

City Council

6:00 p.m., Tuesday, September 26, 2023
Council Chambers
1207 Palm Boulevard
Isle of Palms, South Carolina

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address, and topic to Nicole DeNeane at nicoled@iop.net no later than **3:00 p.m. the business day before the meeting**. Citizens may also provide public comment here:

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

Agenda

1. **Introduction of meeting** and acknowledgement that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.
 - a. Invocation
 - b. Pledge of Allegiance
 - c. Roll Call
2. **Citizen's Comments** – All comments will have a time limit of three (3) minutes. Public Comments submitted via online form [Pg. 3]
3. **Special Presentations**
Special recognition of Ben Allen, named "Surfer of the Week" by the National Scholastic Surfing Association
4. **Approval of previous meetings' minutes**
 - a. City Council Meeting – August 22, 2023 [Pgs. 4-15]
 - b. Special City Council Workshop – September 12, 2023 [Pgs. 16-30]
 - c. Committee meeting minutes [Pgs. 31-34]
5. **Old Business**
6. **New Business**
 - a. Consideration of recommendation from the Administration Committee to award Spirit of the Island Award to Susan Hill Smith [Pgs. 35-36]
 - b. Consideration of recommendation of award of a contract to Air Cleaning Specialists in the amount of \$97,775 for the installation of direct source vehicle apparatus exhaust capture systems at Fire Station 1 & 2 [FY24 Budget, Fire Department, Capital Projects & Muni ATAX, \$200,000] [Pg. 37]
 - c. Consideration of recommendation of award of a sole source contract to Coastal Science & Engineering for the following projects: [FY24 Budget includes \$255,000 for scope A & B] [Pgs. 38-52]
 - i. Scope A: Permitting a sand recycling "shoal management" project in north end Dunes [\$69,534]
 - ii. Scope B: Initial sand search, geophysical data collection, and State Historic Preservation Office (SHPO) coordination to begin the process of identifying borrow areas for future nourishments at the north and south end [\$168,895]
 - iii. Scope C: Coordination with the US Army Corps of Engineers (USACE) on the beneficial use project proposed for the southern end of the island, as

well as construction planning and administration for dune enhancement project in connection with the USACE project [\$85,069]

- d. Consideration of award of a contract in the amount of \$156,700 to Thomas & Hutton for the design and permitting of the Waterway Boulevard Multi-Use Elevation Project [Pgs.53-94]
- e. Consideration of recommendation from the Public Services & Facilities Committee of approval of change order from Thomas & Hutton in the amount of \$42,000 for construction phase services for the 30th Avenue and Forest Trail Outfall projects [FY24 Budget, Phase 3 Drainage Project Contingency Fund] [Pgs. 95-97]
- f. Report of award of a contract to Love Christmas Lights in the amount of \$24,225 for holiday lights and tree installation at Front Beach and storage [FY24 Budget, Muni ATAX, General Government, \$29,000] [Pg. 98]
- g. Consideration of approval of FY24 millage rate of 0.0223 (no property tax increase) [Pgs. 99-100]
- h. Consideration of donation of \$50,000 to Emanuel Nine Memorial to be paid from interest income

7. Boards and Commissions Report

- a. Board of Zoning Appeals – no minutes attached
- b. Planning Commission – minutes attached [Pgs. 101-105]
- c. Accommodations Tax Advisory Committee – no meeting in September
- d. Environmental Advisory Committee – minutes attached [Pgs. 106-110]

8. Ordinances, Resolutions and Petitions

- a. **Second Reading** – None
- b. **First Reading** – None
- c. **Resolutions and Proclamations**
Resolution for the IOP Connector Run on October 7, 2023 [Pg. 111]

9. Executive Session – If needed. Council may take action on matters discussed in Executive Session upon returning from Executive Session.

10. Adjournment

Date Submitted	Name	Address	Comments for Council Meeting	Meeting This Comment is Intended For:
8/26/23	Mr. robert e shields	6 Abalone Alley, isle of palms, South Carolina 29451	I have been a full time resident for 18 years and do not have an STR license. Under the STR proposed referendum, what priority will my children heirs (who live out of state) have for a STR license to cover costs for continued family ownership of my property? Will they fall behind heirs of out of state owner's heirs who already have an STR license?	City Council



CITY COUNCIL MEETING
6:00pm, Tuesday, August 22, 2023
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Council members Hahn, Ward, Bogosian, Streetman, Anderson, Popson (via phone), Miars, Pierce, and Mayor Pounds

Staff Present: Administrator Fragoso, Director Kerr, various department heads

2. Citizen's Comments

George Page, speaking on behalf of the IOP VFW post, thanked City Council for their previous grants in support of their post. He explained the request on the meeting agenda for \$5,000 will be used to help replace the beach access walkway. The total cost of the project is \$7,200-\$7,500.

Al Clouse's comments are attached to these minutes.

3. Special Presentations

A. Presentation of new City employees

Administrator Fragoso introduced four new employees.

B. Recognition of Isle of Palms Police Department officers for their response, investigation, and arrests made related to the April 7th shooting

Mayor Pounds, recognizing the officers for their response during the April 7th shooting, said, "We want to take this opportunity to recognize and express our deepest gratitude and appreciation to the men and women of our Police Department that responded to the April 7th shooting on the beach, the team involved in the investigation and ultimate arrest of the individuals responsible for the unfortunate event in our community.

"The bravery demonstrated by our officers the day of the shooting and the unwavering resolve to bring those responsible to justice is admirable and demonstrates our department's commitment to protecting our community and ensuring it remains a vibrant, safe community for those that come here to live, work and play.

"Special recognition goes to the Detectives unit, particularly Detective Tumminelli, who's with us tonight, for his role in the investigation. Thank you! Also want to recognize the tremendous support, and Chief I put this on you and your relationships around the Lowcountry, from many

municipalities around us and the teamwork involved at the local, state and federal level during and after this event. So again, thank you to everyone involved in this effort!”

MOTION: Mayor Pounds made a motion to reorder the agenda moving the reading of the proclamation before the new City initiative. Council Member Ward seconded the motion. The motion passed unanimously.

C. Resolutions and Petitions

Proclamation to declare August 31, 2023 as the “Debbie Schimsa Suggs” Day

Mayor Pounds read a proclamation honoring Debbie Suggs upon her retirement from the City of Isle of Palms.

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

D. Presentation of new City initiative: Citibot, a Citizen Engagement Solution – Bratton Riley

Bratton Riley, CEO of Citibot, gave a brief presentation on a new AI-powered citizen engagement initiative that will use information from the City’s website to answer questions via text from citizens and visitors. Those questions that cannot be answered by Citibot will be routed internally to the proper department. Mr. Riley will be working with the City’s PR representative to create an awareness campaign. Full implementation is expected by October. Mr. Riley said all feedback is welcomed and appreciated.

4. Approval of previous meetings’ minutes

A. City Council Meeting – July 25, 2023

B. Special City Council Workshop – August 8, 2023

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

5. Old Business

A. Presentation and discussion of noise study conducted by Wild Dunes Sweetgrass Inn

Terri Haack, representing Wild Dunes and the Sweetgrass Inn, came before Council to answer questions about the noise study they had conducted over the summer and shared with Council in the meeting packet. She said their noise mitigation efforts to date have been shared with the City and they will adhere to whatever noise ordinance is passed.

Council Member Bogosian said the report generates more questions than answers for him. He expressed concern about the number of times noise levels were exceeded. Ms. Haack said the noise consultant had difficulty interpreting the current noise ordinance.

Council Member Streetman said the study does not provide any actionable items. He added that more information is needed, but he is unsure exactly what is needed.

Ms. Haack said, “We voluntarily did this study to try to help all of you understand what decibel levels you may want to employ throughout the city. So we don’t even need this report. Just tell us what the decibels are that make sense and that you have some kind of reason in which you have based that decibel level. I don’t see any data that tells me why 85 is good for Front Beach and 75 is good for us and 65 is good for the residents. If you can tell me your base, then I can take this back.”

She said the resort is serious about helping its neighbors and controlling the noise.

B. Consideration of proposal from RML Acoustics to provide acoustical consulting related to noise ordinance

Mayor Pounds referenced the two scopes of work provided by RML Acoustics. Administrator Fragoso noted that committee and Council conversations about the noise ordinance have resulted in a paralysis in understanding what are appropriate noise levels for the different types of properties across the island. Professional expertise may be needed to help guide in the finalizing of a new noise ordinance.

Council Member Bogosian agreed Council is stuck in the process of bringing forward a new noise ordinance. He read excerpts from a letter sent to Council by resident and Planning Commission member David Cohen who has experience in sound work. Mr. Cohen believes the current noise ordinance is good and should be built upon instead of adopting the proposed ordinance.

Council members discussed with Director Kerr whether or not this would be an issue the Planning Commission could research and discuss. Council agreed the Planning Commission should discuss this further and come back to Council with any needed resources to facilitate the noise ordinance process.

C. Update on minor dune repair project between 114 and 304 Ocean Boulevard

Administrator Fragoso reported, “We submitted and sent out easement agreements to all the property owners that are along the project area, which is 114 to 304 Ocean. We have, since the last time we reported on this, we have heard back from all the 21 property owners along that stretch, and only five folks agree to grant a permanent easement to the City. We had a presentation from Coastal Science & Engineering about the importance for the effectiveness of the project for us to have a continuous berm. So we went back to the table and pivoted and used a lot of feedback that we received from the property owners and their concerns with granting a permanent easement for such a small scope of a project and concerns about property rights, concerns about their property values, and ultimately, we were not going to get to a place where we can perform and complete a project that we need, particularly now with the active hurricane season upon us.

“So we worked with our attorneys. We worked with several coastal experts in crafting a position that would protect the City that could help us to complete a project down there and agreed on a temporary two-year easement for these two projects. So the intent would be to, over this small project, place almost 500,000 cubic yards of sand down the southern tip near Breach Inlet, which

we know it's coming really soon. So we are pursuing that. Our attorneys feel comfortable with that. We believe that there is bigger and more risk in not doing a project down on that end than some of the risks associated and the administrative hurdles associated with not having permanent easements. So we feel comfortable moving in that. We have communicated with the property owners and we believe that we will have 90%, if not 100% participation, which is ultimately our goal. So we will be sending revised easement agreements. We were hoping for that to happen today, but we couldn't do that. So to do that by tomorrow and give folks about a week to 10 days to return that to us. Ideally, we would like to issue a Notice to Proceed to the contract director by the week following Labor Day."

She added, "This process highlighted a deficiency that we have in terms of a policy on the use for beach restoration, and our goal is going to be, once we get this project conducted, to work with Council in developing that so that we have a guideline and a blueprint of how to deal with situations like this because we do have a commitment to restoring and protecting the beach. We have a local beach management plan that establishes that according to the State regulations. We are collecting funds for the purpose of restoring the beach, and I think it is upon us to develop a plan moving forward. And it may be that in the future we do decide that we need to pursue permanent easements in order to facilitate the City's Beach Restoration practices. But I think that you do that by having no project specific. I think it requires more of a comprehensive, educational process with property owners."

6. New Business

A. Discussion of Beach Reach ridership for summer 2023

Council Member Ward reported that Beach Reach program is showing signs of increased participation, and he would like continue supporting the growth of the program. He will also lobby CARTA to build a shelter at 14th Avenue for patrons to wait under during inclement weather.

B. Approval of Mutual Benefit and Use Agreement with Ashbritt, Inc. for emergency debris removal services

C. Approval of Isle of Palms Fire Department joining mutual aid agreement with the Charleston Metro Marine Unit

D. Appointment of Captain Jeff Swain to the Grievance Committee

F. Approval of drainage easement between 16 and 18 25th Avenue

G. Approval of Ford SUV Police Vehicle - \$48,626 (State contract) [FY24 Budget, Capital Projects Fund, Police Department, \$52,000]

H. Approval of Dodge Durango Police Vehicle - \$41,790 (State contract) [FY24 Budget, Muni ATAX Fund, Police Department, \$52,000]

I. Approval of Dodge 1500 Animal Control – \$40,167 (State contract) [FY24 Budget, Hospitality Tax Fund, Police Department, \$48,000]

J. Approval of Dodge 1500 Code Enforcement Vehicle - \$37, 413 (State contract) [FY24 Budget, State ATAX Fund, Police Department, \$46,000] – Vehicle for new Code Enforcement position

K. Approval of replacement of 6 Mobile Data Terminals (MDTs) for Fire Department - \$36,000 [FY24 Budget, General Fund, Fire Department, IT Equipment, Software & Services, \$36,000]

L. Approval of overhead fans for apparatus bay at Fire Station 1 in an amount of \$65,025 [FY24 Budget, Capital Projects Fund, Fire Department, Building Maintenance, \$126,620]

M. Approval of recommendation from ATAX Committee of a grant of \$5000 for the VFW to repair beach walkway

N. Approval of change order to ATM contract in the amount of \$48,600 for bidding and construction administration of the public dock rehabilitation project

O. Approval of sole source contract in an amount of \$135,000 to National Fitness Court for outdoor fitness court at the Recreation Center

MOTION: Council Member Ward made a motion to approve all items under New Business excepting A, E, and P. Council Member Ward seconded the motion. The motion passed unanimously.

E. Consideration of recommendation from the Administration Committee to appoint Culver Kidd as City Prosecutor

MOTION: Council Member Bogosian made a motion to appoint Culver Kidd as the City Prosecutor. Council Member Streetman seconded the motion. The motion passed unanimously.

P. Discussion of new parking reconfiguration alternative for the Intracoastal side of the marina

Director Kerr reported to City Council how staff has been monitoring the shared parking lot at the marina throughout the summer season. He shared pictures of the lot taken throughout each of the Saturdays from July 8-August 5 showing lot usage. Data showed the trailer spots being well used but the dedicated resident only parking spaces never filling up. Director Kerr noted that those spots may see more use once the City has completed the dock and greenspace rehabilitation.

City staff engaged Matt Klein, the engineer who previously worked on designs for this parking lot, to design options that keep the number of parking spaces at approximately 16 but varies the number of trailer parking spaces. They would like to give the restaurant more parking spaces in hopes they will support the new parking configuration.

Council Member Streetman said this matter had been discussed by the Public Services & Facilities Committee. He would like to have 10 trailer spots. He would also like to see the City

come to an agreement with the restaurant tenant that will do away with shared parking. He also wants the City to ask the contractor for the 41st Avenue outfall project for the cost of extending the pipe to the headwall so the City can pave over the ditch and create 25-35 more parking spaces.

Administrator Fragoso said the proposed configuration allows the restaurant to stack employee cars in the middle of the lot and provides ample space for large truck deliveries.

Council Member Pierce asked if there is an agreement between the restaurant owners and the marina owner “to ensure that all that parking is available when they need it.”

Administrator Fragoso replied, “I know that the marina operator, they offer the first hour free for anybody that parts at the marina. It is free any time, any hour for residents. I don’t think that they have a formal agreement, but they don’t lock their parking area. So there are no restrictions for vehicles to park in the marina property. And I do know that there have been instances where the restaurant has had special events, and in their communications with the marina operator, it has always been offered that if they needed additional parking, they would park on the marina side.”

The City’s parking MOU with the restaurant expires on Labor Day, and at that time, the parking agreement defaults to what is in the lease “which is it is shared parking managed by the City and there would be no dedicated trailer parking spaces for residents.”

Administrator Fragoso added, “I think everybody agrees on the concept and the benefits of separating the lots and each having their own control over their area. The conundrum was agreeing on the number of trailer parking spaces for that area. Obviously, the marina lot is a separate lease. They have control over their own number of parking spaces, trailer parking spaces, but I think there was a lack of understanding of how they were really used and how much they would be used by residents.”

She continued, “The restaurant would like to maximized vehicle parking spaces, and we understand why that is their best business model, is supported by that, but then at the same time, we have to have a reasonable number of trailer parking spaces to meet the demand from residents in that area.”

Council members agreed on securing an estimate to extend the piping to the headwall and pave over the ditch at 41st Avenue to potentially create more parking spaces.

7. Boards and Commissions Reports

- A. **Board of Zoning Appeals** – no meeting in August
- B. **Planning Commission** – no meeting in August
- C. **Accommodations Tax Advisory Board** – no meeting in August
- D. **Environmental Advisory Committee** – no meeting in August

8. Ordinances, Resolutions, and Petitions

- A. **Second Reading -- none**
- B. **First Reading – none**

C. Resolutions and Petitions

Handled earlier in the meeting.

9. Executive Session -- none

10. Adjournment

Council Member Ward made a motion to adjourn, and Council Member Anderson seconded the motion. The meeting was adjourned at 7:45pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

**City Council 8/22/23; Clouse Comments (Meeting No. 20 since 4/13/2022)
Regarding NOISE ORDINANCE; NUISANCE.**

Requesting for the **fourteenth (14th) time** (twice in writing) to provide us written assurances regarding enforcement of **§ 9-2-5 (b)(c)**. **"Amplified Music"** from Sweetgrass has resulted into a **"Nuisance"**.

Public Record: After repeated attempts requesting Mrs. Jan Anderson amend her disclosure letter to the Ethics Commission regarding conflicts; disclosing missing material facts, Mrs. Anderson has publicly stated (PSC 8/1/23) she will not be honoring our request.

In the spirit of transparency and full disclosure, I have filed a complaint with the Ethics Commission. We will see where the Ethics Commission aligns with the court of public opinion. (Complaint Attached).

Agenda Item: WD Sound Study Executive Summary dated July 23, 2023.

June 2022 we broached sound abatement with the resort's legal counsel; following up with Mrs. Haack on November 2022. Instead of the resort honoring our request, they choose another path, which is a **recipe for sound & disaster**. Conclusion: the resort's actions clearly demonstrate they are not interested in abating noise, only interested in making more noise.

May 22, 2018 City Council, the resort told everyone what they wanted to hear. Council approved the Sweetgrass Inn based on the resort's commitments. Yet, look where we are today!

75 dBA's: obnoxious, arrogant, disruptive and a major nuisance!

Does anyone realize how ridiculous the **"30 second rule"** is? The PSC, administration and the resort have created a science project regarding policing noise violations. Instead of erring on the side of simplicity (KISS), let's make it so complicated, all parties can argue about the mechanics of the noise violation. Will we need AI software? We, the residents, do not find comfort with the administration's quest to prevail at the SC Supreme Court.

Where is everyone's common sense? The sound study is smoke and mirrors; masking the real problem.....the resort.

Ironically, we are at a time most communities in the country are diligently working to lower noise levels to improve the environment, health and livability of their citizens. However, on IOP, we have a neighbor who wants to erode the livability standards, at the expense of the residents, which commenced in March 2021 and continues to this day. (Email attached).

It is not the Cicadas. It is not the Crows!!

Allen W. Clouse 
 3 Grand Pavilion Dr.
 Isle of Palms, SC 29451
awclouse@yahoo.com

August 21, 2023

VIA EMAIL ONLY

Ms. Megan Dayson
 General Counsel
 State Ethics Commission
 State of South Carolina
 201 Executive Center Drive, Suite 150
 Columbia, SC 29210
mdayson@ethics.sc.gov

Re: Complaint regarding Jan Anderson's failure to provide material facts to Ethics Commission

Ms. Dayson, Greetings:

I am reaching out to you as a result of our phone conversation on August 17, 2023. On June 16, 2023 the Commission received an email from Mrs. Jan Anderson, an Isle of Palms City Council Member, regarding her facts surrounding her alleged conflict of interest on a current proposed noise ordinance. Mrs. Anderson's email was a result of multiple allegations, verbal and written, regarding her conflicts of interest in her involvement/discussions in a new proposed noise ordinance on the Isle of Palms. I am in receipt of the Commission's letter dated June 20, 2023 as a result of reviewing the June 26, 2023 City Council Meeting minutes, which are included in the July 25, 2023 City Council Meeting Agenda.

Respectfully, I believe Mrs. Anderson failed to provide/disclose additional material facts to the Commission, which may have a direct bearing on the outcome of your previous "informal opinion". I requested Mrs. Anderson disclose the following material facts to the Ethics Commission at the July 23, 2023 City Council Meeting. At the Public Safety Committee meeting August 1, 2023 Mrs. Anderson publicly acknowledged she will not be honoring our request; I have a moral obligation to our community to provide the omitted material facts to you.

My complaint is predicated on the following material facts:

1.) Mrs. Anderson failed to inform the Commission regarding the makeup of the Wild Dunes Community Association ("WDCA"). WDCA is comprised of seven (7) directors. Yes, Mrs. Anderson's spouse, Mr. Jim Anderson is President of the WDCA. What Mrs. Anderson failed to disclose is Mrs. Terri Haack, Lowe SVP and shareholder of Wild Dunes LLC ("WD"; "resort"), is also a board member of WDCA. Lowe maintains 20% voting rights in WDCA.

Lowe is the managing member of WD, the resort, which includes, but not limited to, a new 153 room hotel flying the Hyatt flag. Lowe (represented by Mrs. Haack) is a strong proponent of further expanding noise levels, which are currently obnoxious and a nuisance, to residents in an adjacent residential neighborhood, which directly affects their quality of life and health.

WD and WDCA are joined at the hip. History demonstrates they have combined on numerous issues at the expense of WDCA members (which we are one).

2). After our first (1st) presentation to Public Safety Committee on April 7, 2022 regarding the noise violations by the Sweetgrass Inn, I asked the Committee "what can you do to help us". Mrs. Anderson, Chairperson responded, "we will get back to you". We were never contacted by Mrs. Anderson, which is negligence on her part.

3). Mrs. Anderson's letter to the Ethics Commission stated "I am working on updating the city's island-wide noise ordinance. The effort includes working with residents as well as local businesses to ensure that the adopted ordinance is appropriate for our needs and has included public discussions with Wild Dunes Resort, the Chamber of Commerce and other front beach merchants".

Mrs. Anderson has not contacted anyone in our group of seven (7) residents, which are severely impacted by the resort's noise. (Public record)

4. Inconsistencies: PDD vs. Proposed Noise Ordinance

PDD. November 2022 Mrs. Anderson recused herself regarding IOP zoning ordinance changes which was passed by City Council 7-1. Mrs. Anderson recused herself stating it was a result of her husband (Jim Anderson) being on the WDCA board (Mr. Anderson is now President). WD vehemently opposed said ordinances. Residents strongly advocated for the ordinance's passage. Our understanding is Mrs. Anderson obtained an opinion from the Ethics Commission before her recusal. Ms. Dayson, your office would have a record of the Commission's opinion. Respectfully, we are requesting all documentation between the Commission and Mrs. Anderson regarding the above.

Proposed Noise Ordinance. We believe the fundamentals outlined above are present in the current situation. IOP City Council is entertaining a new noise ordinance; WD is an advocate of increasing the amount of noise at the Sweetgrass Inn (and other resort venues) at the expense of residents; residents are vehemently opposed to said ordinance .

The following **six (6) criteria points** result in the **common denominator** in the above two (2) situations.

- 1). IOP is considering an ordinance
- 2). WD (resort) elects a position on said ordinance
- 3). Terri Haack; WD SVP; WDCA Director is advocating WD's position
- 4). Residents are electing an opposite position than WD
- 5). Jim Anderson is President of WDCA
- 6). Jan Anderson, a City Council member and Jim Anderson's spouse.

Based on the above, what is the reason Mrs. Anderson is not being consistent with her previous recusal? The six criteria points regarding the PDD are duplicative in the Proposed Noise Ordinance; resulting in both sharing the same common denominator. The act of being inconsistent demonstrates a bias towards the resort on some issues, as compared to others.

Complaint Summary

Mrs. Anderson's relationship with the resort and WDCA is not "at arms length". Mrs. Anderson failed in her public duty representing she would "get back" to us regarding our presentation to the Public Safety Committee (available on IOP YouTube). We relied on Mrs. Anderson's comment which resulted in false promises on her part. Was this the early sign of her bias towards the resort? Negligence. Mrs. Anderson's comments regarding "working with residents" is misleading. If she was working with residents, what is the reason she did not contact me, or the other six (6) people in our group? We are the ones severely impacted by the Sweetgrass Inn's noise. One family in our group is separated from the Sweetgrass Inn property by twenty-five (25) feet; I am separated by sixty-two (62) feet. I have presented to Public Safety and City Council nineteen (19) times regarding our situation.

Based on the "common denominator" explained above, Mrs. Anderson's focus is on promoting her agenda, and perhaps others, as compared to the IOP citizens needs.

I believe Mrs. Anderson's email dated June 16, 2023 is unconscionable. The fact she omitted material facts to the Commission, not being totally forthright, is very disturbing. Actually, it is more damaging, than her failure to recuse herself. What is the reason someone would behave in this manner?

Respectfully,

Allen W. Clouse

amplified music; IOP violation

From: awclouse@yahoo.com (awclouse@yahoo.com) 

To: thaack@lowe-re.com; ppounds@iop.net; jward@iop.net; spierce@iop.net; jbogosian@iop.net; kmiares@iop.net; rstreetman@iop.net; jan.anderson@iop.net; kpopson@iop.net; bhahn@iop.net; desireef@iop.net; kcornett@iop.net; dkerr@iop.net; roxbc29@yahoo.com; tony@taxsearchinc.com; liliensrobert@gmail.com; sgreiman@csa.canon.com; vbkraus@aol.com; george.knab@gmail.com; nwiemann@comcast.net; caroliop@bellsouth.net; rforsythe@iop.net; bconnelly@convoglaw.com; nico.scherman@destinationhotels.com; prb.bell@gmail.com; jimanderson.253@gmail.com; tuckerl@mindspring.com; a1bookworm@bellsouth.net; lkutcher@gmail.com; francisfamily1@outlook.com; rickbradley@outlook.com

Date: Thursday, August 10, 2023, 07:39 AM EDT

Terri, Good Morning!

Terri, I am reaching out to you to make you aware of a continued issue which you may, or may not, be aware of.

The hotel is continuing to play amplified music outside the hotel during the day. Additionally, there is a strong base (sub woofer) which I can hear on my screen porch. As you may recall, Chief Cornett talked about base issues which are disruptive. I am not going to put words in Chief Cornett's mouth; you may talk with him yourself.

Bottom line, amplified music is not allowed; you and your people know this. I am confused as to reason you want to continue pushing the envelope. I am asking you to discontinue the amplified music. Full Stop.

Also, as you will recall, you agreed to disconnect/remove the wall speakers at the pool side bar. Nico validated in a previous email, "off in the PM". Well, they are still on!

Interestingly, at 6:30 PM I was on our screen porch. An IOP patrol car with lights and sirens glaring, came down Palm Blvd and turned into your empire. Another patrol car, also with sirens followed. I could continue to hear the bass through all the above action. You may check with the police regarding the time.

I would hope you realize how you are wasting the cities resources when I have to call regarding a violation by the resort. You quit violating the noise ordinance.....I quit calling.....the police can focus on more pressing issues.

Respectfully,

AI



SPECIAL CITY COUNCIL MEETING -- WORKSHOP

5:00pm, Tuesday, September 12, 2023

1207 Palm Boulevard and

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

MINUTES

1. Call to order

Present: Council members Bogosian, Miars, Hahn, Popson, Anderson, Ward, Streetman, and Mayor Pounds

Absent: Council Member Pierce

Staff Present: Administrator Fragoso, Director Kerr, various department heads

2. Citizens' Comments

Mr. Al Clouse's comments are attached to these minutes.

3. Special Presentations

Tourism Management and Community Enrichment Plan – David McNair, The McNair Group

Mr. David McNair gave an overview of the process he will follow to create a Tourism Management and Community Enrichment Plan for the Isle of Palms. He spoke about why such a plan is important for the community and reviewed the methodology for its development including a community survey, listening sessions, the creation of a steering committee, and putting plans into action.

Council members expressed concern that all groups – full time and part time residents, 2nd homeowners, business owners, etc. – are properly represented in the survey. Mr. McNair said the survey will be promoted to the island stakeholders.

Mr. McNair said the steering committee will be launched in mid-to-late October. He anticipates that committee consisting of approximately 12 community members. He believes the makeup of the committee should be of newer and longer-term residents, business owners, as well as people who benefit from tourism and those that want it managed.

4. Dashboard of City Operations

Administrator Fragoso said property tax bills are issued in October and the City will begin realizing that income stream in January. She said staffing vacancies include a two police officers,

a Communications Specialist, four paramedics, one training chief (Fire Department), and one CDL driver, to which an offer has been extended.

Upcoming events include the Farmer's Market, Coffee with the Mayor, National Night Out (October 3), Community Wellness Fair, IOP Connector Run, Ghostly Tide Tales, and the Employee Appreciation Event (September 22).

Administrator Fragoso noted that Police Department charges are ahead of where they have been the previous two years. Traffic stops and parking tickets both showed increases. The calls for service for the Fire Department are similar to July.

Council Member Hahn asked Chief Oliverius to speak to the use of City vehicles and equipment when responding to automatic aid calls for service as some residents have expressed concern about wear and tear on the vehicles.

Chief Oliverius said that many of the calls they leave for are cancelled en route. When asked about operating City vehicles "running them down the road, turning around and coming back", Chief Oliverius answered, "Why we are doing all that is to meet national standards through NFPA for our response for those building fires and those high risk time sensitive emergencies. For us, we have seen a lot of benefit. To Ms. Fragoso's point, what we have seen is our call volume has increased obviously. The majority of those when we go into other areas outside of Isle of Palms, we are seeing that we are cancelled en route or we send one unit, maybe two units at the most. We send a Battalion Chief, sometimes by themselves. Sometimes we will send a ladder truck. Sometimes we will send the ladder truck and the Battalion [Chief]. When we do that we still have a squad in service here and Engine 1002. And typically, it is for a very short time. What we see with Mt. Pleasant and City of Charleston and City of North Charleston, they come over here less frequent, but when they do, they send more apparatus... We find that we go over there more. We don't go as far. When we receive aid, we receive it in spades. And so, when we look at the numbers between apparatus how we share, even though we go over there more, for their calls here, they send a lot more. So that has been even. As far as the tires, we have not noticed, compared year or year to last year where we are not having to replace tires at a higher rate. We are definitely tracking that, monitoring that (INAUDIBLE). And fuel also has been negligible. And actually for us, for the running of the trucks, what is more damaging is when the truck is idling for the idle time, but it is actually very healthy for the truck to get it up and move it down the road, especially with the high temperature exhaust systems with the def fluid and that kind of thing. So when we get it moving down the connector, it is actually really great. So we actually do that. We exercise our trucks and take them the Awendaw, those that are our reserve apparatus to blow out everything in the exhaust system." He said the department and the City have seen numerous benefits from automatic aid.

Council Member Hahn also asked about the need for additional resources to battle larger structure fires. Chief Oliverius agreed and said, "the bigger the box, the larger the danger." He spoke to the best practices regarding response to a structure fire, adding that even fully staffed, the Isle of Palms would still not meet the suggested standards, noting a further benefit to automatic aid.

Administrator Fragoso noted that the number of court cases was down in August since one of the court dates had to be rescheduled due to the recent storm.

Public Works pickups are tracking close to what was picked up last year at this time. The Recreation Department is showing a lot of activity due to registrations for fall activities and a lot of new programming.

1,803 short-term rental licenses have been issued as of 9/7/2023. All unauthorized rentals have been addressed and are included in the number of issued licenses.

5. **Departmental Reports** – in the meeting packet
6. **Strategic Plan Policy Initiatives and Priorities**
 - A. **Livability**
 - B. **Environmental**
 - C. **Public Services**
 - D. **Personnel**
 - E. **Other items for discussion**

Discussion of donation to the Emanuel Nine Memorial

Mayor Pounds asked Council members to consider a donation amount from the City to the Emanuel Nine Memorial. He reviewed some of the amounts being donated by surrounding municipalities. He also suggested that the donation could come from the City's interest income or the FY23 surplus, which is expected to be approximately \$1.2 million. Council Member Bogosian asked if the funding could be considered an ATAX expense. Council Member Ward noted the City is in good financial shape and could afford a donation to the memorial.

7. **Financial Review**
 - A. **Financial Statements and Project Worksheets**

Director Hamilton said total revenues for all funds are at 9% of budget. Expenses are tracking at the same rate. General Fund is at 8% of budget, which is where it should be for this point in the fiscal year. Expenses are tracking at the 16% targeted number for the budget, with BSOs being over budget as anticipated.

Cash balances continue to increase. The City earned 5.5% interest on average year-to-date. \$362,000 in interest was collected in July and August.

Director Hamilton reported there will be no need to increase the millage rate. Updated numbers will be available at the September City Council meeting. There will be no property tax increase.

No payments for the Municipal ATAX, State ATAX, or County ATAX pass-through have been received for FY24 yet.

The last quarterly payments for State ATAX, the County ATAX pass-through, and Hospitality Tax have been received. One month into FY24 the City has received \$192,906 in hospitality tax, which is a record number for the City. There is no new activity in the Beach Preservation fund in FY24. The City received a total of \$1.1 million in LOST in FY23.

Audit field work begins the week of September 25.

8. Procurement

A. Discussion of recommendation of award of a contract to Air Cleaning Specialists in the amount of \$97,775 for the installation of direct source vehicle apparatus exhaust capture systems at Fire Station 1 & 2 [FY24 Budget, Fire Department, Capital Projects & Muni ATAX, \$200,000]

Mayor Pounds noted this installation will come in significantly under budget. Pending Council approval, the exhaust capture system should be installed before the end of the year.

B. Discussion of recommendation of award of a source contract to Coastal Science & Engineering for the following projects: [FY24 Budget includes \$255,000 for scope A&B]

i. Scope A: Permitting a sand recycling “shoal management” project in the north end [\$69,534]

ii. Scope B: Initial sand search, geophysical data collection, and State Historic Preservation Office (SHPO) coordination to begin the process of identifying borrow areas for future renourishments at the north and south end [\$168,895]

iii. Scope C: Coordination with the US Army Corps of Engineers (USACE) on the beneficial use project proposed for the southern end of the island, as well as construction planning and administration for dune enhancement project in connection with the USACE project [\$85,069]

Administrator Fragoso explained these projects, “[Scope] A involves beginning the permitting, the surveying, and the coordination associated with a sand recycling shoal management project. We have done two in the past, one in 2012 and 2014. Essentially the concept is to borrow sand from areas along the north end that are accretional and addressing hot spot erosional areas. We have seen that when we do those types of projects it extends the life of the larger projects, and hopefully will extend the life of the recently completed large project on the north end where we dredged and replaced over a million cubic yards of sands. So in anticipation of and already seeing some erosional areas, the recommendation is to do the smaller project, which would be again recycling sand.

“The second scope, it is a little bit broader. It talks about beginning the coordination and the process to start the permitting for larger offshore projects on both the north end and the south end. For the north end, it will require us to do additional surveying and coordination with the State Historic Preservation Office. I think we have talked about this before how at the last project, historic resources were found in the area that we had identified as our borrow area, with beach compatible sand. At the time, we were able to harvest sand from a different location and

not disturb the historic area. But we do know that we will have a need to harvest sand from that location in the future because we know it has a good amount of beach compatible sand. So in order for us to be allowed by the State Historic Preservation Office to harvest sand there, additional surveying is necessary. Potential additional work associated with an educational component to memorialize that historic resting place of the Second Stone Fleet. So that is included in Scope B. In addition to that, it will start the process to identify beach compatible borrow areas for the south end. I will talk a little bit about the Army Corps project, but we do have a need to identify offshore sources. The cost of a large offshore project depends a lot on the proximity of where the borrow area is close to the project. It is not feasible for us to use borrow areas from the north end to replenish and renourish the south end. So that is included in Scope B.

“And then Scope C, and just going to back to Scope A and B, those were anticipated in the budget. Scope C is this beneficial use project that we have been approached by the Corps earlier this summer and provides the City a unique opportunity to, essentially at no cost, have almost half a million cubic yards of sand placed on the south end of the island. The scope of the Corps project does not include moving any of that sand and restoring the dune and moving that sand to the dry sand area. It is being recommended that the City pursue that in coordination with the Corps and under their permit and their authorization. So the third scope of the project would include having CS&E do the necessary coordination and construction administration of that process.” She will be meeting with the Corps next week to discuss the details and timing of the project.

Discussion ensued as to whether or not the City should pursue bids for these projects. Administrator Fragoso pointed out that the City has a long-standing relationship with CS&E, who has copious historical data about the condition of the beach. The last time a project was put out to bid in 2019, the lack of historical data was reflected in the prices of the other firms who bid the project, and it was awarded to CS&E.

Council Member Bogosian asked if it was premature of the Council to vote on Scope C since the Army Corps of Engineers has not detailed the scope of their project. Administrator Fragoso said CS&E has been meeting with the Corps about the technical details of the project and staff will be meeting with them next week.

When asked what is included in the \$85,069 price tag for Scope C, Administrator Fragoso responded, “We are getting a project that is designed that far exceeds just placement of sand by the Corps along the inshore areas. They would be administering, once we select a contractor, they would help us select a contractor to do that work, establish the limits and specifications of the additional work above and beyond what the Corps is going to do and administer that contract which is very similar to what they are doing with this emergency project.”

When asked if any of these scopes could be put out for bid, Administrator Fragoso said that possibly Scope B, but Scopes A and C are more urgent and timely projects.

9. Capital Projects Update

Administrator Fragoso said the project at the 30th Avenue outfall is complete. Work at 36th Avenue is scheduled to begin the first week of October, with a road closure anticipated to begin October 4 and be in place for about 8 weeks. Homeowners in the area will be notified of the road closure.

A pre-bid meeting for the project at 41st Avenue was held with the Office of Resilience and Thomas & Hutton. The deadline for bids has been extended through September 14. There are 5-6 contractors interested in the project.

Two bids for the Waterway Boulevard Elevation Project were opened in mid-August, and staff is evaluating the proposals with the SC Emergency Management Division, who will be managing the FEMA funds if the City is awarded the grant for this project.

ATM is nearly complete designing the project for the public dock and greenspace project. Both OCRM and the Army Corps should be addressing the City's permit requests shortly. They hope to have the permit by the end of the month. Once the permits and design are in place, the project will go out for bid in October. Council Member Streetman asked if ADA-compliant bathrooms were part of this project, and she said they are not.

Maintenance and repair items to the T-dock will be part of the bid for the public dock project.

There was a stakeholder meeting regarding the dredging at the marina last month. She said, "The goal of that meeting was to offer to the neighbors of the marina an opportunity to join with the City in our permitting efforts and ideally in any future construction so that we can all benefit from potential costs savings in mobilization and demobilization. We anticipate about two partners maybe the Intercoastal Court group may join the City's permitting efforts as well as Yacht Harbor and the Dewees Marina."

She also shared, "The 26th Canal Association purchased a piece of property on the intercoastal to serve as their spoil site and have offered us the opportunity to use that for us to place our sediment there. That would be a huge cost savings for the City."

Concepts for the emergency vehicle beach path will be finalized in October and will come before Council for approval prior to going out to bid in November.

Staff is beginning to look at the surveying and design of some footbridges for select beach access paths. They are also looking for an appropriate beach access path that could accommodate an ADA-compliant boardwalk similar to 34A using funds awarded to the City by the State.

She gave an update on the emergency berm project at Breach Inlet: "That project got completed today between 100 and 314 Ocean. They are mobilizing to Beachwood East tomorrow, and the contractor will be using the 25th Beach Access Path to mobilize their equipment to Beachwood East. They have looked at three others, and they are not wide enough to accommodate their large apparatus." That part of the project should take a day to a day-and-a-half.

An RFQ was issued for the City Hall renovation project last month. Two companies responded, and they will present their ideas to the Public Services and Facilities Committee.

Recreation staff is working on securing quotes for the installation of the concrete slab for the outdoor fitness court. Equipment will be shipped once the slab is poured and cured.

Pricing is still being secured for the dog park improvements. An RFP is out for the fence replacement.

Dominion Energy and Pike Engineering have completed the design for the undergrounding project at 14th Avenue. Staff will meet with them later this week to review the cost estimate and talk about a construction timeline.

RK&K, the consultant hired by SCDOT, has completed the development of the concepts for the improvements to Palm Boulevard. They will be reviewing it with staff prior to presenting it City Council at the October Council workshop.

10. Legislative Report

11. Adjournment

Council Member Ward made a motion to adjourn, and Council Member Streetman seconded the motion. The meeting adjourned at 6:30pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

**City Council 9/12/23; Clouse Comments (Meeting No. 21 since 4/13/2022)
Regarding NOISE ORDINANCE; NUISANCE.**

Requesting for the **fifteenth (15th) time** (twice in writing) to provide us written assurances regarding enforcement of **§ 9-2-5 (b)(c)**. **"Amplified Music"** from Sweetgrass has resulted into a **"Nuisance"**, which has been perpetrated by the City as a result of not enforcing the ordinance.

Public Record: The Ethics Commission has denied our complaint, resulting in Mrs. Anderson being cleared of our conflict of interest allegation (see attached). We respectfully wish her well and look forward to a continued spirited debate regarding our seasoned abuses by the resort and consistent lack of enforcement.

Agenda 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. "

Respectfully, we request an asterisk be added which states: *Excluding residents which are located in proximity to the Sweetgrass Inn. (See attached)

August 2023 Livability Statistics, page 5. **Noise: 17 Complaints; (0) citations.** What does this tell you? (See Attached)

PROPOSAL: "Back to the Future". May 22, 2018 (Video on file in the IOP Archives). This has been highly circulated; I am assuming you have viewed.

Mr. Frank Fredericks, resort manager, described and represented to City Council, the events/ locations which would be held at the new proposed hotel. All musical events would be held inside the facility, not outside. Mr. Fredericks committed the hotel would comply with the IOP noise ordinance, which is the same ordinance in effect today.

City Council relied on the above comments/commitments by Mr. Fredericks in granting approval of the resort's new hotel.

In detail, May 22, 2018 is our baseline. The commitments made by the resort/Mr. Fredericks will be memorialized. I would think The Lowe Boys and Mr. Dart would want to honor commitments made by their organization, in an effort to acquire approval of their hotel. The City relied on their commitments to approve the Sweetgrass Inn.

Our residential neighborhood does not deserve to have decibels dictate our livability. If we tell you we are disturbed, then we are disturbed. If we need to execute affidavits, we will. Charleston and Folly Beach are not governed by decibels.

Keep in mind, the Empire has had over fourteen (14) months to perform a sound abatement study. Does this tell you anything?

Love those cicadas!

STATE OF SOUTH CAROLINA STATE ETHICS COMMISSION

FOR COMMISSION USE ONLY:
CASE NUMBER

C

COMPLAINT FORM

COMPLAINANT: ALLEN W. CLOUSE

ADDRESS: 36 GRAND PAVILION DR. IOP, SC 29457

TELEPHONE NUMBER: 317-201-5168

TITLE: U.S. CITIZEN

RESPONDENT: JANE JKA ENGINEERING.COM
MRS. JAN ANDERSON

ADDRESS: CITY HALL, 1207 PALM BLVD. ISLE of PALMS, 294

TELEPHONE NUMBER: CITY- 843-886-6428

TITLE: IOP CITY COUNCIL MEMBER

Set forth in detail specific facts upon which you based your complaint against above-named respondent (only detailed, clear factual allegations will be considered. If additional space is needed, attach supplemental sheets).

— PLEASE SEE ATTACHED DOCUMENT —

If there is a finding of probable cause, the following documents become public record: the complaint, the response (if any) by respondent, and the notice of hearing. If a hearing is to be held, the final order and all exhibits become public record. If no hearing is held following a finding of probable cause, the final disposition of the matter becomes public record.

STATE OF SOUTH CAROLINA
COUNTY OF Charleston

Personally appeared before me Allen W. Clouse who, first being duly sworn, says that he/she has read and knows the contents of the above complaint and that the allegations contained therein, are true and correct to the best of his/her own knowledge, except for those matters therein based upon information and belief, and as to those he/she believes them to be true.

Sworn to and subscribed before me this
21 day of August, 2023

Allen W. Clouse
Complainant Signature

[Signature]
Notary Public for South Carolina
My Commission expires 10/08/2031

DANIEL M. SULKOWSKI
Notary Public, State of South Carolina
My Commission Expires 10/08/2031

SEC-7 (Revised 3/2022)

REPLY TO: 201 Executive Center Drive, Suite 150, Columbia, South Carolina 29210 (803)253-4192
ELECTRONIC COPIES WILL NOT BE ACCEPTED

C102form

Allen W. Clouse 
 3 Grand Pavilion Dr.
 Isle of Palms, SC 29451
awclouse@yahoo.com

August 21, 2023

VIA EMAIL ONLY

Ms. Megan Dayson
 General Counsel
 State Ethics Commission
 State of South Carolina
 201 Executive Center Drive, Suite 150
 Columbia, SC 29210
mdayson@ethics.sc.gov

Re: Complaint regarding Jan Anderson's failure to provide material facts to Ethics Commission

Ms. Dayson, Greetings:

I am reaching out to you as a result of our phone conversation on August 17, 2023. On June 16, 2023 the Commission received an email from Mrs. Jan Anderson, an Isle of Palms City Council Member, regarding her facts surrounding her alleged conflict of interest on a current proposed noise ordinance. Mrs. Anderson's email was a result of multiple allegations, verbal and written, regarding her conflicts of interest in her involvement/discussions in a new proposed noise ordinance on the Isle of Palms. I am in receipt of the Commission's letter dated June 20, 2023 as a result of reviewing the June 26, 2023 City Council Meeting minutes, which are included in the July 25, 2023 City Council Meeting Agenda.

Respectfully, I believe Mrs. Anderson failed to provide/disclose additional material facts to the Commission, which may have a direct bearing on the outcome of your previous "informal opinion". I requested Mrs. Anderson disclose the following material facts to the Ethics Commission at the July 23, 2023 City Council Meeting. At the Public Safety Committee meeting August 1, 2023 Mrs. Anderson publicly acknowledged she will not be honoring our request; I have a moral obligation to our community to provide the omitted material facts to you.

My complaint is predicated on the following material facts:

1.) Mrs. Anderson failed to inform the Commission regarding the makeup of the Wild Dunes Community Association ("WDCA"). WDCA is comprised of seven (7) directors. Yes, Mrs. Anderson's spouse, Mr. Jim Anderson is President of the WDCA. What Mrs. Anderson failed to disclose is Mrs. Terri Haack, Lowe SVP and shareholder of Wild Dunes LLC ("WD"; "resort"), is also a board member of WDCA. Lowe maintains 20% voting rights in WDCA.

Lowe is the managing member of WD, the resort, which includes, but not limited to, a new 153 room hotel flying the Hyatt flag. Lowe (represented by Mrs. Haack) is a strong proponent of further expanding noise levels, which are currently obnoxious and a nuisance, to residents in an adjacent residential neighborhood, which directly affects their quality of life and health.

WD and WDCA are joined at the hip. History demonstrates they have combined on numerous issues at the expense of WDCA members (which we are one).

2). After our first (1st) presentation to Public Safety Committee on April 7, 2022 regarding the noise violations by the Sweetgrass Inn, I asked the Committee "what can you do to help us". Mrs. Anderson, Chairperson responded, "we will get back to you". We were never contacted by Mrs. Anderson, which is negligence on her part.

3). Mrs. Anderson's letter to the Ethics Commission stated "I am working on updating the city's island-wide noise ordinance. The effort includes working with residents as well as local businesses to ensure that the adopted ordinance is appropriate for our needs and has included public discussions with Wild Dunes Resort, the Chamber of Commerce and other front beach merchants".

Mrs. Anderson has not contacted anyone in our group of seven (7) residents, which are severely impacted by the resort's noise. (Public record)

4. Inconsistencies: PDD vs. Proposed Noise Ordinance

PDD. November 2022 Mrs. Anderson recused herself regarding IOP zoning ordinance changes which was passed by City Council 7-1. Mrs. Anderson recused herself stating it was a result of her husband (Jim Anderson) being on the WDCA board (Mr. Anderson is now President). WD vehemently opposed said ordinances. Residents strongly advocated for the ordinance's passage. Our understanding is Mrs. Anderson obtained an opinion from the Ethics Commission before her recusal. Ms. Dayson, your office would have a record of the Commission's opinion. Respectfully, we are requesting all documentation between the Commission and Mrs. Anderson regarding the above.

Proposed Noise Ordinance. We believe the fundamentals outlined above are present in the current situation. IOP City Council is entertaining a new noise ordinance; WD is an advocate of increasing the amount of noise at the Sweetgrass Inn (and other resort venues) at the expense of residents; residents are vehemently opposed to said ordinance.

The following **six (6) criteria points** result in the **common denominator** in the above two (2) situations.

- 1). IOP is considering an ordinance
- 2). WD (resort) elects a position on said ordinance
- 3). Terri Haack; WD SVP; WDCA Director is advocating WD's position
- 4). Residents are electing an opposite position than WD
- 5). Jim Anderson is President of WDCA
- 6). Jan Anderson, a City Council member and Jim Anderson's spouse.

Based on the above, what is the reason Mrs. Anderson is not being consistent with her previous recusal? The six criteria points regarding the PDD are duplicative in the Proposed Noise Ordinance; resulting in both sharing the same common denominator. The act of being inconsistent demonstrates a bias towards the resort on some issues, as compared to others.

Complaint Summary

Mrs. Anderson's relationship with the resort and WDCA is not "at arms length". Mrs. Anderson failed in her public duty representing she would "get back" to us regarding our presentation to the Public Safety Committee (available on IOP YouTube). We relied on Mrs. Anderson's comment which resulted in false promises on her part. Was this the early sign of her bias towards the resort? Negligence. Mrs. Anderson's comments regarding "working with residents" is misleading. If she was working with residents, what is the reason she did not contact me, or the other six (6) people in our group? We are the ones severely impacted by the Sweetgrass Inn's noise. One family in our group is separated from the Sweetgrass Inn property by twenty-five (25) feet; I am separated by sixty-two (62) feet. I have presented to Public Safety and City Council nineteen (19) times regarding our situation.

Based on the "common denominator" explained above, Mrs. Anderson's focus is on promoting her agenda, and perhaps others, as compared to the IOP citizens needs.

I believe Mrs. Anderson's email dated June 16, 2023 is unconscionable. The fact she omitted material facts to the Commission, not being totally forthright, is very disturbing. Actually, it is more damaging, than her failure to recuse herself. What is the reason someone would behave in this manner?

Respectfully,

Allen W. Clouse



State of South Carolina
State Ethics Commission

28

SCOTT E. FRICK, CHAIRMAN
F. XAVIER STARKES, VICE CHAIRMAN
BRYANT S. CALDWELL
AJ HOLLOWAY



BRANDOLYN THOMAS PINKSTON
MARY HUNTER B. TOMLINSON
NEAL D. TRUSLOW
MATTHEW N. TYLER

201 EXECUTIVE CENTER DRIVE, SUITE 150
COLUMBIA, S.C. 29210

MEGHAN WALKER DAYSON
EXECUTIVE DIRECTOR

August 29, 2023

Allen W. Clouse 
3 Grand Pavilion Drive
Isle of Palms, SC 29451

Certified Mail: 92148969009997901423955271

RE: COMPLAINT C2023-107

In the Matter of Jan Anderson

Dear Mr. Clouse:

The State Ethics Commission has received the complaint filed by you against Jan Anderson.

On August 24, 2023, the Executive Director reviewed the above-captioned complaint to consider the allegations. In accordance with Section 8-13-320(10) of the 1976 Code of Laws, as amended, the Executive Director determined that the complaint failed to allege sufficient facts which would constitute a violation of the Ethics Reform Act. More specifically, the facts alleged would not constitute a violation of the Ethics Reform Act because the ordinance in question is city-wide and therefore implicates the large class exception found in Section 8-13-100(11).

The complaint is therefore dismissed. The matter shall now be stricken from public record in accordance with Section 8-13-320(10)(b) unless the respondent waives the confidentiality of the existence of the complaint in writing to the Commission and authorizes the release of information about its disposition.

Sincerely,

Meghan Walker Dayson

Meghan Walker Dayson
Executive Director

MWD:ro



Special City Council – Workshop
5:00 p.m., Tuesday, September 12, 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** – Citizens must state their name and address. All comments will have a time limit of three (3) minutes.
3. **Special Presentations**
Tourism Management & Community Enrichment Plan – David McNair, The McNair Group
4. **Dashboard of City Operations and Short-Term Rental Report** [Pg. 4-5]
5. **Departmental Reports** [Pgs. 6-20]
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**
- b. **Environmental**
- c. **Public Services**
- d. **Personnel**

* EXCLUDING RESIDENTS WHICH
ARE LOCATED IN PROXIMITY
TO THE SWEETGRASS INN



ISLE OF PALMS POLICE DEPARTMENT

MONTHLY REPORT

AUGUST 2023

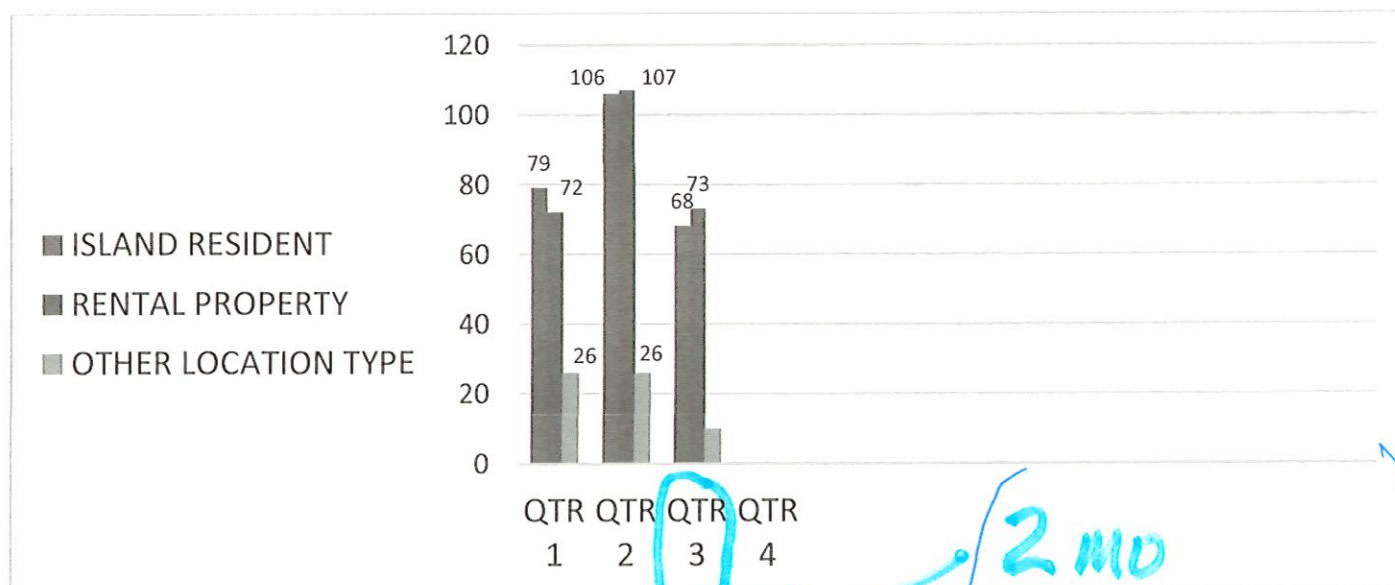


Livability Statistics

LIVABILITY COMPLAINTS	ISLAND RESIDENT	RENTAL PROPERTY	OTHER LOCATIONS	TOTAL COMPLAINTS
NOISE	5	7	5	17
FIREWORKS	0	0	0	0
UNKEMPT LOTS	1	1	0	2
RIGHT-OF-WAY OBSTRUCTION	2	0	0	2
BUSINESS LICENSE	6	2	0	8
OTHER RENTAL PROPERTY VIOLATIONS NOT LISTED	0	0	0	0
SHORT TERM RENTAL OCCUPANCY VIOLATIONS	0	0	0	0
SHORT TERM RENTAL VEHICLE LIMIT VIOLATIONS	0	0	0	0
ROLL CART VIOLATIONS	18	22	0	40
TOTAL	32	32	5	69
% BY CATEGORY	46%	46%	7%	

CITATIONS	WARNINGS	UNFOUNDED	COMPLAINT DISPOSITION
0	6	11	17
0	0	0	0
0	2	0	2
0	2	0	2
8	0	0	8
0	0	0	0
0	0	0	0
0	0	0	0
11	29	0	40
19	39	11	69
28%	57%	16%	

Livability Complaint by Property Type



2 MO
JULY & AUGUST



**Administration Committee Meeting
8:30am, Tuesday, September 14, 2023
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Bogosian and Streetman

Absent: Council Member Pierce

Staff Present: Administrator Fragoso, HR Officer Ladd

2. Citizen's Comments -- none

3. Approval of Previous Meeting's Minutes – August 1 and 15, 2023

Council Member Streetman made a motion to approve the minutes of the August 1 and August 15 meetings, and Council Member Bogosian seconded the motion. The motion passed unanimously.

4. Old Business -- none

5. New Business

A. Consideration of nomination of Susan Smith for the Spirit of the Island Award

Both Council members Bogosian and Streetman spoke highly of Ms. Smith's dedication to the island and passion for the environment, both of which have been of great benefit to the City.

MOTION: Council Member Bogosian made a motion to recommend to City Council that Susan Smith be awarded the Spirit of the Island Award. Council Member Streetman seconded the motion. The motion passed unanimously.

B. Consideration of nominations for the Leola Hanbury Employee of the Year Award

MOTION: Council Member Bogosian made a motion to go into Executive Session in accordance with SC Code Section 30-4-70(a)(1) to discuss nominations for the Leola Hanbury Employee of the Year Award. Council Member Streetman seconded the motion. The motion passed unanimously.

The Committee entered into Executive Session at 8:33am.

The Committee returned from Executive Session at 8:45am.

MOTION: Council Member Bogosian made a motion to approve the recipient of the Leola Hanbury Employee of the Year Award as discussed in Executive Session. Council Member Streetman seconded the motion. The motion passed unanimously with Mayor Pounds also voting.

6. Miscellaneous Business

The next regular meeting of the Administration Committee will be Tuesday, October 3, 2023 at 8:30am.

7. Adjournment

Council Member Streetman made a motion to adjourn, and Council Member Bogosian seconded the motion. The meeting was adjourned at 8:45am.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Public Services & Facilities Committee Meeting
1:00pm, Thursday, September 21, 2023
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Miars, Streetman, and Popson (via phone)

Staff Present: Administrator Fragoso, Director Kerr

2. Approval of Previous Meeting's Minutes – August 8, 2023

Council Member Popson made a motion to approve the minutes of the August 8, 2023 meeting. Council Member Miars seconded the motion. The motion passed unanimously.

3. Citizen's Comments -- none

4. Old Business

5. New Business

A. Presentations of respondents to Request for Qualifications RFQ 2023-01 Design-Builder for the modification and repairs of City Hall

Representatives from Trident Construction, McMillan Pazan Smith, & Seamon Whiteside, and Hill Construction & Coast Architects presented their qualifications for the design build team for City Hall modifications and repairs. Both teams shared prior projects and professional expertise. Each team gave estimates for the length of the due diligence period as well as the design process. Representatives from each team said those periods would depend on their assessment of the building and the extent of the repairs and modifications needed.

Committee members will assess each team with evaluation criteria provided to them and will give that to staff. Staff will compile the results and bring them before the City Council at the October workshop.

Council Member Miars expressed concern that what needs to be done to City Hall may be more extensive than what is currently being considered. Administrator Fragoso and Director Kerr agreed that the assessment will be key in determining if the building needs more than modifications and repairs. Administrator Fragoso said the process they intend to pursue with City Hall is the same one they followed with the rehabilitation of the Public Safety Building.

These presentations will be posted on the City's website with the agenda for this meeting, and will be discussed with the full Council before any decisions are made.

B. Consideration of change order proposal from Thomas & Hutton in the amount of \$42,000 for construction phase services for the 30th Avenue and Forest Trail Outfall projects

Director Kerr referenced a letter from Thomas & Hutton detailing the reasons the change order and extension of services are needed for this project, including:

- Delay due to material supply chain issues,
- Delay for Dominion temporary pole and overhead line relocation at 30th Avenue
- Delay resulting from post-bidding field changes to utility relocation design and addition of pre- and post-construction sewer video at the request of IOPWSC,
- Review and coordination of material substitution (check valves),
- Numerous meetings with Contractor's supplier (CP&P) to discuss design and manufacturing of precast structure resulting in delay of production and delivery,
- Delay of construction through peak summer season with intent to restart construction following the Labor Day Holiday.

MOTION: Council Member Streetman made a motion to recommend to City Council the approval of a change order in the amount of \$42,000 for construction phase services for the 30th Avenue and Forest Trail Outfall projects. Council Member Miars seconded the motion. The motion passed unanimously.

6. Miscellaneous Business

The next meeting of the Public Services & Facilities Committee will be Tuesday, October 10, 2023 at 1:00pm.

7. Adjournment

Council Member Miars made a motion to adjourn and Council Member Streetman seconded the motion. The meeting was adjourned at 2:21pm.

Respectfully submitted,
Nicole DeNeane
City Clerk



Spirit of the Island Award

The Spirit of the Island Award is a prestigious award that recognizes an individual or an organization who have made significant contributions to the life and wellbeing of the Isle of Palms. This award will recognize an individual or organization's remarkable single achievement or community service and volunteerism.

Nomination Application

Date of Submission: 5/29/2023

Nominee Information

Full Name: Susan Hill Smith

Name as it is to appear on Award: Susan Hill Smith

Street Address: 20 23rd Ave. City, State, Zip: TOP SC 29451

Phone Number: 843-270-9947 Email: ?

Nominator's Information

Full Name: Sarah Parker

Organization Name: resident - TOP

Address: 1203 Oak Harbor Blvd. City, State, Zip: TOP SC 29451

Phone Number: 843-343-9111 E-mail: Saparker57@gmail.com

Please include the Biographical Summary and Letters of Recommendation with the application.

All applications will be reviewed by a nomination committee made up by the Mayor and the Personnel Committee. The Personnel Committee will make the recommendation to City Council to issue the award.

Isle of Palms most valuable asset
is our beach and no one on this
island protects our treasured resource
better than Susan Hill Smith and
the Clean Up Crew.

I have been walking on front beach
daily for many years. Prior to Susan's
clean-up campaign our beach and our
coastal wildlife was in peril.

Thanks to Susan's steadfast efforts,
our island's treasures are being protected.
No one exemplifies the Spirit of IOP
more than Susan Hill Smith.

Sarah Parker
1203 Oak Harbor Blvd.
IOP SC 29451

City of Isle of Palms

Memo

To: Desiree Fragoso/City Administrator

From: Chief Oliverius/ Fire Chief

Cc Lynn Golden Fire Department Administrative Assistant

Date: September 07, 2023

Re: Bid Review and Recommendation Direct Source Capture Apparatus Exhaust Systems

Mrs. Fragoso,

The Fire Department completed an evaluation as per our procurement guidelines to identify the most responsive bidder for our direct source exhaust capture systems for Fire Station 1 and Fire Station 2. Air Cleaning Specialists "ACS" / Plymovent was identified as the most responsive bidder. ACS was the low bidder at a total cost of \$97,755.00. ACS was \$17,589.00 below the bid package provided by MagneGrip. ACS also provides service within 48 hours and two system tune ups per year for the first 5 years during the warranty period. ACS was thusly identified as the most responsive bidder due to cost and service.

Thank you,


Craig K. Oliverius

09/07/2023

Memo

To: City Council

From: Desirée Fragoso, City Administrator

cc: Douglas Kerr, Deputy Administrator

Date: September 22, 2023

Re: Award of contact to Coastal Science & Engineering (CSE) for upcoming beach restoration projects

I am writing this memo to recommend awarding a contract for the following scope of services related to the planned beach restoration efforts in the north and south end of the Isle of Palms beach.

- i. Scope A: Permitting a sand recycling “shoal management” project in north end Dunes [\$69,534]
- ii. Scope B: Initial sand search, geophysical data collection, and State Historic Preservation Office (SHPO) coordination to begin the process of identifying borrow areas for future nourishments at the north and south end [\$168,895]
- iii. Scope C: Coordination with the US Army Corps of Engineers (USACE) on the beneficial use project proposed for the southern end of the island, as well as construction planning and administration for dune enhancement project in connection with the USACE project [\$85,069]

Considering the unique circumstances and expertise required for this project, it has been determined that CSE is the most suitable and qualified candidate to work with the City. CSE has been hired by the City to execute the engineering and project administration of the two large offshore dredging and shoal management projects in the north end performed between 2008 and 2019. CSE has also been monitoring and performing annual island wide surveys of the beach and inshore zone along the Isle of Palms since 2008, including performing post-project monitoring of the engineered beach along the north end. In 2019, after a competitive procurement process CSE was selected to continue performing island wide monitoring of the entire shoreline.

CSE is already familiar with the City’s needs, constraints and our specific beach restoration needs. Any other vendor would require significant background to come up to speed with the history of the beach, which would require repeating expenses and may jeopardize the timeline of these critical projects. CSE has a deep understanding of the local coastal processes and has demonstrated their ability to work collaboratively with regulatory agencies, environmental organizations, and community stakeholders.

In accordance with the Procurement Code, professional services are exempted from the competitive procurement process. Pursuing a sole source contract with Coastal Science & Engineering is the most practical and efficient approach. Engaging an alternative contractor would result in unnecessary delays, increased costs, and potential risks due to their lack of experience and familiarity with the unique challenges of our coastal environment. The beach restoration projects are critical in preserving the coastal ecosystem and safeguarding our community against erosion and storm damage. CSE has a proven track record of successfully completing similar projects for the City making them the most knowledgeable experts in this field.

We request your approval to proceed with the awarding of the contract to Coastal Science & Engineering.

THE PROPOSAL

[P2589]

Coastal Engineering Services Isle of Palms, South Carolina

INTRODUCTION

This proposal is submitted at the request of the City of Isle of Palms (IOP) for various coastal engineering services related to potential beach restoration activities on the island. Specifically, the proposal includes services necessary to:

- A. Provide liaison and community outreach, prepare a preliminary design, and prepare and submit a permit application package for shoal management/sand recycling along the beach at the northeastern end of the island.
- B. Provide preliminary engineering services for borrow area identification and coordination with the SC State Historic Preservation Office (SHPO) for potential large-scale nourishment projects at the north and south ends of Isle of Palms.
- C. Provide project review and supplemental engineering services for the planned USACE beneficial use project along the southern end of the island.

The proposed work follows a series of beach management efforts sponsored by the City since 2007, including the 2008 nourishment project, shoal management projects in 2012 and 2014, and the 2018 nourishment project. Additionally, post-storm dune restoration projects have been completed following Hurricanes *Matthew* and *Irma* in 2016 and 2017.

CSE provided coastal engineering services for each of these efforts, and has monitored the entirety of the Isle of Palms' beach since 2007. The purpose of monitoring is to document sand volumes remaining in the nourishment project area, assess sand transport to downcoast areas, and document overall beach and dune condition along the island before and after storm events. As of 2022, approximately 460,000 cubic yards (cy) of sand has shifted from the 2018 project area to Reach 3 (between 41st Ave and 53rd Ave), leading to substantial growth of the beach and dune system in that area. Additional accretion of 75,000 cy has occurred in Reach 2 (Sea Cabins Pier to 41st Ave) and 55,000 cy to Reach 7 (Deweese Inlet). Within the project area, approximately 1,175,000 cy has eroded since 2018.

The measured volume changes and present condition of the beach may warrant additional beach restoration in the near future. Presently, the beach condition along portions of the 2018 project area is lower than the ideal profile volume, and erosion trends suggest that more erosion is likely in the future.

While the overall condition of the beach in the project area is healthy, focused erosion may impact property, recreational use, and storm protection. To implement Scope A, CSE has recommended that the City pursue a permit for sand recycling/shoal management to address hot spot erosion. This strategy can temporarily relieve shoal-induced erosion that affects small portions of the northeast end. By implementing focused projects to address hot-spot erosion, the overall health of the east end is maintained, and prolongs the interval until the next large-scale project is needed. The proposed project would shift sand from accretional areas in Reach 4 or from attaching shoals should sand be accessible (similar to the projects conducted in 2012 and 2014).

Scope B is proposed based on the understanding that another large-scale nourishment project will be required at the east end and possibly the south end of the island in the future. During planning for the 2018 project, the City became aware of a historic resource offshore in the vicinity of proposed borrow areas. CSE completed additional geotechnical analysis to find sufficient beach-compatible material outside of the proposed boundary of the historic resource; however, it was understood that limited sand resources in the future may necessitate work within the proposed historic boundary. Coordination with SC SHPO, including supplemental surveys of possible cultural resources, will be required to allow for any new borrow area offshore of IOP. The proposal includes significant time to coordinate with SHPO and complete fieldwork, including multibeam bathymetric surveys, side-scan surveys, and magnetometer surveys within or surrounding the historic district or potential borrow areas.

Additionally, borrow sources closer to the south end of the island may be required to achieve cost-effective bids for a project along the south end. Nourishment cost and production is highly dependent on the pumping distance between the beach and borrow area; borrow sites near the island's east end may be too far for typical nourishments at the south end. Scope B includes initial geotechnical data collection to identify the likelihood that beach-compatible borrow material exists offshore of the south end of Isle of Palms. Future design-level investigations will be required to provide sufficient detail and data resolution for permitting and final project design.

Finally, Scope C is included in anticipation of a planned USACE beneficial use project that is expected to place 400,000–500,000 cy of material between Breach Inlet and 9th Avenue in early 2024. The project, as CSE presently understands it, will excavate sand from the spoil islands along the Intracoastal Waterway and place the material along the lower-beach face and shallow inshore zone of the beach. By placing material in this zone, wave action will wash fine-grained material from the area and rework the remaining sand to build a natural profile seaward of the present shoreline.

The scope of work proposed by the USACE does not include any work along the dunes. The City will have the ability to shift sand from the placement area into a dune under the USACE authorization; however, the City will be responsible for procuring a contractor and managing any work beyond the USACE scope. This proposal includes the time and expenses necessary for CSE to review the USACE plans, provide liaison between the USACE and City, observe the USACE project construction, design a dune restoration project (if conditions warrant), and provide construction administration.



BASIC SERVICES

References to the "Engineer" in the scope of services are to CSE as the project manager responsible to the City for the execution of the services proposed. Execution of the services by CSE includes completion of work as required to perform all aspects of the scope of services. References to the "City" refer to the City of Isle of Palms, a South Carolina municipality.

SCOPE OF SERVICES

The scope of services proposed herein represents the basic services. It is based on CSE's work to date for the City, experience on similar projects and project components, the scope of the project as defined by this proposal, and the regulatory requirements of agencies of the State of South Carolina and the federal government with jurisdiction over construction at the site. The following scope of services is proposed.

Scope A – Sand Recycling/Shoal Management

Task 1.0 Project Planning, Communication, and Liaison

Task 1 covers professional time to meet with the City of IOP, discuss the goals and objectives of the project, and establish project schedules. CSE also proposes to meet with regulatory and resource agencies before preparing the permit application and supporting documents to identify issues and concerns that should be addressed in the application. We anticipate the environmental concerns regarding the proposed project will be similar to those expressed by regulatory and resource agencies for similar projects at IOP, Seabrook, and other communities. Time for extra coordination with property owners is included in CSE's proposed budget, as building support for the project in the areas where sand may be harvested is critical to a successful project. Specific work items under Task 1 will include:

- Meetings with City officials (assume two).
- Interagency meeting with regulatory and resource agencies (assume one).
- Prepare correspondence, timetables, and project narratives for the community as needed and directed by the City.
- Participate in public forums.
- Provide liaison with government agencies.
- Modify the plan according to changes in funding levels or market conditions.

Task 2.0 Field Data Collection

Task 2 is reserved for potential field data collection needs that may arise from comments from agencies or other stakeholders. CSE does not anticipate any field data requirements for Scope A; however, we will complete necessary data collection under an amendment to this proposal should the need arise.

Task 3.0 Engineering and Project Design

Task 3 will cover professional time and expenses to develop the plan for multiple sand transfer events. Services will include:

- Review of recent condition surveys.
- Layout of potential borrow areas.
- Develop criteria for excavations and borrow area boundaries and identify the maximum project footprint and environmental protection criteria.
- Develop representative fill sections, plan, and volumes considering the access along the beach and logistics to facilitate cost-effective construction by off-road earth-moving equipment.

Task 4.0 Permitting

Task 4 will cover professional time and expense to assemble a permit application with drawings, prepare and submit a public notice, and provide permit liaison throughout the comment and review period. Services will include:

- Prepare permit drawings (vicinity map, project plan, borrow area map and sections, fill plan and sections).
- Prepare permit application forms and narrative.
- Prepare necessary environmental impact documents, including a Biological Assessment and Essential Fish Habitat Assessment.
- Coordinate supporting forms with IOP, including Affidavit of Ownership and List of Adjacent Property Owners.
- Prepare newspaper notices.
- Submit application, processing fee(s), and supporting technical reports/publications.
- Provide permit tracking assistance.

Scope B – Preliminary Borrow Area Investigation and SHPO Coordination**Task 1.0 Project Planning, Communication, and Liaison**

The project-planning portion of the project will include coordination and meetings with City representatives and state and federal officials to:

- Review the goals and schedule for the project.
- Provide liaison with government agencies.
- Modify the plan according to changes in funding or agency comments.
- Discuss the project and results with the City and stakeholders.
- Assist with the acquisition of easements.

Task 2.0 Field Data Collection

Task 2 covers time and expenses to collect field data, including a preliminary borrow area search, geotechnical borings, bathymetric surveys, and cultural resource surveys. Efforts will focus on establishing the feasibility of a borrow source closer to the south end of the island and supplement data provided by SHPO regarding the 2nd Stone Fleet. Specific work items under Task 2 will include:

- 2.1 Detailed single-beam survey of the offshore area between the northern Charleston jetty and the southern limit of existing data obtained by CSE during prior surveys (approximately station 140+00). Data will be obtained between –10 feet (ft) NAVD on the landward side and a minimum of –30 ft NAVD or 3 miles offshore on the seaward side. Data would be used to generate a three-dimensional (3D) terrain model of the seafloor, which would aid in analysis of the offshore morphology and selection of potential sand search areas. The Engineer would use these data to plan for geotechnical studies of offshore deposits.
- 2.2 Borrow area investigation in the offshore area off of the south end of IOP, including the collection of up to 20 borings. The purpose of the borings is to locate potential sand resources containing compatible material for a nourishment project. CSE proposes to utilize Athena Technologies Inc. to obtain the proposed borings. Borings would be attempted to depths of at least 8 ft below the substrate. The Engineer would follow standard sampling and laboratory testing protocols to analyze sediment quality and to determine compatibility with the native beach sediments. The offshore area(s) chosen for reconnaissance-level investigation will be selected based on reviewing relevant literature and reports on offshore sediments (eg – USACE, Coastal Carolina University, etc) and the bathymetry obtained Task 2.1. CSE will log, photograph, and archive all borings as well as complete all statistical analysis of the samples.

Borings would be analyzed in the laboratory after splitting, logging, and sampling each core. Up to 40 sediment samples would be obtained for analysis of the cores. Samples would be dried, weighed, and sieved at 0.25-phi intervals to determine sand-size distributions and to compare with native beach samples from the IOP beach.

CSE would determine the compatibility of offshore and native sediments using industry-standard statistical techniques as detailed in the USACE Coastal Engineering Manual (2002), as well as performance-based standards applied by CSE in previous projects (cf – Kana & Mohan 1998, CSE 2004, 2008). These data would be used to determine whether there are viable offshore deposits within economical distances to the south end of IOP. CSE places great emphasis on geotechnical surveys for beach nourishment design because sediment quality and proximity of borrow sources control the overall construction cost.

The borings would be used to prepare a rough map of potential compatible sand resources. Supplementary borings will likely be needed to finalize a borrow area for permitting or construction. In CSE's opinion, having a quality sand source is the most crucial factor in obtaining lower bids from dredging contractors since it allows for efficient operation, reduced time, and less chance for construction delays. It is also one of the most critical factors in the longevity of the fill, the aesthetic quality and public reception of the project, and in reducing the environmental impacts of the project.

2.3 Supplemental cultural resource surveys, including multibeam data collection, side-scan sonar, and magnetometer surveys within the proposed SHPO project area and surrounding areas. SHPO has identified data gaps within the proposed historic district that would need to be addressed before any potential dredging project could be considered. Data collection will utilize a Ping DPS multibeam/sonar system and Geometrics 882 magnetometer, which are instruments approved for cultural resource surveys by SHPO. Data collection efforts will focus on areas identified by SHPO; however, they will extend into areas that CSE believes are likely to contain beach-compatible material based on prior geotechnical investigations. Data collection will occur in phases to allow CSE to consult with SHPO and adjust the scope of subsequent data collections to ensure that efforts will address cultural resource concerns. CSE has included up to 8 days of supplemental data collection under this subtask.

Task 3.0 Engineering and Summary Report

Task 3 will cover professional time and expenses to complete engineering analysis of data collection efforts from Task 2, coordinate with SHPO and regulatory agencies, and develop preliminary plans for permitting and/or subsequent phases of project planning for large-scale nourishment projects at the north and south ends of IOP. Specific work items include:

- Sediment Analysis.
- Review beach monitoring data to determine the approximate scale of potential nourishment and volume requirements.
- Development of elevation models from bathymetric data.
- Review of cultural resource data.
- Coordination with SHPO, USACE, SCDHEC OCRM.
- Define preliminary borrow areas and areas for future investigations.

Task 3 will cover professional time and expenses to prepare a summary report outlining the findings of Tasks 1–3 and will include recommendations for subsequent phases of nourishment planning. These recommendations will outline additional data requirements (ie – number of additional borings required, additional cultural resource surveys) and potential mitigation strategies to satisfy SHPO and regulatory agencies. The report will provide a cost opinion for permitting various project scenarios, including placement and the north and south ends of the Isle of Palms.

Tasks 4–7 are not required under Scope B.

Scope C – USACE Breach Inlet Project Coordination

The USACE plans on implementing a beneficial use project to place ~400,000–500,000 cy of sand along the southern shoreline of Isle of Palms. This project will allow for future dredging work of the ICWW, with the added benefit of returning sand to the beach system. While the project is sponsored and managed by the USACE, the City will need to work closely with the USACE to ensure that the effort meets the expectations of the City and that impacts to the City and its residents are minimized.

Additionally, the City may elect to supplement the USACE effort by completing a dune enhancement project concurrently with the USACE work. Based on the dune condition at the time of Construction, the City may benefit from the opportunity to shift sand placed by USACE into the dune along the south end of the beach. The City would be responsible for contracting and implementing the work, but would be authorized to complete it under the project's USACE permit. The City would need to hire either the contractor doing the USACE work or an independent contractor to harvest sand from the USACE placement and place it along the dune in a designed profile. The scope herein includes time and expenses for CSE to assist the City with this effort, including design, bid coordination, and construction observation of a dune enhancement project.

Task 1.0 Project Planning, Communication, and Liaison

Task 1 covers professional time for CSE to meet with the USACE and City to review the project, develop schedules, assist with easements, and provide additional liaison regarding the planned USACE beneficial use project along the south end of the island. As the project is being sponsored and constructed by the USACE, the City may have a more limited role than typical for recent projects at IOP. Efforts will focus on relaying project information to owners and renters near the project and identifying what resources the City may need to utilize to ensure the project impacts to the community are limited.

Specific work items under Task 1 will include:

- Meetings/Liaison with City and USACE officials.
- Meetings/Liaison with residents/stakeholders.
- Review of USACE plans and specifications and project timeline.
- Assistance with easement acquisition.

Task 2.0 Field Data Collection

Task 2 covers professional time and expenses to complete field data collection necessary for implementing a dune restoration project in connection with the USACE beneficial use project. Note that work under Task 2 is only necessary if the City decides to supplement the USACE project.

Surveys of the harvest beach area and recipient dune area will be conducted to quantify available sand resources, establish the excavation limits, and design a dune profile. These surveys will be obtained via RTK-GPS and/or drone photogrammetry. Pre and post-project surveys of the dune will be obtained via drone to provide high-resolution images and elevation models of the dune condition. These will establish a new baseline condition for future monitoring efforts, including storm-damage assessments. Field work will be limited to that necessary to implement the project.

Task 3.0 Plan Design and Engineering

Task 3 covers professional time for CSE to design a dune enhancement project, including the scale of sand placement, limits of harvest and placement, design of sand fencing and vegetation, and assessment of logistical considerations for a project. For this effort, CSE assumes the City will seek to procure the same contractor constructing the USACE project or will prepare a bid package for a competitive bid. CSE will provide drawings and technical specifications for the City to include in a procurement procedure.

Specific work items under Task 3 will include:

- Delineation of harvest area boundaries.
- Calculation of volume requirements in the dune.
- Development of excavation plan.
- Preparation of drawings and technical specifications.

Task 4.0 Permitting

CSE does not anticipate that the City will be required to obtain permits for dune enhancement, as the work is included in USACE's environmental assessment and authorization for the project. CSE will provide necessary liaison with SCDHEC OCRM under Task 1 services.

Task 5.0 Final Design

No services under Task 5 will be required for this Scope.

Task 6.0 Bid Coordination

For this effort, CSE assumes the City will seek to procure the same contractor constructing the USACE project or will prepare a bid package for a competitive bid. CSE will provide drawings and technical specifications for the City to include in a procurement procedure. Specific work items include:

- Providing the City with drawings and specifications and review of a bid package.
- Assisting the City in advertising the project.
- Respond to Contractor questions.
- Contractor Review.

- Contract negotiation.

Task 7.0 Construction Administration

Task 7 includes time and expenses for CSE to periodically assess the USACE project, liaise with the USACE and the City during construction, and perform construction administration for a dune enhancement project. CSE assumes that the USACE project will require 3–4 months. A dune enhancement project will likely require up to two weeks of construction. For the present proposal, CSE assumes that one trip to IOP will be required during the USACE portion of the project and 3–4 visits per week for the dune construction portion of the work. Note that costs for the dune work will only occur if the City elects to move forward with the project. Specific work items under this task include:

USACE Project

- Periodic site visits and review of the USACE project (1x per week).
- Assessment of beach accesses and City infrastructure during construction.
- Liaison with the USACE and the City.
- Review of project schedule and performance.
- Review of sediment quality.

Dune Enhancement Project

- Site visit to assess project (3–4x per week).
- Assistance with staging and mobilization.
- Liaison with Contractor, City, and Homeowners.
- Assistance with Payment Applications.
- Documentation of as-built dune condition.

ADDITIONAL SERVICES

The work described in the scope of services (does not include work in the following categories. Work in these categories or other services the City requests will be considered Additional Services.

If the City wishes CSE to perform any of the following Additional Services, the City shall so instruct CSE in writing, and the Engineer will perform or obtain from others such services and will be paid, therefore, as provided in the Agreement for Services between the City and the Engineer for Professional Services.

- Services resulting from significant changes in the project's general scope, extent, or character or substantial changes in the documentation previously accepted by the City where changes are due to causes beyond CSE's control.
- Providing renderings or models.
- Preparing documents for alternate bids requested by the City for work that is not executed or for out-of-sequence work.
- Detailed consideration of operations, maintenance, overhead expenses, value engineering, preparation of rate schedules, earnings and expense statements, cash flow and economic evaluations, feasibility studies, appraisals, and valuations.
- Furnishing the services of environmental scientists, biologists, fisheries scientists, chemical analysis laboratories, or other specialized scientific testing, evaluations, or services not explicitly included in the scope of services.
- Preparation of operations and maintenance manuals.
- Geotechnical engineering studies, including sediment sampling, borings, and reports not explicitly included in the scope of services.
- Surveys for staking out contractor(s) work except as noted herein.
- Preparing to serve or serving as a consultant or witness in any litigation, arbitration, or other legal or administrative proceeding except where required by the scope of services.
- Services of the independent cost estimator shall be Additional Services.
- Services of an environmental subconsultant for endangered species monitoring before, during, or after construction.

PROJECT SCHEDULE

The preliminary schedule notes that several of the scopes identified herein may be occurring simultaneously. The target completion date of Scope A (shoal management permitting) is August 2024. Scope B (Sand Search/SHPO coordination) will require ~6 months from notice to proceed. Presently, the USACE anticipates construction of the beneficial use project to occur over ~3 months between January and May 2024. The planning portion of Scope C will extend between the notice to proceed and the initiation of construction. Scope C is anticipated to be complete in May 2024.

PROPOSED BUDGET

Table A provides an itemized budget estimate for CSE's services for the scope of services as outlined herein. CSE agrees to perform the services on a time-and-expense basis according to the enclosed fee schedule. Should the City of Isle of Palms officials require additional assistance, CSE will provide a quote before performing the work. Reimbursables will be billed at cost. The allowance for borings is based on an estimate received from Athena Technologies for this proposal.

Table A. Proposed fees and reimbursable expenses for the scope of services provided herein.

		Fees			Direct Expenses		
		Scope A	Scope B	Scope C	Scope A	Scope B	Scope C
Task 1	Planning/Liaison	10,520.00	12,000.00	13,300.00	1,541.00	1,615.00	1,680.00
Task 2	Field Data Collection	0.00	38,600.00	6,400.00	0.00	88,794.70	7,435.75
Task 3	Engineering/Plan Develop	12,680.00	25,720.00	9,500.00	634.00	2,166.00	475.00
Task 4	Permitting	41,480.00	0.00	0.00	2,679.75	0.00	0.00
Task 5	Final Design	0.00	0.00	0.00	0.00	0.00	0.00
Task 6	Bid Coordination	0.00	0.00	3,800.00	0.00	0.00	190.00
Task 7	Construction Admin	0.00	0.00	34,720.00	0.00	0.00	7,568.80
Subtotal		64,680.00	76,320.00	67,720.00	4,854.75	92,575.70	17,349.55
	Fees & Expenses	Project Total					
Scope A		69,534.75					
Scope B ⁽¹⁾		168,895.70					
Scope C ^(2,3)		85,069.55					
Proposal Total		323,500.00					
⁽¹⁾ Note that Scope B Direct Expenses includes \$45,000 allowance for up to 20 borings by subcontractor (Athena Technologies, Inc.)							
⁽²⁾ Note that Scope C assumes ~3 months of construction observation for the USACE project and ~3 weeks of dune construction							
⁽³⁾ Note that Scope C will be reduced by \$50,000 should the City not pursue a dune enhancement project in connection with the USACE project.							

FEE SCHEDULE*[Effective through 31 March 2024]*

The fee for our services will be based on the charges listed below. All fee quotations are estimates, and actual fees are based on actual time and expenses incurred by Coastal Science & Engineering unless otherwise stated in the proposal. All rates are listed in U.S. dollars.

Fees by task are based on estimated numbers of person-days to accomplish the scope of services detailed herein. In-office expenses include communication, copying, insurance (etc), and are charged as a percentage of fees rather than separate itemization. Direct expenses include travel (standard U.S. government mileage rate), lodging and per diem, 4-by-4 beach vehicle rental at \$120/day, survey boat rental at \$600/day, RTK-GPS rental at \$400/day, fuel and dockage at cost, sediment testing at \$60/sample, and field supplies at cost.

PERSONNEL	Staff Category	Hourly Rate
	Principal	185.00
	Coastal Engineer/Project Manager	170.00
	Sr Technical Associate/Coastal Scientist	150.00
	Technical Staff (CAD)	125.00
	Tech/Field Assistants	100.00
	Admin	85.00

Type of Contract Desired: Time and expenses for the herein-described services at a total not to exceed Three hundred, twenty-three thousand five hundred dollars (\$323,500).

Billing Schedule: CSE will invoice monthly for services performed the prior month with an itemization of direct expenses. Invoices will be pro-rated according to fees and expenses inside and outside the project limits. CSE reserves the right to transfer funds between tasks to accomplish the work expeditiously, provided the total cost of services does not exceed the indicated budget.



This Agreement and Proposal constitute the entire agreement between the Owner and the Consultant, and supersede all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

Owner:

City of Isle of Palms
PO Box 508
Isle of Palms, SC 29451

Consultant:

Coastal Science & Engineering
160 Gills Creek Parkway
Columbia, SC 29209

BY:

Date

BY:

August 11, 2023

Date

Memo

To: City Council

From: Desirée Fragoso, City Administrator

cc: Douglas Kerr, Deputy Administrator

Date: September 22, 2023

Re: Recommendation to award contract for Design and Permitting of Waterway Boulevard Multi-Use Path Elevation Project

I am writing this memo to recommend awarding the contract in the amount of \$156,700 for the design and permitting of the Waterway Boulevard Multi-Use Path Elevation Project to Thomas & Hutton (T&H). After a thorough evaluation of all proposals received in response to our Request for Proposal (RFP) process, we believe T&H is the most qualified and competent candidate for this project.

Throughout the RFP evaluation process, staff assessed several critical factors, including relevant experience, technical expertise, project understanding, proposed approach, and cost. The proposals were carefully reviewed, and a comprehensive analysis was conducted based on these criteria.

T&H's demonstrated a deep understanding of the Waterway Boulevard Multi-Use Path Elevation Project, as evidenced by their detailed project scope and approach. The firm has extensive experience with designing and overseeing drainage projects for the City and with this project in particular as they performed the feasibility study and preliminary design. The City's experience with their work gives us confidence in their ability to deliver exceptional results.

The proposed team exhibited a high level of expertise. Their team members possess the necessary qualifications and demonstrate a comprehensive understanding of the project's requirements. We believe their expertise will greatly contribute to the successful completion of the Waterway Boulevard Multi-Use Path Elevation Project.

Considering the cost factor, T&H also provided a competitive and reasonable pricing structure for their services. Their proposed budget aligns well with the estimated project costs, ensuring fiscal responsibility without compromising on quality.

The construction cost estimate of this project is \$1,088,813. In 2022, the City submitted a grant application for the Hazard Mitigation Grant Program (HMGP) COVID-19. If awarded, the City would receive funding for 90% of total costs and 100% of managements costs, estimated at \$54,440. Design and permitting expenses were approved as pre-award costs prior to notification of award, expected in the first quarter of 2024.

Based on the evaluation and assessment of all proposals, we firmly believe that awarding the contract to T&H for the design and permitting for this project is in the City's best interest. Their qualifications, technical expertise, and competitive pricing make them the most suitable candidate to undertake this project.

We request your approval to proceed with awarding of the contract to Thomas & Hutton.



**Proposal for Design, Engineering &
Permitting of Waterway Boulevard
Multi-Use Pathway & Storm Water
Improvements,
Request for Proposals (RFP 2023-06)
City of Isle of Palms, South Carolina**

August 18, 2023 | 2 PM



August 18, 2023

Desirée Fragoso
 City Administrator
 City of Isle of Palms
 1207 Palm Boulevard
 Post Office Box 508
 Isle of Palms, South Carolina 29451

Re: Request for Proposals (RFP 2023-06) Design, Engineering
 & Permitting of Waterway Boulevard Multi-Use Pathway &
 Storm Water Improvements

Dear Ms. Fragoso:

Isle of Palms is known for being an exceptional place to live and visit, with residences and local businesses adjacent to beautiful coastlines and plenty of recreational and family-friendly activities. The quality of life in the City of Isle of Palms (the City) is second to none. Isle of Palms' notoriety has highlighted the need for improvements to support infrastructure that address flooding issues due to extreme high tides, sea level rise, and more intense coastal storms. Thomas & Hutton is well positioned to provide **Design, Engineering & Permitting of Waterway Boulevard Multi-Use Pathway & Storm Water Improvements**. With our local, in-house capabilities and experienced staff, our team has the expertise and resources to transform Waterway Boulevard into a flood barrier protecting the City from tidal intrusions from the Intracoastal Waterway, all within a reasonable timeframe.

In considering our proposal, we highlight the following points:

Stormwater Management Expertise – Thomas & Hutton helps municipal clients develop long-term solutions to contending with the impact of increased rainfall and sea level rise, all while balancing development needs. We have local drainage issues with municipalities and private land owners, basin-wide, city-wide, and county-wide improvement plans, and worked on regional and state-level water resources management issues. This expertise in stormwater management areas (including analysis, modeling, design, permitting, management, etc.) will allow us to develop realistic, comprehensive, and implementable designs.

Local and Integrated Experience – Thomas & Hutton has extensive direct experience studying, analyzing, and designing stormwater management system improvements. Our team has overseen multiple drainage improvements, from studies and system assessments through infrastructure design and project implementation. We recently provided services to address drainage improvements for clients, including the City of Charleston, the Town of Mount Pleasant, the Town of Sullivan's Island, the Town of Summerville, Horry County, and Charleston County (including work in the following municipalities - Folly Beach, Isle of Palms, Sullivan's Island, McClellanville, and James Island). Thomas & Hutton has overseen drainage studies resulting in internal and outfall drainage improvements for the City in the Phase 3 study area. Notably, we led the initial Isle of Palms Waterway Boulevard Path Study. The study laid the groundwork for widening the path from 5 to 8 feet. The study also investigated the planned use of the path as a "tidal barrier" to sea-level rise and extreme tides. This past proven experience with the City and the Waterway Boulevard corridor, as well as providing other jurisdictions with similar stormwater management interventions, will allow the City to confidently rely on Thomas & Hutton for all services necessary for this project.

Depth of Resources – Thomas & Hutton has the local staff and resources to address the project's needs and schedule. In addition to the resources identified in this proposal, over 480 employees competent in the areas of civil, environmental, structural, and marine engineering; land surveying; land planning; landscape architecture; Geographic Information Systems (GIS); and construction administration that can be called upon - if needed. We can begin work immediately and accommodate reasonable timelines and requests; there are no foreseeable changes impacting our resources. We will dedicate resources to the City needs and to the completion of the project in a professional, efficient, and timely manner.

Additional Expertise – To enhance our team's quality and specialized knowledge, Thomas & Hutton's team includes **Terracon** for provide permitting assistance and **Lowcountry Locating** for Subsurface Utility Engineering (SUE) to identify and mark buried utilities. Terracon and Lowcountry Locating, LLC are familiar with the project area. Our collaborative approach will create well-rounded and practical solutions for the City.

Thomas & Hutton is a local firm with ties to the Charleston region dating back to our founding in 1946. As a local firm, we understand the challenges facing our communities and are excited about the possibility of partnering on this important project, establishing community resiliency in our backyard.

Our team of highly qualified and experienced personnel are eager to work on this project and continue our relationship with the City. We are committed to exceeding your expectations of quality and service. We welcome the opportunity to discuss this project in greater detail and thank you for carefully considering our qualifications and proposal.

Rick Karkowski, PE, PH, D.WRE, serves as Principal-in-Charge and is a Principal and Water Resources Department Manager. He is authorized to make representations on behalf of Thomas & Hutton and to bind Thomas & Hutton to a contract with the City. **Hillary Aton, PE, is Project Manager.** Should you have any questions or concerns, please reach Hillary at **aton.h@tandh.com** or **843-725-5272**.

Respectfully,
THOMAS & HUTTON



Rick Karkowski, PE, PH, D.WRE
Principal-in-Charge



Hillary Aton, PE
Project Manager



FIRM QUALIFICATIONS



Established in **1946**, Former US Army Corps of Engineers, Hue Thomas and Joe Hutton, joined forces and opened an engineering firm in Savannah, GA.

Today, Thomas & Hutton is one of the most well respected and established consulting and engineering firms in the Southeast with over 480 employees throughout 10 regions in **South Carolina, Georgia, North Carolina, and Tennessee.**



With over 76 years of **EXPERIENCE**, Thomas & Hutton has the technology and associated technical resources available to provide innovative solutions to complex engineering and design challenges for small and large towns and cities. Powered by passion, our talented people design infrastructure that breathes life into our communities, brings prosperity, creates jobs, and are catalysts in delivering our promises that cultivate meaningful relationships. By delivering on our promises and holding true to our values, we cultivate meaningful relationships with public and private stakeholders.

Our **RELATIONSHIPS** with local, state, and federal agencies provide us with a clear understanding of codes and regulations, allowing us to swiftly navigate and expedite the process and create successful projects. Our company's ability to establish, maintain, and most importantly – leverage our professional relationships, is what sets our company apart from others and allows our clients to succeed beyond their expectations. Our relationships with our clients, our client's customers, government officials, regulatory agencies, other consultants, landowners, and our communities afford us the ability to add value to the services we provide.

ISLE OF PALMS EXPERIENCE

We have worked in the City of Isle of Palms since the 1990s with over 60 projects completed, including wastewater treatment plant upgrades, water and sewer improvements, and the development of a GIS/asset management system. Since 2010, we completed several other projects for the City including streetscapes, intersection improvements, drainage improvements, and public works facilities.



WATER RESOURCES

Thomas & Hutton has an extensive history of providing stormwater management services to clients throughout the Southeast United States. Our comprehensive engineering approach allows us to provide cost-effective solutions for proper ground and surface water distribution during storm events. Thomas & Hutton's team of surveyors, engineers, hydrologists, and GIS specialists provide state-of-the-art technological services for small, medium, and large-scale projects. We utilize GIS data, analytical tools, and spatio-temporal reasoning to assist clients throughout all phases of a project. Through careful master planning, Thomas & Hutton can develop automated processes to establish precise up-to-date maps and data for the planning and design phases.

- Watershed Management Planning
- Feasibility Studies
- Riverine & Coastal Studies
- Site Specific Stormwater Studies
- Scour Studies
- Stormwater Inventory/Geographic Information Systems (GIS) Database Preparation
- Base Flood Elevation Determination - Hydrologic & Hydraulic Analysis
- Community Consulting
- GIS Integrated FEMA Analysis & Mapping
- Letter of Map Revision/Letter of Map Amendments
- Canal/Riverine Improvements
- Hydrologic & Hydraulic Modeling (XPSWMM, HEC-RAS, HEC-HMS, Geo-HMS, Geo-RAS, AdICPR, Mike 11)
- Storm Drainage System Remediation/Rehabilitation
- Storm Drainage System/Lagoon Maintenance Plan
- Stormwater Master Planning

CAPABILITIES



WATER RESOURCES

- Watershed Management Planning
- H&H Modeling/Analysis
- 1-Dimensional & 2-Dimensional Stormwater Modeling
- Stormwater Inventory & Assessment
- Stormwater CIP Identification & Programming
- Stormwater Master Planning
- FEMA Analysis & Mapping
- Base Flood Elevation Determinations
- Stormwater Water Quality Studies



WATER & WASTEWATER

- Surface Water Supply and Treatment
- Water Transmission and Distribution Systems
- Flow Metering, Flow Control, and Instrument Systems
- Hydraulic Modeling, Conceptual Planning, and Route Selection
- Municipal Wastewater Treatment Systems
- Wastewater Collection Systems



ENVIRONMENTAL

- Environmental Site Assessments
- Soil and Groundwater Assessments
- Air Quality Permitting and Modeling
- Industrial Wastewater Planning, Management, and Permitting
- Industrial Stormwater Permitting and Stormwater Pollution Prevention Plans
- Spill Prevention Control and Countermeasure Plans
- Risk Management and Process Safety Management



CIVIL/SITE DEVELOPMENT

- Construction Administration
- General Consultation
- Landscape Architecture
- Permitting & Entitlement Assistance
- Public & Private Infrastructure Design
- Stormwater Management
- Utility Coordination



STRUCTURAL

- Industrial & Manufacturing Plant Design
- Foundation Design
- Inspection & Evaluation
- Construction Administration
- Feasibility Studies
- Maintenance & Storage Facility Design
- Commercial Docks
- Commercial Building Design



LANDSCAPE ARCHITECTURE

- Concept Theme Design
- Civic Spaces
- Community Gardens
- Design Development
- Streetscapes
- Design (Planting/Hardscape)



GIS

- 3D Renderings
- Aerial Exhibits and Regional Maps
- Marketing Collateral
- Master Plans
- Sales Maps
- Web Graphs and Publications
- Utility Systems Mapping



GRANT WRITING

- Alternative Cost Analysis
- Application Submission
- Bond Analysis
- Capital Improvement Plan
- Environmental Documents
- Feasibility Studies
- Preliminary Engineering Reports
- Preliminary Layout and Costing
- Public Information Meetings
- Rate Studies and Impact Fee Analysis



SURVEYING

- Property Surveys (Boundary, Easement Plats, Land Title (ALTA/ACSM), Lots, Subdivisions)
- Existing Conditions (Current Conditions, Elevation Certificates, Topographic Surveys, Tree Surveys)
- Environmental Surveys (Archaeological Sites, Covenant Plats, Preservation Limits, Wetlands)
- Construction Services (Monitoring, Pre-Design, Staking, Record/Post-Construction)

**Thomas & Hutton projects are more than just project numbers.
They are Places. Communities. Foundations. Legacies. Life.**

SUB-CONSULTANTS



TERRACON CONSULTANTS, INC.

1814 Reynolds Avenue
North Charleston, SC 29405
843-884-1234

Terracon is a 100-percent employee-owned consulting engineering firm providing quality services to clients. Since 1965, Terracon has evolved into a successful multidiscipline firm specializing in geotechnical, environmental, facilities, and material testing. Over its history, Terracon has achieved significant expansion through both internal growth and acquisitions. Terracon currently has more than 4,600 employees in more than 160 offices nationwide.

Wetlands Delineations and Permitting

Whether a project site is undeveloped or involves redevelopment of existing site or right-of-way, compliance with a variety of natural and cultural resource regulations may be required, including the National Environmental Policy Act (NEPA), Federal Energy Regulatory Commission (FERC) documents and filings, Endangered Species Act, Waters of U.S. Delineation, Section 106 of the National Historic Preservation Act, and a myriad of state and local regulations. Their staff is well-versed in wetland/stream mitigation/restoration.



**LOWCOUNTRY
LOCATING LLC**

LOWCOUNTRY LOCATING, INC. SUBSURFACE UTILITY ENGINEERING (SUE)

PO Box 61208
North Charleston, SC 29419
843-810-6979

Lowcountry Locating, LLC is a premier underground utility locating company based in Summerville, South Carolina providing all levels of SUE. They utilize the latest in locating technology including electromagnetic locating and ground penetrating radar equipment to provide accurate, precise, and efficient locating services for underground utilities in the public and private sectors. They pride themselves on their professional quality and thorough understanding of the use and theory of geophysical locating equipment, utility operations, systems, and practices. For the last 20 years, they have dedicated themselves to performing safe and reliable utility locating services for damage prevention and design purposes to their clients in South Carolina, North

Carolina, and Georgia. A few examples of the industries they serve include engineering, survey, commercial, military, general construction, excavation, and residential.



KEY PERSONNEL

ORGANIZATIONAL CHART



Principal-in-Charge
Richard Karkowski, PE, PH, D.WRE

Project Manager
Hillary Aton, PE

SUBCONSULTANTS

Terracon Consultants, Inc.
Lowcountry Locating, LLC

Stormwater Designers
Bill Hymes, PE
Brandon Perkins

Land Planning/Path Design
John Winters, PLA
Brian Gracey

Wetland Delineations and Permitting
Andy Ruocco, MS, PWS
Joshua Hoke, PWS

Bidding
Hillary Aton, PE

Utilities Engineering
Ken Nagel, PE

Subsurface Utility Engineering (SUE)
Matthew West

Construction Administration
William Fellers, CPC

Survey
Elliott Quinn, PLS
Perry Gerard, PLS



RICHARD KARKOWSKI, PE, PH, D.WRE

Principal-in-Charge

Rick has 30 years of experience in planning, analyzing, designing, permitting, constructing, operating, and maintaining water resources-related projects, including stormwater drainage systems, flood control projects, and water quality systems. He is experienced in the application of all types of hydrologic, hydraulic, and water quality models. Rick has managed drainage related projects ranging from a single culvert upgrade to city-wide stormwater management master plans.

PROJECT EXPERIENCE

Isle of Palms, Phase 3 Drainage Outfall Study, Isle of Palms, SC, Project Manager for the study and recommendations to improve the outfalls for 3 of the City's drainage basins that currently experience flooding. Hydrologic and hydraulic modeling was performed using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software. Outfall improvement alternatives were developed and analyzed with considerations to future internal basin improvements, tidal intrusion, and sea level rise.

Isle of Palms Phase 3 Drainage Outfall Improvements, Isle of Palms, SC, Project Manager for the implementation of three drainage outfall improvement projects resulting from the drainage improvement study. All outfalls discharge to the Intracoastal Waterway and on the eastern end of the island. Services include design (including utility relocations), permitting, bid support and construction services.

Isle of Palms Phase 3 Internal Drainage Improvements, Permitting and Construction Services, Isle of Palms, SC, Principal-in-Charge for the implementation of five internal drainage improvements projects resulting from the drainage improvement study. The five projects improve the internal drainage to the three proposed outfall projects. The projects range in size from a dual 42-inch culvert to a local pipe system consisting of 18-inch pipes. Services include design (including utility relocations), permitting, bid support and construction services.

Isle of Palms Waterway Boulevard Path Study, Isle of Palms, SC, Project Manager for the study of the 1.7-mile Waterway Boulevard Path to widen it from 5-feet to 8-feet. The study also investigated using the path as a "barrier" to sea level rise and extreme tides. The study investigated raising the path to various elevations (assessing different methods), improving local drainage, and sealing the existing drainage systems (assessing various gates and valves) to eliminate tidal intrusion. The study recommended and presented a

plan to provide tidal flooding protection to elevation 6-feet (NGVD 88).

Old Village Watershed Study, Mount Pleasant, SC, Project Manager for a detailed study and improvement recommendations for the Old Village watershed. The project involved the collection and study of data including reports of flooding, service requests, FEMA flood claims, and construction permits. A capacity analysis was performed for the existing stormwater infrastructure, which was then assigned a level-of-service for existing and future runoff conditions. The basins/drainage systems were scored and prioritized to identify the most critical basins in need of improvements.

Old Village Drainage Improvements, Mount Pleasant, SC, Project Manager for the drainage improvements for the Royall Avenue and Edwards Park basins in the Old Village. The basis of the design was the recommended drainage improvements from the Old Village Watershed Study. Storm drain analyses were performed using Hydraflow Storm Sewers. The project requires plan production, permitting, and documentation of compliance with Town of Mount Pleasant and State of South Carolina regulatory requirements.

Forest Acres Drainage Improvements Phase 1, City of Charleston, SC, Project Manager/Engineer for the analysis and design of the initial (Phase 1) improvements to the Forest Acres and 5th Ave Drainage Basins in the West Ashley area of the City of Charleston. The project includes conceptual, preliminary, and final design of the basin's main outfall system. The proposed Phase 1 improvements include over 2,500 linear feet of box culvert improvements and 2,000 linear feet of channel improvements in the 450-acre watershed. Significant utility relocation and coordination was required for the project. The project included plans production, bid assistance and construction phase services.

EDUCATION

BS, Civil Engineering, 1989,
University of Florida

PROFESSIONAL REGISTRATIONS

Professional Engineer in SC, GA,
NC, FL
Professional Hydrologist (PH)
Diplomate, Water Resources
Engineer (D.WRE)

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers
- South Carolina Association of Stormwater Managers
- American Public Works Association
- Association of State Floodplain Managers
- American Institute of Hydrology
- Southeastern Stormwater Association
- South Carolina Association for Hazard Mitigation

CORE COMPETENCIES

- Project Management
- Stormwater Management Design and Analysis
- Flood Control Systems
- Hydrologic and Hydraulic Modeling
- Water Quality Modeling
- Low Impact Development
- Community Resiliency
- Grant Funding

RICHARD KARKOWSKI, PE, PH, D.WRE

Forest Acres Drainage Improvements Phase 2, City of Charleston, SC,

Principal-in-Charge for the analysis and design of the Phase 2 improvements to the Forest Acres and 5th Ave Drainage Basins in the West Ashley area of the City of Charleston. The project includes conceptual, preliminary, and final design of the basin's headwater drainage systems. The proposed Phase 2 improvements include over 1,000 linear feet of box culvert improvements, 3,300 linear feet of channel improvements, and various minor pipe systems. Significant utility relocation and coordination was required for the project. The project included plans production, bid assistance and construction phase services.

Bucksport Flood Mitigation Project, Horry County, SC,

Project Manager for a detailed study and improvement recommendation for the Bucksport area, which saw major flooding during the past few hurricanes from the surrounding riverine systems. The project involved floodplain modeling using the ICPR4 modeling software, data collection in GIS and the creation and design of alternatives that could help prevent flooding of the area.

Seabrook Island Stormwater Study,

Seabrook Island, SC, Project Manager for existing data assessment, stormwater structure inventory, conditions assessment, geodatabase, hydrologic and hydraulic modeling and recommendations improvements of the existing stormwater system. The project included the assessment of all drainage systems on the 2.9-square mile island community. Sixteen individual watersheds were assessed including three stormwater pump stations. Based on the findings of the assessment 29 capital improvements projects (CIPs) totaling \$7.1M were recommended.

James Island Drainage Study,

James Island, SC, Project Manager for an island-wide drainage master plan. Services included existing data collection, field data collection, stormwater system condition assessment, level of service assessments, prioritization

of recommended drainage improvements and summary report.

Waccamaw Neck Stormwater Master Plan, Georgetown County, SC,

Principal-in-Charge for a watershed master plan study for the Waccamaw Neck of Georgetown County. The project involves the collection of as-built drawings, existing county inventory, and field survey data to be compiled in an online, map portal extension of GIS. Services provided also include the georectifying of asbuilt drawings gathered and digitizing of stormwater drainage structures and information present for modeling and future use of the county. Reports of flooding and other stormwater related issues were received through the created portal as well to provide further current information throughout the project area. 1D and 2D Modeling will be performed on 51 basins to provide preliminary master plan modeling for the county

and determine the capacity of the stormwater infrastructure and recommendations on areas to be improved will be made.

Mount Pleasant Flood Risk Assessment, Mount Pleasant, SC,

Project Manager for a flood risk assessment of all areas or the Town of Mount Pleasant, SC. Oversaw the development of thirty-one (31) 2-dimensional (2D) HEC-RAS models (one for each Town basin). The 2D HEC-RAS models were simulated for "rain-on-grid" to include the 10-, 25-, 50-, and 100-year storm events. In addition, the 25- and 100-year storm events were analyzed with the effects of predicted sea level rise (SLR) modeled. The individual basin detailed 2D model results were aggregate Town-wide map of flood risk areas and will be used by the Town to prioritize potential mitigation projects based and be used for land planning.

Seabrook Island Stormwater Capital Improvement Projects, Seabrook Island, SC,

Project Manager for the design and permitting of four stormwater capital improvement projects within the Seabrook Island Community. The projects included the Finger Lakes Control Structure

Replacement, Little Creek Road Drainage Improvements, Ocean Winds Tide Control Structure, and Stormwater Pump Station No. 2 Replacement. The Finger Lakes Control Structure Replacement include new pipes, new structure/wall, and new weirs/control gates electronically powered and remotely monitored controlled), The Little Creek Road Drainage Improvements include 700 linear feet of pipe and inlet upgrades, utility relocations, and a new tidal outfall structure with in-line check valves. Also, a small stormwater pump station was designed to drainage the area following a storm event. The Ocean Winds Tide Control Structure includes a structure consisting of large pipes, headwalls, and multiple muted tide gates. The Stormwater Pump Station No. 2 Replacement project includes the replacement and upsizing of the existing pump station. The project included a duplex pump system, new intake pipe, new wetwell, new pumps station house, electrical and monitoring upgrades and back up generator.

Main Road Flood Mitigation Study, Charleston County, SC,

Project Manager for the detailed study and analysis of the existing Main Road and US-17 intersection area. Detailed tidal and storm surge data was collected and modeled in order to emulate the conditions that have caused major flooding of the area. The project included the design and analysis of multiple stormwater alternatives in order to prevent the flooding of Main Road during these events.



HILLARY ATON, PE

Project Manager

Hillary Aton has 11 years of experience in planning, analyzing, designing, permitting, constructing, operating, and maintaining water resources-related projects, including stormwater drainage systems and water quality systems. She has been involved in both large and small-scale projects including stormwater drainage systems, flood control studies, and rehabilitation designs. She is experienced in the application of various types of hydrologic, hydraulic, and water quality models.

EDUCATION

MS, Civil Engineering, 2011,
Clemson University

BS, Civil and Environmental
Engineering, 2010, The Citadel

PROFESSIONAL REGISTRATIONS

Professional Engineer in MD, SC

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers
- Environmental and Water Resources Institute
- American Public Works Association
- Southeast Stormwater Association
- South Carolina Association of Stormwater Managers
- American Council of Engineering Companies
- Leadership Berkeley Alumni

CORE COMPETENCIES

- Water Resources Planning, Engineering, & Design
- Hydrologic and Hydraulic Modeling
- Stormwater Management
- Flood Control Studies
- Drainage Design
- Rehabilitation Design
- Bridge Hydraulic Modeling
- Water Quality Modeling
- Best Management Practices (BMP) Design
- Sedimentology
- Permitting

PROJECT EXPERIENCE

Isle of Palms Waterway Boulevard Pathway Study, Isle of Palms, SC, Project Engineer for the study of the 1.7-mile Waterway Boulevard Pathway to widen it from 5-feet to 8-feet. The study also investigated using the path as a “barrier” to sea level rise and extreme tides. The study investigated raising the path to various elevations (assessing different methods), improving local drainage, and sealing the existing drainage systems (assessing various gates and valves) to eliminate tidal intrusion. The study recommended and presented a plan to provide tidal flooding protection to elevation 6-feet (NAVD 88).

Isle of Palms Phase 3 Drainage Outfalls, Isle of Palms, SC, Project Manager for the design and implementation of three drainage outfall improvement projects resulting from the drainage study. All outfalls discharge to the Intracoastal Waterway. Hydrologic and hydraulic modeling was performed using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software. Improvements were developed with considerations to future internal basin improvements, tidal intrusion, and sea level rise. Services include design (including utility relocations), permitting, bid support, and construction services.

Central Park Road and Culvert Replacement, Charleston County, SC, Project Manager for the study, design, and permitting for improvements to Central Park Road on James Island. The project will serve to improve the drainage and raise the elevation of the road to alleviate road overtopping by tidal and various rainfall-driven events. An ICPR4 model was developed to assess the existing conditions and design the improvements to include one tide check valve and two flow-variable “muted” tide gates. The tide gates will allow the area upstream of the structure to remain as a salt-water wetland (critical area) but prevent extreme tides (i.e. king tides) from inundating the upstream area. The project includes final

design, plan production, and permitting including SCDHEC NPDES, MS4, SCDOT Encroachment, OCRM Critical Area, and USACE Wetlands.

Old Village Drainage Improvements, Mount Pleasant, SC, Design Engineer for the drainage improvements for the Royall Avenue and Edwards Park basins in the Old Village. The basis of the design was the recommended drainage improvements from the Old Village Watershed Study. Storm drain analyses were performed using Hydraflow Storm Sewers and HEC-22. The project required plan production, permitting, and documentation of compliance with Town of Mount Pleasant and State of South Carolina regulatory requirements. Served as project manager for bidding and construction phases.

Forest Acres Drainage Improvements, City of Charleston, SC, Design Engineer for the bidding and construction of Phase 1 and project manager for the analysis, design, bidding and construction of Phase 2 improvements to the Forest Acres and 5th Ave Drainage Basins in the West Ashley area. The project includes conceptual, preliminary, and final design of the basin's main stormwater outfall system. The project included plan production and permitting, including NPDES MS4 approval, SCDOT encroachment, and USACE wetlands disturbance. Served as Project Manager for bidding and construction phases.

Grier Crossing Drainage Improvements, Horry County, SC, Project Engineer responsible for the hydrologic and hydraulic study and design of stormwater system improvements to the Grier Crossing neighborhood. The project required a detailed study of the existing and proposed drainage systems using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software. Proposed improvements included channel widening and a culvert replacement under Byrd Road.

HILLARY ATON, PE

Bay Road Drainage Study, Horry County, SC, Design Engineer for a detailed drainage study and improvement recommendations for the Bay Road watershed. The study included hydrologic and hydraulic modeling using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software, and an alternatives analysis and improvement recommendations. Proposed improvements included an improved road cross section and drainage system that were designed to improve drainage and motorist safety along Bay Road.

Morrison Court Drainage Improvements, McClellanville, SC, Design Engineer for improvements to resolve drainage issues at an existing culvert crossing on Morrison Court. The drainage improvements consisted of the replacement of a severely undersized 36-inch CMP drainage culvert with a 6-foot by 4-foot precast box culvert. The culvert is located on a channel that is connected to Jeremy Creek which is tidally influenced. Project responsibilities included modeling, design, permit coordination, and technical assistance during bid procurement and construction.

October 2015 Flood - Public Assistance Support, Charleston County, SC, Design Engineer for the recovery and mitigation work resulting from the devastating October 2015 flood event that dropped as much as 27 inches of rain in some parts of the County over three days. Services included road damage assessments (60 different roads); drainage system damage assessments (three regional systems and one large canal); repair (permanent and mitigation) cost estimating; GIS data management and coordination; and FEMA reimbursement documentation. Services included preparation of plans, bid documents, procurement support, construction engineering and inspections, and project close-out.

Arbor Oaks Drainage Study, Summerville, SC, Design Engineer for a detailed drainage study and improvement recommendations for the Arbor Oaks neighborhood. Recent rain events have resulted in severe structural flooding, revealing problems with the drainage system. The first and second phases included hydrologic and hydraulic model development using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software, and an alternatives analysis and improvement recommendations. The third phase will include the design and implementation of the selected improvements. The Arbor Oaks watershed drains to the Sawmill Branch Canal.

Isle of Palms Phase 3 Internal Drainage Improvements, Isle of Palms, SC, Project Manager for the design and construction of five internal drainage improvements projects resulting from the drainage improvement study. The five projects improve the internal drainage to the three proposed outfall projects. The projects range in size from a dual 42-inch culvert to a local pipe system consisting of 18-inch pipes. Services include design (including utility relocations), permitting, bid support, and construction services.

James Island Drainage Masterplan, James Island, SC, Design Engineer for the study and assessment of the existing drainage conditions on James Island. The study included the collection and analysis of various drainage metrics including reported flooding, service requests, FEMA flood claims, elevations, parcels, soils, and land use. A capacity analysis was performed for the existing stormwater infrastructure, which was then assigned a level-of-service. The basins were scored and prioritized to identify those in most critical need of improvement.

Various NRCS Watershed Repairs, Horry County, SC, Design Engineer for repairs to the banks along various canals within several watersheds as a result of Hurricane Florence in Oct 2018. Services included providing assessments of National Resources Conservation Services (NRCS) damage survey reports, field investigations

and verifications, development of repair plans, estimation of quantities, preparation of technical specifications, and construction engineering and inspections.

Bennett Street Drainage Improvement Project, Mount Pleasant, SC, Project Engineer for the analysis and design of a micro-drainage project located in the Old Village neighborhood of Mount Pleasant. The project involved improvements to the Bennett Street storm drain system located at the intersection of Venning Street. Improvements were required to address severe roadway and structural flooding that was occurring along Bennett Street. This project included modeling, design, utility relocation and coordination, and plan production.

Ashley Hall Manor, City of Charleston, SC, Design Engineer for the study of the existing conditions and proposed drainage improvements to address severe flooding conditions within the Ashley Hall Manor subdivision in West Ashley, SC. The study included hydrologic and hydraulic modeling using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software. Services included permitting assistance and documentation of compliance with City of Charleston and State of South Carolina regulatory requirements.

Pinckney Street Drainage Improvements, McClellanville, SC, Design Engineer for improvements to resolve drainage issues along Pinckney Street between Scotia and Oak Streets. The primary drainage issues consisted of rear yard flooding on adjacent parcels. The proposed drainage improvements consist of a combination of piped system and drainage swale. As part of this project, Thomas & Hutton reviewed the existing drainage system located downstream of the project area and identified various undersized culverts requiring upgrade. Recommendation was provided to complete these improvements as part of a future drainage project. Project responsibilities included modeling and design activities and coordination.



BILL HYMES, PE

Stormwater Designer

Bill has five years of experience in planning, analyzing, designing, permitting, constructing, operating, and maintaining water resources-related projects, including stormwater drainage systems and water quality systems. He is experienced in the application of various types of hydrologic, hydraulic, and water quality models.

PROJECT EXPERIENCE

Seabrook Island Drainage Study, Seabrook Island, SC, Lead Designer for a detailed study for all of Seabrook Island. The project involves the collection and study of data including GIS database information, reports of flooding, and survey of the stormwater infrastructure. Island-wide modeling will be performed to determine the capacity of the stormwater infrastructure and recommendations on areas to be improved will be made. Four projects were created from the study. The projects included the Finger Lakes Control Structure Replacement, Little Creek Road Drainage Improvements, Ocean Winds Tide Control Structure, and Stormwater Pump Station No. 2 Replacement. The Finger Lakes Control Structure Replacement include new pipes, new structure/wall, and new weirs/control gates electronically powered and remotely monitored controlled), The Little Creek Road Drainage Improvements include 700 linear feet of pipe and inlet upgrades, utility relocations, and a new tidal outfall structure with in-line check valves. Also, a small stormwater pump station was designed to drain the area following a storm event. The Ocean Winds Tide Control Structure includes a structure consisting of large pipes, headwalls, and multiple muted tide gates. The Stormwater Pump Station No. 2 Replacement project includes the replacement and upsizing of the existing pump station. The project included a duplex pump system, new intake pipe, new wetwell, new pump station house, electrical and monitoring upgrades and back up generator.

Main Road Hydrologic & Hydraulic Study, Charleston County, SC, Designer for the detailed study and analysis of the existing Main Road and US-17 intersection area. Detailed tidal and storm surge data was collected and modeled in order to emulate the conditions that have caused major flooding of the area. The project included the design and analysis of multiple stormwater alternatives in order to prevent the flooding of Main Road during these events.

Waccamaw Neck Southwest Masterplan, Georgetown County, SC, Designer for a watershed masterplan study for the collection of as-built drawings, existing county inventory, and field survey data to be compiled in an online, map portal extension of GIS. Services provided also include the georectifying of as-built drawings gathered and digitizing of stormwater drainage structures and information present for modeling and future use of the County. Reports of flooding and other stormwater related issues were received through the created portal as well to provide further current information throughout the project area. 1D and 2D Modeling was performed on 51 basins to provide preliminary masterplan modeling for the County and determine the capacity of the stormwater infrastructure and recommendations on areas to be improved will be made.

Stormwater Management Program, Moncks Corner, SC, Lead Designer for the comprehensive Stormwater Management Program within the limits of the Town to proactively address stormwater management, drainage, and flooding issues within the town. Stormwater inventory was collected throughout the Town and 2D/1D hydraulic & hydrologic models were created in order to analyze areas with known flooding. These models will be used to design improvements to the stormwater infrastructure to relieve the flooding.

Oceanview Drainage Improvements, Town of James Island, SC, Engineer for the design, contract and construction services. The identified improvement projects from the James Island Drainage Master Plan. Thomas & Hutton performed survey, hydrologic & hydraulic analyses using the latest Advanced Interconnected Channel and Pond Routing (ICPR4) software, and created a design plan set for proposed drainage improvements for this system.

EDUCATION

BS, Civil and Environmental Engineering, 2017, The Citadel

PROFESSIONAL REGISTRATIONS

Professional Engineer in SC

PROFESSIONAL AFFILIATIONS

- American Society of Civil Engineers
- The Citadel

CORE COMPETENCIES

- Water Resources Planning, Engineering, & Design
- Permitting
- Stormwater Drainage Systems
- Water Quality Systems
- Hydrologic Modeling
- Hydraulic Modeling
- Water Quality Modeling



BRANDON PERKINS

Stormwater Designer

Brandon has one year of experience in planning, analyzing, designing, permitting, constructing, operating, and maintaining water resources-related projects, including stormwater drainage systems and water quality systems. He is experienced in the application of various types of hydrologic, hydraulic, and water quality models.

EDUCATION

BS, Biosystems Engineering, 2020,
Clemson University

CORE COMPETENCIES

- Water Resources Engineering
- Water Resources Planning
- Water Resources Design
- Permitting
- Stormwater Drainage Systems
- Water Quality Systems
- Hydrologic Modeling
- Hydraulic Modeling
- Water Quality Modeling

PROJECT EXPERIENCE

Waccamaw Neck Southwest Masterplan, Georgetown County, SC, Project Designer for a watershed masterplan study for the Waccamaw Neck of Georgetown County. The project involves the collection of as-built drawings, existing county inventory, and field survey data to be compiled in an online, map portal extension of GIS. Services provided also include the georectifying of as-built drawings gathered and digitizing of stormwater drainage structures and information present for modeling and future use of the County. Reports of flooding and other stormwater related issues were received through the created portal as well to provide further current information throughout the project area. Modeling will be performed on 51 basins to provide preliminary masterplan modeling for the County and determine the capacity of the stormwater infrastructure and recommendations on areas to be improved will be made.

Sheep Island Conceptual Drainage Study, Summerville, SC, Project Designer for a 973-acre tract required a detailed study of the existing and proposed drainage systems using Storm and Sanitary Sewer Analysis (SSA) and GIS software for the expected 658 single-family residential units and amenities. A drainage report was prepared and approved for the conceptual masterplan and is now under phased design.

Cainhoy North Del Webb Drainage Study, Charleston, SC, Project Designer for a drainage study for the proposed development in the roughly 5,800-acre development area previously served as the site for timber harvesting and sand mining. The proposed project, that would include 1,094 single family residential units and thirty-four wet detention ponds, required a detailed study of the existing and proposed drainage systems using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software. A drainage report was prepared and approved for the conceptual masterplan. Phase 1 & 2 are currently under design and review of the multi-phase masterplan.

Conversion/Update, Charleston, SC,

Project Designer for the conversion and update of the Cainhoy – South PUD conceptual model from Advanced Interconnected Channel and Pond Routing 3 (ICPR3) to Advanced Interconnected Channel and Pond Routing 4 (ICPR4). The nearly 4,000-ac tract project included gathering existing information from previous modeling and construction, conversion of all information gathered to the new software (ICPR4), and updating the new model to the new City of Charleston stormwater design manual standards (2020).

Cainhoy South First Light, Charleston, SC,

Project Designer for a drainage study for the proposed development in the southern portion of the Cainhoy PUD that will include four phases of a multi-phase masterplan. This project entailed data collection and analysis, watershed assessment, and conversion of existing models to the new City of Charleston stormwater manual (2020) standards. A detailed drainage study of the existing and proposed conditions was performed using Advanced Interconnected Channel and Pond Routing (ICPR) and GIS software to comply with the City of Charleston and the State of South Carolina regulatory requirements.

Cainhoy South - Hopewell Residential, Charleston, SC,

Project Designer for a drainage study for the proposed 114-acre, 185 single family residential development. The project includes two phases of the Hopewell Residential property. This project entailed data collection and analysis, watershed assessment, and conversion of existing models to the new City of Charleston stormwater manual (2020) standards.

Cainhoy South Conceptual Masterplan



KEN NAGEL, PE

Utilities Engineering

Ken is a Project Manager/Engineer who has over 30 years of experience designing and permitting a variety of road and drainage improvement projects primarily located in the coastal areas of South Carolina. As part of these projects, he has provided utility coordination, including identifying the owners of existing utilities, identifying prior rights, and developing utility relocation designs.

PROJECT EXPERIENCE

Isle of Palms Water System Improvements, FY 2009-Ongoing, Isle of Palms Water & Sewer Commission, SC, Project Manager/Engineer for the design, permitting, bidding, and construction observation of the replacement of small and large diameter water mains in various areas throughout the island. Responsible for the design of over 51,000 linear feet of water mains ranging in size from 4-inch to 12-inch, and the replacement of nearly 900 services and associated appurtenances. Responsibilities also included updating of the island wide water model, evaluation of future capital improvement projects, and the updating of the probable construction cost estimates associated with IOPWSC's water system capital improvement plan.

Isle of Palms Pump Stations (PS) No. 19, 20, 22 and 23, Isle of Palms, SC, Project Manager and Engineer for the conversion of three aboveground suction lift to submersible pump stations with increased pumping capacities of 500-gpm (PS No. 19), 450-gpm (PS No. 20), and 350-gpm (PS No. 22). In conjunction with the upgrade of PS No. 22, the associated 8-inch force main was extended approximately 1,500 linear feet to connect to PS No. 20, relieving surcharging within the gravity sewer system associated with PS No. 20. In addition to the pump station replacements, services included engineering, permitting, and construction-related services for the upgrade of an existing submersible station (PS No. 23) with a new 300-gpm submersible pump station on a small pump station site (20-foot by 20-foot). Construction was completed while maintaining operation of the existing pump station with minimal bypass pumping requirements. Responsibilities included design and coordination of utility relocations; pump station design and permitting; public bid procurement, contract administration, and construction monitoring.

Forest Acres Drainage Improvements, City of Charleston, SC, Project Engineer for the design of drainage improvements for the Forest Acres and 5th Avenue Drainage Basins in the West Ashley area of the City of Charleston. The project includes conceptual, preliminary, and final design of the basin's main outfall system. The proposed improvements include over 2,500 linear feet of box culvert improvements and 2,000 linear feet of channel improvements in the 450-acre watershed. Project responsibilities included coordination of survey and design activities; utility relocation design and coordination; permit coordination with the United States Army Corps of Engineers (USACE), South Carolina Department of Health and Environmental Control - Ocean and Coastal Resource Management (SCDHEC-OCRM), and the South Carolina Department of Transportation (SCDOT); public bid procurement, contract administration, and construction monitoring.

2015 TST Drainage Improvements, Charleston County, Various Locations, SC, Project Manager/Engineer for the completion of three drainage improvement projects including Pinckney Street (McClellanville), North Alert Road (McClellanville), and Stations 19 and 22 (Sullivan's Island). The scope of work consisted of providing design and permitting services that included survey, easement platting, utility relocation coordination and design, drainage design, and permitting coordination with the United States Army Corps of Engineers (USACE), South Carolina Department of Transportation (SCDOT), and South Carolina Department of Health and Environmental Control - Ocean and Coastal Resource Management (SCDHEC-OCRM).

EDUCATION

BS, Civil Engineering, 1991,
Georgia Institute of Technology

PROFESSIONAL REGISTRATIONS

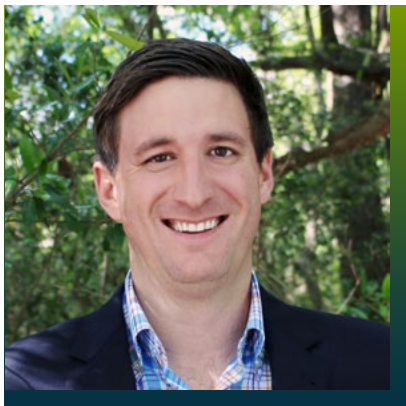
Professional Engineer in SC, NC,
GA

PROFESSIONAL CERTIFICATIONS

- Level II Erosion and Sedimentation Control Certified (Georgia)
- Certified Erosion and Prevention and Sediment Control Inspector (South Carolina)

CORE COMPETENCIES

- Project Management
- Utility Infrastructure Relocations
- Utility Master Planning
- Drainage Improvements
- Roadway Improvements
- Bike & Pedestrian Improvements



JOHN WINTERS, PLA

Land Planning/Pathway Design

John has 17 years of experience in land planning and design, working on projects from the Carolina coast to Asia. The types of projects include recreational planning and design, golf course design, resort master planning, traditional neighborhood design, mixed use, commercial, retail planning and design, industrial planning, design guidelines, site design, design development and construction documents, and construction phase services.

EDUCATION

BS, Landscape Architecture, 2006,
Mississippi State University

European Institute of Golf Course
Architecture, 2009

PROFESSIONAL REGISTRATIONS

Professional Landscape Architect
in SC

PROFESSIONAL AFFILIATIONS

- American Society of Landscape Architects

CORE COMPETENCIES

- Project Management
- Landscape Architecture
- Greenway Design
- Trail Design
- Streetscape Redevelopment
- Streetscape Design
- Design Guidelines
- Urban Plannings

PROJECT EXPERIENCE

Shem Creek Phase 3, Mount Pleasant, SC, Landscape Architect for the Shem Creek Phase 3 improvements, including a pedestrian bridge linking both sides of the creek, along with the design of a pocket park located within an abandoned right of way that fronts Shem Creek.

Daniel Island Waterfront Park, Daniel Island, SC, Landscape Architect/Project Manager assisting the Daniel Town Association with the planning, permitting, and design for the Daniel Island Waterfront Park. This new public park includes a marina with boardwalks, pierheads, sailing program, floating docks, and kayak and paddleboard rentals. It also includes an upland park with an integrated public trail system that will include various types of seating and a inclusive playground, making this scenic water's edge along the Wando River a destination on Daniel Island and the Charleston area.

Dawson County, Georgia - Trails and Greenway Master Plan, Landscape Architect who aided in developing the County greenway and trails master plan development. Dawson County has many existing natural resources that make it unique in the State including Lake Lanier to the east, the Dawson Forest Wildlife Management Areas to the west, and other state and federally protected areas in the northern portions of the County. The final plan identified trail routes, construction types, preliminary cost estimation and discussions on implementation and funding sources. This project was funded by a grant from Georgia's Rural Center.

Chicora Park and Battery Park, North Charleston, SC, Land Planner/Project Manager assisting the City of North Charleston with its long-range master plan for the grounds of the Officer's Historical District within Chicora Park, along with an adjacent 70-acre tract on the base's north end. The tract is envisioned to be a high-density, mixed-use city with emphasis on public edges along the water and parks. The pedestrian bridge that crosses the creek will connect the two sides allowing use of all the public parks and the water's edge.

Ireland Creek Revitalization Plan, Walterboro, SC, Landscape Architect assisting in the design of a multi-dimensional revitalization plan for Ireland Creek and the surrounding areas. Once a meandering blackwater creek, Ireland Creek was straightened over time by various developers to make room for roads and businesses. It's unique location in the vicinity of downtown Walterboro gives the creek tremendous potential to become a public asset as well as a landmark attraction for both locals and visitors. The goals of the project are to provide a gateway to the downtown area to welcome visitors, beautify Ireland Creek by eliminating erosion and managing vegetation, constructing a linear park/greenway along Ireland Creek, reduce in-stream maintenance, encourage redevelopment of adjacent parcels, promote connectivity from the business district to the nearby Great Swamp Wildlife Sanctuary, and to protect and restore aquatic and riparian habitat for native species.



BRIAN GRACEY

Land Planning/Pathway Design

Brian is a Landscape Designer with seven years of experience in residential and commercial landscape design, complex and unique construction detailing, and construction observation in South Carolina, Georgia, Tennessee, and Texas.

PROJECT EXPERIENCE

River Landing Village, Daniel Island, SC, Lead Landscape Designer for creating detailed construction documents for the landscape and hardscape of the future multi-use buildings. This design included detailed design of intimate courtyard spaces, large open spaces, and pool area. Thomas & Hutton worked with the building architect to create 3D Lumion perspectives of the design and courtyards.

Greenville Grand Bohemian Hotel and City Park, The Kessler Collection, Greenville, SC, Landscape Designer for a luxury hotel proposed for the banks of the scenic Reedy River in downtown Greenville. The project will be a joint effort between the City and Kessler to create a mix of hotel, retail, and common area/banquet lawn. The project endeavors to enhance the southern gateway into the Greenville Downtown area and Reedy Falls Park.

Plant Riverside Redevelopment, The Kessler Collection, Savannah, GA, Landscape Designer for creating detailed construction documents for the \$5.75 million landscape and hardscape construction budget. The landscape architectural scope included approximately 1,800 linear feet of cantilevered riverwalk over the Savannah River, multiple café spaces, splash pads, MLK terraced lawn and performance platform, and intricately detailed hardscape to create key outdoor social interaction spaces for a larger urban development within Savannah's Historic Landmark District for both the pedestrian and motorist. The project included close continuous coordination with multiple internal department services, as well as several outside consultants and owner representatives. Total project budget is estimated to budget approximately \$400 million dollars to include three new hotel structures and renovate the historic GA Power Plant adjacent to the Savannah River.

eviCore Wellness Park, Bluffton, SC, Landscape Designer for creating detailed illustrative master plan for a private wellness park. Site elements include extensive accessible pedestrian paths, amphitheater, event/active sports lawn, outdoor seating café, gathering nodes for social interaction, exercise pad and stations. The project consisted of conceptual development, detailed hardscape, landscape and civil construction documents, concept development of the band shell enclosure/stage.

Bull Street, Columbia, SC, Landscape Designer for developing detailed landscape and hardscape plans for proposed mixed-use development. Elements included illustrative plans and construction documents for a courtyard amenity space, private courtyard spaces, and streetscape design.

1310 Meeting Street, Charleston, SC, Landscape Designer for creating detailed construction documents for landscape and hardscape of future mixed-use building. The two large courtyard spaces opened to the residents along with the public. Design elements included custom seat walls, custom water features, custom paving design, and detailed landscaping design.

EDUCATION

BLA, Landscape Architecture, 2013, Mississippi State University

PROFESSIONAL AFFILIATIONS

- American Society of Landscape Architects

CORE COMPETENCIES

- Site Planning
- 3D and 2d Visualizations
- Hardscape Design
- Landscape Design
- Construction Detailing



ELLIOTTE QUINN, PLS

Survey Manager

Elliott has 42 years of surveying experience with many types of engineering and development projects primarily located in South Carolina. This experience includes many water, sewer, gas and electric transmission routes traversing both urban/suburban areas as well as rural undeveloped areas.

PROJECT EXPERIENCE

Longpoint Road Realignment and US Highway 17 Intersection Improvements, Mount Pleasant, SC, Survey Project Manager for conventional surveys of a 1-mile section of Longpoint Road and a 0.5-mile section of US Highway 17 North for design of a relocated intersection and associated turn lanes.

Bowman Road-Mathis Ferry Road Connector (Hospital Drive), Mount Pleasant, SC, Project Surveyor for design and acquisition of new right-of-way for new connector road of approximately one mile between Bowman Road and Mathis Ferry Road in the Town of Mount Pleasant.

Ocean Boulevard Front Beach Enhancement, Isle of Palms, SC, Project Surveyor for preliminary surveys for design of widening and enhancing a section of Ocean Boulevard along the Isle of Palms front beach business district.

Henry Tecklenburg Boulevard, Charleston, SC, Project Surveyor for topographic and property acquisition surveys for design of an approximately ¾-mile section of new roadway between Savage Road and Magwood Road in the City of Charleston.

Mathis Ferry Sidewalk, Town of Mount Pleasant, SC, Survey Manager for preliminary surveys for design and acquisition of easements for a sidewalk project along a 1-mile portion of Mathis Ferry Road.

Patriots Point Tennis Complex, College of Charleston, Mount Pleasant, SC, Project Surveyor for boundary and topographic surveys for design of tennis complex, utility record drawings, and easement platting following construction of complex and layout of NCAA soccer field and seating grandstands for soccer field and baseball and softball fields.

Patriots Point, Mount Pleasant, SC, Surveyor-in-Charge for boundary surveys of all of the Patriots Point Development Authority (PPDA) lands, hydrographic surveys of Patriots Point Marina and Fort Sumter Tour channel and topographic

surveys of selected parcels for planning and design of improvements for the PPDA.

Old Village Drainage Inventory Phase 1, Town of Mount Pleasant, SC, Surveyor-in-Charge for the stormwater system inventory in the Royall Avenue Watershed utilizing GPS data collection for entry into GIS.

Isle of Palms Pump Station No. 19, Isle of Palms, SC, Survey Manager for replacement of an above ground suction lift station with a submersible pump station with increased pumping capacity of 500-gpm. Included installation of approximately 1,900 feet of 8-inch force main. New pump station installed adjacent to the existing station, minimizing duration of bypass activities.

Isle of Palms Pump Station No. 20, Isle of Palms, SC, Survey Manager for replacement of an above ground suction lift station with a submersible pump station with increased pumping capacity of 450-gpm. Included installation of approximately 2,400 feet of 8-inch force main. New pump station installed adjacent to the existing station, minimizing duration of bypass activities.

Isle of Palms Pump Station No. 22, Isle of Palms, SC, Survey Manager for replacement of an above ground suction lift station with a submersible pump station with increased pumping capacity of 340-gpm. Included installation of approximately 1,450 feet of 8-inch force main. New 8-foot diameter wet well installed adjacent to existing pump station, minimizing duration of bypass activities.

Isle of Palms Pump Station No. 23, Isle of Palms, SC, Survey Manager for replacement of an existing submersible station with a new 240-gpm submersible pump station. Existing pump station site was confined within a 20-foot by 25-foot easement. Included installation of a new wet well adjacent to the existing wet well, completion of a majority of the new station while the existing was operating, minimizing duration of bypass activities. Approximately 540 feet of 6-inch force main was installed as part of the project.

EDUCATION

AAS, Civil Engineering Technology, Survey Option, 1980, Midlands Technical College

PROFESSIONAL REGISTRATIONS

Professional Land Surveyor in SC, NC, GA

PROFESSIONAL AFFILIATIONS

- National Society of Professional Surveyors
- South Carolina Society of Professional Surveyors (President 2014-2015)
- North Carolina Society of Surveyors
- Surveying and Mapping Society of Georgia
- American Council of Engineering Companies Survey Committee (2016-present)

CORE COMPETENCIES

- Project Management
- Boundary Surveys
- Utility Route Surveys
- Easements
- Wetland Surveys
- Topographic Surveys



PERRY GERARD, PLS

Project Surveyor

Perry has 25 years of experience in all aspects of surveying and mapping, including the preparation of boundary, topographic, and wetland surveys. His experience includes various large tract boundaries for municipal and private development clients.

EDUCATION

AS, Civil Engineering Technology,
2005, Trident Technical College

PROFESSIONAL REGISTRATIONS

Professional Land Surveyor in SC,
NC

PROFESSIONAL AFFILIATIONS

- SC Society of Professional Land Surveyors, Member

CORE COMPETENCIES

- Project Management
- Topographic Surveying
- Boundary Surveying
- Wetlands Surveying

PROJECT EXPERIENCE

Bowman Road-Mathis Ferry Road Connector (Hospital Drive), Mount Pleasant, SC, Project Surveyor for design and acquisition of new right-of-way for new connector road of approximately one mile.

Rifle Range Roadway Improvements, Mount Pleasant, SC, Project Surveyor for boundary and topographic surveys for 1,600 linear feet of roadway improvements.

Central Mount Pleasant, Mount Pleasant, SC, Project Surveyor for a 110-acre multi-use zoned project in the Town of Mount Pleasant at the terminus of I-526. Thomas & Hutton surveyed and designed a public street with on-street parking through the project as the first phase of development, as well as designing improvements to Rifle Range Road, an existing street through the site.

Gregorie Ferry Connector Road, Mount Pleasant, SC, Project Surveyor for preliminary surveys of a 2-lane roadway connecting US 17 and SC 41 in a developing area of Mount Pleasant.

US 17 Frontage Road, Mount Pleasant, SC, Survey Manager for design of a 0.5-mile roadway parallel to US 17 between Laurel Park and Parkwest Boulevard.

Longpoint Road/Needlerush Parkway Roundabout, Mount Pleasant, SC, Survey Manager for preliminary surveys for three roundabout alternatives for a future transportation project at the intersection of Longpoint Road and Needlerush Parkway.

Camp Hall Tract, Berkeley County, SC, Survey Manager for preparation of a boundary survey and an ALTA survey of a 3,380.87-acre tract.

Patriots Point, Mount Pleasant, Charleston County, SC, Survey Manager for preparation of a boundary survey for the Patriots Point Development Authority.

Cane Bay, Berkeley County, SC, Survey Manager for preparation of numerous subdivision and boundary plats.

Horizon Village, North Charleston, Charleston County, SC, Survey Manager for preparation of topographic surveys, as well as subdivision plats prepared for the City of North Charleston Housing Authority.

Promenade, Charleston, Charleston County, SC, Survey Manager for preparation of topographic, boundary, and ALTA surveys for various tracts.

Pine Hill Tract, Berkeley County, SC, Survey Manager for survey coordination and preparation of topographic and wetland surveys.

Cantey Bay, Clarendon County, SC, Survey Manager for survey coordination and preparation of topographic and wetland surveys.

Charleston County RoadWise, Lincolnville, Charleston County, SC, Survey Manager for survey coordination and preparation of topographic and wetland surveys.

North Charleston Sewer District, Lincolnville, SC, Survey Manager for preparation of a topographic survey along proposed route for gravity sewer. Duties included establishment of survey control, crew scheduling, coordination with utilities for surveys, and preparation of topographic surveys.

Pump Station 7, Cane Bay, Berkeley County, SC, Survey Manager for preparation of topographic surveys for a new lift station project. Duties included establishment of survey control, crew scheduling, coordination with utilities for surveys, and preparation of topographic surveys.

Whipple Road Sewer Improvements, Mount Pleasant, Charleston, SC, Survey Manager for preparation of topographic surveys for a new lift station project. Duties included establishment of survey control, crew scheduling, coordination with utilities for surveys, and preparation of topographic surveys.



WILLIAM FELLERS, CPC

Construction Administration

Bill has 26 years of experience for a variety of projects primarily located in South Carolina. His experience consists of site development projects for commercial and residential developments, including water distribution systems, sanitary sewer collection systems, and storm drainage systems.

EDUCATION

MS, Construction Management,
1995, Clemson University

BS, Building Science, 1977,
Clemson University

PROFESSIONAL AFFILIATIONS

- Charleston Trident Home Builders Association, Member

CORE COMPETENCIES

- Project Management
- Construction Observation
- Construction Administration

PROJECT EXPERIENCE

Waters Anchor Medical Institute at Christophe Harbour, St. Kitts, West Indies, Project Manager for civil design services to Cornerstone Companies for the development of a new specialty medical institute in the Christophe Harbour, St. Kitts resort property. This facility will allow world renowned practitioners from the US and the global community to work in a collective environment that offers the best cutting-edge technologies, therapies, and surgical techniques from around the world that might not be otherwise available to them. The Institute's initial focus will be orthopedics, spine, aesthetics, anti-aging, and health & wellness services. On the site, wastewater will be collected, treated, and blended with rainwater to be re-used for irrigation purposes. There will be asphalt parking, concrete curb and gutter, and a stormwater collection system. The building is approximately 60,000 square feet and includes one floor with four operating rooms, therapy/recovery spaces, cafeteria, and overnight patient rooms. The design team includes Studio Plus Architects and Deangelis Diamond Contractors. The investment group, along with Cornerstone is led by Bill Mitchell with The Mitchell Group.

Christophe Harbour Development Company Limited, St. Kitts, West Indies, Project Manager for the development of the 2,500-acre mixed-use Christophe Harbour Development. Services included site design of private roads, water main, sewer main, storm drainage, grading, soil erosion plans, coordination of dry utilities, cost analysis, and construction administration.

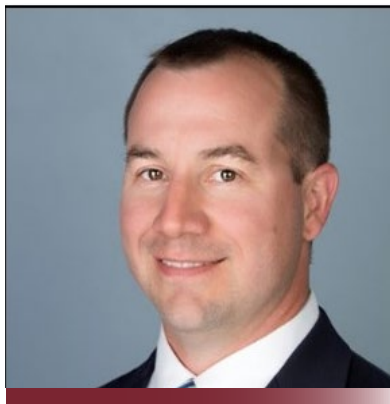
Kiawah Resort Associates, LP (KRA)/ Kiawah Island Utility Company, Kiawah Island, SC, Project Manager for site design of public roads, water main, sewer main, storm drainage, grading, soil erosion plans, coordination of dry utilities, cost analysis, and permitting for a 10,000-acre mixed-use development of resort facilities with golf courses, tennis courts, beaches, convention centers, hotels, and shopping centers.

Grande Oaks Subdivision, Stokes Land Group, Charleston, SC, Project Manager for site design of public roads, water main, sewer main, storm drainage, grading, soil erosion plans, coordination of dry utilities, and permitting for a 310-acre development. This project included multiple phases of residential development in the Grande Oaks subdivision totaling of approximately 507 dwelling units and five miles of roads, a 1.2-acre residential amenity center, four acres of commercial zoned spaces, overseeing construction monitoring for seven residential phases, and design of a 4,000-linear foot main arterial roadway.

Watermark Subdivision, Beach Shell Point, LLC, Mount Pleasant, SC, Project Manager for site design of approximately 480-space public parking areas, roads, water and sewer main, storm drainage, grading, soil erosion plans, coordination of dry utilities, and permitting. The project included 118 single-family lots, 39 single-family attached lots, a 240-unit apartment complex, and a 9.7-acre commercial site.

Poplar Grove Subdivision, Poplar Grove Partners, LLC, Charleston, SC, Project Manager for site design of approximately 2.5 miles of private roads, water and sewer main, storm drainage, grading, soil erosion plans, coordination of dry utilities, and permitting for a planned unit development. Poplar Grove is developed through four phases and consists of 225 single-family lots and 53 single-family attached units.

The Sanctuary, Kiawah Resort Associates, LP, Kiawah Island, SC, Design Engineer for site design of approximately 300-space public parking, roads, water and sewer main, storm drainage, grading, soil erosion plans, coordination of dry utilities, and permitting for a 255-room luxury hotel and spa located on Kiawah Island adjacent to the Atlantic Ocean.



ANDY RUOCCO, MS, PWS

Terracon - Environmental Permitting

Andy is an Environmental Department Manager with 21 years of professional experience. His education and years of environmental and regulatory compliance experience have resulted in the development of specialized multi-disciplinary skills for use on wetland disturbance, urban and water development, transportation and industrial development, and corridor assessment/ restoration projects. His areas of expertise include project management involving Section 404/401 Clean Water Act permitting, mitigation analysis/design, development of complex Practicable Alternatives Analyses to support permitting for various large-scale industrial projects, transportation projects, utility rights-of-way, and commercial developments. Related areas of expertise include Threatened and Endangered Species Surveys, Habitat Assessments, National Environmental Policy Act (NEPA) documentation, Environmental Site Assessments (ESA), subsurface site investigations, environmental permitting and regulatory compliance, and soil & groundwater remediation. Mr. Ruocco serves as an Authorized Project Reviewer (APR) for Natural Resource services and Site Assessments conducted as part of Terracon's quality control process.

EDUCATION

MS, Environmental Science, 2007,
College of Charleston

BS, Biological Sciences, 2000,
University of South Carolina,
College of Science and
Mathematics

PROFESSIONAL REGISTRATIONS

- Professional Wetland Scientist,
- Society of Wetland Scientists
- LEED Accredited Professional
- Licensed Asbestos Building
- Inspector / SC
- B Level Licensed Well Driller/SC
- Certified Erosion Prevention
- Sediment Control Inspector

Thomas & Hutton and Terracon worked together on all the projects below, which highlights our extensive working relationship. These projects included wetland delineations, Jurisdictional Determinations, and 401/404 CWA permitting for multiple coastal drainage projects located throughout South Carolina. Permitting consisted of General Permits and Critical Area Permits from SCDHEC-OCRM and Nationwide Permit and Individual Permit from USACE.

PROJECT EXPERIENCE

Old Mount Pleasant Drainage

Improvements – Charleston County, SC. Project manager for stormwater infrastructure improvement permitting through USACE and SCDHEC-OCRM. The projects included obtaining Nationwide Permits and Critical Area Permits for two drainage basins located within the old Mt. Pleasant area. Terracon coordinated with the civil design engineers to evaluate alternatives that would result in the least mitigation required to offset unavoidable tidal wetland impacts and be obtained expeditiously.

Isle of Palms Drainage Improvements

– Charleston County, SC. The project included 404 and 401 CWA Permitting, SCDHEC-OCRM Critical Area Permits, Coastal Zone Consistency, Wetland Delineation, Jurisdictional Determination, Threatened and Endangered Species evaluations.

South Windermere Drainage

Improvements. Project manager for permitting a stormwater drainage channel deepening project through critical area wetlands. Consisted of a joint 404/401 CWA, Coastal Zone Consistency, and Critical Area Permit. Involved substantial coordination with regulatory agencies including SCDNR, USACE, and SCDHEC-OCRM.

Central Park Road Drainage

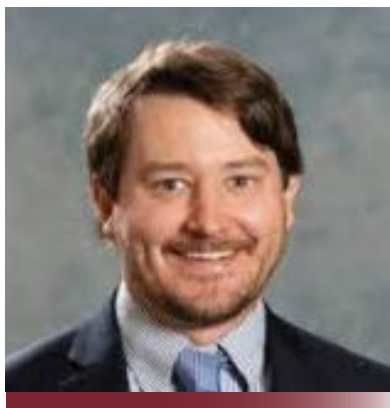
Improvements: Project manager for 404 and 401 CWA Permitting, SCDHEC-OCRM Critical Area Permits, Wetland Delineation, Jurisdictional Determination, Threatened and Endangered Species. Evaluation of muted tide gate impacts upstream of project to satisfy natural resource agencies concerns.

Seabrook Island Drainage Improvements

– Charleston County, SC. The use of a muted tide gate requiring permitting through USACE and SCDHEC-OCRM, and coordination with other resource agencies such as NOAA, USEPA, USFWS, and the state DNR. The projects included obtaining Nationwide Permits, Individual Permits, Critical Area Permits, and various corresponding state 401 Water Quality Certifications and Coastal Zone Consistency certifications.

WestEdge Project – Charleston,

County, SC. 404/401 CWA permit and development of a Mitigation Plan in compliance with 40 CFR Part 230, Compensatory Mitigation for Losses of, Aquatic Resources; Final Rule for the development of an economic development project located in Charleston South Carolina that will require several acres of impacts to tidal wetlands classified as Ocean and Coastal Resource Management Critical Area wetlands.



JOSHUA HOKE

Terracon - Environmental Permitting

Josh is a Senior Staff Scientist in the North Charleston, SC. Office. Mr. Hoke has 9 years of professional experience in the southeastern United States as a natural resource project manager. His responsibilities include: environmental permitting and project management involving wetland delineation of critical and non-critical wetlands; wildlife habitat assessments and management plans; threatened and endangered species surveys; drawing maps using ArcGIS Esri software (including georeferencing aerials and surveys drawings); National Environmental Policy Act (NEPA) Documentation and Phase I environmental site assessments (ESA).

EDUCATION

MS, Environmental Studies, 2014,
College of Charleston

BS, Environmental Regional
Planning, Department of
Geography, Geology,
Environment, and Planning, 2011,
Indiana University of Pennsylvania

PROFESSIONAL REGISTRATIONS

- Professional Wetland Scientist
- Society of Wetland Scientists

PROJECT EXPERIENCE

South Carolina Critical Area Permitting, Project Manager for previous work in regulatory at South Carolina Department of Health and Environmental Control's (SCDHEC) Office of Ocean and Coastal Resource Management (OCRM) resulted in 7 years of experience in environmental compliance and permitting including stormwater infrastructure, transportation, marinas, recreational and commercial docks, and erosion control structure projects within coastal South Carolina.

South Windermere Drainage Improvements, Project manager for permitting a stormwater drainage channel deepening project through critical area wetlands. Consisted of a joint 404/401 CWA, Coastal Zone Consistency, and Critical Area Permit. Collected drone aerial imagery and survey points to delineate vegetated marsh within the project boundary for permitting purposes. Involved substantial coordination with regulatory agencies including SCDNR, USACE, and SCDHEC-OCRM.

Central Park Road Drainage Improvements, Project manager for 404 and 401 CWA Permitting, SCDHEC-OCRM Critical Area Permits, Wetland Delineation, Jurisdictional Determination, Threatened and Endangered Species. Evaluation of muted tide gate impacts upstream of project to satisfy natural resource agencies concerns.

Isle of Palms Drainage Improvements, 404 and 401 CWA Permitting, SCDHEC-OCRM Critical Area Permits, Coastal

Zone Consistency, Wetland Delineation, Jurisdictional Determination, Threatened and Endangered Species evaluations.

Lexington County and Joint Municipal Water Line PER Environmental Evaluation, Project manager for performing an environmental evaluation for a Preliminary Engineering Report (PER) consistent with the Guide to PERs for Drinking Water State Revolving Fund (DWSRF). Environmental evaluation includes evaluating impacts to endangered species, flood plains, cultural sites, important farmlands, national natural landmarks, special coastal resources, wetlands and wild and scenic rivers.

Spring Gully Community Drainage Improvement Study, Project manager for wetland delineation and permitting effort for the installation of new storm water infrastructure within an existing drainage ditch. The project site contained extensive wetlands within the right of way. The project involved substantial coordination with USACE.

Seabrook Island POA Drainage Improvement Study, GIS Technician working to update the Seabrook Island stormwater and sewer infrastructure GIS database. Conducted a stormwater and sediment quality analysis including the collection and mapping of bathymetric data of all storm water ponds to identify problem areas for future infrastructure improvement projects.



MATTHEW WEST

Lowcountry Locating - Subsurface Utility Engineer

Matthew has over 17 years of experience in Subsurface Utility Engineering (SUE) using the latest in locating technology including electromagnetic locating and ground penetrating radar equipment to provide accurate, precise, and efficient locating services for underground utilities in the public and private sectors. Matthew has a thorough understanding of the use and theory of geophysical locating equipment, utility operations, systems, and practices and performing safe and reliable utility locating services for damage prevention and design purposes which is offered to clients in South Carolina, North Carolina, and Georgia. A few examples of the industries served include engineering, survey, commercial, military, general construction, excavation, and residential.

EDUCATION

BS, Business Administration,
College of Charleston

PROFESSIONAL REGISTRATIONS

- Certified Master Utility Locator
- GPR Trained

PROJECT EXPERIENCE

Mathis Ferry Six-Inch SCE&G Gas Main, Mt. Pleasant, SC, Located utility lines along Mathis Ferry Road to support a survey for proposed Dominion Energy gas line route.

Citadel Mall, Charleston, SC, Located utility lines for the entire Citadel Mall property to support a survey for property and infrastructure upgrades.

Wayne County Hospital, Goldsboro, SC, Located utility lines and provided depths of those lines at the Wayne County Hospital site to support a survey for water system upgrade.

Fort Jackson, Columbia, SC, Located utility lines around various areas of Fort Jackson to support a survey for building upgrades.

Interstate 77 Mega Site, Fairfield, SC, Located utility lines along Highways 321, 34, and 21 in Fairfield County to support a survey for proposed water and sewer line routes.



**RELEVANT
EXPERIENCE**

RELEVANT EXPERIENCE

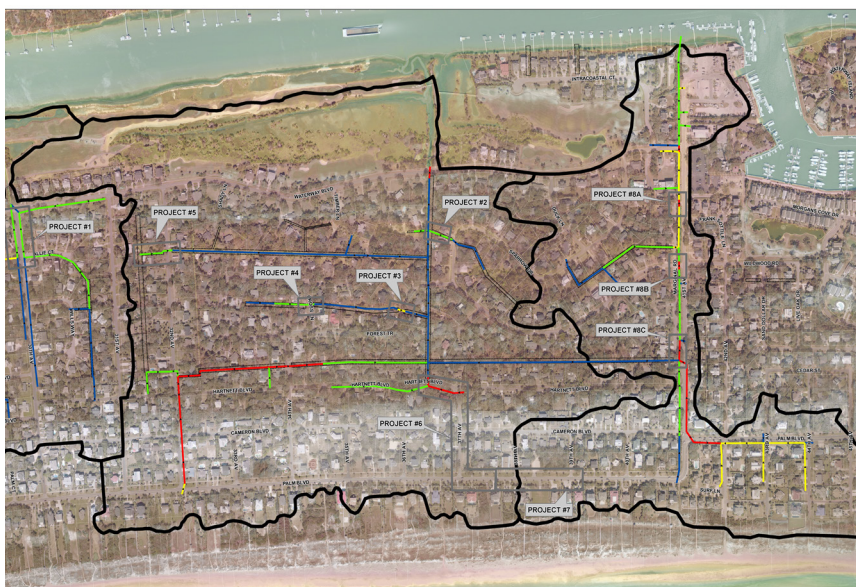
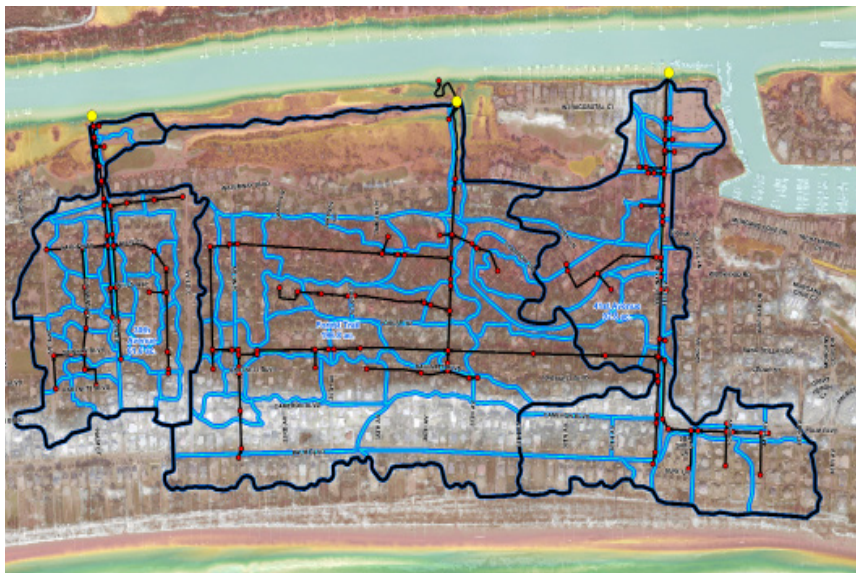
ISLE OF PALMS PHASE 3 DRAINAGE STUDY

ISLE OF PALMS, SOUTH CAROLINA

Thomas & Hutton completed studies and recommendations to improve drainage within the City's Phase 3 area. Hydrologic and hydraulic modeling was performed using Advanced Interconnected Channel and Pond Routing (ICPR). Outfall improvement alternatives and internal basin improvements were developed with consideration of tidal intrusion and sea-level rise.

The drainage study resulted in the recommendation to improve the area's three outfalls. All the outfalls discharge to the Intracoastal Waterway (ICWW) on the northern edge of the island. The outfall improvements included larger diameter pipes and one-way check valves to prevent tides from penetrating inland and causing "sunny day" flooding. Two of the three outfalls are currently under construction and the third is scheduled for construction in late 2023.

Recommendations for the study also include five internal drainage improvement projects that represented high-impact, low-cost improvements. The internal projects improved drainage to the outfall projects by removing "bottlenecks", which allow stormwater to flow more easily to the outfalls. The internal drainage improvements ranged in size from a dual 42-inch diameter culvert to a local pipe system consisting of 18-inch pipes. Thomas & Hutton provided design (including utility relocations), permitting, bid support, and construction services for all the internal drainage projects, which are complete.



CLIENT

City of Isle of Palms
Desiree Fragoso
City Administrator
843-886-6924
desireef@iop.net

SERVICES PROVIDED

- Data Collection
- Survey Recommendations for improvements
- Conceptual Design
- Survey

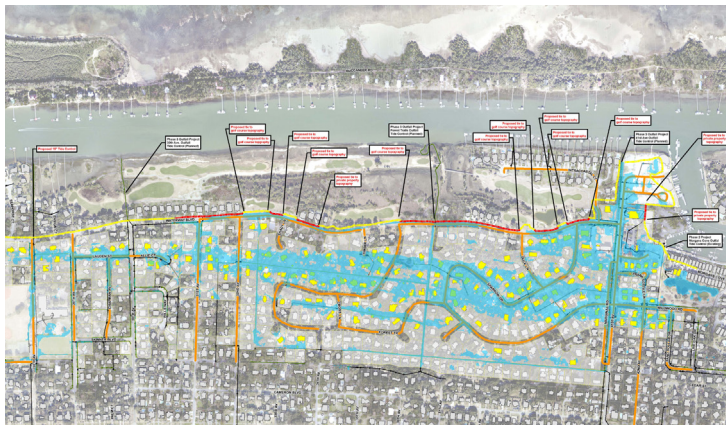
PROJECT TEAM

- Rick Karkowski, PE, PH, D.WRE
- Hillary Aton, PE

ISLE OF PALMS WATERWAY BOULEVARD PATH STUDY

ISLE OF PALMS, SOUTH CAROLINA

Thomas & Hutton studied the 1.7-mile Waterway Boulevard Pathway in preparation to widen it from 5 feet to 8 feet. The study also investigated using the path as a “tidal barrier” to sea-level rise and extreme tides. The study investigated raising the path to various elevations (including assessing different methods), improving local drainage, and sealing the existing drainage systems (including assessing various gates and valves) to eliminate tidal intrusion. The study recommended a plan to provide tidal flooding protection to elevations 6 feet (NAVD 88). The recommended plan would protect the City from most king tides that currently inundate areas of the island (including an area surrounding a City fire station) several times a year. The City is currently pursuing grant funding for the implementation of the project.



CLIENT

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Desiree Fragoso
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SERVICES PROVIDED

- Data Collection
- Drainage Study
- Recommendations for improvements

PROJECT TEAM

- Richard Karkowski, PE, PH, D.WRE
- Hillary Aton, PE
- John Winters, PLA

ISLE OF PALMS PHASE 3 INTERNAL DRAINAGE IMPROVEMENTS

ISLE OF PALMS, SOUTH CAROLINA

Thomas & Hutton oversaw the implementation of five internal drainage improvements projects resulting from a previously completed drainage improvement study. The five projects improve the internal drainage to the three proposed outfall projects. The projects range in size from a dual 42-inch culvert to a local pipe system consisting of 18-inch pipes. Services include design (including utility relocations), permitting, bid support and construction services.



CLIENT

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SERVICES PROVIDED

- Survey
- Design
- Permitting
- Utility Relocation
- Bid Support
- Utility Relocation

PROJECT TEAM

- Rick Karkowski, PE, PH, D.WRE
- Hillary Aton, PE
- Ken Nagel, PE
- Elliotte Quinn, PLS

ISLE OF PALMS DRAINAGE OUTFALL IMPROVEMENTS

ISLE OF PALMS, SOUTH CAROLINA

The City of Isle of Palms Phase 3 study area faced drainage issues caused by frequent and intense rainfall events, extremely high “king” tides, sea level rise, a high water table, and coastal storms, combined with inadequate stormwater infrastructure. This study area includes three basins - 30th Avenue, Forest Trail, and 41st Avenue - with around 350 acres. All three basins release water towards the north, reaching the Intracoastal Waterway.

Thomas & Hutton led the Phase 3 area study and developed recommended improvements for the three basin outfalls, including upgrades to all internal basin drainage systems, to meet future capacity requirements and level of service goals. Thomas & Hutton studied the drainage systems for three Phase 3 basins using Version 4 of the Interconnected Channel and Pond Routing software. The recommended outfall improvements consisted of box culverts, multiple barrel crossings of Waterway Blvd., channel widening and progress, and backflow prevention measures to eliminate sunny day flooding and preserve the stormwater system capacity. The outfall improvements required coordination with the Wild Dunes Golf Course as the outfall channels navigated through established drainage easements on the golf course property to the ultimate outfalls into the Intracoastal Waterway. Thomas & Hutton coordinated with the Isle of Palms Water and Sewer Commission for utility relocations.

As part of the outfall improvements, several smaller projects were identified and seven of them were chosen to be implemented immediately based on the City's budget. These micro-projects involved enhancing road culverts and storm drain systems along existing drainage easements. To carry out these upgrades, utility relocations were necessary and close coordination with IOP W&S was required. Construction plans and cost estimates were created, and all relevant state and local permits were obtained.



Before



After

Terracon worked with the City of Isle of Palms for three stormwater infrastructure improvement projects requiring permitting through USACE and SCDHEC-OCRM, and coordination with other resource agencies such as NOAA, USEPA, USFWS, and the state DNR. The projects included obtaining Nationwide Permits, Individual Permits, Critical Area Permits, and corresponding state 401 Water Quality Certifications and Coastal Zone Consistency certifications. These coastal projects require significant coordination and negotiation with federal and state regulatory agencies and an expert understanding of state and federal regulations regarding these activities. Due to the limited availability of third-party mitigation and the tremendous cost of saltwater impacts, multiple iterations of Permittee-Responsible Mitigation (PRM) plans were evaluated to determine if more economically feasible options exist. Development of PRM plans requires an expert understanding of the Federal Mitigation Rule and lead agency requirements for designing and implementing these plans. Terracon's involvement in coastal drainage projects shapes state and federal policies on sea level rise and storms.

The study includes the following tasks:

- Survey and wetlands/critical area delineations
- Drainage study including H&H modeling
- Assessment of various future sea level rise scenarios and potential impacts
- Analysis of the increase in impervious area due to potential re-development
- Alternatives analysis and recommended outfall improvements

CLIENT

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Desiree Fragoso
City Administrator
843-886-6924
desireef@iop.net

SERVICES PROVIDED

- Data Collection
- Drainage Study
- Survey
- Design Services
- Permitting
- Bid Support
- Construction Phase Services

THOMAS & HUTTON TEAM

- Rick Karkowski, PE, PH, D.WRE
- Hillary Aton, PE
- Ken Nagel, PE
- Elliotte Quinn, PLS

TERRACON TEAM

- Andy Ruocco, PWS

OLD VILLAGE WATERSHED STUDY & DRAINAGE IMPROVEMENTS

MOUNT PLEASANT, SOUTH CAROLINA

The Town of Mount Pleasant retained Thomas & Hutton to complete a comprehensive study of the Old Village Watershed. The study was commissioned to study the hydrology and hydraulics of the area, assess and make a formal report on the conditions of the Town's existing drainage system, and recommend infrastructure improvements. The Old Village study area has been identified as part of the Town's stormwater infrastructure in need of critical repair due to system/structural failures, issues related to tidal influences and sea level rise, and a lack of complete engineering design at the time of construction. Before repairs and improvements to the stormwater infrastructure could be designed and constructed, the Town required an assessment of the existing drainage systems.



Terracon worked with Thomas & Hutton and the Town of Mount Pleasant for two stormwater infrastructure improvement projects in the Old Village. The basins drain to tidally influence waters within the Charleston Harbor and required impacts to the OCRM Critical Area to construct the outfall structures. The projects required permitting through USACE and SCDHEC-OCRM and coordination with other resource agencies such as NOAA, USEPA, USFWS, and the state DNR. The projects included obtaining Nationwide Permits, Critical Area Permits, and various corresponding state 401 Water Quality Certifications and Coastal Zone Consistency certifications. The project involved coordinating ownership issues related to the tidal marsh with the Town, the listed owners of the marsh, and SCDHEC-OCRM to gain the necessary approvals for siting the outfall structures in the Critical Area wetlands.

The study includes the following tasks:

- Data collection, including the Town's existing GIS stormwater inventory database, as-built drawings, construction permits, drainage service requests, and FEMA claims information
- Field inspections/survey to confirm/refine basin delineations and the existing stormwater inventory
- Development of a ranking system to prioritize drainage improvement needs
- A stormwater system assessment to determine the existing conditions level of service (LOS) of the stormwater infrastructure
- A future conditions assessment to determine the potential level of service of the stormwater infrastructure based on the estimate of redevelopment in the study area and incorporating researched changes in rainfall data
- Development of existing and future conditions hydrologic/hydraulic models
- Recommendations on drainage improvement scenarios and probable costs for multiple design storm events improvements

As a result of the Old Village watershed study performed by Thomas & Hutton for the Town of Mount Pleasant, the Town determined that drainage improvements should be undertaken in the two identified highest priority watersheds, Royall Avenue and Edwards Park. The Town retained Thomas & Hutton to provide design, survey, permitting, utility relocation, and construction oversight services for the drainage improvement projects. The required improvements in the two watersheds (132 acres and 138 acres, respectively) will include tens of thousands of linear feet of pipe improvements/extensions, improvements related to delayed maintenance (mainly associated with swells and undersized driveway culverts), new inlet structures, pump station rehabilitation, and outfall improvements to address tidal influences. In addition, an alternate gravity outfall corridor was identified for the Edwards Park basin that will divert approximately 3/5 of the contributing area to the existing pump station and allow it to function at the intended design level. The drainage improvements within both basins are fully designed and permitted. Thomas & Hutton provided grant support for the Edwards Park basin drainage improvement project. The project is currently undergoing a value engineering design effort and will go to bid for construction in late 2023.

CLIENT

Town of Mount Pleasant
Ken Rhye, PE
100 Ann Edwards Ln.
Mount Pleasant, SC 29464
843-849-2022
KRhye@tompesc.com

SERVICES PROVIDED

- Data Collection
- Drainage Study
- Recommendations for Improvements
- Survey
- Design
- Permitting
- Bid Support
- Construction Phase Services

THOMAS & HUTTON TEAM

- Rick Karkowski, PE, PH, D.WRE
- Hillary Aton, PE
- Ken Nagel, PE
- Elliotte Quinn, PLS

TERRACON TEAM

- Andy Ruocco, PWS

SULLIVAN'S ISLAND DRAINAGE IMPROVEMENT PROJECT

SULLIVANS ISLAND, SOUTH CAROLINA

The Town of Sullivan's Island (Town) is a barrier island approximately 3.2 miles long and 0.75 miles wide, with an estimated 1,000 parcels. The stormwater collection system was installed 60 to 80 years ago, prior to the development of the community. At that time, development was minimal on the Island and stormwater runoff was significantly less than the amount the drainage system is currently handling. Over time, large amounts of new development and changes in use have led to an increase in stormwater runoff ultimately exceeding the overall capacity of the existing stormwater collection system where it does exist.



A severe storm event took place October 1-5, 2015, producing a total rainfall of approximately 14.1 inches. The amount of precipitation greatly exceeded the design for much of the stormwater drainage infrastructure throughout the Town, damaging several roadways, as well as private, public, and historic-designated properties on all sides of the island. The Town subsequently hired Thomas & Hutton to study the island to identify priority project areas to install infrastructure improvements to alleviate flooding in the most severely-impacted areas.

Thomas & Hutton identified project areas which were characterized by substantial new development with little-to-no formal drainage. The shortage of detention storage, undersized drainage structures, and lack of any drainage pipes and inadequate outfall capacity are the primary causes of flooding problems in certain areas. To ensure the Sullivan's Island stormwater collection system meets the demands of the population and abides by new regulations, codes, and standards. Thomas & Hutton proposed a multi-site stormwater improvement project.

The project scope of work consists of best practices that have been proven to successfully mitigate and minimize flood-related damages. To ensure that the project is compliant with all appropriate regulations, a preliminary hydrologic and hydraulic (H&H) study is underway, ahead of final engineering and design improvements. Two basins were selected as the highest priority. The Station 18/Atlantic Ave. basins (Basins 7, 8, and 9) are contained within approximately 0.2 miles and house the US Coast Guard Historical District designated on the National Register of Historic Places. The Marshall Blvd./Brownell Ave. basins (Basins 15, 16, and 19) are contained within an estimated 0.3 miles and consist of approximately three blocks of residential properties.

The study includes the following tasks:

- Data collection, including the Town's existing GIS stormwater inventory database, historic information, FEMA claims information, and Thomas & Hutton in-house data files
- Field inspections/survey to confirm/refine basin delineations and the existing stormwater inventory
- Utilizing information from the data collection exercise, field inspections, and research of available topographic, soils, land-use, and tidal data
- A ranking system resulting in the selection of two of the identified drainage basins with the most critical needs for designing and constructing improvements
- Development of existing and future conditions H&H models
- Recommendations for drainage improvements
- Opinion of probable cost

Based on the results of the study, Thomas & Hutton proposed drainage infrastructure improvement projects (with resulting costs) and assisted with the preparation and submittal of a FEMA Hazard Mitigation Grant Program (HMGP) grant application. The Town was awarded a FEMA HMGP under DR-4241.

CLIENT

Town of Sullivan's Island
Andy Benke
Town Administrator
1610 Middle Street
Sullivan's Island, SC 29482
843-883-3198
abenke@sullivansisland.sc.gov

SERVICES PROVIDED

- Flood Study
- Hydraulic Modeling
- Data Collection
- Survey
- Recommendations for Improvements

PROJECT TEAM

- Rick Karkowski, PE, PH, D.WRE
- Elliotte Quinn, PLS

FOREST ACRES DRAINAGE IMPROVEMENTS PHASE I & II CHARLESTON, SOUTH CAROLINA

The City of Charleston is improving the stormwater collection and conveyance system in the Forest Acres and 5th Avenue drainage basins in the West Ashley area of the City. Undersized channels and road culvert systems typified the existing drainage systems in the two drainage basins. Drainage in the Forest Acres drainage basin is conveyed to an undersized stormwater pump station that outfalls through a limited gravity system in the 5th Avenue drainage basin.

The City retained Thomas & Hutton to confirm the need for the proposed improvements and design the initial phase to increase the basins' outfall capacity. Thomas & Hutton's services included hydrologic and hydraulic modeling, conceptual design, public input coordination, and cost estimating. Based on analyzing various factors, including drainage and flood control effectiveness, life cycle costs, environmental impacts, and others, Thomas & Hutton recommended that the City implement a gravity drainage option as the Phase 1 improvement for the basins. Thomas & Hutton worked with the City and other stakeholders to find a solution that could be efficiently operated and maintained with minimal environmental impact.

After providing findings and recommendations of the drainage improvements study, Thomas & Hutton was retained to provide design, permitting, and bid phase services for the first phase of improvements in the combined Forest Acres/5th Avenue drainage basin. This project includes surveying, designing, and permitting the basin's central outfall system.

Phase 1 extends from the outfall at 5th Avenue across St. Andrews Blvd. and Magnolia Road, along the West Ashley Bikeway to Playground Road. The proposed Phase 1 improvements include over 2,500 linear feet of box culvert improvements, 2,000 linear feet of channel improvements, and improvements to various secondary systems.

Phase 2A will tie into the Phase 1 improvements at the corner of Playground Road and the West Ashley Bikeway, the former location of the removed pump station. Phase 2A extends west from Phase 1 along Playground Road. The proposed Phase 2A improvements include about 190 linear feet of box culvert improvements, 800 linear feet of channel improvements, and improvements to various secondary systems.

Phase 2B extends from Playground Road upstream along the St. Andrews Parks & Playground Property to Highway 61 and west along the southern boundary of the Palmilla Apartments Complex. The proposed Phase 2B improvements include over 800 linear feet of box culvert improvements, over 2,500 linear feet of channel improvements, and enhancements to various secondary systems.

The design projects included coordination and permitting with SCDOT, SCHEC (including OCRM), and USACE. The project also consists of the coordination of utility relocations with SCE&G (for gas and overhead power), Charleston Water Systems (for water and sewer), AT&T (for telecommunications), and various other minor utilities (traffic control, cable, etc.).

Thomas & Hutton provided bidding and construction administration services for the approximately \$10 million construction contract for Phase 1, which reached substantial completion in January 2018 (four months ahead of schedule). Thomas & Hutton also provided public outreach and communication services and coordinated independent laboratory quality assurance/quality control testing, vibration monitoring, and SWPPP inspections. Thomas & Hutton is currently under contract with the City for construction phase services for Phases 2A and 2B, an approximately \$11 million construction contract.

CLIENT

City of Charleston
Steve Kirk, PE
Stormwater Management
2 George St, Suite 2100
Charleston, SC 29401
843-579-7682
kirks@charleston.gov

SERVICES PROVIDED

- Watershed Mapping
- Hydraulic Modeling
- Alternative Analysis
- Conceptual Design
- Public Input Coordination
- Surveying
- Permitting
- Final Design
- Construction Plans

• Easement Plats

- Bid Assistance
- Construction Phase Services

PROJECT TEAM

- Rick Karkowski, PE, PH, D.WRE
- Hillary Aton, PE
- Ken Nagel, PE
- John Winters, PLA
- Elliotte Quinn, PLS



SHEM CREEK PHASE 3 PEDESTRIAN BRIDGE AND POCKET PARK

MOUNT PLEASANT, SOUTH CAROLINA

Thomas & Hutton has worked with the Town of Mount Pleasant on public access to Shem Creek since 2007. Before Phase 3, T&H and the Town focused on public access and recreational facilities on the east side of the Creek. Before Phase 3, the narrow sidewalk along Coleman Blvd., one of the Town's busiest roads, was the only way to cross the Creek to. The safety of pedestrians became a critical concern and the primary purpose of Phase 3. The project provided enhanced connectivity and is a dedicated space for public enjoyment.

Shem Creek is recreational and part of the USACE Federal Navigation Channel. The bridge crosses a Critical Area, falls under the USACE and US Coast Guards' jurisdiction as a bridge crossing a navigation channel, and is entirely within the SCDOT Right of Way. The permitting process required substantial coordination between T&H, the Town, and various agencies. Other challenges included difficult geotechnical conditions and pile installation adjacent to historic properties.

In addition to the bridge, the project included the design of a public pocket park along the water on the west side of the Creek, located in a narrow parcel between restaurants. T&H transformed the parcel into a quaint, ADA-accessible park with planters, palm trees, benches, a deck, landscaping, bricked accessway, bike racks, and rocking chairs.



CLIENT

Town of Mount Pleasant
Kevin Mitchell
Town Engineer
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843-884-1229
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SERVICES PROVIDED

- Survey
- Planning
- Permitting
- Structural Engineering
- Landscape Architecture
- Construction Observation

PROJECT TEAM

- John Winters, PLA

DANIEL ISLAND WATERFRONT PARK

CHARLESTON, SOUTH CAROLINA

Spanning 1,000 feet along the Wando River in Charleston sits Thomas & Hutton Project, Waterfront Park, the showcase of The Waterfront, a mixed-use district on Daniel Island. The new and improved Waterfront Park, a formerly underutilized space on the Island into a vibrant destination for the Charleston region, features multi-use trails with lighting for night use, various seating areas, a playground, and a kid-friendly 2,000-square-foot interactive splash fountain. These improvements include adding the Daniel Island Yacht Club, two public docks providing day boat docking for the restaurant and retail center, kayak and paddle board rentals, a sailing program, and water transportation via the Daniel Island Ferry. The Park also builds off an existing trail system, connecting all amenities to 25+ miles of trails.

The Waterfront's splash fountain is a stunning centerpiece that blends seamlessly with its surroundings. It's made with high-quality materials and helps keep the area cool during hot summers. The fountain is ADA-accessible and is perfect for water play. The Park also features a bandshell, versatile lawn space, and hosts community events such as summer concerts.

CLIENT

Daniel Island Property Owners' Association
Jane W. Baker, President
130 River Landing Drive, Suite 1-C
Charleston, SC 29492
843-971-4402
jane.baker@dicommunity.org

SERVICES PROVIDED

- Civil Engineering
- Landscape Architecture
- Survey
- Structural Services

PROJECT TEAM

- John Winters, PLA
- Elliotte Quinn, PLS



BOUNDARY STREET REDEVELOPMENT

BEAUFORT, SOUTH CAROLINA

Boundary Street is the historic roadway to the City of Beaufort. Through the years, the streetscape experienced degradation due to the development of strip shopping centers and drive-thru establishments. In 2004, The City established a redevelopment plan and district for the area.

Thomas & Hutton worked with the City and other stakeholders to improve the transportation facility for all users. The City implemented a form-based code to assist in beginning the corridor's redevelopment. Objectives of the design included traffic calming through narrow travel lanes; a center landscaped median with turn lanes, and pedestrian-friendly sidewalks, parks, and boardwalks. The plan, developed by Thomas & Hutton, was required because previous planning and design exercises needed to meet City requirements and were not economically feasible.



Thomas & Hutton worked with Beaufort County and the City of Beaufort and SCDOT to implement the improvements on a fast-track schedule utilizing funds from a federal TIGER grant the City received in January 2012. This grant required the work to follow federal aid guidelines for preconstruction activities.

CLIENT

City of Beaufort
Neal Pugliese
Senior Project Manager
1911 Boundary Street
Beaufort, SC 29902
714-470-3512
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SERVICES PROVIDED

- Site Analysis
- Master Plan Evaluation
- Roadway Design
- Stormwater System Design
- Traffic Planning and Signization
- Boardwalk Design

- Landscape Architecture
- NEPA Documentation
- Utility Coordination
- Permitting
- Stakeholder Coordination
- Public Meetings



**APPROACH &
SCOPE**

PROJECT UNDERSTANDING AND APPROACH

PROJECT UNDERSTANDING & BACKGROUND

Thomas & Hutton conducted a study for the City of Isle of Palms (City) that investigated the feasibility and efficacy of protecting the “back” of the Island (along Waterway Boulevard) from excessive tides and some tidal surges. This study assessed various elevations that could be attained by raising the elevation of the existing pathway on the north side of Waterway Boulevard. The study determined that raising the pathway to elevation 6.0 ft. (NAVD88) provided significant benefits to landward properties while still providing an accessible and aesthetically acceptable pathway.

The study recommended that the City pursue providing protection from tidal inundation to elevation 6.0 ft. (NAVD88) by raising the elevation of the pathway and making other improvements including: installing check valves at critical locations in the stormwater drainage system, adding drainage infrastructure in two locations, grading and filling some areas to take advantage of natural topography, and constructing a short wall in some areas (east of 41st Avenue, behind the fire station). The recommended improvements are from 21st Avenue to just east of 41st Avenue. The proposed improvements were documented in the Waterway Boulevard Landscape Plan (dated 9/21/2020).



APPROACH

General Consulting Phase

The City identified the need for design, engineering and permitting, bidding and construction administration. Thomas & Hutton will assist the City during the project when a defined scope cannot be determined for services such as assembling documents, responding to questions, and feasibility analyses. Services will be provided on a time and expense basis. Design and construction services are not provided under this phase.

The City will provide general clerical/administration duties to support the project including typing, preparation of packages for submittal, and mailing. Thomas & Hutton will assist the City as needed in obtaining drainage easements from Wild Dunes Golf Course Property and Encroachment Permits from the SCDOT right-of-way along Waterway Boulevard. Thomas & Hutton will attend project meetings and conference calls at the request of the City. All services in the general consulting phase will be provided on a Time and Expense basis.

Survey Phase

Thomas & Hutton will perform a survey of the project areas including 8,800 linear feet of pathway from approximately 21st Avenue to 41st Avenue. The survey will extend from the road centerline to approximately 10 feet beyond the right-of-way/property line on the north (pathway) side of the road. Thomas & Hutton will conduct a survey of the project area. The survey shall include information necessary for final design including topography, trees and vegetation, roads (edge of pavement, centerline, curb and sidewalk), pathway, house footprints, other above-ground features (power poles, hydrants, mailboxes, fences, etc.), and drainage pipes (inverts, size, and type). Underground utilities will only be marked and surveyed by subsurface utility engineering subconsultant, Lowcountry Locating, LLC in the areas of the two proposed drainage improvements (1. Opposite Shady Lane and 2. Opposite Sparrow Drive) and in the area of the proposed wall (behind the fire station).

Thomas & Hutton will conduct a survey of property and/or right-of-way lines within the project limits. The property survey shall be performed in conformance with the minimum standard requirements for the appropriate location. Property surveys shall consist of locating the lines and/or corners of tracts of land as per deed descriptions and other evidence found on the ground. Work will include review of record deeds and plats, calculations and analysis of evidence found, establishment of lines, and preparation of survey drawings.

A delineation of all wetlands and critical areas within the project area will be completed by subconsultant, Terracon. This task will include the identification, field demarcation, and coordination with survey crews to complete a field survey of the delineated wetland and critical areas. Drainage easement plats will be prepared for two locations associated with the two proposed drainage system outfalls.

Design Phase

After completion of the Survey Phase, Thomas & Hutton will prepare the project construction plans. These plans will be submitted to the City for review. The construction plans will include:

- Grading – finish elevations, finish contours, parking lot, and grading information.
- Pathway – centerline geometry, stationing, and elevations.
- Landscape – a landscape plan will be prepared. The plan shall be prepared by a Registered Landscape Architect.
- Drainage – structure location, pipe route and size, inverts and slopes, including preparation of design calculations. Drainage design shall be limited to the two (2) areas that new addition drainage systems are proposed. No design or calculations shall be conducted for the drainage systems that are to be retrofitted with check valves only.
- Erosion Control – for pathway and drainage improvements
- Profiles – Pathway and drainage improvement profiles only
- Construction Details – pathway, drainage (limited to modifications necessary for installation of in-line check valves), and erosion control.
- Quantity takeoff and opinion of probable construction cost.
- Technical specifications for clearing, earthwork, pathway, landscape, drainage systems, and others as needed.

Thomas & Hutton will prepare a draft set of construction plans for the City's review and conduct a field review (up to a full day) with the City to review the project in the field. Additionally, Thomas & Hutton will address the City's comments and prepare a set of construction plans for permitting.

Permit Phase

Subconsultant, Terracon will assist the City with the preparation of submittal packages for project approval. The payment of fees associated with the application process is the responsibility of the City. Thomas & Hutton and Terracon will submit final plans and specifications to the applicable local, state, and federal agencies for review. Agency submittals anticipated for this Project include:

- SCDHEC OCRM - CZC
- SCDHEC BOW – NPDES CGP (including development of a SWPPP)
- USACOE Wetlands Impact Permit (assumes one Nationwide Permit)
- SCDHEC OCRM – Critical Area Permit
- SC Department of Transportation Encroachment
- City of Isle of Palms MS4 Approval (administered by Charleston County)

Submittal fees are not included in our fee schedule and must be provided by the City at the time of submittal. Thomas & Hutton and Terracon will assist the City in obtaining construction permits for the project. This phase includes revising plans and specifications according to regulating agency comments and, if requested, meeting with the agencies on behalf of the City.

Bid Phase

1. **Prepare Bid Documents** - Using the City's "up front documents", Thomas & Hutton shall prepare the bid documents for the Project. The bid documents will include forms and information supplied by the City, the bid form, technical specifications (as necessary), and other information.
2. **Advertise Project** - Thomas & Hutton will assist the Owner with advertising the project for bids in the local newspaper, SCBO, and elsewhere as required by the City. Advertisement fees shall be provided by the City at the time of the advertisement being submitted for publication.



- 3. Bidding and Award** - The following services will be provided during the bidding and award period:
- Distributing construction drawings and project manuals.
 - Issuing any addenda (if required).
 - Conducting the bid opening and preparation of a bid tabulation.
 - Performing reference checks on bidders.
 - Issuing an award recommendation to the Owner.
 - Confirming Payment and Performance Bonds and assembly of the Contract Instruments, including the Notice of Award, Agreement, and Notice to Proceed.

Bid Phase services will be provided on a time and expense basis.

Construction Phase

- 1. Construction Contract Administration** - Provide the following services during construction:
- Conduct a pre-construction meeting.
 - Review product submittals.
 - Evaluate construction schedules to ensure compliance with contract times for completion.
 - Issuing field orders and change orders (if required).
 - Evaluating field test data for compliance.
 - Reviewing and recommending payment requests including partial and final requests.
 - Coordinate project activities with the City.
 - Recommending acceptance of the Project to the City.
 - Preparing a final adjusting change order (if required).
- 2. Construction observation** - Thomas & Hutton will periodically observe construction to ensure compliance with construction drawings and technical specifications. Construction observation and monitoring does not include exhaustive or continuous on-site inspections to check the quality or quantity of the Contractor's work. However, it does include visits to the Project site at intervals appropriate to the various stages of construction to review general compliance with approved plans and specifications. Such visits and observations shall not require Thomas & Hutton to assume responsibilities for the means and methods of construction, nor for safety measures or conditions on the job site. A four month construction duration is assumed for this project.
- 3. Project Permit Closeout** - Thomas & Hutton will provide a preliminary punch list at substantial completion of construction. Upon notice from the construction contractor of final completion, Thomas & Hutton will schedule a final inspection. Thomas & Hutton will review the as-built drawings prepared by the construction contractor.

Construction Phase services will be provided on a time and expense basis.

Exclusions

Unless a specific scope is included in an agreement, we do not anticipate these items to be included in the scope, but can be coordinated or provided, if requested by the City in writing:

- Pothole for vertical survey of existing utilities
- Design of water and sewer relocations
- Design of dry utilities relocations
- Structural design (all structures to be designed as precast)
- Accessibility construction compliance verification
- Archaeological survey and report
- Geotechnical investigation or report
- Pavement Design
- Phase One or Phase Two Environmental Assessments
- Endangered species survey and report
- Individual wetlands/critical area permit
- Interior Courtyard Design
- Off-site work unless specifically covered in the scope of services
- Approvals or permits other than those related to the scope of services
- Act as an expert witness for legal activities
- Telephones, cable television, gas, and power distribution systems (including relocations)



Periods of Service

- 1. General Consulting Phase** - Thomas & Hutton will provide general consulting phase services on an as needed basis as requested by the City. The services will be provided on a mutually agreed schedule.
- 2. Survey Phase** - After receipt of a written notice to proceed from the City, Thomas & Hutton will commence work within thirty (30) calendar days after receipt and complete work described in this phase within forty-five (45) calendar days.
- 3. Design Phase** - After the survey phase required for design is complete, Thomas & Hutton will commence work within fourteen (14) calendar days and complete work described in this phase within ninety (90) calendar days.

4. **Permitting Phase** - Permits will be applied for as early as possible during the progress of the project. Thomas & Hutton does not control the review and approval periods of the various agencies; therefore, the permitting period is unknown. However, based on recent experience it is anticipated that once initiated, permitting will require 4 to 6 months.
5. **Bid Phase** - After the design and permitting phases are complete, Thomas & Hutton will begin bidding phase services. The schedule for bidding and award will depend on the approvals needed by the City. Bidding services will be provided on a mutually agreeable schedule and is anticipated to require 2 to 4 months to complete.
6. **Construction Phase** - After the project has been awarded to a construction contractor, Thomas & Hutton will begin construction phase services. Construction is anticipated to be 4 months. Construction services do not include full time construction observations



COST

Phase	Fee Structure	Fee or Time & Expense Budget
General Consulting:	Time & Expense – Budget	\$ 22,400.00
Survey:	Lump Sum	\$ 50,000.00
Survey – Easement Plats:	Lump Sum (2 easements)	\$ 4,100.00
Design:	Lump Sum	\$ 44,600.00
Permitting:	Time & Expense – Budget	\$ 35,600.00
Bidding:	Time & Expense – Budget	\$ 18,000.00
Construction Services:	Time & Expense – Budget	\$ 41,800.00
Reimbursable Expenses:	Time & Expense – Budget	\$ 4,200.00
Additional Services:	Time & Expense – See “Consulting Services Rate Sheet”	
TOTAL:		\$ 220,700.00





682 JOHNNIE DODDS BOULEVARD, SUITE 100 | POST OFFICE BOX 1522
MT. PLEASANT, SC 29464 | 843.849.0200
THOMASANDHUTTON.COM

September 13, 2023

Ms. Desirée Fragoso
City of Isle of Palms
P.O. Drawer 508
Isle of Palms, SC 29451

Re: Isle of Palms Phase 3 Outfalls
Extension of Construction Phase Services
Change Order Request #4

Dear Ms. Fragoso:

Thank you for requesting our continued professional engineering services for the Construction Phase of the Phase 3 Drainage Outfalls Project. As you are aware, Thomas & Hutton provided bidding phase services and is currently providing construction phase services for the Phase 3 Drainage Outfall Projects. We are requesting to extend our construction phase services due to delays caused by the contractor and unforeseen issues that arose after the construction contract was awarded which include:

- Delay due to material supply chain issues,
- Delay for Dominion temporary pole and overhead line relocation at 30th Avenue,
- Delay resulting from post-bidding field changes to utility relocation design and addition of pre- and post-construction sewer video at the request of IOPWSC,
- Review and coordination of material substitution (check valves),
- Numerous meetings with Contractor's supplier (CP&P) to discuss design and manufacturing of precast structure resulting in delay of production and delivery,
- Delay of construction through peak summer season with intent to restart construction following the Labor Day Holiday.

SCHEDULE

We will provide the proposed services by mutual agreement with the City. We understand that the remaining construction time period, estimated based on the best available information and construction schedule, is approximately 4 months.

CONTRACT TERMS

This change order is to be performed under the terms and conditions of our original contract with the City (Phase 3 Drainage Outfall Design and Permitting Contract, January 16, 2019).

This proposed change order will be open for acceptance until October 31, 2022, unless changed by us in writing. The Consultant has developed this change order based on our anticipated 2023 rates. We have assumed (as most services are provided on a time and expense basis) that labor rates will be adjusted each calendar year. We appreciate the opportunity to prepare this proposal and look forward to working with you on the project.

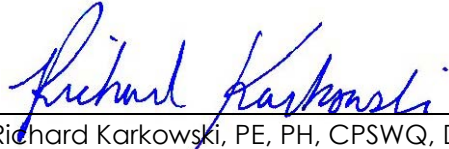
COMPENSATION

Phase	Fee Structure	Lump Sum or T&E Budget
Construction Phase	Time & Expense	\$ 42,000.00
Estimated Total:		\$ 42,000.00

Should you have any questions about this contract change request, please do not hesitate to contact me at (843) 725-5280, or via e-mail at karkowski.r@tandh.com.

Sincerely,

THOMAS & HUTTON ENGINEERING CO.

By 
Richard Karkowski, PE, PH, CPSWQ, D.WRE
Principal / Project Manager

By 
Hillary Aton, PE
Project Manager

RPK/HEA/ALA

Enclosures: 2023 Rate Sheet

ACCEPTED: _____, 2023

By _____

TITLE

Thomas & Hutton provides services on a time and expense basis as follows:

1. This basis includes allowance for direct salary expenses and for direct non-salary expenses. It also provides for services we may subcontract to others.
2. Direct salary expenses are generally based upon our payroll costs. The payroll costs include the cost of salaries and wages (including sick leave, vacation, and holiday pay) for time directly chargeable to the project; plus, unemployment, excise, payroll taxes, and contributions for social security, employment compensation insurance, retirement benefits, and medical and insurance benefits.

The current hourly rate charges for each skill position for 2023 are as follows:

Hourly Rate	Engineer	Survey	Landscape	GIS	Quality Control	Business/ Administrative
\$ 280.00	Consultant	Consultant	Consultant	Consultant	Consultant	
\$ 255.00	Senior Manager	Senior Manager Survey Party (3–Men)	Senior Manager	Senior Manager	Senior Manager	Senior Manager
\$ 230.00	Project Manager V Project Engineer V	Survey Manager V Project Surveyor V	Landscape Architect V LA Project Manager V	GIS Manager V		
\$ 210.00	Project Manager IV Project Engineer IV	Survey Manager IV Project Surveyor IV	Landscape Architect IV LA Project Manager IV	GIS Manager IV		Senior Application Developer IV, Software/Computer Consultant IV
\$ 200.00	Project Manager III Project Engineer III	Survey Manager III Project Surveyor III	Landscape Architect III LA Project Manager III	GIS Manager III		Senior Application Developer III, Software/Computer Consultant III
\$ 185.00	Project Manager II Project Engineer II	Survey Manager II Project Surveyor II Survey Party (2–Men)	Landscape Architect II LA Project Manager II	GIS Manager II	Construction Administrator II	Senior Application Developer II, Software/Computer Consultant II
\$ 170.00	Project Manager I Project Engineer I	Survey Manager I Project Surveyor I	Landscape Architect I LA Project Manager I	GIS Manager I	Construction Administrator I	Grant Administrator, Senior Application Developer I, Software/Computer Consultant I
\$ 160.00	Designer IV Engineering Technician IV	Staff Surveyor V Survey Field Supervisor	Landscape Designer IV	GIS Analyst IV	Field Representative V	Application Developer IV
\$ 150.00	Designer III Engineering Technician III	Staff Surveyor IV	Landscape Designer III	GIS Analyst III	Field Representative IV	Application Developer III
\$ 135.00	Designer II Engineering Technician II	Staff Surveyor III Survey Party (1–Man)	Landscape Designer II	GIS Analyst II		Permit Coordinator III Application Developer II
\$ 125.00	Designer I Engineering Technician I	Staff Surveyor II	Landscape Designer I	GIS Analyst I	Field Representative III	Application Developer I, Permit Coordinator II, Admin IV
\$ 110.00	CADD Technician III	Staff Surveyor I Survey Technician III	Landscape Technician III	GIS Technician III	Field Representative II	Permit Coordinator I
\$ 100.00	CADD Technician II	Survey Technician II	Landscape Technician II	GIS Technician II		
\$ 95.00	CADD Technician I	Survey Technician I	Landscape Technician I	GIS Technician I	Field Representative I	Admin III
\$ 90.00						Admin II
\$ 85.00						Admin I
\$ 425.00	Expert Witness					

3. When warranted, overtime will be charged for any non-salary employees. Overtime hours will be billed at 1.5 times the individual's charge rate.
4. Direct non-salary (reimbursable) expenses, including printing, reproduction, air travel, lodging, and meals are billed at cost. Travel in company or private vehicles will be billed at the IRS Standard Mileage Rate and may be revised based on fuel pricing. Outside consultant fees will be billed at 1.15 times the cost.
5. All rates and charges are effective through December 31st, 2023, including printing, reproductions, materials, and travel and are subject to change at that time. New rates and costs will become immediately effective to contracts in effect at the time of rate changes.

Love Christmas Lights

Owner:	Scott Edge
	843.817.9797
	scott@carolina-light.com
	www.lovechristmaslights.com

Client:	City of Isle of Palms
Contact:	Amy Lee
	1207 Palm Blvd.
	Isle of Palms, SC 29451
Phone	843.886.8946
Email:	amyw@iop.net

75 Palm Trees - Front Beach	Quantity	Item	\$/Unit	Total
Wrap 75 palm trees with white lights along the front beach	75	LED warm white lights	\$16	\$6,000
Labor to install (and uninstall) each tree	150	Labor	\$65	\$9,750
Green Floodlight for each tree in the fronds	75	PAR 38 LED Lamp	\$12	\$900
Ground lift to attach floodlight	75	Polarized Grounding Adapter	\$5	\$375
Floodlight socket	75	Hubbell-Bell SL101B Portable Spike Light Par 38	\$6	\$450
No Lift Required				\$0
Materials: Extension Cords, Splitters, Wire	75	Materials	\$6	\$450
Total - Year 1 - Includes: Materials, Installation, Removal, Service, Storage				\$17,925
Total Subsequent Years - Includes: Materials, Installation, Removal, Service, Storage				\$16,133

Tree Installation	Quantity	Item	\$/Unit	Total
Install 22-24' tree with greenery, balls and lights	1	Labor	\$2,750	\$2,750
Total - Year 1 - Includes: Materials, Installation, Removal, Service, Storage				\$2,750
Total Subsequent Years - Includes: Materials, Installation, Removal, Service, Storage				\$2,500

Christmas Display Installation	Quantity	Item	\$/Unit	Total
Install 6 pieces of Christmas Display at specified locations	6	Labor	\$325	\$1,950
Total - Year 1 - Includes: Materials, Installation, Removal, Service, Storage				\$1,950
Total Subsequent Years - Includes: Materials, Installation, Removal, Service, Storage				\$1,950

Oak Trees at End of Connector	Quantity	Item	\$/Unit	Total
Wrap 2 oak trees with white lights at the end of the connector	2	LED warm white lights - approx. 30 sets per tree	\$16	\$960
Labor to install (and uninstall) each tree	8	Labor	\$65	\$520
Drive over mat for sidewalk	2	Commercial Drive Over Mat	\$35	\$70
Materials: Extension Cords, Splitters, Wire	2	Extension Cord	\$25	\$50
Total - Year 1 - Includes: Materials, Installation, Removal, Service, Storage				\$1,600
Total Subsequent Years - Includes: Materials, Installation, Removal, Service, Storage				\$1,440

TOTAL FOR ALL AREAS	Quantity	Item	\$/Unit	Total
Total - Year 1 - Includes: Materials, Installation, Removal, Service, Storage				\$24,225
Total Subsequent Years - Includes: Materials, Installation, Removal, Service, Storage				\$22,023

	2023	2022	2021	2020*	2019
	(FY24)	(FY23)	(FY22)	(FY21)	(FY20)
Motor Vehicles - (July-Dec)	3,048,480	2,406,550	2,550,070	2,015,790	1,969,830
Motor Vehicles - (Jan-June)	3,004,600	2,796,985	2,496,520	2,226,500	2,302,740
Total Gross Motor Vehicles	6,053,080	5,203,535	5,046,590	4,242,290	4,272,570
Collection Rate (July-Dec)	90.78%	88.61%	86.57%	86.74%	89.20%
Collection Rate (Jan-June)	90.78%	88.61%	86.57%	91.09%	89.20%
Total Collectible Motor Vehicles	5,494,986	4,610,883	4,368,833	3,776,615	3,811,132
Business Personal Property	907,370	327,120	270,560	393,800	338,950
Rental Residential	1,142,900	1,042,560	997,080	1,041,730	1,114,530
Watercraft	4,249,720	3,465,410	3,313,860	2,791,460	2,707,160
Busines Personal DOR	672,610	513,500	648,010	1,287,530	1,478,620
Utilities	1,298,180	1,246,250	1,221,274	1,184,900	1,209,190
Aircraft	122,120	133,340	190,910	73,240	64,990
Total Personal Property	8,392,900	6,728,180	6,641,694	6,772,660	6,913,440
Real Property 4% (includes Homestead)	80,470,630	77,454,000	70,851,280	65,043,700	57,008,320
Real Property 6%	190,333,350	179,797,390	169,549,460	170,355,540	149,441,850
Real Property Agricultural Use 4%	1,310	1,310	1,310	1,310	1,310
Mobile Homes					
Add (Subtract) Assessor's Est Remain Reviews					
Total Real Property	270,805,290	257,252,700	240,402,050	235,400,550	206,451,480
Total Real & Personal Property	279,198,190	263,980,880	247,043,744	242,173,210	213,364,920
Collection Rate	96.72%	96.98%	95.89%	96.57%	97.20%
Total Collectible Real & Personal	270,040,489	256,008,657	236,890,246	233,866,669	207,390,702
Change from prior year	5.48%	8.07%	1.29%	12.77%	3.31%
Total Tax Base (GROSS)	285,251,270	269,184,415	252,090,334	246,415,500	217,637,490
Change from prior year	5.97%	6.78%	2.30%	13.22%	2.74%
Total Tax Base (Collectible)	275,535,475	260,619,540	241,259,079	237,643,284	211,201,835
Change from prior year	5.72%	8.02%	1.52%	12.52%	3.37%
Less Motor Vehicles (July-Dec)	(2,767,410)	(2,132,458)	(2,207,596)	(1,748,496)	(1,757,099)
	272,768,065	258,487,083	239,051,483	235,894,788	209,444,735
Total collectible base per County report	272,768,088	258,487,082	239,051,482	235,894,788	209,444,735
Difference	(23)	1	1	(0)	0
% Change from Prior Year	6%	8%	1%	16%	6%

Calculate Projected Property Tax Revenues and Compare to Budget and Actual Property Tax Revenues					
Authorized Millage Rate - Operating	0.0191	0.0191	0.0191	0.01906	0.0213
Authorized Millage Rate - Debt Service	0.0032	0.0042	0.0042	0.00416	0.0034
Total Property Taxes - Operating	\$ 5,209,870	\$ 4,937,103	\$ 4,565,883	\$ 4,496,155	\$ 4,461,173
Total Property Taxes - Debt Service	872,858	1,085,646	1,004,016	981,322	712,112
Add Motor Veh Taxes Collected (Jul-Dec)	52,858	40,730	51,436	37,243	37,426
Total Projected Tax Revenues	6,135,586	6,063,479	5,621,336	5,514,720	5,210,711
Budgeted Revenues (Incl LOST)	6,027,000	5,938,000	5,701,000	5,398,132	5,209,750
Difference	\$ 108,586	\$ 125,479	\$ (79,664)	\$ 116,588	\$ 961
Actual Property Taxes Received		5,182,087	4,901,784	4,804,448	\$ 4,517,683
Actual LOST Received		1,184,906	982,856	970,759	799,984
Total	-	6,366,992	5,884,639	5,775,207	5,317,667
Difference between Actual and Projected		303,513	263,304	260,487	106,956
% Difference		5%	5%	5%	2%
Difference between Actual and Budget	\$	428,992	\$ 183,639	\$ 377,075	\$ 107,917
% Difference		7%	3%	7%	2%

APPROXIMATE VALUE OF A MIL

272,768

258,487

239,051

235,895

209,445

Total Appraised Value - no deduction for collectibility					
Motor Vehicles	96,400,195	83,553,581	81,162,479	68,574,705	68,962,195
Personal Property	81,508,438	65,943,910	66,023,910	66,677,381	67,478,857
Real Property	5,184,021,000	4,933,005,917	4,597,139,083	4,465,384,250	3,915,938,250
Total Appraised Value	5,361,929,633	5,082,503,408	4,744,325,472	4,600,636,336	4,052,379,302
% Change from Prior Year	5.50%	7.13%	3.12%	16.75%	5.86%

Total Assessed Value - no deduction for collectibility					
Motor Vehicles	6,053,080	5,203,535	5,046,590	4,242,290	4,272,570
Personal Property	8,392,900	6,728,180	6,641,694	6,772,660	6,913,440
Real Property	270,805,290	257,252,700	240,402,050	235,400,550	206,451,480
Total Assessed Value	285,251,270	269,184,415	252,090,334	246,415,500	217,637,490
% Change from Prior Year	5.97%	6.78%	2.30%	16.33%	5.47%

City of Isle of Palms
 Calculation of Local Option Sales Tax Credit Factor
 2023 Tax Bills

The City of Isle of Palms has a long standing practice of returning 100% of Local Option Sales Tax collections to the taxpayers. The factor calculation is done two ways - one using the prior fiscal year LOST collections, and the other using the current year LOST budget. Of these two calculated factors, the one most beneficial to the taxpayer is confirmed to Charleston County for purposes of the tax bill.

Current Gross APPRAISED Values from Charleston County:

Motor Vehicles	96,400,195
Real Property	5,184,021,000
Personal Property	81,508,438
Homestead Exemption	<u>(31,373,500)</u>
Total	5,330,556,133

FY23 Actual LOST Revenue	1,184,906	Prior Fiscal Year
Divided by Total Appraised Value	0.00022	USE .00022

FY24 Budget LOST Revenue	1,113,000	Current Year's Budget
Divided by Total Appraised Value	0.00021	



**Planning Commission Meeting
4:30pm, Wednesday, September 13, 2023
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Sue Nagelski, Ron Denton, David Cohen, Jeffrey Rubin, Marty Brown, Sandy Stone, Tim Ahmuty

Staff present: Director Kerr, Zoning Administrator Simms

2. Approval of minutes

Ms. Nagelski made a motion to approve the minutes as amended of the July 12, 2023 regular meeting. Mr. Cohen seconded the motion. The motion passed unanimously.

3. Citizen's Comments

Mr. Al Clouse's comments are attached to these minutes.

4. New Business

Discussion of noise ordinance issues with Police Department representatives

Chief Cornett explained that the current noise ordinance is not objective and presents a problem when trying to defend tickets in court. He shared year-to-date noise complaint data with the Commissioners. He stated the majority of noise complaints are related to amplified music and loud voices.

He and his officers have been taking readings around the island and the average decibel level from readings taken in August was 64 dba. He would like to see decibel levels in the new ordinance so that his officers have objective evidence to present in court.

Mr. Cohen expressed concerns about the proposed noise ordinance. He said it is not practical because the Police Department will not be enforcing the ordinance on everything that creates a noise violation, like lawn equipment.

B. Discussion of task from City Council regarding noise ordinance

Director Kerr said the City Council would like for the Planning Commission to discuss whether or not there is an issue that requires changing the City code, to discuss whether or not the noise ordinance should include decibel levels, and if there should be decibel levels, what should those levels be.

Mr. Cohen said he had no issues with including decibel levels in the ordinance as long as they are well defined. He suggested that in order for a ticket to be issued there needs to be a complaint made and a decibel level measured and recorded. He noted that an individual's background environment determines what they hear.

Director Kerr will set up equipment for the next meeting to help understand decibel levels. Mr. Cohen will add some "technical polish" to the proposed noise ordinance.

C. Discussion of stormwater recommendations from drainage masterplan

Director Kerr reviewed the changes to the City's development standards suggested by the Drainage Master Plan. These will be discussed more deeply at the next meeting.

D. Discussion of City Council/Planning Commission workshop request – 9/26/23

Director Kerr shared with the Commission that City Council would like to discuss the Commission's recommended changes regarding short-term rentals prior to the City Council meeting on September 26. He said they did not like the recommendation regarding single room rentals, and they would like to further discuss the changes to the occupancy limits on new or significantly remodeled short-term rental houses.

5. Old Business

A. Comprehensive Plan review updated draft

Director Kerr said another draft is forthcoming.

B. Update on Sea Level Rise Adaptation Plan

Director Kerr said Seamon & Whiteside has been collecting initial information for the plan and will likely come speak to the Planning Commission in the future.

5. **Adjournment**

The next meeting of the Planning Commission will be Wednesday, October 11, 2023 at 4:30pm.

Mr. Stone made a motion to adjourn, and Mr. Brown seconded the motion. The meeting was adjourned at 7:01pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

**Planning Commission 9/13/23; Clouse Comments (Meeting No. 22 since 4/13/2022)
Regarding NOISE ORDINANCE; NUISANCE.**

We understand your mission.

Respectfully, we hope you understand ours.

Our residential neighborhood does not deserve to have decibels dictate our livability. If we tell you we are disturbed, then we are disturbed. If we need to execute affidavits, we will. Charleston and Folly Beach are not governed by decibels. The people in Charleston do not put up with a nuisance.

I will not drag you through our history, however, in previous meetings with the Public Safety Committee, any protection provided to us under the current ordinance, by a 2 to 1 vote, was slaughtered from the criteria. Totally pro resort!

We encourage you to differentiate between noise from a hotel, as compared to noise from a hotel which is located in a residential neighborhood. Noise Duration; 24/7/365.

We encourage you to not allow the hotel a double standard when compared to a residential neighborhood.

Our livability since April 2021 is not what you would prescribe to your Mom and Dad.

Hotel distance from the complainants. Mrs. Williamson 25 feet; Clouse 62 feet. **Illustrate.**

Please let us remind you, over fourteen (14) months ago, we requested a noise abatement study; following up with a second request in November 2022. The resort egregiously decided to make a recipe for more noise (sound study). We encourage all of you to tour the Sweetgrass Inn; you will notice the design projects directly south into a residential neighborhood. An elevated damn is also in place to protect their empire; forcing a potential surge into a residential neighborhood. Aesthetically, complemented by a "we ran out of money" finish on the south side of their property.

I have called the IOP Police over **sixty-five (65) times**, which resulted in five (5) tickets, all from the **Concert from Hell** on November 4, 2022. **A little over 7%**. Does something seem amiss about this?

9/12/23 City Council packet; Livability Statistics August 2023; Noise: **17 complaints; zero (0) citations.**

We know your mission is not enforcement.

We love the cicadas!



ISLE OF PALMS POLICE DEPARTMENT

MONTHLY REPORT

AUGUST 2023

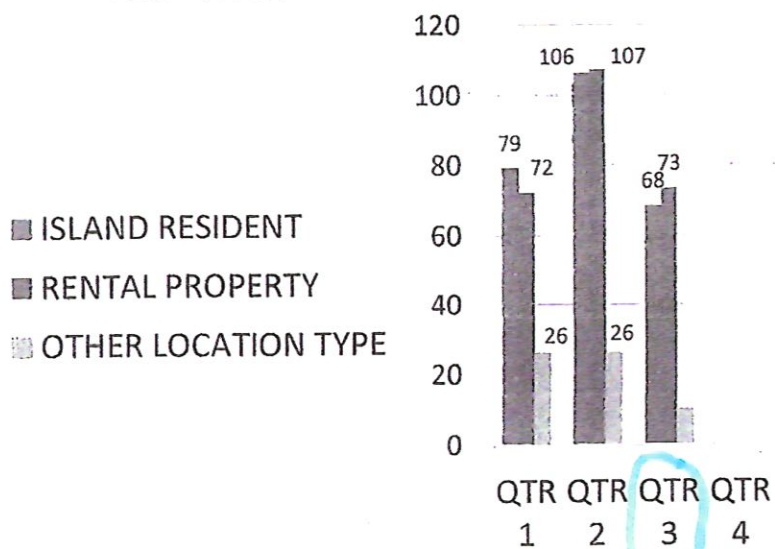


Livability Statistics

LIVABILITY COMPLAINTS	ISLAND RESIDENT	RENTAL PROPERTY	OTHER LOCATIONS	TOTAL COMPLAINTS
NOISE	5	7	5	17
FIREWORKS	0	0	0	0
UNKEMPT LOTS	1	1	0	2
RIGHT-OF-WAY OBSTRUCTION	2	0	0	2
BUSINESS LICENSE	6	2	0	8
OTHER RENTAL PROPERTY VIOLATIONS NOT LISTED	0	0	0	0
SHORT TERM RENTAL OCCUPANCY VIOLATIONS	0	0	0	0
SHORT TERM RENTAL VEHICLE LIMIT VIOLATIONS	0	0	0	0
ROLL CART VIOLATIONS	18	22	0	40
TOTAL	32	32	5	69
% BY CATEGORY	46%	46%	7%	

CITATIONS	WARNINGS	UNFOUNDED	COMPLAINT DISPOSITION
0	6	11	17
0	0	0	0
0	2	0	2
0	2	0	2
8	0	0	8
0	0	0	0
0	0	0	0
0	0	0	0
11	29	0	40
19	39	11	69
28%	57%	16%	

Livability Complaint by Property Type



2 MO
JULY & AUGUST



ENVIRONMENTAL ADVISORY COMMITTEE

4:00pm, Thursday, September 14, 2023

1207 Palm Boulevard, Isle of Palms, SC

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

MINUTES

1. Call to order

Present: Deb Faires, Doug Hatler, Mary Pringle, Linda Plunkett, Jonathan Knoche, Jordan Burrell, Sandra Brotherton, Council Member Bogosian

Absent: Belvin Olasov

Staff Present: Director Kerr, Zoning Administrator Simms

2. Approval of previous meeting's minutes

MOTION: Dr. Plunkett made a motion to approve the amended minutes of the July 13, 2023 meeting, and Ms. Pringle seconded the motion. The amended minutes passed unanimously.

3. Citizen's Comments

Susan Smith shared her concerns with the Committee about cheaply made and easily broken boogie boards left on the beach. She said the Clean Up Crew sees at least one a week discarded on the beach. She would like the City to prioritize getting them off the beach. Her complete comments are attached to these minutes.

Laura Lovins, speaking on behalf of the Barrier Island Preservation Association, said she is pleased to hear the Environmental Advisory Committee and City Council speaking about the dangers of septic systems. She is unsure if the septic systems on the island are working properly since inspections are not required. She would like to urge City Council to be proactive and not reactive to issues surrounding septic systems. Mr. Hatler said the Water Quality subcommittee is gathering data about septic systems and water quality.

4. Update from Isle of Palms Water & Sewer Commission on upcoming projects

Director Kerr said the Planning Commission's assessment of septic systems and the IOP Water & Sewer's Commissions sewer expansion plans were sent to Committee members for review. He shared the details of the MOU between the City and the Water & Sewer Commission and said there is considerable collaboration between the two entities regarding water and sewer concerns.

Chris Jordan, General Manager of the IOP Water & Sewer Commission, shared the details of three upcoming projects the Commission will be working on as part of their sewer expansion

plans. These projects will be funded by \$4.7 million in SCIIP grants. He said further expansion of the sewer system towards Breach Inlet is dependent upon funding. Director Kerr stated the City shares all possible funding sources with the Water & Sewer Commission.

Dr. Brotherton asked if neighbors are notified when a home wants to tie into the system. General Manager Jordan said surrounding neighbors are notified and asked if they wish to be part of the expansion. He shared a small project with a group of neighbors was recently completed on Merritt Boulevard.

Dr. Plunkett asked about the plan for a more detailed MOU regarding sewer expansion. She said more strategic plans will keep the issues in the minds of City Council and the public.

5. **Old Business**

A. **Water Quality**

Mr. Hatler said the revised goals of the Water Quality subcommittee were sent out and will be discussed at the October meeting. There is no further update on the water quality samples taken earlier in the year. The subcommittee is working to identify hot spots around the island to sample. Dr. Knoche said DHEC does sampling on the beach and along the intercoastal waterway. He will share this information with all Committee members.

Dr. Plunkett asked about the Adopt-a-Drain Program. Director Kerr said this program is done in conjunction with the City of Charleston and Charleston County. It was launched on the island in May. He said the adoptable drains cannot be any of those maintained by SCDOT. He will send the link to the program on the City's website to Committee members.

B. **Climate Action**

Director Kerr said the proposals for City Hall renovations will include the costs of making City Hall more energy efficient.

C. **Wildlife**

Ms. Pringle said several articles about native plants and grasses have been published in the *Island Eye*. Discussion ensued about potential plans for the triangle-shaped lot owned by the Water & Sewer Commission at 7th and Palm. Director Kerr said the Commission is very open to the idea. He said he could provide a conceptual layout of the property so that an implementation plan for the garden could be developed.

Director Kerr said the native plants and grasses seminars to be held at the Recreation Center should coincide with planting seasons. A January/February timeframe was suggested in light of March-May planting season.

Ms. Pringle shared that the recent saltwater incursion from Tropical Storm Idalia was found to be the reason for the native plants dying around 36th Avenue. She also shared that of the 47 loggerhead nests on IOP, four are still to hatch, and none were lost by the storm. The Turtle Team watched all nests during the sand scraping project that was recently completed at Breach Inlet.

D. Litter

Dr. Brotherton said she recently sent a picture of an overflowing cigarette butt cannister, and Asst. Director Asero told her his staff has had difficulty entering the cannisters in a timely manner. The job of emptying these cannisters will be turned over to the contractor who empties the beach trash cans. She also noticed that the cannisters at the beach accesses are hard to reach because there is a trash can in front of them.

E. Update on Sea Level Rise Adaptation RFP

Director Kerr reported that Seamon Whiteside, the contractor for the Sea Level Rise Adaptation plan, has been collecting information and will be speaking with stakeholders in the future.

5. New Business -- none

6. Miscellaneous Business

A discussion about boogie boards and the water quality action plan will be on the next agenda.

The Committee briefly discussed how membership on the committee will be handled regarding those whose terms expire at the end of 2023.

7. Adjournment

The next meeting of the Environmental Advisory Committee will be Thursday, October 12, 2023 at 4pm.

Dr. Plunkett made a motion to adjourn, and Dr. Knoche seconded the motion. The meeting was adjourned at 5:18pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

Finding answers to pollution from Cheap Boogie Boards

Presented to Isle of Palms Environmental Advisory Committee – Sept. 14, 2023

From Susan Hill Smith, Cofounder Isle of Palms Cleanup Crew

From the time our group started in 2018, Isle of Palms Cleanup Crew has seen boogie boards left behind on the beach. They are often broken or otherwise unusable because of missing straps.

This summer, we have become more intensely aware of pollution caused by a cheap type of boogie boards with easily torn, thin fabric covers over what appears to be white polystyrene (Styrofoam). The flimsy foam quickly breaks - first into chunks and then into countless small pellets that are extremely light and disperse easily in the water or with any kind of breeze.

Just one of these cheap boards has the potential to unleash hundreds to thousands of plastic foam beads into ocean and coastal ecosystems.

Mid-summer, one broken board reportedly left by the trash cans at 25th Avenue for a week resulted in polystyrene foam chunks blown over several beach blocks. I came across one of these chunks at the opening to the beach at the 23rd Avenue access & tried to get as many of the pieces as possible. Another beachgoer who saw me told me about the board that had been breaking down at 25th.



Isle of Palms Cleanup Crew is now making it a priority to get left behind boogie boards off the beach, and especially if they are broken. Our volunteers were typically collecting at least 1-2 cheap broken boards like these, often with exposed polystyrene pieces, at every Monday night beach sweep during the second half of the summer. I also happened upon one breaking apart in one of the Wild Dunes Grand Pavilion pools recently.



Starting Points to Solutions

- **The City needs to make removal of left behind boogie boards left from the beach a priority.** Removal should happen within 24 hours of a board being abandoned as part of routine beach trash collection – even if this requires the City to cover extra labor costs.
- **Going into the next beach season, public messaging about cheap & broken boogie boards should play an important role in mitigating the problem:**
 - As a starting point, we can ask anyone who winds up with a broken board, or comes across a broken board, to take it off the beach and dispose of it properly, preferably at home.
 - We can also strike themes around buying, renting & using boards that are sturdy & sustainable.
- **I would like to give this issue serious study in partnership with the Environmental Advisory Committee.** We should also engage other conservation groups like Surfrider’s Charleston Chapter, which has an active schedule of litter cleanups in local coastal areas and has partnered with us previously. This is actually an international issue and has been part of a recent series by the BBC on the environmental impact of surfing.
- **I am not advocating for restrictions on the activity of boogie boarding itself – it’s otherwise a fantastic activity in many other ways.** I believe we will have to work with consumers and retailers to prevent these cheap, poorly made boards from continuing to pollute our coast.

*In 2019, the city passed restrictions on items that could be brought to the beach included polystyrene (Styrofoam) coolers, cups and food containers. You might technically be able to apply this law to certain types of boogie boards made of polystyrene. But I know first-hand that the law was not intended to target boogie boards.

City of Isle of Palms, South Carolina**Resolution No.: R-2023-08**

Authorizing Consumption of beer and wine only and amplified music at the IOP Connector Run and Walk for the Child on October 7, 2023

WHEREAS, the Isle of Palms Exchange Club and the City of Isle of Palms Recreation Department are hosting the 2023 IOP Connector Run and Walk for the Child on Saturday, October 7, 2023 on Ocean Blvd, 14th Ave Palm Blvd, and Pavilion Ave; and,

WHEREAS, the City of Isle of Palms Recreation Department is requesting permission for the temporary closing and use from 7:00 am and 11:00 am of Ocean Blvd, 14th Ave, Palm Blvd, and Pavilion Ave for set up, for the run, clean up, and staging of the event and for the temporary closing and use from 7:00 am and 11:00 am of Municipal Parking Lot A for the post-race celebration event to be held on Saturday, October 7, 2023 from 8:00 a.m. to 10:00 a.m.; for participants to consume beer and wine beverages only at the post-run event held in Municipal Parking Lot A during the hours of 8:00 a.m. to 10:00 a.m.; and for crowd control; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council this 26th of September 2023, that possession and consumption of beer and wine beverages and the use of amplified music is authorized in Municipal Parking Lot A on Pavilion Ave between the hours of 8:00 a.m. and 10:00 a.m. on Saturday, October 7, 2023; and,

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

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

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

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

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

City Administrator

Mayor

ATTEST:

City Clerk