



City Council

6:00 p.m., Tuesday, March 23, 2021

Council Chambers

1207 Palm Boulevard, Isle of Palms, South
Carolina

In Person/Virtual Meeting Due to COVID-19 Pandemic

Due to limited capacity, we request that the public
join the virtual meeting by clicking here:

<https://www.youtube.com/user/cityofisleofpalms>

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address and topic to rhanna@iop.net no later than **3:00 p.m. the business day before the meeting**. Citizens who sign up to speak virtually will receive an email with instructions to join the meeting via Zoom. All verbal comments will have a time limit of three (3) minutes. Speakers must turn on their video and make sure that their actual name shows up as their Zoom identifier, and mute themselves after their comments.

Citizens may also provide public comment here:

<https://www.iop.net/public-comment-form>

Agenda

- 1. Introduction of meeting** and acknowledgement that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.
 - a. Invocation
 - b. Pledge of Allegiance
 - c. Roll Call
- 2. Citizens' Comments**
Presentation of the Community Satisfaction Survey part of the Strategic Planning Process by The Riley Center for Livable Communities
- 3. Consent Agenda**
 - a. Approval of Previous Meetings' Minutes
 - i. Regular Meeting – February 23, 2021
 - ii. Special Meeting – March 12, 2021
 - b. Consideration of pursuing the following Dominion Non-Standard Service Fund eligible projects in FY22 (50%-50% cost share):
 - IOP Marina – Overhead to Underground Conversion (Estimate: \$150,000-\$250,000)
 - 21st Avenue – Overhead to Underground Conversion (Estimate: \$30,000 - \$60,000)

- 14th Avenue – Overhead to Underground Conversion (Estimate: \$40,000 - \$80,000)

4. Reports from Standing Committees

a. Ways and Means Committee

b. Public Safety Committee

- Consideration of recommendation to change the Front Beach loading zone times from 8:00 a.m.- 2:00 p.m. to 8:00 a.m. to 5:00 p.m.
- Discussion and consideration of implementing angle parking along the land side of Palm Boulevard between 22nd and 40th Avenue

c. Public Works Committee

d. Recreation Committee

e. Personnel Committee

Consideration of recommendation from the Joint Personnel and Public Safety Committee to re-engage with the top 10 external candidates for the position of Fire Chief

f. Real Property Committee

5. Reports from City Officers, Boards and Commissions

- Accommodations Tax Advisory Committee** – minutes attached
- Board of Zoning Appeals** – minutes attached
- Planning Commission** – minutes attached

6. Reports from Special or Joint Committees – None

7. Petitions Received, Referred or Disposed of – None

8. Bills Already in Possession of Council

Ordinance 2021-03 - An Ordinance Amending Title 4, Public Utilities, Chapter 4, Commissioners of Public Works to change the method of election from petition to a filing fee.

9. Introduction of New Bills, Resolutions and Proclamations - None

10. Miscellaneous Business

- Next meeting date: Regular Meeting: 6:00 p. m., Tuesday, April 27, 2021

- b. Discussion and consideration of formally opposing the restriping of the Isle of Palms Connector by SCDOT
- c. Discussion and consideration of a reducing the size of council and presenting proposal via referendum
- d. Consideration of approval of commercial surf instruction application for Kyle Busey
- e. Consideration of approval of commercial surf instruction application for Philip Antman

11. Executive Session

- a. Executive Session pursuant to Section 30-4-70(a) (1) to discuss employment and personnel matters related to the search of a new Fire Chief. Upon returning to open session, Council may take action on matters discussed in Executive Session.
- b. Executive Session pursuant to Section 30-4-70 (a) (2) to receive legal update and legal advice regarding eviction proceedings against Tidal Wave Watersports. Council may take action on items discussed in executive session upon returning to open session.
- c. Executive Session pursuant to Section 30-4-70 (a) (2) to receive legal advice regarding SCDOT actions on restriping of the connector and parking. Council may take action on items discussed in executive session upon returning to open session.

12. Adjournment



CITY OF ISLE OF PALMS STRATGIC PLAN: *2020 COMMUNITY SURVEY*

FINAL
2/16/2021

REPAIRED BY:

Dr. Kendra Stewart
Bob O'Neill
Chelsea Diedrich



**COLLEGE of
CHARLESTON**
THE RILEY CENTER FOR
LIVABLE COMMUNITIES

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Executive Summary

- Results in this report summarize responses from 663 individuals from the City of Isle of Palms – approximately 15% of the City’s population.
- The respondent sample closely mirrors demographics reported in American Community Survey 2019 5-Year Estimates, with slightly lower representation from younger age groups and households with an annual income under \$100,000.
- The top three strategic issues reported in this survey are:
 1. *Managing pressure from population growth in surrounding metropolitan areas,*
 2. *Need for improved infrastructure (i.e. drainage, sewer, power),*
 3. *Financial stability.*
- Isle of Palms stakeholders are most satisfied with quality of fire, police, and waste collection services. Three areas in which improvement is most desired are: maintenance of streets & sidewalks, traffic flow within City limits, and management of stormwater runoff.
- The top three reasons residents choose to live in Isle of Palms are:
 1. *Scenic beauty,*
 2. *Recreational opportunities,*
 3. *Safe community.*

About the Survey

Survey Methodology

The community survey was targeted at reaching four major stakeholder groups determined during a meeting with the City Council: full-time residents, part-time residents, rental property owners, and brick & mortar business owners. This form asked a total of fifteen questions broken into the following sections: residential, strategic, and demographics. The final section focusing on demographics was included to ensure that this analysis includes a representative sample of the Isle of Palms Community.

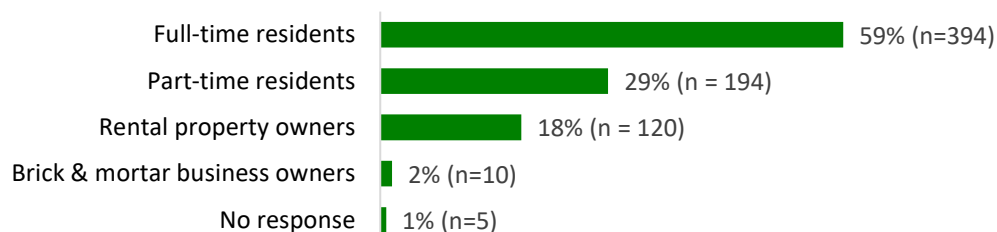
Strategic questioning included two matrices inviting respondents to rate a list of items on a Likert scale. The first matrix measured stakeholder satisfaction with twelve city services. The second matrix asked respondents to assign a level of importance to a list of eight strategic issues that had been identified during meetings with Isle of Palms' departmental leaders and City Council, facilitated by the Riley Center's strategic planning team. These questions were followed by two opportunities for stakeholders to provide open-ended feedback on any additional issues that were not listed in the second matrix and what they thought should be IOP's top priority over the next two to three years.

Survey Distribution

This questionnaire was sent to a total 1,313 stakeholders. Emails containing personal survey links were sent out to an initial respondent list on December 8, 2020. The City of Isle of Palms continued to collect additional email addresses through a sign-up form made available on their website and advertised on social media. Subsequent distributions of the questionnaire occurred approximately every one-to-three days leading up to the close of the survey on December 22, 2020. A total 695 partial and completed surveys were collected, resulting in a 53% response rate. An initial qualifier question filtered out 32 respondents that did not fall into the targeted stakeholder groups, leaving 663 primary responses analyzed in this report. This number leaves us with a 15% response rate from the entire Isle of Palm Population (4,360 reported by American Community Survey 2019 5-Year Estimates).

Percent of responses belonging to each stakeholder type is provided in Figure 1. The distribution shown in this graph is representative of the Isle of Palms community, with the largest number of stakeholders being full-time residents. While brick and mortar business owners may look like an underrepresented group, the response rate for this category is satisfactory. Of the seventeen brick & mortar businesses that were contacted, ten owners submitted a survey response, resulting in a 59% response rate.

Figure 1. Stakeholder Type (Multiple Response)



Respondent Profile

This survey included a series of demographic questions to ensure that results are representative of the current Isle of Palms population. Table 1 provides a comparison of the results from these survey questions with numbers from American Community Survey 2019 5-Year Estimates. This table shows that the respondent sample used in this report is a close match to existing demographics in the community. Demographics that received notably lower representation than seen in the census data are younger respondents (under the age of 35) and households with an annual income below \$100,000. Additional illustrations of this demographic data are provided in Figures 2-7. The only graph that has not been compared to census data is Figure 4, which looks at employment status. This data was not included in the table due to differences in categories used between this survey and those used by the American Community Survey. However, it should be noted that the nearly half (47%) of respondents are retired.

Table 1. Survey Sample vs Census Data

	Category	Survey Sample	IOP 2019 Census Data
GENDER	Male	51%	51%
	Female	44%	44%
RACE	White	90%	94%
	Asian	0.3%	2%
	African American	0.3%	0.2%
	Other	0.5%	4%
ETHNICITY	Of Hispanic, Latinx, or Spanish origin	1%	2%
	Non-ethnic	91%	98%
AGE	18 to 24 (20 to 24 in Census column)	0.2%	3.5%
	25 to 34	1%	7.9%
	35 to 44	8%	7.4%
	45 to 54	15%	11.8%
	55 to 64	31%	21.0%
	65 to 74	31%	22.0%
	75 +	11%	7.9%
ANNUAL HOUSEHOLD INCOME	\$200,000 +	41%	31%
	\$100,000 to \$199,999	24%	31%
	\$50,000-\$99,999	8%	20%
	< \$50,000	0.8%	17%

Table 1. This table provides a comparison of responses to demographic questions used in this survey with data from American Community Survey 2019 5-Year Estimates. Note that the survey sample column allowed for respondents to also choose "prefer not to respond" which may impact this comparison.

Figure 2. Gender

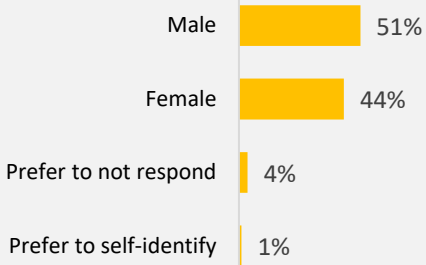


Figure 3. Race

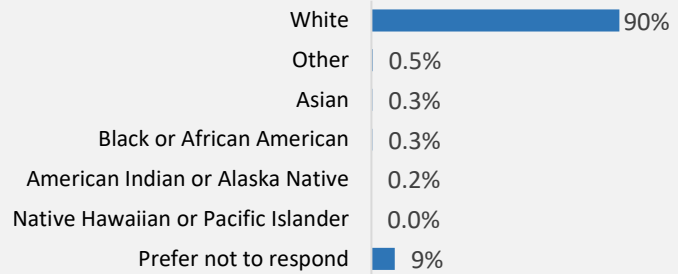


Figure 4. Employment Status

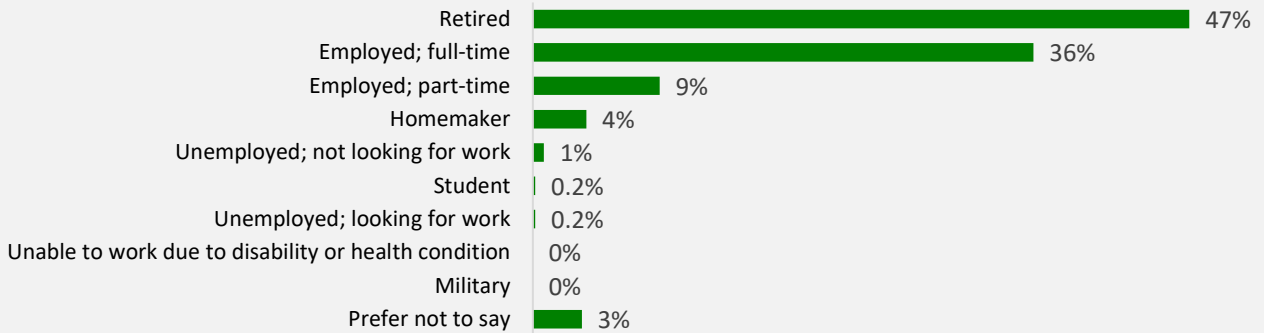


Figure 5. Age Range

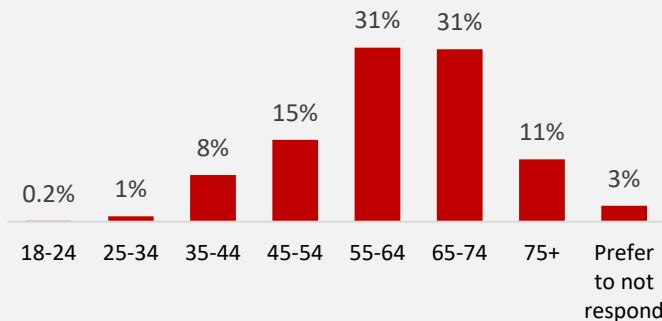


Figure 6. Ethnicity

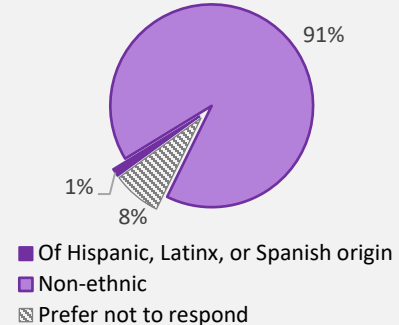
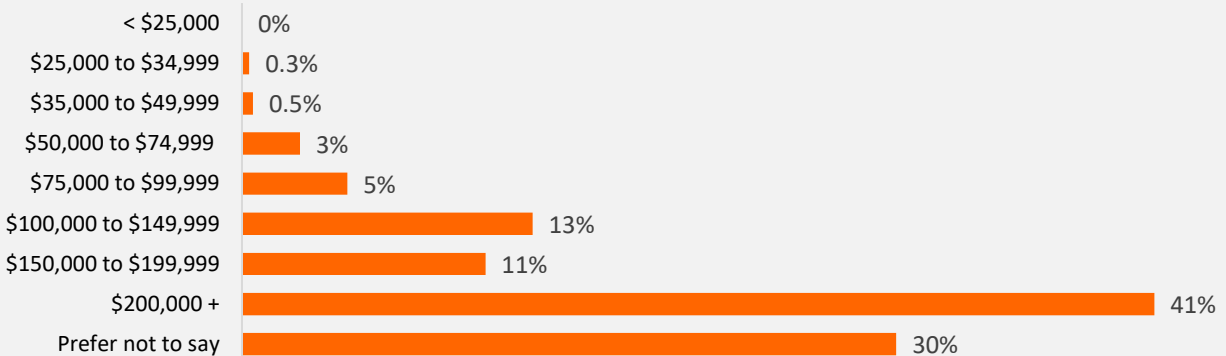


Figure 7. Annual Household Income

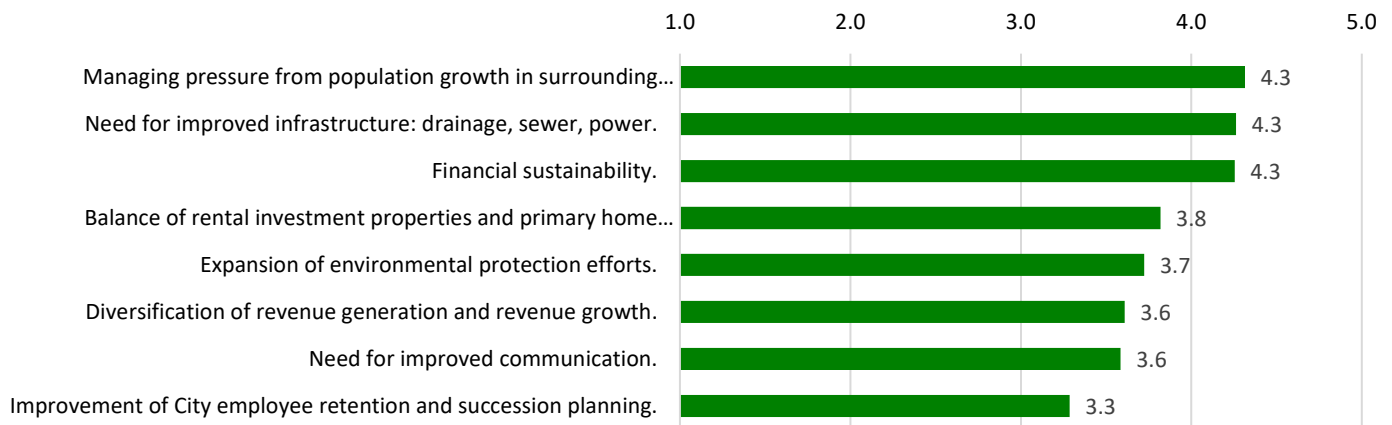


Strategic Questioning

Strategic Issue Importance

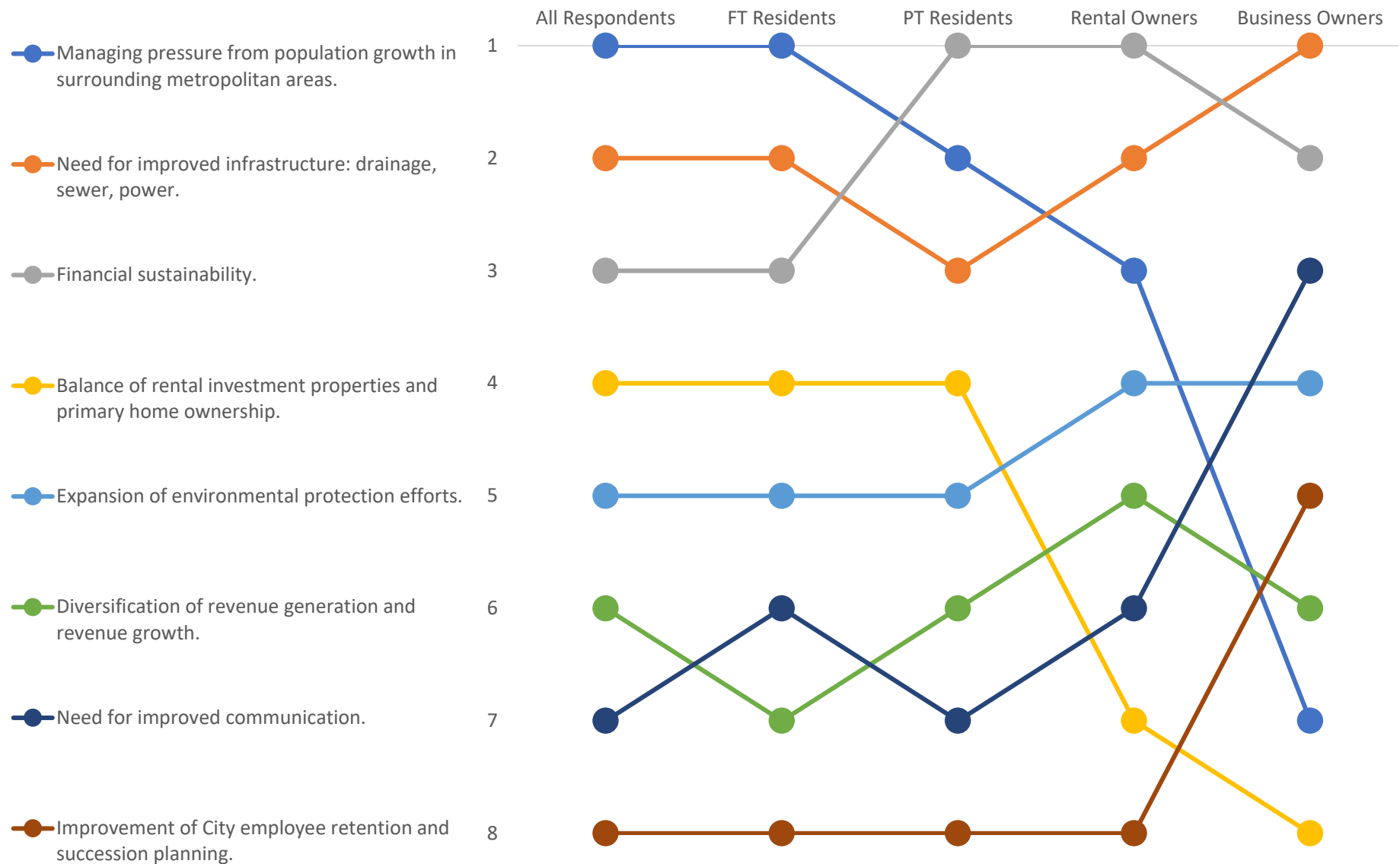
A key step in the strategic planning process is to prioritize the strategic issues being faced by the community. During a series of meetings with City department leaders and Council members, a list of eight issues were identified. In order to assist the planning team in prioritizing these issues, this survey asked respondents to assign each with a level of importance on the following scale: not important at all (1), low importance (2), neutral (3), important (4), extremely important (5). The average level of satisfaction from all stakeholders is shown in Figure 8. This not only illustrates the ranking of these strategic issues, but also shows the margin between each ranking. This allows the observation to be made that the same level of importance has been placed on the top three strategic issues.

Figure 8. Strategic Issue Level of Importance



A detailed comparison of strategic issue rankings between full-time residents, part-time residents, rental owners, and business owners is shown in Figure 9. Issue prioritization is fairly similar among full- and part-time residents, which make up the majority of the respondent group. As expected, views become more mismatched when looking at rental owners and business owners. The two strategic issues placed in the top three ranking positions by all stakeholder groups are “need for improved infrastructure” and “financial sustainability”. The low ranking of City employee retention and succession planning may be due to a limited understanding of the internal operations of the City.

Figure 9. Ranked Strategic Issues by Stakeholder Group



Service Satisfaction

In order to measure stakeholder satisfaction with services offered by the City of Isle of Palms, this survey asked respondents to rate twelve items on the following five-point scale¹: very dissatisfied (1), dissatisfied (2), neutral (3), satisfied (4), and very satisfied (5). Average satisfaction levels are illustrated Figure 10, comparing results from all respondents with those from just full-time residents.

Overall, stakeholders have a high level of satisfaction with services offered to them by the City. Rating half of the items listed in the satisfied to very satisfied range. These include fire services, police services, waste collection services, customer services provided by City employees, parks & recreational services, and upkeep of public spaces. Another five services fall into the neutral to satisfied range, including: response to COVID-19, effectiveness of City communication with the public, enforcement of City codes & ordinances, maintenance of streets & sidewalks, and traffic flow within City limits. The only service that received an average rating below the mid-point of neutral is the management of stormwater runoff, a common issue in coastal communities.

Figure 11 provides this data by the percent of respondents choosing satisfied or very satisfied for each service, comparing all stakeholders with full-time residents. This graph shows that more than half of stakeholders are satisfied with ten of the twelve items listed. The two services with the lowest satisfaction rates (less than 50%), are traffic flow within City limits and management of stormwater runoff.

Table 2. All Stakeholders vs. FT Residents Avg. Satisfaction

SERVICE	Δ^2
Quality of waste collection services.	0.11
Quality of customer service provided by City employees.	0.08
Quality of police services.	0.06
Quality of fire services.	0.06
Response to COVID-19 outbreak.	0.03
Quality of parks and recreational services.	0.00
Traffic flow within City limits.	-0.08
Upkeep of public spaces, including beaches.	-0.09
Enforcement of City codes and ordinances.	-0.09
Effectiveness of City communication with public.	-0.09
Management of storm water runoff.	-0.16
Maintenance of streets and sidewalks.	-0.21

The purpose of comparing all respondents with full-time residents is to look at the satisfaction levels from individuals that may have more experience with City services on a day-to-day basis. Table 2 ranks the differences between the average satisfaction rating for these two groups. This calculation shows that full-time residents are much less satisfied with management of stormwater runoff and maintenance of street & sidewalks than the entire respondent group.

¹ An option labeled “unsure” was also available for each listed service, however it is not included in this analysis.

² This column provides average full-time resident satisfaction minus average satisfaction for all stakeholders.

Figure 10. Average Satisfaction with City Services

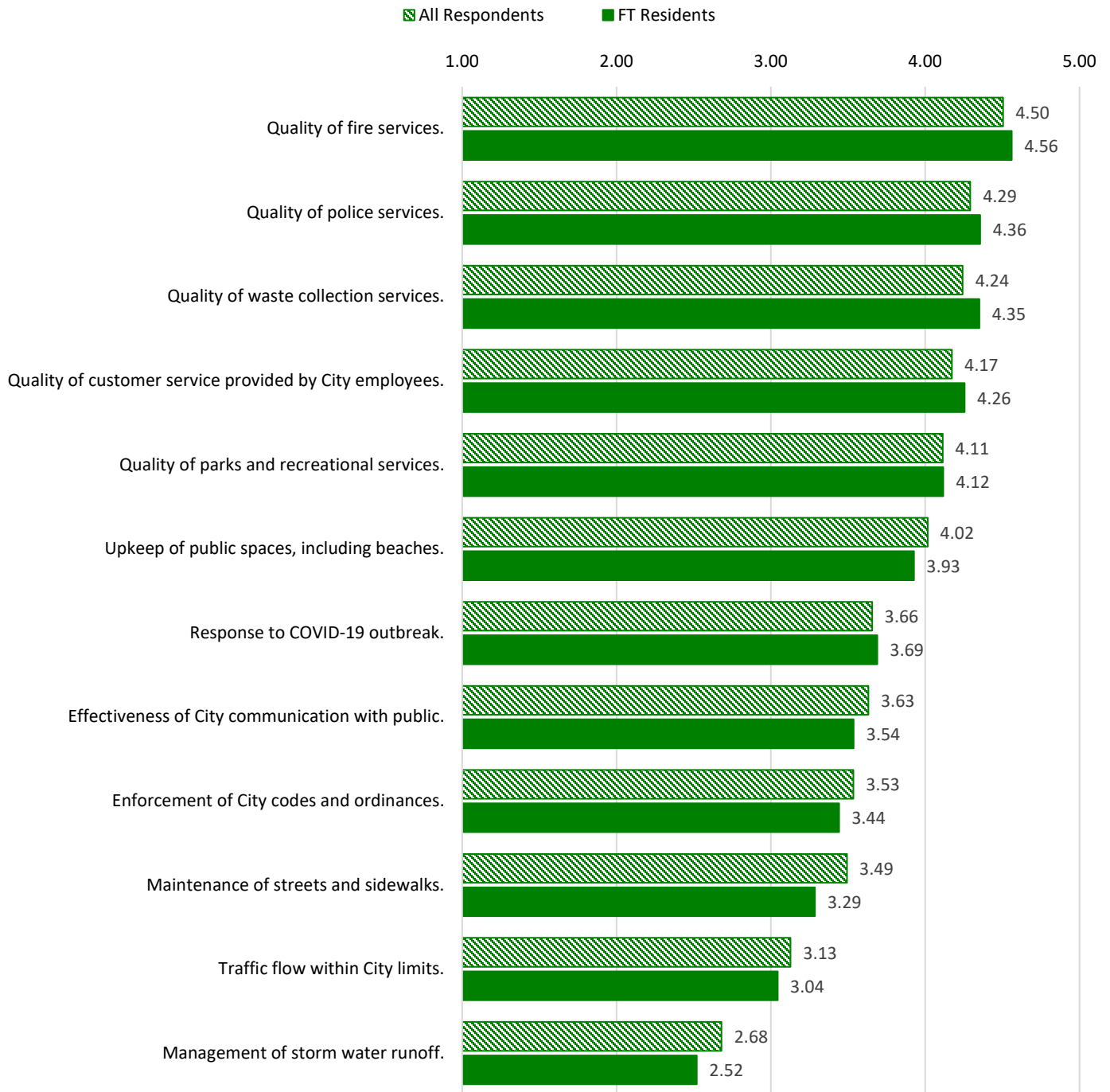


Figure 10. This graph shows the average satisfaction level with city services for all respondents and full-time residents. Satisfaction is shown on the following scale: very dissatisfied (1), dissatisfied (2), neutral (3), satisfied (4), very satisfied (5).

Figure 11. City Service Satisfaction - Percent Satisfied/Very Satisfied

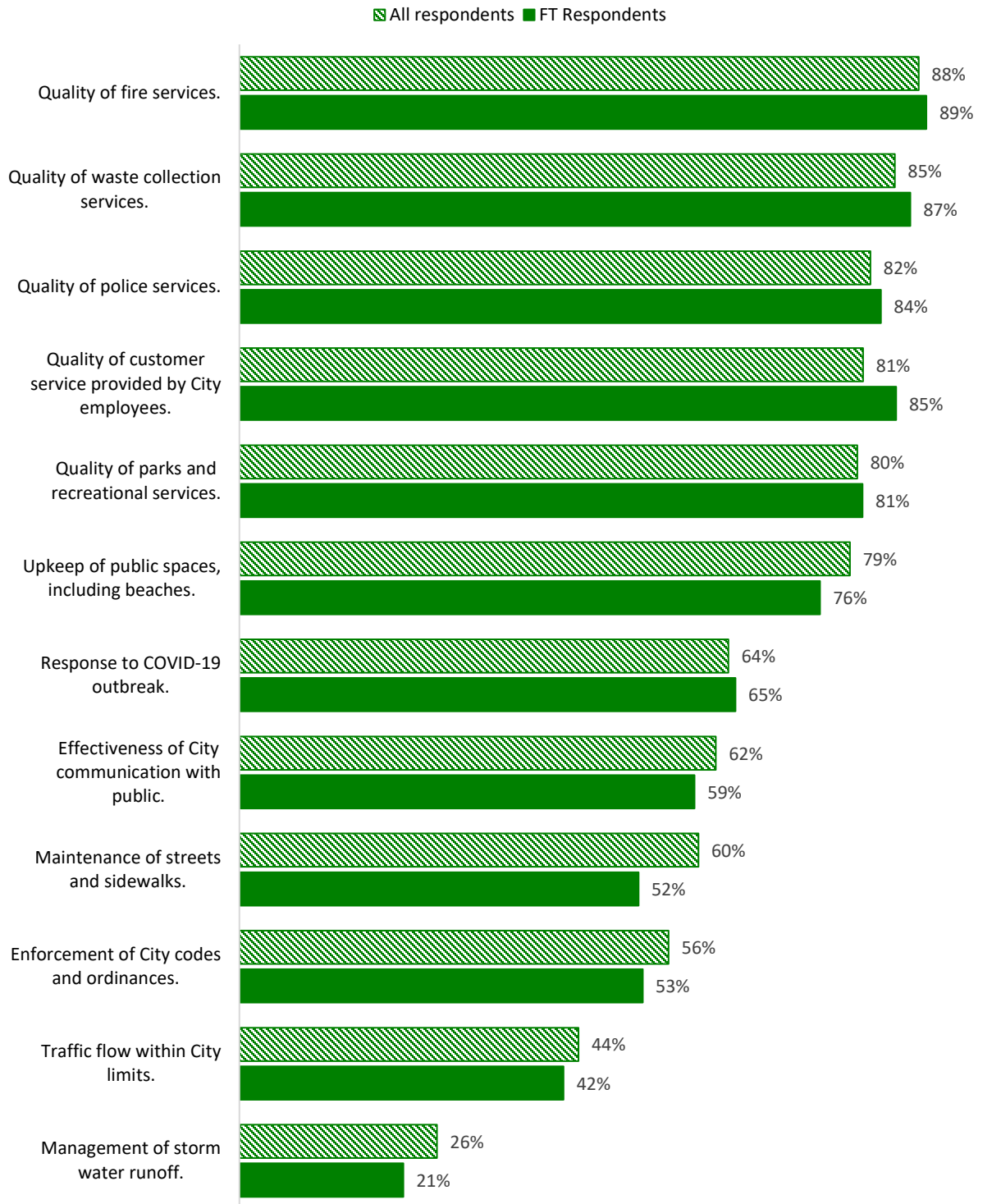


Figure 11. This graph shows the percentage of respondents that rated each city service as satisfactory or very satisfactory.

Residential

This survey also asked additional questions to learn more about the Isle of Palms residential community. There is a fairly even distribution of residential tenure seen among full- and part-time resident respondents (Figure 12). For part-time residents, about half (47%) spend three to six months living in Isle of Palms annually (Figure 13). Residents are also asked to choose the top three reasons they chose to live on Isle of Palms (Figure 14). The most common reasons chosen are scenic beauty (81%), recreational opportunities (63%), and safe community (63%). Respondents were also given an opportunity to write-in other top reasons they choose to be an Isle of Palms resident; a summary of these open-ended responses is provided in Table 3.

Figure 12. Part-Time vs. Full-Time Residency

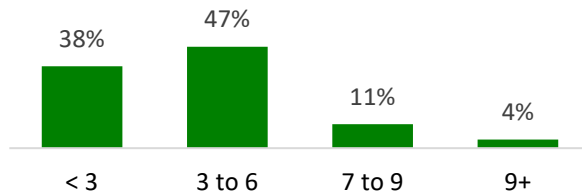


Figure 13. Residential Tenure

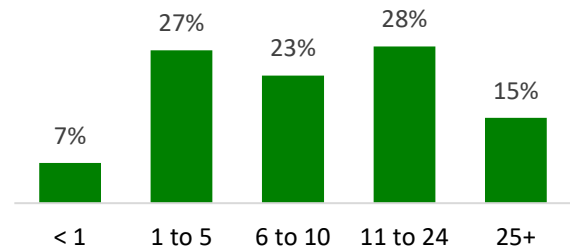


Figure 14. Top Reasons to Live In IOP

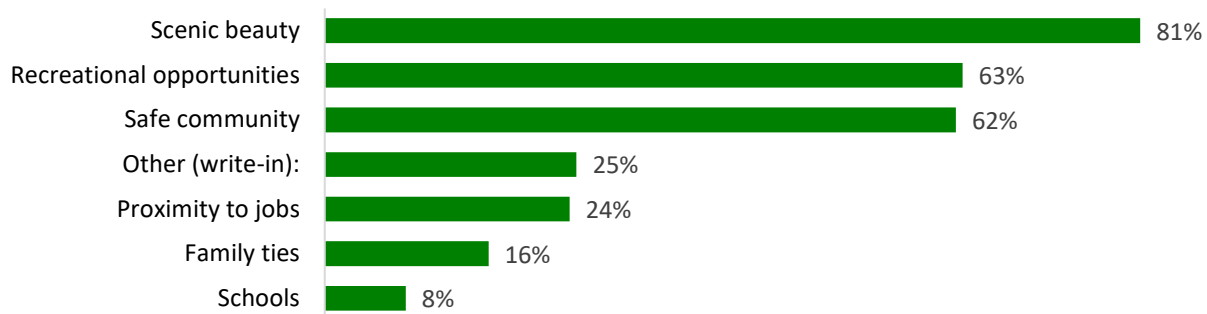


Table 3. Other Reasons to Live in IOP (Write-In)

CATEGORY	COUNT	PERC
BEACH/WATER/WEATHER	53	38%
PROX TO CHS/LOCATION	28	20%
REMOTENESS/SMALL COMMUNITY	19	14%
RECREATION	11	8%
VACATION	5	4%
LONGEVITY/HOME	5	4%
TOURISM/PROPERTY VALUES	5	4%
FAMILY/FRIENDS	4	3%
OTHER	4	3%
RETIREMENT	3	2%
PROX TO MEDICAL CARE	3	2%

Open-Ended Responses

Additional Strategic Issues

In addition to the strategic issue importance series of questioning, respondents were also given the opportunity to communicate any additional issues that should be considered in the strategic plan. This portion of the survey received 266 responses. Major themes observed are listed below with the percentage of responses in which they were included:

- Traffic congestion and parking regulation (47%),
- Balance of resident needs versus visitor needs (20%),
- Local business support, specifically related to the issue with Tidal Wave Sports (12%),
- Completion of plan for the Marina (12%),
- City Council integrity and transparency (10%),
- Livability of the Island, pedestrian friendliness, upkeep of public areas, etc. (8%),
- Managing the impacts of climate change on the island (5%).

Short-Term Priorities

Respondents were also asked to indicate what they think should be prioritized by the Isle of Palms government over the next two to three years. Major themes seen within these 541 responses are listed below with the percentage of responses in which they were included:

- Traffic and parking (44%),
- Improved infrastructure (36%),
- Balancing needs of visitors and residents (20%),
- Growth management (13%),
- Management/restriction of rental properties (8%),
- Environmental protection and response to climate change (6%).

Appendix: Survey Instrument

Welcome to the City of Isle of Palms' Strategic Community Survey!

The goal of this research effort is to collect feedback on the current state of the community to inform the 2021 Strategic Plan Update. All responses to this survey will remain anonymous and be used only for strategic planning purposes. Your input is greatly appreciated and will play a vital role in the mapping of IOP's future!

Q1) Are you 18 years of age or older?

☐ Yes

☐ No

Q2) Please select all responses that apply to your relationship with Isle of Palms:

☐

I am a full-time resident of IOP.

☐

I am a part-time resident of IOP.

☐

I own rental property in IOP.

☐

I own a brick & mortar business in IOP.

☐

None of the above statements apply to me³.

³ Respondents choosing this option are taken to the end of the survey since they do not fall into one of the targeted stakeholder groups.

RESIDENTIAL QUESTIONS *(for those indicating they are either full-time or part-time residents in the previous question).*

Q3) How long have you been a resident of Isle of Palms?

- ☐ Less than one year
- ☐ 1-5 years
- ☐ 6-10 years
- ☐ 11-24 years
- ☐ 25+ years
- ☐ I do not live in Isle of Palms

Q4) What portion of the year do you reside in Isle of Palms?

- ☐ More than 9 months of the year
- ☐ 7-9 months of the year
- ☐ 3-6 months of the year
- ☐ Less than 3 months of the year

Q5) What are the top three reasons you chose to live in Isle of Palms? (select only three).

☐

Safe community

☐

Recreational opportunities

☐

Family ties

☐

Schools

☐

Proximity to jobs in the Charleston Metro Area

☐

Scenic beauty

☐

Other (write-in): _____

STRATEGIC PLANNING QUESTIONS**Q6)** Please communicate your level of satisfaction with each of the following items:

	Very dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied	Unsure
Quality of police services.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of fire services.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of parks and recreational services.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maintenance of streets and sidewalks.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Upkeep of public spaces, including beaches.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Enforcement of City codes and ordinances.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of customer service provided by City employees.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Effectiveness of City communication with public.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Traffic flow within City limits.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Management of storm water runoff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of waste collection services.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Response to COVID-19 outbreak.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q7) Strategic Issues: *A strategic issue is an existing challenge that may have a major impact on the course or direction of the community.*

Part of the strategic planning process is identifying and prioritizing the issues currently being faced by the community. Please indicate how important you believe the following strategic issues are to the Isle of Palms on a scale of one to five (5 being extremely important and 1 being not important at all):

	1 - Not important at all	2 - Low importance	3 - Neutral	4 - Important	5 - Extremely important
Need for improved infrastructure: drainage, sewer, power.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expansion of environmental protection efforts.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Need for improved communication.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Balance of rental investment properties and primary home ownership.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Managing pressure from population growth in surrounding metropolitan areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Diversification of revenue generation and revenue growth.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improvement of City employee retention and succession planning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial sustainability.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q8) Are there any strategic issues facing the Isle of Palms that weren't listed above? If yes, please describe them below.

Q9) What do you think should be the City of Isle of Palms' top priority over the next 2-3 years?

DEMOGRAPHICS

Q10) Please select your gender:

- ☐ Male
- ☐ Female
- ☐ Non-binary
- ☐ Prefer to self-identify: _____
- ☐ Prefer not to respond

Q11) Please select your age range:

- ☐ 18-24
- ☐ 25-34
- ☐ 35-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65-74
- ☐ 75+
- ☐ Prefer not to respond

Q12) Do you descend from Hispanic, Latinx, or Spanish origin?

- ☐ Yes
- ☐ No
- ☐ Prefer not to respond

Q13) Please select your race:

- ☐ White
- ☐ Black or African American
- ☐ American Indian or Alaska Native
- ☐ Asian
- ☐ Native Hawaiian or Pacific Islander
- ☐ Other: _____
- ☐ Prefer not to respond

Q14) Please indicate your employment status below:

- ☐ Employed; full-time
- ☐ Employed; part-time
- ☐ Unemployed; looking for work
- ☐ Unemployed; not looking for work
- ☐ Homemaker
- ☐ Student
- ☐ Military
- ☐ Retired
- ☐ Unable to work due to disability or health condition.
- ☐ Prefer not to say.

Q15) Please select your annual household income range:

- ☐ Less than \$25,000
- ☐ \$25,000 - \$34,999
- ☐ \$35,000 - \$49,999
- ☐ \$50,000 - \$74,999
- ☐ \$75,000 - \$99,999
- ☐ \$100,000 - \$149,999
- ☐ \$150,000 - \$199,999
- ☐ \$200,000 or more
- ☐ Prefer not to say.



CITY COUNCIL MEETING
6:00pm, Tuesday, February 23, 2021
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 Popson, Streetman, Moye, Ward, Bell, Pounds, Smith, Buckhannon, and Mayor Carroll

Staff Present: Administrator Fragoso, Asst. Administrator Hanna, Attorney Hinchey, various department heads

Also present: Kirby Marshall, ATM

2. Citizens' Comments

Glenda Nemis, 3006 Cameron Boulevard, said she has spoken to over 100 residents of the Isle of Palms. She/they would like to see a reasonable balance for all beachgoers and for City Council to "protect home rule." She would like for the City Attorney to send a letter to SCDOT emphasizing home rule and to continue with the managed beach parking plan. She would like SCDOT to be "put on notice that they have created an unsafe situation." Additionally, she would like to see a spreadsheet detailing the income and costs associated with parking on the island and have that presented to the residents. Lastly, she would like to have Senator Campsen address the City Council in a Special Meeting next week with regards to the parking concerns.

Bill Barber, 17 22nd Avenue, spoke with concern about the hiring process for the Fire Chief. He said, "When you know there is a decision which is going to be contentious, what is not required to be in Executive Session?" He said the process was not transparent, has created trust issues, and led to poor communication. He noted that a former City Council member wrote a Citizen's Comment about a lack of transparency.

Gary Nestler, 29 31st Avenue, also spoke with concern about the hiring process for the Fire Chief. He did not think the hiring process for the Fire Chief was as well handled as the hiring processes for the City Administrator and Police Chief. He said individuals with industry experience should have been included in the hiring process. He also expressed concern about the lack of a unanimous vote for this position. He said the vote "must be unanimous" in order to create a sense of confidence in the appointment of a new Fire Chief as well as within the department.

Mayor Carroll said the written comments received for the Council meeting appear in full alongside this meeting's agenda on the City's website.

3. Consent Agenda

MOTION: Council Member Streetman made a motion to approve the items on the Consent Agenda, and Council Member Bell seconded the motion. The motion passed unanimously.

A. Approval of Previous Meetings' Minutes

- i. Regular Meeting – January 26, 2021
- ii. Special Meeting – February 2, 2021
- iii. Special Meeting – February 10, 2021
- iv. Special Meeting – February 17, 2021

4. Reports from Standing Committees

A. Ways and Means Committee

Council Member Pounds briefly reviewed the financial statements through January 31, 2021. The City has received \$12.6M in revenues to date, \$3.5M of which is in bond proceeds. The City anticipates finishing FY21 approximately \$600,000 in revenues over expenses.

i. **Consideration of change order in the amount of \$228,505.69 to Salmon's Dredging for the construction of the marina fuel hut, re-engineered fuel hut support flotation, and other modifications to the fuel dock required for the marina dock rehabilitation project**

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

Council Member Pounds reviewed where the increased costs for the fuel hut portion of the project are coming from and what Mr. Berrigan, the Marina Manager, has offered to pay for. Administrator Fragoso stated that they discussed the option of moving the hut to land, and the costs associated with doing so do not result in savings. Mr. Berrigan also indicated such a move would create a need for an additional employee.

Mr. Marshall shared specifics of a prefabricated option for the fuel hut. He noted that option will still require additional work and customizations with an estimated cost of \$125,000. Additionally, Mr. Berrigan will not contribute the \$36,400 he is currently pledging if that option is selected. The prefabricated option will still require the larger platform.

Council members expressed concern about the large increase in cost and how it was missed as part of the original bid packet. Council Member Smith said that while the cost increase is concerning, delaying the project could lead to additional increased costs. Council Member Buckhannon noted that this project is addressing decades of deferred maintenance and that the City is "expanding and improving the footprint of our marina."

Mr. Marshall said, "I take exception to Council Member Bell and Council Member Moye's comments. ATM is faithfully served the Isle of Palms on this project and others, particularly this project for five or six years now and we have endeavored at all times to treat your money as if it

was ours. This fuel hut was bid as a design bid alternate. We are marina experts. We don't design buildings. We put it out as a design bid alternate. We got three bids in. The low overall base bid was Salmon's Dredging. They had an alternate price for the fuel hut to replace it in kind of \$130,000. Based on our experience in other venues, and based on one of the other bids received from one of the other bidders on this project, we, ATM and the City, felt that that \$130,000 is too high. And we endeavored to find some ways to drive that cost down. At that point in time, the Marina manager engaged Evanson Schmidt Architects on their dime, to come up with some conceptual designs for the fuel hut that would serve the Marina manager's needs and stay within the spirit of what the existing hut provides in terms of amenities to the Marina.

We got that cost for the initial concept of that. It was priced by Salmon's and a couple of other contractors and it was too high. So we sent it back again to Salmon's and said this is too much money. You need to come back and give us a more Spartan option. And they did. Evanson Schmidt went back with Brian, gave us a more Spartan fuel hut and that's the one we're considering now. Salmon's priced it, and it came out to be the 166. The angst that was mentioned earlier we share completely.

During the design process with Evanson Schmidt, they gave us an estimated weight for the fuel hut at 7500 pounds or thereabouts. When we presented that information to the dock supplier that was selected for the project that's when they presented that 40 or \$50,000 change order that we have we all have so much consternation over right now. They admitted, the dock supplier admitted in a call with ATM and Salmon's Dredging that they assumed a very aggressive weight on the fuel hut of only 2500 pounds so that they could drive their costs for the platform to support the hut which was included in the base bid, the platform was included in the base bid so that they can drive that down to have a better shot at winning this public, competitive project. Both Salmon's and ATM condemn that type of bidding behavior. But we did not know that until we got into the formal design process for this hut. So when we were presented with the final number that you're contemplating tonight, we shared your angst, and we continue to share your angst. We have invested, ATM and Salmon's both, have invested substantial hours, time, effort, money to find alternative solutions to help drive this cost down.

I mentioned the prefabricated hut option earlier. We researched that substantially, and unfortunately, it doesn't look like it's going to provide the level of savings that that will really affect the bottom line here. We also researched at the request of Council Member Moyer utilizing an alternate dock supplier to provide the platform for this hut. I reached out to Nikko Sullivan who is a national floating dock manufacturer that ATM has done numerous projects with all over the country. We recently completed a project with them in Burlington, Vermont on Lake Champlain. It included a large floating building and a small fuel, but a little bit larger than what we're contemplating here. I got a cost from them to provide a separate platform for this project, where we would not consider the \$53,000 add that we're talking about here for this enlarged platform, and we would seek a credit from Salmon's, and Structure Marine for the platform with the very aggressive weight limitations that they assumed and included in their original bids. I worked through the numbers today contemplating the preliminary pre-design information quote that I got from Nikko Sullivan and the bid numbers that we were looking at now from Structure

Marine for this larger platform, and I calculated that we could potentially achieve a \$15,000 savings based on the weight of the designed fuel hut. I mentioned this to Salmon's Dredging, and they expressed extreme reservations about integrating two different dock systems so close together, matching free boards and maintaining ADA, full ADA compliance. The dock supplier didn't quite have as much consternation, probably because they're trying to sell docks, but I trust Nikko Sullivan. We've done many projects with them very successfully. That being said, Salmon's response to that was, this could be a quote, nightmare. So, there are a lot of unknowns with regard to using a separate dock system to float the hut, matching freeboard is one, ADA is another, anchorage, calculation, availability in terms of schedule. All those things come into play. There may be some cost savings available with that. But it also doesn't appear to be dramatic. So with that, I think that's all I have."

Administrator Fragoso said, "I just wanted to say that I support and am 100% behind ATM and the work that they have been doing for the City. We have been working with them for over six years. I know they're invested in this project. I know Kirby and I are going to jump off that fuel dock when this project is done in celebration. But they have been meticulous. They have been thoughtful. And throughout this whole process, the amount of work that has gone into trying to get this number to a manageable amount is enormous. I just want to express my gratitude to the work that that ATM has done and Salmon's Dredging in pushing back to a proposal that none of us likes. And it's just a set of circumstances associated with the way that the project was bid by the low bidder that we find ourselves into here. But my experience has been nothing short of impressed with the work that ATF has done on behalf of the City and certainly stand by him, behind that.

Mayor Carroll added, "Kirby, ATM and Salmon's are stellar companies. And I can't thank you all enough for the quality work that you do. Council Member Buckhannon said, and I quote we are horrible developers and landlords. We failed miserably our city residents because this is their Marina. We took the low bid on the Public Safety building and look what we got. And we had to rebuild it. Council Member Streetman sent me some pictures this weekend of the bulkhead, the newly-coated bulkhead, and it's already rusting. So I mean, is that what we're going to get with the low bid? Are going to have to recoat it in a couple years when it's brand newly coated and rust is coming through?

Mr. Marshall further explained the situation they find themselves in is as a result of an "overly aggressive assumption by the dock supplier." He assured Council this is "not how ATM and Salmon's does business."

VOTE: A vote was taken as follows:

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

The motion passed 8-1.

ii. **Consideration of an amount not to exceed \$10,000 for the development of engineered plans for building permit approvals for the marina fuel hut**

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

Council Member Popson said Salmon's should be paying for this. Mr. Marshall said he agreed. However, when the City rejected that alternate bid, it was no longer Salmon's responsibility to do so.

Mr. Marshall added, "It is kind of a weird situation here. Where after we were rejected the alternate bid that was originally included in Salmon's cost, we had a meeting with Brian at his office with Salmon's to discuss ways to drive down the cost of the fuel dock. Desiree was there in that meeting. At that time, that's when Brian offered to engage the services of the architect. He has done so as Desiree mentioned, to generate the preliminary designs, the weight calculations, the preliminary structural loads and things of that nature. This additional cost is something that Salmon's didn't include in their pricing of the actual construction of the dock. But it is required, as you know, being a contractor for the pulling the permits through the city. So it's just, it was a little bit strange how the design responsibilities for the hut came to be with Brian kind of being involved and toting the initial costs of that, and now offering the contribute \$36,400 to the physical construction. But the \$10,000, as we discussed last week, is a placeholder. The preliminary number that we got from the architect is \$6,000 for these plans. I believe that there will be a little bit additional coordination just with regard to anchoring to the floating dock system. And we want to have just that little bit of wiggle room on top of the six so that we don't have to come back and come in front of you mid-process again."

VOTE: A vote was taken as follows:

Ayes: Smith, Buckhannon, Moye, Pounds

Nays: Ward, Popson, Bell, Streetman, Carroll.

The motion failed 4-5.

B. Public Safety Committee

Council Member Bell reviewed the minutes of the February 4, 2021 meeting. He spoke about the concerns of both City staff and residents about the changes to the striping of the IOP Connector. He said SCDOT intends to move forward with the project without further input from the City.

MOTION: Council Member Bell made motion to approve City-sponsored event status for the Lowvelo 2021 Bike Ride. Mayor Carroll seconded the motion. The motion passed unanimously.

Christopher Reed and Chris Aronhalt of Lowvelo thanked the City for their support and said they were excited about the November event.

C. Public Works Committee

Council Member Ward reviewed the minutes of the February 3, 2021 meeting.

D. Recreation Committee

Council Member Smith reviewed the minutes of the February 1, 2021 meeting. She gave further clarification to the Folly Beach ordinance that allows for surfing instruction on the beach, some of which has been added to Ordinance 2020-16 to be addressed later in the meeting.

E. Personnel Committee

Council Member Moye reviewed the minutes of the February 2, 2021 meeting. He spoke about the hiring process for the Fire Chief. He said the external candidate who was offered the position had to decline due to family circumstances. Battalion Chief Hathaway was offered the position and has not formally accepted the position as of the meeting time.

F. Real Property Committee

Council Member Streetman reviewed the minutes of the February 1, 2021 meeting. Mr. Lorenz and Mr. Bushnell of the IOP Families Group gave a presentation of improvements being done to the restaurant. They shared the proposed design of the new restaurant and parking area. Council Member Streetman indicated that all City Council members have visited recently the location.

MOTION: Council Member Streetman made a motion to approve the design of the marina restaurant as presented. Council Member Bell seconded the motion.

Council members expressed their thanks to Mr. Lorenz and Mr. Bushnell for the extensive work they are doing at the Marina to make the restaurant a community asset. Pending approval, they anticipate beginning construction mid-to-late March with the outdoor area opening in July and the interior opening late August-early September. They said the extra expense they have incurred in the renovation of the building will not be felt by residents.

VOTE: The motion passed unanimously.

Council Member Smith mentioned that she reviewed beach access paths from 23rd-43rd avenues following last week's heavy rains. She said many of them were impassable without having to tread through water. She said there is \$4M in the beach renourishment fund that can be used to improve these paths.

5. Reports from City Officers, Boards, and Commissions

- A. **Accommodations Tax Advisory Committee** – minutes attached
- B. **Board of Zoning Appeals** – minutes attached
- C. **Planning Commission** – minutes attached

6. Reports from Special or Joint Committees – none

7. Petitions Received, Referred or Disposed of – none

8. Bills already in Possession of Council

A. Consideration of Ordinance 2020-16 – An ordinance to allow for commercial surfing instruction on the beach

MOTION: Council Member Moye made a motion to approve as amended, and Council Member Pounds seconded the motion.

Council Member Smith explained the changes to the ordinance since the previous meeting: “We were able to add in requirements around an insurance policy that we're expecting all surf instructors to have that would include the City on that policy. The requirements around a certain level of safety certification, of lifeguard certification, for at least one instructor with a group of surfing students. We have limited the amount of instruction time that any one instructor can have during the day to two hours. We have also limited specifically, the amount of instruction a student can have to two hours. So there's no potential loophole with one instructor handing off kids to another instructor to create something that we really are ready for, which would be more of a camp situation. So this is an introductory year, we will this ordinance allows for this to be evaluated at the end of the year. And it also gives city council the right to you limit the number of instructors.”

Asst. Administrator Hanna said the intent is to provide an online application process for surfing instruction that will require uploading of all required documentation. All applications will be brought to Council together for approval.

VOTE: The motion passed unanimously.

9. Introduction of New Bills, Resolutions, and Proclamations

A. Consideration of Emergency Ordinance 2021-02 – an ordinance to amend and extend the City’s COVID-19 response protocols

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

Administrator Fragoso said this ordinance refers back to the Governor’s Executive Orders requiring compliance for restaurants and retail establishments. This ordinance does not include any parking restrictions, but allows for outdoor dining, requires face masks at indoor establishments, and allows for the City to hold meetings virtually as needed.

Council members entered into a lengthy discussion about whether or not there is a need to continue holding all City meetings virtually. Some members favor resuming meeting in person while others remain uncomfortable with in-person gatherings. The ability of City Hall’s IT infrastructure to support simultaneous in-person and Zoom meetings was also discussed. Council Member Streetman said he supports the acceleration of any investment needed to better City Hall’s IT infrastructure.

Administrator Fragoso reported, “We did improve and update the live stream equipment that we currently have. Obviously, it's not what we're budgeting in FY 22 that has already been approved

by the committee. But we can certainly support live streaming much better than we had in the past. We can certainly include a component to allow folks to participate from home while still live streaming. It's not rocket science. We're prepared to do that. We have been testing the equipment for quite some time knowing that folks were getting, we were getting questions about our readiness to return to in person meetings. So we will implement and do as you all please, we're ready to do that. Obviously, I think that the public should expect a requirement to use face coverings which we have currently inside City Hall we have had since the beginning of the pandemic, and there might be some limitations on the number of people that can attend the room. But I think that the public is already used to these kinds of adjustments as a result of COVID. So I don't want you all to wait or think that you'd have to wait on the staff to be ready to execute that we would be ready to do that. While we can try to do it elegantly.”

MOTION: Council Member Bell made a motion to amend the ordinance to begin upon the expiration of Ordinance 2020-14 and expire after 60 days. Mayor Carroll seconded the motion. A vote was taken as follows:

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

Nays: Buckhannon.

The motion passed 8-1.

B. Consideration of Ordinance 2021-03 – an ordinance amending Title 4, Public Utilities, Chapter 4, Commissioners of Public Works

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

10. Miscellaneous Business

- A. Discussion of restriping and changes to the IOP Connector by SCDOT
- B. Discussion of the City’s Managed Beach Parking Plan and consideration of options
- C. Discussion of eviction proceedings with holdover tenant at IOP Marina
- D. The next regular City Council Meeting will be held on Tuesday, March 23, 2021 at 6:00pm.

12. Executive Session

Mayor Carroll said the issues regarding the restriping of the IOP Connector, the City’s Managed Beach Parking Plan, and the eviction proceedings were items that required legal advice and would be discussed in Executive Session.

MOTION: Council Member Bell made a motion to enter into Executive Session pursuant to §30-4-70(a)(2) to receive legal update regarding the aforementioned concerns. Council Member Streetman seconded the motion. The motion passed unanimously.

City Council moved into Executive Session at 8:25pm.

City Council returned from Executive Session at approximately 9:55pm. Mayor Carroll said no decisions were made.

Mayor Carroll said a letter from SCDOT concerning the restriping of the IOP Connector will be put on the City's website tomorrow.

MOTION: Council Member Bell made a motion that “while affirming the current 2015 Parking Plan and subsequent amendments that we continue to work with SCDOT to optimize available beach parking.” Council Member Ward seconded the motion.

Council Member Moyer said, “I think the city staff and this body are working hard to build relationships and strengthen relationships that exist and look for common goals and I think we've demonstrated success the last couple weeks and I look forward to continuing.”

VOTE: The motion passed unanimously.

MOTION: Council Member Streetman made a motion to accept the recommendation of legal counsel and “have our counsel along with the City Administrator draft a press release that would go out for a public statement in regards to that.” Council Member Pounds seconded the motion. The motion passed unanimously.

13. Adjournment

Council Member Buckhannon made a motion to adjourn, and Council Member Popson seconded the motion. The meeting was adjourned at 9:59pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



SPECIAL CITY COUNCIL MEETING
1:00pm, Friday, March 12, 2021
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 Buckhannon, Bell, Smith, Popson, Streetman, and Pounds, and Ward, Mayor Carroll

Staff Present: Administrator Fragoso, Asst. Administrator Hanna, City Attorney Hinchey, various department heads

2. Purpose

Mayor Carroll stated the purpose of the meeting was to discuss Ordinance 2021-03, an ordinance to amend and extend the City's COVID-19 response protocols, specifically to discuss Section 8, which limited live entertainment after 11pm.

MOTION: Council Member Ward made a motion to strike Section 8 from Ordinance 2021-03. Council Member Buckhannon seconded the motion.

Council members briefly discussed the need to be proactive regarding changes to COVID-19 response protocols in light of any changes made by Governor McMaster.

Administrator Fragoso said, "I just wanted to clarify the governor's last Executive Order did remove the face mask requirement. However, that Executive Order also included a section that provides no preemption on face coverings. Therefore, local municipalities may have local ordinances requiring the use of face coverings and face masks inside restaurants or indoor establishments of any type of face mask requirement. The one that we currently have that was extended on March 6th does require the use of face masks by employees and patrons inside food and service establishments. Therefore, that would be valid for the next 60 days unless rescinded by City Council."

City Attorney Hinchey said that if the Governor lifts the State of Emergency it will be necessary to closely review his order and see if any changes need to be made to City ordinances.

VOTE: The motion passed unanimously.

4. **Adjournment**

Council Member Pounds made a motion to adjourn and Council Member Smith seconded the motion. The meeting was adjourned at 1:07pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

IOP NSSF PROJECT ESTIMATES

*IMPORTANT NOTE: ALL INFORMATION IN THIS PROPOSAL IS PRELIMINARY. FURTHER WORK IS NEEDED TO DETERMINE THE FEASIBILITY OF EACH PROJECT. AFTER FURTHER INVESTIGATION, ISSUES MAY BE DISCOVERED THAT WOULD PREVENT DOMINION ENERGY FROM COMPLETING THE WORK AS DESCRIBED. ESTIMATED COSTS ARE ONLY MEANT TO PROVIDE AN IDEA OF THE SCALE OF THE PROJECT COST AS DESCRIBED.

PROJECT #1: CITY MARINA - OVERHEAD to UNDERGROUND CONVERSION

PROJECT #2: 41ST AVENUE - OVERHEAD to UNDERGROUND CONVERSION

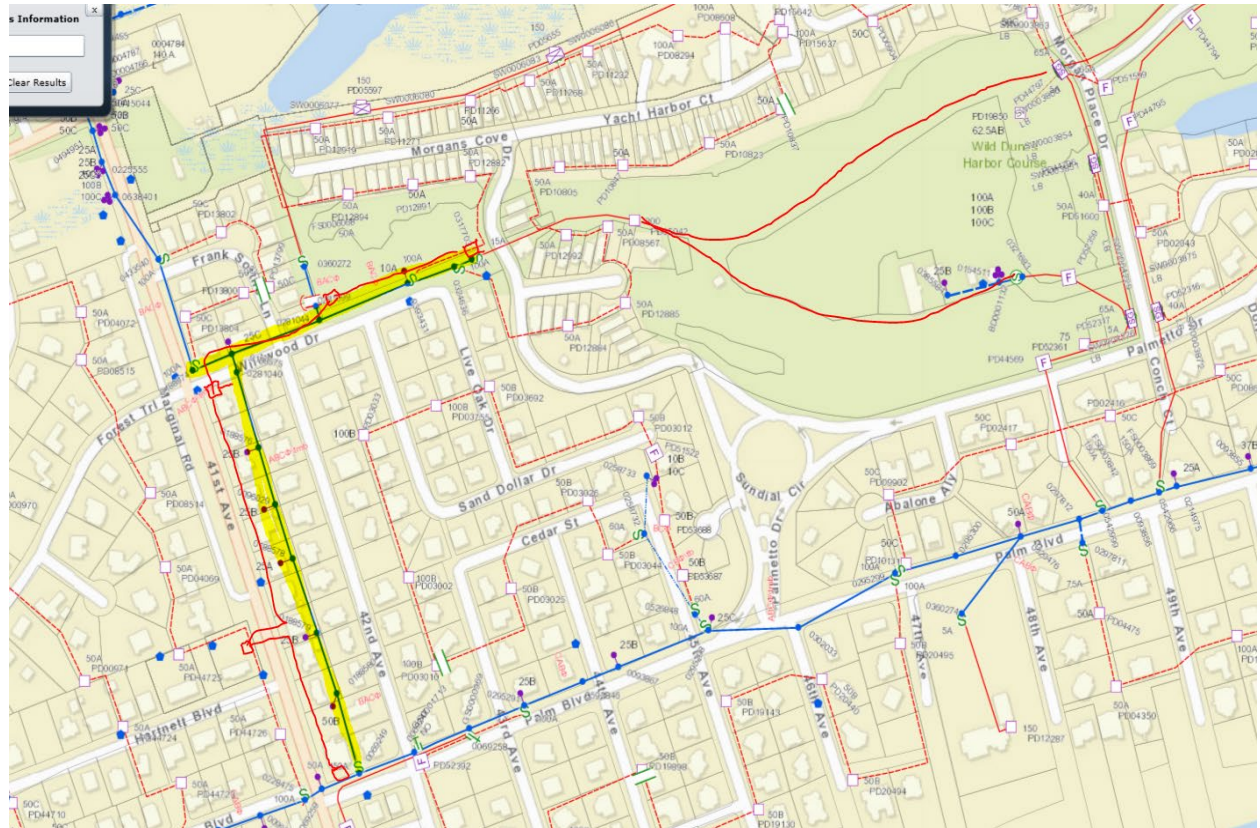
PROJECT #3: 21ST AVENUE - CROSSINGS CONVERSION

PROJECT #4: 14TH AVENUE - OVERHEAD to UNDERGROUND CONVERSION

PROJECT #5: PALM /OAK HARBOR BLVD (11TH- 13TH) - OVERHEAD to UNDERGROUND CONVERSION

- **ESTIMATED COST RANGE: \$150,000-\$250,000**
- CURRENT RENOVATION PROJECTS IN PROGRESS AT THE MARINA RESTAURANT & SLIPS
- COMMUNICATIONS UNDERBUILT ON THIS LINE

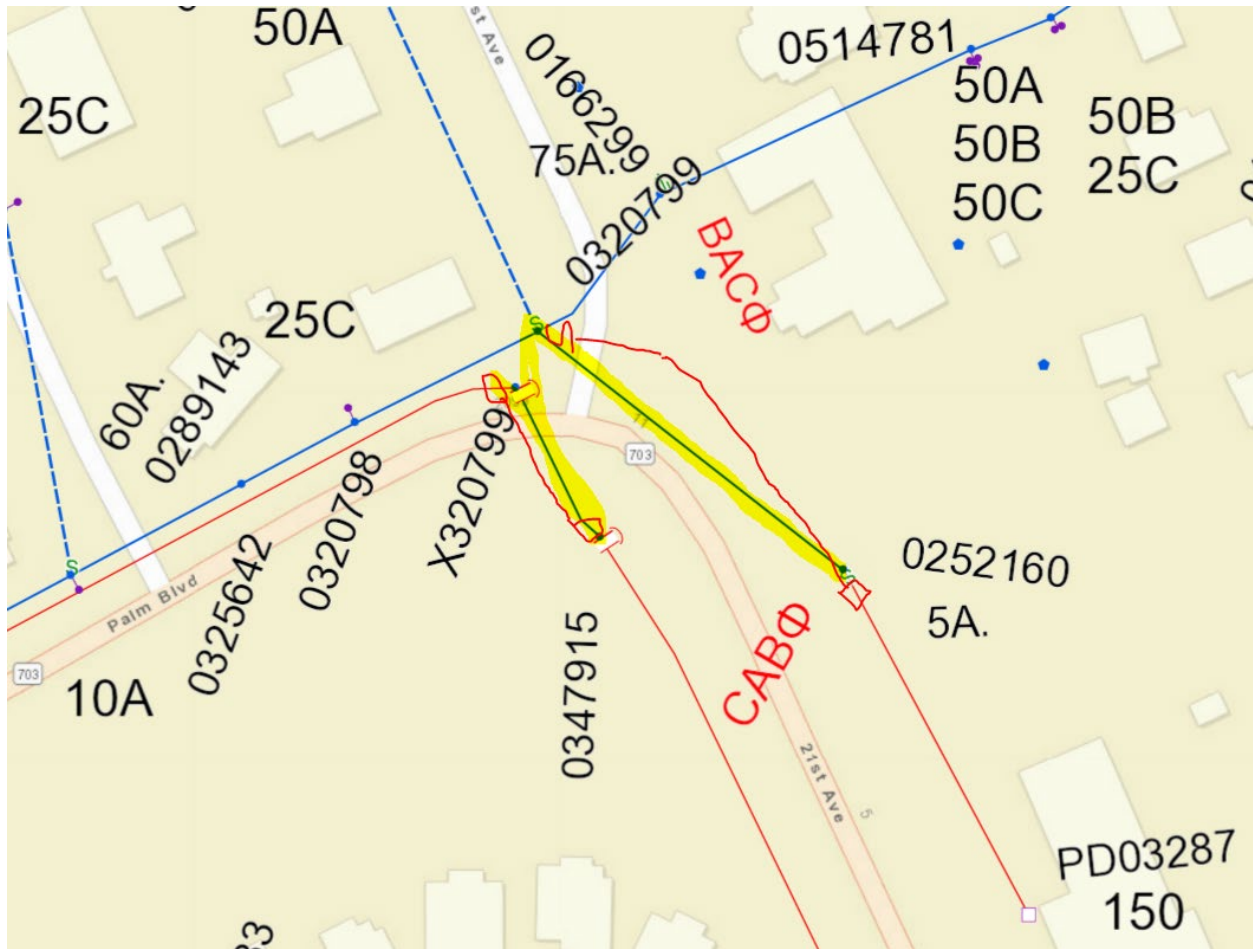
PROJECT #2: 41ST AVENUE – OVERHEAD to UNDERGROUND



PROJECT NOTES

- **ESTIMATED COST RANGE: \$450,000-\$600,000**
- BACK LOT LINE BETWEEN 41ST AND 42ND
- COMMUNICATIONS UNDERBUILT ON THIS LINE
- SCOPE OF WORKS ITEMS: CAN BE BROKEN UP INTO A PHASED APPROACH

PROJECT #3: 21ST AVENUE – CROSSINGS CONVERSION



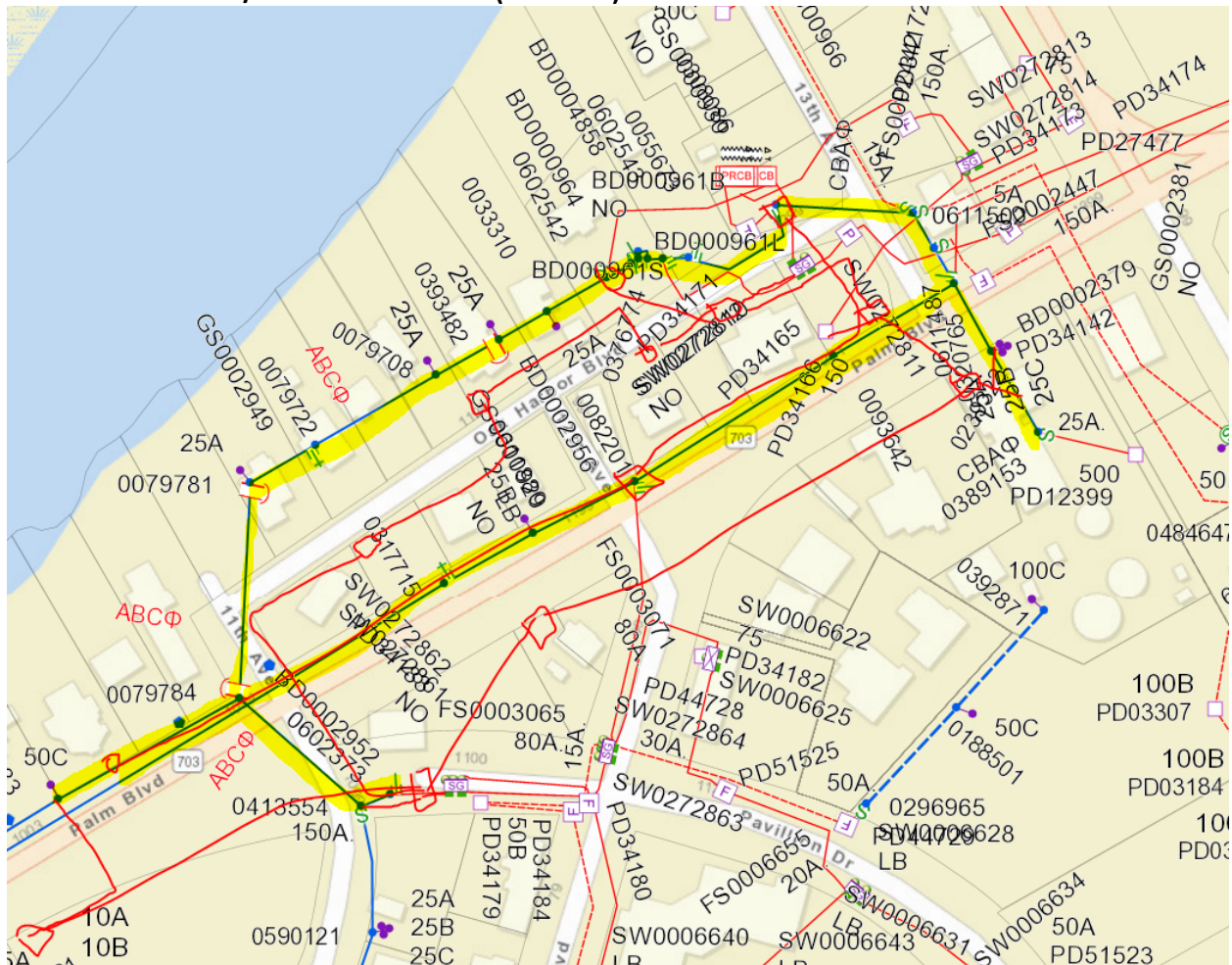
PROJECT NOTES

- **ESTIMATED COST RANGE: \$30,000-\$60,000**
- PALM BLVD & 21ST ARE BOTH DOT ROADS SO DESIGN (AND COST) WOULD BE HEAVILY DEPENDENT ON APPROVAL OF SCDOT PERMIT
- COMMUNICATIONS LINES UNDERBUILT ON EXPRESS FEEDER CROSSING
- SCOPE OF WORK ITEMS: EITHER CROSSING CAN BE CONVERTED INDEPENDENTLY

[illegible]

- **ESTIMATED COST RANGE: \$40,000-\$80,000**
- COMMUNICATIONS UNDERBUILT ON THIS LINE

PROJECT #5: PALM /OAK HARBOR BLVD (11TH-13TH) OVERHEAD to UNDERGROUND CONVERSION



PROJECT NOTES

- **ESTIMATED COST RANGE: \$600,000-\$900,000**



**Ways & Means Committee Meeting
6:00pm, Tuesday, March 16, 2021
1207 Palm Boulevard, Isle of Palms, SC 29451
and 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

2. Approval of previous meeting's minutes – February 16, 2021

Council Member Streetman made a motion to approve the minutes and Council Member Bell seconded the motion. The motion passed unanimously.

3. Citizen's Comments -- none

4. Financial Statements – Treasurer Suggs

Treasurer Suggs reviewed the financial reports with Committee members. She said trends are continuing as expected. General Government revenues are forecasted to exceed expenditures by \$390,000 at the end of FY21. Forecasted parking revenue was decreased due to no paid parking along Palm Boulevard. Rental license are down but beating the budget.

She noted two payroll overages, one in the Fire Department due to overtime expenses needed to cover three long-term absences and one in Public Works when it became necessary to hire a new employee to replace a retiring one before budgeted.

Trends for tourism revenues continue as presented last month. Municipal Accommodations and Beach Preservation fees are exceeding the prior year. She reported that from July to January, the City is 8% ahead of pre-COVID levels in all accommodation taxes.

There is still no indication that the City will ever receive the second payment from Charleston County of the ATAX funds collected and passed through to the City.

Treasurer Suggs reviewed the project worksheets. The Public Safety Building Rehabilitation project remains \$985,000 below budget. The payouts on the Phase III Drainage Project have mostly been related to engineering and design costs from Thomas & Hutton.

5. **Old Business –none**

Discussion and consideration of recommendation from the Public Works Committee to select Dominion Energy Non-standard Service Fund Projects for FY22

Administrator Fragoso reviewed the work done by the Public Works Committee in conjunction with Dominion Energy to present the list of three project for consideration in FY22. These projects are paid for in matching amounts by the City and Dominion Energy. Previously, these funds were used for new lighting at Front Beach.

Following approval by City Council, the City would enter into an agreement with Dominion Energy, agreeing to pay 50% of the project costs. Engineering costs would be paid for by the City to provide cost estimates for the projects. Should the City then wish to move forward, the engineering costs would become part of the overall project cost.

Administrator Fragoso said that customarily Dominion Energy only commits to one project at a time, but she will discuss the possibility of completing three projects in FY22.

MOTION: Mayor Carroll made a motion to approve all three projects. Council Member Bell seconded the motion.

Council Member Smith said the Public Works Committee picked smaller projects they hoped would be completed around work at the Marina and in the off season.

Council Member Pounds would like to discuss timing concerns further with Dominion Energy, noting that the chances of all three projects being completed in FY22 is low. Further discussion about these projects will be held at the upcoming budget workshops.

VOTE: The motion passed unanimously.

6. **New Business**

A. **Report on purchase of a Polaris Ranger Crew XP1000 via grant in the amount of \$19,223.89**

Administrator Fragoso said that a Polaris Ranger Crew XP1000 costing \$19,223.89 was recently purchased with grant money.

B. **Discussion of IOP Revenue Analysis**

Council Member Pounds shared slides showing the split between properties owned by full-time residents, short-term rentals, and those used as second homes. Since 2019, the number of properties owned by full-time residents has increased by 57, short-term rentals have increased by 80, and the number of second homes has decreased by 151. A slide showing the estimated average total annual revenue by property type indicated over 3/4s of City revenues come from short-term rentals and second home properties.

Council Member Pounds said this information was meant to be used as directional and encouraged Council members to consider decisions on how they wish to island to look in the

future. Council Member Smith noted that the slides show how the quality of life for island residents is enhanced by accommodation taxes.

C. Discussion of Business License Standardization

Administrator Fragoso explained the changes being made by the State to the business license process. “Last year, the General Assembly voted on the Business License Standardization Act, which basically establishes this whole standard, requirements for businesses all over the state, and the effort is to create efficiencies and have a one-stop shop for all businesses.”

The new law goes into effect January 1, 2022. She highlighted the changes the City will have to make regarding business licenses including changing the business license reporting periods, the way business license taxes are figured, the definition of gross income, the application process, and the addition of a payment portal for online payment. Work is being done in conjunction with the Department of Revenue to prevent the City from receiving a windfall during this transition.

She stated that MASC has developed materials that will help municipalities transition to this new process. MASC will be doing the rebalancing for the City. They have also developed a model ordinance that they suggest all municipalities adopt after repealing their former business license ordinances. She believes the process will be more streamlined and easier for business owners once it is in place. It will require a lot of work in the Planning Department who may require additional help through the transition.

Council Member Ward suggested contacting the rental companies since the change in due dates for these fees will affect their cashflow at a time of year when they may not be prepared for such a payment.

D. Discussion and consideration of July 4th Fireworks Show

Council Member Bell reported that the Public Safety Committee discussed this year’s fireworks show, and due to the risk of COVID exposure to City staff, they are recommending the City offer no fireworks display this year.

MOTION: Council Member Bell made a motion to cancel the City fireworks show this year. Council Member Ward the motion.

Administrator Fragoso reported that Sullivan’s Island has cancelled their July 4th fireworks and will likely have a display on New Year’s Eve. The City of Folly Beach has not yet made an official decision about their fireworks, but they will likely cancel them. She also stated that the City incurs approximately \$10,000 in employee-related costs over and above the \$35,000 budgeted amount for the fireworks show.

Council Member Smith suggested discussing the goals for future fireworks shows, noting that fireworks create a lot of trash in the ocean and on the beach and stresses many animals.

VOTE: The motion passed unanimously.

7. Miscellaneous Business

The next meeting of the Ways & Means Committee will be the FY22 Budget Workshop on Thursday, March 25, 2021 at 4pm. The regular next meeting of the Ways & Means Committee will be Tuesday, April 20, 2021 at 6pm.

8. Adjournment

Council Member Buckhannon made a motion to adjourn and Council Member Streetman seconded the motion. The meeting was adjourned at 7:14pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Public Safety Committee
10:00am, Thursday, March 4, 2021
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 Bell, Pounds, and Ward

Staff Present: Administrator Fragoso, Asst. Administrator Hanna, Chief Cornett, Chief Hathaway

Also Present:

2. Approval of previous meeting's minutes

Minutes of Special Public Safety Committee meetings on January 25 (2) and January 29, 2021 (2), and Regular Meeting of February 4, 2021.

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

3. Citizens' Comments

Aaron Rowland, manager of the Palms Hotel and Seaside Inn, spoke to the Committee about the possibility of changing the times of the newly market loading and unloading zones from 8am-2pm to 8am-5pm to include check-in time at 4pm.

Council Member Bell reported that 71 written comments were received by the Committee. They can be found alongside the agenda for this meeting on the City's website.

4. Old Business

Update on Front Beach loading zones and parking

Chief Cornett said the zones have been painted and the signs are up. If the time is to be changed, then it should be changed on all 10 affected spots.

MOTION: Council Member Bell made a motion to recommend City Council change the Front Beach loading zone times to 8am-5pm. Council Member Pounds seconded the motion. The motion passed unanimously.

5. **New Business**

A. **Discussion and consideration of July 4th fireworks show**

Administrator Fragoso said the contract with the fireworks vendor needs to be executed soon, so a decision needs to be made as to whether or not to have a fireworks show this summer. Council Member Bell expressed his concern about the staff's exposure to COVID since this event would bring many people to the island. Administrator Fragoso said she is unsure what surrounding communities are doing for July 4th.

In addition to the \$35,000 budgeted for the fireworks show, approximately \$10,000 in other expenses are incurred by the City for this event. It is a big draw for the island's tourism industry.

MOTION: Council Member Bell made a motion to not proceed with this year's fireworks show. Council Member Pounds seconded the motion. The motion passed unanimously.

Administrator Fragoso said she would add this to the Ways & Means meeting agenda.

B. **Discussion of FY22 Operating Budget for Police and Fire Departments**

Administrator Fragoso reviewed the highlights of the operating budgets of the Fire and Police departments. Salaries reflect a 2% increase but not the 2.5% merit increase, which is to be discussed at the Budget Workshop. Administrator Fragoso noted the salaries in the Fire Department are currently lower than budgeted but that FY22 assumes full staffing without additional positions. She will have numbers for a possible additional fire personnel at the Budget Workshop.

Chief Cornett shared the reasoning for changing over the service weapons from .40 caliber to 9mm. He said a Federal study said the guns work better and are more accurate. The ammunition is less expensive, and neighboring jurisdictions and the Criminal Justice Academy have switched to 9mm weapons. Monies for training pistols and ammunition are in the budget.

He also explained the \$50,000 addition to the budget for a 10-year agreement to store information on body-worn and in-car cameras in the Cloud. This new arrangement will allow for faster access to the data files needed for court, attorneys, and FOIA requests.

Battalion Chief Hathaway reported that the rooftop tanks that maintain positive pressure in the building need to be discussed as part of the budget.

C. **Discussion of angled parking on the non-ocean side of Palm Boulevard between 22nd and 40th avenues**

Administrator Fragoso said she, Mayor Carroll, and Public Safety met recently with Secretary Christy Hall and other staff of SCDOT. "The goal of that meeting was to continue discussions and conversations about improving beach traffic and the flow in our community."

She added, "SCDOT, as you all know, owns the parking lot along Breach Inlet, and they want to explore increasing parking along that section of Breach Inlet. The bulk of the conversation with

our Public Safety group was along Palm Boulevard, and Council recently had a meeting where it was decided to continue to conversations with SCDOT about optimizing safe parking on the island and enhancing safe parking on the island. And that is what we wanted to talk to you about because we think that it is something that the City should consider continuing to discuss with DOT as it relates to the parking on the land side of Palm Boulevard between 21st and 41st.”

SCDOT is suggesting the City returned to angled parking along Palm Boulevard. Administrator Fragoso said, “It would push the people coming to visit or parking in that area, would push them further away from the pavement and from the vehicular lane of traffic. It could also open up an area of the shoulder that could be available for vehicles that are on Palm Boulevard whenever there is traffic backed up, which again happens quite often in the summer, to be able to pull away from the road onto the shoulder and allow emergency vehicles to pass.” She said meeting attendees think this might be a solution “that could solve some of the concerns that we have expressed with the volume of parking and the way that parking is organized on Palm Boulevard.”

With regards to citizens suggesting that the City stop negotiating with SCDOT regarding parking on the island, Council Member Bell said, “I think the public needs to understand that both the Mayor and Desiree are not negotiating, right. So I am not defending in any way, shape, or form Secretary Hall’s actions because I completely disagree with her on all fronts. I was going to bring this up later any way. My own opinion is that until such time that SB40 is withdrawn or suitably amended, it would not make sense for Council to move on any item that goes against the vote we took the last time affirming our 2015 plan and subsequent amendments.” He expressed concern about how allowing more people to park in that area will create the need for additional parking infrastructure and maintenance. He sees this parking conversation and the restriping of the IOP Connector as “another attempt from SCDOT to usurp” the rights of the City and its public safety.

Administrator Fragoso said the need for additional parking infrastructure and increased shoulder maintenance along Palm Boulevard were discussed at the meeting. “There are potential benefits with this system, and from my perspective and from the perspective of the Police and Fire Departments what we are looking at is continuing to enhance safer conditions for our community. We have always had conversations with our State partners that we have to work with because they do own the road.”

Regarding who would pay for these changes, Administrator Fragoso said, “Our position is that any of these changes would have to be paid by SCDOT if this is something they are supportive of as well. Obviously, there is always a cost share and a partnership associated with any issue, anything that we have done. In the past, any changes that the City has done to the parking plan have been paid for by the City. So I think that there is an opportunity for collaboration as well.”

Chief Cornett said that parallel parking did cause more traffic collisions. He added, “What I really liked about it [angled parking plan] was that it left a spot for a vehicle to park at an angle and then back out into the, still in the right of way, not into a lane of traffic, and that would give them a better view to pull out onto the lane of traffic to resume moving forward. And it also

leaves that space” for a vehicle to pull aside in the presence of an emergency vehicle. He said a well-developed plan is needed to lessen confusion about how to park in that area.

Council Member Bell expressed skepticism about SCDOT sharing costs and responsibility for these changes and ongoing maintenance needs.

Administrator Fragoso said the timing of the changes is critical because it cannot and should not be implemented without a proper educational component. She said lack of public education about the changes could create a chaotic situation for Public Safety personnel. She said that while SCDOT is motivated to find solutions to the parking on Palm Boulevard, she is unsure if those ideas can translate into action in a reasonable amount of time. Committee members said they did not support these changes being quickly implemented as this year’s beach season begins.

Administrator Fragoso said the conversations with SCDOT also included reducing the speed limit on Palm Boulevard.

D. Discussion of Parking “4 feet off” pavement rule along Palm Boulevard between 41st and 57th avenues

Council Member Bell said there is no signage indicating parking four feet off pavement from 47th to 57th coming toward “city center.” Administrator Fragoso said that the four feet off pavement rule extends to 53rd Avenue but stops there because of the drainage ditch that begins there. She does not want to create a situation that would encourage people to park in that area due to unsafe conditions. One option would be to create a no parking zone between 53rd and 57th avenues. However, the City needs to be mindful of the amount of available parking that will allow it to continue to receive renourishment monies.

Administrator Fragoso, Chief Cornett, and Chief Hathaway will look into the issue further to determine what is needed in that area moving forward.

6. Highlights of Departmental Reports

A. Fire Department – Battalion Chief/Training Officer Hathaway

Chief Hathaway reported there were 46 calls in February, which is the same as February 2020. There was only one fire-related call from Sullivan’s Island, 24 EMS calls, and 3 HAZMAT-related calls. Crews responded to a gasoline spill at the gas station, a boat stuck on a sandbar, and an auto vs. pedestrian accident that sent the pedestrian to the hospital. Chief Hathaway said the changes to the IOP Connector did not impede response to the accident. He said response times will be monitored heavily.

B. Police Department – Chief Cornett

Chief Cornett reported there were 11 drug charges, 7 DUIs, and 53 traffic-related charges in February. He said they are still investigating the auto vs. pedestrian accident with help from the Mt. Pleasant Traffic Unit. Responding to rumors in the community, he stated that none of the

Public Safety vehicles was involved in the accident. The vehicle in question was blocking the scene to protect the evidence. He will put out a social media post on the issue today.

He shared that starting next week they will be posting about golf carts and the regulations pertaining to them. In addition, Public Safety personnel will provide educational materials to illegally parked golf carts. Starting the second week of April, “we will do a heavy approach to enforcing” the registration and golf cart-related regulations. Along with stepped-up enforcement opportunities, Public Safety will be speaking with the rental agencies to make sure their guests are aware of golf cart rules.

Chief Cornett said the apparent increase in arrests is likely due to how the arrests are reported. However, DUIs and drug-related arrests are on the rise. He said they have been speaking with media outlets to try to raise awareness about the effects of impaired driving on the community.

Chief Cornett said he is speaking with a new vendor for the traffic camera on the Connector to find a more reliable alternative to the current camera.

7. Miscellaneous Business

MOTION: Council Member Bell made a motion to add to the agenda a discussion about the next steps regarding the filling of the Fire Chief position. Council Member Pounds seconded the motion. The motion passed unanimously.

Administrator Fragoso said the majority of the Personnel Committee would like to open the process again and start accepting new applications for the Fire Chief position. She said part of the discussion was “what kind of changes to the process the Committee can embrace to hopefully ensure that the final candidate that is recommended by the Hiring Committee has the full support of City Council.”

Council Member Bell said it is important for the Joint Personnel and Public Safety Committee to meet to discuss how to move forward in the process.

The next meeting of the Public Safety Committee will be on Thursday, April 1, 2021 at 3pm.

8. Adjournment

Council Member Pounds made a motion to adjourn, and Council Member Bell seconded the motion. The motion passed unanimously. The meeting was adjourned at 11:34am.

Respectfully submitted,

Nicole DeNeane
City Clerk



PUBLIC WORKS COMMITTEE
4:30pm, Wednesday, March 3, 2021
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 Smith, Streetman, Ward

Staff Present: Asst. Administrator Hanna, Director Pitts, Director Kerr, Asst. Director Asero

2. Approval of previous meeting's minutes – February 3, 2021

Council Member Streetman made a motion to approve the minutes of the February 3, 2021 meeting, and Council Member Smith seconded the motion. The motion passed unanimously.

3. Citizens' Comments -- none

4. Department Reports – Director Pitts and Assistant Director Asero

Director Pitts reported that garbage and yard debris totals for January were as expected but miscellaneous debris collection was higher than normal. Vehicle maintenance is over budget for January, but Director Pitts said the year will end within budget.

Asst. Director Asero reported that Eadie's has been on the island working at two places on 29th Avenue, 45th Avenue, and the municipal lot. Charleston County repaired drainage at 25th Avenue. The pipe installed at Driftwood Lane is complete.

Facilities maintenance work included exterior painting at the Public Works building, fencing repair at the Public Safety building, installation of parking stops in the municipal lots, and repair of the backflow preventer and waterline at the watersports dock.

He also detailed the work completed at the Front Beach, including the installation of the new patio, repairs of the brick paver aprons on Ocean Boulevard, Comcast's replacement of broken utility boxes, and the removal of old Front Beach streetlights.

Debris was cleaned from the Connector by Public Works staff and the sweeping contractor. Public Works staff also installed ROC at Forest Trail and completed heavy pruning at the 40th Avenue beach access.

Council Member Smith asked about the possibility of photo documenting the debris from the Connector by the Public Works staff. Director Pitts said that time does not always allow for taking pictures of the debris. During the busy season, Fire and Police staff also pickup debris.

5. Old Business

A. Update on Phase III Drainage Project, small internal projects, and Waterway Boulevard path elevation – presentation by Thomas & Hutton

Director Kerr reported that Thomas & Hutton has submitted four of five permits for the larger outfall projects. Thomas & Hutton has received positive feedback from OCRM and the Army Corps of Engineers. City staff continues to work with Wild Dunes on aligning easements for the 41st Avenue outfall portion of the project.

Construction on the Forest Trail and 30th Avenue outfalls is expected to begin in September 2021 and take approximately 9 months to complete. Work on the 41st Avenue outfall is expected to begin in September 2022 and be completed in early 2023.

Regarding the smaller internal projects, Director Kerr said Gulfstream is working on three of those projects at 41st Avenue.

Staff recently received the cost estimates from Thomas & Hutton for the Waterway Boulevard improvements. The estimate is higher than expected, but he said it also needs more study to understand how much additional is required from the City. Director Kerr said lighting the path was not part of the estimate and that may not be something Thomas & Hutton could do as part of their work.

B. Discussion of Dominion Energy's Non-Standard Service Fund and list of eligible projects

Council Member Ward said he would like to make a recommendation to City Council regarding these projects so they can be included in the FY22 budget discussions. Committee members discussed the projects and potential impacts of construction on the community. Committee members agreed to suggest projects 1, 3, and 4 (undergrounding utilities at the City Marina, 21st Avenue, and 14th Avenue) be included in the FY22 budget.

6. New Business

A. Discussion of FY22 Operating Budget for the Public Works Department

Administrator Fragoso reviewed the highlights of the Public Works department operating budget. She said work is still being done on salaries. An increase in the contingency monies available for smaller drainage issues is proposed. \$192,000 is included for the completion of a Masterplan for Drainage. The project will begin in FY21 and be completed in FY22.

Director Pitts suggested looking at fuel and oil costs across all departments as costs have recently risen.

B. Discussion of upcoming Phase IV Drainage – Island-wide Drainage Masterplan RFP

Director Kerr said that once Phase III Drainage is complete the City would like to a plan studying the drainage needs from 30th Avenue to Breach Inlet. In addition, they would like a plan that looks island wide going forward of how the City is to maintain the existing drainage system. This would include looking at how much is put aside annually in contingency, what City codes allow in terms of development, and giving the City a long-range roadmap for overall maintenance. He added the plan would prioritize which projects to work on.

Committee members agreed this is a good proactive approach to the drainage issues on the island. Administrator Fragoso said the Planning Commission will be involved in the process, but ultimately the final recommendation to the full City Council would come from this committee as to the best vendor for this project.

7. Miscellaneous Business

The next meeting of the Public Works Committee will be Wednesday, April 7, 2021 at 4:30pm.

8. Adjournment

Council Member Smith made a motion to adjourn, and Council Member Streetman seconded the motion. The meeting was adjourned at 5:24pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Recreation Committee Meeting
8:00am, Monday, March 1, 2021
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 Buckhannon, Pounds, and Smith

Staff Present: Administrator Fragoso, Asst. Administrator Hanna, Director Page

2. Approval of the previous meeting's minutes – February 1, 2021

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

3. Citizens' Comments

One citizen's comment was received regarding summer camp eligibility. It is posted on the City's website alongside the agenda for this meeting.

4. Departmental Reports – Director Page

Director Page reviewed some of the new offerings including pickleball classes and the formation of a pickleball league, a league for table tennis beginners, and youth baseball. A soccer camp will be offered during Spring Break.

She spoke to Kitty at the IOP Exchange Club about joint recreational offerings between the Exchange Club and the Recreation Department at the Exchange Club dock. Kitty will share that suggestion with the Board to see if there is any interest in pursuing the matter further.

There has not been success yet in setting up a coastal environmental education class. Director Page is reaching out to a resident with expertise in that area to see if he would be interested in leading such a class.

She reported on the hot water heater malfunction at the Recreation Department. Staff did a wonderful job in helping clear the building of water on an early Saturday morning. Insurance will cover the costs of the new floors needed. The City will replace the 60-year-old water heater.

Recreation grounds are being cleared of old shrubbery, and they are working Assistant Director Asero on new plantings.

Director Page reviewed the COVID-19 protocols for basketball as included in the meeting packet. There are currently no plans for Open Gym until further COVID-19 related restrictions are lifted. The gym is currently being used for overflow classes.

She reported on a meeting she had with MUSC personnel regarding safe COVID-19 related measures for youth baseball.

Upcoming special events include the drive-in movie in the Municipal Parking Lot (3/6), Easter Egg Drop (4/4), Yard Sale (4/17), and Music in the Park (5/1), which will be followed by Movie in the Park. Social distancing will apply to these events as needed.

5. Old Business

A. Discussion of outlook for classes and activities in the Spring

In addition to what was covered in the Departmental Report, Director Page shared that DNR is offering resident participation in their own classes such as boating safety, shorebirds, and pond management.

B. Discussion of adjustments and impact related to COVID-19 on recreation programming – covered in the departmental report

C. Discussion of potential partnership opportunities for recreation activities such as kayaking and paddle boarding – covered in the departmental report

D. Update on implementation of Coastal Environmental Science education class – covered in the departmental report

6. New Business

A. Discussion of FY22 Operating Budget for the Recreation Department

Asst. Administrator Hanna noted that the Recreation Department's FY22 budget is the same as before except for the additional IT services (online registration software) and facilities maintenance. Council Member Pounds said that expense levels seem a big jump compared to last year but are in fact at pre-COVID levels.

Administrator Fragoso said the budget assumes a lot of "going back to normal." The two biggest increases are in maintenance and IT services. The new software will create efficiencies for the staff. Improved live-streaming equipment is also being budgeted to allow for expanded meeting and class participation.

A brief discussion was held about the possibility of an event to acknowledge the end of COVID restrictions when the time comes.

Council Member Pounds asked about the increase in salaries in the budget to which Administrator Fragoso said, "That number assumes reinstating the 2020 2.5% merit and FY21 2%. There is nothing in it for FY22, and I think that was a conversation with the rest of Council at the workshop."

B. Update on implementation of Commercial Surf Instruction ordinance

Asst. Administrator Hanna briefly reviewed the process by which potential surfing instructors can apply and be approved.

C. Discussion of Summer Camp registration and preview of programming

Director Page said the registration process will be the same as last year using the same COVID-19 guidelines. Small groups of children will be kept with the same counselor throughout their time at camp.

Campers are assigned weeks to attend camp by a lottery system handled by the RecTrack software. She shared that grandchildren or nieces and nephews of residents are eligible to register for camp if they live at least 50 miles from the Isle of Palms. She anticipates the camps will be filled with island residents due to the reduced numbers of campers permitted.

7. Miscellaneous Business

The next meeting of the Recreation Committee will be on Monday, April 5, 2021 at 8am. Asst. Administrator Hanna said the goal is to offer a hybrid of in-person and Zoom for next month's meeting. Council Member Buckhannon said it is important to offer the same level of service and accessibility to citizens who want to engage with their government. He said he is willing to wait for in-person meetings until the IT infrastructure offers that level of accessibility.

8. Adjournment

Council Member Buckhannon made a motion to adjourn, and Council Member Pounds seconded the motion. The meeting was adjourned at 9:03am.

Respectfully submitted,

Nicole DeNeane
City Clerk



Personnel Committee
9:00am, Wednesday, March 3, 2021
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 Bell, Buckhannon, and Moye

Staff Present: Administrator Fragoso, Asst. Administrator Hanna

Also Present: Nancy Berkeley, Evergreen

2. Approval of previous meeting's minutes

Minutes of: Special Joint Personnel & Public Safety Committees on January 11, January 12, January 14, February 4, and February 10, 2021; Special Personnel Committee Meetings on January 25 (2) and January 29, 2021 (2); and the regular meeting of February 2, 2021

MOTION: Council Member Buckhannon made a motion to approve the minutes of the meetings as noted. Council Member Bell seconded the motion. The motion passed unanimously.

3. Citizens' Comments – none

4. Old Business

A. Update on Wage and Compensation Analysis project and discussion of development of a compensation policy

Administrator Fragoso introduced Nancy Berkeley from Evergreen. She gave the Committee an overview of the process of the study and the work that has been conducted to date. Staff participation has been very high, and responses were noted as "very thoughtful."

Committee members discussed at length with Ms. Berkeley their thoughts on the development of a compensation policy for City employees. Topics covered included: what market position the City wishes to be in as compared to neighboring communities; the salary structure design the City wishes to administer, and the City's reward strategy and salary progression.

Committee members noted it was important to be competitive in salaries so as to attract talented employees. They liked the idea of a salary structure that allowed for flexibility during uncertain economic times, but also let employees know what they could expect as far as pay increases.

Discussion also ensued as to how to handle the salary increases and or recognition of long-tenured employees.

Council Member Moyer said it will be necessary to discuss the levels of service City Council expects to be provided to citizens and visitors and then form tax policy around that.

Ms. Berkeley will take that information and begin forming a compensation policy for future discussion with the full City Council.

B. Update on Fire Chief hiring process

Administrator Fragoso reported that Battalion Chief Hathaway turned down the offer of Fire Chief. He will continue to the point of contact until a new fire chief is hired. She said the final candidates spoke highly of the interview process of the hiring committee. She suggested there will now be “a new opportunity to incorporate and maybe formalize additional elements to the process that could provide assurances to the City and to you all that the final candidate will have the full support of Council.”

Committee members agreed to start the process anew after discussion with the Public Safety Committee at their Thursday meeting.

5. New Business

A. Discussion of FY22 Operating Budget for City Council, General Government, and Building, Planning & Zoning departments

Administrator Fragoso reviewed the operating budgets for City Council, General Government, and the Building, Planning & Zoning departments. Asst. Administrator Hanna shared the details of a proposed IT package that will create efficiency in meeting agenda preparation, live transcription, and live streaming capabilities for some meetings. Council Member Bell would like to see data detailing the projected efficiency of this purchase for the Ways & Means Committee meeting.

Council Member Moyer requested City staff to further pursue information about how Folly Beach handles the tourism promotion monies Isle of Palms currently gives to the Charleston Visitor's Bureau. Administrator Fragoso said that will be discussed with the Ways & Means Committee and any changes that happen as a result may not go into full effect in FY22.

Administrator Fragoso noted that the Ways & Means Committee will need to consider the recommendations associated with the Wage & Compensation study in the FY22 budget.

6. Miscellaneous Business

The next meeting of the Personnel Committee will be Tuesday, April 6, 2021 at 9am.

7. Adjournment

Council Member Buckhannon made a motion to adjourn, and Council Member Bell seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:40am.

Respectfully submitted,

Nicole DeNeane
City Clerk



Special Joint Personnel Committee and Public Safety Committee
10:00am, Tuesday, March 9, 2021
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 Moye, Bell, Pounds, Buckhannon, and Ward

Staff Present: Administrator Fragoso, Asst. Administrator Hanna

2. Purpose

Council Member Moye: The purpose of this meeting is to discuss the ongoing hiring process for a new Chief of the Fire Department. Desiree, if you would like to jump in. I would like to just kind of replay the scenario and the situation we find ourselves in, which we are not in a great spot obviously, but I'll kind of replay the scenario and then make a recommendation again unless you had anything prepared that you want to say about where we are.

Administrator Fragoso: Do you want me to fill out any gaps?

Council Member Moye: No, not necessarily. I just did not to cut you off if you had something you needed or wanted to say.

Administrator Fragoso: Do you want me to go through where we are?

Council Member Moye: I will go through it. I am not going to rehash every single detail of the process again. We have done that in several meetings before, but just recapping kind of the, what has happened since we made an initial offer to an external candidate that was not accepted. A majority of Council then recommended an internal candidate and that offer was, prior to being accepted, there were several, first of all, during the discussion several Council members indicated their support for a different internal candidate and in the course of making that offer you know that was widely known and there was concern expressed from the Fire Department that there was not a consensus or unanimity among Council for a single internal candidate. And subsequently given the feedback that, feedback from the Fire Department and from Council that lack of a consensus that internal candidate declined. And so we find ourselves in a position now where we have made two offers that have both been declined because of the manner in which that offer was not accepted and that we did get that feedback from the Fire Department. I would like to make it a recommendation, and **I will make it in the form of a motion that we go back to our finalist list of ten candidates, specifically going to the external candidates only, due to again that feedback that we got that they are looking for a full consensus support from Council behind a single candidate.**

Council Member Bell: Second.

Council Member Moye: Okay, now Desiree, if you have any other gaps you want to fill in, you are obviously welcome to do so, and I will kind of give you the floor first if there are any gaps to fill. Otherwise, I will open the floor for discussion.

Administrator Fragoso: I don't think that there is anything I need to add to your description, I guess, of the events that have led us to this point.

Council Member Moye: Okay.

Council Member Bell: John, I don't know if you can see. Ryan and Jimmy Ward both have their hands up.

Council Member Moye: Okay. Go ahead, Ryan. I don't know who came first. I'm sorry.

Council Member Buckhannon: So this motion was to open up to only external candidates?

Council Member Moye: Correct.

Council Member Buckhannon: Okay so I don't, I mean, we all received a letter this morning, that was received yesterday from a lot of the Fire Department staff voicing their support for a single candidate as well. Why would we not open it to both internal electoral candidates that are in the top ten.

Council Member Moye: Well because, I will just kind of restate what I just said. The discussion that we had previously around internal candidates, it was really between two candidates and you had a majority supporting one and a minority supporting another and subsequent to that discussion. I know Desiree heard from several individuals from the Fire Department that there was concern that there wasn't a unanimous support for one individual candidates from Council, and that is where we are looking for. Jimmy Ward.

Council Member Ward: Who is they?

Council Member Moye: The members of the Fire Department.

Council Member Ward: It looks like to me from their letter now that they are all supporting one internal candidate.

Council Member Moye: Well, Jimmy, you know there is conflicting information between messages that are being received so Desiree, I don't know if you want to speak to the meeting or meetings that you have had with members of the Fire Department but you know the letter to me, it does not change the fact –

Council Member Buckhannon: Just one more thing. Are you indicating that we cannot because there won't be a unanimous consent from Council that we cannot support anybody unless there is unanimous consent? And because there wouldn't have been as consent with the second internal candidates we are just going to bypass them?

Council Member Moyer: I am not really going to entertain that discussion. Philip or Randy, do you have any comments?

Council Member Bell: I wouldn't presume that what John is insinuating, I think the simple fact is if we were to focus on an internal candidate, we are not going to have unanimous consent, and nor are we bound to have unanimous consent from Council. I will tell you personally that I have a very difficult time with a letter being circulated under the presumption that everybody willfully signed a letter and some concerns in that letter. This process has evolved into a mess frankly with this, and I think it is our responsibility to still determine who the best candidate is. And to John's point, I tend to agree at this point we should be focusing on an outside candidate.

Administrator Fragoso: John, if I may.

Council Member Moyer: Sure.

Administrator Fragoso: You asked me about some of the feedback that we received, and I think we have all heard that there were concerns about sort of the process and whether or not the Fire Department had input in the process. And in order to address that I notified you all that I have engaged the services of HR consultants to conduct one-on-one interviews with the members of the Fire Department to try to identify some issues that I think have percolated during this process that we may or may not have been aware of that need to be addressed and that process is happening next week. So they are going to have an opportunity to provide feedback on the characteristics that they want to see in a fire chief for the department. That is information the Committee and the City will be able to use and to better understand the current state of the department.

Council Member Bell: Hey John, Jimmy Ward has got his hand up. Ryan does, too, actually. You cannot see people on your phone.

Council Member Moyer: All right. Go ahead, Jimmy.

Council Member Ward: Why did we hire this outside consultant without talking to Personnel and Public Safety Committees? No matter how this vote goes, I am going to have my own motion. You all might not like it. I might not even get a second, but I do not like the way this is going at all.

Council Member Moyer: Okay. Noted. That point is sort of not what we are voting on now, but I noted. I will go ahead and call for the vote.

Council Member Buckhannon: I still have, can you see me, John?

Council Member Moyer: Yeah, but I want to go ahead and call for the vote. Nicole, do you want to –

City Clerk DeNeane: If Council Member Moyer's second, I have to have a second.

Council Member Moyer: Okay.

City Clerk DeNeane: I need a second if we are doing that.

Council Member Buckhannon: So we are done discussing this? You're moving forward?

Council Member Bell: Let's let John comment and then call for the vote.

Administrator Fragoso: So there is no second, so the motion to call for the vote fails.

City Clerk DeNeane: I think Council Member Bell just seconded the motion. Did you not?

Council Member Bell: I did, but I said let's, if procedure allows, let Ryan make his comments.

City Clerk DeNeane: Well, actually it does not. Procedure does not allow. Once you call the question, that mutes the discussion.

Council Member Bell: Call for the vote.

City Clerk DeNeane: Okay, so the motion on the floor, let me reiterate it, is to go back to the finalists list of candidates, that the list of 10 and to re-engage with them, with in the 10, the external candidates on the final list of 10. Is that correct, Council Member Moyes?

Council Member Moye: That is correct.

City Clerk DeNeane: All right. All right. Council Member Bell?

Council Member Bell: Aye.

City Clerk DeNeane: Council Member Ward?

Council Member Ward: Nay.

City Clerk DeNeane: Council Member Buckhannon?

Council Member Buckhannon: Nay.

City Clerk DeNeane: Council Member Pounds?

Council Member Pounds: Aye.

City Clerk DeNeane: Council Member Moye?

Council Member Moye: Aye.

City Clerk DeNeane: The motion passes 3-2.

Council Member Bell: Jimmy Ward has got his hand up.

Council Member Moye: I believe that covers the agenda. I don't think we have anything else on the agenda.

City Clerk DeNeane: Council Member Ward has his hand up, Council Member Moye.

Council Member Moye: Okay, go ahead, Jimmy.

Council Member Ward: I would like to make a motion that the Committee recommend appointing Jason Smith Fire Chief.

Council Member Buckhannon: Second.

Council Member Moye: All right.

Council Member Buckhannon: So here is for discussion then. So what if we are going through this HR survey, what if the internal, we are going to go through and interview all the fire personnel, if it comes through and all the HR and internal information that they are pulling from that recommends an internal candidate and you just made a motion to only pull from external? Would that matter?

Council Member Moye: The process is not going to recommend a singled candidate. That is not the purpose of the study, and frankly the study is not necessarily meant to identify who should or should not be hired. It is merely meant to capture feedback the Hiring Committee can use.

Council Member Buckhannon: But what I am saying is if you go through the study and the study shows that all the candidates, all the fire personnel would like to have an internal candidate, you just avoided that by only hiring from externally.

Council Member Moye: Well, I don't think the question is that they are going to go in and say do you want an internal or an external candidate for the Fire Department. They are rather going to look at issues with the Fire Department is my understanding. Anybody else have any comments?

Council Member Buckhannon: Desiree, can you elaborate on it?

Council Member Pounds: That is where I was headed.

Administrator Fragoso: The purpose of the personnel audit, it is not only to identify feedback from the department on what they want to see in the next fire chief. It is going to be inclusive of a lot of other questions. Actually, we are working through the questions right now with the experts that have done similar work with other fire and police departments. I think ultimately there is a hiring process that was followed, a hiring process that included different steps and I think that including other information should be what drives decision making for the department, for the hiring committee. I do not feel like a final decision should be based solely on the opinions of the members of the Fire Department. They should certainly have input, input that you all should use in decision making. But ultimately has to be sort of a structured hiring process which I think is what the goal was from the very beginning.

Council Member Pounds: Desiree, will these questions be coming, I guess, from the consultant and you guys narrow down a list essentially?

Administrator Fragoso: Yes, and I felt like it was important to have somebody who is independent, who does not know people and hopefully people feel comfortable sharing information one-on-one that would be helpful for me and it would be helpful for the Personnel and Public Safety Committees to identify any other issues that need to be addressed within the department. This is not solely about the hiring process, but a way or an avenue to allow them to provide input, which is the main concern that I heard from the department when the first offer was made.

Council Member Buckhannon: I am just, one more time if I might. Just one more quick question. In any hiring process that everybody has to, we are the ones making the decision on this. We all have to do our due diligence on this. I am just curious if anybody else on the Committee has had the opportunity to go down and walk through the Fire Department recently and talk with the personnel down there, if anybody has made the opportunity to try to meet with or if not, we are just going off paperwork and Zoom interviews.

Council Member Moye: Any other comments?

City Clerk DeNeane: There is a motion still on the floor for the Committee to make a recommendation to appoint Jason Smith as the Fire Chief.

Council Member Pounds: I think so, Nicole.

Council Member Moye: Okay, Nicole.

City Clerk DeNeane: So we are ready to vote on that?

Council Member Buckhannon: Yes, ma'am.

City Clerk DeNeane: Council Member Bell?

Council Member Bell: Nay.

City Clerk DeNeane: Council Member Buckhannon?

Council Member Buckhannon: Aye.

City Clerk DeNeane: Council Member Ward?

Council Member Ward: Aye.

City Clerk DeNeane: Council Member Pounds?

Council Member Pounds: Nay.

City Clerk DeNeane: Council Member Moye?

Council Member Moye: Nay.

City Clerk DeNeane: **Motion fails two to three.**

Council Member Buckhannon: Motion to adjourn.

Council Member Bell: Second.

The meeting was adjourned at 10:16am.

Respectfully submitted,

Nicole DeNeane
City Clerk



REAL PROPERTY COMMITTEE

1:30pm, Monday, March 1, 2021

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 Moye, Popson, and Streetman

Staff Present: Administrator Fragoso, Asst. Administrator Hanna, Director Kerr

2. Approval of previous meeting's minutes – February 1, 2021

MOTION: Council Member Moye made a motion to approve the minutes of the February 1, 2021 meeting and Council Member Popson seconded the motion.

VOTE: The amended minutes passed unanimously.

3. Citizens' Comments -- none

Council Member Streetman encouraged citizen participation in committee meetings through email, the comment forum, and signing up to speak at Zoom meetings.

4. Marina Tenant Comments -- none

5. Old business

A. Update on marina rehabilitation project

Asst. Administrator Hanna reported that the change order is being executed. The first shipment of the floating dock is due at the end of the month. He also stated that the rust reported on the bulkhead is actually staining that will be recoated. He will research the warranty on the bulkhead recoating material.

B. Update on proposed ADA-compliant dual-purpose beach boardwalk at 42nd Avenue

Asst. Administrator Hanna said that the RFP for this project is about ready to go out. They are waiting for approval from OCRM for the change in materials. Director Kerr said that OCRM has reverified they will not permit an extension of the boardwalk farther towards the ocean than either the seaward toe of the primary dune or the first stable line of vegetation, whichever is closest to the ocean. The length of the path will be specified in the RFP, and the last measurement was 280'.

Landscape designs will be developed and be part of the bid packet once the parameters are set. The RFP and the turnaround for OCRM approval will be done concurrently. Director Kerr said there may be a slight increase in the cost of the materials.

C. Update the proposed public dock and greenspace at the IOP Marina

Asst. Administrator Hanna said the design process for this space is ongoing. Director Kerr said Kelly Messier continues to help the City with this project, identifying the appropriate fixtures and helping create a budget. Staff is also speaking with the restaurant owners “to ensure there is going to be some tie together between the greenspace and their parking lot and ultimately their building.”

Council Member Moye encouraged staff to continue working on the plans and locating funding sources for the project so that once the litigation is complete work can begin.

6. New Business

A. Discussion of potential partnership with the IOP Water & Sewer Commission for the creation of greenspace at the 7th Avenue lot

Administrator Fragoso said the Water & Sewer Commission would like to partner with the City to develop the unused portion of the lot they recently purchased for a future lift station. She plans to meet with General Manager Chris Jordan about the possibilities. Director Kerr said the BOZA approval for the lot gave the Water & Sewer Commission the flexibility as to where the lift station will be located on the property.

Administrator Fragoso said she and General Manager Jordan will discuss ideas and develops some concepts to share with the City Council and the community.

B. Discussion of FY22 Operating Budget for IOP Marina and Front Beach

Administrator Fragoso reviewed highlights of the operating budgets for the Marina and Front Beach. \$70,000 per year for the next five years is being set aside to repair sidewalks along Ocean Boulevard between 10th and 14th avenues. Council Member Streetman asked that curb repair be added to the scope of the project.

Administrator Fragoso said there are no replacement costs for the kiosks as the intent is to move towards mobile app for paid parking.

7. Miscellaneous Business

The next meeting of the Real Property Committee will be held on Monday, April 5, 2021 at 1:30pm.

8. Adjournment

Council Member Popson made a motion to adjourn and Council Member Moye seconded the motion. The meeting was adjourned at 2:15pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



ACCOMMODATIONS TAX ADVISORY COMMITTEE
9:00am, Friday, March 19, 2021
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: Rusty Williamson, Julise Spell, Doug Truslow, Ray Burns, David Nelson

Absent: Malcolm Burgiss

Staff Present: Asst. Administrator Hanna, Treasurer Suggs

2. Election of Chair and Vice Chair

Mr. Nelson nominated Mr. Williamson as Chair of the ATAX Committee. There was no second for the nomination, but Mr. Williamson accepted the nomination.

Mr. Truslow nominated Mr. Burns as Chair of the ATAX Committee. There was no second for the nomination, but Mr. Burns accepted the nomination.

Mr. Williamson declined the nomination.

The nomination for Mr. Burns as Chair of the ATAX Committee passed unanimously.

Mr. Williamson nominated Mr. Truslow for Vice Chair of the ATAX Committee. Mr. Burns seconded the motion. The motion passed unanimously.

3. Approval of the previous meetings' minutes – June 16, 2020 and February 11, 2021

MOTION: Mr. Burns made a motion to approve the minutes of the June 16, 2020 meeting. Mr. Williamson seconded the motion.

VOTE: A vote was taken as follows:

Ayes: Williamson, Spell, Nelson

Abstentions: Truslow, Burns

The motion passed.

MOTION: Mr. Williamson made a motion to approve the minutes of the February 11, 2021 meeting. Mr. Truslow seconded the motion.

Mr. Truslow noted a technicality to the minutes under the nomination of Chair and requested his question regarding the budget process under the FY22 Budget discussion be added.

VOTE: The amended minutes of the February 11, 2021 passed unanimously.

3. Financial Statements – Treasurer Suggs

Treasurer Suggs stated the total ATAX fund balance is just over \$2M as of 2/28/2021. No additional payments have been received since the February meeting. Year-to-date expenditures are approximately \$212,000.

She reviewed a detail expense statement ending 2/28/2021. A brief discussion ensued around expenses for the upcoming Music in the Park.

MOTION: Mr. Nelson made a motion to approve the expense as presented. Mr. Williamson seconded the motion.

However, since this item was not included on the agenda, it was determined that the approval for the event will be deferred to City Council. Mr. Nelson and Mr. Williamson rescinded the motion and the second respectively.

Treasurer Suggs said the \$25,000 budget line item the ATAX Committee oversees for distributions to approved applications is normally \$50,000, but it was reduced last year due to COVID. She expects that amount to return to \$50,000 in this year's budget. She did note that the Committee can approve requests that may total more than \$50,000 in a year if necessary.

4. Old Business -- none

5. New Business

A. Presentation by the Charleston Visitor's Bureau regarding the use of accommodations tax funding

Mr. Perrin Lawson, Deputy Director of the Charleston Visitor's Bureau, gave a presentation of how the monies they receive from the Isle of Palms are used to support the tax revenues created by visitors to the island. He shared some of the print and social media placements they have placed over the past year. He also revealed some projects they will be working on in 2021 including a new partnership with the Smithsonian magazine, a relaunch of charlestonexplore.com, and a redesign of the wedding guide and its website.

Mr. Lawson shared some revenue data, suggesting that the summer season for the Isle of Palms could be busy. He clarified the data is reflective of short-term rentals. Revenues from hotel accommodations are configured differently. He reported the CVB outlines its plans for the year in its Bureau Book, but the plans are fluid depending on needs of the area.

Discussion ensued as to how the Charleston Visitor's Bureau uses the monies it receives from the Isle of Palms and whether or not those monies are being used in a way that directly benefits the taxpayers on the island. Mr. Truslow said he would like to see more detail in the audit the CVB provides to the City each year.

B. Consideration of an application for funding by MUSC Hollings Cancer Center's LOWVELO bike ride event in the amount of \$10,000

MOTION: Mr. Truslow made a motion to defer the presentation for the LOWVELO bike ride event until the updated application is completed by the organization. Mr. Burns seconded the motion. A vote was taken as follows:

Ayes: Burns, Truslow

Nays: Nelson, Williamson, Spell

The motion failed.

Shannon Rice gave a brief presentation about the event to be held on the island on November 6, 2021. She indicated that City Council has already approved the event, noting that the Fire Department has been very helpful. Mr. Truslow asked if this organization is listed as a 501(c)(3), and Ms. Rice said they were under the MUSC Foundation.

MOTION: Mr. Truslow made a motion to defer the vote on this until there is an updated application. There being no second, the motion failed.

MOTION: Mr. Williamson made a motion to approve the application grant as presented. Mr. Nelson seconded the motion. A vote was taken as follows:

Ayes: Nelson, Spell, Burns, Williamson

Nays: Truslow

The motion passed 4-1.

6. Miscellaneous Business

MOTION: Mr. Truslow made a motion for the next meeting to be on Friday, May 21, 2021 at 9am. Mr. Williamson seconded the motion. The motion passed unanimously.

7. Adjournment

Mr. Truslow made a motion to adjourn, and Mr. Nelson seconded the motion. The meeting was adjourned at 10:38am.

Respectfully submitted,

Nicole DeNeane
City Clerk



BOARD OF ZONING APPEALS
4:30pm, Tuesday, March 9, 2021
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: Glenn Thornburg, Elizabeth Campsen, Arnold Karig, Brian Abel, and Douglas Kerr, Director of Planning

2. Approval of Previous Meeting's Minutes

Mr. Thornburg made a motion to approve the minutes of the February 3, 2021 meeting as presented, and Ms. Campsen seconded the motion.

Mr. Karig indicated that something was missing from the minutes, but it could not be located. He said he would send the change to Director Kerr.

The minutes were approved unanimously with the condition of a possible change as indicated by Mr. Karig.

3. Swearing in of applicants

Ms. Campsen swore in Chris Jordan, Jay Leigh, Jon Bushnell, Dave Lorenz, and Mark Yodice.

4. Special Exceptions

A. Forest Trail Wastewater Treatment Plant

Director Kerr explained this special exception is being requested for the second module of the waste water treatment facility. The approval of this facility will begin the process of decommissioning the old one.

The plan for the new facility complies with all the criteria except for the height requirement. The new facility is to be 39' in height. Director Kerr reviewed the criteria that have been met by the Water & Sewer Commission.

MOTION: Ms. Campsen made a motion to approve the special exception application as submitted. Mr. Karig seconded the motion.

When asked why the roof needed to be that height, Engineer Mark Yodice explained the extra height is needed to properly remove and clean the membranes. He also noted that a pitched roof

allows for better drainage and blends well with the other structures in the area. Ms. Campsen commended the Water & Sewer Commission for the improvements already put in place.

VOTE: The motion passed unanimously.

B. #80-41st Avenue – modification of a prior request

Director Kerr said that Mr. Lorenz and Mr. Bushnell have requested a modification to their prior approval to create a covered porch area including seating and a service bar.

MOTION: Ms. Campsen made a motion to approve the altered plan for #80-41st Avenue as presented. Mr. Thornburg seconded the motion.

Mr. Lorenz stated that extensive rot in the walls and ceiling have made the change necessary. He said he is unsure of the exact amount of seating, but it will be less than the 64 seats previously approved and will include a small amount of seating at a service bar. Board members discussed whether or not it was necessary to indicate a minimum amount of seating.

MOTION: Ms. Campsen made a motion to approve the amended plan as presented with the following conditions: that the outdoor sale of food and drink shall offer no less than 26 seats and no more than 64 seats or the maximum seating allowable by applicable codes and the restaurant must be in compliance with the City's noise ordinance including entering into a noise ordinance agreement. Mr. Thornburg seconded the motion. The motion passed unanimously.

6. Miscellaneous Business

Director Kerr said City Attorney Hinchey will attend the next meeting to give the annual legal briefing. Board members said it might be better to wait until the new Board member is appointed before giving the legal briefing.

7. Adjournment

Mr. Karig made a motion to adjourn, and Mr. Thornburg seconded the motion. The meeting was adjourned at approximately 5:13pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Planning Commission Meeting
4:30pm, Wednesday, March 10, 2021
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: Scott Pierce, Ron Denton, Steven Corney, David Cohen, Sandy Stone, Marty Brown and Douglas Kerr, Director of Planning

Absent: Lisa Safford

2. Approval of minutes

Mr. Pierce made a motion to approve the minutes of the February 10 regular meeting, and Mr. Corney seconded the motion. The motion passed unanimously.

3. New Business

Annual Legal Briefing by City Attorney Jim Hinchey

City Attorney Hinchey gave the annual legal briefing to the Commission members. Topics covered included: when to seek legal advice, FOIA (what is considered public record and what must be kept), what constitutes a meeting, meeting agendas, Executive Session, formation of subcommittees, the importance of all meeting communications being recordable, the powers and duties of the Planning Commission, quasi-judicial functions, ex parte communications, ethics, and conflicts of interest.

4. Old Business

A. Review of Economic Element of Comprehensive Plan

Commissioners offered no additional comments or changes to the Economic Element of the Comprehensive Plan.

B. Initial Review of the Housing Element of the Comprehensive Plan

Commissioners discussed the goals and strategies in the Housing Element: monitoring the effect of development upon the quality of life of the existing permanent residents and improving the water quality associated with residential properties.

Changes to the narrative section of the Housing Element were also discussed, and those edits will be reviewed in full at the April meeting.

C. Review of the RFP for the drainage master plan

Director Kerr said the RFP and scope of the drainage master plan were endorsed by the Public Works Committee. He shared that only a contract needs to be added to the RFP and it can be released. He has spoken with some local engineering firms who have expressed enthusiasm about the project.

5. Miscellaneous Business

The next meeting of the Planning Commission will be Wednesday, April 14, 2021 at 4:30pm.

6. Adjournment

Mr. Stone made a motion to adjourn and Mr. Brown seconded the motion. The meeting was adjourned at approximately 6:58pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

ORDINANCE 2021-03

AN ORDINANCE AMENDING TITLE 4, PUBLIC UTILITIES, CHAPTER 4, COMMISSIONERS OF PUBLIC WORKS.

WHEREAS, the Isle of Palms Council is empowered with the authority to make substantive amendments to the Isle of Palms Code, including amending Chapters, and now wishes to do so;

WHEREAS, The Isle of Palms Water and Sewer Commission desires to change the method of election for its Commissioners;

WHEREAS, the Isle of Palms Council now desires to amend Chapter 4, to amend the method of election for Isle of Palms Water and Sewer Commissioners.

BE IT ORDAINED AND ENACTED BY THE MAYOR AND COUNCIL MEMBERS OF THE CITY OF ISLE OF PALMS, SOUTH CAROLINA, IN CITY COUNCIL ASSEMBLED THAT TITLE TITLE 4, PUBLIC UTILITIES, CHAPTER 4, COMMISSIONERS OF PUBLIC WORKS, SHALL BE AMENDED TO READ AS FOLLOWS:

Sec. 4-4-5. - Nonpartisan elections; procedure.

- (a) All regular and special elections for the offices of Commissioner of Public Works shall be nonpartisan general elections pursuant to State law.
- (b) Statements of candidacy for the offices of Commissioners of Public Works shall be filed with the Charleston County Board of Elections and Voter Registration, together with a one hundred dollar (\$100.00) filing fee not later than sixty (60) days prior to the election. The Charleston County Board of Elections and Voter Registration shall verify the information in the statements and shall place the name of the candidate on the ballot.~~Nomination petitions for the offices of Commissioners of Public Works shall be filed with the appropriate election commission at least seventy-five (75) days prior to the date for the election and shall bear the signatures of not less than five percent (5%) of the qualified electors of the City. The City Clerk shall certify the nominees to the appropriate elections commission thirty (30) days prior to the election.~~
- (c) A second election shall be conducted two (2) weeks after the first election between one (1) more than the number of candidates necessary to fill offices for which no candidates received a majority of the votes cast and the second election shall be between the candidates receiving the largest number of votes in the first election. The candidates receiving the highest number of votes case in the second election in number equal to the number of offices to be filled shall be declared elected.
- (d) No political party affiliation shall be placed on any ballot for any candidate.

(Code 1994, § 4-4-5; Ord. No. 1992-2, 2-25-1992)

SECTION 2. Should any part of this Ordinance be held invalid by a Court of competent jurisdiction, the remaining parts shall be severable therefrom and shall continue to be in full force and effect.

SECTION 3. That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as the same affect this Ordinance.

SECTION 4. That this Ordinance take effect on February 23, 2021.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF
PALMS, ON THE _____ DAY OF _____, 2021

Jimmy Carroll, Mayor

(Seal)

Attest:

Nicole DeNeane, City Clerk

First Reading:

Second Reading:

Ratification:

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PALMS, ON THE _____ DAY OF _____, 2021

Jimmy Carroll, Mayor

(Seal)

Attest:

Nicole DeNeane, City Clerk

First Reading:

Second Reading:

Ratification:

Application for Commercial Surf Instruction Permission

In order to have your application for Commercial Surf Instruction Permission heard by City Council at their next regular meeting please complete the form below.

Name

kyle harrison busey

Phone

(843) 452-4833

Email

kbusey7@hotmail.com

Business Name

Carolina Salt Surf Lessons

Business License Address

1111 oakcrest dr, CHARLESTON, South Carolina 29412

I certify that I have completed an application for a business license through the City of Isle of Palms Building Department.

Yes

Copy of CPR Certification

lifeguard certification.pdf

Copy of First Aid Certification

lifeguard certification.pdf

Copy of Lifeguard Certification

lifeguard certification.pdf

Copy of Insurance Policy showing minimum coverage of at least \$1,000,000 and naming the City of Isle of Palms as an additional insured

Surf lesson insurance IOP.pdf

I have read, understood, and agree to abide by the stipulations listed below:

(a) Area where surf lessons are allowed shall be dictated by the current boundary restrictions stated in the City Ordinances.

(b) At least one instructor attending each lesson must be lifeguard, CPR, and first aid certified, with current certifications on file with the city. There must be a first aid kit on site.

(c) Each surf instructor provider must carry liability insurance of at least \$1,000,000 that names the City of Isle of Palms as an additional insured.

(d) Surf instructions shall be limited to groups of four (4) or fewer students and at least one instructor.

(e) Surf instruction shall not exceed two (2) hours per day per instructor; nor two (2) hours per day per student.

(f) Surf instruction providers may not advertise on the beach. All signs, merchandise or other article that violate Article 7-SIGNS of the City's ordinances are prohibited.

(g) Surf instruction providers may not solicit for students on the beach, beach accesses, public parking lots, or the Breach Inlet Bridge parking lot.

(h) Failure to adhere to these standards will result in automatic revocation of permission to conduct surfing instruction on the beach by City Council.

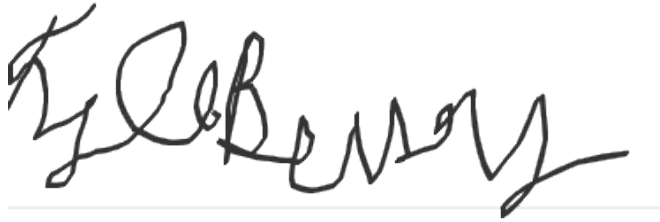
(i) City Council shall have the authority to limit the number of permissions issued for commercial surfing instruction on the beach.

(j) Commercial Surf Instruction will only be allowed until October 1, 2021

Signature

Date

3/18/2021

A handwritten signature in black ink, appearing to read "Kyle Benay", written over a horizontal line.



LIFEGUARD

Competency Assessment & Performance Record

1005.48684

expires: 01/29/2022

Last Name: Busey First Name: Kyle Middle Initial: _____
Date of Birth: 08/07/1986 Email Address: kbusey7@hotmail.com

Type of Training

☒ New StarGuard® ☐ Renewal StarGuard® ☐ Reciprocity training

Training Format

☒ Traditional ☐ Blended (part online, part Instructor-led classroom/pool)

Additional Options:

☐ Dispatch ☐ Open Water

Date of training: 01/30/2021 Facility where training was held: Charleston Training Center: City of Charleston

To be completed by the Lifeguard:

Statement of Understanding: I understand the training requirements for the StarGuard® course and/or any supplemental training module and have completed all course objectives. I understand that it is my responsibility to: 1) obtain site-specific training at the facility where I work that includes orientation to emergency and operational procedures and practice with equipment; 2) to maintain my vigilance, fitness, rescue, CPR and first aid skill levels; 3) to exhibit professional behavior (StarGuard® Best Practices) and maintain personal safety when in or around an aquatic environment; that I may be photographed at any time when performing lifeguard duties; that competency assessment of my performance may be conducted at any time; that my image may be used in training or promotional materials produced by the Starfish Aquatics Institute or Human Kinetics Publishers. I understand that my competency must be assessed annually by an authorized StarGuard Lifeguard Instructor to renew and retain my StarGuard Lifeguard certification.

Signed: Kyle Busey Date: signature uploaded: 02/05/2021

To be completed by the Instructor:

This individual has met the course requirements and demonstrated reasonable competency via written test and skill performance assessment and qualifies for completion certificates in:

- SGE StarGuard®
- American Safety & Health Institute Basic First Aid
- American Safety & Health Institute Bloodborne Pathogens
- American Safety & Health Institute Basic Life Support (BLS)
(BLS is Professional Rescuer CPR and AED for adults, children, and infants)
- American Safety & Health Institute Emergency Oxygen (if taught)

This student's completion record will be entered into the national registry and the course training records will be maintained according to the Training Center Administrative Manual (TCAM) standards and guidelines.

The student demonstrated competency in 11' or Less of water. Verification of performance in deeper water is the responsibility of the employer, based on site-specific needs (see site-specific training below).

Lead Instructor Signature: Leah Baker Number: 7344 Date: e-signed: 02/05/2021

A Note to the Employer

This record documents the competency and skills performed by the student at the completion of the StarGuard® course.

The Competency Assessment & Performance Record is provided for use by the employer. Official course records are maintained by the independent Training Center that conducted the course.

Completion of a StarGuard® course does not guaranteed future performance nor imply complete training for every circumstance. It is your responsibility as an employer to verify competency, provide site-specific training and supervision, and monitor job performance.

To retain StarGuard® certification, skills must be assessed every year, using a new Competency Assessment & Performance Record for renewal.

Required notice for lifeguards in New York: Meets NY State Department of Health Regulations



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/30/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	CONTACT NAME: Seth Isch PHONE (A/C, No, Ext): 877-783-1161 FAX (A/C, No): 800-363-3694 E-MAIL ADDRESS: OandG@kandkinsurance.com PRODUCER CUSTOMER ID:																					
INSURED Carolina Salt Surf Lessons, LLC DBA: Charleston Paddle Board Co. 1111 Oak Crest Dr Charleston, SC 29412 A Member of the Sports, Leisure & Entertainment RPG	<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A:</td><td>Nationwide Mutual Insurance Company</td><td>23787</td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Nationwide Mutual Insurance Company	23787	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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COVERAGES

CERTIFICATE NUMBER: W01719773

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: MEMBER			6BRPA0000031042800	05/16/2020 12:01 AM EDT	05/16/2021 12:01 AM	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$300,000
							MED EXP (Any one person)	EXCLUDED
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$5,000,000
							PRODUCTS - COMP/OP AGG	\$1,000,000
							PROFESSIONAL LIABILITY	
							LEGAL LIAB TO PARTICIPANTS	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> NOT PROVIDED WHILE IN HAWAII						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE	
							AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
	MEDICAL PAYMENTS FOR PARTICIPANTS						PRIMARY MEDICAL	
							EXCESS MEDICAL	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Paddling/Paddleboarding (includes stand-up paddleboarding), Retail Sales (must be 80% or less of total revenues), Surfing
Certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured. Coverage does not extend to the negligence or errors & omissions of the additional insured.

CERTIFICATE HOLDER

City of Isle of Palms
1207 Palm Blvd, PO Box 508
Isle of Palms, SC 29451
(Owner, Manager or lessor of the premises)

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Scott Michael

Coverage is only extended to U.S. events and activities.

** NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas

Application for Commercial Surf Instruction

Ordinance 2020-16 enabled City Council to issue permission for commercial surf instruction providers to conduct business on the beach within certain guidelines. As part of this process the online form below has been made available. Please begin the process by applying for a business license and completing the application below. In order to have your application for Commercial Surf Instruction heard by City Council at their next regular meeting please complete the form below by the Wednesday before the next regular City Council meeting. City Council generally meets on the fourth Tuesday of each month. If you have any questions regarding this form, or the process of obtaining commercial surfing permission, please contact Ron Hanna at rhanna@iop.net.

Name

Philip Antman

Phone

(843) 607-2209

Email

Philip.antman@gmail.com

Business Name

Salt Marsh Surf Co.

Business License Address

1338 Ronald Lane, Charleston, South Carolina 29412

I certify that I have completed an application for a business license through the City of Isle of Palms Building Department.

Yes

Copy of CPR Certification

StarGuard_Lifeguard_Certification_1005.50363.pdf

Copy of First Aid Certification

StarGuard_Lifeguard_Certification_1005.50363.pdf

Copy of Lifeguard Certification

StarGuard_Lifeguard_Certification_1005.50363.pdf

Copy of Insurance Policy showing minimum coverage of at least \$1,000,000 and naming the City of Isle of Palms as an additional insured

2122 Philip Neal LLC GL docs - Signed.pdf

I have read, understood, and agree to abide by the stipulations listed below:

(a) Area where surf lessons are allowed shall be dictated by the current boundary restrictions stated in the City Ordinances.

(b) At least one instructor attending each lesson must be lifeguard, CPR, and first aid certified, with current certifications on file with the city. There must be a first aid kit on site.

(c) Each surf instructor provider must carry liability insurance of at least \$1,000,000 that names the City of Isle of Palms as an additional insured.

(d) Surf instructions shall be limited to groups of four (4) or fewer students and at least one instructor.

(e) Surf instruction shall not exceed two (2) hours per day per instructor; nor two (2) hours per day

per student.

(f) Surf instruction providers may not advertise on the beach. All signs, merchandise or other article that violate Article 7-SIGNS of the City's ordinances are prohibited.

(g) Surf instruction providers may not solicit for students on the beach, beach accesses, public parking lots, or the Breach Inlet Bridge parking lot.

(h) Failure to adhere to these standards will result in automatic revocation of permission to conduct surfing instruction on the beach by City Council.

(i) City Council shall have the authority to limit the number of permissions issued for commercial surfing instruction on the beach.

(j) Commercial Surf Instruction will only be allowed until October 1, 2021

Signature

Date

3/22/2021

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.



LIFEGUARD

Competency Assessment & Performance Record

1005.50363

expires: 03/20/2022

Last Name: Antman First Name: Philip Middle Initial:
Date of Birth: 10/01/1982 Email Address: philip.antman@gmail.com

Type of Training

☒ New StarGuard® ☐ Renewal StarGuard® ☐ Reciprocity training

Training Format

☒ Traditional ☐ Blended (part online, part Instructor-led classroom/pool)

Additional Options:

☐ Dispatch ☐ Open Water

Date of training: 03/21/2021 Facility where training was held: Charleston Training Center: City of Charleston

To be completed by the Lifeguard:

Statement of Understanding: I understand the training requirements for the StarGuard® course and/or any supplemental training module and have completed all course objectives. I understand that it is my responsibility to: 1) obtain site-specific training at the facility where I work that includes orientation to emergency and operational procedures and practice with equipment; 2) to maintain my vigilance, fitness, rescue, CPR and first aid skill levels; 3) to exhibit professional behavior (StarGuard® Best Practices) and maintain personal safety when in or around an aquatic environment; that I may be photographed at any time when performing lifeguard duties; that competency assessment of my performance may be conducted at any time; that my image may be used in training or promotional materials produced by the Starfish Aquatics Institute or Human Kinetics Publishers. I understand that my competency must be assessed annually by an authorized StarGuard Lifeguard Instructor to renew and retain my StarGuard Lifeguard certification.

Signed: Philip Antman Date: signature uploaded: 03/22/2021

To be completed by the Instructor:

This individual has met the course requirements and demonstrated reasonable competency via written test and skill performance assessment and qualifies for completion certificates in:

- SGE StarGuard®
- American Safety & Health Institute Basic First Aid
- American Safety & Health Institute Bloodborne Pathogens
- American Safety & Health Institute Basic Life Support (BLS)
(BLS is Professional Rescuer CPR and AED for adults, children, and infants)
- American Safety & Health Institute Emergency Oxygen (if taught)

This student's completion record will be entered into the national registry and the course training records will be maintained according to the Training Center Administrative Manual (TCAM) standards and guidelines.

The student demonstrated competency in 11' or Less of water. Verification of performance in deeper water is the responsibility of the employer, based on site-specific needs (see site-specific training below).

Lead Instructor Signature: Elizabeth Way Number: 1008.523 Date: e-signed: 03/22/2021
Co-Instructor Signature: Courtney Faller Number: 7528 Date: e-signed: 03/22/2021
Co-Instructor Signature: Sydney Moore Number: 7523 Date: e-signed: 03/22/2021

A Note to the Employer

This record documents the competency and skills performed by the student at the completion of the StarGuard® course.

The Competency Assessment & Performance Record is provided for use by the employer. Official course records are maintained by the independent Training Center that conducted the course.

Completion of a StarGuard® course does not guaranteed future performance nor imply complete training for every circumstance. It is your responsibility as an employer to verify competency, provide site-specific training and supervision, and monitor job performance.

To retain StarGuard® certification, skills must be assessed every year, using a new Competency Assessment & Performance Record for renewal.

Required notice for lifeguards in New York: Meets NY State Department of Health Regulations



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Schirmer Insurance Group, LLC PO Box 1782 Mount Pleasant SC 29465		CONTACT NAME: Marki Williams PHONE (A/C No. Ext): (843) 881-4707 E-MAIL ADDRESS: insureme@sigsc.com FAX (A/C, No): (843) 881-1771	
INSURED Philip Neal LLC dba Salt Marsh Surf Co. 1338 Ronald Lane Charleston SC 29412		INSURER(S) AFFORDING COVERAGE INSURER A: SCOTTSDALE INSURANCE COMPANY INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
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							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Holder is additional insured as required by written contract

CERTIFICATE HOLDER**CANCELLATION**

City of Isle of Palms, SC

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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