/20	Trident Construction	Phase III Pay App #8
8/31/20	Home Depot	storm prep and trailer maintenance supplies
9/1/20	Trident Construction	Phase III Pay App #9
9/1/20	Insight Group, LLC	3rd Party Inspector
9/1/20	Insight Group, LLC	Chapter 17 testing services
9/25/20	Office Depot/Home Depot	wall plate/air filters
		Total paid
		Remaining on contracts

Investigation & Design	Construction Admin	Construction	Owners' Rep	Relocation Costs	City's Conting	Total
38,779						38,779
				327		327
				67		67
				7,500		7,500
				6,228		6,228
				9,500		9,500
				1,950		1,950
					11,390	11,390
				8,360		8,360
				180		180
				57		57
				636		636
				1,210		1,210
56,641	8,516	216,660				281,817
		497,292				497,292
			1,870			1,870
				330		330
		549,296				549,296
				1,239		1,239
			2,888			2,888
				9,494		9,494
		503,483				503,483
				474		474
		503,088				503,088
				634		634
		604,405				604,405
			5,775			5,775
				908		908
				65		65
457,878	8,516	2,874,224	10,533	146,933	11,390	3,509,473
66,864	29,335	1,914,609	16,308	3,068	702,614	2,732,797

City of Isle of Palms
Marina Dock Replacement & Bulkhead Recoating

Contracts and Change Orders Received:

9/10/2018	ATM Eng, Design, Permit, Plans & Bid Docs for Marina Dock Rehabilitation (Tasks 1-4)
3/25/2019	ATM Bulkhead recoating - develop maint protocol, bidding and construction svcs
8/5/2019	ATM Chg Order #2 -modification to facilitate additional marina design and bidding services including coastal conditions assessment, dock areas B&C design development, bidding documents, technical specs, bid pkg development & bidding services. (Tasks 6*-9)
7/28/2020	ATM Chg Order #4 DHEC water/wastewater permits, Clean Vessel Act grant app, dock constr admin
9/22/2020	Salmons Dredging Contract (includes \$86k IPE decking and \$804k bulkhead recoating)

Project Expenditures:

Invoice Date	Payee	Description of Work
2/1/2019	ATM	Design, engineering & permitting
5/29/2019	ATM	Consulting on bulkhead recoating
7/10/2019	SC DHEC - OCRM	marina dock permit application fee
8/1/2019	ATM	Design, engineering & permitting
9/25/2019	ATM	Design, engineering & permitting
12/1/2019	ATM	Design, engineering & permitting
1/1/2020	ATM	Design, engineering & permitting
3/31/2020	ATM	plans, specs & bid documents, Dock B&C design, bid pkg
4/24/2020	Army Corp of Engineers	permit fee
5/6/2020	ATM	plans, specs & bid documents, Dock B&C design
6/30/2020	ATM	plans, specs & bid documents, Dock B&C design, bid pkg
8/7/2020	ATM	bidding services & CVAP grant application
		Total paid
		Remaining on contracts

FY19 Spending on docks (Total FY19 Budget = \$600k)				24,600
FY20 Spending on docks (Total FY20 Budget = \$147k)				107,257
FY21 Budget (\$2,875k docks + \$334k bulkhead recoat)				3,209,000
Contracts issued				(4,521,508)
Budget Funds Remaining				(1,180,651)

Plan, Design, Permitting & Bidding	Bulkhead Recoating	Dock Construction (+100k fuel hut)	Construction Contingency (incls provision for Builders Risk Insurance)	Total
62,000				62,000
	21,000			21,000
68,000				68,000
66,500				66,500
		3,736,616	567,392	4,304,008
196,500	21,000	3,736,616	567,392	4,521,508

10,100				10,100
	14,500			14,500
250				250
14,958				14,958
5,432				5,432
7,934				7,934
25,037				25,037
39,004				39,004
100				100
4,295				4,295
10,247				10,247
7,722				7,722
125,079	14,500	-	-	139,579
71,421	6,500	3,736,616	567,392	4,381,930

City of Isle of Palms
Drainage Phase 3

FY19 Project Spending	93,052
FY20 Project Spending	134,935
FY21 Budget for Small Project Construction	500,000
FY21 Budget for Outfall Construction	3,120,000
Contracts/Change Orders	(898,100)
Budget Funds Remaining	2,949,886

Contracts and Change Orders Approved :

Thomas & Hutton	11/27/2018	Proj .0000 - Outfall Study - surveying, needs assessment & conceptual design
Thomas & Hutton	correction	Proj .0000 - Change Order #1 for Project Admin & Meetings
Thomas & Hutton		Proj .0002 - preliminary assessment of small but high impact projects in basin
Thomas & Hutton		Proj .0003 - design, eng & permitting for small but high impact projects in basin
Thomas & Hutton		Proj .0004 - design, eng & permitting for outfalls @ 30th Ave & Forest Trail + 41st Ave impro
Thomas & Hutton	6/23/2020	Proj .0005 - conceptual assessment of Waterway Blvd elevation study
Thomas & Hutton	7/28/2020	Proj .0003 - bidding & construction admin services for small projects
		Estimate for construction of small high impact projects

Engineering & Design	Project Admin	Construction	Legal & Misc	Total
100,800				100,800
-	13,000		-	13,000
23,300			-	23,300
62,600				62,600
229,500				229,500
18,900				18,900
30,000				30,000
		420,000		420,000
465,100	13,000	420,000	-	898,100

Project Expenditures:

Invoice Date	Invoice #	Payee	Description of Work			
3/1/19	176411	Thomas & Hutton Engineering	Proj .0000	2,174	1,680	3,854
5/1/19	177576	Thomas & Hutton Engineering	Proj .0000	27,588	1,120	28,708
5/9/19	178378	Thomas & Hutton Engineering	Proj .0000	22,765		22,765
5/21/19	179304	Thomas & Hutton Engineering	Proj .0000	11,060	1,120	12,180
6/30/19	180267	Thomas & Hutton Engineering	Proj .0000	18,100	1,695	19,795
6/30/19	180268	Thomas & Hutton Engineering	Proj .0002	5,750		5,750
7/31/19	181262	Thomas & Hutton Engineering	Proj .0000	8,295	2,858	11,153
7/31/19	181261	Thomas & Hutton Engineering	Proj .0002	11,500		11,500
8/31/19	182270	Thomas & Hutton Engineering	Proj .0000	1,425	2,808	4,233
8/31/19	182271	Thomas & Hutton Engineering	Proj .0002	5,750		5,750
9/30/19	183220	Thomas & Hutton Engineering	Proj .0000	2,824		2,824

Drainage Phase 3 Project Expenditures, continued:

Invoice Date	Invoice #	Payee	Description of Work	Engineering & Design	Project Admin	Construction	Legal & Misc	Total
10/31/19	184221	Thomas & Hutton Engineering	Proj .0003	10,315				10,315
10/31/19	184222	Thomas & Hutton Engineering	Proj .0004	5,345				5,345
10/31/19	184222	Thomas & Hutton Engineering	Proj .0004	550	1,720			2,270
11/30/19	184989	Thomas & Hutton Engineering	Proj .0003	18,470				18,470
11/30/19	184990	Thomas & Hutton Engineering	Proj .0004	4,146				4,146
12/31/19	186339	Thomas & Hutton Engineering	Proj .0004	4,622				4,622
12/31/19	186338	Thomas & Hutton Engineering	Proj .0003	8,044				8,044
2/5/20	186950	Thomas & Hutton Engineering	Proj .0003	7,679				7,679
2/5/20	186952	Thomas & Hutton Engineering	Proj .0004	10,774				10,774
3/20/20	188231	Thomas & Hutton Engineering	Proj .0003	190				190
3/20/20	188232	Thomas & Hutton Engineering	Proj .0004	4,953				4,953
4/17/20	189360	Thomas & Hutton Engineering	Proj. 0003	13,978				13,978
4/17/20	189361	Thomas & Hutton Engineering	Proj. 0004	3,370				3,370
5/15/20	190132	Thomas & Hutton Engineering	Proj. 0004	1,395				1,395
5/15/20	190131	Thomas & Hutton Engineering	Proj .0003	3,924				3,924
6/19/20	191021	Thomas & Hutton Engineering	Proj .0004	6,275				6,275
7/17/20	192011	Thomas & Hutton Engineering	Proj .0004	20,263				20,263
8/14/20	193213	Thomas & Hutton Engineering	Proj .0004	14,138				14,138
8/14/20	193212	Thomas & Hutton Engineering	Proj .0005	695				695
9/18/20	194047	Thomas & Hutton Engineering	Proj .0003	2,038				2,038
9/18/20	194048	Thomas & Hutton Engineering	Proj .0004	1,066				1,066
9/18/20	194050	Thomas & Hutton Engineering	Proj .0005	2,265				2,265
Total paid				261,726	13,000	-	-	274,726
Remaining on contracts				203,374	-	420,000	-	623,374



**Isle of Palms - Maintenance Building
Condensation Repairs**

<i>Description:</i>		<i>Detailed Estimate</i>						<i>Date:</i>	9/23/2020
<i>Item #</i>	<i>Work Description:</i>	<i>Vendor Name:</i>	<i>Mat. Cost:</i>	<i>Labor Cost:</i>	<i>Equip Cost:</i>	<i>Sub Cost:</i>	<i>Total Cost:</i>		
1	Spray Foam Insulation on Exterior & Roof - Open Cell	Energy One				4,640	4,640		
2	Thermal Barrier for Spray Foam Coating	Energy One				1,800	1,800		
3	Ceiling Demo	TCC		1,120			1,120		
4	Remove and Cover Louver	TCC	200	550	500		1,250		
5	Secure Exterior Metal Panels	TCC	50	200			250		
						-	-		
						-	-		
						-	-		
						-	-		
						-	-		
						-	-		
						-	-		
<i>Direct Cost Total</i>			250	1,870	500	6,440	9,060		
	Insurance	1%					91		
	Data Processing / Safety	0.60%					55		
	Overhead and Profit	8.00%					736		
<i>Total Value of Item</i>							9,942		
	Add Alternates						-		
	Install New Ceiling Grid & Tile	Jones Bros				9,216			
	Install HVAC tap above ceiling	Morelli				2,000			
	Duct Cleaning	Morelli				1,500			