



**Special Administration Committee Meeting  
Thursday, November 30, 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, Pierce and Streetman

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

**2. Purpose**

**A. Interview candidates for City's Boards and Commissions**

Todd Murphy interviewed for an opening on the Planning Commission but would be willing to serve on any City board or commission. He is a member of the Turtle Team and several other civic organizations. He would like to support City leadership. He believes the Planning Commission is a high-impact committee. He has experience in planning and forecasting.

Park Williams told the Committee he is open to serving on any board or commission. He said he is looking for ways to better serve the community and believes he can make a positive impact.

**B. Discussion and consideration of wage and compensation study results and recommendations**

Stacy Whichel and Allie Crumpler of Evergreen joined the meeting via Zoom to answer Committee members' questions about the wage and compensation study.

Council Member Bogosian said the goals of this review of the wage and compensation study are to create a sustainable pay structure, achieve competitive compensation for City employees that is competitive with surrounding communities for equivalent responsibilities, and identify ways to fund staff compensation within budgetary constraints. Council Member Streetman said it is important to keep in mind the distances that City employees must travel to work for the City since they cannot afford to live on the island. Council Member Pierce said the Committee needs to identify "non-monetary levers" to use in attracting, hiring, and retaining employees.

Council Member Bogosian said it is important address the pay ranges so that they address prior experience.

Administrator Fragoso said, "If ultimately Council decides to allocate a portion of money for the department head to use, to distribute and make adjustments, we would still need to follow a classification schedule that makes sense. I think part of my goal is for us to agree on a

compensation philosophy. That was the starting point when we did the 2020 study, and the compensation philosophy adopted at that time was that the City wanted to be in a leading position in the market for Public Safety and at least market competitive for the general pay plan. So that is what we looked at at that time. We were a little bit more aggressive in the salary ranges for the classifications in the Police Department's step plan because at the time we had about six vacancies. We didn't have as many vacancies in the Fire Department, so we felt a heightened sense of urgency with PD to be even more competitive because we were competing with a smaller pool of applicants in the region. Our starting point for this process is consistent, at that time, leading in Public Safety."

She also added, "A couple years ago, City Council adopted a strategic plan for the first time, and one of the six priorities listed there was improving employee retention, included goals such as valuing our employees and creating reduced turnover and improving retention and creating opportunities for upward mobility." She later noted in the conversation that upward mobility and career-advancing opportunities are often difficult to find in small organizations such as the City of Isle of Palms.

Committee members engaged in an in-depth discussion with Ms. Whichel and Ms. Crumpler about their methodologies in determining pay ranges. Ms. Whichel and Ms. Crumpler will provide additional information to Committee members as requested. Additional conversation ensued around the implementation options presented in the study.

### **3. Executive Session**

**MOTION: Council Member Bogosian made a motion to enter into Executive Session according to Section 30-4-70(a)(1) to discuss appointments to boards and commissions. Council Member Streetman seconded the motion. The motion passed unanimously.**

The Administration Committee moved into Executive Session at 3:06pm.

The Administration Committee returned from Executive Session at 3:29pm. Council Member Bogosian said no decisions were made.

**MOTION: Council Member Bogosian made a motion to recommend to City Council the reappointment of Ray Burns and Rebecca Kovalich and the appointment of Mike Boykin to the open Hospitality seat and Park Williams to the at-large seat on the ATAX Committee. Council Member Pierce seconded the motion. The motion passed unanimously.**

**MOTION: Council Member Bogosian made a motion to recommend to City Council the reappointment of Ron Denton, Suzanne Nagelski, and Jeffrey Rubin and the appointment of Rich Steinert to the Planning Commission. Council Member Streetman seconded the motion. The motion passed unanimously.**

**MOTION: Council Member Bogosian made a motion to recommend to City Council the appointment of Todd Murphy to the Environmental Advisory Committee. Council Member Pierce seconded the motion. The motion passed unanimously.**

**4. Miscellaneous Business**

The next meeting of the Administration Committee will be Wednesday, December 6, 2023 at 9:00am to further discuss the Wage & Compensation Study.

**5. Adjournment**

Council Member Streetman made a motion to adjourn, and Council Member Pierce seconded the motion. The meeting was adjourned at 3:31pm.

Respectfully submitted,

Nicole DeNeane  
City Clerk