



**Special Planning Commission Meeting  
9:00am, Tuesday, June 8, 2021  
1207 Palm Boulevard, Isle of Palms, South Carolina**

**MINUTES**

**1. Call to Order**

Present: Scott Pierce, Ron Denton, Steven Corney, David Cohen, Sandy Stone, Lisa Safford, and Douglas Kerr, Director of Planning

Absent: Marty Brown

**2. New Business**

**Interviews of Companies who made Drainage Master Plan submittals**

Commissioners listened to presentations by and interviewed representatives of Thomas & Hutton, Davis & Floyd, and Stantec regarding their response to the RFP for the Master Drainage Plan.

Rick Karkowski and Hilary Aton of Thomas & Hutton gave a background of the company and reviewed local projects they have recently completed. They spoke of their knowledge of the current state of the island's drainage system, detailed the Phase 4 study area, and their goals and objectives of the Master Drainage Plan.

Katherine DeMoura, Ryne Phillips, and Chris Haynes of Davis & Floyd reviewed their plans for data collection and augmentation, detailed how they will perform a watershed flood-risk assessment, how they intend to prioritize drainage projects, assess system management, and create a GIS-based maintenance plan.

Brian Kaiser, Marshal Lynn, and Josh Lilly from Stantec detailed the members of the project team and their areas of expertise. After reviewing related experience on similar projects, they presented their proposed scope of work for the Master Drainage Plan, including creating an inventory of areas lacking infrastructure, completing a drainage analysis, creating a prioritized list of improvement options with corresponding costs, submitting permitting, pursuing grant funding, and creating a GIS-based maintenance plan.

Commissioners scored each company upon completion of their interview. Following the interview process, scores were tabulated and Commissioners discussed the results.

**MOTION: Mr. Pierce made a motion to request pricing from Davis & Floyd. Mr. Stone seconded the motion. The motion passed unanimously.**

3. **Adjournment**

Mr. Denton made a motion to adjourn, and Mr. Corney seconded the motion. The meeting was adjourned at approximately 11:24am.

Respectfully submitted,

Nicole DeNeane  
City Clerk