



Special City Council – Workshop
 5:00 p.m., Tuesday, March 14, 2023
 Council Chambers
 1207 Palm Boulevard, Isle of Palms, SC

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. **Call to Order** and acknowledgement that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Citizens' Comments** – All comments will have a time limit of three (3) minutes.
3. **Special Presentations**
4. **Dashboard of City Operations** [Pg. 3]
5. **Departmental Reports** [Pgs. 4-25]
6. **Strategic Plan Policy Initiatives and Priorities**

Mission Statement: To be the most sustainable, family-friendly beach community in South Carolina.

Vision Statement: To be a welcoming, environmentally conscious and resilient coastal community committed to enhancing the quality of life for those who come here to live, work and play.

 - a. **Livability**
 Discussion of short-term rental related policies and regulations to address livability [Pgs. 26-28]
 - b. **Environmental**
 - c. **Public Services**
 - i. Discussion of paramedic program [Pgs. 29-50]
 - ii. Discussion of requiring lawn commercial services to remove yard debris from residential/rental properties [Pg. 51]
 - iii. Discussion of increasing from to (2) to four (4) the number of resident parking decals that may be issued to non-resident property owners [Pg. 52]



- iv. Discussion of hiring a parking vendor for the island and reconfiguring paid parking

d. Personnel

Discussion of approval of Short-Term Rental Coordinator position [Pgs. 53-54]

e. Other items for discussion

- i. Discussion of proposal from Coast Architects in an amount ranging between \$60,000 - 90,000 for the design and development of construction documents to install elevator at the marina restaurant [Pgs. 55-61]
- ii. Discussion regarding an appreciation plaque at the Recreation Center honoring Norma Jean, former Recreation Director
- iii. Discussion of having residents speak first during Citizen's Comments [Pg. 62]
- iv. Discussion of adopting resolution to support adoption H.3620 Clementa C. Pinckney Hate Crime Act [Pgs. 63-67]

7. Financial Review

Financial Statements and Project Worksheets [Pgs. 68-76]

8. Procurement

Discussion of approval of notice of intent to purchase Caterpillar front loader for Public Works in FY24 [8-month lead time] [Pgs. 77-79]

9. Capital Projects Update [Pgs. 80-85]

- a. Phase 3 Drainage – Outfalls at 30th, 36th and 41st Avenue
- b. Comprehensive Drainage Masterplan
- c. Overhead to Underground Conversion at 21st Avenue
- d. Pickle Ball Court Construction and Basketball Courts Rehab
- e. Public Dock Rehabilitation and "T" dock improvements
- f. Marina Bulkhead and Boardwalk

10. Legislative Report

11. Miscellaneous

FY24 Budget Workshop – 3:00 p.m., Tuesday, March 21, 2023

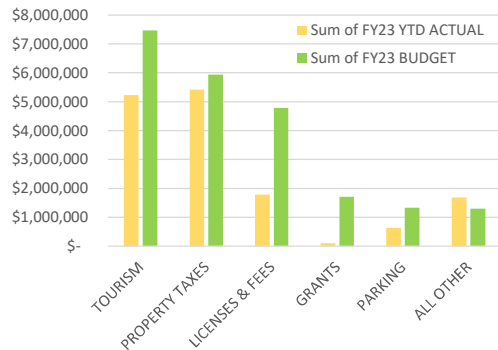
12. Adjournment

City of Isle of Palms Operations Dashboard

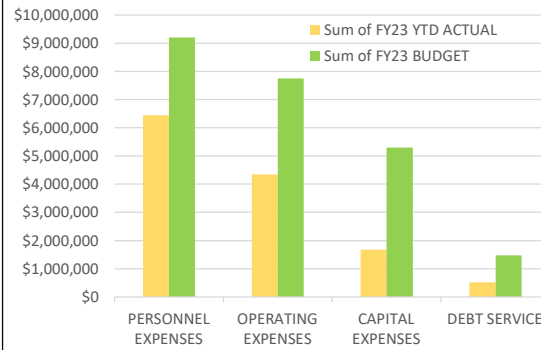
February 2023

3

City Revenues by Category



City Expenses by Category



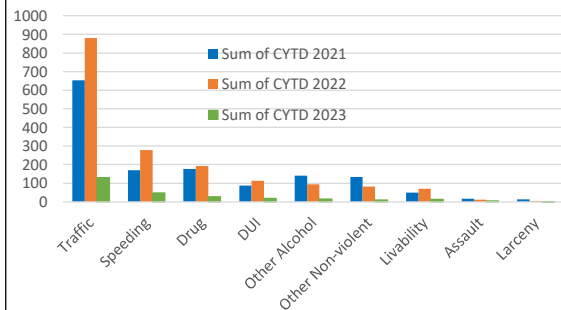
Personnel Vacancies

Type	City Hall	Police	Fire	Pub Wks	Rec
Full-time	1 Bus Lic Clerk	1 Code Enfor	1 FF	1 CDL	
Part-time		10 BSOs			

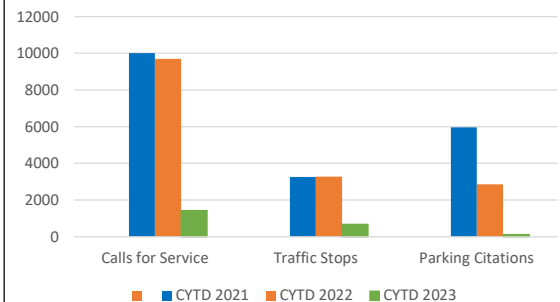
Upcoming Community Events

- Community Yard Sale**
Saturday, March 25, 8-noon at the Rec Center
- Coffee with the Mayor**
Friday, March 31, 9am at Café Paname
- East Egg Hunt**
Friday, April 7, 2-4pm at the Rec Center
- Music in the Park**
Saturday, May 6, 3-7pm at the Rec Center

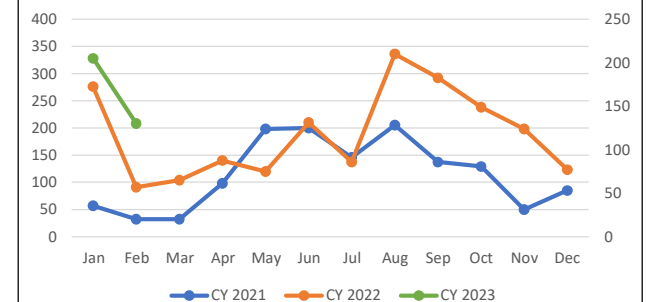
Police Department Charges



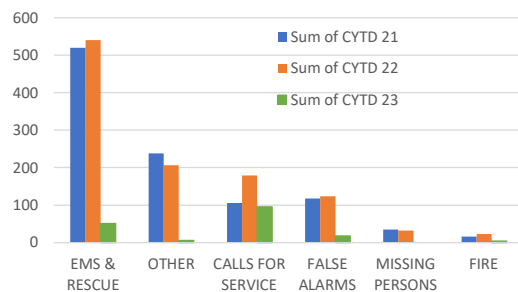
Other Police Actions



Municipal Court Docket - # of Cases

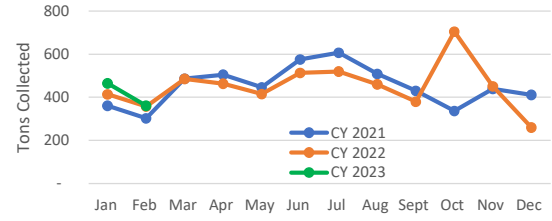


Fire Department Calls By Type



% of Calls 2021-23: Resident 37% Non-resident 63%

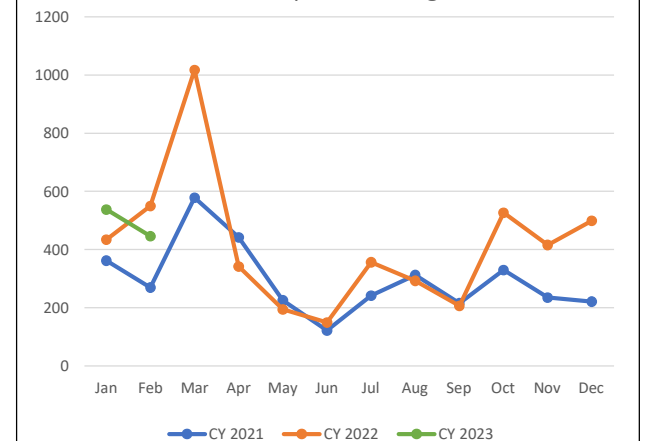
Public Works Garbage & Yard Debris



Building Department

	CY21 (12 mos)	CY22 (12 mos)	CYTD23 (STRS thru 2.10.23) 3/10/23
Construction Value Permitted	\$108 M	\$144 M	\$14 M
New Homes Permitted	49	46	2
Short Term Rental Lics Issued	1,403	1,700	77

Recreation Department Registrations



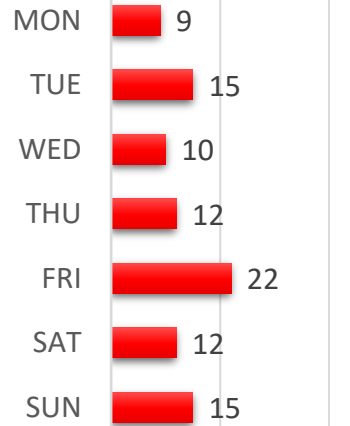
CALLS BY MONTH

0 50 100



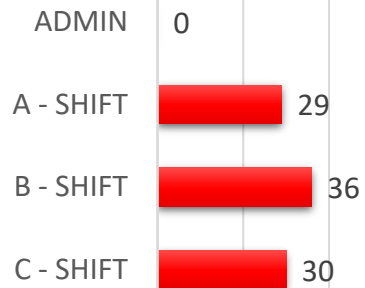
CALLS BY DAY

0 20 40



CALLS BY SHIFT

0 20 40



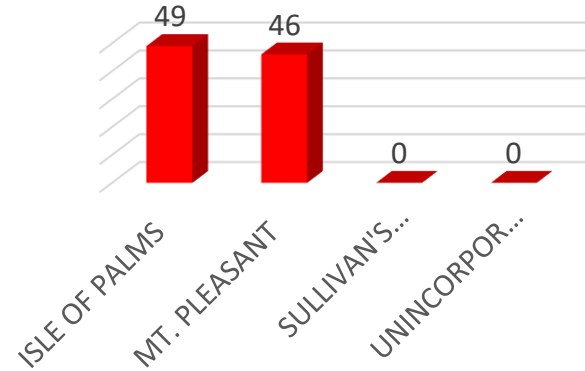
TOTAL CALLS FOR SERVICE

95

INCIDENTS BY CATEGORY

FIRE	0
OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE)	0
RESCUE & EMERGENCY MEDICAL SERVICE INCIDENTS	31
HAZARDOUS CONDITION (NO FIRE)	1
SERVICE CALL	6
GOOD INTENT CALL	51
FALSE ALARM & FALSE CALL	6
SEVERE WEATHER & NATURAL DISASTER	0
SPECIAL INCIDENT TYPE	0

CALL LOCATIONS BY CITY



RESIDENCY STATUS

Resident Calls = 32
Non-Resident Calls = 63



AVERAGE TOTAL
RESPONSE TIME
7 MIN. 14 SEC



MEDIAN TOTAL
RESPONSE TIME
6 MIN. 27 SEC

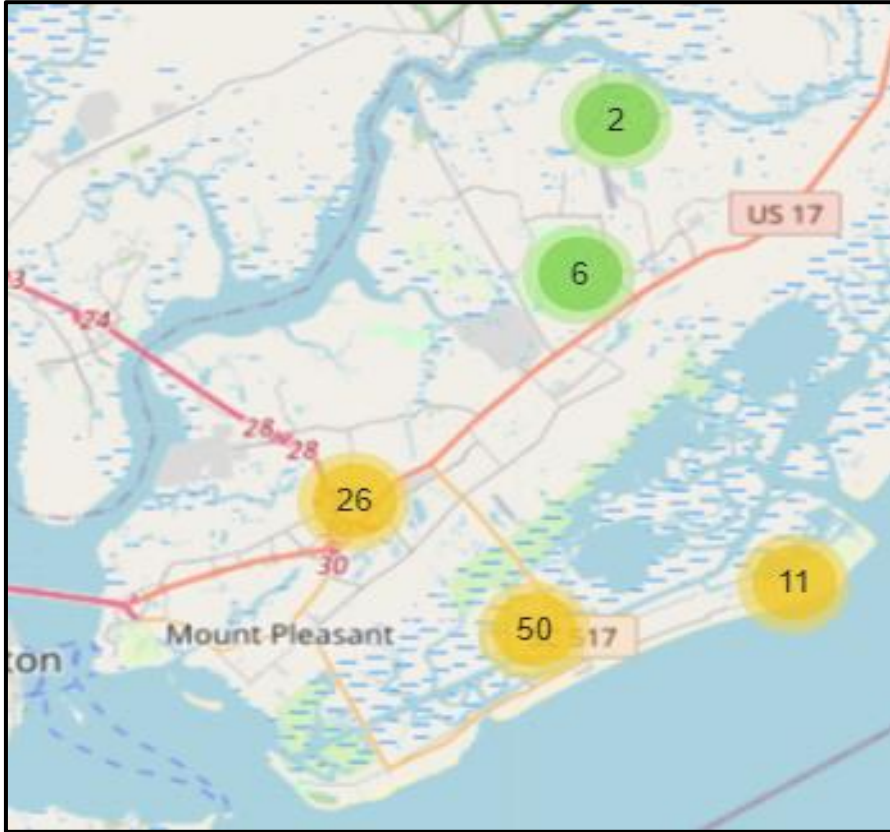


**FEBRUARY
2023**

**MONTHLY
REPORT**

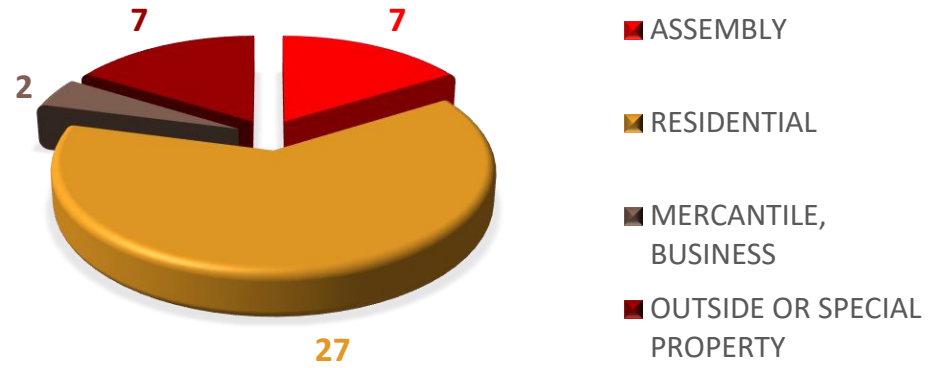
**FEBRUARY
2023**

CALL LOCATIONS AND HEAT MAP

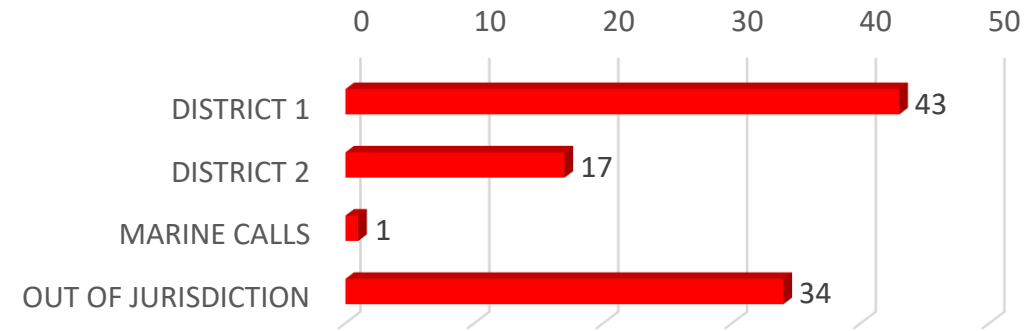


**MONTHLY
REPORT**

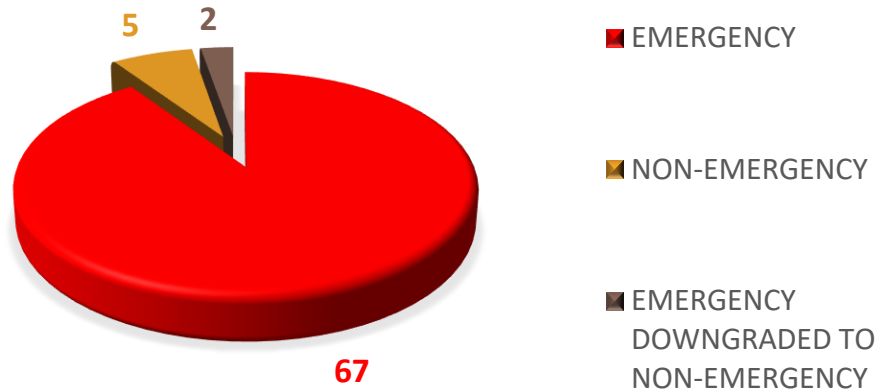
INCIDENTS BY PROPERTY USE



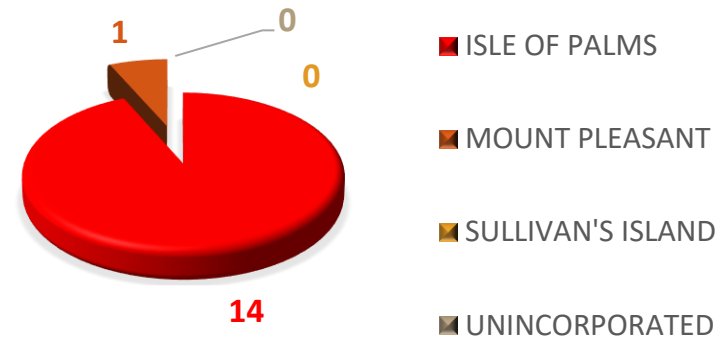
INCIDENTS BY DISTRICT



INCIDENTS BY RESPONSE MODE

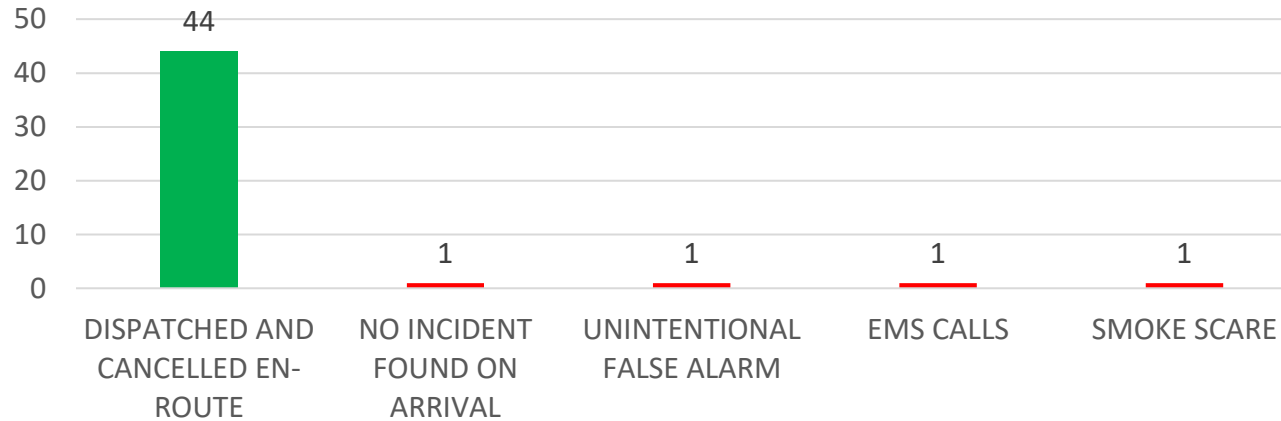


EMS CALLS BY LOCATION

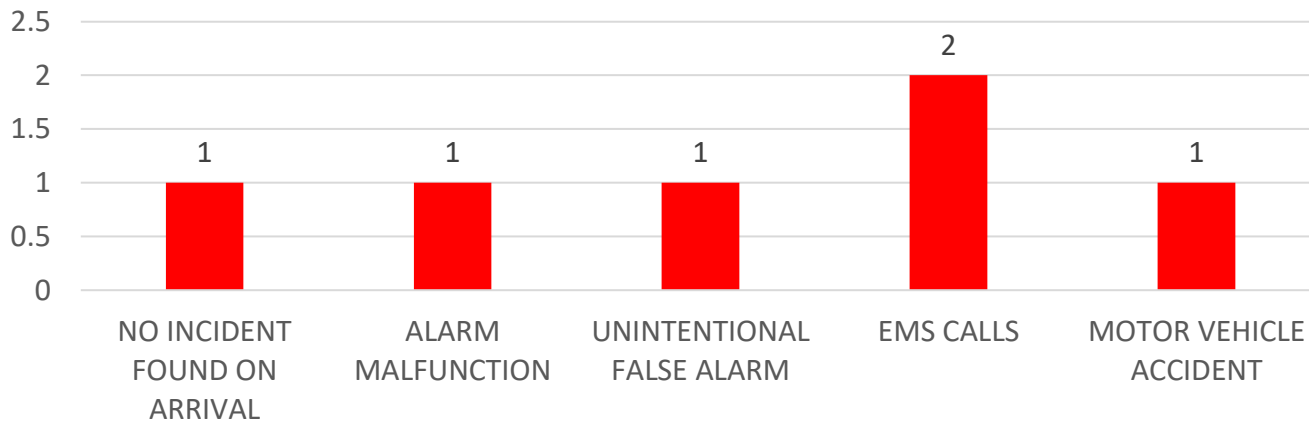


FEBRUARY 2023

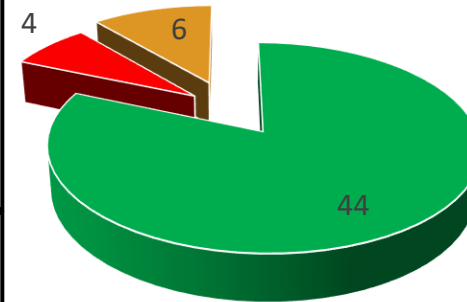
AUTOMATIC AID GIVEN



AUTOMATIC AID RECEIVED



BC-1006 RESPONSES = 10
L-1001 RESPONSES = 18
TWR-1002 RESPONSES = 26



■ CANCELLED PRIOR TO ARRIVAL
■ CALLS WORKED IN ISLE OF PALMS
■ CALLS WORKED IN MT. PLEASANT



BC-508 RESPONSES = 1
ENG-501 RESPONSES = 1
RES-504 RESPONSES = 4
MARINE-501 = 1

**** Note: Mount Pleasant Fire Department only had 1 of their 2 ladder trucks available during the month of February**

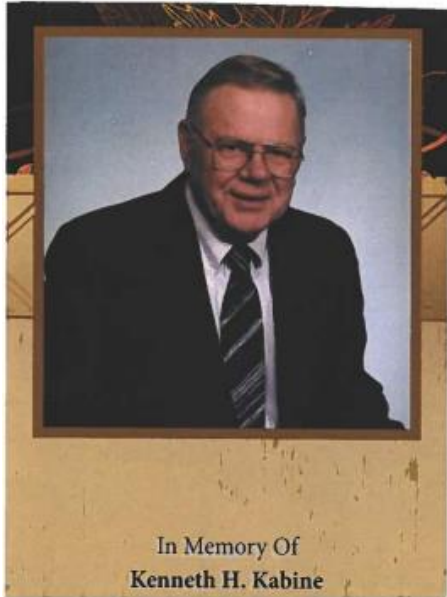
Thank you for your
awesome care
of our Dad. Over
the years, you
came to help
him.

We appreciate
you!

*Thank you for
your words of sympathy,
your voice of concern,
your gesture of caring
and the love you offer.*

The Family Of
Kenneth H. Kabine

Diane & Ed



FEBRUARY
2023



MONTHLY
REPORT



ISLE OF PALMS POLICE DEPARTMENT

MONTHLY REPORT

FEBRUARY 2023



SIGNIFICANT DEPARTMENTAL ACTIONS

Incidents of interest in February include 41 arrests, 392 traffic stops, 16 drug related charges, 3 weapon charge, 85 traffic citations, and 14 arrests for driving under the influence.

During the month of February, the department hosted a Coyote Information Session at the Recreation Department. Employees of the department participated in the Special Olympics Polar Plunge raising over \$1000.00.

<u>ACTIVITY SUMMARY</u>	FEB 2023	YTD 2023	FEB 2022	YTD 2022
Calls for Service	809	1427	516	1063
Incident Reports	70	131	43	82
Traffic Collisions	4	6	6	9
Traffic Stops	392	671	180	369
Bicycle Stops	0	0	0	1
Golf Cart Stops	5	6	0	0
Marine Calls for Service	2	2	8	9
Arrests	41	75	32	49
State Law Violations	148	243	66	119
City Ordinance Violations	4	14	1	5
Warning Citations	274	492	142	307
Parking Citations	95	107	35	48
Isle of Palms Warrants Served	7	13	5	5
Criminal Investigations-Cases Opened	6	12	9	14
Criminal Investigations-Cases Closed	2	2	6	8
Training Hours	215	387	18	679
Livability Cases	0	0	2	5
Coyote Sightings	1	12	1	2
Beach Wheel Chairs Issued	0	2	N/A	N/A
<u>REPORTS BY OFFENSE TYPES</u>	FEBRUARY		YTD	
	2023		2023	
DUI	14		19	
Other Alcohol Offense	9		14	
Arson/Suspicious Fire	0		0	
Rape/Sexual Assault	0		1	
Assault	2		6	
Indecent Exposure	0		0	
Harassment	0		0	
Drug Incident	26		42	
Homicide/Manslaughter	0		0	
Traffic	21		35	
DUS	9		17	
Robbery	0		0	
Burglary	1		1	
Theft from Motor Vehicle	0		0	
Motor Vehicle Theft	0		0	
Larceny	1		4	
Fraud	1		2	
Suicide (Actual or Attempted)	0		0	
Vandalism	2		3	
Weapon Law Violations	3		4	
All Other Offenses	17		28	
TOTAL	106		176	

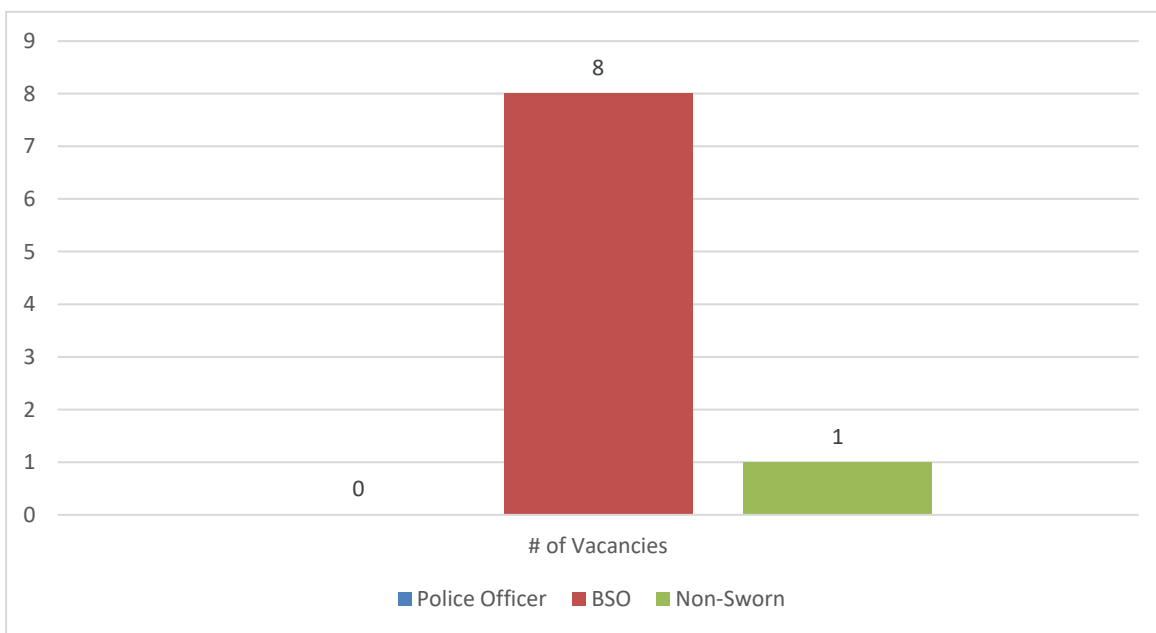
<u>CHARGES</u>	FEB 2023	YTD 2023	FEB 2022	YTD 2022
Assault	2	5	0	0
Domestic Violence	0	1	1	1
Public Disorderly	1	3	1	1
Burglary	0	0	0	0
Possession of Stolen Vehicle	0	0	0	0
Grand Larceny	0	0	0	0
All Other Larceny	0	1	0	0
Fraud	0	0	0	0
Gun Violation	3	4	0	0
Drug Violations/Sale/Manufacture/ Distribution/Etc.	3	4	0	0
Possession of Controlled Substance	0	0	1	1
Other Drug Possession Methamphetamine/ Cocaine/Cocaine Base/Ecstasy/MDMA/Etc.	0	2	0	0
Simple Possession of Marijuana/Possession 1 oz. or less	8	15	4	7
Drug Equipment Violation	5	6	3	4
Vandalism/Damage to Property	0	1	0	0
Driving Under Suspension	9	17	9	11
Driving Under Influence	14	19	5	9
Other Alcohol Violation	8	15	5	8
Speeding	24	48	15	30
Other Traffic Related	76	113	24	48
Golf Cart Violation	1	1	0	0
Moped Violation	0	0	0	0
Marine Violation	0	0	0	0
Resisting/Hindering/Assaulting Public Official or Police Officer	1	1	1	1
False Information to Police	0	0	0	0
Failure to Stop for Police/Evade/Elude	0	0	0	0
Animal Violation	0	0	0	0
Noise Violation	0	0	0	0
Littering	0	0	0	0
Indecent Exposure	0	0	0	0
Business License	3	13	0	1
All Other Charges	1	1	3	4
TOTAL	159	270	72	126



ISLE OF PALMS POLICE DEPARTMENT MONTHLY REPORT FEBRUARY 2023

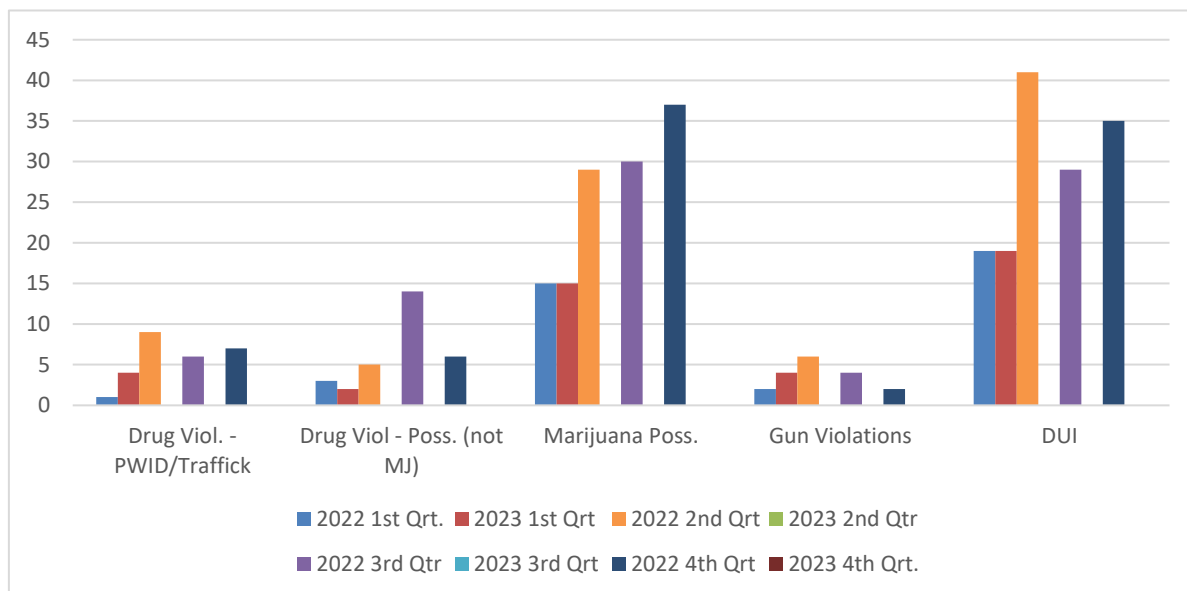


Police Department Vacancies

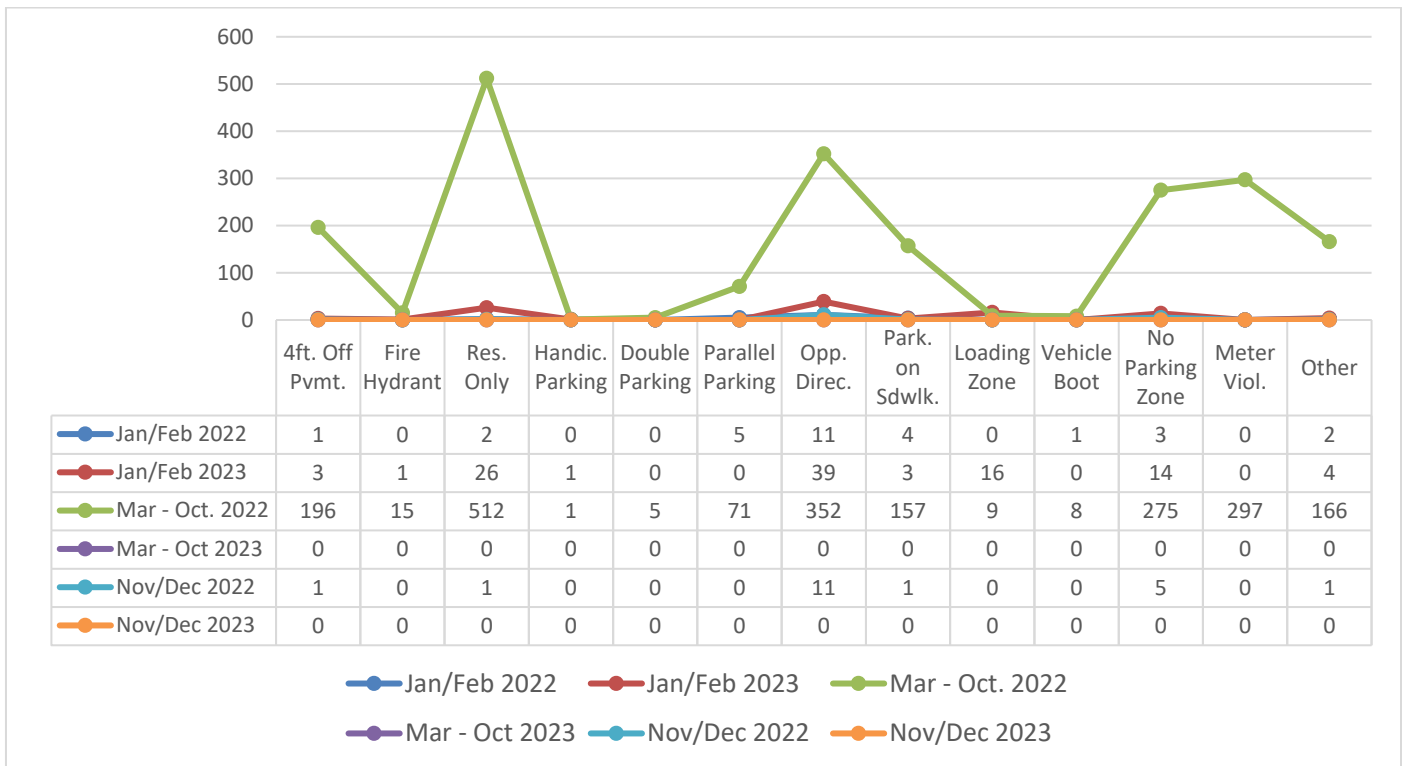


Sworn Vacancies – 0 (1 in Academy, 2 in Pre-Academy)
Beach Service Officer Vacancies – 89% (8 Beach Services)
Non-Sworn Vacancies – 12.5% (1 Part Time Code Enforcement)

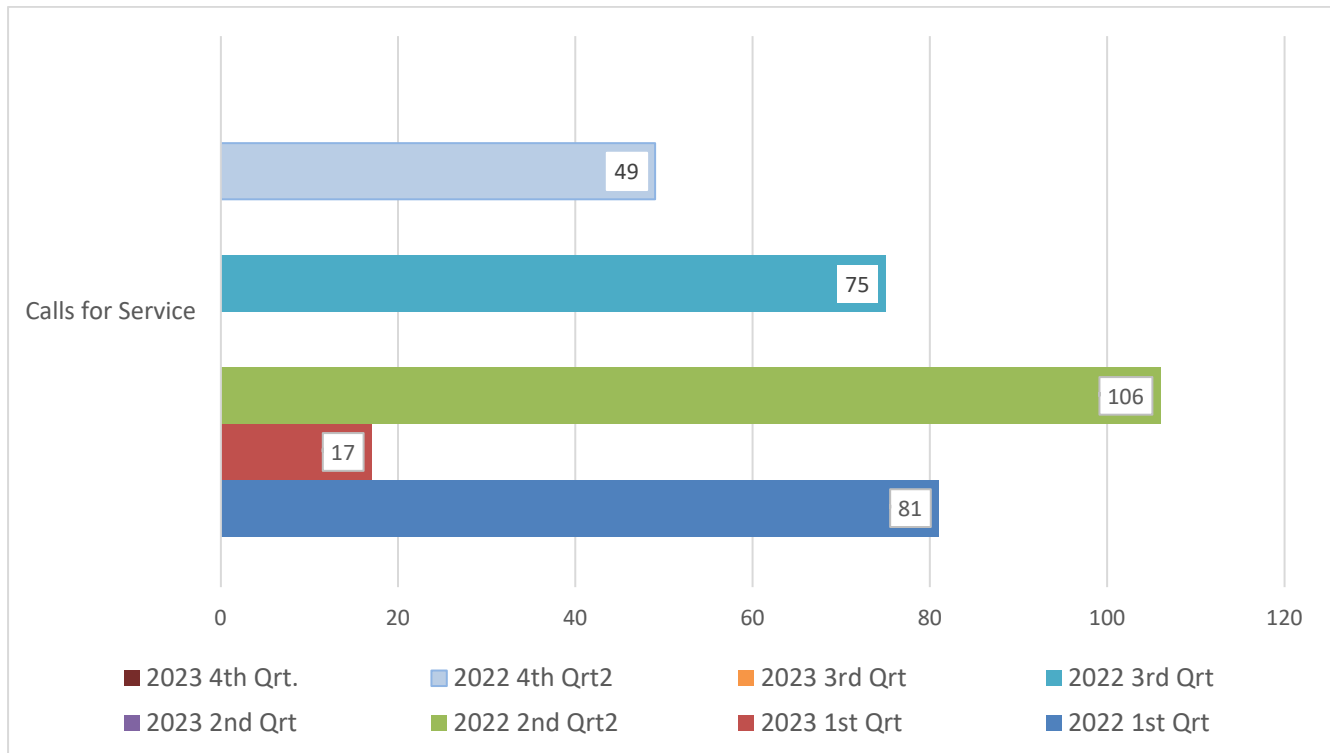
Drug, Gun, and DUI Charge Trend



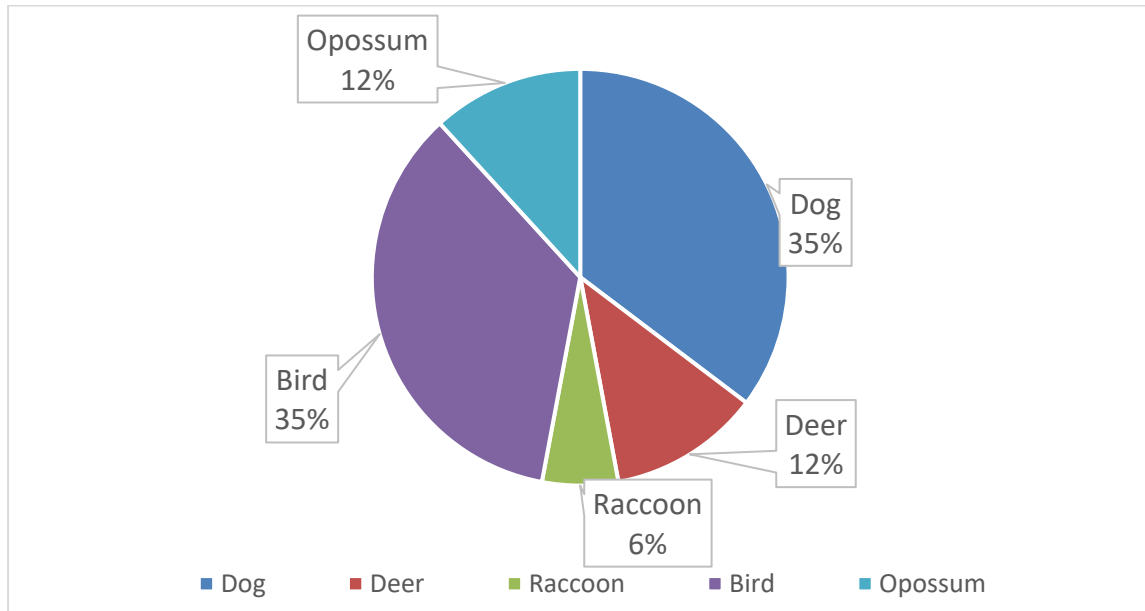
Parking Citations by Violation



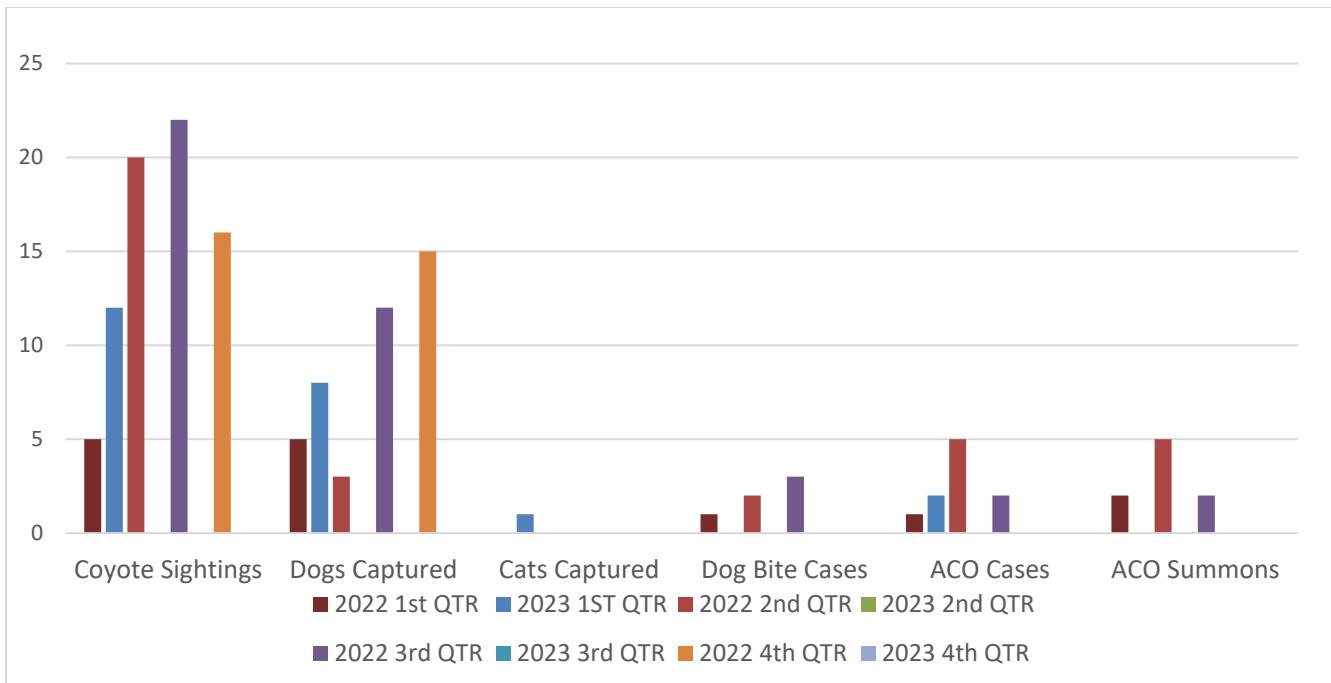
Animal Control Calls for Service



Animal Control Calls by Animal Type



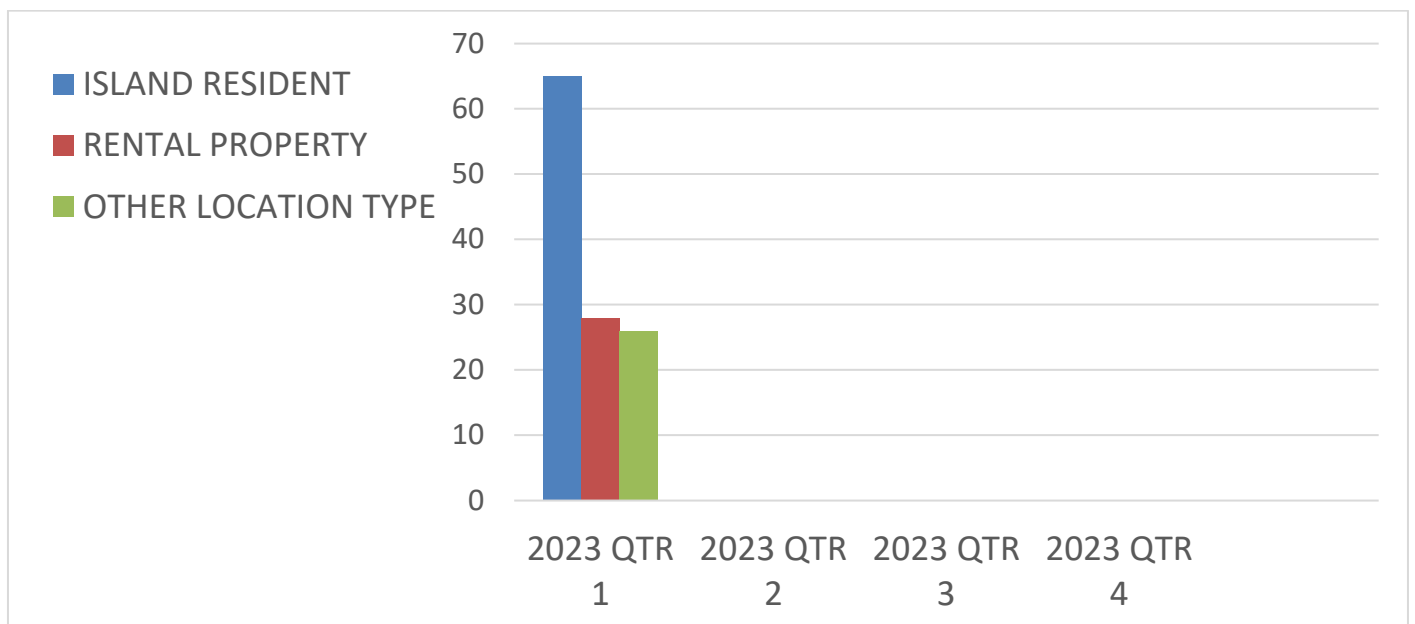
Animal Control Statistics



Livability Statistics

LIVABILITY COMPLAINTS	ISLAND RESIDENT	RENTAL PROPERTY	OTHER LOCATIONS	TOTAL COMPLAINTS	CITATIONS	WARNINGS	UNFOUNDED	COMPLAINT DISPOSITION
NOISE	1	1	0	2	0	1	1	2
NOISE/LOUD PARTY	0	1	0	1	0	1	0	1
NOISE/CONSTRUCTION VIOLATIONS	1	0	0	1	0	1	0	1
BARKING DOG	1	0	0	1	0	1	0	1
DOG AT LARGE	0	0	0	0	0		0	0
FIREWORKS	0	0	0	0	0		0	0
UNKEMPT LOTS	0	1	0	1	1	1	0	2
RIGHT-OF-WAY OBSTRUCTION	7	0	0	7	0	7	0	7
BUSINESS LICENSE	4	0	0	4	3	4	0	7
RENTAL PROPERTY VIOLATIONS	0	0	0	0	0	0	0	0
SHORT TERM RENTAL OCCUPANCY VIOLATIONS	0	0	0	0	0	0	0	0
SHORT TERM RENTAL VEHICLE LIMIT VIOLATIONS	0	0	0	0	0	0	0	0
ROLL CART VIOLATIONS	8	4	0	12	0	12	0	12
TOTAL	22	7	0	29	4	28	1	33
% BY CATEGORY	76%	24%	0%		12%	85%	3%	

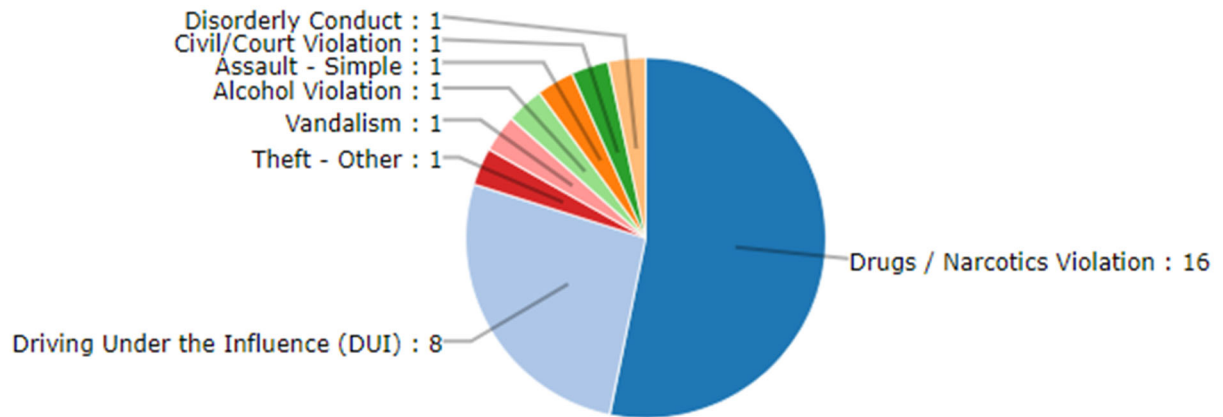
Livability Complaint by Property Type



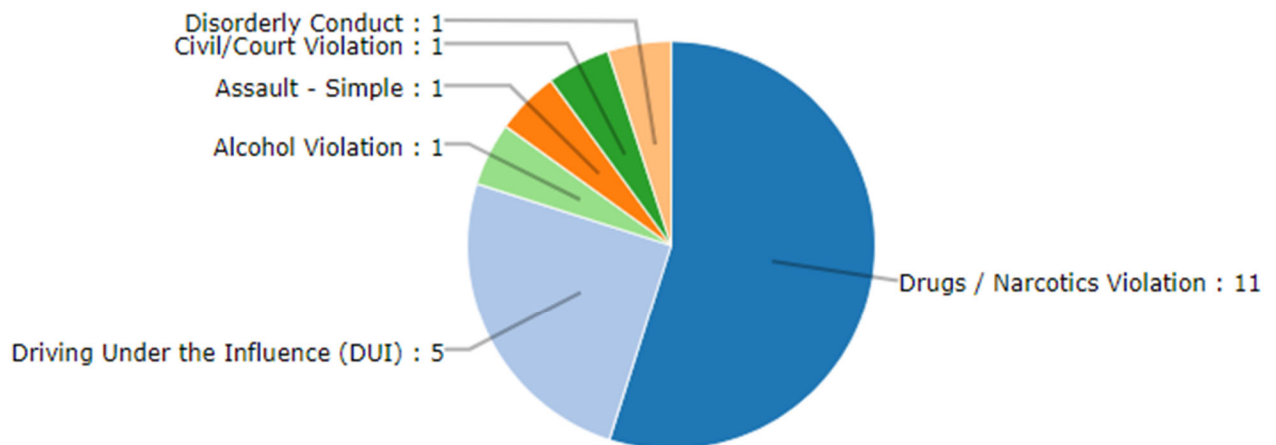
INCIDENT REPORT DENSITY/HEAT MAP



Reported Incident Crime Class Types



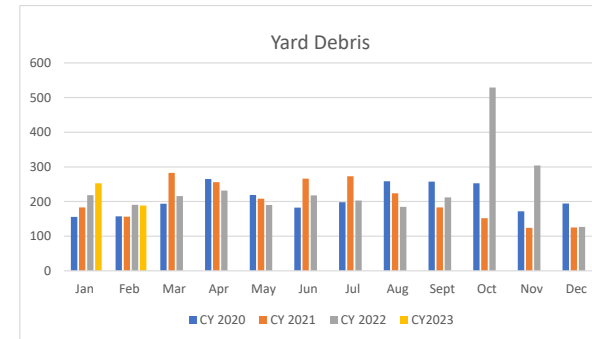
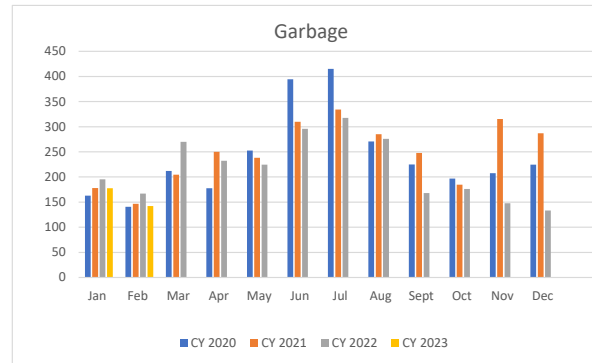
Reported Incident Crime Class Types (Red Area)



City of Isle of Palms, SC
Public Works Department- February 2023 Report

	CY 2020	CY 2021	CY 2022	CY 2023
Column1				
Jan	162.77	177.84	195.16	177.78
Feb	140.66	146.48	166.74	141.99
Mar	212.04	204.6	269.88	
Apr	177.52	249.86	232.29	
May	252.56	238.23	224.49	
Jun	394.38	309.71	295.83	
Jul	415.12	334.17	317.47	
Aug	270.71	285.21	275.99	
Sept	224.87	247.76	167.91	
Oct	196.94	184.63	175.99	
Nov	207.44	315.31	147.67	
Dec	224.45	286.85	133.1	

	CY 2020	CY 2021	CY 2022	CY2023
Column1				
Jan	155.93	183.07	218.4	252.78
Feb	157.44	156.06	190.63	188.5
Mar	193.74	282.37	215.58	
Apr	265.04	256.07	231.64	
May	218.67	208.32	190.02	
Jun	182.49	266.23	217.88	
Jul	198.07	273.08	202.64	
Aug	258.37	223.64	184.78	
Sept	257.64	182.96	212.11	
Oct	252.81	152.16	528.77	
Nov	171.54	124.04	304.19	
Dec	194.08	125.14	126.89	



General duties

30.29 misc. waste
was transported to Palmetto Commerce Pkwy. **

VEHICLE MAINTENANCE Beginning Budget \$90,000.00

02/01/2023	10-4620.5017	VEHICLE MAINTENANCE	BEG. BALANCE	95,542.65
02/01/2023 AP		VOID Void Invoice	-167.28	95,375.37
02/01/2023 AP		INV EMERGENCY LIGHT BAR FOR CAT LOADER	89.71	95,465.08
02/13/2023 AP		INV CONVERTER SAFETY LIGHT CONTROLLER	126.77	95,591.85
02/21/2023 AP		INV LIGHT BULBS	55.75	95,647.60
02/22/2023 AP		INV REIM. TO CHARLES WILLIAMS - CASH PAID	3.77	95,651.37
02/28/2023	10-4620.5017	END BALANCE	276.00	95,651.37



RECREATION DEPARTMENT MONTHLY REPORT February 2023

STAFF: Karrie Ferrell, Recreation Director
Tammy Cox, Assistant Director (programs)
Aaron Sweet, Recreation Supervisor (athletics)
Mike Lund, Parks & Grounds Supervisor
Kelsey Marsh, Recreation Supervisor (special events)
Owen Bailey, Recreation Specialist
Joshua Key, Parks & Facilities Specialist

ATHLETICS Aaron Sweet

Adult Athletics

Adult Spring 3 on 3 Basketball

The registration fee was \$60 per team. Games will be played on Tuesday evening and are scheduled to begin March 7th. A total of six teams (36 participants) have registered. A captain's meeting will be held on February 27th at 5:30pm.

Adult Spring 6 vs. 6 Soccer

The registration fee was \$250 per team. Games will be played on Tuesday evening and are scheduled to begin March 7th. A total of six teams (72 participants) have registered. A captain's meeting will be held on February 27th at 6:00pm.

Adult Pickleball Social League

The registration fee was \$10 per person. A total of (20) players have registered. The league will begin the morning of March 3rd.

Adult Spring Table Tennis Singles League

The registration fee was \$10 per player. Games will be played on Tuesday afternoon and the season will begin March 7th. A total of twelve players have registered.

Youth Sports

Youth Baseball (Ages 3-12)

Registration ended on February 17th. Fees were \$20/\$30 for residents or \$45/\$55 for non-residents. Coaches meetings will be held on Tuesday, February 28th for all age groups with a skill evaluation to assess the 9-12yr participants in order to create teams as evenly as possible. Practices for 5-12yr old teams will begin the week of March 6th.

Youth Baseball Registration (*as of February 27, 2023*)

3/4yr	Total: 27	Residents: 12	Non-Residents: 15
5/6yr	Total: 36	Residents: 19	Non-Residents: 17
7/8yr	Total: 42	Residents: 27	Non-Residents: 15
9-12yr	Total: 34	Residents: 28	Non-Residents: 6

Miscellaneous

Pokémon Club Collaborated with the recreation director and an adult volunteer to set up Pokémon Club for ages 6-12. Program will be held last Wednesday of each month from 4pm-5pm. A total of (16) children registered. The next Pokémon Club will be held Wednesday, March 22. FREE

Isle of Palms Connector Run Meeting: Wednesday, March 8 at 8:00am.

PROGRAMS AND CLASSES

Karrie Ferrell/Tammy Cox

Suspension Training: Class is held on Mondays, Wednesdays & Fridays at 8:00 a.m. Participants are required to make reservations before attending classes. Class is held under the picnic shelter but has utilized the gymnasium on rainy and cold days. Class is full with fourteen (14) participants. Instructor, Pat Boyd

Core Strength: Classes are held Mondays, Tuesdays & Thursdays at 8:30 a.m. in the High Tide/Low Tide room. Monday's class is an intermediate style class limited to twelve (12) people. The Tuesday/Thursday class is open to all level fitness participants and limited to sixteen (16) people. Angela Reinhardt, Instructor.

Barre: Class is held on Fridays at 8:30 a.m. Barre is \$10 per class, \$32 for the month. Class is full with nine (9) participants. Instructor, Angela Reinhardt

Blooming Artist

Big Art is a new program for young artist. Class is offered for ages 3-5 years on Thursdays at noon and ages 6-12 on Thursdays at 3:30 p.m. There are five (5) preschool artists participating in class and twelve (12) youth participants. Their artwork is out for display in the hallway at the Recreation Center. The next session of art is scheduled to start Thursday, March 9th. Instructor, Marie Johnson.

Dog Obedience

Dog obedience classes started Monday, February 27th, training sessions are six weeks.

Kinderpuppy 5:30p.m. – Six (6) participants

Puppy Junior High 6:30 p.m. – Eight (8) participants

Kinderpuppy 7:30 p.m. – seven (7) participants.

The next session of dog obedience is scheduled for April 17th, classes include Kinderpuppy and Puppy Junior High, both are basic training style classes. Instructors, Susan Marett and Jennifer Parks

Girllology

Isle of Palms Recreation Department has teamed up with Coastal Pediatrics and Girllology to offer a girls guide to puberty. Class is for girls ages 8 – 11 years, a parent/guardian is required to attend, topics include growth, development, hygiene and hair management, nutrition, menstruation and menstrual hygiene, respect for self and others, moods and emotions and internet safety. Class is 2 hours and participants will receive a digital activity book and 1 year subscription to offer support to parents to help navigate changing times. Class is open to Isle of Palms Residents and will be held Saturday, March 18th at 3:30 p.m. Instructed by, Keaton Mims, Coastal Pediatrics

Gymnastics

Session: February 21st – March 28th

3:30 p.m. ages 3-5 years, full with thirteen (13) students.

4:15 p.m. ages 5 & up, full with thirteen (13) students.

5:00 p.m. Cheernastics, ages 4 & up, combo tumbling and cheer class, full with twelve (12) students.

The next session of Gymnastics and Cheernastics are scheduled for April 4th.

Instructor, Kaylie Penninger-Jordan

IOP Kids

Eight (8) students are enrolled in the class Monday – Friday. IOP Kids follows the Charleston County School Calendar. Registration is open for the 2023-2024 school year, currently seven (7) children are enrolled. Instructor, Cathy Adams

Line Dancing

Class is held on Thursday at 9:30 a.m. for intermediate dances and 10:30 a.m. for beginners. Class is held in the Magnolia/Palmetto Room.

Instructor, Patricia Leonard.

Little Lotus Yoga

Little Lotus Yoga is held on Tuesdays during the school year at 12:00 p.m. – 12:45 p.m. The class has five (5) students enrolled. Instructor, Jennifer Rogers.

Mahjongg

A group of ladies meet in the lobby to play mahjongg. The social group gathers on Mondays from 12:00 p.m. – 3:00 p.m.

Meditation Group Meditation at the dock will resume on Wednesdays at 8:00 a.m. in March.

Meditation at the Rec will move to Wednesdays at 9:00 a.m. Community class led by Susan Boruff.

Mini Minnows

Mini Minnows is held on Mondays, Wednesdays, and Fridays from 12:00 p.m. – 3:00 p.m. six (6) students are enrolled in the class. Instructor, Cathy Adams.

Over 50 Fitness

Class is held on Tuesdays & Thursdays from 2:30 p.m. – 3:30 p.m. Instructor, Judy Fischer.

Over 50 Yoga

Class is held on Mondays & Wednesdays from 1:45pm – 2:45pm. Instructor, Judy Fischer.

Senior Exercise Class is held Monday & Wednesday from 3:00 p.m. – 4:00 p.m. Instructor, Judy Fischer.

Yin Yoga

Yin Yoga is a slow flow relaxation class. Sixteen (16) people have been attending the evening class. Yin Yoga is held on Wednesdays at 6:00 p.m. Class is \$40 for the month or \$12 drop-in fee. Instructor, Kathy Berry.

Tae Kwon Do

Youth and family classes meet on Mondays at 6:30 p.m. Fifteen (15) students are enrolled. Adult open belt classes meet Wednesday evenings at 6:30 p.m. and Saturday mornings at 9:00 a.m. Ten (10) adults are enrolled.

Tae Kwon Do Seminar will be held on Friday, March 17th – Saturday, March 18th. The two-day seminar will give participants a chance to dive deeper into their workouts. Instructor, Dr. Jack Emmel

Tennis Lessons, Youth

Summer Tennis Camps, Registration opened Wednesday, March 1st

Orange Ball: June 12 – June 15: camp is full with eight (8) participants

Red Ball: June 19 – June 22: camp is full with eight (8) participants
 Green Ball: July 10 – July 13: camp has five (5) participants enrolled.
 Instructor, Corinne Enright.

Tennis Lessons, Adult

Adult lessons are held on Tuesdays and Thursdays at 8:30 – 9:30 a.m. Instructor Corinne Enright

Theater Workshop

Session: “Treasure Island” January 12th – March 16th

The theater workshop is held on Thursdays at 4:00 p.m. – 5:30 p.m. Fourteen (14) students are rehearsing and building fundamentals of acting with theater games. The group will hold a public performance on Thursday, March 16th at 5:30 p.m.

Session: “Little Women” March 23rd – May 25th

Twelve (12) are enrolled in the next session of the theater workshop. The group will hold a public performance on Thursday, May 25th at 5:30 p.m.

Instructor, Jean Schubert

Pickleball Lessons

Pickleball lessons are held on Monday and Wednesday mornings 9:00 a.m. – 10:30 a.m. a mix of beginner and intermediate lessons are offered. Classes are full with fourteen (14) – sixteen (16) participants. Instructor, Nancy Markovich, PPR

Pokémon Club

Pokémon Club will meet on Wednesday, March 22nd at 3:30 p.m. Registration is required, the activity is free.

Strength & Stability

Classes are held on Wednesday & Fridays at 10:30 a.m. Class focuses on strength training for active older adults. Instructor, Brooklyn Watts

Gather & Knit

A group of ladies meet in the Lobby on Mondays to knit and socialize. Six (6) – eight (8) ladies have been attending. The group meets on Mondays at 10:30 a.m. – 12:00 p.m. Free social group.

Game Room

A time has been added to the calendar for people to come to the rec and play games. Games include cards, dominoes, chess, checkers, and mahjongg. The group meets Fridays 12:00 p.m. – 3:00 p.m.

SPECIAL EVENTS

Kelsey Marsh

Keenagers

The Keenager senior social potluck lunch was held on Wednesday, February 1st. Forty-five (45) people attended the meeting. The Recreation Department provided fried chicken, lasagna and mac and cheese for the luncheon. Entertainment included musician Dave Landeo to entertain the participants. The next luncheon will be held March 1st at 12:00 p.m. with over fifty (50) people expected to attend.

Doggie Day

Doggie Day at the Rec was held on Saturday, February 11th from 9:00 a.m. - 12:00 p.m. in the gymnasium. Exotic Vet Care provided microchips and vaccinations to twenty-six (26) dogs and one (1) cat, and IOP Animal Control gave licenses to over fifty (50) dogs. The dog show was a big hit with ten (10) participants in each category. Prizes were given to 1st-3rd place winners, prize bags consisted of toys and goodies from sponsors Hairy Winston, The Matthews Group, and Charleston Beach Life Homes. Paul Coleman hosted this year's dog show event and volunteers from the Mathews Group, The Suzy Kopp Team and Sandy Paws had the tough job of judging the dog contest.

Front Beach Festival

Front Beach Fest was held on March 4th from 12:00 p.m. – 4:00 p.m. Over 170 vendor applicants applied with approximately 50 vendor spaces available. Preparations involved choosing unique vendors without duplicating products, organizing vendors to fit into the designated space, preparing maps, directions, rules, and regulations for vendors and entertainment. Other preparations involved creating a flyer for the event, passing out flyers to local and nearby businesses to help advertise, informing front beach businesses and condos/hotels of the event, working with the IOPPD to obtain a permit for the event as well as set in place a plan for traffic control. Front Beach Fest was a huge success, the weather was amazing, and the crowd showed for the event. Shem Creek Boogie Band played at 12:00 p.m. and Ocean Drive Party band kicked off at 2:00 p.m. Participants shopped, ate, and danced the afternoon away.

Yard Sale

The annual IOP Yard Sale will be held on Saturday, March 25th from 8:00 a.m. - 12:00 p.m. at the Recreation Department. Yard Sale vendors will be set up along Hartnett Blvd from 27th Avenue to 29th Avenue. Participants can purchase a 10'x10' space for five dollars and may purchase a maximum of two (2) spaces for ten dollars. Vendors may only sell used or "like new" items. Registration is ongoing, space is limited due to half of the vendor spaces being filled.

Summer Camp

Registration for summer camp will open Monday, March 20th at 8:00 a.m. for Isle of Palms residents. Registration will be held online and in person at the Recreation Department. Camp will include seven (7) weeks of camp starting June 12th and ending the week of July 24th. The department will start the hiring process for camp counselors in March.

Easter Egg Hunt

The Isle of Palms Easter Egg Hunt will be held Friday, April 7th at 2:00 p.m. This year the department will return with the traditional easter egg hunt, age groups will be divided across Recreation grounds. Egg Hunt age groups consist of 3 & under, 4-6, 7-8 and 9 years and up. Activities include the Easter Bunny, photo booth, jump castles, face painter, candy stations and more. Registration is not required for this event. The event is free with food vendors onsite selling concessions.

Music in the park

Music in the Park will be held Saturday, May 6th from 3:00 p.m. – 7:00 p.m. Music will be provided by The Carroll Brown Band and Green Levels performing back-to-back on the Recreation grounds under the picnic shelter. Food vendors will be onsite to help visitors enjoy an afternoon of music in the park. Participants should bring blankets and/or chairs. This is a Free Event with food vendors selling concessions.

Bicycle Safety Rodeo

The last bike rodeo was held in 2009, with the help of the LENS Program the Recreation Department is bringing the event back. The Bicycle Rodeo will be held on Saturday, May 20th at 10:00 a.m. The Recreation drive will be transformed into a fun obstacle course with a helmet fitting station, mechanic station and snacks. Volunteers from LENS and Coastal Cyclist will be on site to help with the Bicycle Rodeo. The Bicycle Rodeo is for pedal bikes only.

Sand Sculpting

Sand Sculpting Competition will be held Saturday June 3rd at 9:00 a.m.

OTHER WORK PERFORMED

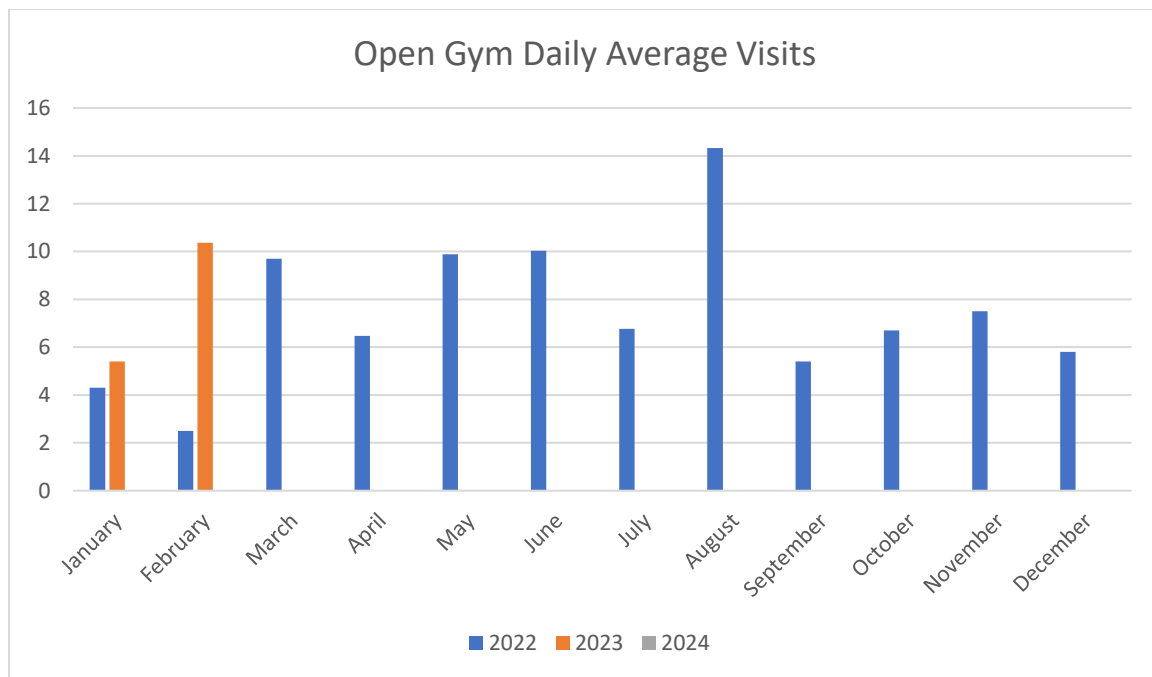
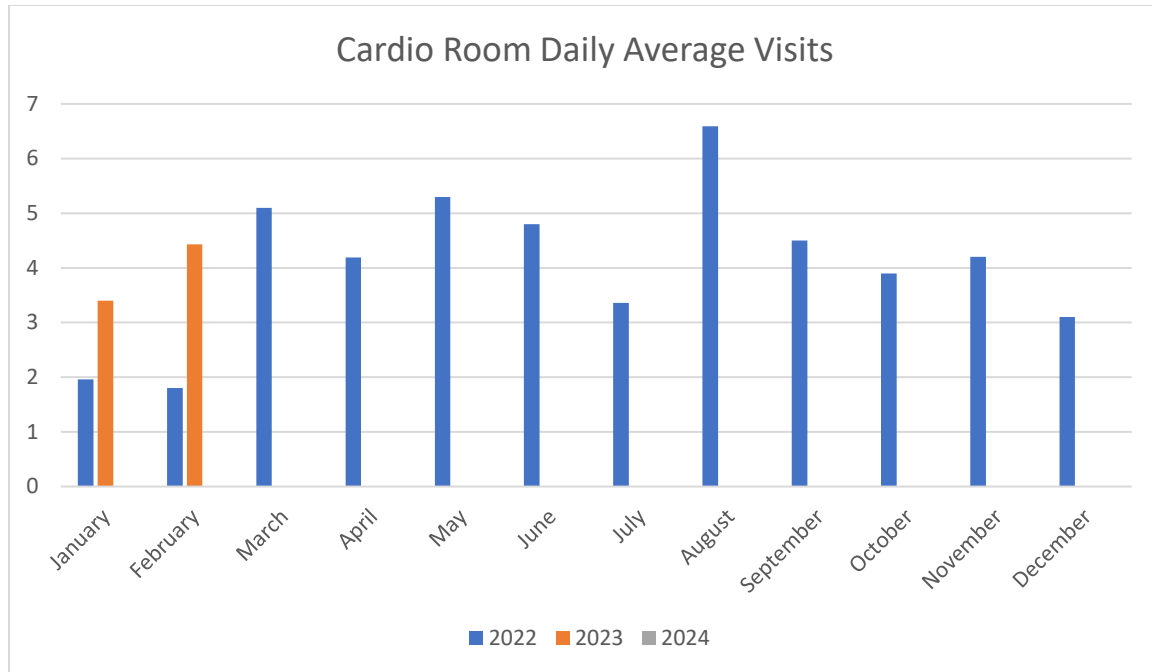
- Finalized all dates for upcoming events this year.
- Assisted with housekeeping duties and class set-up.
- Created class sign in sheets, checked in participants for classes, registered participants for workout classes, and the yard sale, created March daily calendar.
- Distributed Front Beach Fest posters for marketing to vendors as well as local and nearby businesses.
- Covered front desk when necessary.

COMMUNITY SPECIALIST

Owen Bailey

Daily Responsibilities

- Completed evening procedures and reported damages to supervisor.
- Set up classrooms for next program when supervisors unavailable.
- Updated media center as needed.
- Registered class participants answered phones and welcomed visitors.
- Updated daily front desk information folders.
- Monitored security cameras.
- Managed the sign-in sheets for gymnasium and cardio room.
- Answered questions regarding current and upcoming programs/events.
- Showed first time visitors around Recreation Center and introduced them to the programs that are available.
- Completed housekeeping duties when supervisor was unavailable.



Parks & Facilities

Josh Key

Housekeeping

Performed routine housekeeping duties.
 Completed monthly safety inspections.
 Cleaned and serviced housekeeping maintenance equipment.
 Replaced and refilled air fresheners and other sanitary devices.
 Flush floor drains as needed.
 Disinfected exercise equipment and rooms.
 Remove pests as needed.

Facility Preparations

Assisted with the set-up of gymnasium and classrooms for daily scheduled programs, athletics, activities, meetings, and special events.

2/1- Setup for Keenagers.

2/10- Setup for Doggie Day

2/22- Setup for Coyote Workshop

Interior Maintenance

Serviced, lubricated and cleaned Cardio room equipment.
 Unclogged toilets and drains as needed.
 Replaced light bulbs and ballasts as needed.
 Machine-scrubbed the facility halls, class rooms and gym floor.
 Scrubbed tile and grout lines in the bathrooms and kitchen.

2/1- Replaced 2 lightbulbs in kitchen

2/3- Repaired water fountain in gym

2/6- Replaced lightbulb in the lobby.

2/7- Flushed drains and cleaned out showerheads in Men's bathroom.

2/10- Replaced lightbulb in gym.

2/17- Replaced 5 lightbulbs in Men's bathroom, 1 in women's bathroom, 3 in main hallway, 2 in Tadpole room and 1 in Minnows room.

2/24- Replaced 3 lightbulbs in Hi/Low Tide room.

Exterior Maintenance

Inspected equipment, collected lost & found items and removed debris around the playground.

2/7- Jones Ford- Took F150 in for service- it was idling roughly and check engine light is on (cylinder 1 misfire was error code). Replaced fuel injector 6. Also took care of recalls.

Service Projects

2/3- Holy City Electric- Tim Kinney retrofitted the 14 remaining lights in Mag/Pal room. Also replaced single plug outlet with GFCI for water fountain and bottle filler installation.

2/10- Palmetto Carpet & Floor Coverings- Came out to give an estimate to replace carpet in lobby and offices.

2/14- McGrew's/Everything Home Charleston- came out to give an estimate to replace carpet in lobby and offices.

2/14- Berkeley HVAC- Replaced gas line in heater closest to dog park.

2/22- Water company- performed backflow test.

City of Isle of Palms, SC

Short Term Rental Regulations

Things to Consider:

- Implement a Rental Registration Fee or increase Base License/Permit Fee to generate revenue to cover additional personnel: STR Compliance Coordinator, Finance Analyst and additional Code Enforcement Officer
 - Current fee: Base Rate - \$350 plus \$4.60 per \$1,000 of reported income
 - A \$200 increase to the base fee would generate approximately \$360K additional revenue annually.
 - FY23 FTE costs - \$95,600
 - Rentalscape annual cost - \$42,000
 - Fee increases could go into effect in 2024 ahead of renewal deadline (April 1st)
- Limit occupancy of newly constructed or substantially reconstructed homes
- Require minimum night stays – year-round or seasonal
- Amend parking requirements to incentivize less vehicles and more carpooling
- Require STR listings to include STR license number
- Require new STR applicants to be considered for a special exemption by BOZA
- Revamp STR application process and require applicants to submit:
 - fire safety checklist signed by property owner
 - copy of Schedule E Form 1040 to verify gross receipts (Require Schedule C Form 1040 for regular business licenses)
 - documentation to verify state and local accommodations payments
 - homeowners' insurance showing personal liability and that policy is active



City of Isle of Palms Short-Term Rental Fire Safety Criteria

Property Owner(s) Name(s): _____

Rental Property Address: _____

Phone Number: _____ Email Address: _____

A. FIRE PROTECTION

1. Fire extinguisher: Minimum size 1A:10B:C. Extinguisher shall be serviced and tagged every three years. Top of the extinguisher shall be no higher than 60" from the floor mounted on the wall near the entrance to the kitchen.
2. Working smoke alarms shall be provided in each bedroom, in hallways outside all sleeping spaces, and on each floor.
3. Carbon monoxide detection shall be located on each floor.

Follow manufacture's instructions on installation location.

Initial

B. GENERAL

1. The dwelling's street address and suite designation are posted in a conspicuous location and numbers and/or letters are recommended to be 4 inches in height, or greater.
2. Storage is maintained in an orderly fashion and not of an excessive nature; thereby, presenting no fire or safety hazard.
3. Fire Evacuation plans are recommended to be prepared and posted on all bedroom doors.
4. Stairways, walking surfaces, and handrails in good condition (free from trip hazards, damage, and instability).

Initial

C. MEANS OF EGRESS

1. It is recommended that at least one operable window or door exiting to the exterior is provided for each bedroom to be used for emergency escape and/or rescue.
2. Exit doors are easily accessible and unobstructed. The door shall open without excessive effort and open to the full position.
3. It is recommended that exit doors are able to be unlock/unlatch with a single action so occupants can exit the building/dwelling without delay.
4. Exit pathways are clear of storage or objects that restrict normal exit width.
5. Stairwells, to include areas under the stairs, are free of combustible item storage.
6. The common emergency exit path, if applicable, is marked by exit signs (multi-occupant buildings).

Initial

D. ELECTRICAL

1. Extension cords are only used on an impermanent basis. Such cords are only approved for portable items. Extension cords shall never function as permanent wiring.
2. Circuit breaker panel shall not have any open circuits. All circuits shall be clearly labeled, and circuit breaker cover(s) remain closed.
3. All electrical junction box covers, outlet covers, and switch plates are secured in place.
4. A clear access path shall always be maintained to the circuit breaker panel (minimum: 30"wide x 36"deep x 78" high).

 Initial
E. HEATING SYSTEM

1. Fuel burning systems shall be vented to the outside and have flue/piping that is in place and free of gaps or holes.
2. It is recommended that solid fuel burning systems shall be cleaned and inspected annually by a certified chimney sweep.
3. Spacing of not fewer than 36" is maintained between combustible materials and any heating system or appliance.

 Initial
F. Other Considerations (If dwelling is equipped)

1. It is recommended that the fire alarm system has been serviced by a licensed fire alarm contractor within the last year.

 Initial

These recommendations are based on the South Carolina Residential, Building, and Fire Code. By signing below, I acknowledge that I have read the Short-term Rental Fire Safety Criteria outlined above, and that the short term rental property will be in compliance with this criteria within 90 days.

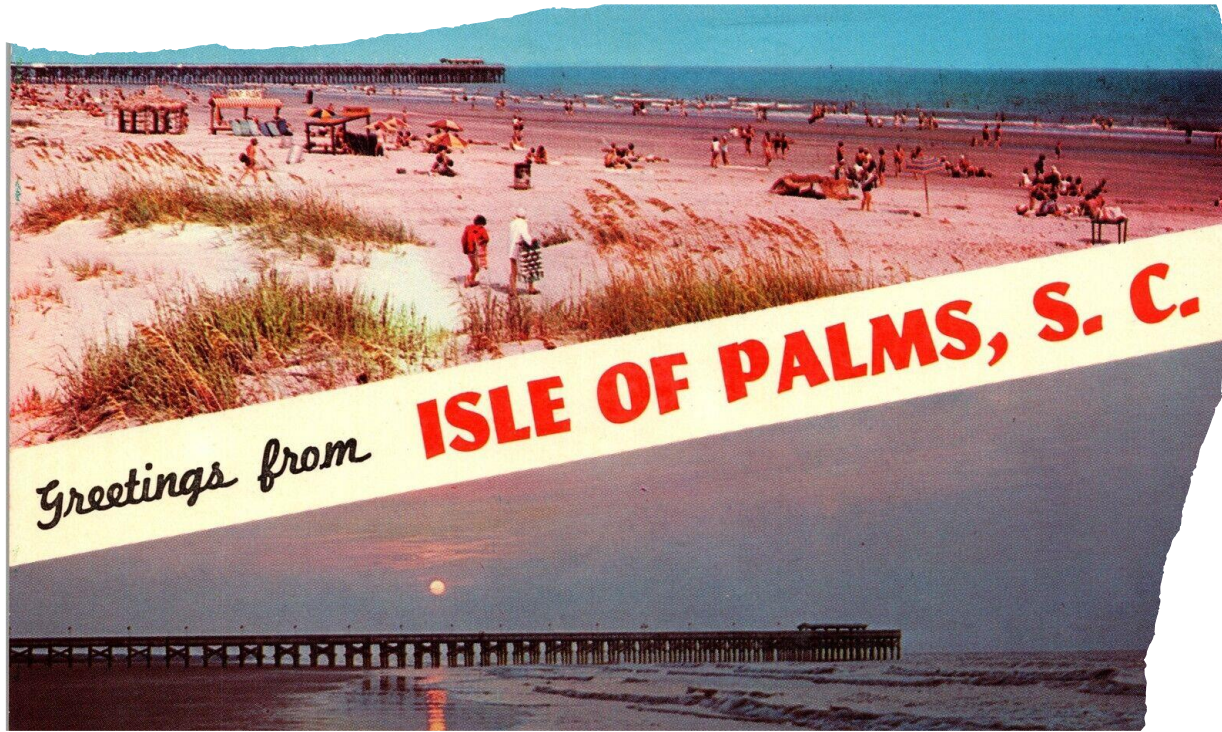
 Signature of Property Owner

 Date



ISLE OF PALMS FIRE & RESCUE

PARAMEDIC PROGRAM – OPERATIONAL MODELS



ONE OF THE LOW-COUNTRY'S GREATEST STOPS

OUR REGION

POPULATION & DEMOGRAPHICS



POPULATION



MEDIAN AGE



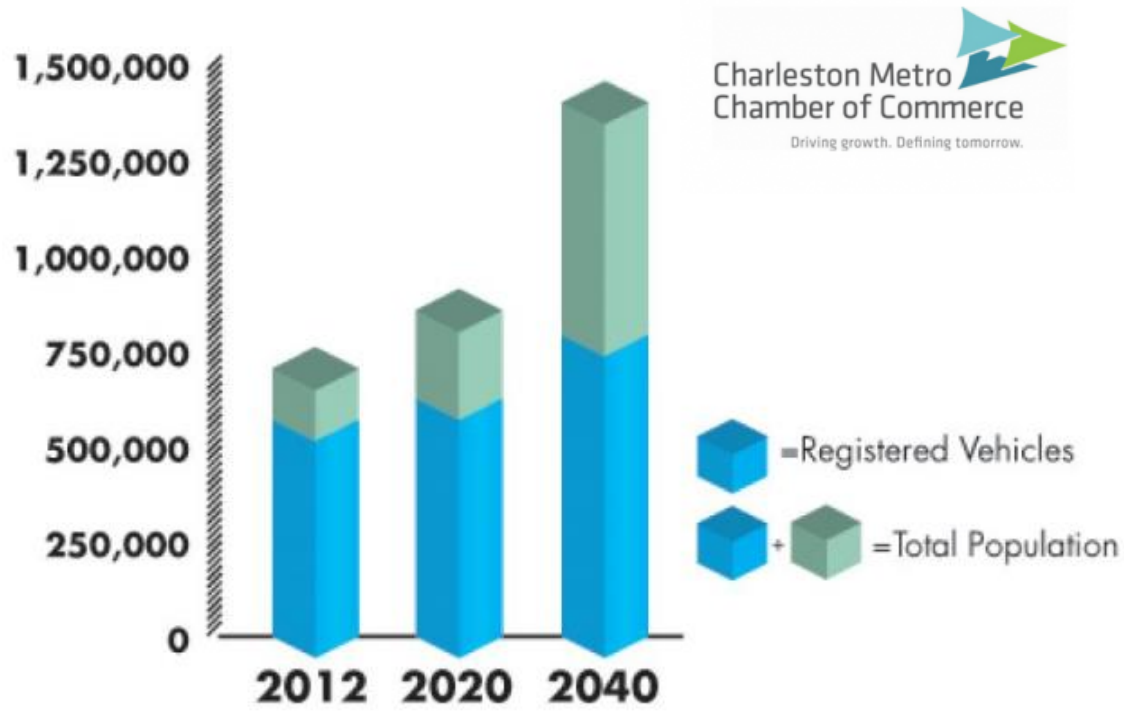
NEW PEOPLE MOVE TO THE REGION
EACH DAY

Charleston
REGIONAL DEVELOPMENT ALLIANCE
BERKELEY, CHARLESTON & DORCHESTER COUNTIES

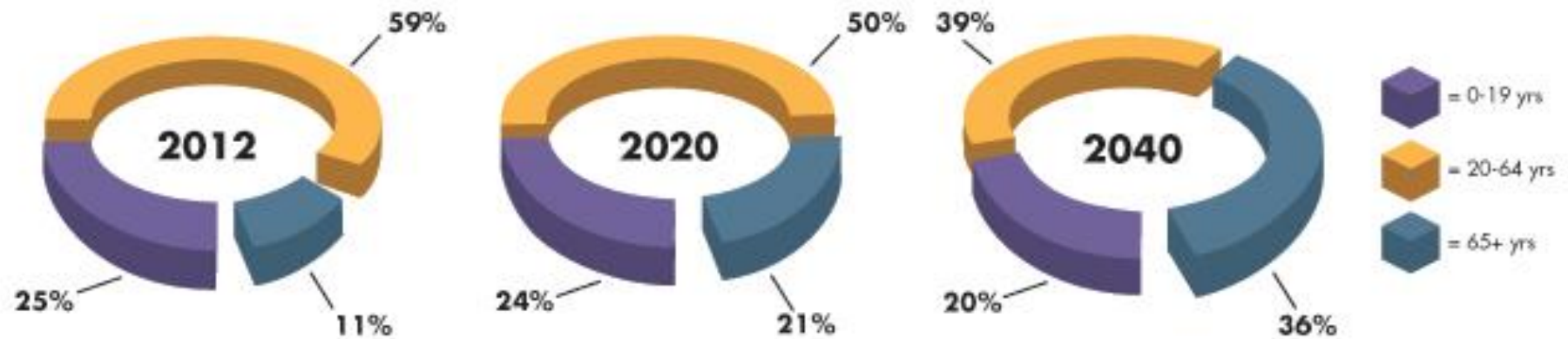
With a current annual population growth rate of about 2.5 percent, the Charleston region is expected to hit one million sometime in 2028

Charleston Metro
Chamber of Commerce
Driving growth. Defining tomorrow.

POPULATION GROWTH PROJECTION



AGE DEMOGRAPHICS



South Carolina Office of
Research & Statistics



AVERAGE RESPONSE TIMES FOR EMERGENCY MEDICAL CALLS 2022



6 MIN 53 SEC

ISLE OF PALMS FIRE & RESCUE



14 MIN 23 MIN

CHARLESTON COUNTY EMS

Charleston County EMS' Operational Model does not stage a dedicated ambulance or quick response vehicle on the Isle of Palms

OPTIONS

THIRD PARTY CONTRACT SERVICES
(PORT CITY AMBULANCE)

DIRECT HIRE
FIREFIGHTER/PARAMEDICS



THIRD PARTY CONTRACT SERVICES
(PORT CITY AMBULANCE)





ADVANCED LIFE SUPPORT (ALS) RESOURCES

- **ALS QRV**

- SUV type quick response vehicle (QRV) staffed by 1 state certified paramedic equipped with standard ALS equipment.
- Primary function is to first respond to medical emergencies and initiate any needed ALS interventions prior to arrival of the transport unit.
- Unable to claim/collect from patient's insurance to offset cost of the unit.
- Unable to transport patients to definitive care.



ADVANCED LIFE SUPPORT (ALS) RESOURCES

- **ALS Ambulance**

- State certified ALS unit capable of first responding to medical emergencies as well as transporting to definitive care
- Staff by minimum 1 state certified EMT- B and 1 State Certified Paramedic
- Unit to be equipped with ALS equipment in line with state and local standards for ALS ambulance.
- Transports to Emergency Departments can be claimed to patient insurance to offset the cost of the unit.

Cost Breakdown

Annual Unit Hour Costs calculated with 24 hour coverage 365 days a year equalling 8760 total unit hours for the calendar year.

	ALS QRV	ALS Ambulance
Unit Hour Cost	\$40/hr*	\$64/hr*
Annual projected Cost to Municipality	\$350,400	\$560,640
Estimated Annual Revenue from Insurance Claims	\$0	\$150,000
Total Annual Cost For 1 Unit	\$350,400	\$410,640

TOTAL COST FOR 1 QRV & 1 AMBULANCE \$761,040.00

THIRD PARTY CONTRACT SERVICES (PORT CITY AMBULANCE)

POTENTIAL CHALLENGES

- INABILITY FOR DISPATCH INTEGRATION
- SINGULAR FUNCTIONALITY (EMS ONLY)
- INCONSISTENT PERSONNEL OPERATING ON INDEPENDENT POLICY
- PERSONNEL ACCOUNTABILITY
- TIME UNIT IS OFF OF ISLAND DUE TO TRANSPORT
- POLITICAL IMPACT OF A THIRD-PARTY EMS SERVICE OPERATING IN CCEMS JURISDICTION
- MORALE OF PERSONNEL
- NON-CITY EMPLOYEES HOUSED IN FIRE STATIONS

FIREFIGHTER PARAMEDICS



OPTION 1 (PREFERRED)

- ADDITION OF 10 PERSONNEL
 - 1 OPERATIONS CHIEF
 - 9 FIREFIGHTER/PARAMEDICS
(3 PER SHIFT)

\$1,050,000.00 – STAFFING COST

\$150,000.00 – PARAMEDIC EQUIPMENT COST

\$60,000.00 – VEHICLE COST

\$1,260,000.00 – TOTAL START-UP COST



OPTION 1
(PREFERRED) = 13 PER SHIFT



WITH OUR MINIMUM STAFFING OF 10 PERSONNEL PER SHIFT:

2 PERSONNEL COULD BE ON ANNUAL LEAVE

1 PERSON COULD BE OUT ON SICK LEAVE

BEFORE ANY ADDITIONAL PERSONNEL
WOULD HAVE TO BE HIRED ON OVERTIME

OPTION 1
(PREFERRED) = 13 PER SHIFT



WITH OUR MINIMUM STAFFING OF 10 PERSONNEL PER SHIFT:

2 PERSONNEL COULD BE ON ANNUAL LEAVE

1 PERSON COULD BE OUT ON SICK LEAVE

BEFORE ANY ADDITIONAL PERSONNEL
WOULD HAVE TO BE HIRED ON OVERTIME

IN FY-22 A TOTAL OF **8,733** UNSCHEDULED OVERTIME HOURS WERE USED TO
MAINTAIN THE MINIMAL STAFFING LEVELS. THIS MEANS **63%** OF THE
BUDGETED OVERTIME WAGES OR **\$224,852.62** WERE UNSCHEDULED.

OPTION 2

- ADDITION OF 7 PERSONNEL
 - 1 OPERATIONS CHIEF
 - 6 FIREFIGHTER/PARAMEDICS (2 PER SHIFT)

\$750,000.00 – STAFFING COST

\$150,000.00 – PARAMEDIC EQUIPMENT COST

\$60,000.00 – VEHICLE COST

\$960,000.00 – TOTAL START-UP COST



OPTION 2 = 12 PER SHIFT



WITH OUR MINIMUM STAFFING OF 10 PERSONNEL PER SHIFT:

1 PERSONNEL COULD BE ON ANNUAL LEAVE

1 PERSON COULD BE OUT ON SICK LEAVE

BEFORE ANY ADDITIONAL PERSONNEL
WOULD HAVE TO BE HIRED ON OVERTIME

OPTION 2 = 12 PER SHIFT



WITH OUR MINIMUM STAFFING OF 10 PERSONNEL PER SHIFT:

1 PERSONNEL COULD BE ON ANNUAL LEAVE

1 PERSON COULD BE OUT ON SICK LEAVE

BEFORE ANY ADDITIONAL PERSONNEL
WOULD HAVE TO BE HIRED ON OVERTIME

IN FY-22 A TOTAL OF **8,733** UNSCHEDULED OVERTIME HOURS WERE USED TO
MAINTAIN THE MINIMAL STAFFING LEVELS. THIS MEANS **63%** OF THE BUDGETED
OVERTIME WAGES OR **\$224,852.62** WERE UNSCHEDULED.

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
OPTION 1 (10 PERSONNEL)	\$1,260,000.00	\$1,030,095.00	\$1,072,436.00	\$1,115,928.00	\$901,122.00
OPTION 2 (7 PERSONNEL)	\$960,000.00	\$736,000.00	\$765,440.00	\$796,057.00	\$567,898.00

OPTION 3

	ALS QRV	ALS Ambulance
Unit Hour Cost	\$40/hr*	\$64/hr*
Annual projected Cost to Municipality	\$350,400	\$560,640
Estimated Annual Revenue from Insurance Claims	\$0	\$150,000
Total Annual Cost For 1 Unit	\$350,400	\$410,640

TOTAL COST FOR 1 QRV & 1 AMBULANCE

\$761,040.00



- Vehicle and Paramedic Equipment replacement year 5
- \$60,000.00 in year 5 is to replace the current apparatus which is set for replacement at \$500,000.00 _ (\$440,000.00)



OPTION 3

	ALS QRV	ALS Ambulance
Unit Hour Cost	\$40/hr*	\$64/hr*
Annual projected Cost to Municipality	\$350,400	\$560,640
Estimated Annual Revenue from Insurance Claims	\$0	\$150,000
Total Annual Cost For 1 Unit	\$350,400	\$410,640

TOTAL COST FOR 1 QRV & 1 AMBULANCE

\$761,040.00

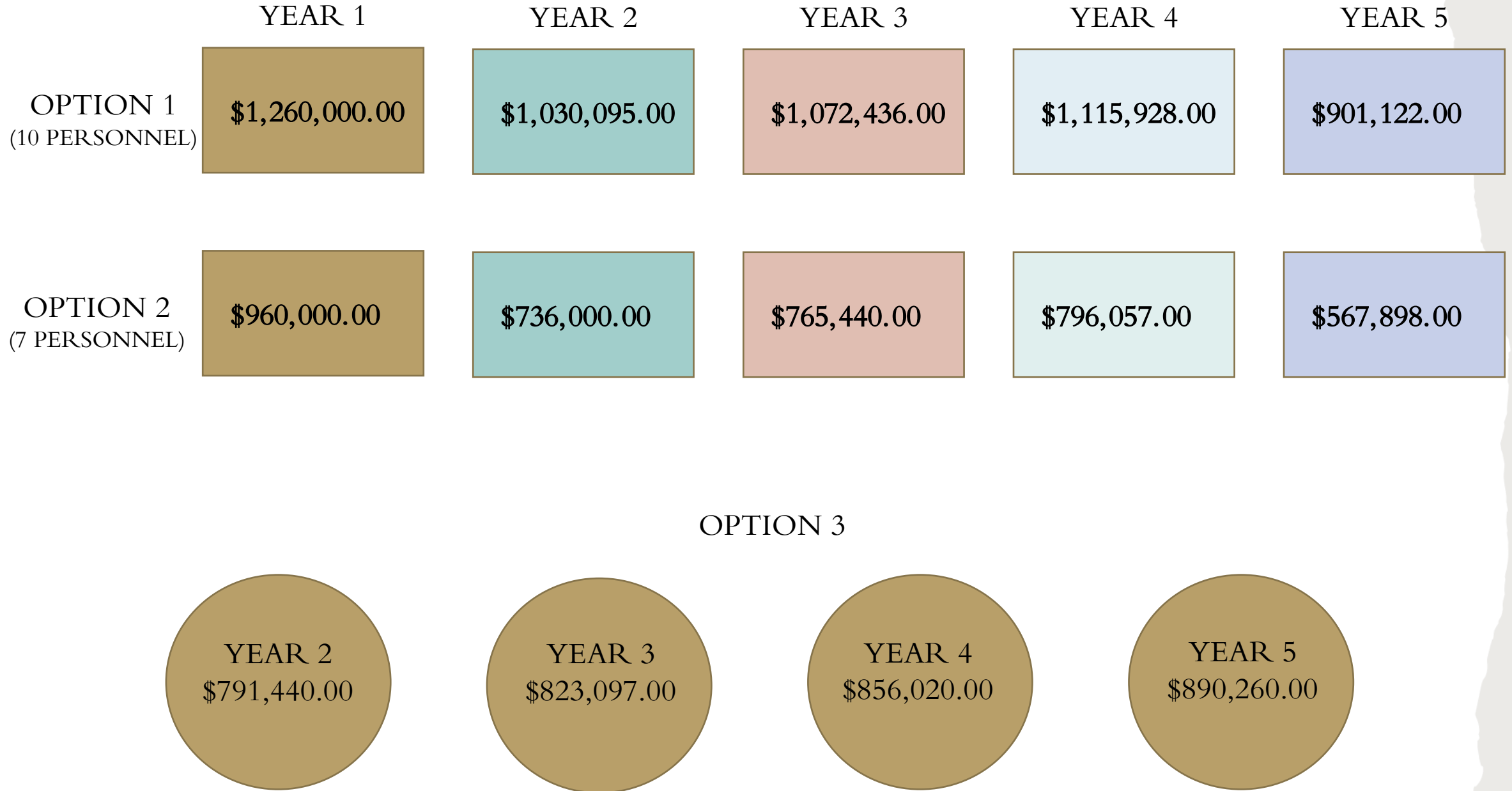
EXPECTED ANNUAL INCREASE OF 4% TO REPRESENT INCREASED LABOR MARKET COST

YEAR 2
\$791,440.00

YEAR 3
\$823,097.00

YEAR 4
\$856,020.00

YEAR 5
\$890,260.00



PROPOSED IMPLEMENTATION OF PARAMEDIC PROGRAM

- JULY 2023 – Advertise for Paramedic/Firefighter
- AUGUST 2023 – Interview Candidates
- AUGUST 2023 – Select Candidates
- SEPTEMBER 2023 through JANUARY 2024 – Recruit School for Candidates (only those hired without Firefighting Credentials)
- MARCH 2024 – Paramedic Program implementation date



Sec. 3-2-5. Trash collection.

- (a) No waste which at the time of collection is defined by the United States Environmental Protection Agency or the State Department of Health and Environmental Control as hazardous waste shall be collected by the City.
- (b) No tires, batteries, motor oil, petroleum products or auto parts of any kind will be collected by the City. Proper disposal of same shall be the responsibility of the owner or person in possession of the same.
- (c) *Leaves and grass clippings.* All leaves and grass clippings shall be placed at the curb in front of the property in bio-degradable paper bags or plastic containers for collection. No plastic bags shall be used for the disposal of leaves or grass clippings. No household garbage or other materials may be placed with leaves or grass clippings. No mixed materials or plastic bags will be collected by the City. Home composting of leaves and grass clippings is encouraged.
- (d) Logs, limbs, brush, and like materials shall be placed at the curb in front of the property in the following manner:
 - (1) Length of material shall not exceed four feet.
 - (2) Diameter of material shall not exceed four inches.
 - (3) The City will only collect materials as listed in this category which are generated by the resident for routine landscape maintenance on developed lots. Debris generated by grading or clearing of undeveloped property shall be disposed of by the party generating such debris.
 - (4) When placed at the curbside for collection, materials shall not obstruct access to water meters, stormwater collection boxes, sewer manhole covers, or fire hydrants.
 - (5) No garbage shall be mixed with the items listed in this category.
 - (6) No plastic bags shall be used for the disposal of any items listed in this category.
 - (7) Lawn commercial services must take all yard debris with them that is removed from residential or rental properties. Lawn commercial services must not leave their debris removal behind on site.
- (e) Building materials, furniture or other trash shall be placed at the curb in front of the property for collection in the following manner:
 - (1) Any single collection day will be limited to the equivalent of ninety (90) gallons in volume.
 - (2) No hazardous waste as defined in subsection (a) of this section will be collected by the City.
 - (3) No roofing shingles will be collected by the City.
 - (4) No building materials or other trash generated by a contractor shall be collected by the City.
 - (5) Items within this category shall be separated at the curb for collection. Any materials in these categories that are mixed together shall not be collected by the City.
 - (6) No garbage shall be mixed with the items in this category.
- (f) Collection days shall be designated by the City from time to time. Reasonable notice will be given by the City of collection schedules or practices.

(Code 1994, § 3-2-5; Ord. No. 1993-8, 5-25-1993; Ord. No. 1997-16, § 4, 8-26-1997; Ord. No. 1998-8, 4-28-1998; Ord. No. 2011-03, § 1, 3-22-2011)

Sec. 8-2-24. Issuance of resident parking permits; annual renewal.

Every resident may register an owned vehicle with the Police Department by presenting proof of residency or payment of property taxes, vehicle registration with the South Carolina Department of Motor Vehicles (SCDMV), or other appropriate documentation as may be required by the Police Department. Upon registration with the Police Department, resident owners or resident renters shall be issued a resident parking permit for any vehicle that is registered to the resident's address or for any other owned vehicle approved by the Police Department. Part-time resident owners shall be issued a maximum of ~~two-four~~ (24) resident parking permits for any owned vehicle approved by the Police Department. Resident parking permits shall be displayed in a manner prescribed by the Police Department. Registration with the Police Department shall be required annually. Resident parking permits shall not be renewed until all unpaid parking fines have been paid or otherwise satisfied.

(Ord. No. 2017-02, § 3, 3-21-2017)



Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title:	Short Term Rental Coordinator
-------------------	--------------------------------------

Department: Building/Planning/Engineer

Pay Grade: 114

FLSA Status: Non-Exempt

JOB SUMMARY

Short-term Rental Coordinator is responsible for communicating, problem solving, and coordinating activities related to short-term rental approval, compliance and enforcement. The position interfaces with the public, livability and code enforcement officers, general government, and third-party short-term rental administrators, as well as various departments that are involved in these processes.

ESSENTIAL JOB FUNCTIONS:

- Maintain current working knowledge of state and local laws related to land use, licensing and short-term rentals;
- Identify, accept, verify compliant addressing, and maintain a list of local residences that are approved and licensed short-term rental residences;
- Maintain records of short-term rental license issued and ongoing status, keep management fully apprised of status;
- Coordinate receipt of short-term rental applications, review, approval, and compliance;
Coordinate enforcement efforts of non-compliant properties;
- Review and verify reported local and state accommodations tax payments;
- Monitor short-term rental advertising for compliance with approved occupancy;
- Participate in and support other departmental efforts;
- Attend public meetings, assist other planning staff as appropriate; and
- Perform any other related duties as required or assigned.

MINIMUM REQUIREMENTS TO PERFORM WORK:

- Bachelor's degree in planning, urban studies public administration or related field and at least 3 years of experience;
- Or equivalent combination of education and experience; and
- Valid SC Driver's License.

Knowledge, Skills and Abilities:

- Knowledge of government office practices and services and general knowledge of the short-term rental program, planning and zoning;
- Skill in the use of oral and written communication;
- Skill in data processing;
- Skill in being well organized;
- Skills in using monitoring software;
- Ability to operate a motor vehicle;
- Ability to manage multiple tasks in a detailed and effective manner; and
- Ability to represent the City in a professional and tactful manner when meeting and working with City employees, officials, and the public.

PHYSICAL DEMANDS:

The physical demands consist of sedentary work which requires exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. The incumbent must have the ability to balance while maintaining body equilibrium; and crouch by bending the body downward; use hands and fingers to feel, grasp, and handle; hear by perceiving the nature of sounds at normal speaking levels; mental acuity; use hands and arms to lift, pull, push, and reach; make repetitive motions; speak and talk, stand, walk, and stoop; and use visual acuity by viewing things including color, depth perception, and field vision.

WORK ENVIRONMENT:

Work is typically performed in an indoor environment.

The City of Isle of Palms has the right to revise this position description at any time and does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date



Arnie McClure, NCARB, LEED AP • Connie Zafiris, RA

PROPOSAL FOR ARCHITECTURAL & ENGINEERING SERVICES FOR IOP Islander 71 Due Diligence Assessment

Presented to



Presented by:

Coast Architects, Inc.
671 St. Andrews Blvd
Charleston, SC 29407
843.763.7064

February 28, 2023

<p><u>Project Manager:</u> Douglas Kerr Deputy City Administrator Director of Building, Planning, & Licensing 1207 Palm Blvd. Isle of Palms, SC 29451 O 843.886.9912</p>	<p><u>Summary of Proposed Fees:</u></p> <p style="text-align: center;">Lump Sum Fixed Fee: Lump-sum Fixed Fee of \$19,270.00</p>
--	---

I. PROJECT DESCRIPTION:

- A. General: The project goal is to improve ADA accessibility with the addition of an elevator (Limited Use known as a LULA, or full commercial) and associated changes to the existing structure, site, and building systems. The current building is an elevated 2-story building currently operating as a restaurant.
- B. Description of Services: **Coast Architects, Inc. (COAST)** will provide due diligence pre-design services to determine the feasibility and proposed location of an elevator shaft from an architectural, structural, building system, site, and code compliance standpoint and to offer alternatives if any are deemed to be preferred. The assessment will also provide information and recommendations for the type and size of elevator.
- C. Predesign Services: This study will determine the feasibility of adding an elevator to the existing restaurant. The feasibility report provided as the deliverable for this project will not include final design and engineering services nor construction documents.

II. **PROFESSIONAL SERVICES TO BE PROVIDED:**

Architecture:	Coast Architects, Inc.
Civil Engineering:	McCormick & Associates
Structural Engineering:	Cranston Engineering
Mechanical, Plumbing, and Fire Protection:	MECA, Inc.
Electrical:	GWA, Inc.
Existing Building Scan:	QRC, LLC.

III. **EXISTING CONDITIONS ASSESSMENT**

- A. Field Verification: **COAST** will visit the site to document the existing visible conditions as follows:
 - 1. Observe and photograph the existing building conditions, related site conditions, and building systems.
 - 2. **COAST** will utilize LiDAR technology to digitally scan the building to develop a digital point cloud file and virtual building tour.
 - 3. A Building Information Model (BIM) in REVIT format illustrating the existing building floor plans and elevations
- B. Building Structure and Systems: **COAST** will document existing site, building structure, as well as electrical, mechanical, and plumbing systems that would be impacted by the elevator addition.
- C. Existing Conditions Drawings: **COAST** will use the information obtained from the field verification to create an electronic BIM model and drawings necessary to determine the feasibility, type, size, configuration, and code compliance for the addition of an elevator, shaft, and associated equipment room.
- D. Building Code Assessment: **COAST** will review the building for compliance with current building code to identify what considerations may need to be made for the elevator addition.

IV. **FEASIBILITY ASSESMENT:**

- A. Space Planning: **COAST** will review the space requirements for a new elevator elevator and recommend the optimal size, type and location of the new elevator as well as it's impact on existing building function, structure, and code compliance.
- B. Building Systems: **COAST** will assess the status of existing building electrical, mechanical, and plumbing systems and their ability to support a new elevator.

- C. Cost Estimate: **COAST** will provide a preliminary order of magnitude estimate for the proposed elevator addition.
- D. Final Feasibility Report: **COAST** will prepare the final report, and summary of the facility assessment in printed and electronic format (PDF).

V. **FEES & SCHEDULE:**

- A. Proposed Fee: **COAST** will provide Feasibility Assessment Services as described herein as follows:

Lump-sum Fixed Fee of \$19,270.00

- B. Standard Hourly Rates:

Principal	\$250/hour
Architect	\$205/hour
Project Manager	\$220/hour
CADD Tech/Intern	\$105/hour

- C. Invoicing: **COAST** will invoice at the end of each month that work has been performed. The invoice will be based on the percentage of completion of the work listed in this proposal.
- D. Additional Services: Include services not described under Project Description, Existing Conditions, and Feasibility Assessment Services in this proposal. Additional services will only be provided upon written approval from the **Owner** and will be invoiced on an hourly basis using the standard hourly rates listed above.

OTHER TERMS AND CONDITIONS:

- A. Payments: **COAST** will invoice the **Owner** monthly for services rendered. Payments are due and payable 30 days from the date of the invoice. Amounts unpaid more than 30 days after the invoice date shall be considered delinquent. If payment is not received within 60 days of the invoice date, **COAST** reserves the right to stop work until the account is paid in full. **COAST** will not release final documents without a minimum payment of either: 50% of the total fee, or the current outstanding balance if previous invoices total less than 50% of the total fee.
- B. Termination: Either party may terminate this agreement by giving not less than 7 days' written notice to the other party. **COAST** shall be compensated by the **Owner** for services performed prior to termination, together with reimbursable expenses.
- C. Changed Conditions: If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to **COAST** are revealed, to the extent that affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, **COAST** may call for renegotiation of appropriate portions of this Agreement.
- D. Proposal Time Limitation: This unexecuted proposal is valid for a period of 90 days from the proposal date shown above.
- E. Agreement Time Limitation: Upon execution by both parties, this proposal shall serve

at the agreement between **Owner** and **Architect**. If the basic services described in this Agreement are not completed within 180 calendar days of the execution of this document, through no fault of the architect, **COAST** may call for renegotiation of appropriate portions of this Agreement.

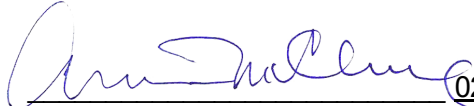
END OF PROPOSAL

If approved by both parties, this proposal will serve as the form of agreement between Architect and Owner.

I agree to the above:

OWNER: Douglas Kerr
 City of Isle of Palms

Date

 02.28.2023
ARCHITECT: Arnie McClure
 Coast Architects, Inc **Date**

From: luke@coastarchitects.net
To: [Douglas Kerr](#)
Cc: [Desiree Fragoso](#); arnie@coastarchitects.net
Subject: RE: [EXTERNAL] RE: IOP Islander 71 Elevator Addition Due Diligence Proposal
Date: Monday, March 6, 2023 11:42:49 AM

[EXTERNAL]

Hey Douglas,

I talked this over with Arnie and we think the next design phase (after this due diligence phase) could range from \$40,000-\$70,000 to bring this project to full construction documents. I know that's a big range, but so much depends on what the existing building systems and structural arrangement is.

Luke Morris

Coast Architects, Inc.

843.763.7064

From: Douglas Kerr <dkerr@iop.net>
Sent: Wednesday, March 1, 2023 3:56 PM
To: luke@coastarchitects.net
Cc: Desiree Fragoso <desireef@iop.net>; arnie@coastarchitects.net
Subject: RE: [EXTERNAL] RE: IOP Islander 71 Elevator Addition Due Diligence Proposal

Understood. Yes, I think a potential range of services of the second phase of your work based on the different options would be great.

Thanks, Douglas

Douglas Kerr
Deputy City Administrator
City of Isle of Palms
P.O. Drawer 508
Isle of Palms, SC 29451
(p) 843-886-9912
(f) 843-886-8005

*** WARNING *** All e-mail correspondence to and from this address may be subject to public disclosure under the South Carolina Freedom of Information Act (FOIA).

From: luke@coastarchitects.net <luke@coastarchitects.net>
Sent: Wednesday, March 1, 2023 3:45 PM
To: Douglas Kerr <dkerr@iop.net>
Cc: Desiree Fragoso <desireef@iop.net>; arnie@coastarchitects.net

Subject: RE: [EXTERNAL] RE: IOP Islander 71 Elevator Addition Due Diligence Proposal

[EXTERNAL]

Hey Douglas,

This project is a bit challenging to do that for due to how technical it is. The following considerations make developing a fee proposal for complete design difficult:

- The structure of the existing building for the proposed location is unknown.
- The electrical nature of the existing building is unknown.
- The City is unsure of whether a LULA lift or a complete elevator is preferred (our due diligence would be a period where both could be explored, specifically from a structural and electrical standpoint).

Each of these considerations could drastically change the scope of the project, so if a fee proposal was given for a complete design, our consultants and we would need to ere on the side of worst-case scenario. By splitting this due diligence period out, it would allow for us to give the City a better proposal for the complete design.

If you would like to discuss further, we can set up a call. We also understand if you need an understanding of when complete design costs may be, which we can provide a possible range if that is what you are looking for? Just let us know.

Thanks!

Luke Morris
Coast Architects, Inc.
 843.763.7064

From: Douglas Kerr <dkerr@iop.net>
Sent: Wednesday, March 1, 2023 3:28 PM
To: luke@coastarchitects.net
Cc: Desiree Fragoso <desireef@iop.net>; arnie@coastarchitects.net
Subject: RE: [EXTERNAL] RE: IOP Islander 71 Elevator Addition Due Diligence Proposal

Luke- we were wanting a fee proposal for a complete design. Is this possible? I am thinking that what you have scoped here would be appropriate first steps, but we are wanting to know what it takes to get full bid documents.

Thanks, Douglas

Douglas Kerr
 Deputy City Administrator

City of Isle of Palms
P.O. Drawer 508
Isle of Palms, SC 29451
(p) 843-886-9912
(f) 843-886-8005

*** WARNING *** All e-mail correspondence to and from this address may be subject to public disclosure under the South Carolina Freedom of Information Act (FOIA).

From: luke@coastarchitects.net <luke@coastarchitects.net>
Sent: Wednesday, March 1, 2023 3:22 PM
To: Douglas Kerr <dkerr@iop.net>
Cc: Desiree Fragoso <desireef@iop.net>; arnie@coastarchitects.net
Subject: [EXTERNAL] RE: IOP Islander 71 Elevator Addition Due Diligence Proposal

[EXTERNAL]

Hey Douglas,

I got a bounceback email when I sent this yesterday and just wanted to make sure you received it.

Best,

Luke Morris
Coast Architects, Inc.
843.763.7064

From: luke@coastarchitects.net <luke@coastarchitects.net>
Sent: Tuesday, February 28, 2023 11:54 AM
To: 'Douglas Kerr' <dkerr@iop.net>
Cc: 'Desiree Fragoso' <desireef@iop.net>; 'arnie@coastarchitects.net' <arnie@coastarchitects.net>
Subject: IOP Islander 71 Elevator Addition Due Diligence Proposal

Hey Douglas,

Attached is our proposal for the Due Diligence work for the Elevator Addition at Islander 71. Please call if you have any questions.

Best,

Luke Morris
Coast Architects, Inc.
843.763.7064

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.

(Ord. No. 2019-17, 9-24-2019)

Editor's note(s)—Ord. No. 2019-17, adopted Sept. 24, 2019, repealed § 1-3-13 and enacted a new § 1-3-13, as set out herein. The former section pertained to recognition of speakers and derived from the 1994 Code, § 1-3-13; and Ord. No. 1981-9, adopted Nov. 11, 1981.

RESOLUTION

OF THE CITY COUNCIL OF THE ISLE OF PALMS, SOUTH CAROLINA, ENCOURAGING THE SOUTH CAROLINA GENERAL ASSEMBLY TO ADOPT H.3620, “CLEMENTA C. PINCKNEY HATE CRIME ACT”

WHEREAS, according to the Federal Bureau of Investigations, in 2019 hate crimes across the United States hit a 16 year high and less than half of hate crimes are reported to the police; and

WHEREAS, South Carolina is one of only two states in the United States that does not have any laws on hate crimes; and

WHEREAS, H.3620 is currently being considered by the House Judiciary Committee; and

WHEREAS, H.3620 provides penalties for a person convicted of a crime with the intent to assault, intimidate, or threaten a person because of his race, religion, color, sex, age, national origin, sexual orientation, or homelessness; and

WHEREAS, City Council desires to promote the safe and quiet enjoyment of all residents and visitors; and

WHEREAS, in order to protect the health, safety, and welfare of the citizens and visitors of the City of Isle of Palms, City Council desires to authorize the Mayor to express to the South Carolina General Assembly, the City of Isle of Palms’ support for H.3620, “Clementa C. Pinckney Hate Crime Act.”

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF BLUFFTON TOWN COUNCIL THAT:

The City Council of the City of Isle of Palms hereby authorizes the Mayor to express its support for H.3620, “Clementa C. Pinckney Hate Crime Act.”

**THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ADOPTION,
SIGNED, SEALED AND DELIVERED AS OF THIS _____ DAY OF
_____, 2023.**

Phillip Pounds, Mayor

ATTEST:

Nicole DeNeane, City Clerk

1 AMENDED
2 April 7, 2021
3

4 H. 3620

5
6 Introduced by Reps. Gilliard, W. Newton, Bernstein, Hyde, Simrill,
7 Rutherford, Lucas, Dillard, Erickson, Hart, Kimmons, Pope,
8 Stavrinakis, Thigpen, Wheeler, Alexander, Kirby, Henegan,
9 Pendarvis, Herbkersman, Collins, McDaniel, Ott, Cobb-Hunter,
10 R. Williams, Murray, Brawley, Govan, Henderson-Myers, Carter,
11 Rose, Tedder, J.L. Johnson, Wetmore, Weeks, Matthews, Rivers,
12 Anderson, Jefferson, Garvin, Hosey and Clyburn
13

14 S. Printed 4/7/21--H. [SEC 4/8/21 2:27 PM]
15 Read the first time January 12, 2021.
16

17 STATEMENT OF ESTIMATED FISCAL IMPACT

18 **Explanation of Fiscal Impact**

19 **Amended by House Judiciary on March 17, 2021**

20 **State Expenditure**

21 This bill creates the “Clementa C. Pinckney Hate Crimes Act,”
22 which requires an enhanced penalty for specific crimes committed
23 against a victim who was intentionally selected (in whole or in part)
24 by an offender because of the offender’s belief or perception
25 regarding the victim’s race, color, sex, gender, national origin,
26 sexual orientation, or physical or mental disability, regardless of
27 whether the offender’s belief or perception is correct. Offenses to
28 which the enhanced penalty may be applied include violent crimes
29 (Classes A through F felonies, and Classes A through C
30 misdemeanors) and assault by mob in the second degree. The
31 enhanced penalty will be added to the penalty for the underlying
32 offense and will consist of an additional fine of not more than
33 \$10,000 and an additional term of imprisonment of up to five years.
34

35 The prosecuting agency and the defense may present evidence
36 relevant to the determination of whether the defendant intentionally
37 selected the person against whom the offense was committed. The
38 court with competent jurisdiction over the underlying offense shall
39 instruct the trier of fact to find a special verdict as to whether the
40 defendant intentionally selected the victim, and the trier of fact must
41 determine beyond a reasonable doubt that the offense was indeed a
42 hate crime. The enhanced penalty does not apply unless the

[3620-1]

1 defendant was indicted (either separately or as a separate count in
2 the indictment for the underlying offense) for the hate crime and he
3 was found guilty of the underlying offense. According to the United
4 States Department of Justice, there were 68 hate crime incidents
5 reported in South Carolina in 2019.

6 **Judicial Department.** We anticipate this bill will have no
7 expenditure impact on the general fund, other funds, or federal
8 funds, as its purpose is to enhance the penalties for the offenders
9 convicted of existing offenses.

10 **Department of Corrections.** This bill provides penalty
11 enhancements for specific crimes committed against a person when
12 those crimes are motivated by the offender's discriminatory beliefs
13 or perceptions. We anticipate this bill may increase the length of
14 imprisonment for offenders who qualify for the enhanced penalty by
15 up to five years, thereby increasing the expenditures of the
16 Department of Corrections. However, due to the variability in the
17 number of such offenses that might occur in a given year, the
18 expenditure impact on the agency's general fund, other funds, or
19 federal funds of the Department of Corrections cannot be
20 determined.

21 **State Revenue**

22 This bill has the potential to increase general fund revenue from
23 fines, as well as other funds revenue of the Judicial Department and
24 any other applicable agency who would otherwise receive a
25 distribution from fine revenue for such an offense, due to the
26 increased fine for offenders who qualify for the enhanced penalty.
27 However, due to the variability in the number of such offenses that
28 might occur in a given year, the revenue impact cannot be
29 determined.

30
31 Frank A. Rainwater, Executive Director
32 Revenue and Fiscal Affairs Office
33

A BILL

TO AMEND THE CODE OF LAWS OF SOUTH CAROLINA, 1976, BY ADDING ARTICLE 22 TO CHAPTER 3, TITLE 16 SO AS TO ENTITLE THE ARTICLE “PENALTY ENHANCEMENTS FOR CERTAIN CRIMES”, TO PROVIDE ADDITIONAL PENALTIES FOR PERSONS WHO COMMIT CERTAIN DELINEATED CRIMES WHEN THE VICTIM WAS INTENTIONALLY SELECTED BASED ON CERTAIN FACTORS, AND TO PROVIDE VICTIMS OF A VIOLATION OF THE ARTICLE MAY BRING A CIVIL ACTION FOR DAMAGES SUSTAINED.

Amend Title To Conform

Be it enacted by the General Assembly of the State of South Carolina:

SECTION 1. This act may be cited as the “Clementa C. Pinckney Hate Crimes Act.”

SECTION 2. Chapter 3, Title 16 of the 1976 Code is amended by adding:

“Article 22

Penalty Enhancements for Certain Crimes

Section 16-3-2410.(A)(1) When a person commits a violent crime as defined in Section 16-1-60 or commits assault by mob in the second degree as defined in Section 16-3-210(C) and the trier of fact determines beyond a reasonable doubt that the offense was committed against a victim who was intentionally selected in whole or in part because of the person’s belief or perception regarding the victim’s race, color, religion, sex, gender, national origin, sexual orientation, or physical or mental disability, whether or not the

1 perception is correct, the person is subject to additional penalties as
2 provided in subsection (B).

3 (2) For purposes of this article, the definition of ‘sex’ shall
4 conform to the definition as set forth in the majority’s holding in
5 *Bostock v. Clayton County, Georgia*, 140 S.Ct. 1731 (2020).

6 (B) A person who violates the provisions of subsection (A) and
7 commits a violent crime as defined in Section 16-1-60 or commits
8 assault by mob in the second degree as defined in Section
9 16-3-210(C), upon conviction, is subject to an additional fine of not
10 more than ten thousand dollars and an additional term of
11 imprisonment of up to five years;

12 (C) The provisions of this section provide for the enhancement
13 of the penalties applicable to underlying offenses. The court shall
14 permit the prosecuting agency and the defense to present evidence
15 relevant to the determination of whether the defendant intentionally
16 selected the person against whom the offense is committed in whole
17 or in part because of the person’s belief or perception regarding one
18 or more of the factors provided in subsection (A), whether or not the
19 perception is correct. The court with competent jurisdiction over the
20 underlying offense shall instruct the trier of fact to find a special
21 verdict as to a violation of the provisions of this section.

22 (D) The additional penalties described in subsection (B) may not
23 be imposed unless the person was indicted, either separately or as a
24 separate count in the indictment for the underlying offense, for the
25 offense pursuant to this section committed against the victim who
26 was intentionally selected, in whole or in part, because of the
27 person’s belief or perception regarding one or more of the factors
28 provided in subsection (A), whether or not the perception is correct,
29 and the person was found guilty of the underlying offense.”

30
31 SECTION 3. This act takes effect upon approval by the Governor.

32 ----XX----

City of Isle of Palms
Financial Statement Summary as of February 28, 2023
(Dollars in Thousands)

REVENUES							TRANSFERS IN / (OUT)						EXPENDITURES						YTD Actual Net Rev & Exp
YTD Actual	Annual Budget	Remaining to Collect	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget		YTD Actual	Annual Budget	Remaining to Transfer	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	YTD Actual	Annual Budget	Remaining to Spend	YTD Actual as a % of Budget	Current Annual Forecast	Forecast Above or (Below) Budget	
General	\$ 8,469	\$ 12,901	\$ 4,432	66%	\$ 12,901	\$ -	\$ 16	\$ 420	\$ (404)	4%	\$ 420	\$ -	\$ 8,777	\$ 13,321	\$ 4,544	66%	\$ 13,321	\$ -	(292)
Capital Projects	250	1,713	1,463	15%	1,713	-	-	823	(823)	0%	823	-	1,137	4,417	3,280	26%	4,417	-	(887)
Muni Accom Tax	1,498	2,142	644	70%	2,142	-	-	(833)	833	0%	(833)	-	522	1,657	1,135	32%	1,657	-	976
Hospitality Tax	749	1,001	252	75%	1,001	-	-	(266)	266	0%	(266)	-	574	1,137	563	50%	1,137	-	175
State Accom Tax	1,988	2,619	631	76%	2,619	-	(16)	(944)	928	2%	(944)	-	794	1,772	978	45%	1,772	-	1,178
Beach Prserv Fee	1,181	1,546	365	76%	1,546	-	-	-	-	-	-	-	374	415	41	90%	415	-	807
Marina	399	415	16	96%	415	-	-	800	(800)	0%	800	-	509	819	310	62%	819	-	(110)
Disaster Recovery	67	3	(64)	2233%	3	-	-	-	-	-	-	-	111	10	(101)	1110%	10	-	(44)
All Other	237	189	(48)	125%	189	-	-	-	-	-	-	-	201	183	(18)	110%	183	-	36
Total All Funds	\$ 14,838	\$ 22,529	\$ 7,691	66%	\$ 22,529	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 12,999	\$ 23,731	\$ 10,732	55%	\$ 23,731	\$ -	\$ 1,839

General Fund YTD Revenues							
	FY23 YTD Actual	FY23 Budget	% of FY23 Budget	FY22 YTD Actual	% of Prior YTD	Current Annual Forecast	Forecast Above/ (Below) Budget
Prop Tax	\$ 4,821	\$ 4,924	98%	\$ 4,555	106%	\$ 4,924	\$ -
LO Sales Tax	597	1,014	59%	472	126%	1,014	-
Business Lic	659	1,500	44%	718	92%	1,500	-
Rental Lic	282	975	29%	549	51%	975	-
Other Lic (Insurance/Utilities)	125	1,591	8%	119	105%	1,591	-
Build Pmts	715	725	99%	694	103%	725	-
From State	164	298	55%	165	99%	298	-
Parking	631	1,330	47%	702	90%	1,330	-
All Other	475	544	87%	455	104%	544	-
Total	\$ 8,469	\$ 12,901	66%	\$ 8,429	100%	\$ 12,901	\$ -

General Fund YTD Expenditures (YTD target = 67%)							
	FY23 YTD Actual	FY23 Budget	% of FY23 Budget	FY22 YTD Actual	% of Prior YTD	Current Annual Forecast	Forecast (Above)/ Below Budget
Mayor/Council	\$ 80	\$ 116	69%	\$ 102	78%	\$ 116	\$ -
General Govt	1,027	2,410	43%	806	127%	2,410	-
Police	2,226	3,158	70%	1,787	125%	3,158	-
Fire	2,973	3,984	75%	2,445	122%	3,984	-
Public Works	1,199	1,692	71%	964	124%	1,692	-
Build & Lic	296	462	64%	271	109%	462	-
Recreation	677	1,121	60%	670	101%	1,121	-
Judicial	257	275	93%	190	135%	275	-
BSOs	42	103	41%	34	124%	103	-
Total	\$ 8,777	\$ 13,321	66%	\$ 7,269	121%	\$ 13,321	\$ -

City of Isle of Palms Supplemental Financial Information as of February 28, 2023 (*Dollars in Thousands*)

Cash Balances		
	2/28/2023	2/28/2022
General Fund	3,691	5,064
As a % of GF Exp (target is > 30%)	28%	42%
Capital Projects	13,155	9,950
Disaster Recovery	3,011	2,869
Marina	471	1,096
Tourism Funds	8,973	5,939
Beach Preservation	7,301	5,685
Other Restricted	191	176
Total All Cash	36,793	30,779
Deposits at LGIP (4.7527%)	34,953	95%
Deposits at TRUIST	1,840	5%
RESTRICTED CASH	16,465	45%

Fund Balances					
Fund	6/30/2022 Audited Fund Balance (Note 1)	FY23 YTD Actual Net Revenues & Transfers Less Expenses	Current Fund Balance	6/30/23 Budgeted Fund Balance	6/30/23 Forecast Fund Balance
General Fund	\$ 4,244	\$ (292)	3,952	\$ 3,892	\$ 3,892
Capital Projects	11,553	(887)	10,666	9,357	9,357
Muni Accom Tax	2,483	976	3,459	1,932	1,932
Hospitality Tax	1,248	175	1,423	693	693
State Accom Tax	2,913	1,178	4,091	1,984	1,984
Beach Funds	6,494	807	7,301	7,065	7,065
Marina (See Note 1)	628	44	672	960	960
Disaster Recovery	3,056	(44)	3,012	2,813	2,813
All Other	151	36	187	143	143
Total All Funds	\$ 32,770	\$ 1,993	\$ 34,763	\$ 28,839	\$ 28,839

Note 1: The comparable amount for the Marina Enterprise Fund is not Fund Balance, but Unrestricted Net Position. To be consistent with the presentation of the other funds, the Marina Fund Balance does not include net fixed assets. Unrestricted net position is approx equal to net current assets for the Marina.

February 2023 Notes:

- General Fund revenues and expenditures are at 66% of the FY23 Budget against an 8-month target of 67%.
- The City receipted \$1,671,000 of Property Tax revenue in February. YTD property tax collections are \$4,821,000 or 98% of budget. Collections are \$265,000 ahead of this same time last year.
- General Fund expenditures are at budget but significantly higher than the prior year. FY23 expenditures include approximately \$541,000 in 1-time employee adjustments that were approved by City Council outside of the FY23 Budget.
- The City has approximately \$37 million in cash deposits. Approximately \$1.9 million of this total represents unspent drainage bond proceeds, \$2.2 million is unspent federal ARP funding and \$16.5 million is restricted for tourism related expenditures or beach preservation.

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

Municipal Accommodations Fee								Heads in Beds in
(1% of Accommodation Sales)								
	FY17	FY18	FY19	FY20	FY21	FY22	FY23	
JUL	161,068	139,501	199,724	195,287	172,336	256,308	301,674	JUN
AUG	218,620	235,007	209,600	213,067	169,596	378,001	314,397	JUL
SEPT	136,141	157,274	152,535	152,561	186,938	248,118	187,966	AUG
OCT	77,500	75,353	79,534	75,506	129,033	124,372	72,522	SEPT
NOV	57,777	64,256	63,444	65,882	66,090	102,229	154,713	OCT
DEC	36,937	32,877	40,182	34,301	71,683	70,478	185,019	NOV
JAN	28,217	28,859	25,836	32,335	34,025	75,503	115,313	DEC
FEB	15,332	18,317	13,666	18,596	26,709	25,613		JAN
MAR	20,485	21,562	19,983	9,690	31,080	39,938		FEB
APR	51,166	53,213	53,685	26,422	68,055	82,759		MAR
MAY	92,529	88,875	90,800	7,181	125,288	186,478		APR
JUNE	95,768	94,112	97,999	55,311	153,337	183,011		MAY
Deduct last July	(161,068)	(139,501)	(199,724)	(195,287)	(172,336)	(256,308)	(301,674)	
Add next July	139,501	199,724	195,287	172,336	256,308	301,674		JUN
Total Fiscal Year	969,974	1,069,429	1,042,551	863,187	1,318,141	1,818,174	1,029,930	
	Incr from FY16 0%	Incr from FY17 10%	Incr from FY18 -3%	Incr from FY19 -17%	Incr from FY20 53%	Incr from FY21 38%	Incr from FY22 6%	

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

State Accommodations Tax (Tourism-Related Only)				(Approx 2% of Accommodation Sales)			
	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Sept Qtr	520,784	518,028	546,269	580,306	553,971	861,205	952,270
Dec Qtr	178,830	202,803	203,067	181,550	252,012	347,299	360,479
Mar Qtr	61,586	71,773	103,097	88,638	132,256	168,824	
June Qtr	407,460	413,234	445,779	242,893	650,839	886,253	
Total Fiscal Yr	1,168,660	1,205,838	1,298,212	1,093,387	1,589,078	2,263,580	1,312,749
	3% Incr from FY16	3% Incr from FY17	8% Incr from FY18	-16% Incr from FY19	45% Incr from FY20	42% Incr from FY21	9% Incr from FY22

Heads in
Beds in

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

Chas County ATax Pass-Through				(20% of County's 2% on IOP Accommodation Sales)			
	FY17**	FY18	FY19	FY20	FY21	FY22	FY23
Sept Qtr	520,000	327,750	381,000	370,500	-	301,714	231,164
Dec Qtr						99,602	182,929
Mar Qtr						59,369	
June Qtr	-	109,250	127,000	-	508,000	269,609	
Total Fiscal Yr	520,000	437,000	508,000	370,500	508,000	730,293	414,093
	7% Incr from FY16	-16% Incr from FY17	16% Incr from FY18	-27% Incr from FY19	37% Incr from FY20	44% Incr from FY21	3% Incr from FY22

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

<div> <div>Hospitality Tax</div> <div>(2% of Prepared Food & Beverage Sales)</div> </div>								<div>Food/Bev Sold in</div>
	FY17	FY18	FY19	FY20	FY21	FY22	FY23	
JUL	85,051	89,309	104,681	88,238	66,947	137,933	142,534	JUN
AUG	93,123	98,883	101,031	106,673	59,353	135,765	165,544	JUL
SEPT	77,619	81,373	78,014	78,129	49,484	108,077	131,756	AUG
OCT	68,348	56,439	69,394	76,033	37,348	88,581	121,169	SEPT
NOV	46,488	70,905	65,210	66,929	27,609	96,511	104,213	OCT
DEC	40,557	41,260	38,440	56,591	46,700	56,990	87,532	NOV
JAN	27,883	19,085	31,905	28,058	57,988	48,652	57,107	DEC
FEB	27,947	28,826	27,373	27,574	24,135	33,118	51,417	JAN
MAR	39,785	49,744	40,741	21,853	39,019	62,430		FEB
APR	57,961	66,633	66,425	12,956	50,777	79,088		MAR
MAY	85,246	79,870	85,134	15,429	85,357	142,227		APR
JUNE	92,137	87,753	100,621	46,102	114,802	152,842		MAY
Deduct last July	(85,051)	(89,309)	(104,681)	(88,238)	(66,947)	(137,933)	(142,534)	
Add next July	89,309	104,681	88,238	66,947	137,933	142,534	-	JUN
Total Fiscal Year	746,402	785,452	792,527	603,275	730,503	1,146,816	718,738.78	
	Incr fr FY16 8%	Incr fr FY17 5%	Incr fr FY18 1%	Incr fr FY19 -24%	Incr fr FY20 21%	Incr fr FY21 57%	Incr fr FY22 22%	

City of Isle of Palms Tourism and Local Options Sales Tax Revenues

Local Option Sales Tax (a portion of the 1% Charleston County local option sales tax)							When Sales Occurred
	FY18	FY19	FY20	FY21	FY22	FY23	
AUG	83,614	88,713	93,221	87,833	130,373	135,943	JUL
SEPT	73,671	72,557	83,456	83,149	99,719	111,272	AUG
OCT	61,352	63,829	62,752	71,963	83,230	92,568	SEPT
NOV	61,040	61,435	65,514	68,054	85,199	93,138	OCT
DEC	49,732	54,748	59,951	67,342	73,716	79,844	NOV
JAN	55,282	57,483	64,996	69,592	71,846	84,290	DEC
FEB	43,314	48,026	53,263	58,840	64,365		JAN
MAR	47,589	49,240	50,882	60,533	66,029		FEB
APR	60,349	65,794	43,070	83,678	90,351		MAR
MAY	77,153	85,394	56,012	100,082	108,756		APR
JUNE	70,879	78,238	74,078	102,313	109,271		MAY
JULY	88,382	92,504	92,789	117,380	128,957		JUN
Total Fiscal Year	772,357	817,962	799,984	970,759	1,111,813	597,055	
	Incr from FY17	Incr from FY18	Incr from FY19	Incr from FY20	Incr from FY21	Incr from FY22	
		6%	-2%	21%	15%	10%	

City of Isle of Palms

Drainage Phase 3 including small internal projects

Funded with Capital Projects & Muni Atax Funds, a \$3.5M GO Bond and NPDES Funds

Contracts and Change Orders Approved :

Thomas & Hutton	11/27/2018	Proj .0000 - Outfall Study - surveying, needs assessment & conceptual design
Thomas & Hutton	correction	Proj .0000 - Change Order #1 for Project Admin & Meetings
Thomas & Hutton		Proj .0002 - preliminary assessment of small but high impact projects in basin
Thomas & Hutton		Proj .0003 - design, eng & permitting for small but high impact projects in basin
Thomas & Hutton		Proj .0004 - design, eng & permitting for outfalls @ 30th Ave & Forest Trail + 41st Ave improves
Thomas & Hutton	6/23/2020	Proj .0005 - conceptual assessment of Waterway Blvd elevation study
Thomas & Hutton	7/28/2020	Proj .0003 CO - bidding & construction admin services for internal drainage projects
Thomas & Hutton		Proj .0004 CO - additional permitting efforts for outfalls
Thomas & Hutton		Proj .0006 - bidding & construction admin for 30th & 36th Ave outfalls
Thomas & Hutton		Coordination & tech support FEMA HMGP app for Waterway Blvd Resiliency Berm Proj
Thomas & Hutton	8/23/2022	Proj .0004 CO - redesign and permitting 41st Ave outfall
Gulf Stream Construction		Construction Contract, internal drainage projects (incl \$11,239 in Chg Orders)
Quality Enterprises		Construction Contract, Forest Trail & 30th Avenue outfalls
Quality Enterprises		Change Orders #1&2, cost for temp pole & overhead line reloc, time ext of 90 days
Quality Enterprises		Change Order #3, add'l work RE: address drainage to adjacent lot
Quality Enterprises		Change Order #4, add manhole at 30th Ave, pre & post video inspection

FY19 Project Spending	93,052
FY20 Project Spending	161,473
FY21 Spending for Small Project Contruction	452,803
FY21 Spending for Outfall Construction	182,855
FY22 Spending for Small Project Construction	207,523
FY22 Spending for Outfall Construction	586,821
FY23 Budget for Outfall Construction	2,596,000
Contracts/Change Orders	(3,787,776)
Budget Funds Remaining	399,699

Engineering & Design	Project Admin	Construction	Contingency	Total
100,800				100,800
-	13,000		-	13,000
23,300			-	23,300
62,600				62,600
229,500				229,500
18,900				18,900
30,000				30,000
43,300				43,300
102,200				102,200
7,000				7,000
29,000				29,000
		630,271		630,271
		2,270,823	227,082	2,497,905
		12,093	(12,093)	-
		7,700	(7,700)	-
		62,689	(62,689)	-
646,600	13,000	2,983,575	207,289	3,787,776

Project Expenditures:

Date	Invoice #	Payee	Description of Work
FY 2019		Thomas & Hutton Engineering	Engineering & Design Fees, Projects .00 and .02
FY 2020		Thomas & Hutton Engineering	Engineering & Design Fees, .00, .02, .03 & .04
FY 2021		Thomas & Hutton Engineering	Engineering & Design Fees, .03, .04 & .05
FY 2022		Thomas & Hutton Engineering	Engineering & Design Fees, .03, .04 & .06
FY2023		Thomas & Hutton Engineering	Design, Permitting, Bidding, Construction Mgt
1/1/21		SCDHEC/OCRM	permit
4/1/21		Gulf Stream Construction	Pay App #1
4/22/21		Gulf Stream Construction	Pay App #2
6/1/21		Gulf Stream Construction	Pay App #3
8/23/21		Gulf Stream Construction	Pay App #4
9/1/21		Gulf Stream Construction	Pay App #5
9/24/21		Gulf Stream Construction	Pay App #6
10/31/21		Gulf Stream Construction	Pay App #7
11/30/21		Gulf Stream Construction	Pay App #8
12/31/21		Gulf Stream Construction	Pay App #9
3/1/22		Gulf Stream Construction	Pay App #10 FINAL
5/1/22		Quality Enterprises, USA, Inc	Pay App #1
5/31/22		Quality Enterprises, USA, Inc	Pay App #2
6/30/22		Quality Enterprises, USA, Inc	Pay App #3 (thru 6/30/22)
9/26/22		Quality Enterprises, USA, Inc	Pay App #4
11/1/22		Quality Enterprises, USA, Inc	Pay App #5
2/14/23		South Coast Mitigation Venture	OCRM mitigation requirement
2/14/23		Quality Enterprises, USA, Inc	Pay App #6 - Forest Trail & 30th Ave Outfalls
2/28/22		Quality Enterprises, USA, Inc	Pay App #7 - Forest Trail & 30th Ave Outfalls
		Total paid	
		Remaining on contracts	

87,437	5,615	-	-	93,052
154,087	7,386	-	-	161,473
212,479	-	-	-	212,479
110,365	-	-	-	110,365
50,525	-	-	-	50,525
250				250
		239,853		239,853
		93,969		93,969
		89,107		89,107
		24,216		24,216
		19,158		19,158
		8,550		8,550
		63,352		63,352
		9,562		9,562
		19,477		19,477
		63,027		63,027
		112,315		112,315
		205,934		205,934
		158,388		158,388
		100,435		100,435
		127,148		127,148
			26,000	26,000
		193,003		193,003
		304,690		304,690
615,143	13,000	1,832,185	26,000	2,486,327
31,457	-	1,151,391	181,289	1,301,448

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City of Isle of Palms

Marina Improvements: Public Dock, T Dock, Greenspace & ICW Bulkhead

Contracts and Change Orders Received:

2/4/2022	ATM Change Order #8 - tasks 1 (alternatives analysis-\$6,500), 2.1 (public dock permit-\$3,000), 2.2 (public dock design & specs-\$13,000) 3.1 (ICW dock design & specs-\$35,000)
7/1/2022	ATM Change Order #9 - void tasks 2.1, 2.2 and 3.1 above
7/1/2022	ATM Change Order #9 - Public Dock Improvements: planning, permitting, geotech, engineering & design
7/1/2022	ATM Change Order #9 -Technical document preparation: T Dock
7/1/2022	ATM Change Order #9 - Limited Bidding Support Services: T Dock
7/1/2022	ATM Change Order #9 - Limited Construction Phase Services: T Dock
10/31/2022	Blutide Marine Construction - modifications to timber bulkhead along ICW adjacent to shared parking lot

Project Expenditures:

Invoice Date	Payee	Description of Work
11/1/2022	ATM	Design, Engineering & Permitting work through 10/7/22
12/16/2022	ATM	Design, Engineering & Permitting work through 12/9/22
1/20/2023	Blutide Marine Construction	Pay App #1 Bulkhead modification
		Total paid
		Remaining on contracts

FY23 Budget - Public Greenspace	150,000
FY23 Budget - Engineer & Design - Public & T Docks	57,500
FY23 Budget - Bidding & Construction Oversight Public & T Docks	40,000
FY23 Budget - Construct Improvements to T Dock	400,000
Contracts issued + City's contingency	(451,500)
Budget Funds Remaining	196,000

Plan, Design, Permitting & Bidding	Construction Oversight	Construction	Contingency	Total
57,500				57,500
(51,000)				(51,000)
110,500				110,500
25,000				25,000
7,500				7,500
	14,000			14,000
		288,000		288,000
149,500	14,000	288,000	-	451,500
16,549				16,549
55,146				55,146
		9,293		9,293
71,695	-	9,293	-	80,988
77,805	14,000	278,707	-	370,512



February 7, 2023

City of Isle of Palms
Mr. Robert Asero
Isle of Palms, SC

Dear Mr. Asero,

We would like to thank you for your interest in our company and our products, and are pleased to provide the following budget figure for your consideration.

One (1) New CAT Model: 914 Wheel Loader with all standard equipment in addition to the additional specifications listed below:

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Ross Carr
Machine Sales Representative

MACHINE SPECIFICATIONS**Description**

914 WHEEL LOADER
ENGINE
POWERTRAIN, HI RIMPULL, 24MPH
CAB, DELUXE, SINGLE BRAKE
SEAT, DELUXE
HEATER AND AIR CONDITIONER
RIDE CONTROL
SEAT BELT, RETRACTABLE 2"
LIGHTS, ROADING, RH DIP, LED
FAN, DEMAND
FENDERS
HYDRAULICS, 3V/1L, STD LIFT
COUPLER, STD LIFT, IT
COUNTERWEIGHT, 1973 LBS
ALARM, BACK-UP
CAMERA, REAR VIEW
PRODUCT LINK, CELLULAR, PL243
TIRES, 17.5 R25, MX, L2 XTLA
BUCKET-GP, 2.0 YD3, IT, BOCE

Machine Pricing

Caterpillar 914 Wheel Loader (List Price)	\$232,614.00
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SC State Contract # 4400018718 (-25%)	(\$58,153.50)
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Additional Blanchard Machinery Discount	(\$3,500.00)
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	\$170,960.50
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Additional Dealer Charges

*36 Month/3,000 Hour Premier Warranty	\$2,764.00
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*PDI	\$780.00
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*Tink 720 Claw <i>*includes hoses</i>	\$21,144.00
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South Carolina Sales Tax	\$500.00
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Total	\$196,148.50
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***Prices/payments do not include South Carolina sales tax, insurance, or documentation fees. Scheduled-Oil-Sampling (SOS) is required during all warranty periods. Blanchard Machinery is responsible for travel time and mileage for warranty repairs during the first 6 months.*

FY23 CAPITAL PROJECTS REPORT – MARCH 2023



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



30th Avenue

- All utility work complete
- Box culverts has been installed
- All inlets and small diameter pipe is installed
- Driveway pour is complete
 - Concrete placed on homeowners' side of sidewalk (in place of existing asphalt)
 - Homeowner indicated they were happy with the work
- Paving completed 3/9. Road reopened Friday, 3/10
- All pumps are off and have been relocated to Forest Trail location

36th Avenue (Forest Trail)

- Junction box design still in process. Possible 6-week production timeline

41st Avenue

- OCRM issued critical area permit on 1/4/23. Waiting on USACE permit



COMPREHENSIVE DRAINAGE MASTERPLAN

- City received a draft report including an existing conditions assessment, hydraulic modeling and recommended improvements including costs
- Team members of Davis & Floyd have transitioned, and the staff has met with the new project managers and brought them up to speed
- The City has requested a proposal to determine the cost of having D&F analyze the Phase 3 area (between 21st Ave and 41st Ave) to have all projects in the capital plan modeled and analyzed to the same degree

Next steps:

- Review/comment on development standards and other various conversations and meeting thus far (e.g., fill standards and roadway elevations, increase in net impervious area, etc.). They will provide this documentation for the planning department's consideration.
- The last piece will be working with Robert Asero, Assistant Public Works Director and team to see how to assist with the maintenance program. This is where GIS can be helpful to track maintenance activities, schedule activities, reporting damage, etc.



UNDERGROUND UTILITY CONVERSION – 21ST & PALM

- Construction started February 21
- Dominion Energy crews will be pulling in the underground primary conductor week of 3/13 and get at least one of the lines taken down. Once the new underground lines are energized the remaining overhead lines will be removed.



PICKLE BALL COURT CONSTRUCTION & OUTDOOR BASKETBALL COURTS REHAB

- Construction in progress
- Concrete is curing – fencing and painting of the lines expected to be completed by mid March



IOP MARINA PUBLIC DOCK & BULKHEAD BOARDWALK

- OCRM permit application for the public dock replacement project submitted in December 2022.
- Preliminary design work complete – most of the design (framing member sizing/spacing, pile sizing/spacing) is contingent on OCRM approving the proposed width of the pier at 16'
- Construction on the bulkhead repairs and installation of 6' boardwalk along the Intracoastal side is complete.

