



Public Works Committee

4:30 p.m., Thursday, February 3, 2022
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 nicoled@iop.net no later than **3:00 p.m. the day before the meeting**. Citizens may also provide public comment here:
<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** - and acknowledgement that the press and public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Approval of previous meeting's minutes** – January 12, 2022
3. **Citizens' Comments** – All comments will have a time limit of three (3) minutes.
4. **Departmental Reports** – Director Pitts and Assistant Director Asero
5. **Old Business**
 - a. Update on Phase III Drainage Project
[Strategic Plan Priority 5, Goal c.]
 - b. Update on improvements to golf cart path along Ocean Park Plaza
[Strategic Plan Priority 1, Goal b.]
6. **New Business**

Discussion of proposed FY23 Capital Projects Budget – Public Works
[Strategic Plan Priority 3, Goal b.]
7. **Miscellaneous Business**

Next Meeting Date: 4:30 p.m., March 2, 2022
8. **Executive Session** – If needed
9. **Adjournment**



PUBLIC WORKS COMMITTEE

4:45pm, Wednesday, January 12, 2022

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 Bogosian, Hahn, and Ward

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

2. Election of Chair and Vice Chair

MOTION: Council Member Bogosian nominated Council Member Ward as the Chair of the Public Works Committee. Council Member Hahn seconded the motion. The motion passed unanimously.

MOTION: Council Member Bogosian nominated Council Member Hahn as the Vice Chair of the Public Works Committee. Council Member Ward seconded the motion. The motion passed unanimously.

3. Approval of previous meeting's minutes – November 15, 2021

Council Member Hahn made a motion to approve the minutes of the November 15, 2021 meeting, and Council Member Bogosian seconded the motion. The motion passed unanimously.

4. Citizens' Comments -- none

5. Department Reports – Director Pitts and Assistant Director Asero

Director Pitts reported that garbage collection for November and December was up over this same time in 2020. Yard debris collection was down in November as Public Works was caught up clearing the debris from the island. Palm tree trimming is happening along Palm Boulevard between 21st and 41st avenues. Public Works is hauling that debris away to keep the costs down.

Vehicle maintenance was just over budget in November and only \$6,000 in December. As of 12/31/21, \$40,000 of the \$90,000 vehicle maintenance budget had been spent.

Asst. Director Asero reported on the many activities of the Public Works department including reviewing Charleston County Stormwater plans for home construction, Eadie's Services cleaning ditches and vegetation at Forest Trail and numerous places along 23rd Avenue, and the ditch restructuring at Duck and Sparrow by SCDOT.

Facilities maintenance work included the updating of Council Chambers, painting of the Mayor's office, and a safety team walkthrough of Fire Station 2.

Work at the Front Beach included clean up of the parking lot, the planting of trees in the larger parking lot, updated and replaced well lighting, assessment of beach paths for boardwalks the installation of palm trees behind the public restrooms, and parking line striping for front beach parking spaces.

Landscaping projects included the cleanup along the connector, installation of street signs, creating a redesign for the front beach municipal lot pedestrian entrance, and managing city-wide landscape maintenance crews.

Monthly testing of the City's underground storage tanks was done. Asst. Director Asero also met with Davis & Floyd regarding the Master Drainage Plan and participated in an onsite meeting with Quality Enterprises who will be working on the outfalls at 30th and 36th avenues.

6. Old Business

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

Administrator Fragoso said the contract with Quality Enterprises for the work at 30th and 36th avenues has been executed. She has also met with all stakeholders about the upcoming work in those areas. They anticipate starting the week of February 1 and, depending on the weather, will be done in six weeks. While the contractor is experiencing supply chain delays, he still anticipates being done by the end of March. The work will cause temporary shutdowns of the golf course, but the contractor is attempting work arounds to shorten the times the course will be shut down. She will have a further update at next week's Ways & Means Committee meeting.

Grant applications for the work at the 41st Avenue outfall and Waterway Boulevard has been submitted. Permitting for that project is ongoing.

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

Administrator Fragoso said the design of this project has been completed and submitted to SCDOT for approval along with the encroachment permit. The goal is to have it complete by the start of the season. The encroachment permit includes the painting of two crosswalks in that area. Director Pitts said he recently saw SCDOT surveyors in the area.

7. Miscellaneous Business

The next meeting of the Public Works Committee will be Thursday, February 3, 2022 at 4:30pm.

8. Adjournment

Council Member Hahn made a motion to adjourn, and Council Member Bogosian seconded the motion. The meeting was adjourned at 5:14pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

City of Isle of Palms, SC
Public Works Department
Robert Asero, Assistant Public Works Director of Stormwater and Facilities
Monthly Report: January 2021

Drainage

- Reviewing of Charleston County stormwater drainage plans for home construction.
- Scheduling of ditch cleaning at 250 Forest trail.
- Scheduling the remainder of Forest Trail ditch.
- 41st Ave drop inlet lowering scheduled with SCDOT.

Facilities

- Estimates to repairs PSB bathroom.
- Scheduling city wide backflow testing.
- Assembly of beach wheelchairs and delivery to PSB
- Public works clean up of property and shop.
- Testing of generator at the recreation Dept.
- Scheduling of fire station 2 generator service.
- Assisting the recreation department for sidewalk improvement.

Front beach

- Cleanup of parking lot / Front beach Ocean Blvd. trash and debris by public works.
- Installation of borders and plants around all palm trees on the front beach sidewalks.
- Removal of railing to access front beach sitting area.
- Ordered seating and tables for sitting area.
- Managing public restrooms.
- Installation of palm trees behind the public restrooms.
- Resetting granite monuments at front beach palms.
- Completion of patio at the front beach restrooms.
- Completion of irrigation at front beach sitting area.

Landscaping / Rights of way / Connector / Parks

- Clean up of the connector debris by public works and the sweeping contractor.
- Installation of street signs.
- Estimates and scheduling of 41st Ave sidewalk repaving - Marina to Wildwood Dr.
- Estimates for the redesigning of front beach municipal lot B entrance/exit.
- Completion of pruning Palm trees from 21st-41st
- Managing city wide landscape maintenance crews.
- Landscape clean up of all beach accesses.
- Installation of new wayfinding signs for municipal parking lots A-B, 34A 46.
- Scheduling front beach intersection cross walk repairs.
- Purchased mower for rights of way mowing.

Compactor / Dumpster

- Cleaned compactor pad and recycling area weekly.
- Removal of bulk items left by the PSB compactor weekly.

Certifications, training and meetings

- Monthly UST testing of marina, public works and public safety building.
- Monthly drainage master plan meeting with Davis and Floyd.
- Safety team meeting

[illegible]

	A	B	G	H	I	J	K	L	M	N	O	P	Q
1	City of Isle of Palms 10-Year Capital Plan												
2	Expenditures for assets or projects > \$5000 **Expenditures less than \$5,000 are included in operating budgets**												
3	DRAFT #1												
4													
5	Total		FY23		FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
6	Fleet		Request										
7													
8													
149		Facilities Maintenance											
150		Building maintenance contingency - per PWD Director, the major components of the Hill Report will be addressed in FY19. Calculated as 1% of Public Wks Building insured value including new wash station. Incr to 2% in FY27	14,191		14,191	14,191	14,191	28,383	28,383	28,383	28,383	28,383	28,383
151		Subtotal Facilities Maintenance	14,191		14,191	14,191	14,191	28,383	28,383	28,383	28,383	28,383	28,383
152													
153		Drainage											
154		General drainage contingency for small projects	100,000		100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
155		Develop Comprehensive Drainage Plan											
156		Provision for future drainage projs identified by Comp Drainage Plan	500,000		500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
157		Repeat drainage work based on 3-year maintenance rotation	198,668		197,804	195,804	198,668	197,804	195,804	198,668	197,804	195,804	195,804
158		Drainage Phase 3 - Forest Trail & 30th Avenue outfalls including construction management and 10% contingency	2,596,000										
159		Drainage Phase 3 - ESTIMATES for 41st Avenue outfall (\$1.4M) and Waterway Blvd Multi-use path elevation (\$1.0M). Staff recommends adding \$400k to pipe the 41st Ave ditch. Includes 15% for permitting, bidding and construction management and 10% for general contingency. Offset by \$1.4 million grant award included in the revenue budget.			3,500,000								
160		Subtotal Drainage	3,394,668		797,804	795,804	798,668	797,804	795,804	798,668	797,804	795,804	795,804
161													
166		Grand Total Public Works Department	3,530,860		1,371,995	997,995	1,104,859	943,187	1,131,187	865,051	1,144,187	1,154,187	864,187