



City Council

6:00 p.m., Tuesday, September 28, 2021

Council Chambers

1207 Palm Boulevard, Isle of Palms, South
Carolina

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address, and topic to Nicole DeNeane at nicoled@iop.net no later than **3:00 p.m. the business day before the meeting**. 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** - All comments will have a time limit of three (3) minutes.
3. **Consent Agenda**
 - a. Approval of Previous Meetings' Minutes:
 - i. Regular Meeting – 6:00 p.m., August 24, 2021
 - ii. Special Meeting – 5:30 p.m., September 21, 2021
 - b. Approval of FY22 millage rate at 0.0233 (no property tax increase)
 - c. Approval of an amount not to exceed \$10,000 for the purchase of beach wheelchairs to be available to residents and visitors at no cost on a first-come, first-served basis
 - d. Discussion and consideration of marine unit agreement with Charleston County Sheriff's Office
 - e. Approval of purchase of two patrol SUVs for the Police Department [FY22 Budget, Police Department, Capital Projects, and State ATAX - \$123,000]
 - f. Approval of transition from .40 caliber pistols to 9mm caliber pistols [FY22 Budget, Police Department, General Fund, Non-capital tools & Equipment - \$6,000 after trade-in]
4. **Reports from Standing Committees**
 - a. **Ways and Means Committee**
 - i. Approval of an amount not to exceed \$25,000 to engage an executive recruitment firm to assist in the Fire Chief hiring process
 - ii. Discussion of implementation plan for adjustments per wage and compensation analysis
 - iii. Discussion of alternatives for the allocation of 30% of the ATAX funds

collected that must be used for advertisement and promotion of tourism currently managed by the Charleston Visitors Bureau

b. **Public Safety Committee**

c. **Public Works Committee**

i. Consideration of final approval of drainage easement revision at 2305 Waterway Boulevard

ii. Consideration of appointing Councilmember Smith to be the Council liaison to the Environmental Advisory Committee

d. **Recreation Committee**

e. **Personnel Committee**

f. **Real Property Committee**

5. Reports from City Officers, Boards and Commissions

a. **Board of Zoning Appeals** – minutes attached

b. **Planning Commission** – minutes from August 23, 2021 attached, no meeting in September

c. **Accommodations Tax Advisory Committee** – 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 2021-12 – An ordinance to allow remote special meetings in the event of an emergency

9. Introduction of New Bills, Resolutions and Proclamations

a. Proclamation to reaffirm the City's commitment to work toward full ADA compliance and its goal to exceed the standards and go above and beyond to ensure that people with disabilities feel welcomed in our community.

b. Resolution designating an authorized representative and contact person for purposes of the American Rescue Plan Act of 2021.

c. Resolution authorizing the consumption of beer and wine only and amplified music at the IOP Connector Run and Walk for the Child on October 2, 2021

10. Miscellaneous Business

a. Discussion of establishing the Spirit of the Island Award to recognize a remarkable single achievement or action by a citizen of the island (a companion award to the Signal 30 award)

b. Discussion and confirmation of the City's mission and vision per the Strategic Plan

c. Next meeting: Regular Meeting: 6:00 p. m., Tuesday, October 26, 2021

11. Executive Session

In accordance with S.C. Code Section 30-4-70 (a) (2) to receive legal advice about a settlement proposal received from Tidal Wave Watersports in regards to their eviction

proceedings.

Upon returning to open session, the Council may take action on matters discussed in Executive Session.

12. Adjournment



CITY COUNCIL MEETING
6:00pm, Tuesday, August 24, 2021
1207 Palm Boulevard, Isle of Palms, SC and
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, City Attorney Halverson, various department heads

2. Citizens' Comments

Mr. Jay Lambeth, 3501 Harnett Boulevard, thanked Mayor Carroll and Administrator Fragoso for a previous kindness. He also stated that he watches many of the meeting videos. He spoke to several of the current issues facing City Council and thanked them for their work.

Mr. Dana Love, 9 Sand Dollar Lane, spoke with concern about the vagueness and unenforceability of the noise ordinance in its current form. He relayed previous disappointing interactions with Police Department personnel in reference to complaints he has made about the rental house behind his home. He would like the City Attorney to adjust the ordinance so there is "some identifiable noise level that can be enforced."

Mr. Frank Hines, 624 Carolina Boulevard, thanked the City Council for their work allowing for the surf camps on the beach this year. He spoke highly of the staff of the Salt Marsh Surfing Company and said his granddaughter enjoyed the camp very much.

Ms. Ellen Oblow speaking on behalf of resident beachwalkers, expressed concern about the presence of coyotes on the beach and their increased aggressiveness. She has asked the City for more information about previous coyote sightings and locations.

Mr. Michael Fiem of Tidal Wave Water Sports said he came to defend Council Member Ward. He also said that had the city been "open, honest, and transparent, we wouldn't be here." He encouraged the Council to "not make the same mistake with the Fire Department."

3. Consent Agenda

MOTION: Council Member Streetman made a motion to the Consent Agenda. Council Member Bell seconded the motion.

Administrator Fragoso noted that the Planning Commission recommends Davis & Floyd be awarded the contract for the Master Drainage Plan.

A. Approval of Previous Meetings' Minutes

- i. Public Hearing Ordinance 2021-10 – 5:45pm, July 27, 2021
- ii. Regular Meeting – 6:00pm, July 27, 2021

B. Approval of purchase of replacement Engine 1002 in the amount of \$521,848
[Financed with Municipal Lease, FY22 Budget, Fire Department, Capital Projects - \$525,000, pg. 19, ln. 45]

C. Approval of purchase of Self-Contained Breathing Apparatus (SCBA) in the amount of \$286,594 and other add-on equipment for pumper truck in the amount of \$57,000 [FY22 Budget, Fire Department, SCBA, \$290,000 funded 1/3 Capital Projects, 1/3 Muni ATAX, 1/3 State ATAX (RFB 2021-06); other add-on equipment, \$57,000]

D. Approval of municipal lease for financing of the purchase of the replacement Engine 1002 pumper truck, Self-Contained Breathing Apparatus, and other add-on equipment in the amount of \$875,706 [RPF 2102-02 Fire Truck Lease, BB&T Proposal – 1.60% interest rate, 9-year term]

E. Award of a contract to Davis & Floyd for a comprehensive island-wide drainage master plan in the amount of \$248,000 [FY22 Budget, Public Works, Muni ATAX, \$250,000]

F. Approval of marina dock insurance through Maritime Program Group for the new marina docks with an annual premium of \$125,778 [FY22 Budget, Marina Enterprise Fund, Marina Operations, Insurance, \$150,000]

G. Approval of FY21 positive net result distribution: 10% plus \$50,000 for a legislative consultant to stay in the General Fund and the rest to be transferred to the Capital Projects Fund

VOTE: The motion passed unanimously.

4. Reports from Standing Committees

A. Ways and Means Committee

Council Member Pounds gave a brief overview of the financials as of the end of June, noting that the audit is now in process. Upon receipt of three payments meant for FY21, the City will finish the fiscal year with \$23M in revenues and \$19.3M in expenditures. General Fund revenues will exceed expenses by \$2.3M.

There was little activity to report in July outside of the \$650,000 in revenues and \$800,00 in expenses.

Council Member Pounds noted that Davis & Floyd gave a presentation on their proposal of work for the Drainage Master Plan during the August 17 meeting and all other items of discussion were approved on the Consent Agenda.

B. Public Safety Committee – no meeting in August

C. Public Works Committee

Council Member Ward reviewed the minutes of the August 4, 2021 meeting. He noted that the issue regarding the trash trucks having to be driven to Bees Ferry Landfill has been resolved. He also shared that the Public Works department is understaffed at this time, and he thanked Director Pitts and Assistant Director Asero for filling in where work needs to be done.

D. Recreation Committee – no meeting in August

E. Personnel Committee

Council Member Moye reviewed the minutes of the August 17, 2021 meeting.

MOTION: Council Member Moye made a motion to appoint the following persons to the Environmental Advisory Committee:

Grace Jurgela, 1-year term ending 12/31/2022

Molly Marino, 1-year term ending 12/31/2022

Sandra Brotherton, Doug Hatler, Belvin Olasov, Mary Pringle – 3-year terms ending 12/31/2024

Deb Faires, Jonathan Knoche, Linda Plunkett – 2-year terms ending 12/31/2023

Council Member Smith seconded the motion.

Council Member Smith thanked everyone who worked in putting the committee together. Council Member Streetman spoke to the breadth of experience of all the candidates who submitted applications. Administrator Fragoso noted that applications are still be accepted through August 30, 2021 for openings on several boards and commissions.

VOTE: The motion passed unanimously.

Council Member Moye said further discussion of the Leola Hanbury Award will be discussed in Executive Session.

F. Real Property Committee

Council Member Streetman reviewed the minutes of the August 2, 2021 meeting. Administrator Fragoso shared that she and the Marina Manager met with the dock manufacturer and the contractor to discuss the design of the fuel hut. It will be discussed further at next month's Real Property Committee meeting.

Administrator Fragoso also shared that work on the Marina parking lot will begin September 1 and the survey of the 34A Beach Access path has been completed. The Real Property Committee will be presented with a draft resolution for consideration at their September meeting encouraging OCRM to change its current policy regarding the placement of MobiMats on the beach. She reported that Matt Slagle had a meeting with OCRM leadership recently and she expects an update shortly.

Mayor Carroll expressed kudos to Marker 116, LLC for their work on the Marina restaurant, kudos to City Council for negotiating the lease with Marker 116, and kudos to Administrator Fragoso and legal counsel for putting the lease together.

5. Reports from City Officers, Boards, and Commissions

- A. **Accommodations Tax Advisory Committee** – minutes attached
- B. **Board of Zoning Appeals** – no meeting in July
- C. **Planning Commission** – minutes of August 23, 2021 meeting not yet available

6. Reports from Special or Joint Committees – none

7. Petitions Received, Referred or Disposed of – none

8. Bills already in Possession of Council

A. Ordinance 2021-11 – An ordinance to alter the hiring process for department heads

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

Administrator Fragoso explained, “The ordinance that you have in front of you for consideration for second reading would change the current process that is spelled out in the code by which City Council participates in the selection of department heads. The code currently states that the Personnel Committee acts as the hiring committee, chaired by the Chair of the Personnel Committee, and then makes a recommendation to City Council for appointments. This process would be altered in that the City Administrator would make a recommendation to City Council for appointment. So as a council-form of government, City Council still has the final authority in any approvals of any department head position including the City Administrator. The only difference would be that the Administrator would take on the assessment of the candidates and then bring forward some recommendations for the policy-setting body to consider.”

Council Member Popson said he would like to see the City Administrator’s selection to go through the corresponding committee before going to full Council. Administrator Fragoso said that the City Administrator would discuss preferred attributes in potential candidates at the committee level.

VOTE: A vote was taken as follows:

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

The motion passed 8-1.

9. Introduction of New Bills, Resolutions, and Proclamations

A. Ordinance 2021-12 – An ordinance to allow remote special meetings in the event of an emergency

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

B. Resolution 2021-04 – A resolution to encourage the use of face masks in indoor public spaces, retail, and food establishments

MOTION: Council Member Ward made a motion to approve, and Council Member Smith seconded the motion.

Council Member Streetman offered a friendly amendment to the resolution by having the word “unvaccinated” removed so that the resolution applies to everyone, whether or not they are vaccinated.

Mayor Carroll noted that other beach communities have done away with outdoor dining allowances, and he thanked City Council for permitting it on the Isle of Palms.

VOTE: The vote on the amended motion passed unanimously.

10. Miscellaneous Business

The next meeting of the City Council will be Tuesday, September 28, 2021 at 6pm.

11. Executive Session

MOTION: Council Member Streetman made a motion to move to Executive Session

a. In accordance with SC Code §30-4-70(a)(2) to receive legal advice and legal update regarding the eviction proceedings against Tidal Wave Watersports

b. In accordance with SC Code §30-4-70(a)(1) to discuss personnel matters and applications for nominations for the Leola Hanbury Award

c. In accordance with SC Code §30-4-70(a)(1) to discuss personnel matters related to the Fire Chief hiring process.

Council Member Bell seconded the motion. The motion passed unanimously.

City Council entered into Executive Session at 7:15pm.

City Council returned from Executive Session at 8:09pm. Mayor Carroll reported that no decisions were made.

MOTION: Council Member Moye made a motion to award the Leola Hanbury Award to the persons discussed in Executive Session. They will not be named publicly until the September 24 employee event in order to keep it a surprise. Council Member Bell seconded the motion. The motion passed unanimously.

12. Adjournment

Council Member Pounds made a motion to adjourn, and Council Member Ward seconded the motion. The meeting was adjourned at 8:12pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



SPECIAL CITY COUNCIL MEETING
5:30pm, Tuesday, September 21, 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, Popson, Streetman, Smith (via phone), Ward and Pounds, Mayor Carroll

Staff Present: Administrator Fragoso, various department heads

2. Purpose – Consideration of recommendation of Chief Ken Briscoe for appointment as Interim Fire Chief

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

Administrator Fragoso said that Chief Briscoe brings with him a wealth of experience and shared his many key attributes and accomplishments. She said the agreement is for Chief Briscoe to be in place for 90 days with a renewal of 60 additional days while a nationwide search for a permanent Fire Chief is conducted. Chief Briscoe is not eligible to apply for the position of Fire Chief. He is able to relocate and begin at the end of this week.

Mayor Carroll thanked Chief Cornett for stepping in as Interim Public Safety Director.

VOTE: The motion passed unanimously.

3. Adjournment

Council Member Moyer made a motion to adjourn and Council Member Pounds seconded the motion. The meeting was adjourned at 5:39pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

City of Isle of Palms
Financial Summary as of August 31, 2021
(Dollars in Thousands)

	REVENUES			
	YTD Actual	Annual Budget	Remaining to Collect	YTD Actual as a % of Budget
General	\$ 1,095	\$ 11,799	\$ 10,704	9%
Capital Projects	1	1,291	1,290	0%
Muni Accom Tax	-	1,526	1,526	0%
Hospitality Tax	135	836	701	16%
State Accom Tax	-	2,146	2,146	0%
Beach Prserv Fee	1	1,275	1,274	0%
Marina	69	360	291	19%
Disaster Recovery	1	10	9	10%
All Other	171	171	(0)	100%
Total All Funds	\$ 1,473	\$ 19,414	\$ 17,941	8%

	EXPENDITURES			
	YTD Actual	Annual Budget	Remaining to Spend	YTD Actual as a % of Budget
	\$ 1,755	\$ 12,466	\$ 10,711	14%
	48	4,456	4,408	1%
	79	1,265	1,186	6%
	86	562	476	15%
	40	1,506	1,466	3%
	3	385	382	1%
	61	689	628	9%
	-	10	10	0%
	11	167	155	7%
	\$ 2,083	\$ 21,506	\$ 19,422	10%

General Fund Revenues					
	FY22 YTD Actual	FY22 Budget	% of FY22 Budget	FY21 YTD Actual	% of Prior YTD
Prop Tax	\$ 26	\$ 4,806	1%	\$ 48	54%
LO Sales Tax	-	895	0%	-	
Business Lic	110	1,421	8%	100	110%
Rental Lic	226	940	24%	516	44%
Other Lic	-	1,496	0%	1	0%
Build Pmts	108	450	24%	55	196%
From State	-	253	0%	-	
Parking	449	1,019	44%	365	123%
All Other	176	519	34%	147	120%
Total	\$ 1,095	\$ 11,799	9%	\$ 1,232	89%

General Fund Expenditures (YTD target = 17%)					
	FY22 YTD Actual	FY22 Budget	% of FY22 Budget	FY21 YTD Actual	% of Prior YTD
Mayor/Council	\$ 18	\$ 134	13%	\$ 16	113%
General Govt	145	2,145	7%	136	107%
Police	438	3,022	14%	421	104%
Fire	599	3,745	16%	582	103%
Public Works	249	1,502	17%	226	110%
Build & Lic	66	456	14%	63	105%
Recreation	178	1,090	16%	162	110%
Judicial	40	270	15%	36	111%
BSOs	22	102	22%	25	88%
Total	\$ 1,755	\$ 12,466	14%	\$ 1,667	105%

August Notes:

- General Fund Revenues and Expenditures are consistent with prior years, with the exception of Rental License revenue. The SC State Business License Tax Standardization Act (Act 176) mandates a State-wide business license year of May 1 to April 30. For the City, this necessitates a 1-time shortened reporting period for 2021 rental license renewals - 6 months vs 12 months - so the YTD rental license revenue is approximately half what it was in FY21. This will catch up later this fiscal year when rental licenses are renewed for a full 12 months at the same time as regular business licenses (early calendar year 2022).
- The City received \$508,000 in County Atax pass through funds related to FY21. These funds were recorded as FY21 revenues.
- In September, the City closed on a municipal lease (loan) for the new Fire engine and equipment, including \$287,000 in SCBA (self contained breathing apparatus) equipment. The total financed was \$875,706 for 10 years at a rate of 1.6%.
- The City received assessment information from Charleston County for the purposes of setting millage for 2021 property tax bills. Total assessed value increased by approximately 2% over the prior year. Based on these assessments, the current millage rates (.0191 Operating and .0042 Debt Service) are sufficient to generate FY22 budgeted property tax revenue.
- The City has \$26.6 million in cash deposits. Approximately \$5 million of this total represents unspent bond proceeds and \$8.8 million is restricted for tourism related expenditures or beach preservation.

FY22 CAPITAL PROJECTS REPORT

SEPTEMBER 2021



IOP MARINA RESTAURANT RENOVATION

Building Update

- Exterior bar slab and bar framing are complete
- Nearing completion of wall and overhead rough-in for electric and plumbing. Approximately one week out for inspections
- Overhead Sprinkler work and HVAC work set to begin
- Replaced entire mechanical deck subfloor and installed new parapets and TPO roof
- Structurally repaired mansard roofs
- Framed new tower element at entry
- Entry stair framing set to begin
- Replaced about 70% of handicap entry deck
- Siding will begin in the next couple of weeks
- No longer plans for an elevator, due to expense and structural challenges

Restaurant Dock Improvements

- City procured two proposals. Lowest proposal was from Salmons Dredging. City to approve and authorize work.

Parking Lot Improvements

- Work completed





IOP MARINA DOCK REHABILITATION

Dock Area C – (Restaurant and Face Docks)

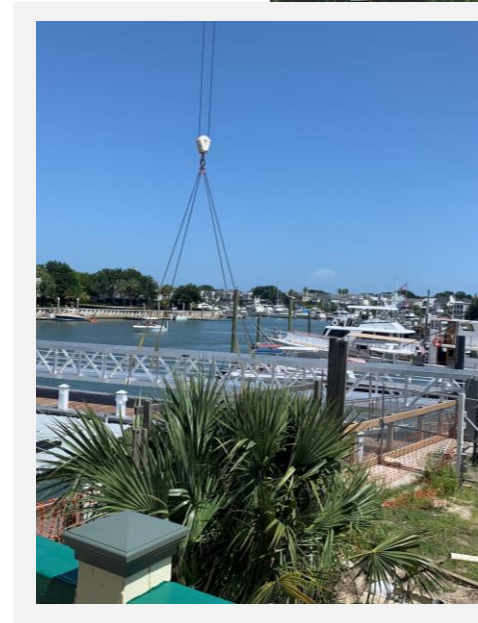
- Final pressure testing successfully accomplished on Saturday, 9/18
- First round of bacterial testing on 9/20 and second round on 9/21
- Water is turned on but must not be used until testing laboratory is complete and results made public.

Dock Area B – (Charter Docks)

- Marina Operations began the relocation of vessels from Charter docks to the new Dock Area C.
- Salmons will mobilize the floating crane and barge on Thursday, 9/23 to begin demolition of Charter Docks

Dock Area A (Fuel dock)

Structurmarine continues to seek out alternate suppliers for specific aluminum extrusions required to fabricate the fuel hut platform that are currently not available in Canada due to ongoing supply chain issues directly related to COVID-19. The fabrication of various floats for the Fuel Dock and Fuel Hut Platform are currently in the works, but cannot be completed and delivered until the subject aluminum extrusions are available.

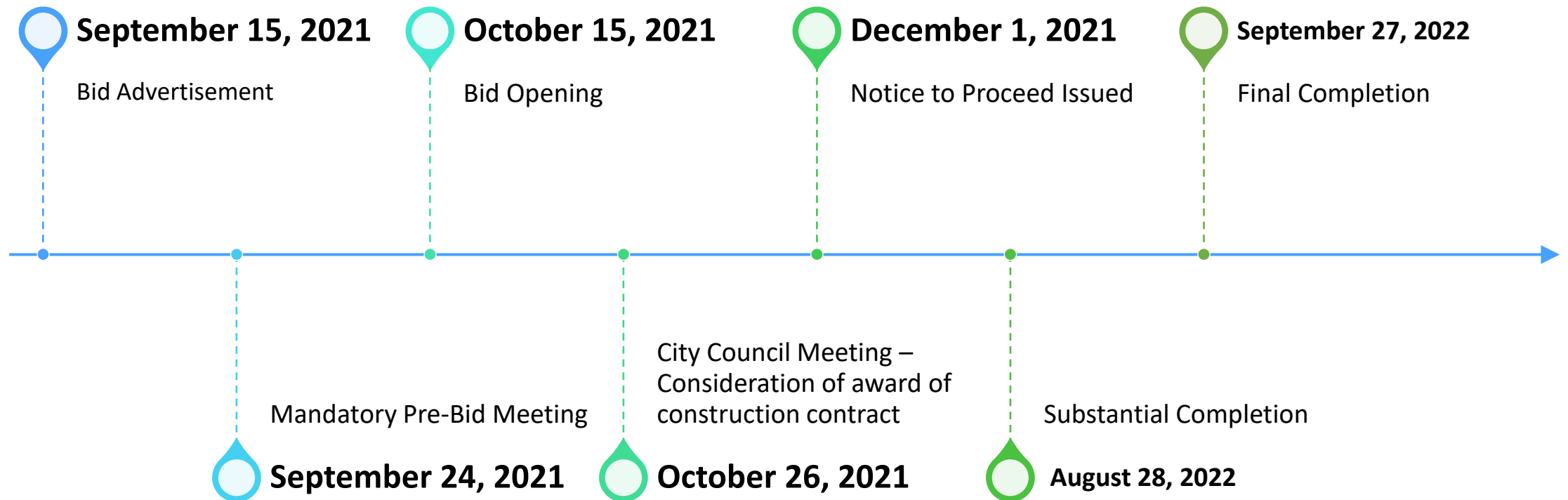


PHASE 3 DRAINAGE 30TH, 36TH & 41ST AVENUE OUTFALLS

- Bid package for the construction of the 30th and 36th Avenue (Forest Trail) Outfalls complete and advertised.
 - Mandatory pre-bid meeting – September 24, 2021
 - Bid Opening – October 15, 2021
 - Recommendation to Ways and Means – October 19, 2021
 - City Council approval – October 26, 2021
- The schedule laid out is contingent on receiving the remaining permits in time. City is still waiting on the two US Army Corp permits (in process). Once the US Army Corp permits are issued, City will receive the County MS4 and the SCDHEC Land Disturbance permits. SCDOT encroachment permits have been received.



Phase 3 Drainage Outfall (Forest Trail & 30th Avenue) Bidding & Construction Timeline



PHASE 3 DRAINAGE INTERNAL PROJECTS

All portions of these projects are completed. Milling and paving in progress. Final inspection and walkthrough scheduled when paving is complete.

- Sparrow Drive
- Forest Trail
- Cross Lane
- 32nd Avenue
- 41st Avenue
 - 2 out of 3 projects – Complete
 - 41st Avenue & Forest Trail – Detour plan approved by the City. Contractor to provide start date shortly.

34th Avenue & Hartnett Boulevard Project

- Complete



OVERHEAD TO UNDERGROUND ELECTRIC CONVERSION

City has received the Dominion Energy agreement and design/engineering estimates for the proposed projects:

- 21st Avenue at the intersection with Palm Boulevard (\$10,000)
- End of 41st Avenue from Waterway Boulevard to the IOP Marina (\$15,000)
 - Engineering scope includes assessment of relocation of transformer by the boat ramp and new lighting layout for the site

Design & engineering completion estimated 3-4 months from agreement execution.

The total cost of the projects and construction timelines will be determined when the design & engineering work is complete.





**Ways & Means Committee Meeting
6:00pm, Tuesday, September 21, 2021
1207 Palm Boulevard, Isle of Palms, SC 29451
and broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

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

Absent: Council Member Smith

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

2. Approval of previous meeting's minutes

Council Member Streetman made a motion to approve the minutes of the August 17, 2021 meeting, and Council Member Bell seconded the motion. The motion passed unanimously.

3. Citizen's Comments -- none

4. Financial Statements – Treasurer Suggs

Treasurer Suggs reported that revenues are where they are expected for this time in the fiscal year. She reminded Committee members of the change in the timing of the receipt of rental license revenue due to the State's new Standardization Act.

She reported that the County ATAX pass-through of \$508,000 has been received and accrued into FY21. The City closed on the lease for the new fire truck and associated equipment as passed by City Council last month. The 10-year lease for \$875,000 has a rate of 1.65. The truck should be delivered in October or November.

The City has received the property value assessment from Charleston County and it shows an increased value of 2%. She shared some details of the schedule, noting that for the first time the amount of 6% assessments decreased, potentially indicating an increase in full-time residents. However, the number of properties assessed at 6% is still twice that of those assessed at 4%. She said the assessment calculation projects an \$84,000 shortage for FY22, but actual property tax collection has always exceeded the projections. Treasurer Suggs is still waiting to confirm the LOST credit so that the maximum credit can be given to taxpayers.

Treasurer Suggs stated that accommodations revenues continue to be strong. Hospitality tax has had two strong months in FY22. The Beach Preservation Fee and LOST also continue to perform strongly.

There were small payouts to Thomas & Hutton and Gulfstream for the Phase III Drainage project. Only one check was written to ATM in August for work at the Marina.

5. Capital Projects Report

A. Marina Restaurant Renovation

Administrator Fragoso gave an overview of the work that has been completed at the Marina restaurant. A slide detailing all of the work done there can be seen in the YouTube recording of this meeting linked on the City's website. She reported that wall and overhead rough-ins for electrical and plumbing is nearly complete. They are one week out for inspections. Work on the overhead sprinkler system and HVAC is set to begin shortly. There have been significant structural changes and upgrades also made recently.

She reported that during a recent visit to the site, she and Director Kerr noted that stairs had been placed where an elevator was supposed to be. The plans approved by City Council indicate an elevator. She said the building is ADA-compliant with the ramps to the first floor. The lack of an elevator makes the top floor not ADA-accessible.

Director Kerr said, "There are three considerations with the ADA-compliance factor. First, because they are less than three stories, they are exempted from the need for an elevator. Secondly, it is an existing condition, so they are given some latitude there, and then thirdly, as Desiree has correctly said, because they have access to the first floor and because there will be the same menu in all parts of the building, that's the guidance we have been given, that would make them compliant with the ADA stipulations."

Council members Streetman and Moyer expressed disappointment with the change as the Real Property Committee has spoken numerous times about creating more ADA-accessibility on the island. Administrator Fragoso said she is coordinating a face-to-face meeting with the tenants to see what can be done about the elevator.

B. Marina Docks Rehabilitation

Administrator Fragoso gave an overview of the work being done on the Marina Docks Rehabilitation Project. A slide detailing all of the work done there can be seen in the YouTube recording of this meeting linked on the City's website. Administrator Fragoso said she has received two proposals for the aesthetic improvements the City needs to make at the Marina. The lowest bid came from Salmon's, and she will approve that so the work can begin. Parking lot improvements have been completed.

She reported that final pressure testing was completed over the weekend. The first round of materials testing was Monday and the second round was to have been today. Water and electrical have been turned on, but the water is not to be used until testing comes back. The docks have been turned over to the Marina Manager for use, and "they have been instructed by the contractor to start mobilizing vessels on the charter docks to the new restaurant and face docks."

Salmon's will begin the demo of the finger docks shortly.

Administrator Fragoso said, “In terms of the fuel dock, Structural Marine, which is the dock manufacturer, they continue to seek alternate supplies for specific aluminum extrusions that are required to build the fuel hub platform that is not currently available in Canada due to ongoing supply chain issues.” The fuel hut will not be completed until those materials are identified and available.

C. Phase III Drainage

Administrator Fragoso gave an overview of the work being done on the Phase III Drainage Project. A slide detailing all of the work done on this project can be seen in the YouTube recording of this meeting linked on the City’s website. She reported that the bid package for the construction of the 30th and 36th avenues outfalls are complete and have been advertised. The mandatory pre-bid meeting is scheduled for September 24 and the bid opening is scheduled for mid-October. “We should be able to meet our proposed approval schedule for Council to approve the construction contract by the end of October. The schedule is contingent on receiving the remaining permits in time. We are still waiting on two US Army Corps of Engineers’ permits.” She shared an updated bidding and construction timeline with the Committee.

D. Phase III Drainage Small Internal Projects

Administrator Fragoso gave an overview of the work being done on the Phase III Drainage Small Internal Projects. A slide detailing all of the work done on this project can be seen in the YouTube recording of this meeting linked on the City’s website. The detour plan for the work needing to be completed at 41st Avenue has been approved. Administrator Fragoso said she is coordinating with the contractor on a start date and “our charge to them was to try to minimize the weekends.”

E. Overhead to Underground Conversion

Administrator Fragoso said there are no updates on this project.

6. Old Business

A. Discussion of alternatives for the allocation of 30% of the ATAX funds collected that must be used for advertisement and promotion of tourism currently managed by the Charleston Visitor’s Bureau – presentation by Ray Burns, Chair of the ATAX Committee

Mr. Ray Burns, Chair of the ATAX Committee, gave a detailed presentation to Committee members about the research and work the ATAX Committee has completed to date regarding researching alternative uses for the 30% of ATAX funds needing to be used for advertisement and promotion of the Isle of Palms. He spoke in detail about the formation and work of the Tourism and Visitors Promotion Committee created on Folly Beach in 2005. He also shared the numerous conversations the ATAX Committee has had with the Charleston Visitors Bureau regarding the work they do for the City. At their September meeting, Mr. Burns expressed several concerns to the President of the CVB, Helen Hill. She will address those concerns at their October 27 meeting.

Mr. Burns said, “I encourage City Council to consider the option of Isle of Palms creating its own non-profit direct marketing organization for the purpose of tourism promotion. The vision is to have the DMO contract with an outside agency to create an Isle of Palms tourism promotion website to work for all Isle of Palms residents, businesses, and tourists. Once the website is created, a targeted internet marketing strategy would be developed by the DMO committee. The Committee would submit a budget to City Council with specific targets and activities for approval during the new fiscal year budgeting time. There would be specific metrics put in place to measure the success of the marketing targeted advertising. We do not need to market Isle of Palms for the summer months. We are full. The concept would be to target markets for the off-season business in any other target market that the Committee would feel is worth pursuing such as weddings, reunions, and specific activities, such as fishing or just walking on the beach. The vision includes the continued funding of the CVB, just not all our money. CVB successfully markets off-season rental business for the island in group sales for Wild Dunes Resort. The funding of the CVB would be intended to target this effort. The CVB funding would be contingent upon them providing a detailed budget for approval and an end-of-year review of expenditures.”

Mr. Burns pointed out that the ATAX Committee is divided in its belief that the CVB should be the only DMO for the Isle of Palms. Ways & Means Committee members expressed support for Mr. Burns’ idea. Council Member Pounds encouraged Council members to reach out to State legislators to have them revisit the amount of monies required to be put aside for tourism promotion. Committee members also agreed that there needs to be an off-season focus as well as accountability from the CVB.

B. Update and discussion American Rescue Plan funding allocation

Council Member Pounds reported that the State has not yet released the monies due to the City from the American Rescue Plan. However, Administrator Fragoso has done all that can be done to make sure the City receives its allocation.

Additionally, the City has asked for \$4M for drainage projects from the AccelerateSC program. Administrator Fragoso said that any communication from Council members to legislators regarding these monies would be helpful. Council Member Pounds noted this would be an effort perfect for an Isle of Palms lobbyist.

7. New Business

A. Approval of FY22 millage rate at 0.0233 (no property tax increase)

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

B. Consideration and approval of an amount not to exceed \$25,000 to engage an executive recruitment firm to assist in the Fire Chief Hiring Process

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

Council Member Pounds stated this would be an unbudgeted expense taken from Professional Services. Administrator Fragoso said she has informally requested information from recruitment firms to begin the vetting process. Council Member Popson asked if such an expense was needed to which Administrator Fragoso replied, "I believe that this is the most, if not one of the most important positions in this community, for this City. I would support a process that from the beginning starts in an objective way and ensures that we find somebody with the key attributes that we have identified as wanting our Fire Chief to have. If ultimately this is going to be based on Council's recommendation and amendments to the Code that allows or provides the City Administrator to present a recommendation to Council for a candidate, I want to make sure that we follow a structured and objective process to do so."

MOTION: Mayor Carroll made a motion to defer this item for 30 days so the Interim Chief can look closely at the Fire Department. There was no second.

Administrator Fragoso reminded Committee members that the agreement with Chief Briscoe is for 90 days with a 60-day renewal option if needed. She said the firms she has been vetting have experience in hiring top-level municipal positions.

VOTE: A vote was taken as follows:

Ayes: Streetman, Moye, Buckhannon, Bell, Pounds

Nays: Popson, Ward, Carroll.

The motion passed 5-3.

C. Approval of an amount not to exceed \$10,000 for the purchase of two (2) beach wheelchairs to be available to residents and visitors at no cost on a first-come, first served basis

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

Administrator Fragoso said staff is in the process of developing a beach wheelchair reserve program similar to the medical equipment closet program. She thanked Dr. Jim Smiley for providing information on wheelchairs that fold up. She believes that the City will be able to purchase 3 wheelchairs for under \$10,000. Council Member Moye suggested that local businesses could advertise on the wheelchairs and to affix GPS tracking devices to each chair.

VOTE: The motion passed unanimously.

D. Discussion of wage and compensation study implementation

Administrator Fragoso explained the schedule and options of implementing the current range penetration salary option versus the current range penetration capped at midpoint of salary option with Committee members. A step/tenure option would be put in place within the Fire and Police departments. Implementation of the options would look different for Fire and Police than it would for the rest of the City government. She said they are still looking for an analysis of benefits from Evergreen.

Council Member Bell said the Personnel Committee felt it was important to get salaries in a competitive range and “to leave the City in a position to have an ongoing methodology” of salary increase not dependent on the will of City Council. Council Member Moye pointed out the costs of turnover, adding these changes are important to the future of the City. He would like to see the long-term financial implications of the salary changes.

Council Member Pounds noted there is \$300,000 in FY22 for the implementation of these changes. Administrator Fragoso said she hopes to have a final recommendation for City Council’s approval at the October meeting.

E. Discussion and consideration of marine unit agreement with Charleston County Sheriff’s Office

Chief Cornett shared details of the marine unit agreement with the Committee. He said that the boat is here for the City’s use but will benefit both IOP and the Sheriff’s Office in their abilities to respond quickly to emergencies. CCSO paid for 6 Isle of Palms police officers to be trained and certified to use the boat. The boat can also be used to patrol the No Wake Zone during the season. Administrator Fragoso commended Chief Cornett in his efforts to make the community safer.

Chief Cornett said the City would be responsible for maintenance after the first year. He will outfit the boat with other needed supplies through the military surplus program.

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

Council Member Ward suggested placing funding for a boat lift in the Capital Projects budget. Council Member Bell noted that the lease with Marina Joint Ventures requires them to provide dock space for a police-related boat.

F. Approval of purchase of two patrol SUVs for the Police Department [FY22 Budget, Police Department, Capital Projects and State ATAX - \$123,000]

Chief Cornett said this request is for two vehicles at \$30,000 each. A third truck, an F-150, will be purchased at a later date.

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

G. Approval of transition from .40 caliber pistols to 9mm caliber pistols [FY22 Budget, Police Department, General Fund, Non-capital tools & equipment - \$6,000 after trade-in]

Chief Cornett said this change is to bring the IOP Police Department in line with Federal, State, and local agencies who have or are making the same change to 9mm caliber pistols.

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

8. Miscellaneous Business

The next meeting of the Ways & Means Committee will be Tuesday, October 19, 2021 at 6pm.

9. Adjournment

Council Member Buckhannon made a motion to adjourn and Council Member Bell seconded the motion. The meeting was adjourned at 7:57pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Public Safety Committee
3:00pm, Wednesday, September 1, 2021
1207 Palm Boulevard, Isle of Palms, SC
and 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, Chief Cornett, Deputy Chief Hathaway

2. Approval of previous meeting's minutes

MOTION: Council Member Pounds made a motion to approve the minutes of the July 1, 2021 meeting, and Council Member Ward seconded the motion. The minutes passed unanimously.

3. Citizens' Comments -- none

4. Highlights of Departmental Reports

A. Fire Department – Deputy Chief Hathaway

Deputy Chief Hathaway stated that there was an expected rise in calls in July and August from this time last year due to less Covid restrictions. In July, there were 156 calls for service of which were 2 fire calls, 73 EMS calls, 20 rescues, 3 HAZMAT calls, 3 service calls, and 55 designated as other. He reviewed the notable events for July and August including locating a missing child, motor vehicle accidents on Palm Boulevard, Waterway & 32nd Avenue, and the IOP Connector, assisting a watercraft in distress, a structure fire, and numerous public events such as the July 4th Golf Cart Parade, show & tell at the Recreation Center Summer Camp, and an award presentation to Firefighter Puckhauber at the Chamber of Commerce Luncheon on August 19th recognizing his life-saving efforts in response to the July 4th accident regarding a passenger in a golf cart on Palm Boulevard.

In August, there were 114 calls for service, which was up 12% from 2020. Members of the Fire Department conducted a hurricane and fire safety event at Wild Dunes.

Deputy Chief Hathaway pointed out two letters of commendation in the meeting packet.

In response to a question from Council Member Bell, Deputy Chief Hathaway stated that they have not noticed any remarkable impact on their response times due to the change in configuration on the IOP Connector.

B. Police Department – Chief Cornett

Chief Cornett reviewed the stats for incidents in July which included 1363 calls for service, 1486 parking tickets, and 22 coyote sightings. He reported that he and Administrator Fragoso are working on a collaborative plan between the City and the residents on coyote trappings. He said that some increase in the sightings could be due to an increase in the number of people noticing them. He expressed confidence in the plan they have developed and hopes the coyotes have been caught and cleared by the next meeting.

There are currently 6 open certified positions in the Police Department with 2 in the pre-academy. Most notable were the 8 DUI arrests in July and more in August. The Animal Control officer had 63 calls for service.

From July 19-24, the Police Department participated in Operation Southern Shield, which is an operation targeting traffic violators throughout the southeast. They are also participating in the Sober or Slammer campaign which began in August and runs through September.

The Police Department also participated in the hurricane preparedness meetings in Wild Dunes, and four officers including Chief Cornett ran in the IOP Beach Run.

In August, there were 1,013 calls for service with 55 arrests, 248 parking tickets written, and 12 coyote sightings. There were 10 DUIs, 3 weapons violations, 7 marijuana charges and 3 charges for controlled substances.

Of note in August were the 75 service calls for the Animal Control Officer, adding that numerous calls were in relation to oddly behaving raccoons. They are working with DHEC to see if testing can be done on the animals to see if there is a need for further concern.

5. Old Business

A. Discussion of dog leash rules and enforcement

Administrator Fragoso pointed out to Committee members that the \$500 fine amount for dog-related offenses passed by City Council recently brings the total ticket amount to \$1,087.50 with court assessments. Chief Cornett stated that surrounding communities have similar fines, but what the City does not have is an ordinance directed at vicious animals, which is the problem they are trying to address. Committee members instructed staff to bring a draft ordinance addressing vicious animals to the October committee meeting.

B. Discussion of speeding issues on the avenues and consideration of reducing the speed limit on the interior streets

Administrator Fragoso shared that Council Member Buckhannon asked Secretary Hall what the City could do to consider the lowering of speed limits on the island. She said, “The response received from SCDOT was this: the streets that were being used as an example were locally owned, so the standards for locally owned roads are different from the State standards. They did say they were going to look and see were there any differences and whether there was anything

in the State statute or State standards that could accommodate moving in that direction to lower the speed limit in the interior streets.”

In addition, Administrator Fragoso provided statistical data on the speeds on 41st Avenue following the installation of the temporary stop sign on August 12. She said, “The stats for the Wildwood side for the month of August show that vehicles traveling less than 25mph was 83% on the Wildwood side, and on the Marginal side, 90% of vehicles were 25mph. If you look at the numbers of less than 30mph, so 5 miles more than the speed limit, 98% and 96%, so significantly higher. Pretty consistent in the past, but higher numbers at least of those in August of those that are not speeding.”

Council Member Bell shared that parents in the area expressed gratitude for the sign’s presence since it forces a stop at a place where their children cross the road to go to the Marina.

C. Update and discussion of study of the modifications to the IOP Connector

Administrator Fragoso said that a reputable engineering firm in Maryland has been identified by SCDOT as a potential candidate to conduct a traffic study of the IOP Connector. She has spoken to local traffic engineers who spoke highly of them. She hopes this will create some collaborative solutions with SCDOT.

She also shared that she is working with an engineering firm out of Columbia to “be the eyes and ears of the whole process.” She indicated that a scope of work is being created now, and that while City Council did budget \$15,000 to hire a traffic engineer to address the IOP Connector, she may need to come before Council with some adjustments to that number.

D. Discussion of enforcement of golf cart regulations

Chief Cornett said that internal adjustments have been made that will allow them to more easily track golf cart violations. Administrator Fragoso said that golf-cart-related events through the Recreation Center have allowed the City to convey the rules and regulations around golf carts to those participants.

Committee members would like more information about how the City can enhance the golf cart regulations to better protect young children in and around golf carts.

6. New Business

MOTION: Council Member Ward made a motion to allow the agenda to be amended to include a discussion and consideration of allowing beer and wine at the conclusion of the IOP Connector Run. Council Member Bell seconded the motion. The motion passed unanimously.

A. Discussion of and consideration of allowing beer and wine to be served at the conclusion of the IOP Connector Run on October 2, 2021.

Administrator Fragoso said this needed consideration prior to the City Council meeting so that the proper permit could be issued from the Department of Revenue. The resolution to be passed by City Council is not yet ready, but she is requesting a recommendation of approval from the

Public Safety Committee for a resolution to be presented to City Council at the September 28 meeting.

MOTION: Council Member Ward made a motion recommend to City Council to allow for the consumption of beer and wine at the municipal parking lot following the IOP Connector Run on Saturday, October 2, 2021. Council Member Bell seconded the motion. The motion passed unanimously.

B. Discussion and consideration of marine unit agreement with Charleston County Sheriff's Office

Administrator Fragoso reminded Committee members of the potential agreement previously discussed between the Charleston County Sheriff's Office and the City of Isle of Palms about housing and allowing the use of a marine unit from the City's Marina.

Chief Cornett further explained the details of the two agreements in the meeting packet. "One would be the agreement allowing us to use the vessel that Charleston County has allowed us to use, and the second one will be the agreement for the Metro Marine Unit participation, and they both have to happen for either one to happen. And with it, we have four officers now that are certified through Boat Crew Member that were trained through NASBLA, the National Association of Boating Law Enforcement, and that was all paid for by Charleston County Sheriff's Department. The boat was paid for by Charleston County Sheriff's Department. They will maintain insurance on the boat because it is a grant boat for them. They will still have access to it. That is why it is housed where it is so that they can pull up and get it if they need it. And only people that are certified through our department would be able to use that. We would be able to use it for rescue missions in and around the area, for the No Wake Zone on the intercoastal that have been out there. We rely on DNR to do those things, but they are limited on personnel, and so they cannot be everywhere. It also gives the benefit for the Sheriff's Department as it gives a vessel in the water in this area right now. When a call comes on Dewees Island or Goat Island or in this general area, they are deploying an asset from either Charleston City, from maybe Mt. Pleasant may come if they are in the water. North Charleston may be able to come if they are in the water. We are just closer right now, and it is a safety benefit for all parties involved."

He added that policy statements have been written by both departments and are being compared so they mimic each other. The agreement will spell out the responsibility of expenses for each department. The City of Isle of Palms will be responsible for fuel and maintenance costs, noting that maintenance for this year has already been completed.

MOTION: Council Member Pounds made a motion to approve the Marine Unit Agreement with Charleston County Sheriff's Office. Council Member Ward seconded the motion. The motion passed unanimously.

C. Consideration of purchase of two patrol SUVs for the Police Department [FY22 Budget, Police Department, Capital Projects and State ATAX - \$123,000]

Administrator Fragoso said this is a budgeted expense for two of three vehicles to be replaced. She said the third one will be replaced at a later time with a pickup truck. The City will be using State contract pricing for the purchase. The cost of the two vehicles with upfitting will be approximately \$61,000.

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

D. Consideration of transition from .40 caliber pistols to 9mm caliber pistols [FY22 Budget, Police Department, General Fund, Non-capital tools & equipment - \$6,000 after trade-in]

Chief Cornett said this change is being made following an FBI study showing that 9mm caliber pistols are more accurate. Neighboring agencies are also making or have made this change. He clarified, "After the trade-in, it will be a little less than \$6,000. For us to get those, it is initially going to be \$14,000 and some change but then we will train the .40 calibers that we currently ae and they will reimburse us for that. We will actually get one invoice after everything is traded in, which will be under \$6,000."

Administrator Fragoso clarified the three quotes in the meeting packet: "Originally the idea was that they would reuse the holsters that they have. I do not think that we have confirmed that yet, so if they do not need the holsters, then they are going to use [what they have]...and then you have two quotes for the holsters, one with a light and one without...They will tell me who needs a light and who does not, but that is not part of what you would be approving. That is something I would approve if necessary. It would be under the threshold that I am able to approve if it is necessary. We are jut doing this first bid for \$16,200."

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

E. Update on hiring process for Fire Chief

Administrator Fragoso said, "We have evaluated and interviewed a couple candidates that are willing and able to serve in the Interim Fire Chief position. We are hoping that we can get that in place in the next several weeks. In the meantime, Chief Cornett will continue to be the Director of Public Safety, overseeing the Fire Department administratively, providing administrative oversight. I have also received three proposals so far from executive recruitment firms. I'm waiting for one that I am expecting in the next day or two to help us recruit the best qualified candidate for the position of Fire Chief to lead our Fire Department. I will continue to update you on all those developments and bring forward a candidate for the interim position. We are thinking about a 3 to 4-month process depending on how long the process to recruit a permanent chief will be. The Interim Chief position will not be a candidate for the permanent role. I have been interviewing folks that have been recently retired, folks that have an impressive background, that have come in and have experience in transitional situations just like the one that we are in."

7. Miscellaneous Business

The next meeting of the Public Safety Committee will be on Thursday, October 7, 2021 at 3:00pm.

8. Adjournment

Council Member Pounds made a motion to adjourn, and Council Member Ward seconded the motion. The motion passed unanimously. The meeting was adjourned at 3:57pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



PUBLIC WORKS COMMITTEE
4:30pm, Wednesday September 1, 2021
1207 Palm Boulevard, Isle of Palms, SC
and broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Council members Streetman, Smith, and Ward

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

2. Approval of previous meeting's minutes – August 4, 2021

Council Member Streetman made a motion to approve the minutes of the August 4, 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

Asst. Director Asero said the garbage report and vehicle maintenance reports were not ready due to the timing of the meeting and will be sent at a later time.

Reporting on drainage work done in August, Asst. Director Asero said that the project at 34th & Hartnett is complete and working well. Gulfstream is cleaning up around the smaller internal project areas. Staff also met with Gulfstream for final walk-throughs on the completed projects. The drainage relocation project at 23rd and Waterway is also complete. Work continues on the drainage maintenance inventory. SCDOT is lowering the drop inlet at 41st Avenue and also working on drainage concerns on Sparrow Lane.

Work at the Front Beach included the installation of street signs and the creation of five additional parking spaces in Municipal Lot B after relocating the recycling bins.

Two palms have been replaced as part of the Plant-A-Palm program. Pruning of half of the City's Plant-A-Palm palms on Palm Boulevard has been completed.

Lastly, he reported that he attended a meeting about the plan for the ADA improvements at 34A Beach Access.

Council Member Streetman thanked Public Works for their hard work and response at the sinkhole at 41st Avenue. He also commended them for their work in collecting the yard debris. Asst. Director Asero said they should complete that pickup after Labor Day.

5. **Old Business**

A. **Update on Phase III Drainage Project, small internal projects, and Waterway Boulevard path elevation**

Director Kerr reported that Thomas & Hutton plan to release the bid package for the first part of Phase III Drainage Project on September 7. He hopes all the permits will be in place by then. He believes the Public Works Committee will be able to review the bids and make a recommendation to City Council at the October meeting.

Director Kerr also mentioned the final walk-thru for four out of the five smaller internal projects. The fifth project at 41st Avenue should start in mid-September and be finished by the end of the month. He said that Gulfstream has hired a third party to handle the detour. They are waiting to hear from SCDOT about where the traffic will be rerouted.

There are no updates on the Waterway Boulevard path elevation project until the City hears the response on their application for CTC funding. The project is in the queue to be worked on, but it will depend on funding. Davis & Floyd will be looking at this area as part of their work on the Master Drainage Plan.

B. **Update on island-wide Drainage Master Plan RFP**

Director Kerr said the contract with Davis & Floyd for the Master Drainage Plan is currently being reviewed, and he expects it to be signed soon.

C. **Update and discussion of potential solutions to drainage ditch erosion issues**

Director Kerr said this is still in the hands of the City Attorney. He said they would like to have their agreement match what is being done in the City of Charleston. He stated there is no urgency to get this completed but hopes it will be done in the next 30 days or so.

D. **Update on the Environmental Advisory Committee**

Director Kerr said all appointees have been notified and the first meeting has been scheduled for Monday, October 11.

MOTION: Council Member Ward made a motion to recommend Susan Smith as the Council liaison to the Environmental Advisory Committee. Council Member Streetman seconded the motion. The motion passed unanimously.

E. **Update and discussion of golf cart path along Ocean Park Plaza**

Director Kerr said there is no update on this, adding more work is needed with SCDOT. Council Member Ward reported that Council Member Buckhannon reached out to SCDOT to see what could be done, and he believes the change could be easier than anticipated. Council Member Ward would like this issue to remain on the agenda.

6. **New Business**

A. **Discussion of litter-related ordinances, enforcement, and messaging**

Council Member Smith reported that the CVB has put together an educational campaign about litter-related ordinances for each beach community. She would like to know what more can be done. Council Member Ward said the issue should remain on the meeting agenda.

B. **Discussion of adding bins to share left-behind beach toys**

Council Member Smith said she would like the City to consider placing bins to collect and share left-behind beach toys at appropriate areas along the beach similar to what Wild Dunes currently has. She believes volunteers could be engaged to maintain the bins so they do not become a nuisance. Council Member Ward would like more information on the costs of the bins and who will maintain them. Director Pitts expressed concern about putting bins at the Front Beach as the bins may end up becoming places where people dump trash.

C. **Consideration of final approval of drainage easement revisions at 2305 Waterway Boulevard**

Director Kerr explained, “There is a public drainage system that really bisected the property at the intersection on the Waterway side at 24th and Waterway Boulevard. At a prior meeting, Council authorized them to shift that pipe over to the edge of the property so it is not going through the middle of the property. They have presented their engineering to Charleston County, got it all engineered. They have now, as of about last week, completed that work. There are still a couple minor outstanding issues. There is a maintenance bond that would be expected to be provided to cover anything if there is something that comes up between now and two years from now. There is kind of a grace period where that owner would be on the hook for the maintenance for the time, and then there would be a final plat that needs to be done that actually maps where the new easement is and the abandonment of the old easement. So there is still some documentation that needs to come through, but we expect that that would be in place before Council’s next meeting. So because it is actually giving up the old easement, it has to be done by an action of City Council.”

He said staff is satisfied with the owner having completed all of the City’s requirements, so they recommend this be approved by the Committee to send to full Council under the condition that the owner provide the necessary maintenance bonds and final documentation.

MOTION: Council Member Smith made a motion to recommend final approval of the drainage easement revisions at 2305 Waterway Boulevard to City Council under the condition that the owner provide the necessary maintenance bonds and final documentation. Council Member Streetman seconded the motion. The motion passed unanimously.

7. Miscellaneous Business

The next meeting of the Public Works Committee will be Wednesday, October 6, 2021 at 4:30pm.

8. Adjournment

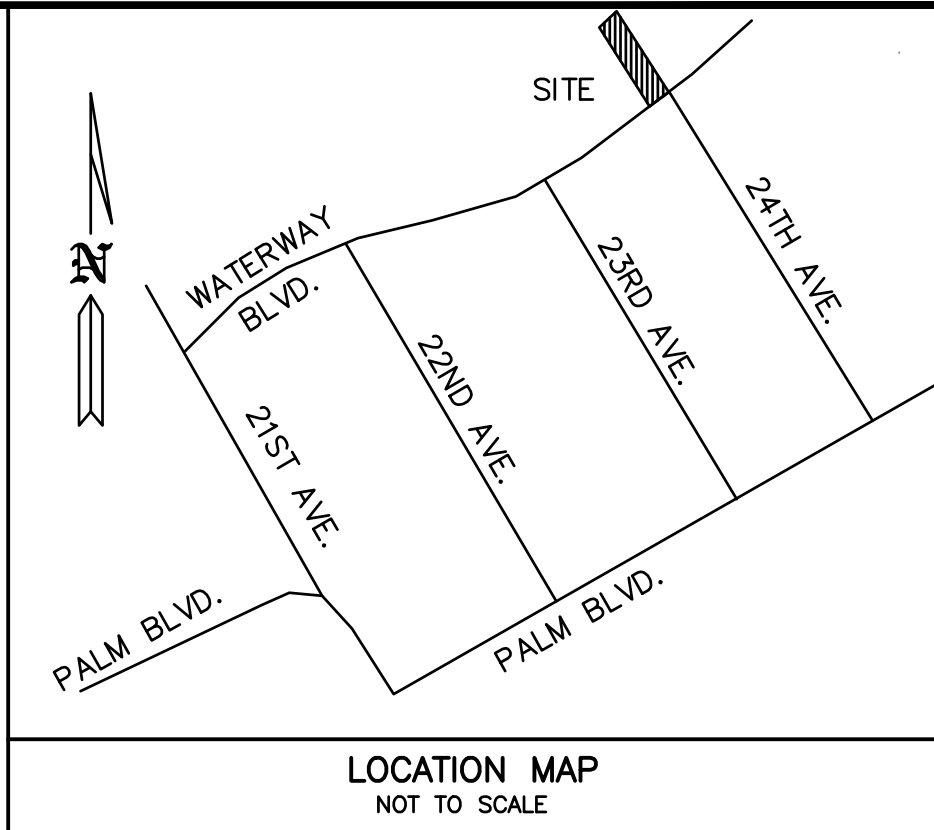
Council Member Streetman made a motion to adjourn, and Council Member Smith seconded the motion. The meeting was adjourned at 5:04pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

1. NOTIFY CITY OF ISLE OF PALMS AND OWNER MINIMUM 72 HOURS PRIOR TO MOVING EQUIPMENT TO SITE.
2. MOBILIZE ONLY THAT EQUIPMENT AND MATERIALS NECESSARY FOR SILT FENCE INSTALLATION. REQUEST INSPECTION AND APPROVAL BY CITY OF ISLE OF PALMS FOR SILT FENCE INSTALLATION.
3. MOBILIZE REMAINING CONSTRUCTION EQUIPMENT AND MATERIALS.
4. REMOVE TOP OF JUNCTION BOX ADJACENT TO PROPERTY ON WATERWAY BOULEVARD AND CONFIRM PIPE INVERTS THEREIN.
5. CONSULT ENGINEER FOR CONFIRMATION OF NEW PIPE AND BOX ELEVATIONS.
6. MAINTAIN EXISTING PIPES UPSTREAM AND DOWNSTREAM OF JB A IN SERVICE WHILE NEW PIPE IS INSTALLED.
7. INSTALL WELL POINT SYSTEM AND DEWATER PIPE ROUTE AS REQUIRED FOR PIPE INSTALLATION UNDER DRY CONDITIONS.
8. CONSTRUCT NEW JB B AND NEW DI C AND ASSOCIATED PIPING TOWARD NEW JB A AND NEW JB D WITHOUT DEMOLITION OF EXISTING PIPE. MAINTAIN DEWATERING SYSTEM AS NECESSARY UNTIL PIPE BED AND STONE ARE COMPACTED TO SPRING LINE.
9. CONSULT LOCAL TIDE PREDICTIONS FOR HIGH TIDE LEVEL AT MLLW DATUM. JB D HAS AN APPROXIMATE ELEVATION OF 3.5' MLLW. COORDINATE WITH ENGINEER FOR SCHEDULING INSTALLATION OF NEW JB D AND CONNECTING PIPE ON A DATE WITH TIDAL RANGE THAT ALLOWS 5-6 HOURS OF WORK TIME BEGINNING AT 3.5' MLLW ON A FALLING TIDE UNTIL THAT ELEVATION IS ATTAINED ON THE FOLLOWING RISING TIDE.
10. REPEAT ITEM 9 FOR JB A AND CONNECTING PIPE.
11. PROVIDE RECORD DRAWING AND PERFORM CLEANING, DEBRIS AND CONSTRUCTION MATERIALS REMOVAL AND SITE STABILIZATION WITH ESTABLISHMENT OF VEGETATIVE COVER SELECTED BY OWNER.

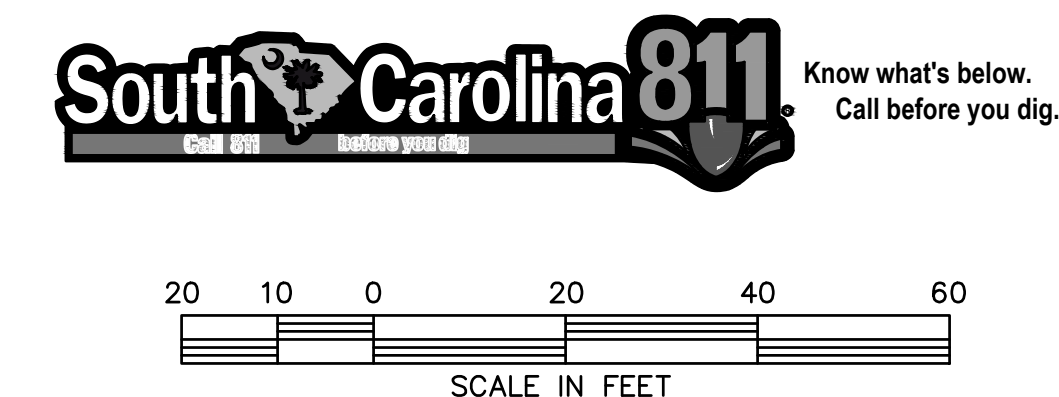
1. NO UPSTREAM STORMWATER DRAINAGE IMPACTS WILL BE AFFECTED BY THIS CONSTRUCTION.
2. CONTRACTOR SHALL ISSUE WARRANTY AND 20% MAINTENANCE GUARANTEE TO CITY OF ISLE OF PALMS FOR ALL DEFECTS AND FAILURES FOR A PERIOD OF TWO YEARS AFTER FINAL CONSTRUCTION ACCEPTANCE DATE.
3. CONTRACTOR SHALL COMPLY WITH REQUIREMENTS OF SCDOT ENCROACHMENT PERMIT FOR WORK WITHIN RIGHT-OF-WAY OF WATERWAY BOULEVARD (S-10-264).



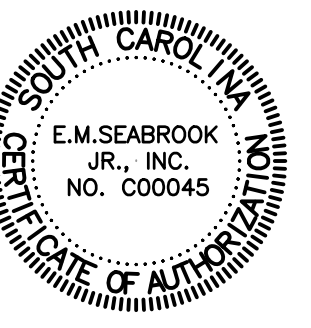
Σ. Γ. Ραββανός 117



LEGEND
 IPF IRON PIPE FOUND
 IRF IRON REBAR FOUND
 X8.1 EXISTING ELEVATION



NGVD 29



STORM DRAIN RELOCATION PLAN
LOT 2B BLOCK F
SECTION BC-2A
CITY OF ISLE OF PALMS, SC



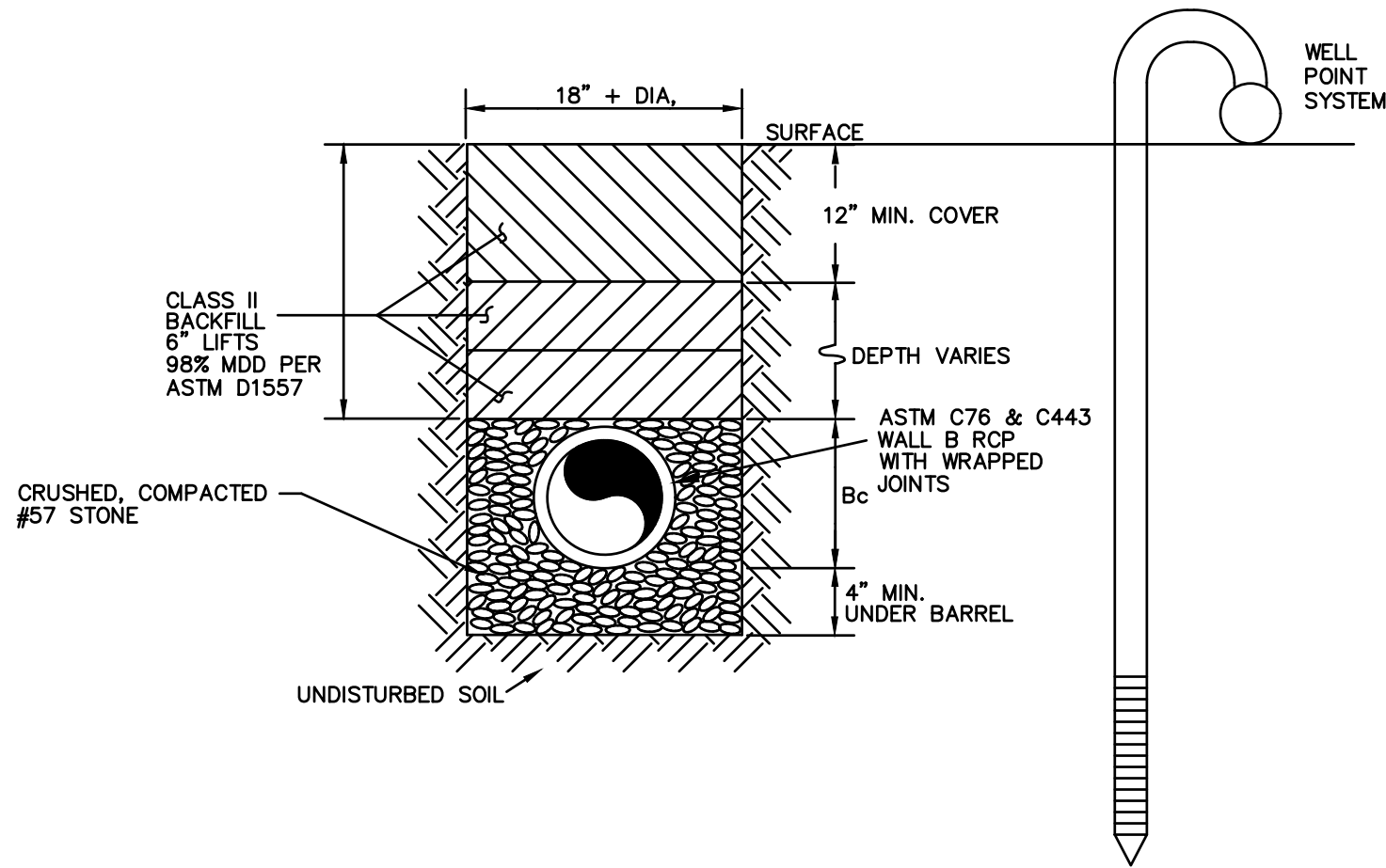
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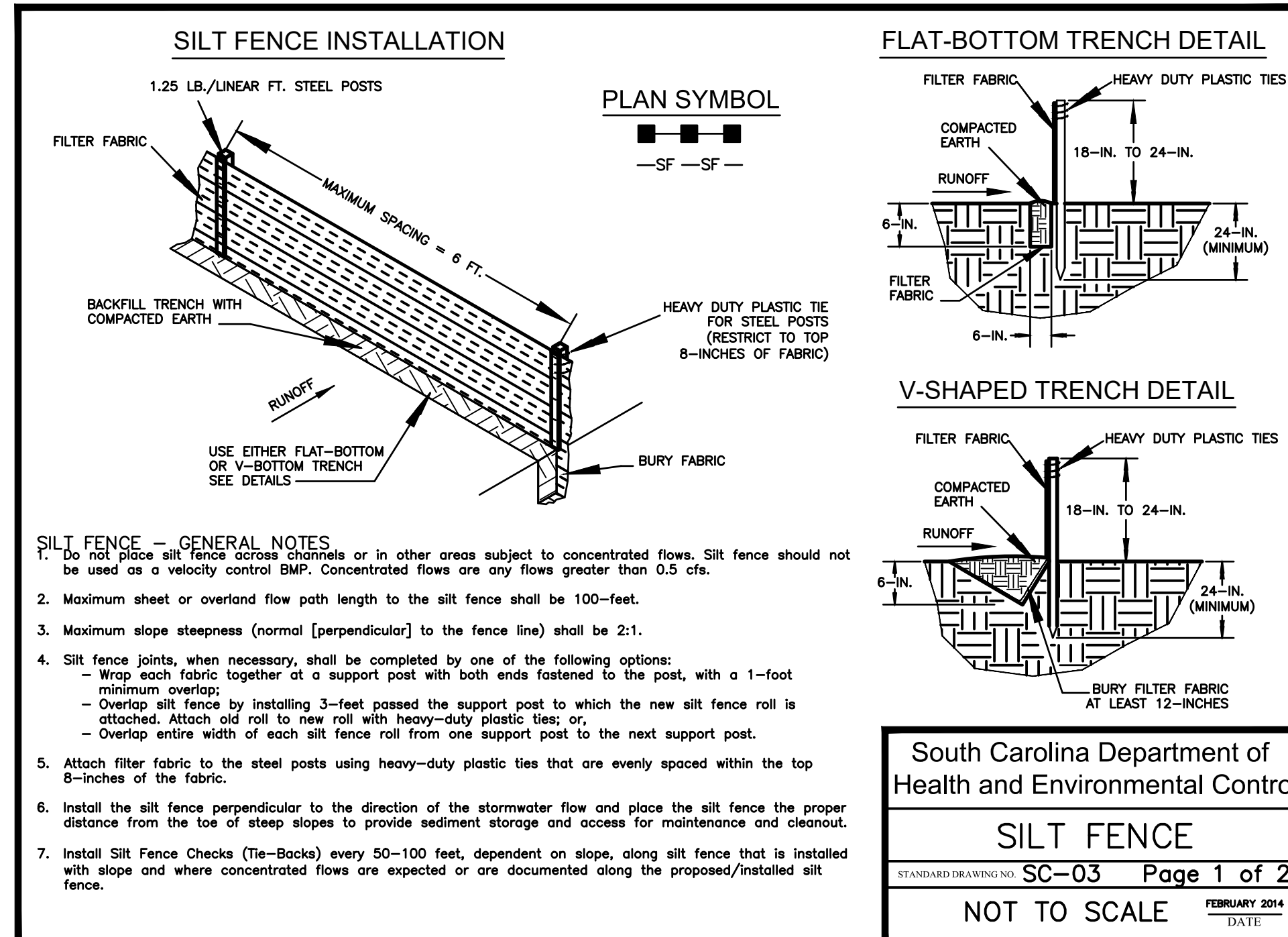
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SHEET
1
OF
2

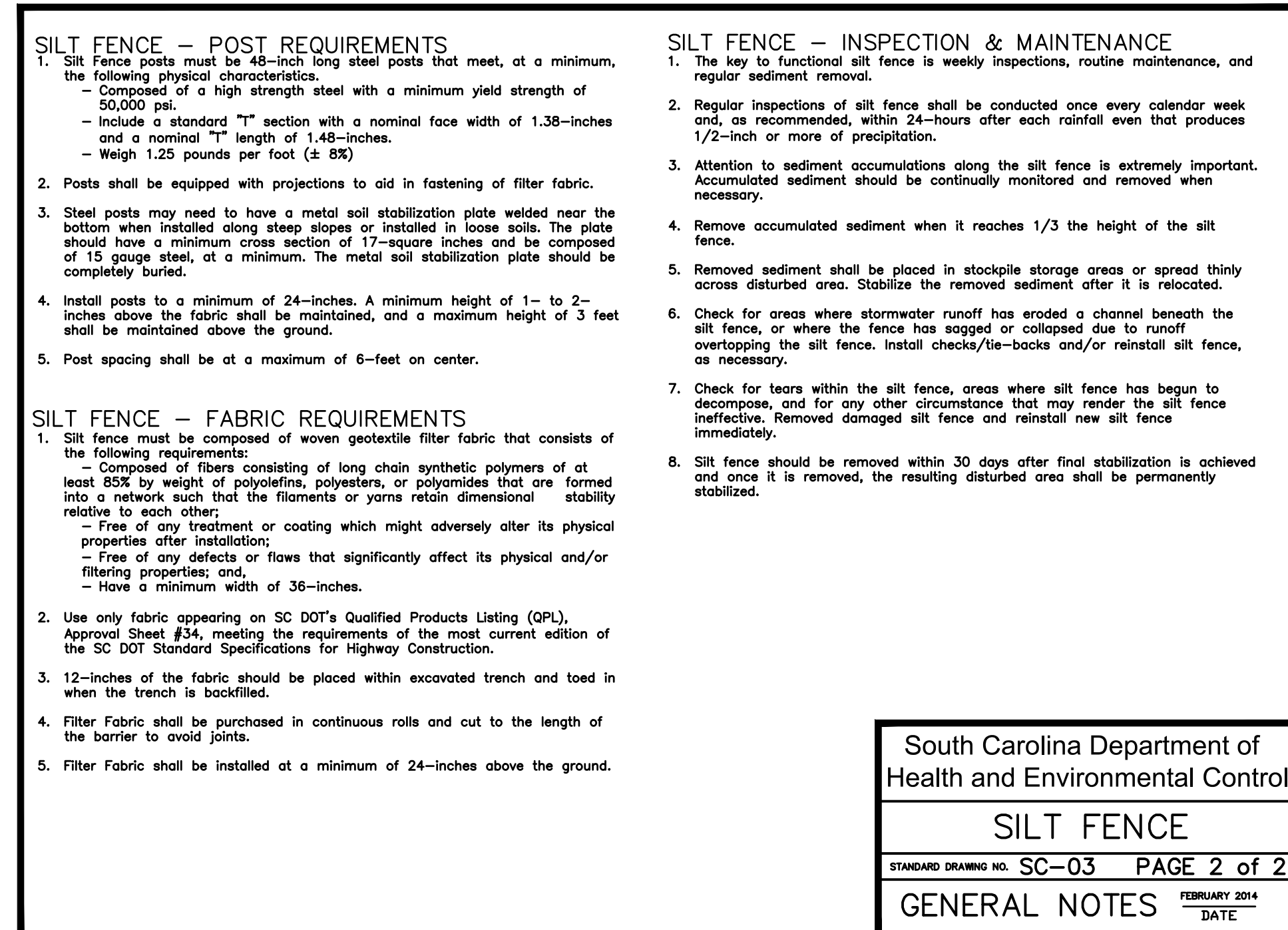
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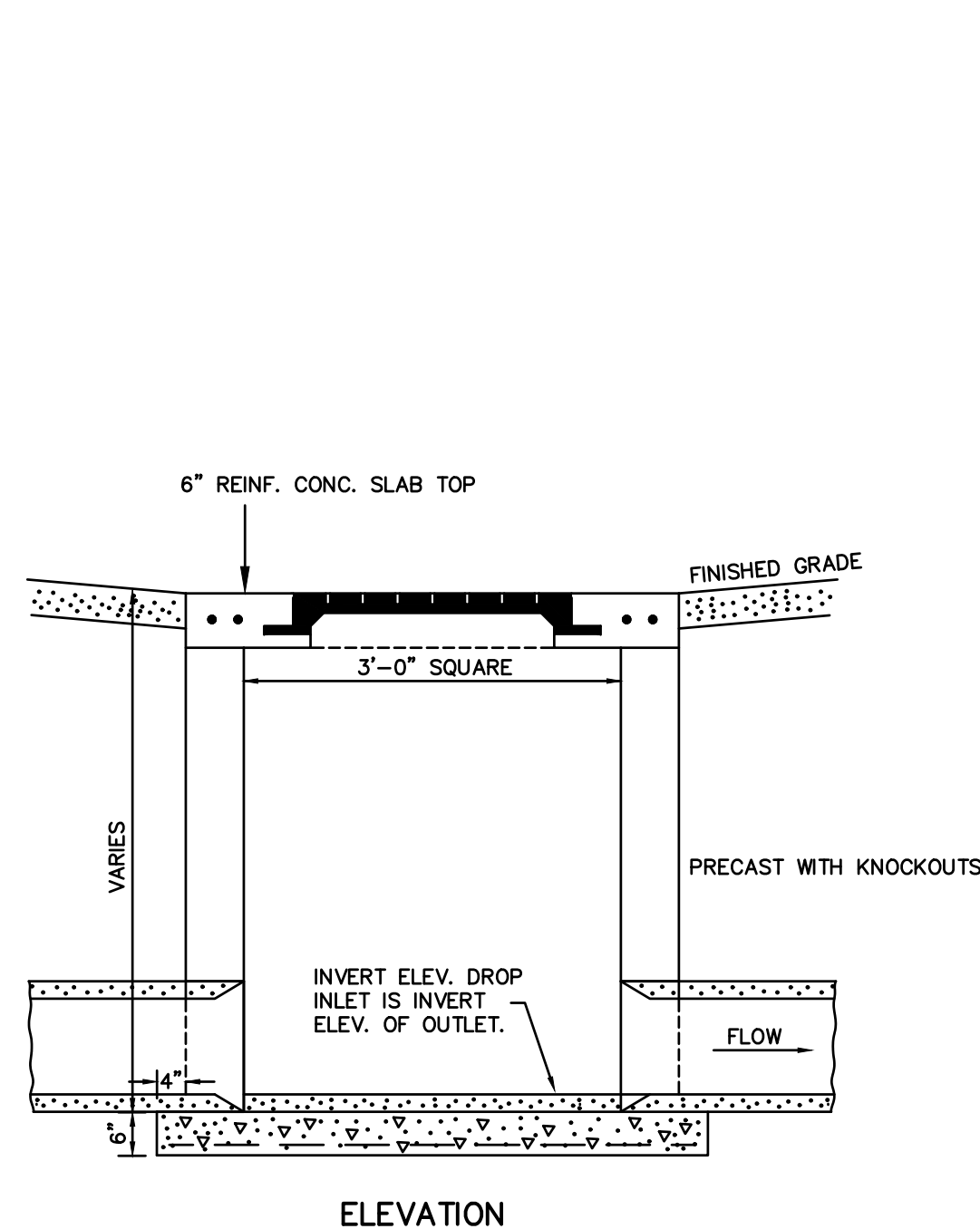
STORM PIPE BEDDING AND DEWATERING DETAIL
NOT TO SCALE



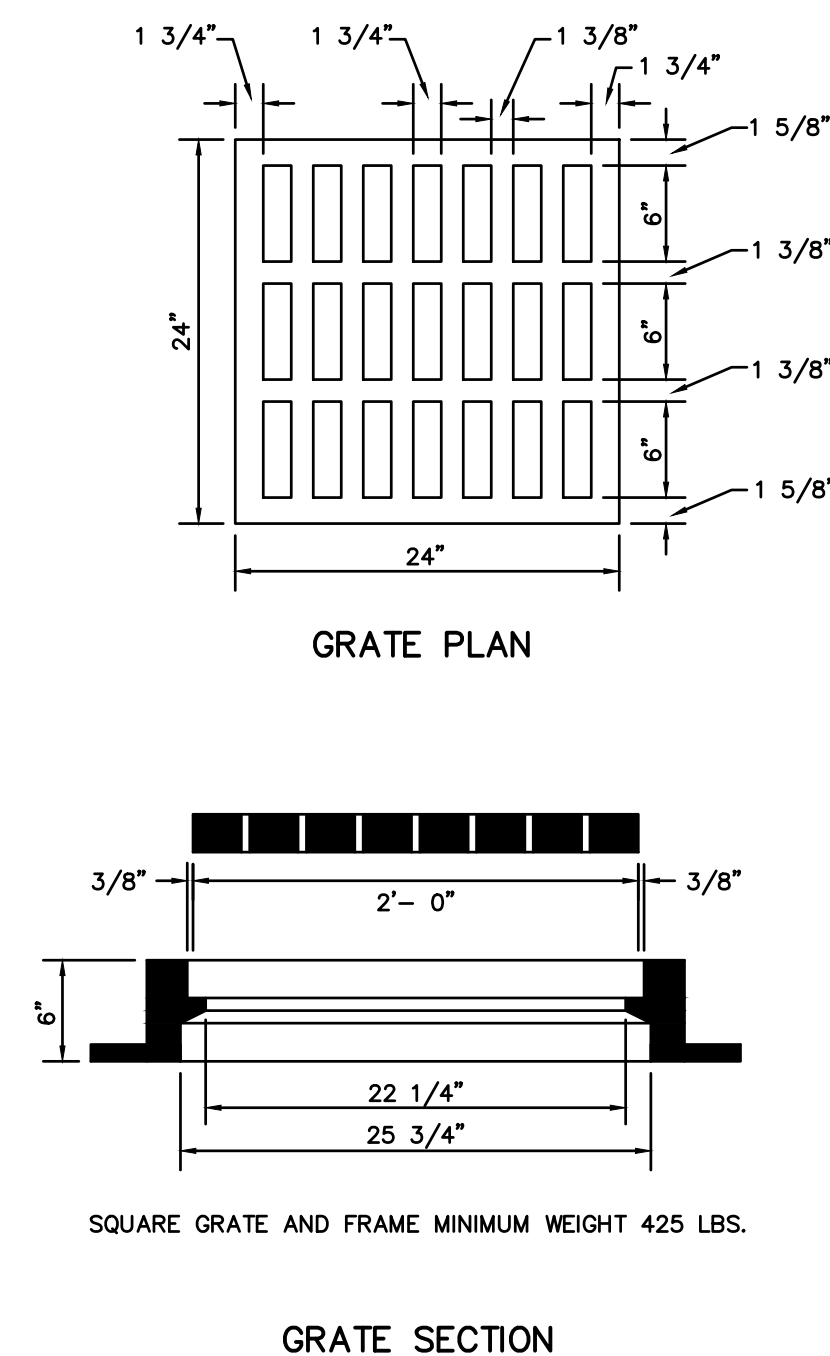
South Carolina Department of
Health and Environmental Control
SILT FENCE
STANDARD DRAWING NO. SC-03 Page 1 of 2
NOT TO SCALE
FEBRUARY 2014
DATE



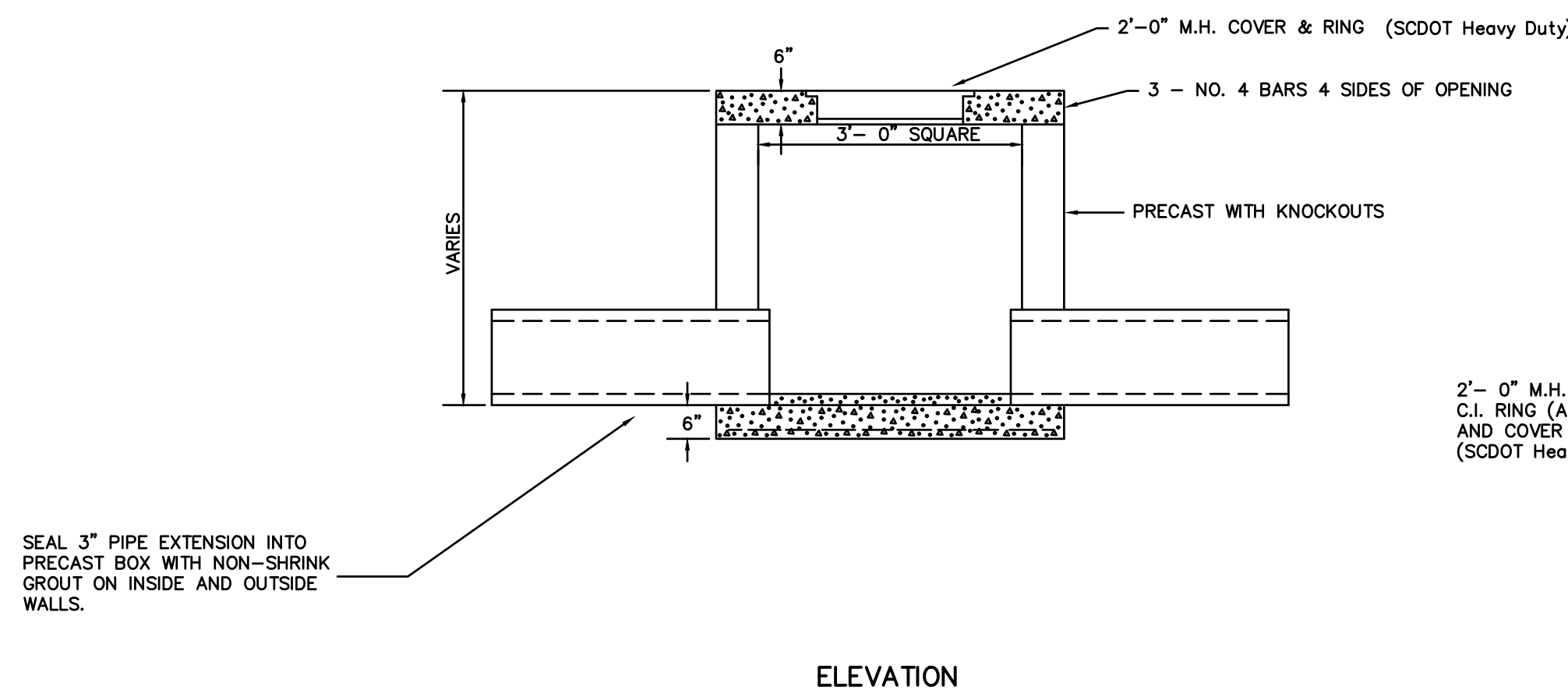
South Carolina Department of
Health and Environmental Control
SILT FENCE
STANDARD DRAWING NO. SC-03 PAGE 2 of 2
GENERAL NOTES
FEBRUARY 2014
DATE



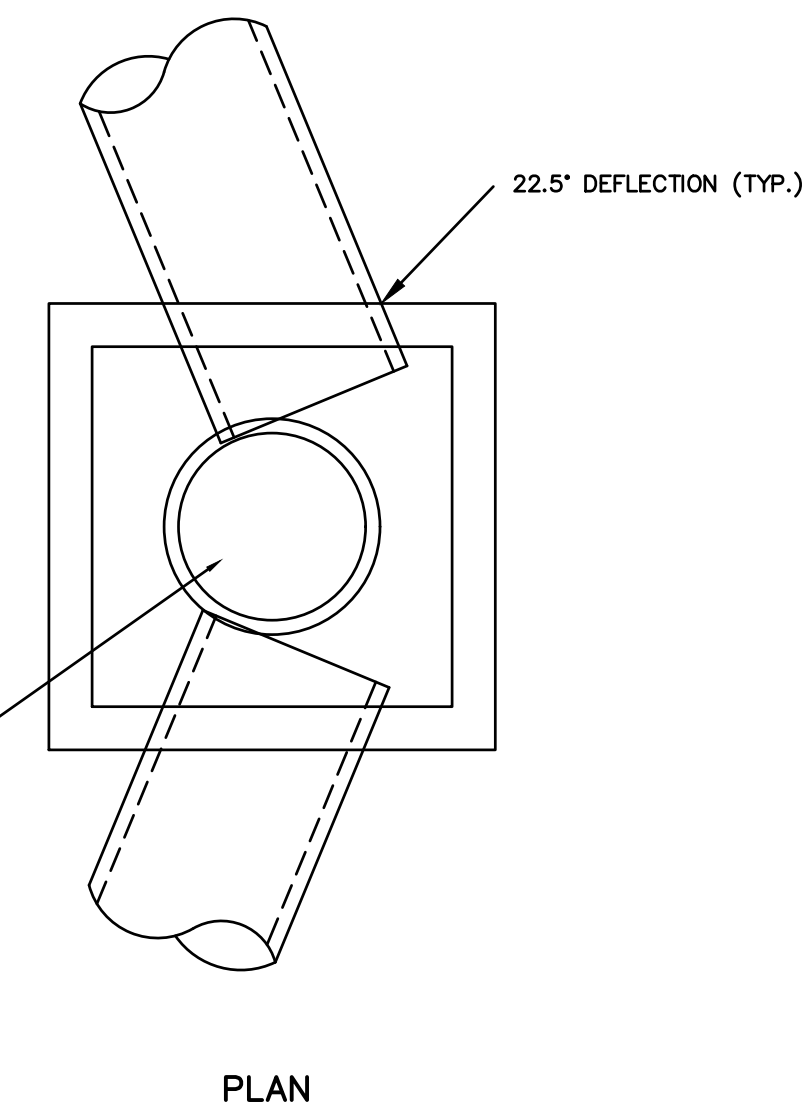
TYPICAL DROP INLET
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GRATE SECTION



TYPICAL JUNCTION BOX
NOT TO SCALE



CONSTRUCTION DETAILS
LOT 2B BLOCK F
SECTION BC-2A
CITY OF ISLE OF PALMS, SC

E.M. SEABROOK
Engineers | Surveyors

1037 Chuck Dawley Blvd.
Building F - Suite 200
Post Office Box 96
Mount Pleasant, SC 29465
Phone (843) 884-4496
www.emseabrook.com

NO.	DATE	REVISIONS	
		COUNTY COMMENTS	ADDITIONAL COUNTY COMMENTS
1	DEC. 11, 2020		
2	FEB. 3, 2021		
3	MAY 26, 2021		

DRAWN BY: MSH

CHECKED BY: EMS

JOB NO.: 2020031

SCALE: NOT TO SCALE

DATE: JUNE 3, 2020

SHEET
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OF
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**Recreation Committee Meeting
8:00am, Monday, September 13, 2021
1207 Palm Boulevard, Isle of Palms, SC
and 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, Director Page

2. Approval of the previous meeting's minutes – July 12, 2021

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

3. Citizens' Comments -- none

4. Departmental Reports – Director Page

Director Page said that adult athletics, including 3-on-3 basketball, 6v6 soccer, and table tennis, are in full swing. There is no softball league this season due to low registration and lack of staff to score the games. There may be a winter or spring league. Summer youth athletic camps went well.

Over 300 people participated in the IOP Beach Run. The Half Rubber Tournament also went well.

Classes in the Recreation Center are also active, including dog obedience, gymnastics, line dancing, Little Lotus yoga classes, meditation, and exercise classes. Director Page shared that the new yoga instructor may be interested in teaching yoga on the beach. Tennis lessons are also back after full tennis camps throughout the summer.

Upcoming events include the Farmer's Market this Thursday, the Wellness Fair on Friday, and Ghostly Tide Tales on October 15. The Halloween Parade and Carnival will be very similar to last year's event.

The IOP Connector Run is still set for October 2. Close to 500 people have pre-registered with about 900 expected. Participants will be encouraged to wear masks when picking up their packets.

COVID protocols remain in place in the Recreation Center and on the grounds.

Due to staffing shortages and in an attempt to make wise use of limited human resources, Director Page said the staff is discussing moving night classes to one night so that the building is not open every night. She noted that recreation departments everywhere are experiencing staff shortages. Pleas for help via social media and other avenues have yield no results. The Committee briefly discussed the issue of staffing shortages and what could be done.

5. Old Business

A. Update on COVID-19 related issues, procedures, and adjustments for fall events

Director Page said nothing has changed with regards to COVID-related protocols. The staff continues to clean as they have throughout the pandemic. Masks are not required indoors but are encouraged.

MOTION: Council Member Smith made a motion to move the discussion about the surfing lessons pilot program up in the agenda. Council Member Pounds seconded the motion. The motion passed unanimously.

6. New Business

A. Review of pilot program to allow surfing lesson on the beach

Administrator Fragoso reported that surfing lessons are set to continue through October 1. To date, one vendor of three has provided her with thorough feedback on the program. He said more than 80% of the participants in his program were island residents. He suggested increasing the class sizes to allow for families to participate together. He also suggested allowing for lessons year round.

Administrator Fragoso said she has asked Chief Cornett for his feedback regarding concerns with the program. She will reach out to residents who expressed some concerns about the locations of the classes. A full report will be available at the October meeting.

B. Update on efforts to return Sunday Gym hours

Due to staffing shortages, the Recreation Center is not ready at this time to return to Sunday Gym hours.

C. Update on efforts to offer yoga classes on the beach

Director Page said staff believes they have figured out the logistics of such a program offering. They are still speaking with the new yoga instructor to see if she is interested in teaching classes on the beach.

D. Update on implementation of online registration program

Director Page said the old and new online registration programs are working on data migration right now. She hopes to have the new program up and running by the end of the year.

6. **New Business**

B. **Discussion of suggestions for 2022 Recreation Committee**

Committee members discussed the need to consider possible Recreation Committee goals once the community is post-COVID in an attempt to provide continuity to the next Council and Recreation Committee. This item will remain on the agenda for further discussion next month.

7. **Miscellaneous Business**

The next meeting of the Recreation Committee will be on Monday, October 4, 2021 at 8am.

8. **Adjournment**

Council Member Pounds made a motion to adjourn, and Council Member Buckhannon seconded the motion. The meeting was adjourned at 8:44am.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Personnel Committee
9:00am, Friday, September 17, 2021
1207 Palm Boulevard, Isle of Palms, SC and
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, HR Officer Ladd, Director Kerr

2. Approval of previous meeting's minutes

MOTION: Council Member Buckhannon made a motion to approve the minutes of the August 17, 2021 meeting. Council Member Bell seconded the motion. The motion passed unanimously.

3. Citizens' Comments – none

4. Old Business

A. Update on Wage and Compensation Analysis report

Administrator Fragoso shared a spreadsheet with Committee members detailing the preliminary costs of implementing the salary adjustments suggested by the Wage & Compensation study. It will be discussed in further detail at next week's Ways & Means Committee meeting to determine if the Personnel Committee and the City Council view implementation the same way. Committee members expressed the need for City Council to "do the right thing" and adjust salaries accordingly so that pay rates remain competitive. Council Member Moye said, "Our message is to raise salaries fairly as much as we can."

Administrator Fragoso said that she agreed with Council Member Moye and noted that the numbers on the spreadsheet do not include the fully loaded costs of the salary increases. She added, "I think implementing this [hybrid plan] would position the City in a good place moving forward to make sure that everybody in this City family is well compensated within the market and competitive rates. And then moving forward, it would just be sustaining that in a sustainable way for years to come."

B. Discussion of upcoming vacancies on Boards and Commissions and consideration of reappointments and new applications

Administrator Fragoso said there are two openings on BOZA for which she did not receive any new applications. She said the two Board members up for reconsideration are Arnold Karig and Glenn Thornburg. Due to the “value of historical knowledge and understanding of precedence,” Administrator Fragoso recommends reappointing both members to BOZA.

Of the four openings on the Planning Commission, two of the seats are filled by people completing unfulfilled terms. Those members, Scott Pierce and Marty Brown, have both expressed the desire to continue for the next term. The other two members whose terms are set to expire have not yet responded as to whether or not they wish to be reappointed. Administrator Fragoso would like to keep the application process for the Planning Commission open for another week to allow for their response as well as any other applicants. Three other applicants have applied for the open positions on the Planning Commission.

Administrator Fragoso pointed out that the Code Board of Appeals has not met in 20 years, but State law and City code require the City have such a board. She recommends reappointing the current member.

MOTION: Council Member Bell made a motion to reappoint Scott Pierce and Marty Brown to the Planning Commission. Council Member Buckhannon seconded the motion.

Administrator Fragoso said that no action was needed on these appointments at this time, so the motion and second were withdrawn respectively. She would like to discuss the composition of the Planning Commission before final decisions are made.

C. Discussion on succession planning

Administrator Fragoso reported that department heads have been updating the succession plan and have identified cross-training opportunities. Solid plans are in place in the Recreation, Public Works, and Police Departments. Work is still be done within the City Hall and General Government.

Administrator Fragoso said, “One opportunity that I see in City Hall and the Building Department is to have the Building Director serve in the role of Building Director plus Deputy Administrator.” She spoke highly of Director Kerr’s work ethic and historical knowledge of the City, and the desire to leverage his expertise on the numerous public infrastructure projects within the City.

She added, “My proposal would be to have him act not only as the Building Director but also as a Deputy so he would have the responsibilities and authority that the City Administrator has in my absence. It provides an opportunity to hire a Zoning Administrator that would work under him in the Building Department that would deal with the more day-to-day duties of that role and would open up some more time to allow Douglas to continue to help me in more of a project management, project manager capacity.”

A job description for the Zoning Administrator has been developed. She said, “The Assistant Administrator position would be sort of split between, in terms of the budgeted funds, in making adjustments for the Deputy position and the Zoning Administrator. So our goal would be to be neutral in terms of expenses.”

Committee members expressed their support of the idea. Administrator Fragoso also reported that HR Officer Ladd is working on a 10-15 year Human Capital Needs Plan that will assist in forecasting when additional staff is to be budgeted.

5. **New Business**

6. **Miscellaneous Business**

The next regular meeting of the Personnel Committee will be Wednesday, October 13, 2021 at 9am.

7. **Executive Session -- none**

8. **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 9:35am.

Respectfully submitted,

Nicole DeNeane
City Clerk



REAL PROPERTY COMMITTEE
1:30pm, Monday, September 13, 2021
1207 Palm Boulevard, Isle of Palms, SC 29451
and 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, Director Kerr

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

MOTION: Council Member Moye made a motion to approve the minutes of the August 2, 2021 meeting and Council Member Popson seconded the motion. The motion passed unanimously.

3. Citizens' Comments -- none

4. Marina Tenant Comments

Administrator Fragoso read from an email from Jon Bushnell: "We do have some questions for the committee. We would like some transparency and visibility around the shared parking lot. As tenants, we would like to know who all is sharing the shared parking lot. Questions, number one, how many business permits are issued at the IOP Marina address? Number two, does the City have any information as to how many employees are working for all these Marina businesses? Number three, what are the operating guidelines for the shared parking lot? What are the hours? Is overnight parking allowed, maximum time limit, etc. in the shared parking? Question number four, is the shared parking area specifically designated as overflow parking so that once all the other leased parking areas are full only then do tenants have their customers parking in the shared lot?"

Committee members agreed clarity on the shared parking agreement is necessary. Council Member Streetman said he would also like clarity on the residents' parking status at the Marina. Administrator Fragoso said she would respond to Mr. Bushnell's questions in writing and copy the Committee members. She reported that meetings between Marker 116 and the Marina Manager to discuss the shared parking have been held and she awaits an update from them.

5. Old business

A. Update on marina dock rehabilitation project

Administrator Fragoso reported that Salmon's is experiencing some delays (due to COVID and staffing shortages) that will not allow them to mobilize this week. They plan to mobilize and begin work on the Charter Docks (Dock Area B) next week.

She added, "They are continuing to work on the connection to the potable water service. They have had to replace some of the in-ground materials that were not identified until excavation. There are some areas there that require adjusting the materials of how they are connected to each other. Some of it is PVC. Some of it is copper, and it is just not ideal. They are changing that and that was something unforeseen. They were not aware of it until after they excavated because it is not visible until excavation happened. The pressure testing and disinfecting is ongoing."

Administrator Fragoso said she would check to see if the BT samples go through the IOP Water & Sewer Commission before they go to DHEC. She said she will speak to Kirby Marshall of ATM about the alternate materials being sought with regards to the fuel hut and aluminum extrusions.

Of the November 19 completion date, Administrator Fragoso said, "One of the reasons why I wanted to have another meeting with the engineer and the contractor was to evaluate whether that schedule will continue to still be in place and then what the City's position will be in regards to extending that. As of today, I have not agreed to extending the schedule deadline past November 19. So our position is that the project should be completed, at least substantially completed, by that date."

Regarding the pump out system at the Marina, Administrator Fragoso indicated she received a lengthy email from the Dock Manager about it which she will forward to the Committee. They have been working diligently to get it fixed and expect it to be fixed next week.

B. Update on marina restaurant renovation by Marker 116, LLC

Administrator Fragoso shared photographs of the restaurant's progress. She said meetings with the owner's representative and contractor have gone well so far, adding that issues are addressed quickly.

Council Member Popson agreed that work is progressing nicely. He said the plumbing work is complete, work continues on the electrical, and HVAC installation is anticipated next week. He spoke highly of the structure work that has gone into the building and said the City is getting a "good beefed-up product." He did note some safety issues and would like to see them properly marked.

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

Administrator Fragoso said this project remains on hold until the case with the holdover tenant is adjudicated.

D. Update on ADA beach access improvements

Administrator Fragoso said the survey of the 34A Beach Access is complete. They have received one bid from a design firm that addresses the engineering of the boardwalk and the drainage issues. They are waiting to hear from two more design firms.

Director Kerr reported that the City will be working with their landscape contractor more closely to better maintain the MobiMats. He said they have been able to extend the mat approximately 50' but it is still not out of the soft sand. The landscaper will be working over the next few weeks on a cost estimate of how much it will cost to do the work required to keep the MobiMat level and free of sand.

Administrator Fragoso said OCRM needs more time to work on the issue about changing their code to allow for any further extension of the MobiMats towards the ocean.

With regards to a resolution, Committee members agreed that a resolution from City Council urging OCRM and or the State legislature to amend the codes and statutes allowing for extension of the MobiMat towards the ocean would go a long way in the court of public opinion. It would additionally give Representative Bustos extra "clout" as he works within the General Assembly to change State law. Administrator Fragoso will present a draft resolution to Committee members for feedback prior to the September City Council meeting.

Administrator Fragoso said she is awaiting feedback from the City of Folly Beach regarding the operation of their beach wheelchair program before further discussing private/public partnerships that could provide for this service on IOP.

6. **New Business** -- none

7. **Miscellaneous Business**

The next meeting of the Real Property Committee will be held on Monday, October 4, 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 2:14pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



BOARD OF ZONING APPEALS
4:30pm, Tuesday, September 7, 2021
1207 Palm Boulevard, Isle of Palms, SC

MINUTES

1. Call to order

Present: Glenn Thornburg, Arnold Karig, Brian McKnight, and Douglas Kerr,
Director of Planning

Absent: Elizabeth Campsen, Brian Abel

2. Approval of Previous Meeting's Minutes

Mr. Karig made a motion to approve the minutes of the June 16, 2021 meeting as presented, and Mr. McKnight seconded the motion. The motion passed unanimously.

3. Swearing in of applicants

Mr. Thornburg swore in the applicants.

4. Home Occupations

A. 309 Palm Boulevard

Director Kerr stated Connor Flowers, the applicant, is requesting a special exception to allow the establishment of an internet reselling business in his home. Mr. Flowers has indicated that the home will be used for office work only and there would be no business-related traffic coming to the house or exterior evidence of a business. Mr. Flowers stated that none of his work will disturb his neighbors.

MOTION: Mr. McKnight made a motion to approve the request as submitted, and Mr. Karig seconded the motion. The motion passed unanimously.

B. 810 Carolina Boulevard

Director Kerr stated Eric Johnson, the applicant, is requesting a special exception to allow the establishment of a personal training business in his home. Mr. Johnson has indicated that the home will be used for office work only and there would be no business-related traffic coming to the house or exterior evidence of a business. He also indicated that all training sessions would be held in his client's homes and not in his own home. Mr. Johnson stated that none of his work will disturb his neighbors.

MOTION: Mr. Karig made a motion to approve the request as submitted, and Mr. McKnight seconded the motion. The motion passed unanimously.

5. Miscellaneous Business

Mr. Thornburg asked about the appropriate procedure to follow regarding the requests made by 1012 and 1120 Ocean Boulevard as no decision had been made at the June 16, 2021 meeting. Director Kerr stated that since that meeting City Council has extended the outdoor dining exemption, and so their requests fall under that exemption. He said that the exemption extends until January 31, 2022 at which time the applicants may need to return to BOZA should they desire to continue offering outdoor dining.

MOTION: Mr. McKnight made a motion to deny the applications of 1012 Ocean Boulevard and 1120 Ocean Boulevard. Mr. Karig seconded the motion.

Mr. McKnight and Mr. Karig rescinded their motion.

MOTION: Mr. McKnight made a motion to approve the applications of 1012 Ocean Boulevard and 1120 Ocean Boulevard. Mr. Karig seconded the motion. The motion failed.

Director Kerr noted that because these applications were not on the agenda, he will put them back on next month's agenda so that proper and legal notifications can be served.

The next meeting of the Board of Zoning Appeals will be on Tuesday, October 5, 2021 at 4:30pm.

6. Adjournment

Mr. McKnight made a motion to adjourn, and Mr. Karig seconded the motion. The meeting was adjourned at approximately 4:44pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Planning Commission Meeting
4:30pm, Monday, August 23, 2021
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

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

2. Approval of minutes

Mr. Stone made a motion to approve the minutes of the July 14, 2021 regular meeting. Mr. Brown seconded the motion. The motion passed unanimously.

3. New Business

A. View and discuss demonstration of new tool to analyze housing and short-term rentals

Mr. Pierce gave a presentation of the tool to be used in the analysis of data from a variety of public sources to help spot trends regarding housing and short-term rentals on the Isle of Palms. He said the objective of the tool is to manage and analyze data from multiple sources effectively in order to “level the playing field and accelerate decision cycles.”

Commissioners discussed concerns with rental capacity, percentage of units occupied, and seasonality and how those concerns are accounted for in the data. A meeting to train Commissioners on the tool’s use will be set up soon.

B. Consider making recommendation on drainage master plan RFP

Director Kerr stated that a representative from Davis & Floyd attended last week’s Ways & Means Committee meeting and gave an abbreviated version of the presentation they had previously given to the Planning Commission on their plan for the Master Drainage Plan. The Ways & Means Committee unanimously approved the plan, and it will move to City Council this week for full approval.

Commissioners briefly discussed the definition of the maintenance schedule that is to be provided by Davis & Floyd upon completion of the Master Drainage Plan.

MOTION: Mr. Stone made a motion to approve the estimated cost summary provided by Davis & Floyd. Mr. Cohen seconded the motion. The motion passed unanimously.

4. Old Business

A. Review of the Priority Investment Element of the Comprehensive Plan

Director Kerr stated no changes have been made to the Priority Investment Element since the last meeting. He shared that the City has had productive meetings recently with the Water & Sewer Commission to discuss sewer expansion and long-range funding mechanisms. The City is working with a grant writing organization to help secure infrastructure funding that will be available soon.

Further discussion of the Priority Investment element will be tabled until more of the writing has been completed.

5. Miscellaneous Business

The next regular meeting of the Planning Commission will be Wednesday, September 8, 2021 at 4:30pm.

6. Adjournment

Mr. Cohen made a motion to adjourn, and Mr. Brown seconded the motion. The meeting was adjourned at approximately 5:47pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



ACCOMMODATIONS TAX ADVISORY COMMITTEE

11:00am, Wednesday, September 8, 2021

1207 Palm Boulevard, Isle of Palms, SC and

broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Rusty Williamson, David Nelson, Doug Truslow, Ray Burns, Glenda Nemes, Malcolm Burgiss

Absent: Sally Muhlig

Staff Present: Administrator Fragoso, Treasurer Suggs

2. Approval of the previous meetings' minutes – August 11, 2021

MOTION: Mr. Burgiss made a motion to approve the minutes of the August 11, 2021 meeting. Mr. Williamson seconded the motion. The minutes passed unanimously.

3. Financial Statements – Treasurer Suggs

Treasurer Suggs said that not much has changed on the financial statements since July. There is approximately \$1.8M in cash. She reviewed the expenses for the month including costs associated with the public restroom, beach front trash barrel pickup, the staff meals on July 4th weekend, and playground equipment repair.

4. Old Business

A. Discussion and consideration of alternatives for the allocation of the 30% of the ATAX funds collected that must be used for advertisement and promotion of tourism currently managed by the Charleston Visitors Bureau

Mr. Nelson stated that he supports the work of the CVB, likes the work they have done and continue to do for the Isle of Palms. He believes the results speak for themselves. He believes it would unwise for the City to organize another group to spend the money allotted for advertising the island and its offerings. Mr. Burgiss and Mr. Williamson also spoke in favor of the work being done by the CVB.

Ms. Nemes said she would like to see a hybrid option whereby the CVB could continue its work and the City could create DMO that would be focused on tourism management as well as working to benefit those business owners that do not have CVB membership.

Mr. Truslow believes the issue needs to be looked at more. He said, “I want to go on record as saying I care about our beaches. I want to see that our tax money is spent appropriately. It may be able to be spent for the beaches, beautification, for safety from the Fire Department, Police Department, trash pickup, what’s in the best interest of our community. We can have murals. We may be able to spend some of our money better for the beach mats, the blue beach mats that go over to the actual beach, but without having anybody to look at it and look at the hard numbers, I just cannot condone continuing without even caring to look further.”

Mr. Burns expressed what he believed to be the problems and suggested corrective actions. He believes there is little oversight and accountability in how the money is spent by the CVB. He has not seen where a budget has ever been offered for approval or can accounting of how the money were spent given to the City. He said there is no agreement between the City and the CVB that expresses common goals and objectives. He also does not think it fair that short-term rental owners pay into ATAX but receive no direct referral benefit from the CVB unless they are members. He also noted that despite the fact that Town of Sullivan’s Island and the City of Folly Beach pay significantly less to the CVB out of their ATAX allocations, they are treated the same as the Isle of Palms with regards to the advertising of area beaches. He would like to see goals and objectives that focus on the off-season and supporting all island businesses. He proposed that the CVB assign a staff liaison to attend all ATAX meetings to report on their activities and expenditures. He would like City Council to reapportion the monies given to the CVB so that some funds can be used to create a website similar to visitfolly.com to highlight all island businesses.

Helen Hill of the CVB stated that she would act as the CBV staff liaison to the ATAX Committee. She would very much like to discuss goals and objectives with them as well as set up a stand-alone website as mentioned that would feed into the ExploreCharleston website. It would be up to City Council to determine which businesses could be listed on the site. Ms. Hill said she would present an action plan of measurable goals to the Committee at their October meeting with a focus on the off-season and group sales.

Ms. Nemes said she would like to entertain additional options for this website endeavor.

Administrator Fragoso reminded the Committee of their charge from City Council: “It was study and research what the current relationship is, how it can be improved, and also research alternatives to the CVB, which is I think what the Committee has been doing for the past several months. Just looking at pros and cons, what are the other alternatives, are there any unintended consequences with creating a DMO, can the relationship between the City and the CVB be improved, and if so, what would that look like. What does success look like at the end of a successful relationship whether it is the CVB or a separate DMO? So I think that this is part of this whole discussion and future discussions is part of doing that due diligence and exercise so you all could bring to Council a recommendation of how to move forward either improving the current structure and current relationship or doing something different. I think that it is important advice and recommendation that should be looked at from every single angle. What would happen if the City establishes a new DMO and the City’s accommodations taxes start to decrease? Do we have some mitigating efforts put in place to address that if it comes to happen?

So all of that should be part of the discussion about what the City will do in the future for the use of that 30%, which is, as you know, pretty clear in State law that it has to be used for marketing and promotion and advertising. So I think that with the Chair's, if I am understanding correctly, it's just wanting to continue to entertain an in-depth conversation about what the options are and what a better or more structured relationship with the CVB would look like to help you all make an informed decision about what to do next."

5. **New Business** – none

6. **Miscellaneous Business**

The next meeting of the ATAX Committee will be Wednesday, October 26, 2021 at 11am.

7. **Adjournment**

Mr. Burgiss made a motion to adjourn, and Mr. Nelson seconded the motion. The meeting was adjourned at 12:12pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

ORDINANCE 2021-___

AN ORDINANCE AMENDING TITLE 1, GOVERNMENT AND ADMINISTRATION, CHAPTER 3, PROCEDURES, COMMITTEES, ORDINANCES AND USE OF CODE, ARTICLE A, RULES OF ORDER AND PROCEDURE, OF THE CITY OF ISLE OF PALMS CODE OF ORDINANCES, TO ALLOW CITY COUNCIL TO CONDUCT SPECIAL MEETINGS BY USE OF REMOTE COMMUNICATION TECHNOLOGY DURING STATES OF EMERGENCY OR IN OTHER EXIGENT CIRCUMSTANCES, AND TO ALLOW FOR CITY COUNCILMEMBERS TO ATTEND MEETINGS BY USE OF REMOTE COMMUNICATION TECHNOLOGY IN CERTAIN SITUATIONS THAT PREVENT THEIR PHYSICAL ATTENDANCE SUCH AS PERSONAL EMERGENCIES, ILLNESS, OR OTHER EXIGENT CIRCUMSTANCES.

WHEREAS, City Council has discussed the use of remote communication technology such as computer virtual meetings and telephonic meetings and City Council would like to be able to use this remote communication technology as needed to conduct public City Council meetings and/or to allow council members to participate in in-person council meetings by using remote communication technology; and

WHEREAS, City Council concluded that the adoption of the amendments to the City of Isle of Palms Code of Ordinances is essential to the general health, safety, welfare and economic stability of the City and in the best interest of its citizens.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE MAYOR AND COUNCIL MEMBERS OF THE CITY OF ISLE OF PALMS, SOUTH CAROLINA, IN CITY COUNCIL ASSEMBLED:

SECTION 1. That Chapter 3, Article A, “Rules of Order and Procedure,” Section 1-3-1, “Regular Meetings” is hereby deleted in its entirety and replaced it with the following paragraphs to state as follows:

“(a) The regular meeting of City Council shall be held the fourth Tuesday of each month, except when such Tuesday shall fall on a legal holiday, in which event the meeting for such months shall be held the following Tuesday. Each regular meeting shall be called to order at 6:00 p.m.

(b) Regular meetings of City Council shall be open to the public and shall be held in the council chambers located at City Hall.”

SECTION 2. That Chapter 3, Article A, “Rules of Order and Procedure,” Section 1-3-2, “Special Meetings,” is hereby amended by adding new paragraphs (c) and (d) to state as follows:

“(c) Special meetings of City Council shall be open to the public and shall be held in the council chambers located at City Hall, unless the Mayor orders that a special meeting be held using remote communication technology pursuant to paragraph (d) of this section.

(d) During a state of emergency or due to other exigent circumstances when the Mayor deems necessary, the Mayor may order that a special meeting be held using remote communication technology, including virtual meetings utilizing computer programs and telephonic technology, provided the order is issued at least twenty-four hours in advance of the meeting and is properly noticed to the public and the media pursuant to the South Carolina Freedom of Information Act. When a special meeting is held in accordance with this Paragraph (d), the following rules and procedures shall apply:

- 1) Councilmembers and all persons attending by electronic or telephonic means can hear all discussion and participate in the meeting as appropriate.
- 2) Other than establishing electronic or telephonic connections necessary for remote attendance, there shall be no communications between the Councilmembers attending remotely, unless such communication is part of the meeting, and can be heard by the members of the public in attendance.
- 3) All of the comments, motions, and votes of the Councilmembers attending remotely must be capable of being recorded in the minutes of the meeting.
- 4) The meeting shall be conducted in accordance with the requirements of the South Carolina Freedom of Information Act.
- 5) A Councilmember attending a special meeting held using remote communication technology, whether physically present or not, shall be counted as present in determining the quorum for such meeting.
- 6) Councilmembers shall strictly comply with the ordinary procedural rules, standards of decorum, and good practices applicable to physical meetings of City Council, particularly as such rules and standards apply to being recognized by the presiding officer, in order to preserve order and allow for the effectiveness of meetings using remote communication technology.”

SECTION 3. That Chapter 3, Article A, “Rules of Order and Procedure,” shall be amended to add a new Section 1-3-20, to be titled “Remote attendance at meetings,” to state as follows:

“Sec. 1-3-20. Remote attendance at meetings.

Councilmembers may attend Council or committee meetings by using remote communication technology, including virtual meetings utilizing computer programs and telephonic technology, only in cases of personal emergencies, illness, or due to other exigent circumstances, and when the remote attendance is approved by the Mayor or the committee chair. Remote attendance shall be limited to situations that prevent physical attendance at meetings and not used as the primary method of meeting attendance. When remote attendance is permitted in accordance with this section, the following rules and procedures shall apply:

- a) Notice of remote attendance shall be provided to the City Clerk’s office and when possible, not less than twenty-four (24) hours before the scheduled start time for

the meeting. The City Clerk shall advise the Mayor and committee chair of the request. The reason for attending the meeting remotely shall be recorded in the minutes of the meeting.

- b) A quorum of the Councilmembers is physically present at the meeting place, and remain physically present throughout the meeting.
- c) The individual presiding over the meeting is physically present during the meeting.
- d) Councilmembers attending both in person and remotely, and persons in attendance at the meeting can hear all discussion and participate in the meeting as appropriate.
- e) A Councilmember attending remotely shall be considered present at the meeting, shall possess the same authority as Councilmembers who are physically present at the meeting, and their votes shall be considered valid.
- f) Other than establishing electronic or telephonic connections necessary for remote attendance, there shall be no communications between the Councilmember(s) attending remotely and other members of Council, unless such communication is part of the meeting, and can be heard by the members of the public in attendance.
- g) All of the comments, motions, and votes of the Councilmember(s) attending remotely must be capable of being recorded in the minutes of the meeting.
- h) Any meeting where a Councilmember is attending remotely shall be conducted in accordance with the requirements of the S.C. Freedom of Information Act.
- i) Any Councilmember attending a meeting remotely where an executive session is held shall, after the vote to go into executive session is approved, but prior to the convening of the executive session, declare that no other person is on the phone or is within a range that would allow matters to be discussed or considered to be heard. The City Clerk shall enter such declaration into the minutes of the meeting.”

SECTION 4. That 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 5. 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 6. That this Ordinance take effect and be in full force immediately.

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: _____

Public Hearing: _____

Second Reading: _____

Ratification: _____

Exhibit A

CHAPTER 3. PROCEDURES, COMMITTEES, ORDINANCES AND USE OF CODE

ARTICLE A. RULES OF ORDER AND PROCEDURE

Sec. 1-3-1. Regular meetings.

(a) The regular meeting of City Council shall be held the fourth Tuesday of each month, except when such Tuesday shall fall on a legal holiday, in which event the meeting for such months shall be held the following Tuesday. Each regular meeting shall be called to order at 6:00 p.m.

(b) Regular meetings of City Council shall be open to the public and shall be held in the council chambers located at City Hall.

Sec. 1-3-2. Special meetings.

(a) Special meetings shall be held at any time on the call of the Mayor or a majority of Councilmembers.

(b) On the first Tuesday in January, the City Council will hold a special meeting which will be in addition to the regular meeting of Council held on the fourth Tuesday; except that when the first Tuesday falls on a legal holiday, the special meeting shall be held on the following Thursday. The special meeting will be for the purpose of making nominations, and making and announcing appointments of City officers, committees, boards and commissions.

(c) Special meetings of City Council shall be open to the public and shall be held in the council chambers located at City Hall, unless the Mayor orders that a special meeting be held using remote communication technology pursuant to paragraph (d) of this section.

(d) During a state of emergency or due to other exigent circumstances when the Mayor deems necessary, the Mayor may order that a special meeting be held using remote communication technology, including virtual meetings utilizing computer programs and telephonic technology, provided the order is issued at least twenty-four hours in advance of the meeting and is properly noticed to the public and the media pursuant to the South Carolina Freedom of Information Act. When a special meeting is held in accordance with this Paragraph (d), the following rules and procedures shall apply:

1) Councilmembers and all persons attending by electronic or telephonic means can hear all discussion and participate in the meeting as appropriate.

2) Other than establishing electronic or telephonic connections necessary for remote attendance, there shall be no communications between the Councilmembers attending remotely, unless such communication is part of the meeting, and can be heard by the members of the public in attendance.

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CHAPTER 3. PROCEDURES, COMMITTEES, ORDINANCES AND USE OF CODE
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(c) All regular and special meetings of Council, whether in person or using remote communication technology, shall be open to the public.

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3) All of the comments, motions, and votes of the Councilmembers attending remotely must be capable of being recorded in the minutes of the meeting.

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4) The meeting shall be conducted in accordance with the requirements of the South Carolina Freedom of Information Act.

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5) A Councilmember attending a special meeting held using remote communication technology, whether physically present or not, shall be counted as present in determining the quorum for such meeting.

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6) Councilmembers shall strictly comply with the ordinary procedural rules, standards of decorum, and good practices applicable to physical meetings of City Council, particularly as such rules and standards apply to being recognized by the presiding officer, in order to preserve order and allow for the effectiveness of meetings using remote communication technology.

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Sec. 1-3-3. Mayor pro tempore.

- (a) No member of Council may serve as Mayor pro tempore more than two (2) one-year terms during a single four (4) year term of the Mayor.
- (b) In the event of the sickness or temporary absence of the Mayor pro tempore, while acting as Mayor, the chairman of the first standing committee in the order listed in article B of this chapter shall act as Mayor.

Sec. 1-3-4. Presiding officer; clerk of council; parliamentarian.

- (a) It shall be the duty of the Mayor to take the chair as presiding officer of all meetings of City Council. In the absence of the Mayor, the Mayor pro tempore shall preside. In the absence of the Mayor and Mayor pro tempore, the chairman of the first standing committee on the order listed in article B of this chapter shall preside.
- (b) The City Clerk shall serve as Clerk of Council.
- (c) The City Attorney shall act as parliamentarian.

Sec. 1-3-5. Annual meeting; appointment of City officers, boards and commissions.

- (a) In a non-election year, nominations for appointed City officers who are not City employees and for members of City boards and commissions will be made by Council and appointments approved by a majority vote of Council at a special meeting held no later than December 15. Appointments will be announced by the Mayor at a special meeting held on the first Tuesday in January.
- (b) In an election year, nominations for appointed City officers who are not City employees and for members of City boards and commissions will be made by seated Councilmembers who carry over and Councilmembers-elect at a special meeting held no later than December 15. Following the swearing-in of Councilmembers-elect, such nominations will be approved by a majority vote of Council at a special Council meeting held the first Tuesday in January. Appointments will be announced by the Mayor at this special meeting.

Sec. 1-3-6. Notice of meetings.

The City Clerk shall give notice to the public of all regular and special meetings of the City Council. Such notice shall meet the requirements of the Freedom of Information Act.

Sec. 1-3-7. Council agenda.

- (a) *Regular meetings.* The Council agenda shall list all the items to be considered according to the order of business in section 1-3-10. Any item not listed on the published agenda shall require the consent of a majority of Councilmembers present prior to consideration. The order of business as prescribed on the agenda may be changed upon consent of a majority of Councilmembers present. The Council agenda shall be published and made available to Councilmembers and the public no later than the Friday preceding the scheduled meeting.
- (b) *Special meetings.* The Council agenda for special meetings shall list only those items which were included in the original call for the meeting. No items may be added.

Sec. 1-3-8. Council minutes.

- (a) The City Clerk shall attend all meetings of the City Council and keep minutes of the proceedings of Council.
- (b) The minutes of Council shall be made available to Councilmembers for review within ten (10) working days after the respective meeting. The minutes shall be approved at the next regular meeting of the City Council.

Sec. 1-3-9. Pledge of Allegiance; quorum.

- (a) Immediately at the hour appointed for the meeting of City Council, the presiding officer shall take the chair and call the meeting to order. The officer shall proceed by first leading all Councilmembers and guests in the Pledge of Allegiance. The officer shall then direct the Clerk to call the roll and, if a quorum is present, proceed with the business of Council as prescribed by the agenda. If a quorum of City Council fails to appear within fifteen (15) minutes after the hour appointed, no member shall be required to attend longer.
- (b) A quorum shall consist of a majority of the members of Council.

Sec. 1-3-10. Order of business.

- (A) *Regular meetings.*
 - (1) The order of proceedings of the City Council shall be as follows:
 - (a) The minutes of the previous Council meeting shall be presented by the City Clerk.
 - (b) Citizen comments.
 - (c) Reports from standing committees.
 - (d) Reports from City officers, boards and commissions.
 - (e) Reports from special or joint committees.
 - (f) Petitions received, referred or disposed of.
 - (g) Introduction of new bills or resolutions.
 - (h) Miscellaneous business.
 - (2) The order of proceeding in subsection (A)(1) of this section shall be governed as follows:

Deleted: (c) Individual council members shall be allowed to participate in in-person meetings in person and by remote communication technology and that council member's presence shall apply to the quorum whether they participate in-person or remotely. ¶

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- (a) *Reading of the minutes of the past council meeting by the City Clerk.* Unless a motion to approve the minutes as published is passed by a majority of those members present, the minutes of all meetings which have not been approved shall be read in their entirety, excluding appendices, corrected, if necessary, and approved by a majority vote.
 - (b) *Citizen comments.* Members of the public who want to address the City Council at a City Council meeting shall sign up before the start of the meeting identifying themselves by providing name and address and shall be allowed the floor in the order of requests received. The individual requesting to speak should furnish the City Clerk with a written copy of the comments to be made to Council. Speakers shall limit their remarks to no more than three (3) minutes. Public participation during Citizen Comments shall be limited to no more than thirty (30) minutes in total unless extended for a time certain by the Mayor or by a majority vote of the City Council. If there are more speakers signed up to address the City Council than time will allow, citizens may provide a written copy of the comments to be included in the public record. Public participation during Citizen Comments shall be conducted in accordance with section 1-3-13.
 - (c) *Consent agenda.* Routine or noncontroversial matters will be treated as one (1) agenda item. All items on the consent agenda may be collectively approved by one (1) vote without debate. Before the consent agenda is voted upon, any item included can be removed upon the request of any Councilmember. Any item removed from the consent agenda upon request will be handled separately in the same manner as an agenda item. Council will vote on the consent agenda as one (1) item; passage of the consent agenda will be passage of each item included therein. Failure to pass the consent agenda will not defeat each item included therein, in such event, each item will be considered individually.
 - (d) *Reports from standing committees.* This should include only the standing committees of Council in the order listed in section 1-3-31. All reports from standing committees shall be submitted, in writing, to the City Clerk prior to the start of the meeting.
 - (e) *Reports from City officers, boards and commissions.* All reports should be submitted, in writing, to the City Clerk prior to the start of the meeting.
 - (f) *Reports from special or joint committees.* This shall include only those special or joint committees appointed by the Mayor and Council. All reports should be submitted in writing prior to the start of the meeting.
 - (g) *Petitions received, etc.* Petitions received, referred, or disposed of, this is to include all petitions, letters of request, etc., which have been proposed to Council. If a petition previously received by Council has been referred, the report on that petition shall be made here. When action has been taken on a petition, the disposition shall be reported here. All petitions and requests shall be submitted, in writing, one (1) week prior to the date of the Council meeting at which time the proposed action is requested. All reports on petitions and requests shall be submitted, in writing, prior to the start of the meeting.
 - (h) *Introduction of new bills or resolutions.* All new bills and resolutions shall be in a form approved by the Council and read.
 - (i) *Miscellaneous business.* Miscellaneous business shall include any matter that is not included in any of the other orders. All subjects/matters to be included here must be submitted to the City Clerk for inclusion on the agenda.
- (B) *Special meetings.* The order of proceeding for a special meeting shall be that order as published on the agenda for that special meeting. No items may be added.

Sec. 1-3-11. Duty to attend meetings.

It shall be the duty of the Mayor and Councilmembers to attend all regular meetings of the City Council and, when notified, to attend all special meetings of the City Council called pursuant to this chapter. The Mayor and Councilmembers shall notify the City Clerk of a reason for the absence, at least twenty-four (24) hours in advance of the excused absence, so that Council can act upon same at the scheduled meeting. Consideration will be made for unexpected emergency.

Sec. 1-3-12. Addressing the council.

No member of Council or member of the public shall speak at a Council meeting until recognized by the Mayor or presiding member. Remarks shall be limited to the question or subject under consideration. Disrespectful or personal remarks shall not be permitted and the chair may order that the person making such remarks be removed from the Council chambers.

Sec. 1-3-13. Public participation.

- (a) Speakers shall limit their remarks to no more than three (3) minutes unless additional time is granted by the Mayor or by a majority vote of the City Council.
- (b) A timer shall be used to notify speakers when the allotted time has expired. Speakers will be informed when their allotted time has expired. Upon the expiration of the allotted time, speakers shall stop speaking and leave the podium unless additional time is granted.
- (c) Public participation during public comments shall be limited to no more than thirty (30) minutes in total unless extended for a time certain by the Mayor or by a majority vote of the City Council. If there are more speakers signed up to address the City Council than time will allow, citizens may provide a written copy of the comments to be included in the public record.
- (d) Groups of speakers should, whenever possible, consolidate their comments and avoid repetition through the use of representative speakers.
- (e) Speakers shall focus and limit their remarks directly to the matter then under discussion.
- (f) Speakers shall address their remarks to the City Council as a whole and not to any individual Council members.
- (g) Speakers shall not ask questions of individual Council members or a member of the City staff without first obtaining permission from the Mayor.
- (h) Speakers shall refrain from harassing or directing threats or personal attacks at Council members, staff, other speakers or members of the audience.
- (i) Council members may, but need not, ask questions of speakers at the conclusion of their comments.
- (j) Members of the audience shall maintain decorum and refrain from noisy outbursts or other distracting actions such as applauding, cheering, or booing during or at the conclusion of any remarks made by any speaker, staff member or Council members.

Sec. 1-3-14. How often members may speak.

No member shall speak a second time on the same question until every member desirous of speaking shall have spoken; and no member shall speak more than twice on the same question without leave of Council, except to submit an explanation. Nor shall any member speak at any time longer than ten (10) minutes.

Sec. 1-3-15. Motions and resolutions generally.

Every motion or resolution, when offered and seconded, shall be subjected to the decision of the presiding officer, and but one at a time shall be offered for the consideration of the City Council, and shall be decided unless withdrawn by the mover.

Sec. 1-3-16. Manner of voting and recording of votes.

- (a) Upon the call for the question, the City Clerk shall, upon request, repeat, word by word, the question before the Council.
- (b) The ayes and nays on any question shall be ordered when requested by any member. The City Clerk shall call the roll of the Mayor and Council in alphabetical order, with the Mayor voting last, and record the votes in the minutes.
- (c) No member shall abstain or leave the Council chamber during a vote. The Mayor and each member present shall vote on every question unless disqualified by conflict of interest under state law. The reason for a disqualification shall be stated in writing and recorded in the minutes.

Sec. 1-3-17. Explanation of vote.

A member may be permitted to explain the member's vote only by leave of a majority of Council, and for such explanation may be allowed not more than five (5) minutes, and he may, if desired, have his reasons for voting for or against any measure recorded in the minutes.

Sec. 1-3-18. Members having personal or pecuniary interest not to vote.

Members of Council shall refrain from voting in matters of personal interest as provided by state law.

Sec. 1-3-19. Roll call votes; tie votes.

If, after the Mayor and all members have voted, the vote is equally divided, the question shall be decided in the negative.

Sec. 1-3-20. Remote attendance at meetings.

Councilmembers may attend Council or committee meetings by using remote communication technology, including virtual meetings utilizing computer programs and telephonic technology, only in cases of personal emergencies, illness, or due to other exigent circumstances, and when the remote attendance is approved by the Mayor or the committee chair. Remote attendance shall be limited to situations that prevent physical attendance at meetings and not used as the primary method of meeting attendance. When remote attendance is permitted in accordance with this section, the following rules and procedures shall apply:

a) Notice of remote attendance shall be provided to the City Clerk's office and when possible, not less than twenty-four (24) hours before the scheduled start time for the meeting. The City Clerk shall advise the Mayor and committee chair of the request. The reason for attending the meeting remotely shall be recorded in the minutes of the meeting.

b) A quorum of the Councilmembers are physically present at the meeting place, and remain physically present throughout the meeting.

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c) The individual presiding over the meeting is physically present during the meeting.

d) Councilmembers attending both in person and remotely, and persons in attendance at the meeting can hear all discussion and participate in the meeting as appropriate.

e) A Councilmember attending remotely shall be considered present at the meeting, shall possess the same authority as Councilmembers who are physically present at the meeting, and their votes shall be considered valid.

f) Other than establishing electronic or telephonic connections necessary for remote attendance, there shall be no communications between the Councilmember(s) attending remotely and other members of Council, unless such communication is part of the meeting, and can be heard by the members of the public in attendance.

g) All of the comments, motions, and votes of the Councilmember(s) attending remotely must be capable of being recorded in the minutes of the meeting.

h) Any meeting where a Councilmember is attending remotely shall be conducted in accordance with the requirements of the S.C. Freedom of Information Act.

i) Any Councilmember attending a meeting remotely where an executive session is held shall, after the vote to go into executive session is approved, but prior to the convening of the executive session, declare that no other person is on the phone or is within a range that would allow matters to be discussed or considered to be heard. The City Clerk shall enter such declaration into the minutes of the meeting.

Sec. 1-3-21. Decision of chair; appeals.

All questions of order shall be decided by the presiding officer without debate, subject to any appeal to Council. In all cases where an appeal is made from the decision of the chair, the presiding officer shall refer the question to Council, and the final decision shall be determined by majority vote.

Sec. 1-3-22. Majority vote required; exception.

All bills, resolutions, or any other and all matters upon which a vote of Council is asked or required shall be determined by a majority of votes actually given; excepting as herein otherwise specifically provided.

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Sec. 1-3-23. Rules; rescinded, suspended or altered.

Any of the foregoing rules, except those requiring unanimous consent, can be rescinded, suspended or altered by an affirmative vote of three-fourths (¾) of the members present.

Sec. 1-3-24. Executive session.

Council may go into executive session for any purpose permitted by the Freedom of Information Act by majority vote at any public meeting. No vote may be taken on any matter in executive session. Minutes of executive sessions, if any are taken, shall not be public records.

Sec. 1-3-25. Additional rules.

- (a) The City Council may from time to time, by resolution, adopt such additional rules, not inconsistent with this chapter, as may be expedient for the transaction of its business.
- (b) The rules of parliamentary procedure as comprised in Robert's Rules of Order Newly Revised (10th edition) shall govern the rules of procedure of Council in all cases in which they are not inconsistent with the foregoing rules.



City of Isle of Palms, South Carolina

A PROCLAMATION

WHEREAS, the Americans with Disabilities Act (ADA) was signed into law on July 26, 1990, establishing a clear and comprehensive national mandate for the elimination of discrimination to ensure the civil rights of people with disabilities; and,

WHEREAS, the ADA has expanded opportunities for Americans with disabilities by reducing barriers, changing perceptions, and increasing opportunities for full participation and inclusion in community life; and,

WHEREAS, continued commitment to the principles of the ADA is necessary to help individuals with disabilities reach their full potential; and,

WHEREAS, the City of Isle of Palms encourages people to reaffirm the principles of equality and inclusion laid out in the ADA and recommit our efforts to reach full ADA compliance so that every person in our city has the opportunity to succeed; and,

WHEREAS, the City of Isle of Palms is committed to not only meeting the minimum requirements set by law, but exceeding the standards and go above and beyond to ensure that people with disabilities feel welcomed in our community;

NOW THEREFORE BE IT PROCLAIMED, this 28th day of September, 2021, by the Mayor and City Council of the City of Isle of Palms, on behalf of the citizens we serve, that the City of Isle of Palms hereby reaffirms its commitment to work toward full ADA compliance within the City and encourages its citizens to recognize that the Americans with Disabilities Act has, and will continue to, improve the quality of life for all people with disabilities in our community.

Jimmy Carroll, Mayor

Nicole DeNeane, City Clerk



City of Isle of Palms, South Carolina

**A RESOLUTION
2021-05**

**DESIGNATING AN AUTHORIZED REPRESENTATIVE AND CONTACT PERSON
FOR PURPOSES OF THE AMERICAN RESCUE PLAN ACT OF 2021**

WHEREAS, the American Rescue Plan Act of 2021 (ARPA) appropriates \$19.53 billion to States for distribution to non-entitlement units of local government (NEUs), which are local governments typically serving a population under 50,000;

WHEREAS, the City of Isle of Palms, South Carolina (the Municipality), is an NEU for purposes of ARPA and expects to receive funding pursuant to the ARPA appropriation;

WHEREAS, ARPA requires that the Municipality designate an Authorized Representative to approve and sign documents, make certifications required by ARPA, and otherwise act as the Municipality's designated and lawfully appointed agent for purposes of ARPA; and

WHEREAS, ARPA further requires that the Municipality designate a Contact Person to receive official communications and notice related to ARPA;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. Desirée Fragoso, the City Administrator of the Municipality, is hereby designated as the Municipality's Authorized Representative pursuant to ARPA. The Authorized Representative is hereby authorized and directed to do all things necessary (including without limitation to sign documents, make certifications, make regular reports to council and otherwise act on behalf of the Municipality) to receive and expend funds pursuant to an appropriation by council and ARPA rules. The Authorized Representative's contact information is:

Desirée Fragoso
City Administrator
1207 Palm Boulevard, Isle of Palms, South Carolina 29451
(843) 886-6428
desireef@iop.net

Section 2. Deborah Suggs, the City Treasurer of the Municipality, is hereby designated as the Municipality's Contact Person pursuant to ARPA. The Contact Person's contact information is:

Deborah Suggs
City Treasurer
1207 Palm Boulevard, Isle of Palms, South Carolina 29451
(843) 886-6428
dsuggs@iop.net

DONE IN MEETING duly assembled this 28th day of September 2021.

Jimmy Carroll, Mayor

Nicole DeNeane, City Clerk



City of Isle of Palms, South Carolina

A RESOLUTION

Authorizing Consumption of beer and wine only and amplified music at the IOP Connector Run and Walk for the Child on October 2, 2021

WHEREAS, the City of Isle of Palms Recreation Department is hosting the 2021 IOP Connector Run and Walk for the Child on Saturday, October 2, 2021 on Ocean Blvd, 14th Ave Palm Blvd, and Pavilion Ave; and,

WHEREAS, the City of Isle of Palms Recreation Department is requesting permission for the temporary closing and use from 7:00 am and 11:00 am of Ocean Blvd, 14th Ave, Palm Blvd, and Pavilion Ave for set up, for the run, clean up, and staging of the event and for the temporary closing and use from 7:00 am and 11:00 am of Municipal Parking Lot A for the post-race celebration event to be held on Saturday, October 2, 2021 from 8:00 a.m. to 10:00 a.m.; for participants to consume beer and wine beverages only at the post-run event held in Municipal Parking Lot A during the hours of 8:00 a.m. to 10:00 a.m.; and for crowd control; and,

WHEREAS, it has been determined that such an event would be in the public interest;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council This 28th day of September 2021, that possession and consumption of beer and wine beverages and the use of amplified music is authorized in Municipal Parking Lot A on Pavilion Ave between the hours of 8:00 a.m. and 10:00 a.m. on Saturday, October 2, 2021; and,

BE IT FURTHER RESOLVED that possession and consumption of alcoholic liquors or alcoholic Beverages other than beer and/or wine beverages within the event area is prohibited; and,

BE IT FURTHER RESOLVED that outdoor possession and consumption of beer and wine beverages only, all outdoor musical performances and use of sound-amplifying devices shall end by 10:00 a.m. due to the proximity of the event to residential properties; and,

BE IT FURTHER RESOLVED that all vendors be restricted to stationary location; and,

BE IT FURTHER RESOLVED that only pedestrian traffic will be allowed in the area. All other traffic including, but not limited to, Automobiles, trucks, motorcycles, mopeds, bicycles, skateboards, golf carts, LSVs, except police and fire LSVs, is prohibited; and,

BE IT FURTHER RESOLVED that during the designated times the closed portion of Municipal Parking Lot A along Pavilion Ave is deemed to be the site of a public event at which only beer and wine beverages may be consumed and the prohibition against possession or consumption of alcoholic beverages set forth in Section 7-2-1 shall not apply as to the possession and consumption of beer and/or wine beverages only.

Jimmy Carroll, Mayor

Nicole DeNeane, City Clerk